



Sacramento
Employment and
Training
Agency

GOVERNING BOARD

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Board of Supervisors
County of Sacramento

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City of Sacramento

JAY SCHENIRER
Councilmember
City of Sacramento

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**SPECIAL MEETING OF THE
SETA GOVERNING BOARD**

DATE: Thursday, July 18, 2013

TIME: 2:00 p.m.

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

While the SETA Governing Board welcomes and encourages participation in the Governing Board meetings, it would be appreciated if you would limit your comments to five minutes so that everyone may be heard. Matters under jurisdiction of the SETA Governing Board and not on the posted agenda or any off-agenda matters may be addressed by the general public following completion of the regular agenda. The SETA Governing Board limits testimony on matters not on the agenda to five minutes per person and not more than fifteen minutes for a particular subject. Meeting facilities are accessible to persons with disabilities. Requests for Assisted Listening Devices or other considerations should be made through the Clerk's office at (916) 263-3827. This document and other Board meeting information may be accessed through the Internet by accessing the SETA home page: www.seta.net.

A G E N D A

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- III. Action Items**

CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Government Code Section 54957.6

Agency Negotiator: Dee Contreras

Employee Organization: AFSCME Local 146

“Preparing People for Success: in School, in Work, in Life”

CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (subdivision (a) of Section 54956.9)

CONNIE ARNOLD v. ELK GROVE UNIFIED SCHOOL DISTRICT, et al.
U.S. DISTRICT COURT, EASTERN DISTRICT OF CALIFORNIA
Case No. 2:12-CV-02431-MCE-KJN

➔ Report out of Closed Session

IV. Reports to the Board

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- A. Chair
- B. Executive Director
- C. Deputy Directors
- D. Counsel
- E. Members of the Board
- F. Public

V. Adjournment

DISTRIBUTION DATE: THURSDAY, JULY 11, 2013

ITEM II-A - CONSENT

MINUTES OF THE JUNE 20, 2013 SPECIAL BOARD MEETING

BACKGROUND:

Attached are the minutes of the June 20, 2013 Governing Board meeting for your review.

RECOMMENDATION:

That your Board review, modify if necessary, and approve the attached minutes.

STAFF PRESENTER: Kathy Kossick

**SPECIAL MEETING OF THE
SACRAMENTO EMPLOYMENT AND TRAINING AGENCY
GOVERNING BOARD**

Minutes/Synopsis

(Minutes reflect the actual progression of the meeting.)

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

Thursday, June 20, 2013
10:00 a.m.

- I. Call to Order/Roll Call/Pledge of Allegiance:** Supervisor Jimmie Yee called the meeting to order at 10:01 a.m.

Members Present:

Jimmie Yee, Chair, Governing Board; Member, Board of Supervisors
Jay Schenirer, Vice Chair, Governing Board Councilmember, City of Sacramento
Don Nottoli, Member, Board of Supervisors
Sophia Scherman, Public Representative

Members Absent:

Allen Warren, Councilmember, City of Sacramento

II. Consent Items

- A. Minutes of the May 23, 2013 Special Board Meeting
- B. Approval of Claims and Warrants
- C. Approval to Augment South County Services, Inc. Community Services Block Grant (CSBG) Funding and to Extend the Mather Community Campus Subgrant Agreement with Department of Human Assistance
- D. Approval of Staff Recommendation for the Adult Vendor Services (VS) List

The consent items were reviewed; no questions or comments.

Moved/Schenirer, second/Scherman, to approve the consent items as follows:

- A. Approve the May 23, 2013 special meeting minutes.
 - B. Approve the claims and warrants for the period 5/17/13 through 6/13/13.
 - C. Approve the augmentation of \$119,314 in Community Services Block Grant funding for South County Services Inc. to continue the provision of safety-net services in South Sacramento County from July 1, 2013 through December 31, 2013, and extend the Mather Community Campus Subgrant Agreement for PY 2013-14 in the amount of \$222,600 to continue the provision of employment and self-sufficiency services to Mather Community Campus residents.
 - D. Approve the addition of Center for Employment Training to the Adult VS List.
- Roll Call Vote: Aye: 4, Nay: 0, Abstentions: 0

III. Action Items

A. GENERAL ADMINISTRATION/SETA

1. **TIMED ITEM 10:00 A.M. AND PUBLIC HEARING:** First Reading of the Proposed Sacramento Employment and Training Agency Budget for Fiscal Year 2013-2014

Mr. Roy Kim stated that the Agency budget is required to be filed with the county no later than June 30.

Mr. Yee opened a public hearing.

Mr. Yee stated that he has looked over a lot of budgets over the years and stated that he likes to see a comparison with the current and previous years' budgets to see what the changes are. Mr. Kim agreed to do that. Mr. Nottoli agreed that it is good to see year over year data.

Moved/Schenirer, second/Nottoli, to continue this item to August 1, 2013, where the public hearing will be closed and the Agency budget adopted.

Voice Vote: Unanimous approval.

B. WORKFORCE DEVELOPMENT DEPARTMENT

Refugee Services: None.

One Stop Services

1. Approval of Funding Recommendations for Workforce Investment Act Adult/Dislocated Worker and CalWORKs Programs for Sacramento Works Training Centers and Extension of WIA/ CalWORKs On-The-Job-Training/Subsidized Employment Subgrant Agreements
- and -
2. Concurrence with Sacramento Works, Inc. to Approve the Sacramento Five Year Workforce Development Plan - 2013-2018
- and -
3. Concurrence with the Sacramento Works, Inc. Board to Approve the Workforce Investment Act Sacramento Works Resource Allocation Plan for 2013-2014

Ms. Robin Purdy next three items are linked; she will provide an overview of the plan and then go into the funding recommendations and conclude with the resource allocation.

At the March 7 meeting, the Governing Board approved the release of an RFP. Thirteen proposals were received and staff is recommending eight of the 13 proposals to be funded to be training centers, and three more to be recommended for vendor services. The driving force behind the change from career centers to training centers is the State's change in the provision of services utilizing WIA funds. To implement the State's plan, the Sacramento Works training system will be modified. Also recommended is the extension of

OJT providers; the Agency has had really good success for the OJT program which targets the CalWORKs population. Around 700 OJTs have been done over the past three years and an 86% entered employment rate.

Mr. Schenirer asked if the board will be notified of the budgets that supports the work and Ms. Purdy replied yes; because there is so much prioritization and sequencing, it is important to see what can be done and the accountability. There are some things in the funding recommendations that may or not work. Next Economy has a long way to go to make things happen. It is important to make sure that SETA can show deliverables and immediate returns.

Ms. Schenirer inquired whether there were plans to work with the trades on apprenticeship program. There will be \$2-3 billion in construction in the next 10 years; how do we power up the training for potential construction staff. Will there be some funds available for potential training? As Sacramento moves forward, there will be a lot of job opportunities and Mr. Schenirer wants to ensure SETA will participate in all opportunities. Ms. Purdy replied that she just met with the apprenticeship program coordinators yesterday and there will definitely be coordination at all levels.

Ms. Purdy stated that staff is beginning the process of working with the apprenticeship programs on co-enrollment. It is currently being tested out with the electricians and will be moving to iron workers and sheet metal workers. Mr. Schenirer stated that there are large diversity gaps in the trades; it is important to do the recruitment in areas to ensure more ethnic diversity.

In response to a question from Mr. Nottoli, Ms. Purdy replied that the review team was comprised of 12 people, including representatives from the County of Sacramento, the Department of Human Assistance, Golden Sierra Workforce Development Board, Yolo County Department of Health and Social Services, North Central Counties Consortium, and SETA staff.

Ms. Purdy stated that the review team went through the proposals and looked for indications of leveraged core and intensive services for the training services. Ms. Purdy directed the Board to the pink attachment showing a sheet for the core leveraged services. Each proposal included a wide variety of core career center services. Each training center is expected to provide the customers job readiness training, connection to employers, life skills, computer literacy and connection to job search. Ms. Purdy feels comfortable that these services will be available throughout the county.

Ms. Purdy has a meeting with the library director on collaboration and to do a pilot in the Elk Grove community. CHDC will provide services to Elk Grove utilizing a mobile career center. CHDC has offered to use the mobile center on a scheduled basis to provide computer services, job matching and job services. Staff feels the recommendations take into account Ms. Scherman's request for more services to the Elk Grove community.

Staff has not met with Goodwill or Stride but will meet with them and then discuss how things will be; they proposed every activity in three different locations around the community.

Ms. Scherman expressed concern with customers going to the Elk Grove library for services; the parking is awful and there are no more than 55 parking spaces. Library patrons always complain about the lack of parking. Libraries in the City of Elk Grove are connected with the schools. Some research was done and it was found to be a problem because they close the same hours that the schools are closed. There are some hours that they keep open but it would be difficult to make it conducive for our customers.

Karen Malkiewicz, Elk Grove Unified School District answered a question raised by Ms. Scherman regarding how the district is connected to Bartholomew properties. Ms. Malkiewicz replied that the district is working with the property managers to lease the building which will be remodeled to provide training for allied health care pathways.

Ms. Purdy stated that staff is in the process of transition planning and will be meeting with the proposed training centers and OJT providers tomorrow. There is a plan to have SETA staff liaison with the training centers to assist with registration, enrollment, and how to use jobs.sacramentoworkd.org. Training will be set up in the very near future as to how to do things.

Ms. Purdy stated that there are 1,000 individuals enrolled in intensive training service and also enrolled in Gold Standard review; 600 are attached to career centers which will now be going to training center. Staff is recommending one staff member to coach the Gold Standard people.

Ms. Purdy stated that while the Agency did not receive training center proposals focusing on the agriculture area, some of the focus in the Next Economy will offer a lot in the agriculture and manufacturing area. Right now, the focus is trying to attract employers to the area.

Speaker before the board:

- Robert Sanger, Executive Director, Folsom Cordova School District: Mr. Sanger stated that Folsom/Cordova is excited to expand their OJT program. He pulled unemployment statistics for the community of Rancho Cordova and the Employment Development Department reported an unemployment rate of 11.3%. This data makes a training center in the Rancho Cordova critical. Their proposal was a joint venture; they did not want to reinvent the wheel and decided to partner with someone already doing required services. Although their proposal was not recommended for standard funding they were recommended for OJT funds. He will meet with SETA staff to learn more why the proposal was not recommended for standard funding.

Moved/Schenirer, second/Scherman, to approve items B-1, B, 2, and B-3 as follows:

1. Approve funding recommendations for the Adult/Dislocated Program under the Workforce Investment Act as listed on the attached charts with the following stipulation:

- The provision of Work Preparedness and Functional Training services is contingent upon required course and State ETPL approvals, as well as the required credentialing of staff.

Approve the OJT/SE staff funding extension recommendations for PY 2013-14 as reflected in the attached chart with the following stipulations:

- Provider operating costs must not exceed 40% of participant wages.
- PY 2013-14 funding will be subject to satisfactory year-end program performance. OJT providers that do not meet year-end performance goals and benchmarks may face a reduction in funding.

2. Concur with the Sacramento Works, Inc. to approve the Sacramento Five Year Workforce Development Plan.
3. Concur with Sacramento Works, Inc. to approve the Sacramento Works Resource Allocation Plan for 2013-14.
Roll call vote: Aye: 4, Nay: 0, Abstentions: 0

Community Services Block Grant

4. Approval of the 2014-2015 Community Services Block Grant Community Action Plan

Ms. Cindy Sherwood-Green reviewed the Community Action Plan which includes a community profile and which has been updated with the availability of new data sources. The plan includes information from the 2013 homeless count that was just released this month. The Community Action Board held two public hearings. Ms. Sherwood-Green acknowledged Mr. Victor Bonanno for his work on the plan.

Ms. Scherman stated that staff did an excellent job.

Moved/Schenirer, second/Nottoli, to approve the 2014-2015 Community Services Block Grant Community Action Plan.

Voice Vote: Unanimous approval.

C. CHILDREN AND FAMILY SERVICES: None.

IV. Information Items

- A. Fiscal Monitoring Report: No questions or comments.
- B. Employer Success Stories and Activity Report: No questions or comments.
- C. Dislocated Worker Update: No questions or comments.

D. Head Start Reports: No questions or comments.

V. Reports to the Board

A. Chair: No report.

B. Executive Director: Ms. Kossick thanked staff for working so hard the past two months. Staff is in the middle of labor negotiations and there may be a need to meet with the board for guidance. Staff is working to schedule a meeting in July.

C. Deputy Directors: No report.

D. Counsel: Mr. Larsen mentioned that today is Ms. Purdy's birthday. Attendees all sang Happy Birthday to Ms. Purdy.

E. Members of the Board: No reports.

F. Public: None.

VI. Adjournment: The meeting was adjourned at 11:09 a.m.

ITEM II-B – CONSENT

APPROVAL OF CLAIMS AND WARRANTS

BACKGROUND:

Kathy Kossick, Executive Director, has reviewed the claims for the period 6/14/13 through 7/11/13, and all expenses appear to be appropriate.

RECOMMENDATION:

Approve the claims and warrants for the period 6/14/13 through 7/11/13.

STAFF PRESENTER: Kathy Kossick

ITEM II-C - CONSENT

APPROVAL OF WORKFORCE INVESTMENT ACT ADULT FUNDING FOR FOLSOM CORDOVA COMMUNITY PARTNERSHIP FOR JOB READINESS AND RETENTION VENDOR SERVICES

BACKGROUND:

At the March 7, 2013 Governing Board meeting, the SETA Governing Board approved the release of the WIA Adult/Dislocated Worker Request for Proposals (RFP) for Sacramento Works Training Centers (SWTCs). The RFP was released on March 8, 2013 and SETA received 13 proposals for SWTCs requesting \$10,061,666.

At the June 20, 2013 Governing Board meeting, the Board approved funding six SWTCs. Services funded under the SWTC RFP to support a transition from the former One-Stop Career Center system to a training system that places a priority on academic and occupational skills development, attainment of industry-recognized credentials and degrees for career pathways in high-demand/middle skill occupational clusters. In addition to funding six SWTCs, the Board also approved setting funding aside for three applicants for the provision of Vocational English as a Second Language, Adult Basic Education, General Education Diploma (GED) Preparation, and Job Readiness under vendor services contracts.

Folsom Cordova Unified School District was one of the applicants approved for vendor services, as noted above, to provide VESL, ABE, and GED Preparation instruction to 50 customers. Under their joint venture proposal, Folsom Cordova Unified School District and Folsom Cordova Community Partnership proposed the provision of VESL, ABE and GED Preparation—Folsom Cordova Unified School District to provide the course instruction, and Folsom Community Partnership to provide the and job readiness and placement services, as well as the tracking and reporting of enrolled customers.

To ensure adequate oversight and successful outcomes for the 50 customers enrolled in Folsom Cordova Unified School District's VESL, ABE, and GED Preparation courses, staff is recommending that Folsom Cordova Community Partnership be added as a vendor to SETA's Adult Vendor Services List (VSL), and that \$69,429 be set aside to provide job readiness and retention services to enrolled customers.

RECOMMENDATION:

Approve adding Folsom Cordova Community Partnership to SETA's Adult VSL and set aside Workforce Investment Act Adult funding in the amount of \$69,429 for the provision of job readiness and retention services to the 50 customers enrolled in Folsom Cordova Unified School District's VESL, ABE, and GED Preparation courses.

STAFF PRESENTER: Michelle O'Camb

ITEM IV - REPORTS TO THE BOARD

- A. CHAIR'S REPORT: The Chair of the SETA Governing Board, on a regular basis, receives numerous items of information concerning employment and training legislation, current programs, agency activities, and miscellaneous articles about human service programs throughout the nation, and attends meetings pertinent to SETA business.

The important information from the material received and meetings attended will be shared with the entire Board and the method proposed by the Chair is to give a verbal report at each regular meeting. It will also allow time for the Board to provide input on items that may require future action.

- B. EXECUTIVE DIRECTOR'S REPORT: This item is set aside to allow the SETA Executive Director to report to the Board on any items of important information or to deal with special requests which need to be addressed but, because of time constraints, were not included in the formal SETA Governing Board Packet.

The Executive Director's Report also allows the opportunity for the SETA Executive Director to apprise the Board of upcoming events, significant agency activities, or conferences.

- C. DEPUTY DIRECTORS: This item is set aside to allow the Deputy Directors to report to the Board any items relative to the program operations.

- D. COUNSEL REPORT: The SETA Legal Counsel is the firm of Gregory D. Thatch, Attorney at Law. This item provides the opportunity for Agency Counsel to provide the SETA Governing Board with an oral or written report on legal activities

- E. MEMBERS OF THE BOARD: This item provides the opportunity for SETA Governing Board members to raise any items for consideration not covered under the formal agenda. It also provides the opportunity for Board members to request or to ask that certain items be placed on the next Governing Board agenda.

- F. PUBLIC PARTICIPATION: Participation of the general public at SETA Governing Board meetings is encouraged. The SETA Governing Board has decided to incorporate participants of the audience as part of its agenda for all meetings. Members of the audience are asked to address their requests to the Chairperson, if they wish to speak.