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7000 Franklin Blvd., Suite 540
Sacramento, CA 95823
(916) 262-3200

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Galt, CA 95632
(209) 744-7702

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Sacramento, CA 95842
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(916) 227-2577

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Mather, CA 95655
(916) 228-3127

RANCHO CORDOVA

10665 Coloma Rd., Suite 200
Rancho Cordova, CA 95670
(916) 942-2165

SOUTH COUNTY

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

Administrative Offices & Employer Services

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

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



REGULAR MEETING OF THE SACRAMENTO WORKS, INC. YOUTH COUNCIL

Date: Wednesday, May 10, 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 – Mr. Dennis Morin

Category #1: Organize/Optimize

2. Consent Item: Approval of March 8, 2006 Minutes

Category #2: Youth Voice

3. Action Item: Approve Recommendation, based on oral report from Staff and Legal Counsel, for Youth Involvement on Youth Council

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

4. Information Item: WIA Title I Youth Request for Proposals Deadline
5. Action Item: Approval of Funding Recommendations for the Workforce Investment Act, Title I, Youth program, for Program Year 2006-2007
6. Other business
7. Public Input

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

DISTRIBUTION DATE: WEDNESDAY, MAY 3, 2006

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

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

Wednesday, March 8, 2006
8:30 a.m.

1. **Call to Order/Roll Call:** Mr. Lawrence called the meeting to order at 8:31 a.m.

Ms. Colleen Clark was welcomed to the Youth Council. Ms. Clark represents the Housing Sector on the Youth Council.

Members Present: Yolette Barnes, Colleen Clark, Patricia Espinosa, Matt Kelly, John Koogle, Gerry Lawrence, Bina Lefkovitz, Maurice Read

Members Absent: Mike Brunelle, Brittany Hall, William Warwick

Others Present: Robin Purdy, Julie Davis-Jaffe, John Harden, Dennis Morin

Category #1: Organize/Optimize

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

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

Ms. Christine Welsch introduced Dennis Morin, a new Youth Council applicant.

Ms. Welsch reported we are in the midst of the RFP process for the WIA Youth program. The mandatory offerors' conference was recently held and 20 potential applicants attended. This was an opportunity for organizations to ask questions. This is the first year that proposals can be submitted in an electronic form. Proposals are due March 16 and a review panel will go over the proposals. The May Youth Council meeting will be dedicated to reviewing the proposals. All of the present providers and five or six of potential new providers attended.

Category #2: Youth Voice – No report.

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

3. **Information Item:** Report on the Youth Services Provider Network

Ms. Bina Lefkovitz provided a presentation on the Youth Services Provider Network which is a project intermediary that presents youth development

projects. The YSPN does a great deal of training to youth services providers. They are also the fiscal agent for the American Leadership Forum which is leadership training for adults. A comparable training has been done for youth which is a four-day wilderness training program.

Ms. Barnes arrives at 8:46 a.m.

Youth Development is defined as a process by which all young people seek ways to meet their basic needs with or without positive influences. Youth Development is not necessary a program but an approach. The more support kids get, the less likely they are to have high risk behavior.

Ms. Lefkovitz stated that she feels that a human services sector should be created as a critical industry help meet demand. This will help to increase the number of social workers and mental health workers. There is a need to have more professional support.

Ms. Lefkovitz is the founder and director of YSPN. In response to a question from Mr. Koogler about the percentage of Sacramento youth needing a program like this, Ms. Lefkovitz stated that she believes that every young person needs the five critical supports.

Ms. Espinosa stated that unless there is some type of initiative that voters can vote on, the programs that offer areas for kids to meet are being closed down. She spoke of the skating rink in Davis that will be closed down where a hockey team meets to play.

4. Information Item: Presentation of the 2005-2006 Occupational Outlook and Training Directory and 2006-2007 "Critical Industries and Occupations" Report

Mr. John Harden reviewed the outlook report and stated that this year's publication contains more than 90 occupational profiles. The book and the training directories were distributed to board members. In this year's publication, more than half of the occupations reflect a good opportunity for people with no job experience. Mr. Harden stated that copies are available to all of the high school counselors and at all of the local public libraries. One thousand copies were printed and available to anyone that wants them. Vocational Rehabilitation organizations actually purchase the books.

Mr. Kelly stated that in the construction occupations, the wages are in line with the affiliated unions. The training and education time is considerably longer.

5. Information Item: Sacramento Works Education Policy – Robin Purdy

Ms. Purdy stated that since the April, 2005 Board retreat, the Board has focused on developing an education policy. An ad hoc committee was put together

comprised of education and business representatives. This was a difficult undertaking because business and labor representatives came from one stance and education representatives came from another stance.

In December, the board approved us to become a partner with Partnership for Prosperity which takes a regional approach toward business and education working together. There are three action teams working on helping the schools to make a curriculum relevant to students.

This is an ongoing process and Youth Council members are urged to become involved. The next phase is the implementation of the policy. The next piece will be for the partner agencies to choose what they want to work on. Ms. Espinosa is finding it very difficult to get into the high schools. She used to promote youth programs years ago. She feels that the Youth Council can help to open the doors again to do a job fair for kids at the high schools. The information about the services that the kids are entitled to needs to be distributed to the kids.

6. Other business

Ms. Espinosa introduced Santino Barksdale, a former Youth Council member. Mr. Barksdale thanked the Youth Council for being a springboard for his future. He went to college and graduated with a BS in business administration.

7. Public Input

Mr. Kelly announced the Construction Career Awareness Day, scheduled for March 29, at Teichert Construction. There are commitments from schools for 1,300 student attendees. Apprenticeship programs, construction unions, supply organizations will be there. Sacramento Builder's Exchange holds a design build contest and it will be held in conjunction with the Construction Career Awareness Day. Their charge is come up with a design with a list of materials and build the project on that day. The two events will be held concurrently.

Pattie Espinosa announced that the Mark Sanders EDD site will be hosting a Trade Fair on April 4; a Youth Fair is scheduled for May 4, also at the Mark Sanders site.

Meeting adjourned at 9:44 a.m.

ITEM 4 - INFORMATION

WIA TITLE I YOUTH REQUEST FOR PROPOSAL DEADLINE

BACKGROUND:

SETA and the Sacramento Works Youth Council released a Request for Proposals for WIA Title I Youth services on February 3, 2006. The release and the requirements of the RFP were publicly posted via the Sacramento Bee, at public hearings, via notifications to community service providers, and on the SETA website. The proposals were due to SETA on March 16, 2006 and final recommendations will be made to the boards in May 2006. Section I, item 9 of the RFP states:

“All proposals must be in the SETA office and time-stamped by the SETA receptionist no later than 4:00 p.m. PST, Thursday, March 16, 2006.In accordance with the policy of the SETA Governing Board and the Sacramento Works, Inc., proposals delivered after 4:00 p.m. PST will not be accepted. No exceptions. No appeals will be accepted for late proposals.”

The Galt Joint Union High School District submitted proposals after the posted deadline. Staff accepted and time-stamped the late proposals. However, in keeping with the above noted policy, the proposals are considered non-responsive.

ITEM 5 - ACTION

APPROVAL OF FUNDING RECOMMENDATIONS FOR THE WORKFORCE INVESTMENT ACT, TITLE I, YOUTH PROGRAM, FOR PROGRAM YEAR 2006-2007

BACKGROUND:

In 2003 the Sacramento Works Youth Council implemented a collaborative approach to youth service delivery. The collaborative approach enhances the program funding, resources and services available to the community. The WIA Youth Collaboratives 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 also required that Youth Collaboratives adhere to Youth Development Principles and provide the following required WIA program elements:

1. Universal services for all youth through Youth Specialists co-located at Sacramento Works One Stop Career Centers;
2. Summer employment opportunities that directly link to academic and occupational learning;
3. Paid and unpaid work experience including internships and job shadowing;
4. Occupational skills training;
5. Leadership development opportunities;
6. Support services;
7. Adult mentoring;
8. Comprehensive guidance and counseling including alcohol and drug abuse;
9. Follow-up services.

Over the past two years, the Youth Council has engaged in an extensive youth planning process which has included:

- Review of demographic information on high risk factors;
- Review and analysis of challenged communities and the associated youth risk factors;
- Public hearings and planning meetings with youth service providers, Sacramento County Probation, school district personnel and community members;
- Proposed changes in the WIA reauthorization.

A chart identifying the challenged communities is attached. Currently, 74% of the WIA youth funding serves youth residing in the identified challenged communities.

As a result of this planning process, the Youth Council adopted the following policies to adequately serve the youth in Sacramento:

- Target services towards challenged communities throughout Sacramento County;
- Focus on the identified critical industries to train and place youth in employment with greater likelihood of success;
- Adopt a vendorized approach with Workforce Skills Preparation services to encourage collaboration and partnerships;
- Focus on soft skills necessary to attain and retain employment and academic achievement;
- Require that all out-of-school youth without a high school diploma participate in GED preparation activities;
- Require that all in-school youth participate in occupational skills training;
- Focus more services toward out-of-school youth (in keeping with the WIA reauthorization requirements).

Funding challenges and Available Funding

The current WIA program year ends June 30, 2006. Annual performance reports will be completed and ready for review by August 2006. SETA has received information from the State of California that due to changes in the federal allocation formula, there will be an 11% reduction in the Workforce Investment Act allocations this year. Therefore, this funding recommendation is based on an estimate that \$2,128,850 will be available for subgrants in program year 2006-2007. Staff is recommending the following allocation:

Out-of-School Youth	\$977,485
In-School Youth	\$651,365
<u>Universal Services</u>	<u>\$500,000</u>
Total	<u>\$2,128,850</u>

The changes in WIA include a focus towards serving more out-of-school youth, rather than in-school youth. Historically, 60% of Sacramento's funds have been directed to in-school youth. With this funding cycle, 40% of the funds will be for in-school youth and 60% for out-of-school youth services.

Evaluation Process

In response to the RFP SETA received twenty-four proposals requesting \$3,086,918:

- Fourteen proposals for Individualized Services – for a total of \$2,485,182
 - eight for In-School youth and
 - six for Out-of-School youth services
- Ten proposals for Universal Services for a total of \$601,736

The proposals were evaluated by a team representing the Sacramento Works Career Center system, youth planning, fiscal, contracts and monitoring. The funding recommendations are based on the following:

- Whether the proposing agency responded thoroughly and completely to all required sections of the RFP;
- The proposing agency's ability to affect and document progress towards youth success;
- Understanding and adherence to the WIA Youth Council's program design and performance requirements;
- The proposing agency's past performance, or, if not previously funded by WIA, their potential for success and understanding of WIA;
- Ensuring that the targeted challenged communities were served;
- The proposed agency's and partner's commitment to youth development and a collaborative approach to service delivery.

Because of the limited amount of funding available, staff also considered:

- The impact the requested funding would have on the program's target group;
- The level of proposed administrative costs compared to direct service costs;
- Staffing infrastructure – ensuring that funded agencies had an adequate staff to participant ratio;
- Ability to implement all component elements.

Youth Council Initiatives

Work Scholarship Program

Staff is also recommending that the Youth Council allocate \$30,000 to continue the program that SETA/Sacramento Works currently operate in partnership with LEED, Sacramento and Raley's Grocery Stores. This program, which began two years ago, provides sophomores and juniors at Luther Burbank High School work readiness, leadership development and academic counseling services. Students who successfully complete the program are offered employment by Raley's.

Youth Services Provider Network – Linking Education and Economic Development

Staff is also recommending an extension for an additional year for the Youth Services Provider Network (YSPN). Staff is recommending \$15,000 to provide training and technical assistance to WIA Youth program agencies and staff.

The funding recommendation is attached.

RECOMMENDATION:

Review and approve the staff recommendation funding for the WIA, Title I, Youth Program, PY 2006-2007. Funding recommendations are subject to satisfactory year-end program performance reviews. Funding recommendations are also subject to contract and program stipulations. The Youth Council retains the right to augment or modify contracts based on the performance review, revised allocation from the State of California and implementation of Youth Council program priorities by August 2006.

**SACRAMENTO EMPLOYMENT AND TRAINING AGENCY/
SACRAMENTO WORKS INC.**

**STAFF FUNDING RECOMMENDATIONS
FOR
WORKFORCE INVESTMENT ACT, TITLE I,
YOUTH PROGRAM FOR PY 2006-2007**

WIA YOUTH FUNDING PY 2006-2007

WIA Youth Funding PY 2006-2007 UNIVERSAL SERVICES						
Provider	WIA Funds Requested	Number of Youth	2005-6 Allocation	Staff Recommendation	SWCC	Previous Provider (if different)
Asian Resources, Inc.	\$ 108,967	150	\$ 34,954	\$ 50,000	Broadway	
Crossroads	\$ 50,000	150	\$ 50,000	\$ 50,000	Rancho	SCCSC
Crossroads	\$ 50,000	150	\$ 63,000	\$ 50,000	Citrus Heights	
Elk Grove Unified School District	\$ 77,769	150	\$ 55,000	\$ 50,000	South County	
Greater Sacramento Urban League	\$ 65,000	150	\$ 39,900	\$ 50,000	GSUL	Grant JUHSD
La Familia Counseling Center	\$ 50,000	150	\$ 47,132	\$ 50,000	LFCC	
Sacramento Chinese Community Service Center	\$ 50,000	150	\$ 48,500	\$ 50,000	Franklin	
Sacramento City Unified School District	\$ 50,000	150	\$ 55,000	\$ 50,000	Lemon Hill	
San Juan Unified School District	\$ 50,000	150	\$ 50,000	\$ 50,000	Hillsdale	
Sacramento Employment & Training Agency		150	\$ 50,000	\$ 50,000	Galt	Galt JUHSD
Crossroads	\$ 50,000		\$ -	\$ -	Mark Sanders	
Total	\$ 551,736		\$ 493,486	\$ 500,000		

Total Available	\$ 2,128,850
Universal	\$ 500,000
Out-of-School	\$ 977,485
In-School	\$ 651,365

WIA YOUTH FUNDING PY 2006-2007

WIA Youth Funding PY 2006-2007 OUT-of-SCHOOL								
Provider	WIA Funds Requested	Cost per Participant	2005-6 Allocation	Staff Recommendation				Neighborhood Served
				Case Mgmt & WEX	WSP	Total	Number of Youth	
San Juan Unified School District	\$198,308	\$3,966	\$ 114,632	\$ 178,100	\$ 20,000	\$ 198,100	50	4, 9, 13, 16, 19
Elk Grove Unified School District	\$148,214	\$3,222	Funded in Younger Youth only	\$ 128,100	\$ 20,000	\$ 148,100	46	5, 6, 22
Sacramento City Unified School District	\$275,000	\$5,500	\$ 124,800	\$ 160,000	\$ 20,000	\$ 180,000	33	1,2,5,6,12,26
Grant Joint Union High School District	\$193,763	\$3,875	Funded in Younger Youth only	\$ 143,500	\$ 20,000	\$ 163,500	42	3,4,9,21
La Familia Counseling Center	\$275,472	\$4,591	\$ 124,751	\$ 137,700	\$ 20,000	\$ 157,700	34	1,2,5,6,17
Asian Resources, Inc.	\$140,748	\$ 4,021	\$ 190,018	\$ 110,085	\$ 20,000	\$ 130,085	32	1,2,5,6,12
Total Requested	\$1,231,505							
Total Available	\$977,485		\$ 554,201	\$ 857,485	\$ 120,000	\$ 977,485	238	

WIA YOUTH FUNDING PY 2006-2007

WIA Youth Funding PY 2006-2007								
IN-SCHOOL								
Provider	WIA Funds Requested	Cost per Participant	2005-6 Allocation	Staff Recommendation				Neighborhood Served
				Case Mgmt & WEX	WSP	Total	Number of Youth	
San Juan Unified School District	\$116,692	\$4,024	\$ 222,787	\$ 96,600	\$ 20,000	\$ 116,600	29	4,9,13,16,19
Elk Grove Unified School District	\$107,265	\$2,980	\$ 156,557	\$ 87,265	\$ 20,000	\$ 107,265	36	5,6,22
Sacramento Chinese Community Service Center	\$285,150	\$4,753	\$ 228,168	\$ 124,500	\$ 20,000	\$ 144,500	28	2,6,14
City of Sacramento	\$134,110	\$2,682	\$ 126,305	\$ 110,000	\$ 20,000	\$ 130,000	48	1,2,5,6,12,26
Sacramento County Office of Education for Galt	\$196,816	\$3,280	\$ -	\$ 103,000	\$ 20,000	\$ 123,000	38	27
LaFamilia Counseling Center	\$183,648	\$3,465	\$ 158,204			\$ -		
Asian Resources Inc.	\$125,839	\$5,033	\$ 79,174			\$ -		
Dept. of Health & Human Services	\$104,157	\$1,416	\$ -			\$ -		
Total Requested		\$1,253,677		\$ 521,365	\$ 100,000	\$ 621,365	178	
Available		\$651,365						

Other Youth Council Initiatives

SETA Work Scholarship Program (In-School funds)	\$ 30,000		\$ 30,000	25
Youth Services Provider Network			\$ 15,000	