

**WORKFORCE DEVELOPMENT  
BOARD MEMBERS**

**STACI ANDERSON**  
PRO Youth and Families

Alto Ingredients, Inc.

**AMANDA BLACKWOOD**  
Sacramento Metro Chamber of Commerce

**N. LISA CLAWSON – Secretary/Treasurer**  
Kaiser Permanente

**LYNN R. CONNER**  
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

**DAVID W. GORDON**  
Sacramento County Office of Education

**MANDI HIGLEY**  
Tri-Tool, Inc.

**MICHAEL JASSO**  
City of Sacramento

**GARY R. KING**  
SMUD

**KATHY KOSSICK**  
Sacramento Employment & Training Agency

**CHRISTINE LASTER**  
Siemens

**MATT LEGE**  
SEIU – United Healthcare Workers

**FRANK A. LOUIE**  
Sacramento Asian Chamber of Commerce

**JANET NEITZEL**  
Employment Development Department

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

**RONALD R. ORR, JR.**  
VSP, Inc.

**SHARON O'SULLIVAN**  
California Department of Rehabilitation

**JOHNNY PEREZ**  
SAFE Credit Union

**KARL PINEO**  
Ironworkers Local 118

**FABRIZIO SASSO**  
Sacramento Central Labor Council

**ANETTE SMITH – Vice Chair**  
Five Star Bank

**RICK WYLIE – Chair**  
Villara Building Systems



**SACRAMENTOWORKS**

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

**Date:** Tuesday, June 8, 2021

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

**Location:**

<https://us02web.zoom.us/j/88637529096?pwd=VHUwREwwYWpYeXdQRXILbVZsTHVuQT09>

In response to the Governor's Executive Order N-29-20 relating to the COVID-19 Pandemic, the Sacramento Works Employer Outreach Committee is conducting this meeting on Zoom at <https://us02web.zoom.us/j/88637529096?pwd=VHUwREwwYWpYeXdQRXILbVZsTHVuQT09>. Members of the public may join the meeting by clicking the link above or typing the meeting address above into their web browser, or listen to the meeting by telephone by dialing (for higher quality, dial a number based on your current location): One tap mobile +16699006833,,88637529096# US (San Jose); Find your local number: <https://us02web.zoom.us/j/88637529096>. Meeting ID: 886 3752 9096 Passcode: 093149. Members of the public are encouraged to participate in the meeting by submitting written comments by email to: [Nancy.Hogan@seta.net](mailto:Nancy.Hogan@seta.net). Any member of the public who wishes to speak directly to the board regarding any item on the agenda may contact Nancy Hogan at (916) 263-3827, or [Nancy.Hogan@seta.net](mailto:Nancy.Hogan@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.

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 - Approval of the May 11, 2021 Meeting Minutes
3. Information Items:
  - A. Action Plan Updates
  - B. EOC Membership Plan
  - C. Seminars Workgroup (*Andrea*)
  - D. Employer Meetings
  - E. Newsletter Update (*Terri*)

- F. Survey Response & Data Update (Ed/*William*)
  - G. EOC Annual Program
  - H. References
4. Other Reports
- A. Committee members
  - B. Staff
  - C. Chair
  - D. Public
5. Next Meeting: Tuesday, July 13, 2021, 3:00 p.m.
6. Adjournment

**Committee Members:** Ed Baker, Ron Ellis, Andrea Ollanik, Linzie Fukushima, Spencer Hoke, Renee John, Brittany Jones, Christine Laster, Janet Neitzel, Ron Orr, Kriztina Palone, Fabrizio Sasso

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

**DISTRIBUTION DATE: TUESDAY, JUNE 1, 2021**

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

Tuesday, May 11, 2021  
3:00 p.m.

Meeting held electronically

1. **Call to Order/Roll Call:** Mr. Ellis called the meeting to order at 3:00 p.m. The roll was called; a quorum was established.

Members Present: Ron Ellis, Ed Baker, Andrea Ellinghouse, Renee John, Ron Orr, Linzie Fukushima, Brittany Jones, Spencer Hoke, Christine Laster, Fabrizio Sasso

Member Absent: Janet Neitzel

Others Present: Phil Cunningham, Kathy Kossick, Roy Kim, William Walker, Terri Carpenter

2. **ACTION** - Approval of April 13, 2021 Minutes

No comments or questions.

Moved/John, second/Baker, to approve the April 13, 2021 minutes.

Roll call vote:

Aye: 10 (Baker, Ellinghouse, Ellis, Fukushima, Hoke, John, Jones, Laster, Orr, Sasso)

Nay: 0

Abstentions: 0

Absent: 1 (Neitzel)

3. **FEATURED EMPLOYER:** Villara (*Brittany Jones*) – Ms. Jones reported that she and Mr. Walker met with the HR Director at Villara on March 25. They have had a very good relationship with SETA and the services received.

Mr. Walker stated that SETA has been working with this company for over ten years assisting in many recruitments.

Mr. Ellis reviewed the action plan and the objectives that were developed a year ago. A survey will be sent out to determine how effective the objectives have been. There were no comments.

The EOC membership was reviewed; Mr. Ellis is expecting Ms. Kriztina Palone, who will be representing Mr. Michael Jasso, to join the committee in the very near future. Mr. Ellis expressed concern about the lack of small- and medium-sized companies on the committee. The consensus of the committee was that an effort should be put into recruiting small- and medium-

sized companies. Mr. Ellis urged members to look among their contacts for possible members.

#### 4. INFORMATION ITEM:

- A. Employer Meetings: This is the conclusion of the Alto Ingredients employer meeting that occurred last month. Mr. Baker provided information on Alto Ingredients which will eventually be included in an upcoming newsletter. The template for employer meetings was reviewed. Ms. John asked who would be writing the article; Mr. Ellis asked those doing the interview to at least share notes with staff. EMRL is a silent partner on the employer meetings and a draft article will be prepared. The article is then reviewed internally before being included in a newsletter. Mr. Ellis stated that the ticker symbol has been updated to ALTO.

Mr. Hoke asked the procedure for the June employer meetings; Mr. Ellis replied that SETA staff will set up the meeting with hopes to accommodate Mr. Hoke's schedule. Ms. Carpenter and Mr. Walker will be in touch with all members that have upcoming employer meetings.

- B. Seminar Workgroup (*Andrea Ellinghouse*)
1. Update on Seminar/Workshop Topics Under Consideration: Ms. Ellinghouse reported that there was a request for information circulated. Ms. Ellinghouse asked that the seminar information be widely distributed. The workgroup is also discussing ways to reach out to organizations to 'pitch' our services.
  2. Presentation Preview (*William Walker, Terri Carpenter*): Ms. Carpenter and Mr. Walker reviewed the draft pitch. This presentation provides an overview of the services available to employers. Ms. John expressed appreciation for the presentation and liked the fact there was a lack of government jargon. Mr. Hoke offered his services to assist in notifying all employers of the services available to disabled employees. Mr. Ellis suggested that a slide be added urging employers to be included in the newsletter distribution.
  3. Request for Information: Ms. Ellinghouse reminded EOC members to spread the word for possible pitch presentations.
- C. Newsletter Update: Ms. Carpenter stated that the next newsletter will be sent in two weeks. This newsletter will feature an article on Villara. The employer meeting list was reviewed; Mr. Ellis will reach out to members to see who would be willing to do a presentation in November. Mr. Hoke reminded members that October is National Disability Month. He will be working on an employer workshop that highlights services to the disabled.
- D. Survey Response & Data Update

- Survey Results: Mr. Walker reported that he and Ms. Carpenter are reviewing a list received from Valley Vision and going through the list to edit.
  - Key Performance Indicators for the EOC: Mr. Ellis reviewed the chart which will assist EOC members to see if we are hitting marks. Mr. Baker likes the simple template and feels confident the numbers will go up as time goes on. Mr. Baker agreed to lead this subcommittee. Mr. Orr, Mr. Hoke, and Ms. John agreed to participate as well.
5. Other Reports
    - A. Committee Members: None.
    - B. Staff: None.
    - C. Chair: None.
    - D. Public: None.
  6. Next Meeting 2<sup>nd</sup> Tues., June 8, 2021 3:00 PM
  7. **ADJOURNMENT:** The meeting was adjourned at 3:59 p.m.