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Villara Building Systems



SACRAMENTOWORKS

**Meeting of the
Sacramento Works Youth Committee**

Date: Tuesday, May 9, 2017

Time: 8:30 a.m.

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

AGENDA

1. Call to Order/Roll Call
- ✓ 2. Introduction of new members: Paul Castro, Laron Robinson, and Jane Ross
3. **ACTION:** Approval of the February 1, 2017 Minutes
4. **ACTION:** Approval of funding recommendations for the Workforce Innovation and Opportunity Act (WIOA), Title I, Youth Program, for Program Year 2017-2018
5. Review/Discussion on Foster Youth at Work Pilot
6. Review/Discussion on Mayor Steinberg's Thousand Strong Program
7. Public Input
7. Adjournment

Members: Brian Broadway, Paul Castro, David Gordon, Brandon Louie, Dennis Morin, Matt Perry, Laron Robinson, Jane Ross, Lorenda Sanchez, Susan Wheeler, Sandy Waterhouse

DISTRIBUTION DATE: WEDNESDAY, MAY 3, 2017

SACRAMENTO WORKS YOUTH COMMITTEE

Minutes

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

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

Wednesday, February 1, 2017
8:30 a.m.

1. Call to Order/Roll Call

Mr. Matt Perry called the meeting to order at 8:32 a.m. The roll was called and a quorum established.

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

Members Absent: Brian Broadway, Paul Castro, Zak Ford, and Dennis Morin

Others Present: Sandy Waterhouse, Phil Cunningham, Terri Carpenter, Kathy Kossick, Becky Hansen, Diane Ornelas, Richard Thornhill

2. ACTION: Approval of the November 9, 2016 Minutes

The minutes were reviewed; no questions or corrections.

Moved/Gordon, second/Wheeler, to approve the November 9, 2016 minutes.

Aye: 4 (Gordon, Perry, Sanchez, Wheeler)

Nay: 0

Abstentions: 1 (Louie)

Absent: 4 (Broadway, Castro, Ford, Morin)

3. ACTION: Approval of Funding Recommendations for the Workforce Innovation and Opportunity Act (WIOA), Title I, Youth Program Services for the Galt Area

Ms. Carpenter distributed proposal summaries to show the areas to serve and the Job centers they will work with. This supports funding recommendations for the Galt Out-of-School program.

The recommendation is to fund California Human Development in the amount of \$95,640. This program proposes to serve 25. Based on the proposal scoring and past performance, staff is recommending CHD for funding.

Mr. Gordon asked if the two companies bid the first time around when the RFP was released and Ms. Carpenter replied they had not. He asked why there is such a huge difference between the two proposers. Ms. Carpenter replied that

the funding available was specifically for \$95,640 and funding only 25 youth. We are recommending the number one ranked proposal.

Mr. Matt Perry stated that Galt Union High School was going to serve 20 for the same number of kids and CHD is proposing to serve 25.

Mr. Perry asked who would be providing educational services for the kids and Ms. Carpenter replied that they are Out-of-School youth; they will be connected to an alternative school to get their GED or a high school diploma program. Ms. Diane Ornelas stated that they have a partnership with numerous schools in the area. She oversees the program in San Joaquin County. They will provide services in Lodi and Galt offices for free. Ms. Carpenter stated that the program will also be connected with the Galt Job Center.

Mr. Louie inquired about the four young people already enrolled. Ms. Carpenter stated that staff reached out to the youth and contacted two, telling them we will continue working with them. However, we have lost contact with the other two youth; those names will be provided to the funded operator. Staff is trying to keep the connection with the two youth to let them know the services are coming so they can be part of the 25.

Moved/Sanchez, second/Gordon, to approve the staff funding recommendation and submit final funding recommendation for WIOA Youth Services for the Galt area to the Sacramento Works, Inc. In addition, approve with the stipulation that all funding recommendations are contingent upon satisfactory year-end program performance reviews.

Aye: 5 (Gordon, Louie, Perry, Sanchez, Wheeler)

Nay: 0

Abstentions: 0

Absent: 4 (Broadway, Castro, Ford, Morin)

Mr. Cunningham asked that the minutes reflect that Paul Castro is not present; Mr. Castro is employed by CHDC and would be disqualified from voting.

4. **INFORMATION ITEM:** ETP Pilot for Sacramento At-Risk Youth

In December, Mayor Steinberg announced a program that is very focused on serving youth. The Mayor met with the Employment Training Panel to secure additional funding for paid internships for every junior and senior in high school. ETP instituted a lot of waivers since they usually serve adults; we are allowed to serve 16-17 year olds with agreements to do training that will provide employment retention. Once a youth is placed with an employer, the youth has to be retained in employment for 500 hours to get the funding. SETA would be the fiscal agent/administrator of the program. The vision is to work with WIOA providers and leverage the in-school funding to place 350 youth. They would go through 40 hours of intensive work readiness skills training. It is expected that

500 youth will be recruited for the pipeline, and then the youth will go through 40 hours of work readiness, and be hired directly by an employer. Occupational skills training will be provided if needed. There could be a variety of industries participating including construction and restaurant/hospitality. The schools selected to participate include Foothill, Grant, Valley High, American Legion, Hiram Johnson, and two others. Staff will be reaching out to other youth service providers such as the Boys and Girls Club to make sure there is a good bandwidth of service providers. Once they go back to school, the youth will work a minimum of 10 hours per week during the school year and expect that 500 paid hours will be achieved over the school year. We are looking at options to get more flexibility and retention of the hours to be met. The employers and youth will have 292 days from the time they are hired to complete the 500 hours of work.

This program is only for 16-18 year olds within these schools. Mr. Perry stated that there are other schools the Mayor wants to include. Ms. Carpenter will follow up.

Ms. Carpenter stated that the Mayor will call a meeting with the employer community. We are pushing for an employer incentive if the employee is kept by the employer. The big issue is the employer incentive to hire; the Mayor's office is confident they can pull employers because they will get youth ready to work with an investment of 40 hours of intensive work skills training. The Mayor's office is looking to reimburse 15% for workers comp to cover that.

The Mayor's office is responsible for recruiting the employers. Ms. Carpenter stated that most of our employers are already committed to working with our youth but we are looking for the Mayor's office to provide support to the employer community.

Mr. Gordon stated that recruiting small businesses to participate in the program should be the focus, especially if they can take 1 or 2 youth; it adds up so keep them in mind. Many times when youth is placed in a small business, the youth does better.

Ms. Wheeler met with a representative of the Mayor's office and the Department of General Services. They have a comprehensive program in place where employers mentor new employees. We need to give employers the tools much like SMUD does. She packages what SMUD does and has talked to staff at the Mayor's office. She recommends a 'guidebook' on how to do it.

Ms. Carpenter stated that a lot of times an employer will not come to an orientation so it is important to put this information on line.

Ms. Carpenter stated that we are looking at how the youth can get the 500 hours in over the year when they can only work full time over the summer. One of the

things being considered is a waiver counting the 40 hours of work skills training, then occupational training to get the 500 hours. A backup plan is to have the kids work 500 hours over two years instead of one.

Mr. Perry stated that he would be happy to lead the discussion of the hours worked with the school team. The kids have to work a flexible schedule. If the calendar is structured around winter and spring breaks, they can work 80 hours. He will lead the discussion to determine options.

Staff will keep moving forward and will go before the ETP panel in March. The employer meeting is supposed to happen in mid-February; staff is waiting for the final details. Ms. Wheeler asked to make sure that she is involved in this meeting with employers.

5. Review/Discussion of Workforce Board Strategic Planning Session

Ms. Carpenter stated that the Workforce Development Board had a strategic planning meeting on January 20. In November, we talked about updating the strategic plan for the Youth Committee. Ms. Carpenter referenced items specifically for the Youth Committee such as identifying high school dropouts and move them to into high school equivalency. Other ideas from the January 20 meeting were reviewed. Mr. Gordon stated that these are fine goals for us to work on; what we're missing and need is a roadmap of all of the youth services programs in the county He mentioned Align Capital Region and the CAP/CRANE initiatives of which we are not sufficiently knowledgeable. The Youth Committee needs a briefing on what's going on with the other groups. Mr. Gordon stated that the revival of adult education was recently refunded. SCOE and community colleges are responsible for that and that will play a part in this. Mr. Gordon wants to know what is going on with various initiatives, players, and how they all work together or not.

Ms. Kossick stated that she is hoping to have Brian Bedford from Align Capital Region come to this committee to give a broad overview; she wants the same thing with CAP/CRANE. Mr. Gordon stated that the other issue is in our conception of CAP/CRANE and Align Capital Region; it is not specific to Sacramento County, while WIOA is specifically by county. Ms. Carpenter stated that even though we are working more toward a regional collaboration, the youth programs have not moved forward yet.

Mr. Perry asked if there was any interest at the state WDB level of sponsoring a map; Ms. Carpenter stated that there is regional money. Ms. Kossick stated that the big plan is to have the regions working together; some regions work very closely together, others do not. The state WDB wants all regions to work on regional initiatives. There is more effort in the last 1 - 1.5 years to put more emphasis on the regional programs. Slingshot was a regional effort. Mr. Perry stated that we tend to hire someone to build a map of what is happening but the

map is not complete; he has never really seen a regional map of services available to youth. Ms. Kossick replied that anything is possible; it is just a matter of getting the resources.

Ms. Carpenter stated that we need to lay out a matrix of what each program does in the county. That would allow us to see how to leverage/braid services. Mr. Gordon stated that more information on the other efforts is definitely needed.

6. Public Input:

Mr. Perry asked the meaning of additional assistance with regard to the youth program. Ms. Carpenter replied that this is where a youth needs additional training to move them to a career pathway/employment.

Ms. Carpenter stated that there are some new members that we will be moving forward. Ms. Sandy Waterhouse, Sacramento Regional Conservation Corps, was introduced. She is the coordinator with the Youth Build program. She submitted an application for the Youth Committee. In addition, Jane Ross submitted an application; she is with Elk Grove School District. Ms. Carpenter stated that this committee is the only committee where the chair does not approve new members; the appointment of new Youth Committee members will have to go to the Executive Committee and then to the Governing Board for approval. A youth representative from EDD will be submitting an application which will also be moving forward.

Ms. Carpenter inquired when members wanted to meet. When we changed our board over under WIOA, this committee used to meet every other month. If every other month works and we can get the work done, then every other month should continue as the meeting time frame. Mr. Gordon and Mr. Morin suggested meeting every other month. Ms. Wheeler stated that unless there's something critical, every other month would be fine.

Ms. Carpenter thanked Ms. Sanchez and Ms. Wheeler for reading proposals.

Mr. Gordon expressed his appreciation to the group for solving the Galt problem to ensure youth will be served.

7. Adjournment: The meeting was adjourned at 9:43 a.m.

ITEM 3 - ACTION

APPROVAL OF FUNDING RECOMMENDATIONS FOR THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA), TITLE I, YOUTH PROGRAM, FOR PROGRAM YEAR 2017-2018

BACKGROUND:

In 2016, SETA executed a four-year procurement to secure WIOA Program Operators to provide In-School Youth and Out-of-School Youth services. All subgrants were awarded for a twelve-month period beginning July 1, 2016 and ending on June 30, 2017. SETA/Sacramento Works has the option to extend any subgrant awarded for up to three additional one-year terms.

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

SETA is recommending the extension of subgrant awards from July 1, 2017 through June 30, 2018 based on the following criteria:

Performance Criteria

Demonstrated ability to attain WIOA Common Measures, enrollment, training completion and placement goals as outlined below:

Program Enrollment Numbers:

Defined as the number of participants to be served in the program year including enrollment of target groups.

Placement in Employment or Education:

Defined as employment, military service, enrolled in post-secondary education and/or advanced training or occupational skills training.

Attainment of 20% WEX Expenditures for Paid or Unpaid Work Experience

Defined as employment opportunities such as work experiences during the summer and throughout the school year; pre-apprenticeship programs; internships and job shadowing; and on the job training.

Delivery of the Four Required Program Activities (Out-of-School Youth):

Defined as:

1. *Alternative School Completion: All out-of-school youth that do not have a GED or high school diploma must enroll in services to attain either a GED or high school diploma.*

2. *Work Experience: Paid or unpaid work experience that have academic and occupation education as a component of the work experience, which may include:*
 - *Summer employment opportunities and other employment opportunities available throughout the school year*
 - *Pre-apprenticeship programs*
 - *Internships and job shadowing*
 - *On-the-job training opportunities*
3. *Leadership development opportunities, including community service and peer-centered activities (Activities can include: Community and Service Learning projects, participating on community boards or committees, training in decision making and determining priorities.)*
4. *Follow-up services*

Delivery of the Four Required Program Activities (In-School Youth)

Defined as:

1. *Secondary School Completion Services*
2. *Work Experience: Paid or unpaid work experience that have academic and occupation education as a component of the work experience, which may include:*
 - *Summer employment opportunities and other employment opportunities available throughout the school year*
 - *Internships and job shadowing*
 - *Leadership development opportunities, including community service and peer-centered activities*
3. *Follow-up services*

Contractual Program Performance

Evaluation of current performance will include the program operator's ability to manage the program. Examples of evaluation criteria include:

- 1) *Achievement of quarterly planned enrollment goals.*
- 2) *Enrollment of target groups to planned levels in the contract.*
- 3) *Ability to serve "hard-to-serve" populations.*
- 4) *Submission of timely fiscal and MIS reports to SETA*
- 5) *Achievement of quarterly WIOA youth performance goals.*

FUNDING ALLOCATIONS

SETA has received notice of an estimated Program Year (PY) 2017-18 youth funding allocation decrease. In addition, staff is projecting no carry-in of funds from the current

ITEM 3 – ACTION (continued)
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fiscal year, which will significantly affect funding recommendations. The Youth funding recommendation summary for PY 2017-2018 will be sent electronically to the Youth Committee prior to the May 9, 2017 meeting. The funding summary will include details on program performance for each WIOA In-School and Out-of-School Youth program operator along with a funding recommendations chart.

RECOMMENDATION:

Review and approve the staff funding recommendations for the WIOA Title I, Youth Program, PY 2017-2018. Approve with the stipulation that all funding recommendations are contingent upon satisfactory year-end program performance reviews and the receipt of final WIOA funding allocations.



Foster Youth at Work Now Enrolling!

You're invited to participate in this new program!

Receive 32 hours of training to prepare you for paid work experience with an employer.

ELIGIBLE APPLICANTS SHOULD:

18-24

Be 18-24 years old



Be a current or former foster youth



Have obtained a high school diploma or GED



Attend training June 19th – 22nd

Selective Service registration is required for Males Ages 18 and older. Eligibility assistance will be provided.

ATTEND A MANDATORY ORIENTATION ON MAY 11, 2017 FROM 5 PM – 7 PM AT:

Sacramento Employment and Training Agency – SETA
925 Del Paso Blvd., Suite 100
Sacramento, CA 95815

TO ENROLL, PLEASE CONTACT:

Greiana Williams
(916) 263-3997
Sacramentoworksfor.youth@seta.net



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www.sacramentoworks.org
(916) 263-3800

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Training Topics Include:

- Change Your Mind, Change Your World
- Know Your Strengths
- Careers Are a Choice
- Dressed for Hire
- Contemporary Job Search Strategies
- Resume Development
- Awesome Interview Skills
- Workplace Ethics
- Get the Message on Business Communication Skills
- Self Leadership – Leadership Development for Youth
- Customer Service Star
- Meet the Employers
- How to Network
- Money Management



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No matter your future plans and career dreams, whether you plan to pursue higher education or enter the workforce right away, a paid internship is a fantastic head start. We'll match you up with the best possible fit in terms of project, location, and industry and provide workplace skills training beforehand to help you succeed.

Enrollment Requirements:

- You must be a Junior or Senior enrolled in a participating high school – see list of participating schools on the reverse side
- Be 16 years old by June 16, 2017
- Be able to work at least 25 hours per week during the summer and continue working 7-10 hours per week during the school year
- Attend a 40-hour workplace skills training program during one of the following weeks to prepare for internship placement in June OR complete a qualifying Thousand Strong summer partner program

June 5-9, 2017

June 12-16, 2017

June 19-23, 2017

APPLY BY MAY 19, 2017!

Visit ThousandStrong.org to learn more and complete an application

PAPER APPLICATIONS ARE AVAILABLE UPON REQUEST AT 916-263-4066

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ALL JUNIORS AND SENIORS FROM THE FOLLOWING HIGH SCHOOLS ARE ELIGIBLE TO APPLY:

ELK GROVE UNIFIED SCHOOL DISTRICT

- Las Flores High School
- Rio Cazadero High School
- Valley High School

NATOMAS UNIFIED SCHOOL DISTRICT

- Discovery High School
- Inderkum High School
- Leroy Greene Academy
- Natomas High School

TWIN RIVERS UNIFIED SCHOOL DISTRICT

- Creative Connections Arts Academy
- Foothill High School
- Grant Union High School
- Keema High School
- Highlands High School
- Rio Linda High School
- Vista Nueva Career and Technical High School

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

- American Legion High School
- Arthur A. Benjamin Health Professions High
- C.K. McClatchy High School
- Hiram W. Johnson High School
- John F. Kennedy High School
- Kit Carson Middle and High School
- Luther Burbank High School
- Sacramento Accelerated Academy High School
- Sacramento New Technology High School
- School of Engineering and Sciences Middle and High School
- The Met Sacramento High School
- West Campus High School

SACRAMENTO COUNTY OFFICE OF EDUCATION

- Elinor Lincoln Hickey Jr. / Sr. High School
- Gerber Jr. / Sr. High School
- North Area Community School



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TO APPLY NOW!**