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SACRAMENTOWORKS

SACRAMENTO WORKS, INC. PLANNING/OVERSIGHT COMMITTEE

Date: Wednesday, May 20, 2015

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
2. **Consent Item:** Approval of the March 18, 2015 Minutes
3. **Action Item:** Approval of Eligible Training Provider List Waiver Request for the Center for Employment Training
4. **Action Item:** Approval of the Workforce Innovation and Opportunity Act, Sacramento Works, Inc., Resource Allocation Plan for 2015-2016
5. **Information Item:** Sacramento Works Third Quarter Dashboard
6. Input from the public
7. Adjournment

Planning/Oversight Committee Members: Anette Smith-Dohring (Chair), Paul Castro, Ann Edwards, Troy Givans, Kathy Kossick, Frank Louie, Jay Onasch

DISTRIBUTION DATE: MONDAY, MAY 11, 2015

PLANNING/OVERSIGHT COMMITTEE

Minutes/Synopsis

(Minutes reflect the actual progression of the meeting.)

SETA Shasta Room
925 Del Paso Blvd., Suite 100
Sacramento, CA 95815

Wednesday, March 18, 2015
8:30 a.m.

1. **Call to Order/Roll Call:** Ms. Anette Smith-Dohring called the meeting to order at 8:40 a.m.

Members Present: Paul Castro, Jay Onasch, Kathy Kossick, Frank Louie, Anette Smith-Dohring

Others present: Ann Edwards, Roy Kim, Janet Neitzel, Michelle O’Camb, Julie Davis-Jaffe, Phil Cunningham, Evan Schmitt (Valley Vision), Bill Walker

2. **Consent Items:**

- A. Approval of the November 13, 2014 Minutes

Moved/Kossick, second/Louie, to approve the minutes of the November 13, 2014 meeting.

Voice Vote: Unanimous approval.

- B. Approval to Submit an Application to the California Workforce Investment Board (CWIB) for Initial Local Area Designation and Local Board Certification Under the Workforce Innovation and Opportunity Act (WIOA)

Ms. Michelle O’Camb stated that this is the initial Local Area Designation for the CWIB which will be sent to Governor Brown for approval. The initial designation will be from July, 2015 to June, 2016. Ms. Kossick stated that in some areas of California, this is a hot issue because of the potential regionalism; fortunately, it is not an issue in our area. There will be some areas that will consolidate; Ms. Kossick stated that we will be discussing this with our neighbors. Ms. Smith-Dohring asked about Golden Sierra and whether the areas can be changed and Ms. Kossick stated that it is an option.

Mr. Kim stated that the state will come out with draft planning regions. There will be further opportunities for collaboration. The proposed draft region will be released from the state and there will be input requested from the LWIAs.

Moved/Onasch, second/Louie, to approve the submission of the application for Initial Local Area Designation and Initial Board Certification under WIOA to the California Workforce Investment Board.

Voice Vote: Unanimous approval.

3. **Action:** Approval of Eligible Training Provider List (ETPL) Waiver Request for the Center for Employment Training

Mr. Kim stated that this may be on the full WIB agenda once the item has been perfected; he asked that no action be taken on this item.

Staff is working with CET to gather additional justification and action plans that need to be incorporated into their contract in order to move forward. Ms. Kossick stated that this is the first provider requesting the waiver but there may be others.

Mr. Onasch asked if there was a reason they cannot meet their numbers. Ms. Kossick replied that CET is developing data and their local director is wearing several hats. Staff should be receiving information from the provider. Ms. Smith-Dohring inquired whether their population was different from the other populations. Mr. Kim replied that yes, there are other providers that serve this difficult to serve population but there are others that serve this population but not as high. CET is the one that serves the highest population. It is a population issue, not an infrastructure issue.

Mr. Kim stated that providers are being rated not only locally but at the state performance level as well.

No action taken on this item.

4. Final PY2013-14 WIA Performance Results

This report shows every local area in the state and in the local designation areas that we have to successfully perform. We have met and exceeded all of our measures. There are some areas that are struggling and there may be issues down the line.

Ms. Smith-Dohring requested the actual number served according to LWIA.

Mr. Kim distributed information on what the performance measures are and how the measures are calculated. He offered to bring back a much more detailed report on our performance standards at the next meeting.

Sacramento was only one of 12 integrated service delivery areas in the state so we serve a much higher number of customers.

5. Update on Slingshot

Ms. Evan Schmitt, Valley Vision, spoke of the SlingShot initiative where the California Workforce Investment Board awarding million dollar grants for accelerated employment proposals. About a year ago we went through a

process of determining what our issue would be. The partners in this effort include SETA, NORTEC, Golden Sierra and Yolo County. A two-page action plan was submitted and was approved in December. A \$20,000 planning grant was awarded and a plan will be written between December and June, 2015. During that time plan our engagement and plan that will begin after June. A planning compact and agreement with partners is being developed. The SlingShot advisory committee met in January to talk about expected outcomes & priorities and set out an engagement plan to get to that compact decision.

Over the next three months until June, Valley Vision will be working on the engagement process (page 15). We want to get feedback from partners and entrepreneurs and will be doing individual interviews with 'thought leaders' entrepreneurs, and slingshot partners. In addition, we want to have focus groups with entrepreneurs and business owners to see what they need to be successful.

The CWIB's technical assistance team is working to ensure our success and to make sure we have a robust process. Ms. Kossick stated that we are one of five regions going through this process and we are at least six months ahead of other regions because we started so early. We have to have a definite plan with where the money is going by June. With the initial \$20,000 we had to match it but no match is required for the million dollar grant.

Ms. Castro inquired why other chambers of commerce were not included; Ms. Schmitt stated that there will be more outreach done to other organizations. Mr. Castro replied that the immigrant communities are very big in small business.

Ms. Smith-Dohring stated that the small business center in Nashville was amazing and it would be great to have something similar in Sacramento. There could be a lot of opportunities to connect the resources. Infrastructure is needed so entrepreneurs can go to one place for 'one stop shopping.'

Ms. Smith-Dohring stated that the CWIB is looking to this region to lead the way.

6. Input from the public: None.

Ms. Edwards expressed interest in joining the committee and Ms. Smith-Dohring appointed her to the committee.

7. Adjournment: The meeting was adjourned at 9:22 a.m.

ITEM 3 - ACTION

APPROVAL OF ELIGIBLE TRAINING PROVIDER LIST (ETPL) WAIVER REQUEST FOR THE CENTER FOR EMPLOYMENT TRAINING

BACKGROUND

Under the California Workforce Investment Board's policy for the Eligible Training Provider List (ETPL), to be eligible to receive WIA funds to provide training services, private postsecondary education providers must meet a 70 percent entered employment rate (placement).

On February 2, 2015, an "Eligibility Waiver Process" was published in EDD Directive WSD 14-7. The Directive allows for local boards, on behalf of private postsecondary education providers, to request waivers to the 70 percent placement rate under limited circumstances. The waiver process is intended to allow for consideration of the characteristics of the populations served and relevant economic conditions. The request must be supported by a publicly noticed Action of the local board, and must explain why the training provider is unable to achieve the state's minimum placement rate of 70 percent and actions the local board will take to ensure the continuous improvement of this rate during the waiver period.

In addition to meeting all other applicable requirements, should a waiver be approved, the following minimum waiver performance levels must be met for the following performance periods:

- Calendar Year 2013 – 54 percent
- Calendar Year 2014-2015 – 64.2 percent
- Calendar Year 2016 – 70 percent

Staff has reviewed the Center for Employment Training's (CET) Waiver Request and its supporting documentation, and is recommending that the Board submit a formal waiver request to EDD on behalf of CET.

The supporting documentation is under separate cover.

RECOMMENDATION:

Review and approve the CET Waiver Request, and submit a formal waiver request to the EDD on behalf of CET.

ITEM 4 - ACTION

APPROVAL OF THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA),
SACRAMENTO WORKS, INC., RESOURCE ALLOCATION PLAN FOR 2015-2016

BACKGROUND:

The Resource Allocation Plan (RAP) establishes how the funding, allocated to Sacramento County through the Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker programs, and the CalWORKs funds allocated to SETA by the Sacramento County Department of Human Assistance (DHA), will support services, activities and functions within the Job Center System. Funds that are allocated provide activities and services that assist unemployed and underemployed individuals gain the skills necessary to enter high demand careers in the region and offer employers the services they need to hire qualified candidates. On an annual basis, Sacramento Works, Inc. (SWI) reviews the plan and approves the percentage of funds that will be allocated to each activity for the next fiscal year.

The allocation for Fiscal Year 2015-2016 for the WIA Adult, Dislocated Worker, and CalWORKs programs is projected to be \$11,790,905, consistent with 2014-15 funding levels. If final allocations are different from projections, then the RAP allocations will be adjusted proportionately.

The RAP continues to reflect 2013-14 changes necessitated by state legislation and policy interpretations on the definition of "Training" costs". For 2015-16, and the program transition to, and implementation of, the WIOA, staff is recommending extending the RAP categories and the following percentages:

24.4%	Job Center Career Services
61.8%	Training Services
6.7%	Job Center Support
5.6%	Administration
<u>1.5%</u>	<u>Board Initiatives</u>
100%	Total

The transition to the WIOA will involve an extensive planning process at the State and local level, and it is anticipated that the process will result in programmatic changes requiring revisions to the current RAP categories and percentages. The proposed RAP chart and definitions are attached for your review.

RECOMMENDATION:

Approve the Sacramento Works, Inc. Resource Allocation Plan for 2015-16 and forward to the full Sacramento Works Board for approval.

**Attachment 1
Recommended Resource Allocation Plan for FY 2015-2016**

Job Center Services Activities and Functions	Allocation % for Fiscal Year 2014-2015	Proposed Allocation % for Fiscal Year 2015-2016	WIA Adult/CalWORKs and Dislocated Worker Funding 2014-2015	Proposed WIA Adult/CalWORKs and Dislocated Worker Funding 2015-2016	Increase/Decrease from last year
Job Center Career Services: Costs associated with welcoming customers, providing orientation, registration and eligibility determination, skill review, initial/vocational assessments, career planning and coaching, counseling, referral to social services, information workshops, and labor market information. This activity also includes on-going casemanagement services provided by one-stop staff for customers enrolled in training activities and costs associated with providing employer services.	24.4%	24.4%	\$ 2,883,983	\$ 2,883,983	\$ -
Training Services: Costs associated with customers enrolled in training, including Scholarships/Individual Training Accounts, Standard On-the-Job Training/Subsidized Employment (OJT/SE), Expanded Subsidized Employment (ESE), Sacramento Works Training Centers (Work Preparedness Training including Adult Basic Education (ABE), Vocational ESL, GED Preparation/High School Completion and Job Readiness Training and Functional Training including occupational skills training, cohort occupational skills training, customized training and entrepreneurial training.	61.8%	61.8%	\$ 7,290,099	\$ 7,290,099	\$ -
Job Center Support: Program Monitoring, SacWorks support, Client tracking, reporting and follow-up.	6.7%	6.7%	\$ 786,562	\$ 786,562	\$ -
Administration: General Administration, Personnel, Payroll, Information Systems, Fiscal and Contracts staff.	5.6%	5.6%	\$ 655,469	\$ 655,469	\$ -
Board Initiatives: Funds are approved for Sacramento Works, Inc. Board initiatives, including employer outreach, labor market research, participating in regional workforce plans and initiatives.	1.5%	1.5%	\$ 174,792	\$ 174,792	\$ -
Total	100.00%	100.00%	\$ 11,790,905	\$ 11,790,905	\$ -

ITEM 5 – INFORMATION

SACRAMENTO WORKS THIRD QUARTER DASHBOARD

BACKGROUND:

Attached please find the Sacramento Works third quarter performance dashboard report covering activities for the quarter ending March 31, 2015.

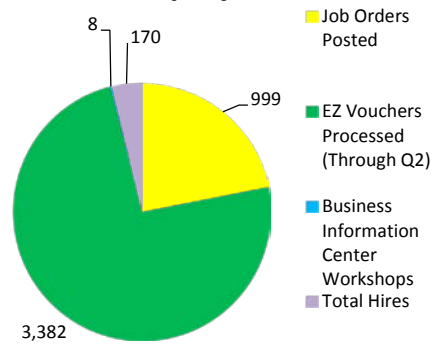
Staff will be available to answer questions.

Sacramento Works System 3rd Quarter (7/1/2014- 3/31/2015) Report

Dashboard Question	Answer
<p>Sacramento Works Job & Training Center Universal Access: Is the Sacramento Works system meeting the goal of providing universal access services to 16,617 job seekers this quarter?</p>	<p>Reporting Quarter: 26,224 Benchmark: 16,617</p>
<p>Intensive & Training Services: Adult/Dislocated Worker: Is the Sacramento Works system meeting the enrollment goal?</p>	<p>Total Customers, Who Received Intensive Services, Percent Enrolled of Plan: 115% Benchmark: 85%</p> <p>3,639 customers received intensive services.</p>
<p>Youth: Is the Sacramento Works system meeting the enrollment goal?</p>	<p># of New Enrollments Quarter 3 Goal (Out of School Youth): Reporting Quarter 256, Benchmark 241 # of New Enrollments Quarter 3 Goal (In School Youth): Reporting Quarter 207, Benchmark 190</p>
<p>Common Measures: Did the Sacramento Works system meet common measure performance goals for customers completing services? Yes, met all performance measures.</p>	<p>DW % Entered Employment: Reporting Quarter 75%, Benchmark 63% Adult % Entered Employment: Reporting Quarter 66%, Benchmark 55%</p>
	<p>DW % Employment Retention: Reporting Quarter 88%, Benchmark 83% Adult % Employment Retention: Reporting Quarter 80%, Benchmark 79%</p>
	<p>DW Average Six-Months Earnings: Reporting Quarter \$19,145, Benchmark \$17,800 Adult Average Six-Months Earnings: Reporting Quarter \$13,536, Benchmark \$13,450</p>
	<p>Literacy/Numeracy Gains: Reporting Quarter 65%, Benchmark 60% Youth % Attained Degree/Certificate: Reporting Quarter 64%, Benchmark 64% Youth % Entered Employment or Education: Reporting Quarter 81%, Benchmark 65%</p>
<p>Job Seeker Customer Satisfaction Survey: Are customers satisfied with the services received? (On a scale from 1-5 with 5 being the highest. Cumulative total from Q2 with Q1 revised survey format.)</p>	<p>423 4.16</p> <p>● Number of Surveys Completed ● Collective Job Center Average Satisfaction Rating</p>

Employer Services:
Is the Sacramento Works system meeting the needs of the region's employers?

Total Services To Employers



Average Wage: \$13.90

Total Employers Served

