

CAREER CENTERS

BROADWAY

915 Broadway
Sacramento, CA 95818
(916) 324-6202

CITRUS HEIGHTS

7640 Greenback Lane
Citrus Heights, CA 95610
(916) 676-2540

FRANKLIN

7000 Franklin Blvd., Ste. 540
Sacramento, CA 95823
(916) 262-3200

GALT

1000 C Street, Suite 100
Galt, CA 95632
(209) 744-7702

HILLSDALE

5655 Hillsdale Blvd., Ste. 8
Sacramento, CA 95842
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LA FAMILIA COUNSELING CENTER

5523 34th Street
Sacramento, CA 95820
(916) 227-2577

LEMON HILL

5451 Lemon Hill Avenue
Sacramento, CA 95824
(916) 433-2620

MARK SANDERS COMPLEX

2901 50th Street
Sacramento, CA 95817
(916) 227-1395

MATHER

10638 Schirra Avenue
Mather, CA 95655
(916) 228-3127

RANCHO CORDOVA

10665 Coloma Rd., Ste. 200
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SOUTH COUNTY

8401 - A Gerber Road
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SACRAMENTO WORKS, INC. **Executive Committee**

Date: Monday, May 24, 2004
Time: **4:00 p.m.**
Place: Sacramento Employment & Training Agency
925 Del Paso Blvd.
Sacramento, CA 95815

REVISED AGENDA

1. Call to Order/Roll Call
2. Approval of Allocation of WIA Youth Funds to Support Summer Jobs for Youth
3. Approval of Recommendations to Use the Sacramento Works Board Initiative Funds to Improve the Workforce Development System
4. Discussion of Agenda for the May 26, 2004 Meeting
5. Discussion of Planning/Oversight Committee Membership
6. Discussion of Recruitment for Economic Development Seat on Sacramento Works, Inc. board
7. Adjournment

Committee Members: Michael Dourgarian, Bill Camp, Dr. Jim Hernandez, Mark Ingram, Kathy Kossick, Gerry Lawrence, Elizabeth McClatchy, Jack Padley, Maurice Read, Larry Suddjian, Kingman Tsang.

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

Distribution date: Tuesday, May 18, 2004

Revised Agenda Distribution Date: Tuesday, May 18, 2004, 3:30 p.m.

ITEM 2 – ACTION

APPROVE ALLOCATION OF WIA YOUTH FUNDS TO SUPPORT SUMMER JOBS FOR YOUTH

BACKGROUND:

The Youth Council's Strategic Plan identified three themes to focus on in FY 2003-2004.

- Community Awareness
- Positive Career Development
- Youth Leadership & Support

On April 13, 2004, the Sacramento Works Youth Council voted to allocate funds to the Summer Jobs for Youth program. The Youth Council directed staff to identify WIA Youth providers and youth collaborative agencies to participate in the following activities:

1. **Summer Jobs for Youth** (Community Awareness)
2. **Youth Resource Mapping** – (Youth Leadership & Support) - components of Youth mapping will be integrated into the Summer Jobs for Youth activities.

The third theme, Positive Career Development – Work Scholarship Initiative, will be implemented in the fall of 2004.

The goal of the Summer Jobs for Youth is to match 150 youth with unsubsidized employment for the summer. The target group is youth ages 16 to 18 years of age. The Youth Council workgroup developed a strategy and budget to achieve this goal including:

- Project coordination
- Marketing youth summer employment to Sacramento employers
- Preparing youth for employment (JOBS Institute)
- Job Matching
- Stipends or Work Experience wages & staff coordination for 10 Mappers

To prepare the youth for employment, a series of pre-employment workshops, "JOBS – Job Opportunities Bring Success", will be conducted at the Sacramento Works Career Centers. Youth will attend the JOBS workshops three hours daily for four days. A team consisting of WIA Youth providers, Job Corps, youth peer workers and SETA staff will facilitate the workshops. WIA Youth Providers were selected based on the following criteria:

- Interest
- Current capacity – staffing, space
- Performance
- Geography
- Ability and willingness to assign youth peer worker to project

In an effort to serve youth throughout Sacramento, the JOBS workshops will be held at several Sacramento Works Career Centers including Mark Sanders, Hillsdale, Franklin and South County. Upon completion of the JOBS workshops, the youth will be matched with a summer job. Additionally, two groups of youth mappers will continue their mapping projects on employment and youth-related issues.

RECOMMENDATION:

Approve the amount of \$21,640 to WIA youth providers, which will result in:

- a) Allocation of \$10,100 in WIA Youth funding to three WIA Youth providers for the facilitation and staffing of the JOBS workshops
 - Sacramento Chinese Community Services Center - \$4,040 (two weeks at Franklin SWCC serving 40 to 45 youth)
 - City of Sacramento - \$4,040 (two weeks at Mark Sanders SWCC serving 40 to 45 youth)
 - Elk Grove Unified School District - \$2,020 (one week at South County SWCC serving 25 youth)

- b) Allocation of \$11,540 in WIA Youth funding to two WIA Youth providers to continue youth resource mapping project and provide wages or stipends for 10 youth mappers for 120 hours per youth.
 - Elk Grove Unified School District \$5,770
 - San Juan Unified School District \$5,770

SETA will be responsible for project coordination, marketing, job development, supplies, and career center staffing and facilities costs. Additionally, SETA staff will facilitate the JOBS workshops at Hillsdale SWCC for two weeks serving 45 youth.

ITEM #3

RECOMMENDATIONS TO USE THE SACRAMENTO WORKS BOARD INITIATIVE FUNDS TO IMPROVE THE WORKFORCE DEVELOPMENT SYSTEM

BACKGROUND:

Sacramento Works, Inc. reserved 3% of Workforce Investment Act allocation for Fiscal Year 2004-2005 (anticipated to be \$187,179) to be used by the Board to improve the workforce development system.

Sacramento Works, Inc. has set aside funds in the past and used the funds for the following initiatives:

1. **Collaborative Business Outreach**, including
 - ✓ An annual workforce forecast to better identify the needs of our customers
 - ✓ Development of a marketing plan to increase visibility in the community and be recognized and utilized by business
 - ✓ Better coordination and strategic alliances among local workforce development organizations
 - ✓ Development of strategic partnerships with employers
 - ✓ Benchmarking Employer Customer Satisfaction

To accomplish this initiative the Board allocated funds to the Employer Outreach Committee to conduct collaborative business outreach, which included:

a. Market Sacramento Works, Inc.:

A Sacramento Works Marketing Plan was developed and implemented in partnership with SACTO, the City and County Economic Develop Departments, the Metro Chamber and the Alliance of Black, Hispanic and Asian Chambers to incorporate the resources and assistance available to employers through the Sacramento Works system.

b. Research Critical Industries and Skills Standards

As the region expands, in both population and jobs, it is important to insure that we have the workforce trained in the necessary skills to fill the jobs of tomorrow. In an effort to identify future employment needs, the board contracted with the Sacramento Regional Research Institute (SRRI) to continue to analyze the critical industries, identify newly emerging industry clusters in the region, and identify the skills that are necessary to be competitive across industry clusters in the region.

2. **Collaborative Advocacy for School to Work Initiatives**, including
 - ✓ Encouraging public schools to increase vocational education classes
 - ✓ Be a catalyst to bring together educators and youth training programs
 - ✓ Improve interaction between employers and education

- ✓ Increase involvement of secondary educational institutions

To accomplish this initiative the board allocated funds to Linking Education and Economic Development (LEED), Sacramento to:

- a. Form collaborative strategic partnerships between Sacramento Works, Inc., and LEED Sacramento to develop Industry Advisory Consortiums and a Workforce Skills Certification System (WSCS) for the critical industries selected by the board.
- b. Train One Stop Career Center and Youth Provider staff to implement a standardized assessment system that would be marketed to employers in the region
- c. Providing staff support and supplies to continue support of the Youth Services Provider Network, a collaboration of Sacramento County organizations and individuals committed to promoting strength-based principles and practices that support the positive development of youth

RECOMMENDATION:

Develop a process for the Sacramento Works, Inc. Board to develop a priority list of board initiatives to be implemented in Fiscal Year 2004-2005.