

## 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 Hillside 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>



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

Date: Wednesday, September 7, 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 Minutes  
**Category#2: Youth Voice**
3. Update on Youth Friendly Career Centers  
**Category #3: Engaging, Educating & Coordinating – Youth, Community & Projects**

4. Review of Review Performance Reports
5. New WIA Common Measures & Update on WIA Reauthorization
6. Discussion Item - Options for Program Design for Program Year 2006
  - Review Demographic
  - Review Guiding Principles, Sacramento Works Inc. Goals, and WIA Program Elements to determine congruency.
7. Public Input

**Members:** Matthew Avery, Yolette Barnes, Mike Brunelle, Patricia Espinosa, Brittany Hall, Deanna Hanson, Matt Kelly, John Koogle, Rick Larkey, Gerry Lawrence, Bina Lefkovitz, Maurice Read, Anthony Simpson, Larry Sinor, William Warwick, Kamika Whetstone.

**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 Koogle, Rick Larkey, Anthony Simpson, Larry Sinor, Kamika Whetstone.

Others Present: Robin Purdy, Phil Cunningham, Christine Welsch, 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 from the Planning & Indicator Workgroup. This workgroup reviewed the WIA program provider performance for the past year. The workgroup also looked at the WIA reauthorization and the potential changes in program design.

Ms. Welsch provided an overview of the funding recommendations including the Individualized Services of the WIA Program Elements and additional Youth Council priorities. These priorities include the continuation or support of:

- Youth Development & Crime Prevention program,
- Work Scholarship Initiative
- Youth Services Provider Network, and
- Expansion of youth specialists services.

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; 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 reported that Youth Friendly binders were developed as a resource for the career centers. A binder will be distributed to the career centers and be available at the front desk at each career center. Information in the binder will include tips on making the career center more youth friendly, information on the youth programs and how to access various youth resources. It is important that the information is available quickly so that the youth do not become frustrated. Changes will be made to the binders as needed.

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

#### **4. Discussion Item: WIA Youth Program Performance Review**

Attached for your review are copies of the WIA Youth Program reports including:

- Performance report of the WIA Youth Individualized program
- SMARTware report identifying program elements
- Illustration of the number of youth visiting the Sacramento Works Career Centers.

## 5. Information Item WIA Common Measures

### Workforce Investment Act – Modification of Performance Measures

In 2001 the Office of Management and Budget and other Federal agencies developed performance measure for programs with similar goals. These measures are called the “Common Measures”. Their purpose is to minimize the different reporting and performance requirements, facilitate the integration of service delivery, reduce barriers to cooperation among programs and enhance the ability to assess the effectiveness and impact of the public workforce system.

The common measures are currently being implemented in six Federal agencies, the Departments of Labor, Education, Health and Human Services, Veterans Affairs, Interior and Housing and Urban Development.

The State of California has submitted a waiver request to the federal government in order to implement the common measures. Under the waiver, California would simplify the WIA performance system by reducing the current 17 performance measures (see Attachment 1, Table 1) to six (see Attachment 1, Table 2). These six include five of the Common Measures and the current Skill Attainment measure as a substitute for the new Literacy and Numeracy measure. The state is proposing to delay implementation of the Literacy and Numeracy Measure until July 1, 2006, because of its complexity.

The waiver is designed to:

1. Simplify and streamline the performance measurement system;
2. Create the opportunity for State-specific performance measures through a reduction in the federally mandated measures;
3. Increase program integration by focusing the system on common goals; and
4. Improve evaluation of California’s employment and training system.

The key elements of the waiver include:

- o Combining performance measurement for clients served with Adult and Dislocated Worker WIA funds;
- o Using a single set of measures for clients served through the Youth funding stream, thus eliminating Older Youth as a sub-population for the purpose of performance measurement;
- o Eliminating the credential measure for Adults and Dislocated Workers;
- o Retaining the Skill Attainment measure for Youth, delaying the implementation of the Literacy and Numeracy Common Measure until PY 2006-07; and
- o Eliminating the current customer satisfaction measurement system required by the Department of Labor.

The Youth Common Measures eliminate skill attainment as a performance measure, and focus on attainment of employment and enrollment in post-secondary education. This may negatively affect California’s (and Sacramento’s) performance levels because all enrolled youth (including those in secondary school) are included in the denominator of both the placement measure and the attainment of a General Education Development (GED) equivalent or certificate.

To meet the new performance measures for youth, the program services would need to be revised to

- focus services on youth who are out of school or within one year of graduation, or

- provide long-term services (up to 3 years) to younger youth to ensure that students don't exit prior to high school completion
- ensure that all enrolled high school students enter employment upon completion of youth services.

In addition, the certificate definition has been tightened and no longer includes, "Certificates awarded by workforce investment boards or awarded in recognition of the attainment of only generic pre-employment work readiness skills...". This will not affect SETA/Sacramento Works ability to meet the new measures, as we are piloting Work Keys, a national skills certification system and will be evaluating whether use of it in the youth program will positively affect our ability to meet the common measures.

California Workforce Investment Board and Employment Development Department staffs are discussing the implications of this on State and local performance negotiations and will consider appropriate options to address the problems with transition to the Common Measures. The California Workforce Association is working with the state on implementation of the Common Measures and has recommended:

1. Holding off on implementing the Common Measures for youth until July 1, 2006
2. Changing the formula for calculating the Youth Common Measures to eliminate younger youth from the denominator when calculating the percentage of youth placed in post-secondary education, employment or the military and those youth who attain a diploma or credential.

**ATTACHMENT 1**  
**CURRENT and PROPOSED PERFORMANCE MEASURES**

Currently, states report 17 performance measures for the Workforce Investment Act (WIA) Title IB programs. Table 1 below summarizes the current performance measures and Table 2 summarizes the proposed Common Measures.

**TABLE 1**

<b>CURRENT PERFORMANCE MEASURES UNDER WORKFORCE INVESTMENT ACT TITLE --17 TOTAL MEASURES</b>	
Adults (4 measures)	Entered Employment, Employment Retention, Wage Gain, and Employment with a credential
Dislocated Workers (4 measures)	Entered Employment, Employment Retention, Wage Gain, and Employment with a Credential
Older Youth (4 measures)	Entered Employment, Employment Retention, Wage Gain, and Employment with a credential
Younger Youth (3 measures)	Skill Attainment; Attainment of a Diploma or GED; Retention in Employment, post-secondary education, or the military
Customer Satisfaction (2 measures)	Job Seeker and Employer

**TABLE 2**

<b>COMMON PERFORMANCE MEASURES TOTAL MEASURES – 6</b>	
Adults & Dislocated Workers (3 measures)	Entered Employment; Employment Retention; Six Month Wage Gain
Younger Youth (3 measures)	Placement in Post-secondary Education, Employment or the Military; Attainment of a Diploma or Credential;
Younger Youth Measure phase-in and out*	Skill Attainment (phase-out) Literacy and Numeracy (phase-in)

\*The Federal Common Measures substitute a Literacy and Numeracy measure for the current Skill Attainment measure. California's proposed waiver request retains that Skill Attainment measure for one more year to allow the State more time to implement the more complex Literacy and Numeracy measure. Department of Labor guidance requires implementation of the Literacy and Numeracy measure in PY 2006-07.