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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. BOARD

DATE: Wednesday, November 29, 2006

TIME: 8:00 a.m.

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

While the Sacramento Works, Inc. Board 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 Sacramento Works, Inc. Board and not on the posted agenda may be addressed by the general public following completion of the regular agenda. The Sacramento Works, Inc. 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

- I. **Call to Order/Roll Call**
- II. **Consent Item**
 - A. Approval of Minutes of the July 26, 2006 and October 24, 2006 Meetings
- III. **Action Item**
 - A. Approval to Enter into a Partnership with Los Rios Community College District and Authorize \$50,000 to Implement the Next Skills Institute (Kim Parker/Robin Purdy) (*GOAL 2 – Develop Private-sector Driven Initiatives to Increase Employer Involvement and Satisfaction*)
 - B. Approval of Funding for Galt High School District for the Workforce Investment Act, Title I, Youth Program, for Program Year 2006-2007 (Gerry Lawrence/Christine Welsch) (*GOAL 4 – Ensure Youth are Prepared to Compete in the Local Economy*)

- C. Discussion and Approval of Sacramento Works Retreat Goals and Priorities (Kingman Tsang) (*GOAL 3 – Coordinate the development of a Workforce system that Creates, Attracts, and Sustains Higher paying Careers/Professions*)

IV. Information Items

1. Update on Regional Workforce Initiatives (Robin Purdy)
2. Regional Toll-free Number Activity Summary (William Walker)
3. Dislocated Worker Report (William Walker)
4. Pending Proposals to Increase Training Opportunities in the Region (Robin Purdy)
5. WIA Adult/Dislocated Worker Performance Incentive Awards (Bette Blanchard)
6. Employment Training Panel (ETP) Funding (Robin Purdy)
7. Creation of Workforce Services Branch in the Employment Development Department (Robin Purdy)
8. Committee Updates
 - Youth Council
 - Planning/Oversight Committee
 - Employer Outreach Committee
 - Skills Success Institute
 - Nominating Committee

V. Other Reports

1. Chair
2. Counsel
3. Public Participation

VI. Adjournment

DISTRIBUTION DATE: TUESDAY, NOVEMBER 21, 2006

Role of Sacramento Works, Inc., the Local Workforce Investment Board

Sacramento Works, Inc., the local Workforce Investment Board is a 39-member board charged with providing policy, planning and oversight for local workforce development initiatives.

Vision:

Jobs for People and People for Jobs

Mission:

Sacramento Works unites business, labor, education and public agencies to assure qualified and trained workers are available to meet the needs of the region's economy.

Priority Goals

GOAL 1 – Facilitate Workforce Development for Critical Industries

The Board will take a proactive role in engaging the business community by assessing the regional labor market, identifying critical industries, and facilitating plans to train and retain workers for critical industries.



GOAL 2 – Develop Private-sector Driven Initiatives to Increase Employer Involvement and Satisfaction

The Board will increase employer interest, involvement and satisfaction with the workforce system by developing a comprehensive business led employer outreach and marketing plan and measuring employer customer satisfaction.

GOAL 3 – Coordinate the development of a Workforce system that Creates, Attracts, and Sustains Higher paying Careers/Professions

By engaging the business community, labor, educators and workforce professionals by focusing strategic attention and aligning resources on minimizing barriers to employment (literacy, childcare, transportation, and housing), promoting career ladders, and preparing a workforce that creates, attracts, and sustains higher paying careers/professions.

GOAL 4 – Ensure Youth are Prepared to Compete in the Local Economy

The Board will ensure that local youth are prepared to compete in the local economy by supporting the workforce development system, education, employer and community partners to ensure that all K-12 students have a quality education and an introduction to the world of work.

GOAL 5 – Evaluate and Improve the One-Stop System and Processes

The Board will evaluate the one stop system and make recommendations to continuously improve the process to make it more effective, efficient and relevant to current and future needs of employers and job seekers.

ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE JULY 26, 2006 AND
OCTOBER 24, 2006 MEETINGS

BACKGROUND:

Attached are the minutes of the July 26, 2006 and October 24, 2006 meetings for your review.

RECOMMENDATION:

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

REGULAR MEETING OF THE SACRAMENTO WORKS, INC. BOARD

Minutes/Synopsis

(Minutes reflect the actual progression of the meeting.)

SETA Board Room
925 Del Paso Blvd.
Sacramento, California

Wednesday, July 26, 2006
8:00 a.m.

I. Call to Order/Roll Call: Ms. Parker called the meeting to order at 8:04 a.m.

Members Present: Dr. Larry Buchanan, Lynn Conner, Michael Dourgarian, Mark Erlichman, Diane Ferrari, Gary King, Matt Kelly, Kathy Kossick, James Lambert, Gerry Lawrence, Elizabeth McClatchy, Michael Micciche, Anne Moore, James Pardun, Kim Parker, Bruce Parks, Joan Polster, Tim Ray, Lorenda Sanchez, Anette Smith-Dohring, Bruce Wagstaff

Members Absent: Bill Camp, Walter DiMantova, Barbara Hayes, Mark Ingram, John Koogle, Deborah Portela, Maurice Read, Kingman Tsang, Terry Wills.

Youth Council Member Present: Pattie Espinoza.

- Recognition of Staff Certification in Legacy Diversity Training for Disability Services Specialists

Ms. Melissa Noteboom introduced Linda Regowski, the State Disability Navigator, Employment Development Department. Certificates were presented to: Toni Beeler-Curso, Donna Butler, Janice Brown, Paula Black, Julie Davis-Jaffe, Darlene Conway, Mohsen Ghahremani, Ellen Franz, Diane Eid, Sue Coles, Reta Kiersey, Espie Lindsey, John Wallace, Bob Williams, Magaly Wilson, Fina Dempsey.

Ms. Ellen Franz was recognized for her work coordinating the trainings and on-line trainings.

IV. Information Items

1. Disability Program Navigator Initiative: Ms. Franz reported on how this program came about. The navigators assist to increase employment opportunities for disabled customers. Currently there are 17 states that have agreements with the Department of Labor to provide training for the Navigator Initiative. Ms. Franz reviewed the program in the Sacramento workforce area.

II. Consent Item

- A. Approval of Minutes of the May 24, 2006 Meeting

The minutes were reviewed; no questions or comments.

Moved/Kossick, second/McClatchy, to approve the minutes as distributed.
Voice Vote: Unanimous approval.

III. Action Items

A. Approval to Increase the Size of the Sacramento Works, Inc. Board

Ms. Kossick stated the Executive Committee discussed adding another Education Sector seat this increases the size of the board by two. An additional Private Sector seat must be added to maintain the required 150% of members coming from the Private Sector.

Moved/Dourgarian, second/Micciche, to approve the increase one Education Sector Seat and one Private Sector seat on the Sacramento Works, Inc. Board.
Voice Vote: Unanimous approval.

B. Approval of the Modification to the WIA Strategic Plan

Ms. Ginger Brunson reviewed the modifications to the WIA strategic plan. She provided an overview of the various modifications to the plan. The plan modification includes the funds that will be distributed to the community serving 2,500 customers.

Moved/Erlichman, second/Lambert, to approve the modification to extend the WIA Strategic Five-year Plan for the Sacramento Workforce Investment Area.
Voice Vote: Unanimous approval.

IV. Information Items (Continued)

2. Video on the Department of Labor Recognition of Excellence Award Winner, Nurse Workforce Initiative Project

Ms. Cindy Sherwood Green reported at the last meeting that SETA was awarded an Excellence of Labor award. The Department of Labor contracted to prepare a 90 second video on the Nurse Workforce Initiative Program. DOL will post the video on their web site. Mr. Erlichman indicated his appreciation for the closed captioning on the video.

3. Employment Training Panel Grant with Tech Skills

Mr. William Walker reviewed this item. SETA is submitting a grant request for \$1.5 million. Mr. David Bice from Tech Skills was introduced and stated that the number of participants will be increased; he is anticipating working with 40 employers in the upcoming two-year grant. Mr. Bice reviewed the various types of training available through this grant.

4. Sacramento Region's Hire-a-Hero, Hire-a-Vet Job Fair

Ms. Pattie Espinosa reviewed this program. Ms. Terri Carpenter was acknowledged for her work in this program. Seventy employers are being targeted to participate in this resource fair. The flyers will be distributed to recently separated veterans encouraging their attendance. This resource fair is scheduled for September 27, 2006.

Mr. Wagstaff inquired about the how a 'recently separated veteran' is defined. Ms. Espinosa stated that veterans separated within 36 months fit the description. All veterans are welcome to the resource fair although recently separated veterans will be targeted. Approximately 10,000 notices will be sent out with an anticipated 1,200 to 1,500 attendees. Mr. Erlichman wanted to make sure the veterans will be aware of the public employment opportunities.

5. Dislocated Worker Update

Mr. Walker stated there have been 875 dislocations since this fiscal year.

6. Committee Updates

- Youth Council: Mr. Lawrence reported the SETA Governing Board approved the youth funding recommendations. The emphasis will be moving from in-school to out-of-school programs since DOL wants to focus on out-of-school youth. Our contracts with our providers focus efforts on getting the enrolled youth participants their GED.
- Planning/Oversight Committee: No report.
- Employer Outreach Committee: Mr. Pardun reported at the next meeting, the committee will strategize how to best use the board initiative funding.
- Skills Success Institute: Ms. Trish Caldwell reported that an industry driven regional program proposal was submitted for this funding source. The funding decision will be made by August 10.

V. Other Reports

1. Chair: No comments.
2. Board Members: No report.
3. Counsel: No report.
4. Public Participation: No comments.

VI. Adjournment: Meeting adjourned at 9:03 a.m.

SPECIAL MEETING OF THE SACRAMENTO WORKS, INC. BOARD

Minutes/Synopsis

SETA Board Room
925 Del Paso Blvd., Shasta Room
Sacramento, California

Tuesday, October 24, 2006
9:00 a.m.

- I. **Call to Order/Roll Call:** Mr. Tsang called the meeting to order at 9:04 a.m.

Members Present: Bill Camp, Lynn Conner, Walter DiMantova, Mark Erlichman, David Gordon, Dr. Brice Harris, Barbara Hayes, Mark Ingram, Kathy Kossick, James Lambert, Gerry Lawrence, Elizabeth McClatchy, Michael Micciche, Anne Moore, Tim Ray, Maurice Read, Anette Smith-Dohring, Kingman Tsang, Bruce Wagstaff, Terry Wills.

Members Absent: Dr. Larry Buchanan, Michael Dourgarian, Diane Ferrari, Matt Kelly, Gary King, John Koogle, Matt Mahood, James Pardun, Kim Parker, Bruce Parks, Joan Polster, Deborah Portela, Lorenda Sanchez.

2. **Action Item: Approval to Endorse EDGE Campaign**

The board reviewed the EDGE campaign policy. Ms. Virginia Hamilton stated that this is an example of Workforce Investment boards getting industry information to the education sector.

Moved/Camp, second/Micciche, to endorse the EDGE Campaign with recognition of the disabled population.

Voice Vote: Unanimous approval with one abstention (Lambert).

3. **Adjournment:** Meeting adjourned at 3:30 p.m.

ITEM III-A - ACTION

APPROVAL TO ENTER INTO A PARTNERSHIP WITH LOS RIOS COMMUNITY COLLEGE DISTRICT AND AUTHORIZE \$50,000 TO IMPLEMENT THE NEXT SKILLS INSTITUTE

BACKGROUND:

Last May, Sacramento Works allocated \$50,000 of the Workforce Investment Act Board Initiative funding for the Next Skills Institute, a partnership between SETA/Sacramento Works, Los Rios Community College, and the California Association of Employers (CAE).

The need for the Next Skills Institute was identified by employers throughout the Sacramento region. When surveyed about the skills necessary to be successful, on the job, employers stated that while many current and potential employees have a range of technical skills, so-called “soft skills” – renamed here as Next Skills – are often lacking in recent graduates, new employees and current employees who are unable to advance up the career ladder. Employers felt that the ability of the workforce to communicate effectively, work in teams, solve problems and deal with conflict and change are the skills that are needed in the workforce in order for employers to remain competitive.

The objective of The Sacramento Regional Next Skills Institute (NSI) is to provide training, education and related support services to enhance the skills of employees and soon-to-be employees. The NSI will coordinate the resources and activities of workforce training and development organizations in the region. The result of this coordination will include the creation of standardized curricula for both not-for-credit training programs and for-credit classes and certificates, a widely recognized certificate of Work Success, and range of support services and consulting for employees and employers.

Los Rios Community College District developed the attached proposal to collaborate with SETA and CAE to create a regional Next Skills Institute directly responsive to the needs expressed by local employers.

The proposal is a five-month project for the purpose of accelerating the creation of the NSI, securing anchor partners and finding additional funding sources, among other activities. Funds will be used to fund a Project Manager to coordinate and recruit new partners, identify funding sources, write grant proposals, investigate foundation sources for long-term funding, coordinate curriculum development, identify and work with faculty, trainers and consultants, and convene or coordinate a Next Skills Convergence.

Outcomes will include:

1. Funding for the Next Skills Institute
2. Curriculum Outlines
3. Business and Work Plan for 2007 and 2008

4. Certification of Trainers/Faculty
5. Next Skills Courses offered to Businesses.

RECOMMENDATION:

Approve a partnership with Los Rios Community College and California Association of Employers to implement the Next Skills Institute. Allocate \$50,000 to Los Rios Community College to staff the implementation effort.

October 18, 2006

Ms. Robin Purdy
Deputy Director for Workforce Development and Planning
Sacramento Employment and Training Agency
925 Del Paso Blvd.
Sacramento, CA 95815

Dear Ms. Purdy:

SETA and the Los Rios Community College District have agreed to collaborate on an ambitious undertaking: to create a regional Next Skills Institute (NSI) directly responsive to the needs expressed by local employers for a new approach to “soft skills” training.

We have discussed and planned for an organization that would provide career success training and support services to unemployed and underemployed workers in Sacramento. We have presented Sacramento Works with a business plan and received approval for us to proceed. Sacramento Works, Inc. approved an investment of \$50,000 in the Next Skills Institute as part of the Board Initiatives in the Resource Allocation Plan. We have opened the door for partners and anchor members to become involved and have written two separate grant proposals to establish and pilot the NSI.

We are now seeking approval on the work plan and budget for the Sacramento Works, Inc. Board Initiative. We are proposing to use the funding provided by Sacramento Works to seek out additional resources needed to turn our vision into a reality for employees and employers.

Attached for your review is a short proposal for a project to be funded by Sacramento Works which will take us closer to realizing the potential of the NSI for Sacramento and the region. We are proposing a short-term (five month) project with the purposes of accelerating the creation of the NSI, securing anchor partners and finding additional funding sources, among other activities. Los Rios would assign Trish Caldwell as Special Projects Program Manager to the project, who will work with Valerie Carrigan, Director of the North/Far North Workplace Learning Resource Center and me to produce the outcomes described in this initial proposal. Sacramento Works, Inc. representatives on the team will include Board member Kim Parker and Robin Purdy, Christine Welsch and Sandra Brown from the Sacramento Works, Inc. staff.

The proposed project is an investment in an idea which has the potential to significantly benefit many employers and current – and potential – employees and must be shaped by SETA, Los Rios and other partners.

PROPOSAL: NEXT SKILLS INSTITUTE

DATE: October 18, 2006

PRESENTED TO: Sacramento Works Inc.

PRESENTED BY: The Business and Economic Development Center
Los Rios Community College District

SCOPE OF WORK:

1. Identify and recruit partners from business, education, government and other organizations as anchor partners, as sources of funding for pilot and continuing operation of Next Skills Institute
2. Identify funding sources for NSI
3. Write grant proposals for funding of NSI activities
4. Develop grant and business value concept paper
5. Investigate foundation sources for long-term funding
6. Coordinate curriculum development
7. Identify and work with Los Rios Community College faculty and California Association of Employers trainers and consultants
8. Serve as point of contact for all communication concerning NSI
9. Recruit members for and coordinate initial NSI Executive Advisory Board
10. Spearhead NSI business plan development
11. Develop marketing materials
12. Establish success measures for program
13. Finalize ETP contract
14. Convene or coordinate Next Skills Convergence in February 2007
15. Develop regional network of education, economic development and professional/trade association partners

PROJECT TIMELINE:

January 01, 2007 to May 31, 2007

RESULTS AND DELIVERABLES

1. Ten anchor partners sign on to MOU for NSI
2. Provide complete report on potential Federal, State and Local government grant and foundation sources of funds for NSI
3. Develop grant proposals for NSI planning, pilot and operations
4. Completed concept paper for NSI
5. Completed curriculum outlines
6. Recruit, evaluate and select cohort of trainers and consultants
7. Convene three Advisory Board meetings
8. Completed business and work plan for 2007-2008
9. Completed content for marketing materials
10. Create success measures and tracking system for NSI
11. Completed and awarded ETP contract
12. Completed Convergence event with published results including identification of speakers, outreach to attendees
13. Develop list and convene regional partners in support of NSI

STAFF ASSIGNED TO PROJECT:

1. Dr. Trish Caldwell, Special Projects Program Manager: funded Project Manager
2. Valerie Carrigan, Director, Workplace Learning Resource Center

INVESTMENT BY SETA:

- | | |
|---|-------------|
| 1. Salaries, Wages and Benefits | |
| a. Special Projects Program Manager @ 720 hours | \$42,356.00 |
| b. Administrative Assistant @ 80 hours | \$ 2,151.00 |
| 2. Supplies, Services, Materials and Travel | \$ 3,493.00 |
| 3. Administrative Overhead @ 4% of total contract | \$ 2,000.00 |

Total Investment by Sacramento Works **\$50,000.00**

NEXT SKILLS INSTITUTE: BUSINESS PLAN EXECUTIVE SUMMARY

Employers throughout the Sacramento region have identified a need for enhancing the success skills of students and the workforce. While many current and potential employees may have a range of technical skills, so-called “soft skills” – renamed here as Next skills – are often lacking in recent graduates, new employees or current employees who are unable to advance up the career ladder. The ability of the workforce to communicate effectively, work in teams, solve problems or deal with conflict and change are which allows all employers to remain competitive.

The objective of The Sacramento Regional Next Skills Institute (SSI) is to provide training, education and related support services to enhance the skills of employees and soon-to-be employees. The SSI will coordinate the resources and activities of workforce training and development organizations in the region. The result of this coordination will include the creation of standardized curricula for both not-for-credit training programs and for-credit classes and certificates, a widely recognized certificate of Work Success, and range of support services and consulting for employees and employers.

MISSION

The mission of the Sacramento Regional Next Skills Institute (SSI) is to provide training and support services which enhance the skills of current and future employees and help employers expand, increase their competitiveness and become more successful.

Next skills include the ability to effectively communicate, work in a team, solve problems in a group and deal with conflict and change as well as other skills identified by the employer community which complement technical skills and add to the ability of employees to succeed as employees.

The mission of the SSI is achieved through collaboration with business, government, labor and education and by innovation.

BACKGROUND AND NEED

The need for the improvement of “soft skills” has been documented through several quantitative and qualitative research projects and focus groups over the last two years.

The ability of employees in a wide range of organizations of all sizes to communicate, collaborate and solve problems is quickly becoming an issue for company competitiveness. In a global economy based on customer service and the effective exchange of information, “soft skills” are now “hard skills”, critical to the success of organizations. The Next Skills Institute is a direct response to this evolving need to enhance a broad range of skills not adequately addressed by K-16 education.

PARTNERSHIPS

Much of the success of the SSI will depend on the cooperation of many organizations in the Sacramento region. Central to the SSI plan is the coordination of the efforts of the many organizations in Sacramento which offer training, education, counseling and other services related to Next skills. The initial members of the SSI will include:

- © The Sacramento Employment and Training Agency (SETA)/Sacramento Works

- ⊙ The Yolo County Workforce Investment Board
- ⊙ The Golden Sierra Workforce Investment Board
- ⊙ North Central Counties Consortium Workforce Investment Board
- ⊙ The California Association of Employers (CAE)
- ⊙ The Los Rios Community College District Business and Economic Development Center (BEDC)
- ⊙ The North/Far North Workplace Learning Resource Center (WpLRC)
- ⊙ The Sacramento Metropolitan Chamber of Commerce (SMCC)
- ⊙ Linking Education and Economic Development (LEED)
- ⊙ Sacramento Area Commerce and Trade Organization (SACTO)
- ⊙ Sacramento County Office of Education
- ⊙ Sacramento Central Labor Council
- ⊙ Sacramento-Sierra's Building and Construction Trade Council
- ⊙ Grant Joint Union High School District
- ⊙ Sacramento City Unified School District
- ⊙ County of Sacramento Office of Economic Development
- ⊙ City of Sacramento Office of Economic Development

The Institute will also include representatives from area businesses, for example:

- ⊙ Sutter Health Systems
- ⊙ Pacific Coast Building Products
- ⊙ Home Depot
- ⊙ UPS

PRODUCTS AND SERVICES

Assessment

The Next Skills Institute will offer a range of assessments useful in determining the current skills and opportunities for improvement for employees, including suitability and ability to benefit assessments, financial assessments and nationally recognized assessment tools, including Choices, and WorkKeys. Candidates will be assessed in the following areas:

1. Academic capacity
2. Assessment – interest, skills and ability
3. Family situation
4. Financial situation based on self-sufficiency standard
5. Projection of support service needs
6. Assessment of Work Success skills

Training for Employees

Research has recently been completed to determine what critical industries in the greater Sacramento region define as “Next skills”. This research, combined with national research conducted by the U.S. Chamber of Commerce for their Work Readiness Credential System, will sharpen and refine the training programs offered by the SSI. As a result of this research, the SSI will develop intensive, forty to eighty hour, not-for-credit training programs focused on a range of Next Skills including:

- ⊙ Communication Skills
 - ⇒ Written and verbal communication
 - ⇒ Listen Actively
 - ⇒ Read with Understanding

- ⇒ Observe Critically
- ⊙ Decision Making Skills
 - ⇒ Problem-solving and decision-making
 - ⇒ Use math to solve problems and communicate
- ⊙ Interpersonal Skills
 - ⇒ Working in a team
 - ⇒ Managing and resolving conflict in the workplace
 - ⇒ Team-building
 - ⇒ Customer service skills
- ⊙ Lifelong Learning Skills
 - ⇒ Time management
 - ⇒ Take responsibility for learning
 - ⇒ Work ethics, work etiquette and attitude in the workplace
 - ⇒ Understanding and awareness of diversity and difference in the workplace
 - ⇒ Using information and communications technology

Train-the-Trainer Programs

The Next Skills Institute will develop a standardized Train-the-Trainer program which, when completed by a qualified trainer, will certify that the trainer may offer programs to employees and employers through the Next Skills Institute.

Training for Employers

Likewise, employers have identified that they would benefit from training and consultation in several areas in order to increase retention including:

- ⊙ Preventing absenteeism and improving retention
- ⊙ Performance reviews
- ⊙ Sexual harassment awareness for supervisors
- ⊙ Violence in the workplace
- ⊙ Creating employee handbooks
- ⊙ Establishing a customer friendly environment

One of the options for those served by the Next Skills Institute will be to complete a specified number of hours of instruction and receive a “Work Readiness Credential”, recognized and sponsored by the U.S. Chamber of Commerce, SETA, the LRCCD BEDC and the Sacramento Metropolitan Chamber of Commerce. Demonstration of skills in a work environment, through an internship and/or employment, will be necessary for being awarded a certificate. Availability of this certification will be marketed to area businesses and presented as a validation that applicants to positions have been trained in skills likely to enhance their ability to succeed in the workplace.

The SSI will also collaborate with the Los Rios Community College District, its Colleges, and other higher education providers to develop and offer for-credit courses and certificates for college and university students. Web-based courses and resources may be developed by SSI. The SSI will provide case management support and counseling to SSI students through the One-Stop Career Center system.

ITEM III-B - ACTION

APPROVAL OF FUNDING FOR GALT HIGH SCHOOL DISTRICT FOR THE WORKFORCE INVESTMENT ACT, TITLE I, YOUTH PROGRAM, FOR PROGRAM YEAR 2006-2007

BACKGROUND

In 2006 the Sacramento Works Youth Council developed funding recommendations for the Workforce Investment Act Title 1 Youth program. The Sacramento County Office of Education was funded to serve the South Sacramento/Galt community but, due to a delay in opening a facility in Galt, SCOE returned the funding. In November, 2006 staff released a Request for Qualification for services to the Galt area. The Request for Qualifications was sent to all current youth providers, school districts in the South Sacramento County area, and community based organizations serving the South Sacramento County community. One proposal from the Galt High School District was received in response to the RFQ.

As stated in the RFQ, the WIA Youth providers are required to include active membership and participation from:

- ✓ Educational Institutions
- ✓ Sacramento Works One Stop Career Centers (SWCC) and,
- ✓ Community Based Organizations

The Youth Council requires that Youth Collaboratives adhere to Youth Development Principles and provide the following required WIA program elements:

- Summer employment opportunities that directly link to academic and occupational learning;
- Paid and unpaid work experience including internships and job shadowing;
- Occupational skills training;
- Leadership development opportunities;
- Support services;
- Adult mentoring;
- Comprehensive guidance and counseling including alcohol and drug abuse,
- Follow up services

Staff has reviewed the proposal submitted by Galt High School District, and is recommending funding for \$75,000 for Fiscal Year 2006-2007.

RECOMMENDATION:

Review and approve staff recommendation funding Galt High School District for \$75,000 for the WIA, Title I, Youth Program, FY 2006-2007.

ITEM III-C – ACTION

DISCUSSION AND APPROVAL OF SACRAMENTO WORKS RETREAT GOALS AND PRIORITIES

BACKGROUND:

The Workforce Investment Board met on October 24, 2006 to review the future direction of the Sacramento Works, Inc. board. Attached is the summary of discussions from that meeting for review by the full WIB today.

RECOMMENDATION:

Approve future action plans for the Sacramento Works, Inc. board.

SETA WIB Strategic Planning Retreat

October 24, 2006

**Facilitated by Virginia Hamilton
California Workforce Association**

**SETA WIB Strategic Planning Retreat
October 24, 2006
9:00 AM – 3:00 PM
Shasta Room
Sacramento Employment & Training Agency
925 Del Paso Blvd.
Sacramento**

AGENDA

- 9:00** **Welcome and Introductions**
- 9:30** **Review Accomplishments from last year**
 Data
 Committee progress towards goals
 WIB work
- 10:15** **Action Item: EDGE Campaign**
 Review Policy Agenda
 Progress on the Campaign
 Endorsement
- 10:35** **Break**
- 10:45** **What do we want to see in place as a result of the SETA WIB in the next 18 months?**
- 12:15** **Lunch**
- 12:45** **Prioritize goals and pick 2-3 for action**
- 1:15** **Goal process or product innovation**
- 2:15** **Moving to action**
 Assign work to committees or Ad Hoc groups
 Discuss process and expectations
- 2:45** **Reflection**
- 3:00** **Adjourn**

Accomplishments of last year

More visible...ads/media
More accountable – metrics
Better at committees understanding each other
Regional leadership role
Listening to each other – relationship building
Collaborate with other WIBs in region
Ad hoc committee on education
Better understanding of role – how we fit
 Private sector/labor/education/economic development
Next Skills institute
Increased outreach to employer community
PR firm commissioned to do work
Toll free number for region – job seekers and employers
Technology – linking other WIBs

Still to be Done

Looking for other funding
Workforce prep as fundamental part of education
Regional summits on education

Insights about last year that will inform this year

Learning:
NAWB conference – we are so far ahead working together
Economic development and workforce is the way we do business
Good data and statistics for community and region
Commitment of group (re-upping membership)
Mutual support

This year, we should:

Shrink goals down to 2-3
Measurable objectives and milestones
Access to lots of good data – base goals on data
Continued leveraging of relationships
Influx of new immigrant workforce (Bruce and Mike – look at data)
Inventory of CTE programs

Results for the next 18 months

There was considerable discussion about how to narrow the focus of the WIB and develop a limited number of initiatives and goals for the next eighteen months. The Board acknowledged that there is considerable work already underway in the committees, which will continue and can integrate some of the ideas from the Retreat into their work plans. (Specific committee work is described below)

The Board selected three goals and developed some preliminary ideas about the results they want to see, the partners who would be involved, and milestones and activities for each goal. There was also considerable discussion about the many

organizations in the Sacramento Region that are involved with workforce development issues and their respective roles. These include the Sacramento Metro Chamber, which is identifying industry needs through the American Diploma Project, LEED, newly reconfigured and planning to focus on workforce issues in addition to education, and the Partnership for Prosperity, a partnership between SACTO and the Metro Chamber which is utilizing Valley Vision to develop a Regional Business Plan for economic and workforce development.

SETA WIB's 3 GOALS for Next 18 Months

1. Develop good data about programs
2. Engage in regional initiatives with neighboring WIBs
3. Discover unmet workforce needs in the region and develop a robust communication strategy among schools, businesses, labor and the public sector in order to meet those needs.

Recommendations for three committees:

Establish current Ad Hoc Education committee as a standing committee

Create an Innovation Committee

Establish a Board Development Committee

Partnerships
Sacramento Region WINS (Workforce Investment Network for Success)

Results: Implement regional WIB initiative

e.g. Next Skills Institute, Data Inventory, Regional Marketing to Employers

Key Partners:

Regional WIBs

NCC

Yolo

Golden Sierra

SETA

LEED

Labor

Business

Higher education

Secondary education

WIB

SACTO

Chamber

Milestones/Activities:

Bi-annual regional action-planning summits – First one in April 2007

Create additional sub-committee consisting of Board members with dual membership in Sacramento Works and LEED to coordinate efforts between the two boards.

Needs-Connecting-Resources
Capitol Career Connection

Results: Develop plan of action to address unmet needs of workforce preparation for critical industries

Key Partners:

EDD

LEED

Labor

Business

Education

SETA staff

SACTO

Chamber

Employer associations

Milestones/Activities:

1. Identify key people in labor, education, industry and government to form task force (Partnership for Prosperity Education Committee)
2. Task force to identify needs and resources of each sector
3. Develop plan of action

Data/Inventory Data Diggers

Results: workforce summit, website, printed info on
Existing workforce
Demand and emerging occupations
Inventory Career Technical Education Programs
Identify gaps

Key Partners:

EDD
LEED
Labor
Business
Education
Sac Works, Inc
SACTO
Chamber
Apprenticeships
Private Post Secondary

Milestones/Activities:

1. Team T-shirts
2. Contact partners for help
3. Compile existing data
4. Identify team to develop inventory
5. Identify resources and prioritize data elements
6. Compile into report and have WIB review
7. Plan summit

Raw Notes in answer to the question: What do we want to see in place as a result of the WIB in the next 18 months?

Overall, much clearer focus and actions

New and diverse Funding

Diversify funding sources
Alternative funding sources
Leveraging 501© 3 status
Private funding

Advocacy

Enlist Darrell Steinberg as champion of workforce prep and drop-out problem

Develop common accountability measures

Branding (work for PR firm)

Better community visibility
Clarify image
Better community understanding

Stronger Board (work for Executive Committee)

Greater Board participation in activities
Leverage Board members' capabilities
Tap Board members' strengths
Membership strategy
Attract new talent
Improve Board relationships
More committee and Board collaboration
Better communication between committees
Better info on members' profiles

Employer Outreach and Engagement (work for Employer Outreach Committee)

Improved corporate outreach
Build employer participation

Activities that all could fall under the Planning and Oversight Committee

Better understanding of region's issues and unmet needs

Focus on impact of immigrants
Understand region's workforce
Industry needs assessment
Industry – education – public sector – labor (understand needs of all)
Educate students on career opportunities

More regional initiatives with neighboring WIBs

Strengthen regional WIB collaboration

Regional WIB

Stronger partnerships and collaboration

Strong link with LEED and education
Partnership for Prosperity
Enhance partnerships and collaborations

Improved Services

Enlist WIB in upgrading skill levels
More people trained and employed
Focused staff training

Inventories and Data

More and better data and trend analysis
Inventory programs
Resource map Career Technical Education
What other programs are working and where can we work together

**Regional Workforce Development Effort:
Partnership for Prosperity**

Summary:

Partnership for Prosperity is an effort to cultivate collaboration in the development and implementation of a regional business plan. Thirty-four organizations in the region developed a business plan framework which includes:

- ⇒ **Focus on Business:** Be the best place for business in California to maximize national and global competitive advantages
- ⇒ **Develop our People:** Make sure all of the region's high school students are ready-for-school/ready-for-work. Align the unique strengths of each post-secondary education institution in the region to match the needs of the region's economy making higher
- ⇒ **Create an Outstanding Place:** The whole region should invest in civic infrastructure that creates an iconic downtown core and supports suburban centers

Valley Vision has created a two-year implementation proposal and is working with Action teams to develop tactics, timelines, and measures of success.

Update:

SACTO and SRRI have created a Prosperity Index to provide business and community leaders a tool to measure regional economic prosperity and track performance against competitors. The Prosperity Index Indicators align with the business plan framework.

The Education Team is creating a process to plan job preparation and training programs in a "data driven manner" combining two strategies:

- ⇒ Creating a forecast, i.e. a regional research project resulting in examining industry clusters and identifying the necessary competencies for demand jobs.
- ⇒ Creating a clearinghouse that would organize the full range of current education and training programs in the region that provide training in the demand jobs.

Sacramento Works Members Involved:

Barbara Hayes, SACTO
Matt Mahood, Sacramento Metropolitan Chamber of Commerce
Kathy Kossick, Sacramento Employment and Training Agency/Sacramento Works, Inc.
Dave Gordon, Sacramento County Office of Education
Brice Harris, Los Rios Community College District
Bill Camp, Sacramento Central Labor Council
Jim Lambert, Sacramento Builder's Exchange, Inc.

For more information:

www.valleyvision.org

**Regional Workforce Development Effort:
Linking Education and Economic Development (LEED, Sacramento)**

Summary:

Last year the Board of Directors of Linking Education and Economic Development designated an Ad Hoc Committee to review the mission, bylaws, and board structure of LEED. The mission was expanded to include developing partnerships among business, labor, education, community and government in order to strengthen workforce development and ensure economic prosperity and the board structure was changed to reduce the number of Directors from 49 to 23.

Update:

A new Executive Director, Dave Butler, formerly Vice President of the Sacramento Metropolitan Chamber of Commerce, was hired in November, 2006. The areas of focus for LEED are:

- ⇒ Workforce Development: Bring together regional educators and business practitioners to work with trades, industries, and service providers to identify skills, expertise, and capacity necessary to prepare individuals for the workplace
- ⇒ Education Development: Provide clear statements and information to the education community about the workforce needs in the region and the skills and other attributes students will need to be effective in the future
- ⇒ Student Development: Help schools and community institutions understand how to increase student engagement through the use of youth development principles and activities to support students to be successful

The Capital Regional Education Work (CREW) Collaborative established by Los Rios Community College District received funding from the Alliance for Regional Collaboration to Heighten Educational Success to increase the college-going rate of students. The CREW Collaborative has become a project of LEED and will focus on identifying programs in the region that have been successful at improving Mathematics achievement.

Sacramento Works Members Involved:

Dave Gordon, Sacramento County Office of Education
Brice Harris, Los Rios Community College District
Matt Kelly, Sacramento-Sierra Building and Construction Trades Council
Bill Camp, Sacramento Central Labor Council
Larry Buchanan, Grant Joint Union High School District
Kathy Kossick, Sacramento Employment and Training Agency/Sacramento Works

For more information:

www.leed.org

**Regional Workforce Development Effort:
Integrating Immigrants Into the Workforce**

Summary:

The California Workforce Association, with the support of the Walter and Elise Haas Fund, recently convened a diverse group of organizations to begin the important work to prepare local workforce boards and other community stakeholders to discuss, develop and implement policies and practices that address the needs of immigrant workers; to create needed dialogue to promote sound public policy that affects immigrants in the workplace; and to help ensure that California workforce agencies address the needs of immigrants and prepare them for career pathways that will allow them to support themselves, their families and their communities.

Update:

Strategies that are critical to the success of immigrants have been identified:

- More Resources
- Targeted Services to Immigrants
- Career Mobility & Advancement Strategies
- Greater Employer Involvement
- Tailored Education Programs
- Collaboration & Partnerships
- Support for entrepreneurship

A state-wide conference is being planned to present the results of the Initiative. This meeting will focus on providing state policy makers and Legislators with recommendations derived from structured dialogues with educational institutions and other training providers, organized labor, employers, immigrant assistance organizations and workforce development specialists around the State.

Sacramento Works Members Involved:

Kathy Kossick, Sacramento Employment and Training Agency

For more information:

www.californiaworkforceassociation.pbwiki.com

**Regional Workforce Development Effort:
California Edge**

Summary:

California EDGE Campaign is a non-partisan coalition of groups that believes that California's future economic growth rests in large measure on the skill base of its workers, and that California cannot effectively address its workforce challenges in piecemeal fashion. California Edge seeks to build a coalition to ensure that California

1. Invests in regional workforce and economic development strategies to build prosperous communities and competitive industries
2. Provide all Californians access to high quality post-secondary education and skills training
3. Provide working adults with opportunities to move up the skill ladder
4. Link Workforce programs and institutions to create pathways to high wage jobs
5. Align programs goals and measures to achieve a shared vision of California's future.

Update:

Sacramento Works, Inc. endorsed the campaign in October, 2006

Sacramento Works Members Involved:

Kathy Kossick, Sacramento Employment and Training Agency

For more information:

www.californiaedgecampaign.org

**Regional Workforce Development Effort:
Sacramento Training and Response Team**

Summary:

The *Sacramento Training And Response Team* (START) is a partnership of more than 20 regional economic development, business, education, labor, and government organizations dedicated to making it easy for businesses to locate or expand in the greater Sacramento Metropolitan Area. The START team provides services to businesses located in eight counties: Alpine, El Dorado, Nevada, Placer, Sacramento, Sierra, Yolo, and Yuba.

- ⇒ Providing labor market information
- ⇒ Recruiting, screening, and referring qualified employees
- ⇒ Offering practical information on tax credits, enterprise zones, and training wage reimbursements
- ⇒ Assisting small business start-ups
- ⇒ Identifying testing and interviewing facilities
- ⇒ Distributing job openings to more than 100 locations

Update:

START team members assisted with the application for the North Sacramento Enterprise Zone which was approved on November 3, 2006.

START team assisted three new companies with employee recruitment services: Hartung Glass, Twin Med Medical Supplies and Services; Unitek College.

Sacramento Works Members Involved:

Kathy Kossick, Sacramento Employment and Training Agency
Jim Pardun, County of Sacramento Economic Development Department
Barbara Hayes, SACTO

For more information:

www.seta.net

**Regional Workforce Development Effort:
Next Skills Institute**

Summary:

Sacramento Works, Inc. is sponsoring the Next Skills, Institute to provide training and support services which enhance the success skills of current and future employees and help employers increase their competitiveness and become more successful. The Next Skills Institute will ensure that employers across the region have employees who are able to effectively communicate, work in a team, solve problems, and deal with conflict on the job.

Update:

Los Rios Community College District has developed a Business Plan and implementation timeline. Sacramento Works, Inc. has approved \$50,000 for start-up costs for the Institute.

Sacramento Works Members Involved:

Walter DiMantova, Los Rios Community College District
Kim Parker, California Association of Employers

For more information:

**Regional Workforce Development Effort:
American Diploma Project**

Summary:

The Sacramento Metropolitan Chamber of Commerce is working with Achieve, Inc. to implement the American Diploma Project in the Sacramento Region. The goal of the American Diploma Project is to determine the English and mathematics skills that high school graduates need in order to be successful in college and the workplace and to assist states incorporate those skills into their standards, assessments and high school graduation requirements.

Update:

Focus groups of business leaders met to identify the math and English skills that were necessary for job in the Sacramento Region, and post-secondary faculty focus groups, representing the Sacramento Region, also met and identified the English and Math skills that are necessary to complete college degree programs. The results of the focus groups will be compared and a report will be released with recommendations for better aligning education programs with industry needs

Sacramento Works Members Involved:

Matt Mahood, Sacramento Metropolitan Chamber of Commerce

For more information:

www.achieve.org

Sacramento Works, Inc. Retreat Summary October 24, 2006

Sacramento Works, Inc. Goals:				
Coordinate the development of a workforce system that creates, attracts and sustains higher paying careers and professions	Ensure youth are prepared to compete in the local economy	Facilitate workforce development for critical industries	Evaluate and improve the one-stop system and processes	Develop a private sector initiative to increase employer involvement and satisfaction
Goals from October 24, 2006 Retreat				
Develop and publicize data about workforce needs and education and training programs available in the region	Engage in regional initiatives with neighboring WIBs	Discover unmet workforce needs in the region and develop a robust communication strategy among schools, businesses, labor and the public sector in order to meet those needs.		
Action Plans				
Create partnerships with other economic and workforce development entities/initiatives	Implement regional WIB initiative: e.g. Next Skills Institute, Data Inventory, Regional Marketing to Employers	Create partnerships with other economic and workforce development entities/initiatives		Outreach to employers
Identify employer workforce needs of the region in the next 2-5 years (Partnership for Prosperity)	Regional Workforce Investment Board Summit focused on economic and workforce development	Select the demand industries that WIA funds will be targeted towards.		Quantify and promote our success
Create an Inventory of education and training programs available for jobs identified in demand. Map available resources.	Create sub-committee consisting of Board members with dual membership in Sacramento Works and LEED to coordinate efforts between the two boards	Develop plan of action to address unmet needs of workforce preparation for selected critical industries		
Identify the gaps between the demand/needs of employers and the supply/trained workers for the industries that are forecasted for growth.				
Publicize the results and enlist education/training providers to develop courses that meet the demand				

ITEM IV-1 – INFORMATION

UPDATE ON REGIONAL WORKFORCE INITIATIVES

BACKGROUND:

SMARTware Case Management Client Tracking System - Update

The SMARTware Client Tracking and Case Management System was purchased by the Sacramento Employment and Training Agency and the partners of the Capital Area Investment Zone Partners (Yolo County and Golden Sierra Job Training) in 2002 from the Shasta County Private Industry Council. Aside from SETA, three other Workforce Development Areas were using the system at the time of purchase, Riverside County, Napa County, and East Bay Works (a consortium of 4 Areas). Since that time, these organizations have worked cooperatively and meet regularly to provide SETA with technical support and assistance.

Staff is working with Mark Montalvo of Network Technologies, to begin the migration of the data base software from the currently used Oracle and Informix to PhP, a “freeware” product. PhP will afford users the ability to easily modify and customize the system. It is anticipated that this conversion will take 18 months to complete.

The new Federal and State requirements requiring the tracking and reporting of Core, non registered career center services, has generated a lot of interest in SETA’s SMARTware Case Management and Client Tracking System. Staff has received a number of calls from interested Workforce Development Areas. Currently staff has provided demonstrations to two local areas, Mendocino County and the North Central County Consortium. A second demonstration is scheduled for December 1st where both organizations will be present. Other organizations that have contacted SETA staff include the City of Long Beach, and Madera County.

Customer Satisfaction - Update

The Capital Area Investment Zone (CAIZ) partners have continued to collect data on customer satisfaction on a regional level for both the job seeker and the employer. A report is provided each quarter for both the CAIZ as an aggregate, as well as specific data for the Sacramento area.

Training Team – Update

The CAIZ Training Team continues to assess the training needs of career center staff and has provided numerous training opportunities. A training needs survey is developed every two years and training is provided based on the staffs needs and interests identified in the survey outcome. Training has included:

Case Management for Rookies
Identity Theft
Non-Discrimination
True Colors
Write it Right

Upcoming training includes:

Mediation Training
Disability Awareness
Stress Reduction
Handling Difficult People
Working with Employers as Customers
Customer Empowerment and Motivation
Case Management for Youth
Serving Adults with Multiple Barriers

Occupational Outlook and Training Directory

The 2006/2007 Occupational Outlook & Training Directory is set for publication in January, 2007. In addition to the more than 100 occupational profiles summaries, there will be provider and program detail information on nearly 200 local education and training providers.

Since the Sacramento region is now commonly recognized as El Dorado, Placer, Sacramento, Sutter, Yolo and Yuba Counties, this year's training directory will also include education and training provider data representing Sutter and Yuba counties as well as El Dorado, Placer, Sacramento, and Yolo (we also currently include Alpine, Nevada, and Sierra County providers as well) In addition, we will also incorporate Sutter and Yuba County employers into the employer sample for the 2007-2008 survey occupations.

In collaboration with Valley Vision, we are also asking our regional education and training providers to provide us with training capacity information for each of the programs they offer. This data will help determine whether our local providers are meeting the training needs of the region. The annual training capacity information will primarily represent those training and education programs that have a specific occupational objective.

ITEM IV-2 INFORMATION

REGIONAL TOLL FREE NUMBER ACTIVITY SUMMARY

BACKGROUND:

The Regional Toll Free Number, 877-920-5627 (JOBS) was set-up to provide a single point of contact for employers who want to find out about services in their workforce investment area. The Regional Toll Free Number represents four regional Workforce Investment Boards: Yolo County, Golden Sierra Job Training Agency, Sacramento Works, and North Central Counties Consortium.

The toll free number launched July 1, 2006 with marketing efforts currently under way to increase the use of the number by employers in the region. As of September 8, 2006, the region has received 39 calls, (SETA-27; Golden Sierra-11; NCCC-1). Yolo County has not yet started using or marketing the toll-free number.

Marketing Efforts to Date:

Golden Sierra:

- Toll free number listed on the newly developed marketing brochure for the Business Advantage Network.
- Placer County mailed out over 1,000 brochures to Placer County Manufacturers and to the Membership of the Auburn Chamber of Commerce, Lincoln Chamber of Commerce and Rocklin Chamber of Commerce
- The toll free number added to Golden Sierra's employer services section of their website.

SETA:

- Toll free number has been listed on the newly developed Sacramento Works Employer Services Brochure,
- Toll free number added to all upcoming advertisements placed in The Business Journal and local chamber advertisements.
- The toll free number added to the employer services section of the website.
- The regional WIB advertisement placed in the SACTO Economic Profile featured the toll free number.

Future Marketing Efforts:

NCCC:

- Marketing the toll free number through their WIB administrative office
- Work with Yuba and Sutter chambers to promote the 800 number to business members.
- Market the toll free number through the Employer Advisory Council.
- NCCC's website, currently under construction, will be adding the toll free number to their employer service page of the website.

SETA:

- Implement a direct mail post card promoting the toll free number to new employers using chamber and SACTO membership mailing lists.
- Add toll free number to all outreach materials distributed at job fairs and community events.
- Add toll free number to future marketing materials developed by the Business Information Centers.
- The toll free number added to the upcoming 2007 employer radio advertising.

Regional Marketing Efforts:

- Produce a regional employer services brochure promoting the use of the toll free number.
- Expand outreach to local chambers, business service organizations, and business professional associations to encourage member use of the toll free number

ITEM IV- 3 – INFORMATION
DISLOCATED WORKER UPDATE

BACKGROUND:

Attached is the most current dislocated worker update.

Staff will be available to answer questions.

Dislocated Worker Information PY 2006/2007

The following is an up date of information as of November 16, 2006 on the Worker Adjustment and Retraining Notification (WARN) notices and Non WARN notifications in Sacramento County

WARN Status	Month Receive Notice	Company and Address	Dislocation Date	# of Affected Workers	SETA's Intervention
Official	3/27/06	Defense Commissary Agency (DeCA) 3401 Acacia St., Suite 115 McClellan, CA 95652-1002	9/30/06	50	7/17/06
Official	5/10/06	Northstar Plumbing and Construction 4280 Pinell St. Sacramento, CA 95838	7/10/06	60	Employer Did not use Services
Official	5/10/06	Sun Microsystems, Inc. 1545 River Park Dr. Point, Suite 400 Sacramento, CA 95815	7/09/06	1	Mailed
Official	5/15/06	AmerisourceBergen Corporation 1281 National Drive Sacramento, CA 95834	7/15/06	87	7/26/06
Official	5/18/06	E*Trade Financial 10951 White Rock Road Rancho Cordova, CA 95670	8/31/06	500	8/22/06
Official	06/06/06	Albertsons #7248 2211 F Street Sacramento, CA 95816	8/06-8/19/06	25	7/21/06
Official	06/06/06	Albertsons #7206 5609 Pacific Street Rocklin, CA 95677	8/06-8/19/06	52	7/21/06
Official	06/06/06	Albertsons #7213 6184 Sunrise Mall Citrus Heights, CA 95610	8/06-8/19/06	47	7/21/06
Official	06/15/06	Intel Corporation 1900 Prairie City Road Folsom, CA 95630	7/06/06	53	Employer chose Outplacement Service
Official	06/30/06	Crystal Cream & Butter Company, Inc. 1013 D Street Sacramento, CA 95815	8/31/2006	50	Resolved Closure Issue
Official	07/28/06	Northrop Grumman USCIS ASC Sacramento Application Support Center 731 K Street Sacramento, CA 95814	09/30/06	16	Awarded Contract Layoff Rescinded
Official	08/03/06	Intel Corporation 1515 Route Ten Parsippany, NJ 07054	7/28/06	77	Employer chose Outplacement Services
Official	08/03/06	Sun Microsystems, Inc. 8880 Cal Center Drive, Suite 200 Sacramento, CA 95826	10/02/06	2	Mailed
Official	08/08/06	D.R. Horton, Inc. 11919 Foundation Place, Suite 200 Gold River, CA 95670	10/03/06	17	Material Delivered
Unofficial	09/01/06	NorthWest Airlines 6970 Airport Blvd. Sacramento, CA 95837	10/31/06	28	9/07/06

Official	09/08/06	Intel Corporation 1900 Prairie City Rd. Folsom, CA 95630	09/19/06 through 06/01/07	61	Employer chose Outplacement Service
Unofficial	9/15/06	Copeland's Sports 545 Downtown Plaza Sacramento, CA 95814	11/24/06 Approx.	20	Materials Delivered To Worksite
Unofficial	9/15/06	Copeland's Sports 6404 Fair Oaks Blvd. Carmichael, CA 95608	11/24/06	20	Material Delivered To Worksite
Official	9/27/06	Sun Microsystems, Inc. 8880 Cal Center Drive, Suite 200 Sacramento, CA 95826	11/27/06	2	Mailed
Official	9/28/06	Intel Corporation 1900 Prairie City Rd. Folsom, CA 95630	10/26/06 through 10/01/07	159	Employer chose Outplacement Service
Unofficial	10/03/06	Sun Microsystems, Inc. 8880 Cal Center Drive, Suite 200 Sacramento, CA 95826	11/27/06	2	Mailed
Unofficial	10/09/06	Tower Records/Video/Books 2500 16 th Street Sacramento, CA 95818	1/10/07	15	Pending
Unofficial	10/09/06	Tower Records/Video/Books 2514 Watt Ave Sacramento, CA 95821	1/10/07	15	Pending
Unofficial	10/09/06	Tower Records/Video/Books 7830 Macy Plaza Drive, Citrus Heights, CA 95610	1/10/07	15	Pending
Official	10/13/06	Sun Microsystems 8880 Cal Center Drive, Suite 200 Sacramento, CA 95826	11/27/06	2	Mailed
Official	10/18/06	Barbara's Bakery 3750 Pell Circle Sacramento, CA 95838	9/25/06 through 11/17/06	80	Pending
Official	10/19/06	Intel Corporation 1900 Prairie City Rd. Folsom, CA 95630	10/20/06 through 10/01/07	146	Employer chose Outplacement Service
Unofficial	10/20/06	San Jose Mercury News Sacramento Bureau 1215 K Street Sacramento, CA 95814	12/19/06	# undetermined at this time	Pending
Official	10/27/06	Washington Mutual 2710 Gateway Oaks Drive Sacramento, CA 95833	12/04/06	80	Pending
			Total # of Affected Workers	1652	

ITEM IV-4 - INFORMATION

PENDING PROPOSALS TO INCREASE TRAINING OPPORTUNITIES IN THE REGION

BACKGROUND:

SETA collaborated on the development and submission of two proposals in response to a solicitation released by the State Employment Development Department for Workforce Investment Act (WIA) Governor's Discretionary 15 percent funds:

1. Industries with a Statewide Need – Healthcare/Nursing – SETA is working with its existing healthcare partners, CSU, Sacramento, UC Davis Medical Center, Sutter Health Sacramento Sierra Region, Kaiser Permanente, and Catholic Healthcare West to expand CSU, Sacramento's Associate Degree in Nursing to Bachelor Degree in Nursing (ADN to BSN) program. The expansion would allow Associate Degree Registered Nurses who are employed at partner hospitals to have greater access to the BSN classes at CSU, Sacramento that are only offered during the day. The funding would provide for the development and implementation of a sustainable distance learning program that would enable the working nurses to attend classes on their own time at their place of employment or at home. Priority for enrollment will be given to nurses that are graduates of SETA's previous nursing project, the Nurse Workforce Initiative.

BSNs are in high demand at local hospitals, but CSU, Sacramento has the capacity to produce only 140 per year. The receipt of recent state grants has heavily impacted the hospitals that supply the clinical nursing instructors for the many ADN students in training. Clinical nursing instructors must be Bachelor degreed nurses. In addition, studies have shown that patients have better outcomes when cared for by nurses who have had additional training associated with obtaining their Bachelor's degrees and one local hospital is only hiring nurses with Bachelors' degrees.

SETA will request \$600,000 for this project to graduate 60 new Bachelor degreed nurses.

2. Growth Industries – High Wage, High Skill Job Training – Construction. Although the residential construction is slowing in Sacramento County, commercial and highway construction continues to grow. It is expected that Sacramento County will add over 1,500 construction jobs annually through 2008. These statistics led the Sacramento Employment and Training Agency and the Sacramento Workforce Investment Board to target the construction industry as a "critical industry" for training and employment services. Additionally, California is facing a major challenge in the infrastructure system moving people, goods and services. The infrastructure system developed in the past fifty years is in need of rehabilitation and replacement. The purpose of the Construction Initiative is to

recruit, train and place Sacramento residents in construction and transportation industry related occupations. These occupations include:

Carpenters	Cement masons
Laborers	Operating engineers
Pile drivers	Iron workers
Landscape workers	Highway maintenance workers
Heavy equipment operators	Construction estimators
Heavy deisel mechanics	

SETA exceeded performance goals for the previous construction programs funded by Department of Transportation and WIA funds.

Locally, the partners for this initiative include:

SETA/Sacramento Works Career Centers
Sacramento Sierra Building and Construction Trades Council
Northern California Construction & Training (NCCT)
American River College
Sacramento Builders Exchange
Local employers and apprenticeship coordinators

3. California Department of Corrections and Rehabilitation – Corrections Standards Authority for the Sacramento Works Probation project. Recently, the Corrections Standards Authority released a Request for Proposals to serve youth ages 18-21. SETA is requesting \$500,000 to partner with Sacramento County Probation Department, Sacramento Chinese Community Service Center and the Sacramento County Office of Education to provide “Aftercare Services” to youth discharged from the Warren E. Thornton Youth Center, Boys Ranch and Juvenile Hall. Services will include employment and education services along with the appropriate mental health and substance abuse counseling.

ITEM IV-5 - INFORMATION

WIA ADULT/DISLOCATED WORKER PERFORMANCE INCENTIVE AWARDS

BACKGROUND:

On July 1, 2005, SETA and Sacramento Works enacted a policy that allows service providers to earn an incentive award for exceptional performance. At the end of each quarter, real-time performance on each performance measure is assessed. Career Centers/Program Operators performing at or above incentive level (110% of goal) on all measures are eligible for an incentive award for that quarter. Awards are banked each quarter and added to each Career Center and/or Subgrantee next years' allocation. Operators may accept and use incentive funds for any expenditure deemed an allowable cost.

Attached is a copy of Program Year 2006/2007 first quarter incentive awards summary.

PY 2006/2007 WIA Performance Incentive Summary



Incentive Level



Target Level



Corrective Action Level

One-Stop Services

SWCC	Broadway				Citrus Heights				Franklin				Galt			
	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
ADULT (A)																
New Enrollments																
Entered Employment																
Employment/ Credential																
Average Earnings/Hr.	*				*				*				*			
DISLOCATED WORKER (DW)																
New Enrollments																
Entered Employment																
Employment/ Credential													N/A			
Average Earnings/Hr.	*				*				*				*			

*Average Earnings/Hr. Goal established 2nd quarter

Banked Incentive Amounts

Quarter 1	A			\$100.	\$100.
	DW	\$100.			
Quarter 2	A				
	DW				
Quarter 3	A				
	DW				
Quarter 4	A				
	DW				
Year End Award					

One-Stop Services

SWCC	Greater Sacramento Urban League				Hillsdale				La Familia				Lemon Hill			
	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
ADULT (A)																
New Enrollments																
Entered Employment	N/A															
Employment/Credential	N/A															
Average Earnings/Hr.	*				*				*				*			
DISLOCATED WORKER (DW)																
New Enrollments																
Entered Employment	N/A															
Employment/Credential	N/A															
Average Earnings/Hr.	*				*				*				*			

*Average Earnings/Hr. Goal established 2nd quarter

Banked Incentive Amounts

Quarter 1	A		\$100.		\$100.
	DW		\$100.		\$100.
Quarter 2	A				
	DW				
Quarter 3	A				
	DW				
Quarter 4	A				
	DW				
Year End Award					

One-Stop Services













SWCC	Mark Sanders				Mather				Rancho Cordova				South County			
	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
ADULT (A)																
New Enrollments																
Entered Employment																
Employment/ Credential																
Average Earnings/Hr.	*				*				*				*			
DISLOCATED WORKER (DW)																
New Enrollments																
Entered Employment																
Employment/ Credential																
Average Earnings/Hr.	*				*				*				*			

*Average Earnings/Hr. Goal established 2nd quarter

Banked Incentive Amounts

Quarter 1	A	\$100.		\$100	
	DW		\$100		
Quarter 2	A				
	DW				
Quarter 3	A				
	DW				
Quarter 4	A				
	DW				
Year End Award					

On-the-Job-Training

Subgrantee	Asian Resources				La Familia				Sacramento Chinese CSC				Sacramento Lao Family			
	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
New Enrollments																
Entered Employment																
Employment/ Credential																
Average Earnings/Hr.	*				*				*				*			

*Average Earnings/Hr. Goal established 2nd quarter

Banked Incentive Amounts

Quarter 1	A	\$100.		\$100.	\$100.
Quarter 2	A				
Quarter 3	A				
Quarter 4	A				
Year End Award					

ITEM IV-6 - INFORMATION

EMPLOYMENT TRAINING PANEL (ETP) FUNDING

BACKGROUND:

Sacramento Works, Inc. and the SETA Governing Board have received Employment Panel Training (ETP) funding consistently for the past four years. Our initial grant was \$205,000, which was increased to \$815,500 in Fiscal Year 2005-2006. Tech Skills, a training provider specializing in high tech skills training, has partnered with SETA to provide incumbent workers with training in basic and advanced information and computer technology for this grant. Tech Skills has provided training to incumbent workers from 28 local employers, including Federal Express Freight Systems, Schools Financial Credit Union, TASQ Technology, Raging Wire and Vail Communications.

The success of this program has led to SETA/Sacramento Works receiving an additional contract to continue services in Fiscal Year 2006-2007 to continue to provide training in the information tech industry. The new ETP grant was awarded for \$1,067,560 to serve 520 incumbent workers over the next two years.

Sacramento Works, Inc./SETA has also received an ETP grant to partner with the Grant Joint Union High School District to provide upgrade training to Certified Nursing Assistants to assist them in become Licensed Vocational Nurses. The grant amount is \$507,600 and will reimburse the Grant Joint Union High School District for classroom, laboratory, and video conference training that is not covered by the District's Adult Education funding.

ITEM IV-7 – INFORMATION

CREATION OF WORKFORCE SERVICES BRANCH IN THE EMPLOYMENT
DEVELOPMENT DEPARTMENT

BACKGROUND:

The Director of the Employment Development Department has announced the creation of a Workforce Services Branch which combines the Job Service and the Workforce Investment Division into one Branch. Sacramento Works Board Member Diane Ferrari has been named Acting Division Chief of the Northern Division of the Workforce Services Branch, which includes 42 Northern California Counties.

Congratulations Diane!!

Workforce Services Branch Job Service Field Divisions



Data Notes:
Job Service Field Divisions, effective October 1, 2006

Cartography by:
Current Economic Statistics
Labor Market Information Division
California Employment Development Department
October 2006



ITEM IV-8 - INFORMATION

COMMITTEE UPDATE

BACKGROUND:

This item provides an opportunity for a report from the following committees:

- Youth Council
- Planning/Oversight Committee
- Employer Outreach Committee
- Success Skills Institute
- Nominating Committee

ITEM V - OTHER REPORTS

1. CHAIR'S REPORT: The Chair of the Sacramento Works, Inc. Board, on a regular basis, receives numerous items of information concerning employment and training legislation, current programs, agency activities, and miscellaneous articles.

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.

2. MEMBERS OF THE BOARD

This item provides the opportunity for Workforce Investment Board members to raise any items for consideration not covered under the formal agenda. It also provides the opportunity for Board members to request staff to research or follow up on specific requests or to ask that certain items be placed on the next agenda.

3. COUNSEL REPORT: The Sacramento Works, Inc. Legal Counsel is the firm of Phillip M. Cunningham, Attorney at Law. This item provides the opportunity for Legal Counsel to provide the Sacramento Works, Inc. Board with an oral or written report on legal activities

4. PUBLIC PARTICIPATION: Participation of the general public at Sacramento Works, Inc. Board meetings is encouraged. The Sacramento Works, Inc. 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 Chair, if they wish to speak.