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SACRAMENTOWORKS

SACRAMENTO WORKS, INC. PLANNING/OVERSIGHT COMMITTEE

Date: Wednesday, February 27, 2013

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. Approval of the January 16, 2013 Meeting Minutes
3. Approval of Proposal from Next Economy for Board Initiative funding
4. Sacramento Works Workforce Planning for 2013-2018
5. Input from the public
6. Adjournment

Committee Members: Lynn Conner (Chair), Leslie Botos, Paul Castro, Matt Kelly, Kathy Kossick, Paul Lake, Frank Louie, Dan Throgmorton

DISTRIBUTION DATE: THURSDAY, FEBRUARY 21, 2013

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Planning/Oversight Committee
Minutes/Synopsis
(Minutes reflect the actual progression of the meeting.)

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

Wednesday, January 16, 2013
8:30 a.m.

1. **Call to Order/Roll Call:** Ms. Conner called the meeting to order at 8:33 a.m.

Present: Leslie Botos, Paul Castro, Lynn Conner, Kathy Kossick, Paul Lake, Frank Louie

Absent: Matt Kelly, Dan Throgmorton

Others Present: Robin Purdy, Christine Welsch, Edward Procter, Terri Carpenter, Michelle O'Camb, Cindy Sherwood-Green, William Walker

2. **Approval of the November 9, 2012 Meeting Minutes**

The minutes were reviewed; no questions or corrections.

Moved/Kossick, second/Louie, to approve the minutes of the November 9, 2012 meeting as distributed.

Voice Vote: Unanimous approval.

3. **Action Item:** Recommendations to Support Next Economy Goals with Workforce Investment Act Funds

The Planning/Oversight Committee has been reviewing the Next Economy prosperity plan to determine where goals between Sacramento Works and Next Economy align. The three goals that have been identified with Sacramento Works goals include:

- ❖ Goal #1: Foster a Strong Innovation Environment
- ❖ Goal #3: Diversify the Economy through Growth and Support of Core Business Clusters
- ❖ Goal #4: Build and Maintain a World-Class Talent Base

Staff went through discussions the committee had and WIB had at the last meeting and identified what activities that could be funded under each of those goals. There is \$88,000 in unobligated funds.

Ms Conner and Ms. Purdy summarized the discussions at the last Planning/Oversight Committee meeting, reviewed the staff recommendations based on input received from the Committee and asked the Committee to develop a recommendation to take to the full board asking for financial support and endorsement of the Next Economy.

Ms. Kossick stated that Mr. Mike Dourgarian made a comment on overall support of the initiative in that as a board, we do a lot of internal support, even putting \$10,000 to support overarching support of the whole effort. Ms. Kossick would be in support of some amount of money to support the overarching support.

Mr. Louie stated that if funds are provided for the overarching support, how does the committee influence areas where we want the dollars to go to? Ms. Kossick replied that she sits on the Steering Committee and she will have some influence on where the funds will be spent.

The Committee has the option of recommending support on three areas:

- Overarching support to be used at Next Economy's discretion
- Support Goal #1
- Support Goals 3 & 4

Ms. Conner stated that the Board made it clear that they did not believe that goal #1 was in alignment with the Sacramento Works board mission. Ms. Kossick recommended that this particular goal not be funded.

Ms. Terri Carpenter stated that there was an activity specific to goal #1 that did align with the Sacramento Works mission. This activity is a convening and information sharing activity, fulfilling the need for a quarterly or biannual convening of business development and business accelerator groups and organizations to come together and share information and to develop a central clearinghouse that gives an overview of the services of where someone would go if they want to start up or expand their business.

Ms. Welsch reminded the committee that it is important to have an area that is a one stop shop for business entrepreneurs. It is important to make the climate friendly to start and keep businesses and keep talent in the region.

Ms. Purdy stated that the Next Economy implementation plan is still being developed, and that members of staff and the Planning/Oversight Committee can sit down with Next Economy staff to determine where the money would be best spent.

Mr. Cunningham stated that this will be a conditional grant. Mr. Cunningham suggested that the Committee can recommend giving Next Economy funding to focus on overarching goals, or Goal 3 objective 1, or Goal 4, objectives 1 and 2. He recommended asking Next Economy to come back with a specific rationale of where the funds will be spent and what will be done.

Ms. Conner stated that this may be a good way to test the waters with a conditional grant.

Ms. Botos inquired if there would be risk to Sacramento Works to issue the sole source contract? Ms. Kossick replied that if there is no performance, there will be no payment. The money can be released according to success over time.

Mr. Cunningham stated that a contract will be developed that contains performance benchmarks with funding connected to the benchmarks.

Ms. Conner recommended having Next Economy come back with the breakdown of how the funds will be spent. Mr. Cunningham stated that authority can be delegated to this committee or the Executive Committee to make the conditional approval. This will be part of the motion of the action to ask to delegate authority to this committee or the Executive Committee.

Moved/Lake, second/Louie, to approve the allocation of the remaining Sacramento Works Board Initiative funding in the form of a sole source RFP for the governance, coordination and accountability components of the Next Economy.

Voice Vote: Unanimous approval.

Moved/Castro, second/Botos, to approve the Next Economy resolution.

Voice Vote: Unanimous approval.

4. **Discussion Item:** Workforce Investment Act Local Plan 2012-2017

Ms. Purdy reported that staff recently attended a technical assistance workshop on the WIA Local 5 Year Plan. The state has submitted the statewide plan to the United States Department of Labor; approval is still pending.

The state WIB is prioritizing four goal areas which will result in a change of how we do business at a local level. Staff has been working with career center system and stakeholders to determine how that system will change. There will be a move away from universal access and job seeking services at career centers and a transition to providing training for people in skills and sectors that employers need in the region. The Agency will be doing a procurement for training centers or training affiliates utilizing WIA adult and dislocated worker funds. The goal is to develop centers that will prepare people for employment. Because there are 12 one stop centers, staff is considering trying to close half of them and convert them to training centers or identifying organizations that can provide the training.

The committee asked if there would be any staffing changes. Ms. Purdy stated that the plan is being done during a year when the Agency could see a reduction in WIA funds. If sequestration happens, there could be an 8% cut in funding. Staff is waiting to hear back on a couple of big discretionary grants. One is expected to be approved by EDD which will bring \$4 million to serve dislocated workers. This will be utilized to support the training. Ms. Purdy stated that the Agency is not filling staff vacancies and trying to downscale.

Ms. Purdy stated that at the next Committee meeting, staff will have a draft of recommended changes to the career centers. Staff will be asking for the plan

approval in March which is due in to the State in May. Staff will be doing a parallel procurement for an RFP in March for training center activities.

5. **Input from the public:** None.
6. **Adjournment:** The meeting was adjourned at 9:31 a.m.

ITEM 4 - DISCUSSION

SACRAMENTO WORKS WORKFORCE PLANNING FOR 2013-2018

BACKGROUND:

Over the next few months, SETA staff, partners, employers and community stakeholders will be putting together the Strategic Workforce Plan for the next five years which will be presented to the Sacramento Works, Inc. and the SETA Governing Board for approval in late spring. The Plan will align with the California State Strategic Workforce Plan approved by the California Workforce Investment Board in December 2012 and the Next Economy Capital Region Prosperity Plan.

Proposed Strategic Goals

The goals of Sacramento 5-Year Workforce Plan will align with the goals of the California Strategic Workforce Plan, the Regional Workforce Investment Board Strategic Plan and the Next Economy Capital Region Prosperity Plan.

1. Meet the workforce needs of high demand sectors of the state and regional economy and diversify the economy through growth and support of core business clusters.
2. Build and Maintain a World-Class Talent Base by:
 - Increasing the number of Californians who obtain a marketable and industry-recognized credential or degree, with a special emphasis on unemployed, underemployed, low-skilled, low-income, veterans, disabled individuals, and other at-risk populations, and
 - Increasing the number of high school students and high school drop-outs, with emphasis on at-risk youth and those from low-income communities, who graduate (or complete equivalency programs) prepared for postsecondary education and/or a career.
3. Support system alignment, service integration and continuous improvement using data to support evidence-based policymaking.

Critical Occupational Clusters/Core Business Clusters

Staff has reviewed labor market research by the Center for Economic Research, EMSI, Inc., and the EDD Labor Market Information Division and is recommending a focus on

- Next Economy core business clusters that show high growth or replacement potential for occupations requiring 1-2 years of post-secondary education.
- Sectors/clusters including occupations forecast to provide 200 or more jobs, based on absolute growth and replacement demand, and median hourly earnings of \$10.00 or greater.

**Change in infrastructure of the Sacramento Works One Stop Career Center system:
Sacramento Works Training Centers**

Sacramento Works Training Centers are workforce development training centers that partner with the Sacramento Works One Stop Career Center (America’s Job Centers) system to identify vulnerable populations and provide them with training activities necessary for entry into, and successful completion of, occupational skills training and jobs in high demand or high growth occupational sectors/clusters in the region. Sacramento Works Training Centers will provide a program of training services that leads to:

- (1) a certificate, credential, or associate degree, or
- (2) the skills or competencies needed for a specific job, occupation, or occupational group in one of the Critical Occupational Clusters approved by Sacramento Works or a Core Business Cluster identified by the Next Economy.

Training services offered through Sacramento Works Training Centers include:

- **Job readiness training** focusing on a critical occupational cluster approved by Sacramento Works, Inc. or a Next Economy core business cluster. Job readiness training includes services that teach skills needed to be successful in the workplace and in a particular occupational cluster.
- Vocational English As A Second Language, Adult Education and literacy activities *provided in conjunction with one or more of the other training services listed above*
- Occupational Skills Sector Initiatives/Customized training conducted with a commitment by an employer or group of employers to employ, or continue to employ, an individual upon successful completion of the training.
- On-the-job training/Earn to Learn

The timeline for approval of the 5 Year Workforce Investment Act Annual Plan is:

April 22, 2013	Draft Plan released for public input
May 15, 2013	Sacramento Works Planning/Oversight Committee Review of Plan
May 22, 2013	Sacramento Works, Inc. Review/Approval of Plan