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SACRAMENTOWORKS

Meeting of the Sacramento Works Youth Committee

Date: May 13, 2021

Time: 3:00 p.m.

Location: via Zoom

<https://us02web.zoom.us/j/86583780599?pwd=YmkyMGY1Q244TUY5OURYYmNoZm5DZz09>

In response to the Governor's Executive Order N-29-20 relating to the COVID-19 Pandemic, the Sacramento Works Youth Committee is conducting this meeting on Zoom <https://us02web.zoom.us/j/86583780599?pwd=YmkyMGY1Q244TUY5OURYYmNoZm5DZz09>

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): US: +1 669 900 6833 Webinar ID: 865 8378 0599. Passcode: 540692. Find your local number: <https://us02web.zoom.us/j/86583780599?pwd=YmkyMGY1Q244TUY5OURYYmNoZm5DZz09>. Members of the public are encouraged to participate in the meeting by submitting written comments by email to: Wendy.Tanner@seta.net. Any member of the public who wishes to speak directly to the board regarding any item on the agenda may contact Wendy Tanner at (916) 263-5660, or Wendy.Tanner@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 Youth 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.

AGENDA

1. Call to Order/Roll Call
2. **ACTION:** Approval of Minutes of the April 8, 2021 Regular Committee Meeting
3. **ACTION:** Approval of Funding Extension Recommendations for The Workforce Innovation and Opportunity Act (WIOA), Title 1, Youth Program, Program Year 2021-2022

4. **INFORMATION ITEM:** Committee Goal Updates
Youth Engagement - Pedro Vargas; Internship Expansion – Terri Carpenter;
Digital Literacy/Skills Programs/Resources – Matt Perry
5. Public Input
6. Adjournment

Members: Staci Anderson, Jacobe Cadiz, David Gordon, Gary King, Michael Laharty, Brandon Louie, Claudia Negrete, Johnny Perez, Matt Perry, Tina Reynolds, Jane Ross, Lorenda Sanchez, Randi Kay Stephens, Pedro Vargas, Joyce Vea

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

DISTRIBUTION DATE: May 6, 2021

ITEM 2 - ACTION

**APPROVAL OF MINUTES OF THE APRIL 8,
2021 REGULAR COMMITTEE MEETING**

BACKGROUND:

Attached are the minutes of the April 8, 2021 meeting for your review.

RECOMMENDATION:

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

Sacramento Works Youth Committee

Minutes

(The minutes reflect the actual progression of the meeting.)

Meeting held electronically

Thursday, April 8, 2021
3:00 p.m.

1. **Call to Order:** Mr. David Gordon called the meeting to order at 3:04 p.m. The roll was called and a quorum achieved.

Members Present: Michael Laharty, Matt Perry, Tina Reynolds, Jane Ross, Pedro Vargas (joined 3:15 p.m.), David Gordon; Gary King (joined 3:04 pm), Randi Kay Stephens, Lorenda Sanchez (joined 3:04 p.m.), Brandon Louie, Jacobe Caditz,

Members Absent: Staci Anderson, Claudia Negrete, Joyce Veal, Johnny Perez

Others Present: Terri Carpenter, Kathy Kossick, Jessica Medina, Monica Barber, Roy Kim, Phil Cunningham, Josh Woodson

2. **ACTION:** Approval of the February 11, 2021 Minutes

The minutes were reviewed; no questions or corrections.

Moved/Reynolds, second/Laharty, to approve the February 11, 2021 minutes.

Roll call vote:

Aye: 10 (Gordon, Laharty, Louie, Perry, Reynolds, Ross, Sanchez, Stephens, Vargas, Caditz, King)

Nay: 0

Abstentions: 0

Absent: 4 (Anderson, Negrete, Veal, Perez)

3. **INFORMATION ITEM: Review of 2020-2021 Youth Committee Goals**

Ms. Carpenter provided an overview of the 2020-2021 WIOA Youth Program Performance. The WIOA Youth Program is a year-round program that runs from July 1 through June 30. Every year the funding recommendations are based on the number of slots each provider will fill or number of youth to be served. There is an enrollment deadline established every year. On June 30 of each year, the youth are exited and the program requires that a number of activities have been completed by each youth before they are exited. The program sets the enrollment deadline so that enrolled youth have at least 6 months to receive all the necessary services, which include tutoring if they are basic skills deficient; paid work experience; and other activities like connecting them to education if they are a school dropout. The enrollment deadline is also designed to ensure that we capture all of the measurable skills gains and certificates earned, such as

food handler certificate to land a job in the food service industry. It is a comprehensive program requiring that all the elements are provided before the youth exit the program on June 30.

Because of the pandemic, the enrollment deadline was extended to February 26, 2021. There were two providers who did not meet their enrollment goals- Crossroads Diversified Services and Sacramento Chinese Community Service Center. They were put on corrective action for program enrollment deficiency. All others providers met their goals.

We are entering into the next three months when most of the activities are provided to the youth. Placement and traditional or virtual types of work experience are being delivered to the youth and tutoring is being provided to those youth who are basic skills deficient. By the next meeting in May, we will be presenting funding extensions for the program providers.

Mr. King asked if all of the providers would be receiving extensions, including the two that did not meet their goals. Ms. Carpenter said funding extensions will be contingent on final performance including meeting the 20% WEX expenditure requirement, Measurable Skills Gains, Credential Rate and Education/Employment Placement. They may be recommended with reduced slots or not recommended for funding.

Ms. Reynolds asked that if a provider does not meet the cut, are there new providers that can be brought in to replace those who are not recommended to continue? Ms. Carpenter responded that every 3-4 years SETA releases a Request for Proposals and it was last done two years ago. The providers we currently have were the ones selected; the next Request for Proposals is scheduled to be released in 2023. The procurement allows us to extend up to four years for new providers. Mr. Cunningham said that the committee may choose to not extend the contract to the two providers not performing as required. Mr. Kim stated the Workforce Board and the Governing Board does have the option to issue a supplemental RFP or cancel the existing RFP and issue a new RFP should that be the decision.

Mr. Perry said that some of the providers on the list had struggles in the past but SETA stuck with them and they are now at 100%.

Mr. Gordon asked Mr. Perry to take over chairing the meeting due to an emergency.

Ms. Stephens asked what were the issues that are preventing the providers from meeting their enrollment numbers?

Ms. Carpenter answered that Sac Chinese is an In-School provider and relies on getting into the high schools to recruit the young people for the program so with the schools closed down due to the pandemic, which has affected their ability to

recruit. Crossroads Diversified has been shut down during the entire pandemic to date. They are taking appointments on a per case basis virtually and they state this is the issue they are experiencing. The other programs have remained open or were successful in virtually recruiting and able to pivot and meet their numbers.

Ms. Stephens asked if the two are billing for their time on this program. Ms. Carpenter replied they are billing and allocating based on what they are spending. Mr. Cunningham suggested that the two low performers submit statements or responses to their corrective action plan and where they are coming from and what their issues are. Ms. Carpenter replied that the providers have submitted some information and documentation on the corrective action responses. She has already shared a couple of the reasons for the low performance.

Mr. Cunningham feels the committee is entitled to get as much information as possible from the two providers as to what their problems have been and what they can do to correct it. Ms. Carpenter said she already has the information. The information will be sent in advance of the next meeting for review by the committee.

4. **INFORMATION ITEM: Committee Goal Updates**

Youth Engagement – Pedro Vargas: Internship Expansion-Terri Carpenter;
Digital Literacy/Skills Programs/Resources-Matt Perry

Youth Engagement-Pedro Vargas

Mr. Vargas said the team was discussing the Youth Voice and it went very well. Mr. Vargas explained that the committee has some questions that need to be answered before they can move forward with finalizing the recommendations: (1) What services are provided to the youth and where are opportunities for the youth voice; (2) How are the staff working with youth lifting their voice; (3) Would it be In-school or Out-of-School youth or both on parallel tracks; (4) What does youth leadership mean to SETA and how is SETA finding youth; (5) How do we reach out to youth; (6) How can we promote SETA.

Ms. Carpenter offered to participate in the next meeting to provide background information to the committee and answer the questions as outline above.

Ms. Reynolds asked where is SETA finding the youth and what kind of divisions we can work within. What groups are we looking at: in high school, graduated, in trade schools? Each one of these would have a different kind of program. Ms. Carpenter provided a definition of the groups. Youth served are 16-24 years of age: In- School 16-18; Out-of-School 18-24. It can be from any type of group. The main focus is opportunity youth who are disconnected from education and employment and need extra support to move forward in their employment or

career aspirations, and education.

Ms. Reynolds said they had some ideas: creating a live streaming interview with panelists for a weekly interview, find some youth to lead the panel discussions and invite some interesting people to be interviewed by the youth. It could be people like Mr. Gordon or youth that are in leadership positions and how did they get there; how do you find a counselor that will work for you and help you through things. It could be a number of topics. It could be a youth generated Facebook live, Twitter live, Instagram, or YouTube. Ms. Reynolds said they would be willing to train the youth on social media.

Mr. Louie mentioned how does the committee create a pipeline and supportive structure for youth to be more engaged in this committee and what has been their pathway. They have already been thinking of timing and switching it to be more youth friendly. Also thinking of more incentives for youth to be part of this process and how do we support them in coming into this space and make them feel they are an integral contributing partner. Maybe a partnership with the City's Youth Commission and bring in a Youth Commissioner to sit on the Committee to connect the dots with the City; and maybe similar with the County. They are thinking of other youth leadership bodies that may have some crossovers to create some other pipelines and synergies. Mr. Vargas thanked the committee for all the work and ideas.

Internship Expansion-Terri Carpenter

At the last meeting, there was discussion on the Facebook program that included the training and internships. The committee agreed to look at four youth for the internship. When they went to Facebook with the information, Facebook said they were looking at about twenty to fifty in a cohort as a minimum. They are still interested in working with us and are going to connect in June to look at what may be possible going into the next year. We were not able to do anything for this year. Mr. King asked if the cost was \$96,000 for the internship with Facebook. Ms. Carpenter responded that \$96,000 was the proposal developed to submit to the fund development committee that has currently been tabled.

Mr. Perry had to leave the meeting due to an emergency (left at 3:23 p.m.). Ms. Stephens took over as Chair for the remainder of the meeting.

Ms. Carpenter shared This Way Onward has launched and there will be thirty-five youth placed in internships with Old Navy.

Digital Literacy/Skills Programs/Resources-Jane Ross

This group has not met so there is no report.

Ms. Reynolds wanted to share about Sacramento Splash which is an environmental group that teaches kids about climate change and the environment. They spoke about how frustrating it is for small non-profits

teaching youth leadership skills and all the things the Sacramento Works Youth Committee is doing. Is there a group in Sacramento where they are all in something of a coalition where they can talk about grants, partnering for grants, sharing services? Ms. Carpenter responded that the Youth and Family Collective is headed up through Pro Youth and has several organizations that serve youth and basically their mission is to support non-profits and provide resources, come together with grants and more.

The next meeting will be May 13, 2021 at 3:00 p.m.

5. **Public Input:** None.
6. **Adjournment:** The meeting was adjourned at 3:36 p.m.

ITEM 3 - ACTION

APPROVAL OF FUNDING EXTENSION RECOMMENDATIONS FOR THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA), TITLE I, YOUTH PROGRAM, PROGRAM YEAR 2021-2022

BACKGROUND:

In 2019, SETA procured WIOA Program Operators to provide In-School Youth and Out-of-School Youth services, which allowed one-year extensions for three additional years. All subgrants were extended for a twelve-month period beginning July 1, 2020 and ending on June 30, 2021. SETA/Sacramento Works has the option to extend any subgrant awarded for up to two additional terms.

The Sacramento WIOA youth funds are allocated in two categories: Individualized Services for In-School Youth and Individualized Services for Out-of-School Youth.

Individualized Services:

The Workforce Innovation and Opportunity Act identified specific program elements to be incorporated into the delivery of youth services.

1. Secondary School Completion Services
2. Alternative Secondary School Services
3. Paid or unpaid work experience that have academic and occupation education as a component of the work experience
4. Occupational Skills Training that lead to recognized post-secondary credentials that align with in-demand industry occupations
5. Education offered concurrently with and in the same context as workforce activities and training for a specific occupation
6. Leadership development opportunities, including community service and peer-centered activities encouraging responsibility and other positive and civic behaviors
7. Supportive Services
8. Adult Mentoring
9. Comprehensive Guidance and Counseling
10. Follow-up Services for not less than 12 months after program completion
11. Financial literacy education
12. Entrepreneurial skills training

13. Career awareness, career counseling and career exploration services about in-demand industry sectors/occupations

14. Activities that help youth prepare for and transition to post-secondary education and training.

The WIOA Youth Program requires that these elements be part of a comprehensive and community-focused program design providing an age continuum of services to the target population. Program services will address the barriers of the targeted youth and prepare them to obtain employment in a high wage/high growth industry or in an occupation with future career advancement opportunity, enter an education or training program, attain a degree/certificate, achieve measurable skill gains or return to/remain in secondary/alternative secondary school.

Funding Recommendations

SETA is recommending the extension of subgrant awards for an additional year beginning July 1, 2021 and ending June 30, 2022. The funding recommendations are based on program enrollment numbers achieved. See the attached WIOA Youth Program Enrollment Summary PY 20-21 for enrollment goals and actual enrollments achieved by each provider. Those providers who achieved 100% of their enrollment goals were funded for the number enrolled plus one additional slot. The providers who exceeded their enrollment goals were funded for the number enrolled in PY 20-21. Those providers who substantially met enrollments based on the allowable plan deviation of 15% achieving 85% of their enrollment goals, were funded for the number of slots they enrolled in this program year.

The following providers that achieved less than 85% of their enrollment goals are not being recommended for funding:

Crossroads Diversified Services at 42.11% with 8 out of 19 youth enrolled for PY 20-21.

Sacramento Chinese Service Center at 50% with 7 out of 14 youth enrolled for PY 20-21.

The funding recommendations are contingent upon satisfactory year-end program performance on numbers achieved in employment and education placement, attainment of the 20% WEX expenditure requirement, percentage of participants who achieved measurable skills gain and the percentage of participants who obtain a credential or diploma.

Program Enrollment Numbers

Defined as the number of participants to be served in the program year including enrollment of target groups.

Placement in Employment or Education

Defined as employment, military service, enrolled in post-secondary education and/or advanced training or occupational skills training.

Attainment of 20% WEX Expenditures for Paid or Unpaid Work Experience

Defined as employment opportunities such as work experiences during the summer and throughout the school year; pre-apprenticeship programs; internships and job shadowing; and on the job training.

Measurable Skills Gain

Defined as the percentage of participants who, during a program year, are in an education or training program that leads to a recognized postsecondary credential or employment and who are achieving measurable skills gains, defined as documented academic, technical, occupational, or other forms of progress, towards a credential or employment.

Credential Rate

Defined as the percentage enrolled in education or training program who attain a recognized postsecondary credential or secondary school diploma within 1 year after program exit.

FUNDING ALLOCATIONS

SETA has not received the Program Year (PY) 2021-2022 Youth funding allocation. The total youth funding recommendation for PY 21-22 is \$2,019,093, and is contingent upon the receipt of the final WIOA allocation. If the final WIOA allocation is less than the PY 20-21 allocation, then subgrantee contract amounts will be adjusted proportionately. Additionally, the funding recommendation includes Work Experience funding to support the minimum wage increase in January of \$15.00 per hour.

Out-of-School Youth Funding	\$ 1,890,453
In-School Youth Funding	\$ 83,640
2022 WEX Wage Increase	<u>\$ 45,000</u>
Total WIOA Youth Funding Recommendations	\$2,019,093

See the attached funding recommendation chart for details.

Recommendation:

Review and approve the staff funding extension recommendation for the WIOA Title I, Youth Program, PY 2021-2022. Approve with the stipulation that all funding recommendations are contingent upon satisfactory year-end program performance reviews and the final WIOA Youth funding allocation for PY 2021-2022. Forward this recommendation to the Sacramento Works Board for approval.

**WIOA Youth Funding Extension Recommendations
PY2021-2022**

Out of School Youth Provider	2020-2021 Funding	# of Youth PY 20-21	2021-2022 Funding	# of Youth PY 21-22	Cost Per Participant	Area/Location
Lao Family Community Development	\$112,242	19	\$120,680	20	\$6,034	North Sacramento, Foothill Farms, Del Paso Heights, Arden-Arcade, Oak Park, South Sacramento, Meadowview, Florin/Hillsdale, EGACE, SCUSD, Galt, Mark Sanders and Franklin AJCCs
Waking the Village	108,500	19	122,493	21	5,833	Foothill Farms, Rio Linda, Del Paso Heights, Arden-Arcade, North Sacramento, Oak Park, Florin, Meadowview/South Sacramento, Downtown/Franklin and Asian Resources AJCCs
Elk Grove Unified School District	257,446	47	232,512	42	5,536	South Sacramento, Elk Grove/Franklin and Galt AJCCs
Sacramento City USD	185,200	28	165,950	25	6,638	South Sacramento, Meadowview, Fruitridge, Florin, Florin-Perkins, North Sacramento, Rancho Cordova, Arden Arcade, Del Paso Heights/SCUSD AJCC
California Human Development	111,600	19	120,000	20	6,000	Galt/Franklin and Galt AJCCs
Folsom Cordova Community Partnership	164,947	28	141,888	24	5,912	Rancho Cordova, Rosemont, Folsom/Folsom Cordova Community Partnership and Mather AJCCs
JUMA Ventures	110,321	19	100,827	17	5,931	Oak Park, Meadowview, Del Paso Heights, Mather Field/Hillsdale and Asian Resources AJCCs
International Rescue Committee	108,343	19	116,500	20	5,825	Arden-Arcade/Hillsdale AJCC
Goodwill Industries	146,039	19	141,336	18	7,852	Downtown, Midtown/ Mark Sanders AJCC
La Familia Counseling Center	181,981	23	189,888	24	7,912	Downtown, Midtown, South Sacramento/Franklin and La Familia AJCCs
Asian Resources, Inc.	161,946	19	148,019	17	8,707	Downtown, Midtown, South Sacramento, Rancho Cordova, North Highlands, Arden-Arcade, South Natomas, Del Paso Heights/Asian Resources, Franklin and Mark Sanders AJCCs
North State Building Industry Foundation	136,954	19	176,712	24	7,363	Foothill Farms, North Highlands, Rancho Cordova, Arden Arcade, Meadowview, South Sacramento, Rosemont, Antelope/Hillsdale, Mather, Crossroads and Greater Sacramento Urban League AJCCs
Greater Sacramento Urban League	132,116	19	113,648	16	7,103	Del Paso Heights, Oak Park/Greater Sacramento Urban League and Hillsdale AJCCs
Crossroads Diversified, Inc.	133,847	19	0	0	0	Citrus Heights, Carmichael, Fair Oaks, Orangevale, Arden-Arcade, Foothill Farms, Antelope, Elverta, Rancho Cordova, Mather, Folsom/Crossroads AJCC
	\$2,051,480	316	\$ 1,890,453	288	\$6,564	

**WIOA Youth Funding Extension Recommendations
PY2021-2022**

In School Youth Provider	2020-2021 Funding	# of Youth PY 20-21	2021-2022 Funding	# of Youth PY 21-22	Cost Per Participant	Area/Location
City of Sacramento Dept of Parks and Rec	\$77,206	14	83,640	15	5,576	South Natomas, North Sacramento, Del Paso Heights, Midtown, South Sacramento/SCUSD AJCC
Sacramento Chinese Community Service Center	77,206	14	0	0	0	South Sacramento, Del Paso Heights, North Highlands, Foothill Farms, McClellan/Franklin and Hillsdale AJCCs
	\$154,412	28	\$83,640	15	\$5,576	

WIOA YOUTH PROGRAM ENROLLMENT SUMMARY PY 2020-2021

Provider	Goal	Enrollments	Percent Enrolled
North State Building Industry Foun OSY	19	24	126.32%
Elk Grove Unified School District OSY	47	42	89.36%
SCUSD - Skills Center OSY	28	25	89.28%
Asian Resources Inc - Alhambra OSY	19	17	89.47%
Goodwill Industries OSY	19	18	94.74%
Folsom Cordova Community Partnership OSY	28	24	85.71%
Waking the Village OSY	19	21	110.53%
California Human Development OSY	19	19	100%
La Familia Counseling Center OSY	23	23	100%
Greater Sacramento Urban League OSY	19	16	84.21%
Lao Family Community Development OSY	19	20	105.26%
International Rescue Committee OSY	19	19	100%
Crossroads Diversified Services - CH OSY	19	8	42.11%
Juma Ventures OSY	19	17	89.47%
City of Sacramento ISY	14	14	100%
Sac Chinese Community Serv Franklin ISY	14	7	50%