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RICK WYLIE – Chair
Villara Building Systems



SACRAMENTOWORKS

SACRAMENTO WORKS, INC.
Executive Committee

Date: Monday, January 25, 2021

Time: 4:00 p.m.

Location:

<https://us02web.zoom.us/j/89448579261?pwd=Q2xEN1BQQ3ZmeWQ1YjdHN3QwSXZnQT09>

In response to the Governor's Executive Order N-29-20 relating to the COVID-19 Pandemic, the Sacramento Works Executive Committee is conducting this meeting on Zoom at <https://us02web.zoom.us/j/89448579261?pwd=Q2xEN1BQQ3ZmeWQ1YjdHN3QwSXZnQT09> Meeting ID: 894 4857 9261; Passcode: 310582. Members of the public may join the meeting by clicking the link above or typing the meeting address above into their web browser, or listen to the meeting by telephone by dialing (for higher quality, dial a number based on your current location): One tap mobile: 6699006833,,89448579261# US (San Jose); Dial by your location: +1 669 900 6833 US (San Jose). Find your local number: <https://us02web.zoom.us/u/kbBM60KZd6> . Members of the public are encouraged to participate in the meeting by submitting written comments by email to: Nancy.Hogan@seta.net. Any member of the public who wishes to speak directly to the board regarding any item on the agenda may contact Nancy Hogan at (916) 263-3827, or Nancy.Hogan@seta.net. Please include in your request which item you would like to participate on. Additionally, during the meeting any questions or comments may be submitted via the Q&A or chat features on Zoom. Public comments will be accepted until the adjournment of the meeting, distributed to the Executive Committee and included in the record.

Closed captioning will be available. This document and other Board meeting information may be accessed through the Internet by accessing the SETA home page: www.seta.net.

AGENDA

1. Call to Order/Roll Call
2. Approval of Minutes of the November 16, 2020 Meeting
3. Review and Consider Two Responses to Request for Quotes Regarding One Stop Operator Contract (Legal Counsel will provide an oral report)

4. Review of January 27, 2021 Agenda Packet

5. Adjournment

COMMITTEE MEMBERS: Lisa Clawson, Ron Ellis, David Gordon, Kathy Kossick,
Dr. Jamey Nye, Rick Wylie

DISTRIBUTION DATE: THURSDAY, JANUARY 14, 2021

SACRAMENTO WORKS, INC.

Executive Committee

Minutes

(The minutes reflect the actual progression of the meeting.)

Location: Meeting held electronically

Monday, November 16, 2020
4:00 p.m.

1. Call to Order/Roll Call

Mr. Wylie called the meeting to order at 4:03 p.m. The roll was called and a quorum was established.

Members Present: Lisa Clawson, Ron Ellis, David Gordon, Kathy Kossick, Dr. Jamey Nye, Rick Wylie

Others Present: Phil Cunningham, Terri Carpenter, Roy Kim, William Walker, Julie Davis-Jaffe, Ralph Giddings, Michelle O'Camb

2. Approval of Minutes of the October 26, 2020 Meeting

The minutes were reviewed; no questions or corrections.

Moved/Ellis, second/Clawson, to approve the October 26, 2020 minutes.

Roll call vote:

Aye: 5 (Clawson, Ellis, Kossick, Nye, Wylie)

Nay: 0

Abstention: 1 (Gordon)

4. Discussion of Options for Fund Development Committee

Mr. Wylie reviewed this which would develop a proposal to go to the board for approval. Possible members on this committee include Ron Ellis, Michael Jasso, Staci Anderson, and Janet Neitzel. It is possible that new board member Amanda Taylor would be a good person for this committee. Mr. Wylie will set up exploratory committee meetings.

Ms. Kossick referred to Mr. Cunningham's response to the open meeting question. We do not have to hold open meetings of Sacramento Works for the Fund Development Committee but it would be wise to do so. Mr. Cunningham stated that we are not bound by the Brown Act but we should have open meetings to maintain transparency. Mr. Wylie agreed that fund development should not be done in secrecy; we want to have people engaged. We need to be above board and transparent.

3. Approve Recommendation to the SETA Governing Board to Fill Vacant Private Business Seat

Mr. Wylie stated that this item fills an open seat due to the resignation of Jordan Powell. Mr. Powell suggested the appointment of Ms. Taylor and Ms. Kossick reached out and explained everything to Ms. Taylor and encouraged her to apply and she completed the application. Ms. Taylor has a 'heart' for youth and has experience in fundraising; she would be a good addition. Ms. Kossick stated that the Governing Board will hear the recommendation of the Executive Committee and take appropriate action.

Kossick/Clawson, to approve Ms. Taylor's recommendation to the board.

Roll call vote:

Aye: 6 (Clawson, Ellis, Gordon, Kossick, Nye, Wylie)

Nay: 0

Abstentions: 0

5. Update of Board Committees

Mr. Wylie asked if there were any updates from committee chairs? There were no updates from the Youth Committee, Planning/Oversight Committee, or the Board Development Committee.

Mr. Ellis will have a full update for the board on Wednesday. He and Ms. Carpenter will show the 'glitz and glammed' version of the introductory package. They are working to schedule an employer-a-month visit with staff and a committee member.

6. Review of November 18, 2020 Agenda Packet

The agenda packet was reviewed.

The EOC budget item was reviewed. Mr. Wylie asked if there was an idea of when the funds will be used? Ms. Carpenter replied that in January we can begin to do some programming that will require funding. Mr. Ellis stated that there are some things in place that will incur expenses such as newsletters and potentially seminars. It depends if we are conservative or wish to spend the money.

The item on the selection of WIOA One Stop Operator was reviewed. Mr. Cunningham stated that he will ask SETA staff to leave the room since it will be a conflict of interest. He is proposing to do what we did four years ago except the survey of interest part. This will be a small purchase procurement coordinated through his office to see if there is anyone interested in managing the One Stop system. Mr. Cunningham will develop an RFP and then distribute it to the public in December; it will be on the agenda for approval in the first quarter of 2021.

The contract period will begin July 1, 2021 for up to four years. The Governing Board will have the final approval on this item.

Regarding the impact of COVID on board members, Ms. Kossick has invited five people to speak. She heard back from Lynn Conner, Ron Ellis, and Kristin Gibbons; she is waiting to hear back from Troy Givans and Kevin Ferreira. Mr. Wylie stated that he has not seen how or if this impacts SETA/One Stop centers to provide services; this should be a common discussion point.

7. **Adjournment:** the meeting was adjourned at 4:37 p.m.