

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>



SACRAMENTO WORKS, INC. PLANNING/OVERSIGHT COMMITTEE

Date: Monday, August 14, 2006

Time: 8:00 a.m.

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

AGENDA

1. Call to Order/Roll Call
2. **ACTION ITEM:** Approval of Minutes of the June 12, 2006 Meeting
3. **ACTION ITEM:** Approval to Allocate Performance Incentive Awards (Bette Blanchard)
4. **ACTION ITEM:** Approval of Average Earnings Wage Goal for Sacramento Works Career Centers (Bette Blanchard)
5. **INFORMATION ITEM:** Workforce Investment Act Annual Report for Fiscal Year 2006 (Robin Purdy)
6. Input from the public
7. Adjournment

Committee Members: Mike Dourgarian (Chair), Dr. Jim Hernandez, Matt Kelly, Kathy Kossick, Jim Lambert, James Pardun, Joan Polster, Tim Ray.

DISTRIBUTION DATE: WEDNESDAY, AUGUST 9, 2006

Sacramento Works, Inc.
Planning/Oversight Committee
Minutes/Synopsis

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

Monday, June 12, 2006
8:00 a.m.

1. **Call to Order/Roll Call:** Mr. Dourgarian called the meeting to order at 8:13 a.m.

Members Present: Mike Dourgarian, Jim Lambert, James Pardun, Joan Polster, Tim Ray.

Members Absent: Dr. James Hernandez, Kathy Kossick, Matt Kelly.

Others Present: Robin Purdy, Mark Snaer, Melissa Noteboom, Christine Welsch, Patty Perez, Ellen Franz, Ed DeHerrera.

2. **Action Item:** Approval of Minutes of the March 13, 2006 Meeting

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

3. **SMARTware Demonstration:** Core Services Tracking and Reporting

The Smartware system is used to track core and intensive services provided at the career centers. The data for the quarterly report was taken from the SMARTware. SETA purchased SMARTware from Shasta County five years ago. There are other local areas that utilize the software: Riverside, East Bay Works, Napa, and Capital Area Investment Zone.

Ralph Giddings is the primary trainer and Earl Sullaway is the IT engineer.

4. **Information Item:** Review of 3rd Quarter Performance Data for the Sacramento Works One Stop Career Center system

Ms. Purdy reviewed the 3rd quarter data. Cost per customer was one of the areas utilized to determine funding extensions.

Ms. Purdy stated that if things keep going the way they are, next year SETA will have to consider consolidation of career centers. There has been some discussion of merging some centers together. Perhaps the Rancho Cordova and Mather career centers could be consolidated into one center and the Hillsdale and Citrus Heights career centers may be merged. The site supervisors are committed to go through the planning process for the best outcome. Each of the

career centers have an identity and an area in which they excel. Committee members asked for trend information.

The incentive awards for career centers was discussed. Mr. Snaer has copies of the third quarter incentive report. At an upcoming WIB meeting, the incentive awards will be distributed and the achievements of operators will be recognized.

Ms. Patty Perez and Ms. Ellen Franz were introduced.

Mr. Dourgarian asked about the recertification of the career centers. Ms. Melissa Noteboom stated that the state has kind of dropped the ball; nothing is going on.

5. **Information Item**: Sacramento Works, Inc. Career Center Funding Summary, Fiscal Year 2006-07

Ms. Purdy reviewed this report which shows cost per center and cost per customer; staff is still refining this report. The leveraged funds is what others bring to the table.

6. **Action Item** – Approval of Workforce Investment Act Modification to Extend the Strategic Five-Year Plan for the Sacramento Workforce Investment Area, Fiscal Year 2006-07

Ms. Purdy stated that the actual plan is very lengthy; copies of the modification were made available to committee members.

Moved/Lambert, second/Ray, to approve the WIA modification to extend the Strategic Five-Year Plan for the Sacramento Workforce Investment Area.

Voice Vote: Unanimous approval.

7. **Discussion Item**: Sacramento Works Retreat: Future Priorities and Role in Workforce Development Collaborations and Policy

The goals were not changed but the way in which goals are achieved will be modified. The Employer Outreach Committee has done a lot in terms of setting up accountability for tracking employers. Mr. Pardun reported that increases in wage rates and documenting benefit packages is being tracked now.

The committee discussed whether to have a board retreat. It was suggested to invite Ryan Sharp and ask Virginia Hamilton to facilitate.

8. **Input from the public**: None.

9. **Adjournment**: Meeting adjourned at 9:32 a.m.

ITEM 3 - ACTION

APPROVAL TO ALLOCATE PERFORMANCE INCENTIVE AWARDS

BACKGROUND:

On February 15, 2005, the Planning/Oversight Committee approved a policy whereby career centers would be acknowledged and awarded for their performance.

POLICY:

At the end of each quarter, real-time performance on each measure is assessed. Performing at or below the corrective action level on any measure will be subject to corrective actions. Centers/Program Operators performing at or above the incentive level on all measures are eligible for an incentive for that quarter.

Quarters of Incentive Level Performance	Incentive Amount (increases each quarter)	Quarters of Incentive Level Performance	Incentive Amount (increases each quarter)
ADULT		DISLOCATED WORKER	
1 st Quarter	\$100	1 st Quarter	\$100
2 nd Quarter	\$250	2 nd Quarter	\$250
3 rd Quarter	\$400	3 rd Quarter	\$400
4 th Quarter	\$500	4 th Quarter	\$500

Awarding Incentives

- Awards for Centers/Program Operators determined eligible for an incentive will be set aside at the end of each quarter.
- The incentive funds will be awarded during the following program year and added to each Career Center and/or Subgrantee allocation.
- Operators may accept and use incentive funds for any expenditure deemed an allowable cost.
- Awards will be presented by the WIB in an annual ceremony.

Attached are the 2005/2006 Performance Measure Incentive Summary and the account ledger of awards/deposits. Ms. Bette Blanchard will be available to answer questions and provide proposed awards for review.




RECOMMENDATION:

Approve awarding incentive funds earned to program operators during the next Workforce Investment Board meeting on September 27, 2006.

Incentive Account Ledger July 1, 2005 – June 30, 2006

SWCC	1 st Quarter Deposit	2 nd Quarter Deposit	3 rd Quarter Deposit	4 th Quarter Deposit	'05/'06 Year End Total	Date '05/'06 Earnings Withdrawn
Broadway	\$0	\$250	\$400	\$500	\$1,150	
Citrus Heights	\$0	\$0	\$0	\$0	\$0	
Franklin	\$0	\$250	\$400	\$500	\$1,150	
Galt	\$100	\$250	\$400	\$0	\$750	
Hillsdale	\$0	\$0	\$0	\$0	\$0	
La Familia	\$100	\$250	\$400	\$1,000	\$1,750	
Lemon Hill	\$0	\$0	\$0	\$0	\$0	
Mark Sanders	\$100	\$250	\$800	\$1,000	\$2,150	
Mather	\$100	\$250	\$400	\$1,000	\$1,750	
Rancho Cordova	\$100	\$250	\$400	\$500	\$1,250	
S. County	\$0	\$0	\$0	\$0	\$0	
TOTAL	\$500	\$1750	\$3,200	\$4,500	\$9,950	
OJT						
Asian Resources	\$100	\$250	\$0	\$0	\$350	
Greater Sac Urban League	\$0	\$0	\$0	\$0	\$0	
La Familia	\$100	\$0	\$0	\$0	\$100	
Sac Chinese CSC	\$0	\$0	\$0	\$0	\$0	
Sac Lao Family	\$100	\$250	\$0	\$0	\$350	
TOTAL	\$300	\$500	\$0	\$0	\$800	
Total '05/'06 Deposit					\$10,750	
Total Withdrawn						

2005/2006 Performance Incentive Goals

	Corrective Action Level 	Performance Target 	Incentive Target 
Adult			
New enrollments	Below 85% of target		Above 110% of target
Entered Employment Rate	59.8%	71.3%	78.4%
Employment Credential Rate	42%	50%	55%
Adult Earnings Change	\$3,024.	\$3,600.	\$3,960.
Dislocated Worker			
New Enrollments	Below 85% of target		Above 110% of target
Entered Employment Rate	67%	78.8%	87%
Employment Credential Rate	48%	58%	63%
Wage Replacement Rate	77%	91.7%	100.8%



Incentive level performance (110% of target)



Performance on target



Performance at Corrective Action (at or below 84% of target)

PY 2005/2006 ADULT/OJT PERFORMANCE INCENTIVE MEASURE SUMMARY

Region:	North City/County				South City				South City				South/East County				South/East County			
Subgrantees	Urban League				Asian Resources				Sac Lao Family				Sac Chinese				La Familia			
Quarters	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
New Enrollments																				
Entered Employment Rate																				
Employment Credential Rate																				
Adult Earnings Change																				

Banked Incentive Amounts

Quarter 1	\$0	\$100	\$100.	\$0	\$100
Quarter 2	\$0	\$250	\$250	\$0	\$0
Quarter 3	\$0	\$0	\$0	\$0	\$0
Quarter 4	\$0	\$0	\$0	\$0	\$0
Year End Award	\$0	\$350	\$350	\$0	\$100

PY 2005/2006 SWCC PERFORMANCE INCENTIVE MEASURE SUMMARY

Region: North City/County	Citrus Heights				Hillsdale			
Quarters	1	2	3	4	1	2	3	4
Adult (A)								
New Enrollments								
Entered Employment Rate								
Employment Credential Rate								
Adult Earnings Change								
Dislocated Worker (DW)								
New Enrollments								
Entered Employment Rate								
Employment Credential Rate								
Wage Replacement Rate								
Banked Incentive Amounts								
Quarter 1 A	\$0				\$0			
DW	\$0				\$0			
Quarter 2 A	\$0				\$0			
DW	\$0				\$0			
Quarter 3 A	\$0				\$0			
DW	\$0				\$0			
Quarter 4 A	\$0				\$0			
DW	\$0				\$0			
Year End Award	\$0				\$0			

Region: South City	Broadway				Franklin				Mark Sanders				South County			
Quarters	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
Adult (A)																
New Enroll-ments																
Entered Emp. Rate																
Emp/Cred Rate																
Earnings Change																
Dislocated Worker (DW)																
Enroll-ments																
Entered Emp. Rate																
Emp/Cred Rate																
Wage Replace-ment Rate																
Quarter 1 A	\$0				\$0				\$100				\$0			
DW	\$0				\$0				\$0				\$0			
Quarter 2 A	\$250				\$250				\$250				\$0			
DW	\$0				\$0				\$0				\$0			
Quarter 3 A	\$400				\$400				\$400				\$0			
DW	\$0				\$0				\$400				\$0			
Quarter 4 A	\$500				\$500				\$500				\$0			
DW	\$0				\$0				\$500				\$0			
Year End Award	\$1,150				\$1,150				\$2,150				\$0			

Region: South/East County	Galt				La Familia				Lemon Hill				Mather				Rancho Cordova			
Quarters	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3		1	2	3	4
Adult (A)																				
New Enrollments																				
Entered Emp. Rate																				
Emp/Cred Rate																				
Earnings Change																				
Dislocated Worker (DW)																				
New Enrollments																				
Entered Emp. Rate																				
Emp/Cred Rate																				
Wage Replacement																				
Banked Incentive Amounts																				
Quarter 1 A	\$100				\$100				\$0				\$100				\$100			
DW	\$0				\$0				\$0				\$0				\$0			
Quarter 2 A	\$250				\$250				\$0				\$250				\$250			
DW	\$0				\$0				\$0				\$0				\$0			
Quarter 3 A	\$400				\$400				\$0				\$400				\$400			
DW	\$0				\$0				\$0				\$0				\$0			
Quarter 4 A	\$0				\$500				\$0				\$500				\$500			
DW	\$0				\$500				\$0				\$500				\$0			
Year End Award	\$750				\$1,750				\$0				\$1,750				\$1,250			

ITEM 4 - ACTION

APPROVAL OF AVERAGE EARNINGS WAGE GOAL FOR SACRAMENTO WORKS CAREER CENTERS

BACKGROUND:

In April 2005, the US Department of Labor issued the “Common Measures” Policy outlining the performance reporting requirements for federally funded job training and employment programs. The value of implementing common measures is the ability to describe in a similar manner the core purposes of the workforce system—how many people found jobs; did people stay employed; and did their earnings increase. As soon as the WIA is reauthorized, three common measures will apply to programs serving adults:

- Entered Employment
- Employment Retention
- Average Earnings

Until reauthorization, California Workforce Investment Areas will be required to report performance outcomes of all former measures plus the common measures. Sacramento Works Career Centers have goals set for all adult measures except average earnings*.

The SETA Governing Board recently approved contract extensions and, in order to prepare for the upcoming state-imposed average earnings standard, staff is recommending that Sacramento Works adopt a goal for Average Earnings.

Sacramento Works, Inc. has approved the definition of Self-Sufficiency for Adults in the local area by family size. The current self-sufficiency standard is:

Sacramento Workforce Investment Area
Self-sufficiency Standard

Self-Sufficiency Standard	One-Adult	One-Adult + 1 Child	One-Adult + 2 Children	One-Adult + 3 Children
Hourly Wage	\$10.00	\$14.02	\$17.11	\$24.06
Monthly Wage	\$1,760	\$2,468	\$3,011	\$4,235
Annual Wage	\$21,120	\$29,616	\$36,132	\$50,820
	Two-Adult	Two-Adult + 1 Child	Two-Adult + 2 Children	Two-Adult + 3 Children
Hourly Wage	\$10.00*	\$10.00*	\$10.05*	\$13.30*
Monthly Wage	\$1,760*	\$1,760*	\$3,536	\$4,681
Annual Wage	\$21,120*	\$21,120*	\$42,432	\$56,172

*Per Adult

+\$3.09/hr for each additional child (\$544/mo., \$6,528/yr.)

**WIA performance measures may be subject to future modifications.*

Sacramento Works Career Centers fiscal year '05/'06 average wage at placement for Adult and Dislocated Workers is \$13.04:

→ Adult = \$11.51	935 Exits x \$11.51 = \$10,761.85
→ Dislocated Worker = \$15.25	<u>639 Exits x \$15.28 = \$ 9,763.92</u>
→ Average Adult/ Dislocated Worker Wage = \$13.04	1,574 Exits <u>\$ 20,525.77</u>

The average of the self-sufficiency standard hourly wage for one adult, one adult + one child, and one adult + two children is \$13.71:

- One Adult = \$10.00
- One Adult + one child = \$14.02
- One Adult + two children = \$17.11
- Total = \$41.02 ÷ 3 = \$13.71

The average family size served in Sacramento Works Career Centers is three (one parent family).

RECOMMENDATION:

To promote solutions and set a baseline that results in more individuals being trained for high-skill jobs in high-growth, high-demand industries, it is recommended that a goal of \$13.00 be set for the Sacramento Works Career Center average wage at placement.

ITEM III-5 – INFORMATION

WORKFORCE INVESTMENT ACT ANNUAL REPORT FOR
FISCAL YEAR 2006

BACKGROUND:

The Workforce Investment Act annual report on the Sacramento Works career system is complete and will be sent under separate cover.