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SACRAMENTOWORKS

Meeting of the Sacramento Works Youth Committee

Date: Wednesday, May 1, 2019

Time: **8:30 a.m.**

Location: SETA Board Room
925 Del Paso Blvd., Suite 100
Sacramento, CA 95815

AGENDA

1. Call to Order/Roll Call
➔ Introduction of New Youth Committee Members:
Zoe Larson and Randi Kay Stephens
2. **ACTION:** Approval of the April 3, 2019 Minutes
3. **ACTION:** Approval of Funding Recommendations for the
Workforce Innovation and Opportunity Act (WIOA), Title I,
Youth Program, for Program Year 2019-2020
4. Public Input
5. Adjournment

Members: David Gordon, Zoe Larson, Brandon Louie, Johnny
Perez, Matt Perry, Jane Ross, Lorenda Sanchez, Randi Kay
Stephens, Susan Wheeler

DISTRIBUTION DATE: WEDNESDAY, APRIL 24, 2019

SACRAMENTO WORKS YOUTH COMMITTEE

Minutes

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

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

Wednesday, April 3, 2019
8:30 a.m.

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

Members Present: David Gordon, Brandon Louie, Johnny Perez, Matt Perry, Lorenda Sanchez, Susan Wheeler

Members Absent: Zoe Larson, Laron Robinson, Jane Ross, Randi Kay Stevens

Others Present: Terri Carpenter, Becky Hansen, Phil Cunningham, Roy Kim, Kathy Kossick, Richard Thornhill, Ron Ellis

2. **ACTION:** Approval of the February 6, 2019 Minutes

Moved/Louie, second/Wheeler, to approve the February 6, 2019 minutes.

Roll call vote:

Aye: 6 (Gordon, Louie, Perry, Perez, Sanchez, Wheeler)

Nay: 0

Abstentions: 0

Absent: 4 (Larson, Robinson, Ross, Stevens)

3. **Information Item:** Update on WIOA Youth Program Provider Procurement – Program Year 2019-2020

Ms. Carpenter reported that 23 proposals were received; most are out-of-school youth since 75% of funding is for out-of-school youth. The next step is presentations before the Evaluation Committee scheduled for April 12. There were 10 new applicants, which is a 50% increase in new proposers from the last procurement in 2016. Ms. Carpenter stated that all current providers submitted applications as well.

All applicants have met the minimum standards and provided proof of insurance. Ms. Kossick stated that three of these applicants are funded through other SETA funding sources: Waking the Village, International Rescue Committee and Lao Family Community Development.

The 10-member proposal evaluation team will meet on Friday, April 12. There will be two community members, Hannah Kim, a college intern from SMUD and Jevon Wilkes, Executive Director, California Coalition for Youth. The Youth Committee members include Randi Kay Stephens, Institute of Local Government

and Lorenda Sanchez, California Indian Manpower Consortium (CIMC) Staff members included on the evaluation team are Becky Hansen, Terri Carpenter, and staff from SETA's fiscal and contracts department. Every reader will evaluate the proposal based on certain defined criteria.

Ms. Carpenter reviewed the scoring process; there is a possible 100 points per proposal (with additional performance points available). All the scores of the evaluation team will be added up and averaged.

On April 12, each proposer will be given 5 minutes to make their presentation and provide the opportunity for the Evaluation Committee members to ask any clarifying questions regarding their proposal.

Mr. Cunningham reviewed the roster for potential conflicts of interest. The following members will be needed on May 1 to approve the funding recommendations: Zoe Larson, Randi Kay Stephens, Lorenda Sanchez, and Johnny Perez.

4. **Information Item**: Update on WIOA Youth Program – Program Year 2018-2019 Enrollments/Demographics

Ms. Becky Hansen distributed a copy of the demographics of the current providers. Ms. Carpenter reviewed the data for the period 7/1/18-4/3/19. The information contained in the charts will be utilized during the proposal funding process.

5. **Public Input**: None.

6. **Adjournment**: The meeting was adjourned at 9:27 a.m.

ITEM 3 - ACTION

APPROVAL OF FUNDING RECOMMENDATIONS FOR THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA), TITLE I, YOUTH PROGRAM, FOR PROGRAM YEAR 2019-2020

BACKGROUND:

In October 2018, the Sacramento Works, Inc. Youth Committee began the planning and public input process for developing a Request for Proposals (RFP) to procure the WIOA Youth Program Services for program years 2019-2023.

Through committee discussions, community and youth input the WIOA Youth Program RFP focused on the following:

- Increased flexibility and innovation in service delivery/program design
- Alignment with other regional initiatives
- Program enrollment of young people living in high-poverty, high-need areas of Sacramento County
- Industry sector partnerships providing work experience and career pathway opportunities to high-wage, high-demand occupations

The SETA Governing Board approved the release of the WIOA Youth Services RFP on Thursday, February 7, 2019. On February 8, 2019 the RFP was released to the public with a proposal deadline of March 21, 2019. Twenty-three proposals were received by the deadline from the following organizations:

1. Sacramento City Unified School District
2. City of Sacramento, Department of Parks & Recreation
3. Crossroads Diversified Services, Inc.
4. California Human Development Corporation
5. Lao Family Community Development, Inc.
6. International Rescue Committee, Inc.
7. Folsom Cordova Community Partnership
8. La Familia Counseling Center, Inc.
9. Asian Resources, Inc.
10. Improve Your Tomorrow, Inc.
11. Sacramento Chinese Community Service Center
12. Elk Grove Unified School District
13. Goodwill Industries of Sacramento Valley & Northern Nevada, Inc.
14. Greater Sacramento Urban League
15. Sacramento Chinese Community Service Center
16. North State Building Industry Foundation
17. JUMA Ventures
18. Bridge Network Corporation
19. Waking the Village

ITEM 3 – ACTION (continued)

Page 2

20. The Center at Sierra Health Foundation
21. Crocker Art Museum
22. Resources for Independent Living
23. Daughters of Zion Enterpryze, Inc.

Selection/Evaluation Procedure/Criteria

A proposal Evaluation Committee comprised of staff, partners, and Youth Committee members received presentations from proposers, evaluated and scored each proposal and assigned performance points based on each proposer's program performance. Staff then ranked all proposals by total score and developed funding recommendations. Proposal evaluation criteria included program summary, target area, target group, program design, performance benchmarks, statement of capabilities/references, financial management and budget. Total proposal points possible were 100.

All applicants who are either current or recent SETA-funded program operators were evaluated based upon their ability to meet contractual performance standards for up to the last three fiscal years. Other organizations not currently or previously funded by SETA and service providers who received SETA funds prior to 2013 were evaluated based on information obtained from references submitted in their proposal. Total performance points possible were 60.

Performance Criteria

Demonstrated ability to attain WIOA Common Measures, enrollment, education/employment and diploma/credential:

Program Enrollment Numbers 100%

Defined as the number of participants to be served in the program year.

Placement in Employment or Education 59%

Defined as the percentage of youth who are in education or training activities, or in unsubsidized employment, during the second quarter after exit from the program.

Attainment of Degree or Certificate 55%

Defined as the percentage of those participants enrolled in an education or training program (excluding OJT and customized training) that attained a recognized postsecondary credential or a secondary school diploma, or its recognized equivalent, during participation in or within one year after exit from the program. A participant who

has attained a secondary school diploma or its recognized equivalent is included in the percentage of participants who have attained a secondary school diploma or its recognized equivalent ONLY if the participant also is employed or is enrolled in an education or training program leading to a recognized postsecondary credential within one year after exit from the program.

FUNDING ALLOCATIONS

The total youth funding recommendation for PY 2019-2020 is \$2,596,877 and is contingent upon the receipt of final WIOA allocations. If final WIOA allocations are less than PY2018-19 allocations, then funding amounts will be adjusted proportionately. The remaining funds are allocated to program administration, support, monitoring and fiscal management.

The Sacramento WIOA youth funds are allocated in two categories: Individualized Services for In-School Youth and Individualized Services for Out-of-School Youth.

Individualized Services:

The Workforce Innovation and Opportunity Act identified specific program elements to be incorporated into the delivery of youth services.

1. Secondary School Completion Services
2. Alternative Secondary School Services
3. Paid or unpaid work experience that have academic and occupation education as a component of the work experience
4. Occupational Skills Training that lead to recognized post-secondary credentials that align with in-demand industry occupations
5. Education offered concurrently with and in the same context as workforce activities and training for a specific occupation
6. Leadership development opportunities, including community service and peer-centered activities encouraging responsibility and other positive and civic behaviors
7. Supportive Services
8. Adult Mentoring
9. Comprehensive Guidance and Counseling
10. Follow-up Services for not less than 12 months after program completion
11. Financial literacy education
12. Entrepreneurial skills training
13. Career awareness, career counseling and career exploration services about in-demand industry sectors/occupations
14. Activities that help youth prepare for and transition to post-secondary education and training.

The WIOA Youth Program requires that these elements be part of a comprehensive and community-focused program design providing an age continuum of services to the target population. Program services will address the barriers of the targeted youth and prepare them to obtain employment in a high wage/high growth industry or in an occupation with future career advancement opportunity, enter an education or training program, attain a degree/certificate, achieve measureable skill gains or return to/remain in secondary/alternative secondary school.

FUNDING RECOMMENDATIONS BASED ON AVAILABLE FUNDING AND WIOA PROGRAM REQUIREMENTS

Individualized Services: Attachments will be sent electronically under separate cover on Friday, April 26: (1) Program summary for each applicant proposal; (2) Funding recommendation chart for In-School and Out-of-School WIOA youth services.

In-School Youth Total	\$ 390,985
Out-of-School Youth Total	\$ 2,205,892

RECOMMENDATION:

Review and approve the staff funding recommendation for the WIOA Title I, Youth Program, PY 2019-2020. Approve with the stipulation that all funding recommendations are contingent upon satisfactory year-end program performance reviews.