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## Administrative Offices & Employer Services

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



## Meeting of the Sacramento Works Youth Council

**Date:** Wednesday, April 8, 2009

**Time:** 8:30 a.m.

**Location:** SETA Board Room  
925 Del Paso Blvd., Suite 100  
Sacramento, CA 95815

### AGENDA

1. Call to Order/Roll Call/Welcome New Members
2. Review and Approval of Minutes of the March 11, 2009 meeting
3. Review Youth Council goals and strategies for 2009
4. Review and Approval of Staff Recommendations for 2009-2010 ARRA (Recovery Act)/WIA Youth services
5. Other happenings!

**Members:** Mike Brunelle, Shuntae Campbell, Mike Egan, Patricia Espinosa, Chris Ferguson, Matt Kelly, John Koogle, Bina Lefkovitz, Mika Lytell, Dennis Morin, Deborah Portela, Tim Ray, Maurice Read, Jeanette Rodriguez, David Younger, and Thomas Zender.

**DISTRIBUTION DATE: TUESDAY, MARCH 31, 2009**

**Meeting of the  
SACRAMENTO WORKS, INC. YOUTH COUNCIL**  
Minutes/Synopsis  
(Minutes reflect the actual progression of the meeting.)

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

Wednesday, March 11, 2009  
8:30 a.m.

1. **Call to Order/Roll Call/Welcome New Members:** Mr. Kelly called the meeting to order at 8:33 a.m. No quorum was achieved so the Youth Council reviewed information items until 8:46 a.m. when a quorum was achieved.

Mr. Mike Egan was welcomed to the Youth Council.

Members Present: Mike Brunelle, Patricia Espinosa, Matt Kelly, Bina Lefkowitz, Mika Lytell, Dennis Morin, Maurice Read, David Younger

Members Absent: Chris Ferguson, John Koogle, Deborah Portela, Tim Ray, Jeanette Rodriguez, Thomas Zender

Others Present: Robin Purdy, Christine Welsch, Julie Davis-Jaffe, Fina Dempsey, Rosa Ramirez-Galvez, Ginger Brunson.

3. **Overview of the rights and responsibilities of Youth Council**

Sacramento Works attorney, Phil Cunningham stated that the Youth Council has a special relationship to the WIB in that it is part of the WIB. Some Youth Council members are full members with voting rights; other Youth Council members are just on the Youth Council. Youth Council members not on the board have a voice but cannot vote. The Youth Council is specified in the WIA as a subgroup of the WIB and members of the WIB. The Youth Council's primary responsibility is the Youth area of program planning. The Youth Council develops and recommends to the WIB all programs regarding youth. The Youth Council has oversight over the youth section of the plan, and oversight for funding for youth providers.

Youth Council members are public officials and are subject to the Conflict of Interest provisions and all meetings must be done in public subject to the Brown Act. The public has a right to listen to the debate and comment on the issues before the board. Members are reminded to be mindful as to what constitutes a quorum of the Youth Council and do not discuss or take action on an item if it is not done in public. Members do not want participate in a vote where there is a conflict or an appearance of a conflict of interest. The vote could be voided out if there is a conflict.

Youth Council members were reminded that cannot vote on anything that directly affects you financially. Members must disclose that conflict and recuse themselves from participating in the debate and vote. You must disclose at the beginning of the discussion your conflict. If questions arise, Youth Council members may confer Mr. Cunningham. The basic rule of thumb is if it seems like a conflict or appears like a conflict, err on the side of caution and recuse yourself.

Ms. Mika Lytell, a new youth representative, was welcomed to the Youth Council

**2. Review and Approval of Minutes of the November 12, 2009 and January 14, 2009 meetings**

Minutes were reviewed; no questions or comments.

Moved/Brunelle, second/Read, to approve the minutes as distributed.

Voice vote: Unanimous approval.

**4. Discussion: Review of Youth Council Mission, Goals and Strategies**

There was discussion of providing services to at-risk youth. Ms. Welsch reviewed the Youth Council goals and it was decided that the goals will be revisited after the summer youth program. Youth Council members reviewed the Mission and Strategies of the Youth Council. A number of modifications were suggested.

Ms. Lefkovitz feels that youth need to be encouraged to develop soft skills such as team work, conflict resolution, working with people with different backgrounds/culture. Ms. Welsch stated that providers are required to include some form of soft skills development. Pattie Espinosa stated that there needs to be a definition of what soft skills are and how kids get them. The definition of soft skills will be worked on at the subcommittee level and a report back will be brought to the Youth Council. Volunteers for the subcommittee: Bina Lefkovitz (chair), Pattie Espinosa, and Matt Kelly.

The goals and strategies will be updated and redistributed to Youth Council members.

**5. Update on WIA Youth program performance**

At the last meeting, the Youth Council authorized staff to review program operators that were deficient in their program performance. Christine reviewed the performance goals set by the State of California and distributed the outcome of the performance review of the programs on corrective action.

**6. Update on American Recovery and Reinvestment Act of 2009 (Economic Stimulus Package)**

The American Recovery and Reinvestment Act (ARRA) was signed February 17 allocating \$787 billion to jumpstart the economy. In February, an RFP was released seeking program operators to provide services for a summer youth program. Proposals are due back March 17, 2009 and the Youth Council will review the funding recommendations at the April 8, 2009 meeting.

Ms. Welsch distributed an overview of a human services/teaching career pathway to engage youth into these careers. Youth will be taken from a local high school and enrolled in a program called Bridge to Teaching and Community Outreach Jobs, which was tested at a LA Community College. This was developed in response to jobs in the human services that is a booming sector. SETA is working with Los Rios Community College District as a pilot this summer on a fast track. Sacramento City Unified School District wants to be the pilot feeder school. Ms. Welsch would like to bring this back as an action item with funding recommendations to test out as a Youth Council initiative the first year. This is in line with the Youth Council's decision to add human services as a critical occupation. SETA will be the operator the first year; if successful, a provider could be procured.

Ms. Welsch reminded the Youth Council there will be a meeting in April and again in May. A quorum is crucial, especially for the April meeting.

7. **Other happenings!** Mr. Kelly reported that the annual Design Build sponsored by the Sacramento Builder's Exchange will be held April 2 & 3 at Cosumnes River College. April 24 will be the Construction Career Awareness Day at Granite Construction. Both of these events introduce high school students to careers in the construction industry.

Mr. Brunelle reported that on April 24, Sacramento City Unified School District will be kicking off the Multiple Pathways event. Youth Council members will be receiving an invitation.

Ms. Alicia Lawson reported that Twin Rivers Unified School District recently partnered with LEED to do career week at four high schools. Each school will have a focus on an industry sector: infrastructure, health careers, small business, entrepreneur and technology.

Meeting adjourned at 9:55 a.m.

## ITEM 3

### REVIEW YOUTH COUNCIL GOALS AND STRATEGIES FOR 2009

#### BACKGROUND:

On March 3, 2009, Sacramento Works, Inc. held a Strategic Planning Retreat facilitated by Larry Bienati, Ph.D. The purpose of the retreat was to update Board Members on the strategic planning process to date, identify possible opportunities resulting from the American Recovery and Reinvestment Act of 2009, revisit and revise the current Strategic Business Plan, clarify the Board of Director roles and resulting expectation, brainstorm appropriate strategies and action steps and leave with a focused, practical and successful direction for the future.

On March 11, 2009, the Sacramento Works Youth Council reviewed and revised the Youth Council goal and strategies:

#### **Prepare youth to succeed and thrive in the regional workforce**

##### Strategies:

1. Enhance employability and academic retention by focusing on soft skills and leadership skills.
2. Engage academia as a partner to make education relevant to youth and provide career prep as early as possible.
3. Engage employers to
  - o Hire youth
  - o Attain and increase youth development
  - o Attain and increase cultural & diversity competencies
4. Increase awareness of high growth, high wage jobs in the regions and pathways available for these jobs.
5. Attract and prepare youth for jobs, including jobs in critical occupations.
6. Target services to youth with multiple barriers and/or disenfranchised youth to ensure their success.

##### Metrics:

1. Provide 1,000 youth with summer youth employment opportunities in 2009.

Next steps for entire Sacramento Works, Inc.: Committees will meet in March to refine goals and strategies. Larry Bienati and his team will assist staff to develop success measures for the plan, assign accountability and drive specific action plans with quarterly measurements.