

**WORKFORCE DEVELOPMENT  
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PRO Youth and Families

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Sacramento Metro Chamber of Commerce

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Better Business Bureau

**RONALD J. ELLIS**  
2SS.com

**KEVIN FERREIRA**  
Sacramento Sierra's Building & Construction  
Trades Council

**KRISTIN GIBBONS**  
Department of Human Assistance

**TROY GIVANS**  
County of Sacramento, Economic  
Development

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Tri-Tools, Inc.

**LYNN HOSOKAWA**  
Villara Building Systems

**Lisa M. HUTCHINSON**  
DigiStream Investigations

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SMUD

**DENISE LEE**  
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**JANET NEITZEL**  
Employment Development Department

**DR. JAMEY NYE**  
Los Rios Community College District

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VSP, Inc.

**SHARON O'SULLIVAN**  
Department of Rehabilitation

**JOHNNY PEREZ**  
SAFE Credit Union

**KARL PINEO**  
Ironworkers Local 118

**FABRIZIO SASSO**  
Sacramento Central Labor Council

**ANETTE SMITH – Chair**  
Five Star Bank



**SACRAMENTOWORKS**

**SACRAMENTO WORKS, INC.  
EMPLOYER OUTREACH COMMITTEE**

**Date: March 8, 2022**

**Time: 3:00 p.m.**

**Location: via Zoom**

<https://us02web.zoom.us/j/86728594958?pwd=aGpKR3dVL0hTVlJDTzI0dFZSbWZiUT09>

In response to the AB361 (Brown Act Section 54953) relating to the COVID-19 Pandemic, the Sacramento Employment and Training Agency Sacramento Works Employer Outreach Committee is conducting this meeting on Zoom at

<https://us02web.zoom.us/j/86728594958?pwd=aGpKR3dVL0hTVlJDTzI0dFZSbWZiUT09>.

Members of the public may join the meeting by clicking the link above or typing the meeting address above into their web browser, or Dial by your location: +1 669 900 6833 US (San Jose). Find your local number: <https://us02web.zoom.us/j/86728594958?pwd=aGpKR3dVL0hTVlJDTzI0dFZSbWZiUT09>. Meeting ID: 867 2859 4958, Passcode: 014368. Members of the public are encouraged to participate in the meeting by submitting written comments by email to: [Monica.Newton@seta.net](mailto:Monica.Newton@seta.net). Any member of the public who wishes to speak directly to the board regarding any item on the agenda may contact Monica Newton at (916) 263-3753, or [Monica.Newton@seta.net](mailto:Monica.Newton@seta.net). Please include in your request which item you would like to participate on. Additionally, during the meeting any questions or comments may be submitted via the Q&A or chat features on Zoom. Public comments will be accepted until the adjournment of the meeting, distributed to the Employer Outreach Committee and included in the record.

In the event of disruption which prevents broadcasting of the meeting to members of the public using the call-in or internet-based service options, or in the event of a disruption which prevents members of the public from offering public comments, the Board shall take no further action on items appearing on the meeting agenda until public access to the meeting is restored.

Closed captioning will be available. This document and other Board meeting information may be accessed through the Internet by accessing the SETA home page: [www.seta.net](http://www.seta.net).

## **AGENDA**

- 1. Call to Order/Roll Call**
- 2. Action Items**
  - A. Approval of Findings and Authorization to Extend Use of Teleconferencing Procedures for Committee Meetings During Declared State of Emergency and/or While State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing (Legal Counsel)**
  - B. Approval of January 11, 2022 Meeting Minutes**

3. Information Items:
  - A. Special Guest – **Anette Smith** (*SETA/SWI Board Chair*)
  - B. Action Plan (*Point-in-time evaluation*)
  - C. Membership Workgroup (*Small/Medium Cos*) (*Susan Wheeler*)
  - D. Discussion\Working Groups? (*Quality Jobs, Sponsors, OJT*)
  - E. Seminars Workgroup (*Andrea Ollanik/Terri Carpenter*)
  - F. Employer Meeting Plans for 2022 Review (*Terri Carpenter/William Walker*)
  - G. E-Newsletter update (*Terri Carpenter*)
  - H. Annual Survey (Employers without 2021 activity)
  - I. KPI Workgroup (*Ed Baker/William Walker*)
  - J. References (SACOG data)
4. Other Reports
  - A. Committee members
  - B. Staff
  - C. Chair
  - D. Public
5. Next Meeting 2<sup>nd</sup> Tuesday, **May 10, 2022, at 3:00 p.m.**
6. Adjournment

**Committee Members:** Ed Baker, Ron Ellis, Andrea Ollanik, Linzie Fukushima, Spencer Hoke, Renee John, Brittany Jones, Janet Neitzel, Ron Orr, Kriztina Palone, Fabrizio Sasso, Susan Wheeler (12)

**This meeting is open to all members of the Sacramento  
Works, Inc. Board and the public.**

**DISTRIBUTION DATE: Tuesday, March 1, 2022**

## ITEM 2-A- ACTION

### APPROVAL OF FINDINGS AND AUTHORIZATION TO EXTEND USE OF TELECONFERENCING PROCEDURES FOR COMMITTEE MEETINGS DURING DECLARED STATE OF EMERGENCY AND/OR WHILE STATE OR LOCAL OFFICIALS CONTINUE TO IMPOSE OR RECOMMEND MEASURES TO PROMOTE SOCIAL DISTANCING

#### BACKGROUND:

California Governor Gavin Newsom has recently extended until March 31, 2022 the long-existing state of emergency related to COVID-19. Governor Newsom had previously authorized local agencies, by Executive Order, to conduct meetings under the Brown Act utilizing Zoom or other remote procedures to conduct meeting by modified teleconference procedures. Recently the legislature signed and passed into law AB 361, which amended Section 54953 of the Brown Act to similarly authorize teleconferencing of Committee Meetings, provided necessary procedures are followed. The Sacramento Works Employer Outreach Committee on March 8, 2022 will be the first board meeting conducted utilizing the AB 361 Procedures, which are reflected in the Notice for the Committee Agenda.

Under AB 361, in the event of disruption which prevents broadcasting of the meeting to members of the public using the call-in or internet-based service options, or in the event of a disruption which prevents members of the public from offering public comments, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting is restored.

AB 361 also authorizes public agencies to continue to hold subsequent meetings via teleconference procedures during any state of emergency that directly impacts the ability of the members to meet safely in person or while State or local officials continue to impose or recommend measures to promote social distancing. The Governor's declared continuing state of emergency remains active and continues to serve to protect members of the public from unnecessary risk and exposure to COVID-19. In addition, Sacramento County continues to follow recommendations of the federal CDC promoting social distancing outside of the home and especially indoors. Given these circumstances, in order to allow for the next Committee meeting to be held by teleconference procedures consistent with AB 361, the Committee must make the following findings no later than 30 days after the first teleconferencing meeting and every 30 days thereafter by majority vote:

- a. The legislative body has reconsidered the circumstances of the state of emergency.
- b. Any of the following circumstances exists:

ITEM 2-A-ACTION (continued)

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- i. The state of emergency continues to directly impact the ability of the members to meet safely in person.
- ii. State or local officials continue to impose or recommend measures to promote social distancing.

RECOMMENDATION:

Authorize the continued use of teleconferencing for Sacramento Works Employer Outreach Committee meetings under AB 361, occasioned by the continuing state of emergency issued by Governor Newsom and the continuation of local and federal recommendations promoting social distancing outside of the home and especially indoors and, based thereon, make the following findings in support of this action:

- a. The Committee has reconsidered the circumstances of the state of emergency.
- b. The following circumstances exist:
  - i. The state of emergency continues to directly impact the ability of the members to meet safely in person.
  - ii. State or local officials continue to impose or recommend measures to promote social distancing.

PRESENTER: Legal Counsel

**Employer Outreach Committee**  
Minutes/Synopsis  
(Minutes reflect the actual progression of the meeting.)

Tuesday, January 11, 2022  
3:00 p.m.

Meeting held electronically

1. **Call to Order/Roll Call:** Mr. Ellis called the meeting to order at 3:01 p.m. Roll call was called and a quorum was established.

Members Present: Spencer Hoke, Renee John, Ron Orr (*joined at 3:02 p.m.*), Janet Neitzel, Susan Wheeler (*joined at 3:03 p.m.*), Ron Ellis

Member Absent: Linzie Fukushima, Ed Baker, Andrea Ollanik, Kristina Palone, Fabrizio Sasso, Brittany Jones

Others Present: Phil Cunningham, Denise Lee, Roy Kim, William Walker, Terri Carpenter, Amanda Blackwood

2. **Action Item**

- A. Approval of Findings and Authorization to Extend Use of Teleconferencing Procedures for Committee Meetings During Declared State of Emergency and/or While State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing
- B. Approval of November 9, 2021 Meeting Minutes

Mr. Ellis reviewed items A and B.

Moved/John, second/Neitzel, to approve the following action items:

- A. Approval of Findings and Authorization to Extend Use of Teleconferencing Procedures for Committee Meetings During Declared State of Emergency and/or While State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing
- B. Approval of November 9, 2021 Meeting Minutes

Roll call vote:

Aye: 6 (Hoke, John, Orr, Neitzel, Wheeler, Ellis)

Nay: 0

Abstention: 0

Absent: 6 (Fukushima, Baker, Ollanik, Palone, Sasso, Jones)

3. **Information Items:**

- A. Special Guest – **Amanda Blackwood**, Metro Chamber CEO & SETA/Sacramento Works, Inc. Board Member

Mr. Ellis introduced Ms. Blackwood.

Ms. Blackwood spoke on the issue of the workforce shortage. Yearly regional polling usually shows workforce shortage ranked in the top 10; this year it is ranked in the top three. Homelessness was number one on the list. A poll was taken last year to determine if people were leaving the region and California. 50 percent of responders were thinking of leaving Sacramento. Of that 50 percent, 50 percent were looking to leave California (25 percent of the total). A majority of those leaving were in the age group of 18-25. The business community does not understand what SETA does. The community sees SETA as more of a job recruitment facilitator. This is an opportunity for SETA to engage with the business community, focusing on the workforce with intention.

Mr. Ellis asked about the survey targets.

Ms. Blackwood stated the survey originally focused on young professionals ages 18-25. In round two of the intake process the target was expanded to all age groups. Of the 25 percent looking to leave, the age group of 18-25 was the top tier; the second tier was 55 and older. Reasons listed for leaving were public safety, homelessness, and lack of opportunity.

Mr. Ellis asked about the well-kept secret of SETA. How should SETA be presenting itself to the business community?

Ms. Blackwood responded the business community is looking for employees and employers want quick results. Employers do not have the time for education on best hiring practices. Employers are looking for an employable people pipeline.

Mr. Ellis asked is that to be accessible and pragmatic?

Ms. Blackwood responded that is correct. There is a need to help connect the business community with the available employees trained by SETA.

Ms. John stated Valley Vision is co-hosting a webinar with the Sacramento Metro Chamber. SETA will be a panelist on the speaker board. The seminar is intended to help employers better understand the programs that can help them access additional talent. Ms. John agreed with Ms. Blackwood regarding the perception of SETA in the marketplace. Employers may consider hiring from priority populations they have not looked at previously. Another aspect is how are employers and industries showing up. How are potential employees showing up? We need to look at the messaging of what SETA can and cannot do. There is an opportunity to educate the community on inclusive culture and look at positions with a wider lens.

Ms. Blackwood agreed with Ms. Wheeler, there is an opportunity for employers to ask if a degree is necessary. In order to address the workforce needs employers may need to move away from the traditional way of doing things. It is an opportunity to help navigate and hire those outside of the traditional group.

Ms. Wheeler asked for recommendations on how to gather input from employers to get the pulse. E-mail surveys do not produce a great response.

Ms. Blackwood suggested to look at Indeed, job boards, etc. to see what is being posted. Directly reach out to the employer, as a proactive service approach. Word of mouth, for example food and beverage services, they talk to each other.

#### B. 2022 Action Plan & Annual Program for the EOC

Mr. Ellis reviewed the action plan, annual program for EOC and the Board goal sheet. It was reviewed how the Sacramento Works Board goals align with the EOC goals. The objectives and month by month program were reviewed.

Mr. Kim commented one of the high priority areas of the Sacramento Works Board is quality jobs. What needs to be determined, how the term is defined and integrated into the different committees. As well as, how does it impact the different employer services and initiatives.

Mr. Ellis said the term to him means a job one can live on. A quality job is one that leads the employee to a place they can earn a living or one where they are earning a living. What other parameters qualify a quality job?

Mr. Kim responded that is what the Board will be defining. Mr. Kim suggested the need to find a balancing point between good career pathways and livable wage jobs.

Mr. Ellis asked for a consensus to request approval of these items by the Board. There was a unanimous consensus.

#### C. Employer Meeting Plans for 2022

Ms. Carpenter reviewed the featured employer stories on the website that were part of the e-news series. The latest was the Alto Ingredients. We are using this to link with other employers to generate interest in interviews. This month's feature will be Pride Staff. Old Navy and Elica Medical Center are queued up. Committee members that need to participate in employer interviews are Ms. Neitzel, Ms. Palone, and Ms. Wheeler.

Mr. Walker is working with Alcal Construction. We worked with them on referrals from the SETA MC3 training class. There has been discussion on interviewing CalHR on the virtual job fair SETA has done with them. Another series will

happen this year. Approximately 2,000 individuals interested in state employment were connected with job opportunities through the previous series.

Mr. Ellis said committee members are asked to participate in at least one employer interview each year.

Ms. Carpenter added from the December e-newsletter three new employer leads were generated. The employer list is refreshed on a regular basis. Another 100 employers have been identified to add to the e-newsletter distribution list.

D. Newsletter Update

Ms. Carpenter said there was great response for employer leads; adding to the distribution list. Employer to employer this is one of our best marketing tools.

E. Seminars Workgroup – OJT Presentation Preview

Mr. Hoke reviewed the two seminars the EOC put on in 2021. There was a large number of individuals in attendance. The second seminar had over 200 attendees. The 2022 goals for the committee are three to four seminars. Valley Vision with the Sacramento Metro Chamber are putting on a program, could this be one of the EOC seminars?

Ms. John said it will be held on February 4, 2022, 11:00 a.m.-12:00 p.m.

Mr. Hoke requested topic suggestions from the committee.

Mr. Ellis asked about a promotional email going out to the Board.

Ms. Carpenter replied yes, one will go out to employers in regards to topics. A new deadline will be added in order to expand the list to reach out to vendors.

Mr. Ellis reviewed in addition to the seminars there are 20-30-minute sessions on both traditional employer services as well as OJT.

Ms. Carpenter reviewed the OJT presentation. The presentation covers the purpose of SETA and the Workforce Development Department, what is an OJT guide, and information on starting/continuing an OJT program. The committee was asked to review the presentation for any holes that need to be covered. When the OJT ends the employee continues on with the employer. Training can be from two to six months depending on the program. OJT can span from entry to mid-level jobs, with long term employee potential. The slides can be mixed and pulled to customize to different employers.

F. Membership Workgroup Update

Ms. Wheeler reviewed a target list of small and medium size businesses; we started with selected companies listed in The Business Journal's Book of Lists. She will follow up once we have worked to get warm introductions made. Committee members were encouraged to review the list for connections they might help to make.

G. Key Performance Indicators Workgroup

Mr. Walker reviewed the KPI report. The actual wage increased \$2 per hour. The actual wage is \$29 per hour for the employers SETA is working with. There is a trend of virtual job fairs vs. in-person; we have had more attendees for virtual job fairs than in-person. There were 2,000 attendees for the Kaiser Call Center Job Fair. We expect to see employers utilize the virtual job fairs more in the coming months. November trended down slightly, which is a normal yearly trend. The next job fair is for the North State BIA in the construction industry, and another with CDCR for all departments they are hiring for.

Ms. Carpenter stated in April 2022 there will be a County of Sacramento event.

H. References - SACOG data

Mr. Ellis noted the SACOG data was now included in the reference section of the meeting handout.

Ms. Susan Wheeler left the meeting at 4:04 p.m.

4. Other Reports

A. Committee members:

Ms. John commented the region would not be able to participate in the Good Jobs Challenge without the support from SETA. The focus is on the ICT sector, supporting multiple industries that are vital the region.

B. Staff: No Report

C. Chair: No Report

D. Public: No Report

5. Next Meeting: Will be held March 8, 2022 at 3:00 p.m.

6. Adjournment: The meeting was adjourned at 4:07 p.m.