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



REGULAR MEETING OF THE SACRAMENTO WORKS, INC. YOUTH COUNCIL

Date: Wednesday, March 8, 2006

Time: 8:30 a.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.

A G E N D A

1. Call to Order/Roll Call
✓ Introduction of new Youth Council member – Ms. Colleen Clark

Category #1: Organize/Optimize

2. Consent Item: Approval of January 18, 2006 minutes

Category #2: Youth Voice – No report.

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

3. Information Item: Report on the Youth Services Provider Network – Bina Lefkovitz (an oral report will be given at the meeting)

4. Information Item: Presentation of the 2005-2006 Occupational Outlook and Training Directory and 2006-2007 “Critical Industries and Occupations” Report – John Harden
5. Information Item: Sacramento Works Education Policy – Robin Purdy
6. Other business
7. Public Input

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

DISTRIBUTION DATE: WEDNESDAY, MARCH 1, 2006

**REGULAR MEETING OF THE
SACRAMENTO WORKS, INC. YOUTH COUNCIL**
Minutes/Synopsis

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

Wednesday, January 18, 2006
8:30 a.m.

1. **Call to Order/Roll Call**: Mr. Lawrence called the meeting to order at 8:37 a.m.

Members Present: Patricia Espinosa, Matt Kelly, John Koogle, Rick Larkey, Gerry Lawrence, Bina Lefkovitz, Maurice Read, William Warwick.

Members Absent: Yolette Barnes, Mike Brunelle, Brittany Hall.

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

Category #1: Organize/Optimize

2. **Consent Item**: Approval of December 6, 2005 minutes.

There were no corrections to the minutes.

Moved/Read, second/Kelly, to approve the minutes as distributed.
Voice vote: Unanimous approval.

Category #2: Youth Voice – No report.

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

3. **Action Item**: Review and Approve the Release of a Request for Proposals for WIA Title I, Youth Program Services for Fiscal Years 2006-2008

Mr. Phil Cunningham spoke of potential conflicts of interest. Anyone employed by, directly related to, or having served on one of the funded organizations that might potentially bid on these funds, cannot participate in the discussion or vote on this. He asked that anyone with a potential conflict to disclose it immediately.

Ms. Christine Welsch stated that during this past year, the Youth Council has gone through the planning and development of this RFP. A lot has been learned about the needs of the community and where services are needed. The RFP is in keeping with the goals and priorities that were developed.

Ms. Welsch stated that this RFP focuses on:

- Continuation of universal services.
- Development of the provision of services via the 'daisy wheel.'
- Focus on work success skills and ways to better serve youth.

Ms. Welsch reviewed the planning calendar. Youth program funding recommendations will be brought to the WIB on May 24 and then to the Governing Board on June 1. The program year begins July 1. This is a year-to-year RFP and the funded contracts can be extended through 2011.

Moved/Kelly, second/Espinosa, to approve the release of the RFP as outlined by staff.

Mr. Larkey stated that due to a potential conflict of interest, he will not participate in the conversation or vote.

Ms. Welsch answered questions asked by the youth Council. The level of performance is set higher for operators in order for the Agency to achieve performance standards. Staff is expecting a 1% across-the-board cut in WIA funds and is projecting that approximately \$2.1 million will be available for distribution.

Cheryl Rose, City of Sacramento, stated that ROP will be required for all youth in the program. Some school districts have an age requirement or grade requirement. Are we gearing this program toward 16-19 year olds? Ms. Welsch replied that with the new reauthorization of WIA, out-of-school youth will be targeted. Ages 16 and above will be targeted with 60% of the funds. Ms. Rose asked if there will be anything for 14-15 year olds and Ms. Welsch replied that 14-15 year olds are not a Department of Labor priority target group and staff is anticipating that there will not be funding for this population.

Mr. Read asked if anyone from the public had questions. Ms. Cheryl Powell stated that Ms. Welsch has involved the operators in the process all along. More than anytime before the operators feel that they have been involved in the RFP process.

Roll Call: Aye: 7, Nay: 0, Abstentions: 1 (Larkey)

4. Other business:

Ms. Colleen Clark from Sacramento Housing and Redevelopment Agency was introduced. Ms. Clark is an applicant for the Youth Council

Mr. Larkey inquired about the Education Policy that was adopted by the Ad Hoc Education Committee. He asked that this be put on the next Youth Council agenda to provide information and suggested that the Youth Council should have a role in the implementation of this policy. Ms. Purdy stated that the policy was adopted by the Ad Hoc Education Committee and it was taken to the Planning/Oversight Committee for an implementation plan. Ms. Purdy stated that this will be included on the next agenda. The announcement of the next Planning/Oversight Committee will be sent to the Youth Council.

Ms. Lefkovitz provided an update on the Youth Services Provider Network. February 4 the YSPN is hosting a free half day event around service learning. Contact her for additional information.

Mr. Kelly announced the annual Construction Career Awareness Program will be March 29 at Teichert Construction. Apprenticeship programs, construction firms, equipment supply firms, all come together to educate young people on what is available in the construction industry. In the past, they have had from 400-800 young people attend the event. In addition, fire fighters come out and cook lunch for the youth participants.

5. Public Input: None.

Meeting adjourned at 9:15 a.m.

ITEM 4 - INFORMATION

PRESENTATION OF THE 2005/2006 OCCUPATIONAL OUTLOOK & TRAINING DIRECTORY AND 2006-2007 "CRITICAL INDUSTRIES AND OCCUPATIONS" REPORT

BACKGROUND:

This annual publication is produced by Sacramento Works, Inc. and the Sacramento Employment and Training Agency (SETA) and is the only comprehensive source of local labor market and education/training provider data available. The publication is comprised of three major sections: a series of **occupational profiles** based on surveys with local/regional employers; a comprehensive multi-county directory of the region's **education and training providers**; and an **occupation/training index** (an index of occupations and the local education/training providers who offer related training for those occupations).

Sacramento Works, Inc., the local Workforce Investment Board, has taken on the role of engaging the business community by assessing the regional labor market, identifying critical industries, and developing a plan to train workers for critical industries. On November 30, 2005, the Sacramento Works, Inc. Board approved the revised "Critical Industries" list for 2006. These seven industries represent those that are most consistent with our goal of helping job seekers, through the one-stop system, to find long term, career oriented employment.

A copy of this report will be distributed at the meeting.

ITEM 5 - INFORMATION

SACRAMENTO WORKS EDUCATION POLICY

BACKGROUND:

At the Sacramento Works retreat in April 2005, the Sacramento Works, Inc. Board created an Ad Hoc Education Committee to develop a policy that would:

Support development of an effective, articulated education system by:

- Building relationships with and engaging school superintendents with the board
- Framing a common vision based on sound principles that top leaders of business and education agree with.
- Including non-traditional educators/trainers in the process
- Integrating hands-on and academic training and provide hard and soft skills to all students as a regular part of their education
- Conducting an Educational Summit

At the November, 2005 meeting, Sacramento Works approved the Ad Hoc Committee's Education Policy and referred the policy to the Planning/Oversight Committee for implementation. In January 2006, the Planning/Oversight Committee added specific action statements to the policy (see attached) and requested that staff work with Board members and community partners to support a coordinated, integrated and inclusive approach to implementing the policy.

Over the past two months, Sacramento Works Board members Kathy Kossick and Bill Camp and Deputy Director of SETA Robin Purdy have worked with the Partnership for Prosperity High School Action Team to weave the Sacramento Works Education Policy into the larger Partnership for Prosperity Regional Business Plan. On February 26, 2006, the attached draft High School Action Team Policy statement was developed, which reflects many of the strategies that were included in the Sacramento Works Education Plan.

At the January, 2006 Youth Council meeting, Youth Council members requested an update on the Ad Hoc Education Policy. For your information the Sacramento Works Policy Statement is attached. The draft Partnership for Prosperity High School Action Team Goals and Strategy will be either be emailed prior to the meeting or provided at the next Youth Council meeting.

Staff is recommending that the Planning/Oversight Committee, at their March 13 meeting, approve the Partnership for Prosperity High School Action Plan and work with other champions and community partners on implementation.

Sacramento Works, Inc. Planning Committee Discussion 1/9/06 Implementation of Education Policy Statement

As the local workforce investment board for Sacramento County, 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.

The Board engages leaders in business, labor and education to better prepare the workforce for careers identified by critical industries. The Board facilitates efforts of the business and education communities to reduce the gaps between the skill needs identified by employers and the skills taught by existing education/training programs.

It is the policy of the Board to:

1. Support training programs in critical industries by developing partnerships with education, business and labor that train workers for careers that exist in the region.
 - The board will continue to define the specific workforce needs of the region
 - The board will support collaboration between business/industry and education that results in training and education programs for critical industries and occupations
2. Support the educational system in developing curricula teaching to high standards and preparing students for higher education and emerging careers.
 - The board will work to clearly communicate business and industry's workforce needs to education partners and integrate the business vision with education policy.
 - The board will connect regional vocational education advisory groups to business and support streamlining and consolidating regional vocational education advisory boards and setting uniform standards.
3. Support curricula and the development of essential employability skills that produce young people educated to rigorous and relevant standards.
 - The board will support the use of curricula for career technical preparation courses that meets high school graduation requirements and college entrance requirements.
 - The board will identify methods for integrating soft/success skills into all high school curricula.

Action Steps:

1. Seek the endorsement/partnership of the School Superintendents in Sacramento County.
2. Invite representatives Workforce Development, Economic Development and Industry/Business Associations to work together to identify the workforce needs of the region and communicate these needs to education leaders "with one voice".
 - Conduct small focus group sessions with business to identify workforce needs.
 - Gain a working understanding of what groups are doing and identify ways to work together to support changes in the education system that will prepare students for careers and college.
 - Present needs of business to Career Technical Education professionals
 - Define the contributions that businesses can offer to the education system (menu/directory).



Focus Area: High School Education

Goal Statement: All of the high school students in the Sacramento region will be ready to enter the workforce and ready to pursue further education and training.

Why is this goal worthwhile? Community leaders agree that skilled people are the fundamental units of the region’s economic capacity, and one of the best times to invest in building people’s interest and expand their horizons is during high school education. The region’s high school system should strive to set high expectations, continually increase curriculum relevance to the real world, and support all students in feeling hopeful about their future. These efforts will not only benefit the region now, they also serve as an insurance program for our long-term economy because they constantly renew the pool of workers that are instilled with motivation to excel in careers and education.

Timeline: 2006 – 2008

Champions:

Christopher Cabaldon, Mayor, *City of West Sacramento*, and Chair, *Partnership for Prosperity*

Dave Gordon, *Sacramento County Office of Education*

Kathy Kossick, Executive Director, *Sacramento Works* and *Sacramento Employment and Training Agency*

Strategies	Tactics & Timeline	Progress Measures
1. Create an inventory of the region’s training programs and future employment needs to identify how the region should create better alignment.	a. Review existing data sources about training programs and employment opportunity areas, and determine how to express information in the most user-friendly format in the future. [Completion Date:] b. Work with the County Offices of Education to understand and improve how they are aligning their programs with economic opportunities. [Completion Date:] c. Work with the American Diploma Project to develop benchmarks for the emerging workforce.	<ul style="list-style-type: none"> ● Inventory is created with analysis of opportunities to build better alignment between programs and regional economy. ● Increase the number of students receiving training in economic opportunity areas.
2. Improve the connections between multiple education projects in the region, and streamline the process of engaging the region’s top educational leaders in shaping and tracking education programs.	a. Determine how PFP’s Action Team, local WIBs, P-16 Councils and LEED’s new Board are coordinated to maximize effectiveness. [Completion Date:] b. Create a centralized system of vetting and coordinating new education projects in the region. [Completion Date:] c. Conduct a one day summit with stakeholders to frame a common vision that business leaders and educators agree with.	<ul style="list-style-type: none"> ● Establish centralized, regional structure to coordinate education programs.



Strategies	Tactics & Timeline	Progress Measures
<p>3. Maximize the amount and depth of business engagement in high school education.</p>	<ol style="list-style-type: none"> a. Review best practices to identify new ways to accomplish this goal. [Completion Date:] b. Create more internship programs and job fairs. [Completion Date:] <ol style="list-style-type: none"> b.i. All students should go through some form of basic skills training before they participate in internships/job fairs. b.ii. Facilitate the process for businesses and professional Associations to get involved in education. c. Increase the number of business-sponsored programs at high schools. [Completion Date:] d. Survey k-12 teachers to assess their knowledge of the demand and emerging occupations I the region. e. Outreach to youth, parents and community publicizing the importance of integrating hands on and academic training. 	<ul style="list-style-type: none"> ● Completion of best practices study. ● Increase the number of student internships and job fairs. ● Increase the number of business participation in high schools