

## 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., Suite 540  
Sacramento, CA 95823  
(916) 262-3200

### **GALT**

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

### **GREATER SACRAMENTO URBAN LEAGUE**

3725 Marysville Blvd.  
Sacramento, CA 95838  
(916) 286-8600

### **HILLSDALE**

5655 Hillsdale Blvd., Suite 8  
Sacramento, CA 95842  
(916) 263-4100

### **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., Suite 200  
Rancho Cordova, CA 95670  
(916) 942-2165

### **SOUTH COUNTY**

8401 - A Gerber Road  
Sacramento, CA 95828  
(916) 689-3560

## Administrative Offices & Employer Services

925 Del Paso Blvd.  
Sacramento, CA 95815  
(916) 263-3800

Website: <http://www.seta.net>



## REGULAR MEETING OF THE SACRAMENTO WORKS, INC. YOUTH COUNCIL

Date: Wednesday, November 9, 2005

Time: **3:30 p.m.**

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

While the Sacramento Works, Inc. Youth Council welcomes and encourages participation in the Sacramento Works, Inc. meetings, it would be appreciated if you would limit your comments to five minutes so that everyone may be heard. Matters under the jurisdiction of the Youth Council and not on the posted agenda may be addressed by the general public following completion of the regular agenda. The Youth Council 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](http://www.seta.net).

## A G E N D A

1. Call to Order/Roll Call

### **Category #1: Organize/Optimize**

2. Consent Item: Approval of May 16, 2005, September 7, 2005 and October 12, 2005 Minutes

### **Category #2: Youth Voice – No report.**

### **Category #3: Engaging, Educating & Coordinating – Youth, Community & Projects**

3. Discussion Item: Approve planning process for the WIA Youth program funding beginning in 2006.
  - Review Calendar
  - Younger youth/older youth – changes in target group
  - Program design
4. Other business
5. Public Input

**Members:** Yolette Barnes, Mike Brunelle, Patricia Espinosa, Brittany Hall, Matt Kelly, John Koogle, Rick Larkey, Gerry Lawrence, Bina Lefkowitz, Maurice Read, Larry Sinor, William Warwick.

**DISTRIBUTION DATE: FRIDAY, NOVEMBER 4, 2005**

**SPECIAL MEETING OF THE  
SACRAMENTO WORKS, INC. YOUTH COUNCIL**

Minutes/Synopsis

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

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

Monday, May 16, 2005  
3:00 p.m.

1. Call to Order/Roll Call: Mr. Read called the meeting to order at 3:07 p.m.

Members Present: Yolette Barnes, Mike Brunelle, Patricia Espinosa, Brittany Hall, Gerry Lawrence, Bina Lefkowitz, Maurice Read, William Warwick.

Members Absent: Matthew Avery, Deanna Hanson, Matt Kelly, John Koogole, Rick Larkey, Anthony Simpson, Larry Sinor, Kamika Whetstone.

Others Present: Robin Purdy, Phil Cunningham, Julie Davis-Jaffe.

2. Consent Item: Approval of March 3, 2005 Minutes

The minutes were reviewed; there were no questions or corrections.

Moved/Lawrence, second/Brunelle, to approve the March 5, 2005 minutes.

Voice Vote: Unanimous approval.

6. Approval of Funding Extension Recommendations for the WIA, Title I, Youth Program, for FY 2005-2006

Mr. Mike Brunelle provided a report on this workgroup. Among many things agendized, this workgroup also looked at the WIA reauthorization.

Other priorities were reviewed by Ms. Welsch such as: 1) continue YPDC, 2) work scholarship initiative, 3) youth services provider network, and 4) concept of the youth specialists. There has been overwhelming support for the addition of Youth Specialists in the career centers. The good news is that a lot of youth are being served annually; 5,000 have come into the career centers this past year. Staff is working on making the career centers more youth-friendly.

Ms. Welsch reviewed the youth funding recommendations.

Moved/Brunelle, second/Lawrence, to approve staff recommendation funding for the WIA, Title I, Youth Program, FY 2005-2006. Funding extension recommendations are subject to satisfactory program performance reviews. The Youth Council retains the right to augment or modify contracts based on the performance review by August 2005.

Roll Call: Aye: 5, Nay: 0, Abstentions: 2

3. Action Item: Nomination of New Chair for the Sacramento Works Youth Council (Continued from the 3/5/05 meeting)

Mr. Read asked that the WIB bylaws be changed to allow anyone on the Youth Council to be the chair. No action was taken on this item.

4. Action Item: Approval of Committee Plan in Response to the Sacramento Works, Inc. Board Retreat

Ms. Purdy stated that a committee plan was developed for the Youth Council after the 4/20/95 retreat. Staff tried to take the goals of Sacramento Works, Inc. and the characters of competitive advantage and assign them out by committees.

Ms. Purdy asked for clarification on "recruit a pool of qualified Youth Workers" to mean that staff would have a pool of youth to refer out to employers.

Moved/Espinosa, second/Lawrence, to accept the recommended action plan to present to the full WIB board at the June 1 meeting.

Voice Vote: Unanimous approval.

## **Category #2 Youth Voice**

5. Youth Friendly Binders

Ms. Julie Davis-Jaffe stated that binders were developed to make the career centers more youth friendly. A binder will be passed out to the site supervisors to and will be available at the front desk at each career center. There is information in this binder for the youth that come into the centers. It is important that the information is available quickly so that the youth do not become frustrated. The binders will be provided to the site supervisors on Thursday. Changes will be made to the binders as needed.

7. Public Input: Next meeting is scheduled for June 2.
8. Adjournment: The meeting adjourned at 3:46 p.m.

**Committee of the Whole**  
**REGULAR MEETING OF THE**  
**SACRAMENTO WORKS, INC. YOUTH COUNCIL**  
Minutes/Synopsis

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

Wednesday, September 7, 2005  
3:00 p.m.

1. Call to Order/Roll Call: Mr. Lawrence called the meeting to order at 3:40 p.m. There was no quorum.

Members Present: Yolette Barnes, Patricia Espinosa, Brittany Hall, Deanna Hanson, Matt Kelly, Rick Larkey, Gerry Lawrence, Bina Lefkowitz.

Members Absent: Matthew Avery, Mike Brunelle, John Koogle, Maurice Read, Anthony Simpson, Larry Sinor, William Warwick, Kamika Whetstone.

Others Present: Phil Cunningham, Cheryl Rose, Cheryl Powell, Julie Davis-Jaffe, Marty Araiza, Bette Blanchard, Mark Snaer.

Mr. Lawrence welcomed everyone back from summer hiatus. A youth RFP must be developed this fiscal year since there are no more extension options.

**Category #1: Organize/Optimize**

2. Consent Item: Approval of May 16, 2005 Minutes: No action was taken.

**Category #2: Youth Voice**

3. Update on Youth Friendly Career Centers

Ms. Julie Davis-Jaffe distributed binders of youth-friendly material being utilized at the front desk of the career centers. She received feedback that the binders are working well to assist youth in receiving assistance. The career centers are becoming more youth friendly and staff orientations will include information available to youth. Youth oriented posters are being ordered for all 12 career centers.

Ms. Welsch stated that a master calendar will be developed for youth-oriented workshops that will be available for all career centers. She and Ms. Davis-Jaffe met with the youth supervisors recently to discuss the workshops.

Ms. Lefkowitz inquired what is considered 'youth friendly'; Ms. Welsch stated that a survey was completed by the Casey Great Start team.

Ms. Hall inquired whether the information for all youth is available to foster youth. Ms. Davis-Jaffe stated that all youth have the information to all of the services.

### **Category #3: Engaging, Educating & Coordinating – Youth, Community & Projects**

#### 4. Review of Review Performance Reports

Ms. Bette Blanchard distributed updated performance reports and reviewed them with Youth Council members. Ms. Welsch acknowledged the monitoring staff and thanked them for their work.

#### 5. Update on WIA Reauthorization

- New Common Measures

Ms. Welsch stated that there will be some common measures to minimize the reporting; she reviewed the potential updates.

#### 6. Discussion Item - Options for Program Design for Program Year 2006

- Review Demographic: Ms. Welsch showed by City Council district where the young people eligible for our programs live. We currently serve around 600 youth in our programs; however, thousands of youth are eligible.
- Review Guiding Principles, Sacramento Works Inc. Goals, and WIA Program Elements to determine congruency. Ms. Welsch reviewed the guiding principles that were agreed upon many years ago. There was a great deal of discussion regarding the Youth Council working with the Ad Hoc Education Committee.

Ms. Welsch reviewed the draft RFP calendar for FY 2006. This is subject to change and due to meeting changes, the calendar may be pushed back by two to three weeks. Mr. Lawrence would like to discuss the demographics in preparation of the RFP.

Mr. Larkey stated that he would like to have some sort of discussion on the issue of summer youth employment. We should be working with the employer community to get jobs for summer youth. Now is the time to start planning for that.

#### 7. Public Input

#### 8. The meeting was adjourned at 5:13 p.m.

**COMMITTEE OF THE WHOLE**  
**SACRAMENTO WORKS, INC. YOUTH COUNCIL**  
Minutes/Synopsis

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

Wednesday, October 12, 2005  
3:30 p.m.

1. Call to Order/Roll Call: Mr. Lawrence called the Committee of the Whole meeting to order at 3:41 p.m. There was no quorum,

Members Present: Patricia Espinosa, Brittany Hall, John Koogle, Rick Larkey, Gerry Lawrence, William Warwick.

Members Absent: Yolette Barnes, Matthew Avery, Mike Brunelle, Matt Kelly, Bina Lefkowitz, Maurice Read, Anthony Simpson, Larry Sinor, Kamika Whetstone.

Others Present: Phil Cunningham, Julie Davis-Jaffe.

Mr. Lawrence stated that the Youth Council welcomes input from members of the public. He requested speaker cards from those wishing to speak before the Youth Council.

**Category #1: Organize/Optimize**

2. Consent Item: Approval of May 16, 2005 and September 7, 2005  
Minutes: No action taken.

**Category #2: Youth Voice**

3. Report from Work Scholarship Project

Ms. Julie Davis-Jaffe provided an update on this item.

**Category #3: Engaging, Educating & Coordinating – Youth, Community & Projects**

4. Report from Planning and Indicator workgroup: No report. Mr. Brunelle not present.
5. Discussion item: Planning process for the WIA Youth program funding beginning in 2006.
  - Review Calendar: The calendar was reviewed. In January, the Youth Council will approve the release of an RFP. Some of the meeting dates that are included on the calendar may need to be moved to accommodate WIB

and Sacramento Works Executive Committee meeting. At the November 9 meeting, the calendar will be presented for approval. Members will be asked to show up at the meeting to make sure that there is a quorum.

Ms. Welsch distributed minutes from the Planning Indicator Workgroup and provided an overview of the proposed service delivery concept. Ms. Welsch reviewed a list of various ideas that came out of the workgroup meetings. Meeting attendance has included Youth Council members, youth providers and staff.

SMARTware reports are reviewed during this workgroup. There has been improvement in the documentation of services to youth in the SMARTware system.

Younger youth/older youth – changes in target group: Ms. Welsch stated that the new change in the funding puts emphasis on out-of school youth. Currently, 60% is younger youth, 40% is older youth. Mr. Larkey asked if WorkKeys would be included and Ms. Welsch stated that it would.

The Governing Board will be shown the demographics where most of the impacted youth reside. A chart of the city and county of Sacramento will be provided showing the demographics.

Speakers before the Youth Council:

- ✓ **Cheryl Rose, City of Sacramento:** Spoke of concerns regarding the vendor process, their risk management and the specific type of insurance needed. She stated that there may be a difficulty with the liability insurance. Mr. Cunningham asked Ms. Rose to get the insurance requirements from the city attorney's office and forward it to staff. Ms. Rose agreed to get staff the information.
  - ✓ **Jennifer Peterson, La Familia:** Spoke of the difficulty in contracting with a partner in their program. She urged OJT for older youth, with a stipend, eventually moving to a full time job. She strongly disagrees with the vendor 'daisywheel'.
  - ✓ **Gretchen Hatfield, San Juan Unified School District:** Asked about the area that they serve and how that will be determined. They service more than just one particular zip code.
6. Public Input: Lauren Miller from Sacramento Chinese Community Services Center asked a question about YDCP and if the proposed concept is similar to how the YDCP team accessed services. Ms. Welsch responded that it was similar to that process.

Meeting adjourned at 4:55 p.m.