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Administrative Offices & Employer Services

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

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



REGULAR MEETING OF THE SACRAMENTO WORKS, INC. BOARD

DATE: Wednesday, November 19, 2008

TIME: 8:00 a.m.

LOCATION: SETA Board Room
925 Del Paso Blvd.
Sacramento, California 95815

While the Sacramento Works, Inc. Board welcomes and encourages participation in the Sacramento Works, Inc. meetings, it would be appreciated if you would limit your comments to five minutes so that everyone may be heard. Matters under the jurisdiction of the Sacramento Works, Inc. Board and not on the posted agenda may be addressed by the general public following completion of the regular agenda. The Sacramento Works, Inc. Board limits testimony on matters not on the agenda to five minutes per person and not more than fifteen minutes for a particular subject. Meeting facilities are accessible to persons with disabilities. Requests for Assisted Listening Devices or other considerations should be made through the Clerk's office at (916) 263-3827. This document and other Board meeting information may be accessed through the Internet by accessing the SETA home page: www.seta.net.

A G E N D A

Page Number

- I. **Call to Order/Roll Call** (5 Minutes)
 - Introduction of New Board Members: Larry Booth, Thomas Zender (will not be present)
- II. **Consent Item** (2 minutes)
 - A. Approval of Minutes of the September 24, 2008 Meeting 4-8
- III. **Discussion/Action Items**
 - A. Discussion Item: How can Sacramento Works facilitate/elevate Policy discussions around youth achievement and education (Planning/Oversight Committee and Youth Council) (45 minutes) 9-10
 - B. Discussion Item: Board Engagement (Board Development Committee (15 minutes) 11

C.	Discussion Item: Strategic Planning Retreat for 2009 (Planning/Oversight Committee) (15 minutes)	12-17
D.	Discussion and Approval of Policy Streamlining Youth Funding Recommendations (Phil Cunningham) (10 minutes)	18
E.	Approval to Allow Sacramento Works, Inc. to appoint non-members to Committees (Phil Cunningham) (10 minutes)	19
IV.	<u>Information Items</u>	
1.	Sacramento Works Career Center Orientation Video (Terri Carpenter) (6 minutes)	20
2.	Update on the Sector Initiatives Collaborations: Healthcare (Robin Purdy) (1 minute)	21-23
3.	Regional Initiative: Construction Sector Community of Practice (Christine Welsch) (2 minutes)	24
4.	Submission of CalGRIP grant to California Labor and Workforce Development Department (Christine Welsch) (2 minutes)	25
5.	Dislocated Worker Update (William Walker) (2 minutes)	26-28
6.	Committee Updates (5 minutes)	29
	➤ Youth Council	
	➤ Planning/Oversight Committee	
	➤ Employer Outreach Committee	
	➤ Board Development Committee	
V.	<u>Other Reports (5 minutes)</u>	30
1.	Chair	
2.	Members of the Board	
3.	Counsel	
4.	Public Participation	
VI.	<u>Adjournment</u>	

DISTRIBUTION DATE: WEDNESDAY, NOVEMBER 12, 2008

Role of Sacramento Works, Inc., the Local Workforce Investment Board

Sacramento Works, Inc., the local Workforce Investment Board is a 41-member board charged with providing policy, planning and oversight for local workforce development initiatives.

Vision:

Building a dynamic workforce for the Sacramento Region.

Mission:

Sacramento Works unites business, labor, education and public agencies to assure qualified and trained workers are available to meet the needs of the region's economy.

Sacramento Works, Inc.

Strategic Business Plan

GOAL 1 - Train Workers for Critical Occupational Clusters

- Sacramento Works, Inc. identified the following high wage, high growth occupational clusters that are critical to the economic growth of the region and invests public workforce dollars to train workers for these occupational clusters.

- | | |
|-----|---------------------------------------|
| (a) | ADMINISTRATIVE AND SUPPORT SERVICES |
| (b) | ARCHITECTURE AND ENGINEERING |
| (c) | CONSTRUCTION |
| (d) | HEALTHCARE AND SUPPORT SERVICES |
| (e) | HUMAN SERVICES WORKER |
| (f) | INFORMATION TECHNOLOGY |
| (g) | INSTALLATION, MAINTENANCE, AND REPAIR |
| (h) | TOURISM AND HOSPITALITY |
| (i) | TRANSPORTATION AND PRODUCTION |
| (j) | CLEAN/GREEN ENERGY TECHNOLOGY |

GOAL 2 - Increase Employer Involvement and Satisfaction by:

- Creating a public relations campaign focusing on regional employers
- Creating a standardized system to recruit, screen, and refer job candidates to employers
- Surveying employers to assess their employment needs and to identify levels of satisfaction with the system and the workforce

GOAL 3 - Develop a Workforce that Creates, Attracts, and Sustains Jobs that Pay a Livable Wage by:

- Promoting talent development and upward mobility through life-long learning, employed-worker training and development of career ladders,
- Focusing on soft/success skills and basic reading, writing, math and computer skills.

GOAL 4 - Prepare Youth to Compete in the Local Economy by:

- Engaging employers to hire youth
- Focusing on skills development for youth at risk
- Training youth for jobs in critical occupational clusters
- Enhancing employability and academic retention by focusing on "soft" skills
- Focusing on high school completion or GED attainment.

GOAL 5 - Evaluating and Improving the One-Stop System by:

- Transforming the one-stop system to focus on talent engagement, development and marketing
 - Creating a variety of tools, both virtual and on-site to guide job seekers in accessing education, training and jobs.
 - Meeting the workforce and hiring needs of business by recruiting, preparing, screening and referring qualified job candidates.
-



Sacramento Employment & Training Agency
925 Del Paso Blvd., Sacramento, CA 95815 916.263.3800

ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE SEPTEMBER 24, 2008 MEETING

BACKGROUND:

Attached are the minutes of the September 24, 2008 meeting for review.

RECOMMENDATION:

That your Board review, modify if necessary, and approve the attached minutes.

REGULAR MEETING OF THE SACRAMENTO WORKS, INC. BOARD

Minutes/Synopsis

SETA Board Room
925 Del Paso Blvd.
Sacramento, California

Wednesday, September 24, 2008
8:00 a.m.

I. Call to Order/Roll Call: Mr. Ingram called the meeting 8:08 a.m.

Members Present: Bill Camp, Lynn Conner, Walter DiMantova, Mike Dourgarian, Mark Erlichman, Barbara Hayes, Diane Ferrari, David Gordon, Lisa Harr, Mark Ingram, Matt Kelly, Kathy Kossick, Frank Louie, Elizabeth McClatchy, Michael Micciche, Dennis Morin, James Pardun, Gloria Parker, Kim Parker, Joan Polster, Deborah Portela, Tim Ray, Anette Smith-Dohring, Kingman Tsang, Bruce Wagstaff, and Terry Wills.

Members Absent: Larry Booth, Robert Bradley, Chris Ferguson, Dr. Brice Harris, Gary King, James Lambert, Matt Mahood, Maurice Read, Lorenda Sanchez, and David Younger

- Presentation on Critical Occupational Cluster: Architecture, Construction and Engineering (ACE) Mentoring Program: Stephanie Davi Ercolini, Assistant to the Executive Vice President, Sacramento Builders' Exchange, Inc.

Ms. Davi Ercolini spoke of the ACE program in the Sacramento Region. She played a promotional video of the ACE program. Thirteen schools and 75 companies are involved in this program. She spoke of some of the graduates of the program. Mr. Gordon thanked Ms. Davi-Ercolini for the program and their work with ROP.

II. Consent Item

A. Approval of Minutes of the July 23, 2008 Meeting

Minutes were reviewed; Kelly, second/Tsang, to approve the minutes
Voice Vote: Unanimous approval.

III. Action Items

A. Approval of Modifications to the 2008-2009 Sacramento Workforce Investment Area Strategic Five-Year Local Workforce Investment Plan

Ms. Robin Purdy stated that this modification is a summary of the changes the board has made over the past few years. The Planning/Oversight Committee will meet in October to develop a forward-looking action plan for the board retreat.

This plan is a report of how we have been doing in terms of meeting the vision of the board. A budget of \$11 million served 23,602 adults and 4,500 youth. Staff will be seeking grant funds for critical occupational clusters in: 1) architecture and engineering, 2) human services work, 3) transportation, and 4) clean energy and green technology.

Moved/Micciche, second/Erlichman, to approve modifications to the 2008-09 Sacramento Local Workforce Investment Area Strategic Five Year Plan.
Voice Vote: Unanimous approval.

B. Approval of Funding Recommendations for the Workforce Investment Act (WIA), Title I, Youth Program, for Program Year 2008 - 2009

Ms. Christine Welsch reported that in the spring of this year, the state notified SETA that additional funds were being given; the Youth Council met and approved the release of an RFP which focused on gaps in services in the provision of services to young people. Staff and the Youth Council are recommending the Local Conservation Corps; they will be working with the Rancho Cordova Career Center.

Ms. Andi Liebenbaum from the Local Conservation Corps spoke before the Board.

Mr. Cunningham reminded Board members that anyone employed by the Local Conservation Corps or Roberts Family Development needs to recuse themselves from the discussion and vote.

Mr. Matt Kelly announced his conflict and intent to abstain from discussion and the vote.

Mr. Bill Camp arrived at 9:08 a.m.

Mr. Ray asked if more money is available will it come to this Board? Ms. Welsch stated that the funds will go first to the Youth Council and then to this Board.

Moved/McClatchy, second/Camp, to approve funding the Local Conservation Corps for \$97,325 to serve 25 out-of school youth for the program year October 3, 2008 to June 30, 2009. LCC will partner with the Rancho Career Center to serve that under-served area.

Mr. Cunningham stated that the motion can be amended to allocate additional funds if possible; this board has the ability to do that. Mr. Ray stated that it was exactly what he wanted.

Moved/Camp, second/Dourgarian, to amend the motion that LCC be funded up to \$186,000 to be reviewed by the Executive Committee and Youth Council.

Mr. Wagstaff stated that if additional funding should become be available, perhaps it would be best if there were a discussion about where the funds could be used perhaps through other youth providers.

Ms. Welsch stated that staff would love to have the process streamlined. Ms. Welsch would like to look at all of the providers for additional funding rather than just one provider.

Mr. Kelly would like the discretion of the Youth Council to decide where funds go.

Mr. Kelly asked that the second motion be withdrawn.

Mr. Micciche suggested voting on the Local Conservation Corps now and then figure out what to do about the Youth Council later.

Mr. Camp withdrew the second motion as did Mr. Dourgarian.

Roll call vote: Aye: 25, Nay: 0, Abstentions: 1 (Kelly)

The Board took a break at 9:33 a.m. to take a picture to be hung in the hallway.

IV. Information Items

1. Sacramento Works One Stop Career Center Annual Report 2007-2008: Mr. Ed Proctor, the new IT Division Chief, introduced himself. Mr. Proctor spoke of the information that is produced out the SMARTware software program. Mr. Dourgarian asked that more analytics of how the trends are working be included in the next report. He would like to get an idea of how well staff at the career centers are assisting customers to access services. In addition, the total overall number of customers served was requested.
2. One Stop Career Center News Coverage: Ms. Carpenter reported that Channel 3 contacted her regarding working on a special report on Common Ground. This program highlighted the Sacramento Works Career Center and customers that received services at Hillsdale.
3. New Start Prison to Employment Program Update: Mr. William Walker stated that staff have been attending the Parole and Corrections Team Together meetings. Parolees are continuing to go to the career centers for services.
4. Dislocated Worker Update: Mr. William Walker talked about Western Wood Fabricators, a company that sits on the Sacramento/Sutter county border. Mr. Walker also spoke of the closing of Muzio's Bakery and of an employee that worked there for 56 years. A lot of restaurants bought baked goods from Muzio's. This is not just a business closing but a way of life going away.

5. Committee Updates

- Youth Council: No additional report.
- Planning/Oversight Committee: No additional report.
- Employer Outreach Committee: Hoping to meet in October.
- Board Development Committee: No report.

V. **Other Reports**

1. Chair: Mr. Ingram announced that SETA will be celebrating its 30th anniversary of excellence and innovation on October 15, 4:30 p.m. - 6:30 p.m.
2. Members of the Board: Ms. Kossick: encouraged members to make an effort to visit local career centers. This coming Friday, SARTA has a clean tech conference at CSUS; four of our WIB members are participating on panels. She appreciates their efforts.

Ms. Ferrari spoke of the “Put Your Talent to Work” event to be held at Lion’s Gate from 10:00 a.m. – 3:00 p.m. This event is hoping to help mortgage industry/construction folks to get back to work.

3. Counsel: No report.
4. Public Participation: No comments.

VI. **Adjournment:** The meeting was adjourned at 10:09 a.m.

ITEM III – A - DISCUSSION

HOW CAN SACRAMENTO WORKS FACILITATE/ELEVATE POLICY DISCUSSIONS AROUND YOUTH ACHIEVEMENT AND EDUCATION

BACKGROUND:

The Planning/Oversight Committee and the Sacramento Works Youth Council convened a joint meeting to frame a discussion for the full Sacramento Works Board:

How can Sacramento Works, Inc. facilitate/elevate the policy discussion around youth achievement and education?

Discussion revolved around four key areas:

1. Reaching those youth who are most at risk of dropping out of school and engaging them.

- Continue to support efforts to engage youth in educational programs
 - WIA Youth Programs
 - Construction Design-Build
 - Burbank/Raley's
- Connect finishing high school to a job
- Support the Systemic Change that needs to happen in the schools.
- Support Small Learning Communities (SCUSD – 6 year transition and it's working)
 - Students engaged in small (200-300) communities
 - Interventions when students are failing
 - Learning is relevant to life/work
 - Business connection

Are there services/supports that WIB and members can provide to increase success?

- Collaborate to fund more Business Entrepreneurs
- Survey Schools to determine needs

2. Sacramento Works can encourage more youth to stay in school by recruiting Business Partners

- Use example of ACE Mentorship Program
 - Effort has grown from 3 to 13 schools (96 mentors from 45 companies)
 - Mentoring by Architects, Engineers, and Construction professionals
 - Explores all levels of jobs in targeted sectors
 - Engage more at-risk students in these types of activities
 - Track/collect data on grade point average increases, graduation rates, employment

3. **Contribute more to the effort to enhance drop-out recovery programs.**
 - Talk to youth and identify and publicize the reasons that youth dropout
 - Research Best practices: Career pathways training and business partnership are successful...are there other Best Practices we should be looking at like the Area Congregations Together U-turn program for drop-out recovery
 - Relationships – we need to create engaging environments and good trusting relationships with youth
 - Support teacher training and training for youth providers (Human Service Workforce investment)
 - Identify who else is doing work in this area and work with them
 - LEED, Valley Vision, Ready by 21 – collaborate with folks who are doing work in this area
 - Valley Vision is funded to map youth services and develop a website to link youth to services
 - Sacramento Works could link available jobs, workforce development opportunities, and business/training opportunities for youth to the resources identified by Valley Vision.
 - Ready by 21 is doing advocacy work.

4. **Focus on Workforce development for non-secondary school students and advocate to the State of California to increase programs in Adult education and apprenticeship.** Since all career exploration funding has been eliminated from high schools, is it possible to:
 - Connect One-Stops to K-12 for career exploration
 - Communicate better with counselors at schools
 - Work more closely with alternative schools
 - Outreach with community college to counselors
 - Reach out to Charter schools/independent study
 - Connect better with business community, possibly through more Business Entrepreneurs

ITEM III-B – DISCUSSION

BOARD ENGAGEMENT

BACKGROUND:

The Board Development Committee will lead a discussion on how to engage board members to become more active.

ITEM III-C – DISCUSSION

STRATEGIC PLANNING RETREAT FOR 2009

BACKGROUND:

The Planning/Oversight Committee has been discussing scheduling a Retreat for the board. This agenda item provides an opportunity for board members to express ideas about topics for the retreat. Attached for your review are minutes from the last retreat and the action plans from the last two retreats.

Staff will be available to answer questions.

SETA WIB Strategic Planning Retreat October 24, 2006

Facilitated by Virginia Hamilton, California Workforce Association

Accomplishments of last year

More visible...ads/media
More accountable – metrics
Better at committees understanding each other
Regional leadership role
Listening to each other – relationship building
Collaborate with other WIBs in region
Ad hoc committee on education
Better understanding of role – how we fit
Private sector/labor/education/economic development
Next Skills institute
Increased outreach to employer community
PR firm commissioned to do work
Toll free number for region – job seekers and employers
Technology – linking other WIBs

Still to be Done

Looking for other funding
Workforce prep as fundamental part of education
Regional summits on education

Insights about last year that will inform this year

Learning:
NAWB conference – we are so far ahead working together
Economic development and workforce is the way we do business
Good data and statistics for community and region
Commitment of group (re-upping membership)
Mutual support

This year, we should:

Shrink goals down to 2-3
Measurable objectives and milestones
Access to lots of good data – base goals on data
Continued leveraging of relationships
Influx of new immigrant workforce (Bruce and Mike – look at data)
Inventory of CTE programs

Results for the next 18 months

There was considerable discussion about how to narrow the focus of the WIB and develop a limited number of initiatives and goals for the next eighteen months. The Board acknowledged that there is considerable work already underway in the committees, which will continue and can integrate some of the ideas from the Retreat into their work plans. (Specific committee work is described below) The Board selected three goals and developed some preliminary ideas about the results they want to see, the partners who would be involved, and milestones and activities for each goal. There was also considerable discussion about the many organizations in the Sacramento Region that are involved with workforce development issues and their respective roles. These include the Sacramento Metro Chamber, which is identifying industry needs through the American Diploma Project, LEED, newly reconfigured and planning to focus on workforce issues in addition to education, and the Partnership for Prosperity, a partnership between SACTO and the Metro Chamber which is utilizing Valley Vision to develop a Regional Business Plan for economic and workforce development.

Sacramento Works, Inc 3 GOALS

1. Develop good data about programs
2. Engage in regional initiatives with neighboring WIBs
3. Discover unmet workforce needs in the region and develop a robust communication strategy among schools, businesses, labor and the public sector in order to meet those needs.

Recommendations for three committees:

Establish current Ad Hoc Education committee as a standing committee
Create an Innovation Committee
Establish a Board Development Committee

Raw Notes in answer to the question: What do we want to see in place as a result of the WIB in the next 18 months?

Overall, much clearer focus and actions

New and diverse Funding

- Diversify funding sources
- Alternative funding sources
- Leveraging 501© 3 status
- Private funding

Advocacy

- Enlist Darrell Steinberg as champion of workforce prep and drop-out problem

Develop common accountability measures

Branding (work for PR firm)

- Better community visibility
- Clarify image
- Better community understanding

Stronger Board (work for Executive Committee)

- Greater Board participation in activities
- Leverage Board members' capabilities

- Tap Board members' strengths
- Membership strategy
- Attract new talent
- Improve Board relationships
- More committee and Board collaboration
- Better communication between committees
- Better info on members' profiles

Employer Outreach and Engagement (work for Employer Outreach Committee)

- Improved corporate outreach
- Build employer participation

Activities that all could fall under the Planning and Oversight Committee

- ***Better understanding of region's issues and unmet needs***
- Focus on impact of immigrants
- Understand region's workforce
- Industry needs assessment
- Industry – education – public sector – labor (understand needs of all)
- Educate students on career opportunities

More regional initiatives with neighboring WIBs

- Strengthen regional WIB collaboration Regional WIB

Stronger partnerships and collaboration

- Strong link with LEED and education
- Partnership for Prosperity
- Enhance partnerships and collaborations

Improved Services

- Enlist WIB in upgrading skill levels
- More people trained and employed
- Focused staff training

Inventories and Data

- More and better data and trend analysis
- Inventory programs
- Resource map Career Technical Education
- What other programs are working and where can we work together

Sacramento Works, Inc. Retreat Summary October 24, 2006

Sacramento Works, Inc. Goals:				
Coordinate the development of a workforce system that creates, attracts and sustains higher paying careers and professions	Ensure youth are prepared to compete in the local economy	Facilitate workforce development for critical industries	Evaluate and improve the one-stop system and processes	Develop a private sector initiative to increase employer involvement and satisfaction
Goals from October 24, 2006 Retreat				
Develop and publicize data about workforce needs and education and training programs available in the region	Engage in regional initiatives with neighboring WIBs	Discover unmet workforce needs in the region and develop a robust communication strategy among schools, businesses, labor and the public sector in order to meet those needs.		
Action Plans				
Create partnerships with other economic and workforce development entities/initiatives	Implement regional WIB initiative: e.g. Next Skills Institute, Data Inventory, Regional Marketing to Employers	Create partnerships with other economic and workforce development entities/initiatives		Outreach to employers
Identify employer workforce needs of the region in the next 2-5 years (Partnership for Prosperity)	Regional Workforce Investment Board Summit focused on economic and workforce development	Select the demand industries that WIA funds will be targeted towards.		Quantify and promote our success
Create an Inventory of education and training programs available for jobs identified in demand. Map available resources.	Create sub-committee consisting of Board members with dual membership in Sacramento Works and LEED to coordinate efforts between the two boards	Develop plan of action to address unmet needs of workforce preparation for selected critical industries		
Identify the gaps between the demand/needs of employers and the supply/trained workers for the industries that are forecasted for growth.				
Publicize the results and enlist education/training providers to develop courses that meet the demand				

Sacramento Works, Inc.

Sacramento Works Committees				
Executive Committee	Youth Council	Employer Outreach Committee	Planning and Oversight Committee	Ad Hoc Committee on Education
Committee works on developing "Characteristics of a Community with a Competitive Workforce Advantage":				
* Forward Thinking Community Leaders * Strong and Diverse Economy	* Effective, Articulated Education System	* Business Investment in Human Capital * Clearly Defined and Accessible Career Pathways	* Integrated Infrastructure * Ready, Willing and Able Workforce	* Support Development of an Effective, Articulated Education System
Committee works on Sacramento Works, Inc. Goals:				
Coordinate the development of a workforce system that creates, attracts and sustains higher paying careers and professions	Ensure youth are prepared to compete in the local economy	Develop a private sector initiative to increase employer involvement and satisfaction	Evaluate and improve the one-stop system and processes	Facilitate workforce development for critical industries
Sacramento Works Committee Action Plans				
Regional Workforce Investment Board Summit focused on economic and workforce development	Develop continuum of activities to engage more youth in the workforce system	Quantify and promote our success	Develop integrated database of job seekers that connects people to jobs	Educational Summit
Establish strategic agreements with neighboring Workforce Investment Boards	Ensure that career centers are more youth friendly	Outreach to employers	Catalog existing career training and support programs	Build relationships with and engage school superintendents with the board
Engage and educate local elected officials. Improve perception by elected officials of the workforce system	Showcase positive, successful youth to show models, promote image, "tell our story"	Work Success Skills Institute: Identify the work success skills needed by employers & develop programs to teach them	Implement new soft skills programs in the Career Centers to prepare and certify unskilled job seekers for jobs (use with WorkKeys)	Frame a common vision based on sound principles that top leaders of business and education agree with.
Systematically engage appropriate stakeholders and leverage non-profit status for fund development	Recruit a pool of qualified youth to refer to employers	Support efforts to coordinate Employer symposiums/ summits for Critical Industries (Convergence – Los Rios Community College)	Create a team to develop/pursue more regional collaborative funding opportunities	Include non-traditional educators/trainers in the process
Joint Meeting of WIB and Youth Council	Prepare youth for jobs		Be aggressive in pursuing new resources and partnerships	Integrate hands-on and academic training and prove hard and soft skills to all students as a regular part of their education

- Encourage one-stop visits by board members

ITEM III-D - ACTION

DISCUSSION AND APPROVAL OF POLICY STREAMLINING
YOUTH FUNDING RECOMMENDATIONS

BACKGROUND:

At the last Sacramento Works, Inc. board meeting, the board requested that legal counsel review the mandated funding approval process for WIA Youth funding and make recommendations for streamlining the process to ensure that if additional funding is received this fiscal year, that funds could be quickly allocated to ensure services were available to youth in our community.

An oral recommendation will be made at the meeting by Phil Cunningham, Sacramento Works, Inc. legal counsel.

RECOMMENDATION:

Hear the oral report and take appropriate action

ITEM III-E - ACTION

APPROVAL TO ALLOW SACRAMENTO WORKS, INC. TO APPOINT NON-MEMBERS TO COMMITTEES

BACKGROUND:

The Board Development and Executive Committees of Sacramento Works, Inc. have been discussing how to engage more voices from business, education, labor and the public sector in policy discussions regarding workforce development and how to develop a pool of potential members of Sacramento Works, Inc. Board members requested that staff research the Board's ability to create a pool of potential members by increasing the size of the Planning/Oversight and Employer Outreach Committees by appointing non-members to the these committees.

The by-laws of Sacramento Works, Inc. state that committee chairpersons and members shall be members of the Board of Directors, unless otherwise provided in a resolution establishing the committee. The resolution authorizing the Youth Council includes the practice of recruiting the Chair and membership from Sacramento Works, Inc., and recruiting additional community members, education representatives, private sector members, parents and youth from the Sacramento community.

RECOMMENDATION:

Approve authorizing the Chairs of the Ad-Hoc Committees (Planning/Oversight and Employer Outreach) to recruit and select non-members of Sacramento Works, Inc. to their committees for the purpose of engaging a diversity of opinion on workforce development policies and to create a pool for board membership. Appointment of non-Sacramento Works members to the Committees will be approved by the Sacramento Works Executive Committee.

ITEM IV-A – INFORMATION

SACRAMENTO WORKS CAREER CENTER ORIENTATION VIDEO

BACKGROUND:

SETA's Public Information Officer, Terri Carpenter, will show an orientation video that is shown to new customers coming to the career centers for service.

Staff will be available to answer questions.

ITEM IV-2 - INFORMATION

UPDATE ON THE SECTOR INITIATIVES COLLABORATIONS: HEALTHCARE

BACKGROUND:

SETA has initiated several highly successful healthcare sector projects since 2000. It currently operates two healthcare sector projects, Nurse Advance and the Nurse Education Initiative (NEI). Descriptions and outcomes of each project are as follows:

Nurse Advance

Funding: \$600,000

Project Term: February 1, 2007 – December 31, 2008

Partners: SETA, CSUS, Healthy Community Forum (Kaiser, Sutter Health Sacramento Sierra Region, U.C. Davis Medical Center, and Catholic Healthcare West)

Number of Enrollments: 50

Occupation: All will graduate with a Bachelor of Science Degree in Nursing

Project Summary: In 2006, SETA submitted a successful Workforce Investment Act (WIA) 15% proposal to expand CSU, Sacramento' Associate Degree in Nursing to Bachelor Degree in Nursing (ADN to BSN) program. The funding award of \$600,000 provided for the development and implementation of a new sustainable web-based distance learning program that enables the working nurses to attend classes on their own time at their place of employment or at home. This project will increase the pool of BSNs that are thereby qualified to fill regional workforce shortages in education and leadership by becoming Clinical Nursing Instructors, Nurse Preceptors, Nurse Supervisors and Managers, and Public Health Nurses. By receiving their BSN, it will also prepare the participants to advance to a Masters of Science in Nursing (MSN) degree.

The project is based on a continued collaboration with the Healthy Community Forum, a healthcare workforce partnership that includes the four major hospital systems in the region, that has worked together to address local and regional healthcare shortages since 2000. The health system partners selected ADNs from their own incumbent workforce for the project and provide support that includes flexible hours, assistance with the cost of education, and tuition assistance. SETA is responsible for project management, client assessment, enrollment, and case management, and JTA documentation and reporting. Through a subcontract with CSUS, the project provided the training, and paid for the clients' tuition and books.

Outcomes:

1. Developed a new distance learning education component of the ADN to BSN program at CSUS

2. Enrolled 50 incumbent ADN into the new ADN to BSN program at CSUS
3. Twenty-three (23) have graduated; 26 will graduate in December, 2008.
4. Ninety-eight percent (98%) retention rate. One student did not complete.

Nurse Education Initiative

Funding: \$568,500 since 2006; funding for the 2009 fiscal year is estimated to be an additional \$200,000 from Los Rios Community College District.

Project Term: 2005 –2010

Partners: Los Rios Community College District (American River College and Sacramento City College Nursing Departments), SETA, Healthy Community Forum (Sutter Health Sacramento Sierra Region, Kaiser Permanente, UC Davis Medical Center, Shriner's Hospital for Children, and Catholic Healthcare West)

Number of Enrollments: goal of 280 through academic year 2010

Occupation: Registered Nurses (Associate Degree in Nursing)

Project Summary: In the fall of 2005, the Los Rios Community College District was awarded two Workforce Investment Act 15% Discretionary Nurse Education Initiative (NEI) grants by the Chancellor's Office of the California Community Colleges totaling \$4.7 million for program years 2005 – 2010. The grants expand the nursing programs at American River College and Sacramento City College by providing additional slots for 280 students during the five year project.

Partnering health systems contribute clinical nursing staff and all the salary costs associated with their time as instructors for the clinical portion of the nursing program.

Since 2006, the Los Rios Community College District has contracted with SETA to conduct client eligibility, enrollment, case management, follow-up and JTA tracking services for the project's nursing students. SETA was selected as a service provider because of its history of successful outcomes in previous healthcare programs. It has been widely recognized that the case management services provided by SETA staff have proven extremely effective in student retention.

Outcomes:

1. Enrolled 233 students
2. 54 graduated as Registered Nurses
3. Wages earned at employment range from \$30 to \$55 per hour
4. 97.5% retention rate (6 have dropped)

Future Plans

Associate Degree in Nursing (ADN) to Bachelor of Science in Nursing (BSN) Articulation Program

SETA has participated with CSUS to develop a pilot project that would provide a system for increased access to RN education and seamless advancement to a BSN degree. This project, the ADN to BSN Articulation Program, would bridge ADNs from

Sacramento City College with the BSN program at CSUS. It would streamline the articulation of classes and provide support to students that transition to CSUS, something that is currently missing. The lack of articulation and support has contributed to a high student drop out rate. SCC ADN students would take 2 additional semesters of classes at CSUS to earn their BSN. The estimated cost to implement the pilot program and enroll 10 students is \$72,833.

Associate degree programs produce the majority of new nursing graduates; however, demand for nurses with higher levels of education continues to increase to meet the expectations of health care industry employers and to serve as faculty in schools of nursing. Providing funding for this project would enable a greater number of students to obtain a BSN degree through the SCC-CSUS collaborative program.

This project may prove to be a significant step in increasing the capacity for ADN to BSN education in the region and will serve as a pilot program with the hope of expanding the program to other local community colleges in the future.

ITEM IV-3 – INFORMATION

CONSTRUCTION SECTOR COMMUNITY OF PRACTICE

BACKGROUND:

Last month, the National Fund for Workforce Solutions selected a team from the Sacramento region to take part in the Construction Sector Community of Practice. In 2007, the National Fund for Workforce Solutions (NFWS) was established with a mission to “improve employment, training, and labor market outcomes for low-income individuals. The Fund’s vision is that its support will improve both the quality of jobs and the capacity of workers. It will promote change at three levels—individual, institution, and system—leading to better jobs, better workers, and a better workforce development system”. To support leaders of local programs in their efforts, NFWS will support ongoing, sector specific communities-of practice (**SCoPs**) in which program leaders share effective practice, problem solve, discuss developments in the sector, and build relationships that result in ongoing information sharing and more effective local implementation. SCoPs seek to **connect people** and **facilitate knowledge exchange** by providing online discussions, an online repository of information and tools, webinars and peer and individual mentoring, kicked off by a face-to-face conference on December 3-5.

Team Member Organizations for the region will be SETA/Sacramento Works, Inc., Golden Sierra Job Training Agency, and the North State Building Industry Association will be expected to advance the field of work through a commitment to:

- Participation in a December 3-5 conference in Washington D.C.
- Participation in the Construction SCoP online community
- Shaping the learning agenda for the community
- Participation with peer or individual mentors
- Sharing experiences and resources

The Construction SCoP will receive the following support:

- Structured learning from experts and peers during the December conference
- On site costs covered for December conference (hotel, meals)
- Facilitation of peer and individual mentoring activities
- Training and support in the use of online community components
- Design and delivery of webinars and other activities for the learning agenda
- Ten months of facilitation

ITEM IV -4 - INFORMATION

SUBMISSION OF CAL GRIP GRANT TO THE CALIFORNIA EMPLOYMENT DEVELOPMENT DEPARTMENT FOR THE GOVERNOR'S GANG REDUCTION INTERVENTION AND PREVENTION INITIATIVE (CALGRIP) 2008/2009

BACKGROUND:

The California Employment Development Department has announced the availability of up to \$5 million of the Governor's Discretionary 15% funds to expand job training for gang-involved or at-risk of gang involvement youth as part of the Governor's Gang Reduction Intervention and Prevention (CalGRIP) Initiative. The funds are to be used to implement prevention and intervention strategies including job training, supportive services, education and placement services with a priority focus of linkages on high wage/high growth occupations. The maximum award is \$500,000 for an 18 to 24 month grant period.

For the past ten years SETA has coordinated several programs serving very high-risk youth. SETA's Youth Development and Crime Prevention (YDCP) program's strategy of providing wrap-around employment and education services coupled with mental health and substance abuse counseling proved very successful. The YDCP's target population included at-risk youth, gang-involved and probation youth. Incorporating similar concepts, SETA currently operates a Juvenile Justice program funded by the California Department of Corrections targeting probation and parole youth and the WIA funded Youth Navigator program targeting probation, foster and disabled youth. Services are provided throughout the community reaching out to the youth in their neighborhoods and at the career centers. The overwhelming response from these target youth when asked "what do you want/need" is "JOBS".

SETA is proposing to continue the successful youth development strategies to provide services to gang-involved youth and those considered at-risk of gang involvement. SETA and the partnering organizations will provide academic, vocational and employment services coupled with substance abuse and mental health counseling to help redirect the youth into a more positive lifestyle.

This item was approved at the November 6, 2008 SETA Governing Board. Staff will be available to answer questions.

ITEM IV- 5 – INFORMATION
DISLOCATED WORKER UPDATE

BACKGROUND:

Attached is the most current dislocated worker update.

Staff will be available to answer questions.

Dislocated Worker Information PY 2008/2009

The following is an update of information as November 12, 2008 on the Worker Adjustment and Training Notification (WARN) notices and Non WARN notifications in Sacramento County

WARN STATUS	MONTH RECEIVE NOTICE	COMPANY AND ADDRESS	WARN STATUS	# OF AFFECTED WORKERS	SETA'S INTERVENTION
Official	3/10/2008	CSAA Elk Grove, CA	3/28/2008	26	RR Scheduled Services Ongoing
Official	5/23/2008	Site 8880 Cal Center Sacramento, CA 95826	8/8/2008	1	Mailed packet
Official	7/1/2008	Intuit, Inc. 1860 Howe Ave., Ste. 260 Sacramento, CA 95825	8/25/2008	6	8/25/2008
Unofficial	7/2/2008	Room Source 849 North 10th Street Sacramento, CA 95814	7/18/2008	25	7/18/2006
Official	7/7/2008	Windsor Capital Group, Inc. Residence Inn Sacramento 2410 El Camino Ave. Sacramento, CA 95833	8/29/2008	39	Declined Services
Official	7/11/2008	American Airlines 6900 Airport Blvd Terminal B Sacramento, CA 95837	9/5/2008	8	8/7/2008
Official	7/23/2008	Indymac Bank 10860 Gold Center Drive Rancho Cordova, CA 95670	8/29/2008	109	Declined Services
Official	7/23/2008	GenCorp-Aerojet Highway 50 & Aerojet Rd Rancho Cordova, CA 95670	9/23/2008	99	9/24/2008
Official	7/24/2008	Paramount Pictures 5555 Melrose Ave Hollywood, CA 90038	9/22/2008	1	Declined Services
Official	8/5/2008	AT&T Advanced Solutions Inc., Broadband & Narrowband Operations 3675 T. Street Sacramento, California	9/6/2008	188	9/10-11/08 RR scheduled 9/17/08
Unofficial	8/7/2008	Western Wood Manufacturing 3700 Riego Rd Elverta, CA 95626	9/25/2008	35	9/4/2008
Unofficial	8/14/2008	Winter Volvo 3805 Florin Rd Sacramento, CA	8/26/2008	45	8/20/2008
Unofficial	9/9/2008	Muzio Baking Co. 1708 34th Street Sacramento, 95816-7004	9/9/2008	15	Delivered Packets

Dislocated Worker Information PY 2008/2009

The following is an update of information as November 12, 2008 on the Worker Adjustment and Training Notification (WARN) notices and Non WARN notifications in Sacramento County

WARN STATUS	MONTH RECEIVE NOTICE	COMPANY AND ADDRESS	WARN STATUS	# OF AFFECTED WORKERS	SETA'S INTERVENTION
Unofficial	9/15/2008	Ikon 1225 8th Street, Sacramento, CA 95814	9/15/2008	10	9/15/2008
Unofficial	10/3/2008	Bank of America 11080 White Rock Road Ste. #500 Rancho Cordova	10/10/2008	15	10/9/2008
Official	10/10/2008	Wachovia 1510 Arden Way Sacramento, CA 95825	7/5/08 - 12/31/08	56	Pending
Official	10/1/2008	Johnson Controls 1900 Prairie City Rd Folsom, CA 95630	12/7/2008	36	Pending
Official	10/28/2008	Mervyns Sacramento, CA	12/31/2008	512	Services Ongoing
Official	10/29/2008	CSAA Elk Grove, CA	12/31/2008	346	RR Scheduled 11/24/08 Services Ongoing
			Total # of Affected Workers	1572	

ITEM IV- 6 - INFORMATION

COMMITTEE UPDATES

BACKGROUND:

This item provides an opportunity for a report from the following committees:

- Youth Council – Matt Kelly
- Planning/Oversight Committee – Mike Dourgarian
- Employer Outreach Committee – Kim Parker
- Board Development Committee – Kingman Tsang

ITEM V - OTHER REPORTS

1. CHAIR'S REPORT: The Chair of the Sacramento Works, Inc. Board, on a regular basis, receives numerous items of information concerning employment and training legislation, current programs, agency activities, and miscellaneous articles.

The important information from the material received and meetings attended will be shared with the entire Board and the method proposed by the Chair is to give a verbal report at each regular meeting. It will also allow time for the Board to provide input on items that may require future action.

2. MEMBERS OF THE BOARD

This item provides the opportunity for Workforce Investment Board members to raise any items for consideration not covered under the formal agenda. It also provides the opportunity for Board members to request staff to research or follow up on specific requests or to ask that certain items be placed on the next agenda.

3. COUNSEL REPORT: The Sacramento Works, Inc. Legal Counsel is the firm of Phillip M. Cunningham, Attorney at Law. This item provides the opportunity for Legal Counsel to provide the Sacramento Works, Inc. Board with an oral or written report on legal activities

4. PUBLIC PARTICIPATION: Participation of the general public at Sacramento Works, Inc. Board meetings is encouraged. The Sacramento Works, Inc. Board has decided to incorporate participants of the audience as part of its agenda for all meetings. Members of the audience are asked to address their requests to the Chair, if they wish to speak.