

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

10381 Old Placerville Rd.,
Suite 150
Sacramento, CA 95827
(916) 255-3255

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: Tuesday, January 22, 2008

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 the August 27, 2007 and September 24, 2007 Minutes
3. Approval of Recommendations from the Board Development Committee for New WIB members to be Forwarded to the SETA Governing Board (Kathy Kossick)
4. Approval of the Inclusion of Human Services Workforce Careers to Sacramento Works "Critical Occupational Groups" (Christine Welsch)
5. Review of the January 23, 2008 Board Agenda
6. Adjournment

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

DISTRIBUTION DATE: MONDAY, JANUARY 14, 2008

SACRAMENTO WORKS, INC.
Executive Committee
Minutes/Synopsis

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

Monday, August 27, 2007
3:00 p.m.

1. Call to Order/Roll Call: Mr. Ingram called the meeting to order at 3:10 p.m.

Members Present: Bill Camp, Mike Dourgarian, Gary King, Kathy Kossick, Elizabeth McClatchy, Kingman Tsang

Members Absent: Matt Kelly, Kim Parker

Others Present: Phil Cunningham, Terri Carpenter

2. Approval of the June 25, 2007 Minutes

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

3. Update on discussions of Board Development Committee

Mr. Tsang stated that the Board Development Committee met last Monday. One item that came out was the board agreement as well what would be considered the board role. The agreement, which all members would be required to sign, would reaffirm, recommit, and set the standard for members. This is a formal connection. In addition, as new members come in, it will be made clear what the board expects of the new members. The committee is in the process of developing the strategic plan and mission of the organization.

4. Approval of Draft Board Agreement

The draft Board Agreement was reviewed and a number of changes were made.

Moved/Camp, second/Dourgarian, to approve the Board Agreement as amended.

Voice Vote: Unanimous approval.

Mr. Camp stated that he would like to share this document with other WIBs. Ms. Kossick replied that it will be shared through the California Workforce Association.

A listing of 'mantras' was reviewed. Committee members chose the following mantra for Sacramento Works: "Building a dynamic workforce for the Sacramento region."

Mr. Ingram stated that all of the Sacramento Works committees are working to bring things together at the board level. In addition, Mr. Ingram stated that all of the demographics he is reading in Human Resources information states that it will be harder and harder to get people into entry level jobs.

There was a great deal of discussion regarding air traffic controllers and recruiting people for the positions that will be vacant due to retirement and attrition.

5. Adjournment: Meeting adjourned at 3:46 p.m.

SACRAMENTO WORKS, INC.
Executive Committee
Committee of the Whole
Minutes/Synopsis

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

Monday, September 24, 2007
3:00 p.m.

1. Call to Order/Roll Call: A quorum was not achieved; Mr. Ingram began information items at 3:10 p.m.

Members Present: Mark Ingram, Kathy Kossick, Elizabeth McClatchy, Kingman Tsang

Members Absent: Bill Camp, Mike Dourgarian, Gary King, Matt Kelly, Kim Parker

Others Present: John Chamberlin, Melissa Noteboom, Robin Purdy, Ralph Giddings, Cindy Sherwood-Green, Christine Welsch, Phil Cunningham, Terri Carpenter

3. Information and Discussion of John Chamberlin report

Mr. John Chamberlin reported that he visited the Rancho Cordova, Mather, and Lemon Hill Career Centers. Lemon Hill specializes in training; 60-70% of customers in the door go into training. Most people going to a career center want a job. Lemon Hill has the highest number of people going into training that he has ever seen. Mr. Chamberlin stated that unlike other areas in the country, Sacramento Career Centers do not have a common look or feel. Each career center has its own personality. SETA pulls in more resources than other WIAs including mental health and services to adult and juvenile offenders. The leveraging of funds allows support for a system that serves a wide variety of customers.

Mr. Chamberlin stated that the number of career centers will be going from 3,500 career centers to 3,200 centers throughout the country due to lack of funding. Many areas are shutting small career centers and developing huge career centers.

Mr. Chamberlin stated there are great workshops at the centers. The most different was the ex-offender workshops. In addition, he stated that it is very unusual to have so many youth in the career centers. All of the career centers have a partnership with a charter school. He really liked the charter school that worked with the kids at the career centers.

Mr. Chamberlin stated that the majority of the people in several of the career centers were youth. SETA career centers have universal services to youth, which is why there are such good partnerships in the centers. Having services available to 16-17 year olds may be an issue with the new WIA legislation.

Mr. Chamberlin offered suggestions for things to do better. He said that when he visited in July, there was a bottleneck at the computers. People like computerized job search the best. If SETA put more computers in, it would be better for the customers. The higher the numbers of computers the higher the number of customers.

Mr. Chamberlin suggested working on a list of services. It is good to have a business resource service but SETA needs to put some work into reaching out to the small businesses. Small businesses do not know what is available to them. Staff has to find the local service area in each of the business areas near the career centers. What is the area that career centers would serve and what services can be provided to the small business person to make the career center necessary to them? Challenge each career center to determine what their area of influence is, then reach out to the local chamber and work with the small businesses.

Mr. Chamberlin was asked for his definition of a small business. He replied that it would be a company that does not have a Human Resources department.

Mr. Chamberlin does not think federal legislation is going to happen in the near future. It could be another year or two before legislation is changed.

Mr. Tsang asked Mr. Chamberlin that if there is a need to consolidate, how would he envision it? Mr. Chamberlin replied that he would pay less for rent and more for training. He suggested challenging the centers by asking if there a location the career center can move to where rent can be saved. This would free up funds for more training and more staff.

4. Review of September 26, 2007 Board Agenda

The agenda for the September 26 meeting was reviewed. Incumbents will be asked to sign the board agreement. Mr. Cunningham will be reminding board members of the completion of ethics training.

2. Approval of the August 27, 2007 Minutes: No action taken.

5. Adjournment: Meeting adjourned at 3:59 p.m.

ITEM 3 - ACTION

APPROVAL OF RECOMMENDATIONS FROM THE BOARD DEVELOPMENT COMMITTEE FOR NEW WIB MEMBERS TO BE FORWARDED TO THE SETA GOVERNING BOARD

BACKGROUND:

The Sacramento Works Board Development Committee met on January 7, 2008 and reviewed applications for the private sector seats available on the Workforce Investment Board. After discussion, the Committee is recommending that the following five applicant names be forwarded to the SETA Governing Board for appointment to the Workforce Investment Board:

- David Younger, Principal/Vice President, Lionakis Beaumont Design Group
- Lisa Harr, Staffing Supervisor, Vision Services Plan
- Z. Wayne Johnson, Chief Administrative Officer/EEO Officer, Sacramento Regional Transit
- Terri Munger, External Affairs/Media Relations Manager, Intel
- Frank Louie, Manager, National Key Accounts, Sun Technics Energy Systems, Inc.

RECOMMENDATION

Approve the recommendations of the Board Development Committee and forward the recommendations to the SETA Governing Board for approval.

ITEM III-4 – ACTION

APPROVAL OF THE INCLUSION OF HUMAN SERVICES WORKFORCE CAREERS
TO SACRAMENTO WORKS “CRITICAL OCCUPATIONAL GROUPS”

BACKGROUND:

In September 2007, the Sacramento Works Youth Council heard public testimony supporting the Human Services Careers as a critical occupational cluster and recommended the inclusion of the human services careers as a critical occupational cluster. After listening to testimony, the Youth Council is interested in developing strategies to create more entry level human services worker occupations.

The Employment Development Department Labor Market Division projects a growth rate of 27% in this industry. Although this factors in the retirement of baby boomers in the next ten years, there are several statewide initiatives that will increase the need for new human services workers in the next decade. In Sacramento County this includes:

- An additional 2,000 youth workers to meet the new after school funding project,
- 130 Mental Health jobs, and
- 1,500 to 2,000 City of Sacramento youth workers annually.

Occupations in this cluster include:

- Childcare workers
- Mental Health workers
- Probation/Parole officers
- Social Workers
- Employment and Placement Specialists
- Vocational Counselors
- Recreation Workers
- Teachers

The Planning Committee requested staff provide more information about the human services careers including the following key points:

1. How does the Human Services group compare to other critical industries?

Over the next 10 years, EDD projects the growth rate for the following occupational clusters in the Sacramento MSA:

All occupations	20.7%
Transportation and Production	22%
Construction	22%
Healthcare and Support Services	27%
Installation and Repair	22%
Tourism and Hospitality	28%
Human Service Careers	27%

2. How much of the scholarship funds will be used and will it compete with other industries?

Scholarships are accessed on an individualized basis. SETA does not allocate a specific percentage per occupational cluster. However, 75% of the scholarship funds are designated towards the critical occupational clusters. Historically, scholarships are not used to support long-term training (i.e., baccalaureate degrees). Instead support services are provided to promote academic retention. Currently, the support services limit is \$2,000 per participant.

3. What role does the community college play in this industry, what are they and other organizations (LEED, Metro Chamber, etc.) doing to support this industry?

As one of the action steps, the Youth Council is recommending researching the availability of short and long term training opportunities and the development of partnerships to increase the awareness and seek alternative funding sources for this occupational cluster. Currently, American River College has a Human Services Degree and Certificate program.

The Packard Foundation is currently funding the City of L.A. Workforce area for the planning and implementation of a human services career path pilot program. This pilot program is introducing high school age youth to the career path and mentoring them as they enter community college pursuing degrees in human services.

4. Identified action steps to facilitate the process:

- Review the scope of the human services workforce.
- Identify career pathways that will entice the youth and new workers.
- Build the partnership between community colleges and Sacramento Works, Inc.
- Increase the community awareness of gaps in this industry.

These workers impact peoples' lives every day either working with children, job seekers, employers, seniors, or parents. The occupations touch a different part of peoples' lives based on the life-situation needs. This occupational group includes staff working in the Sacramento Works Career Centers helping customers find employment and access services and training. Staff and Youth Council members will provide more information in an oral report.

RECOMMENDATION:

Approve the inclusion of Human Services Workforce Careers to Sacramento Works "Critical Occupational Groups".