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Villara Building Systems



**SACRAMENTOWORKS**

## Meeting of the Sacramento Works Youth Committee

**Date:** Thursday, September 14, 2017

**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 member: Paul Castro
2. **ACTION:** Approval of the May 9, 2017 Minutes
3. Review of Strategic Plan and determine 2017-2018 Youth Committee goals and priorities.
4. **INFORMATION:** Foster Youth at Work Pilot Program Update
5. Public Input
6. Adjournment

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

**DISTRIBUTION DATE: THURSDAY, SEPTEMBER 7, 2017**

## SACRAMENTO WORKS YOUTH COMMITTEE

### Minutes

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

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

Tuesday, May 9, 2017  
8:30 a.m.

#### 1. Call to Order/Roll Call

Mr. Brian Broadway called the meeting to order at 8:30 a.m. The roll was called and a quorum established.

Members Present: Brian Broadway, Brandon Louie, Dennis Morin, Laron Robinson, Jane Ross, Lorenda Sanchez, Sandra Waterhouse, Susan Wheeler

Members Absent: Paul Castro, David Gordon, Matt Perry

Others Present: Phil Cunningham, Terri Carpenter, Kathy Kossick, Becky Hansen, Maria Guzman, LaVonnia DeLoach.

- ✓ Introduction of new members: Ms. Jane Ross was welcomed to the Youth Committee.

#### 2. ACTION: Approval of the February 1, 2017 Minutes

The minutes were reviewed; no questions or corrections.

Moved/Louie, second/Wheeler, to approve the February 1 minutes.

Aye: 4 (Louie, Morin, Robinson, Wheeler)

Nay: 0

Abstentions: 4 (Ross, Sanchez, Waterhouse, Broadway)

Absent: 3 (Castro, Gordon, Perry)

#### 3. ACTION: Approval of funding recommendations for the Workforce Innovation and Opportunity Act (WIOA), Title I, Youth Program, for Program Year 2017-2018

Ms. Carpenter stated that there are elements that must be delivered to youth in the program; she reviewed the four required elements. Staff also monitors the service providers to ensure they are doing their job and providing services as required.

Ms. Carpenter stated that service providers can serve up to 85% of their funded slots and meet their contracted goals. The Sacramento Urban League is a new

WIOA youth provider. All of the providers have until June 30 to complete paid work experience for their enrolled youth. Staff reached out to all providers and received assurances that they will be achieving their goals.

The agency received a funding cut for the WIOA youth program. Staff has done as much as possible to reduce expenses and reduce funding including a staff hiring freeze. Ms. Carpenter stated that in light of the cuts, staff is recommending a 5% decrease in funding across the board.

Mr. Cunningham asked committee members with potential conflict to identify themselves. Ms. Ross is affiliated with Elk Grove Unified School District. Ms. Ross was asked to step out of the room during the discussion and vote.

Ms. Wheeler asked what contributes to the fact that we had carryover funding? Ms. Carpenter replied that there were unspent funds from the previous year and unspent budget categories. Ms. Wheeler asked why staff is recommending a 5% across the board cut; if the end goal is to get the kids employed, would you not want to encourage or fund those that meet or exceeded the goals? Ms. Carpenter replied that part of the issue is that service providers have until 6/30 to meet their numbers. Until we get to June 30 staff cannot evaluate final performance. The information will be contingent upon final performance met. The numbers could be adjusted after the final numbers are received. Ms. Wheeler suggested that we look beyond the WEX numbers.

Staff is evaluating each criterion as equitably as possible to give the operators ability to provide services.

Ms. Wheeler stated that she strongly opposes the 5% cut. We have a new provider coming up, CHD to serve Galt; are they impacted by the 5% cut? Ms. Carpenter replied that they were funded from March 30 to June, 2018; their funding extension would come to the Youth Committee next year.

Mr. Morin inquired about the timeline. Ms. Carpenter replied that the Youth Committee approves the funding recommendations and stipulations, then the recommendations are forwarded to the Workforce Development Board for consideration at their meeting on May 24. The final recommendations go to the Governing Board on June 1. The program starts on July 1.

Ms. Kossick stated that the final funding will be adjusted sometime in August.

Moved/Morin, second/Waterhouse, to 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.

Roll call vote:

Aye: 6 (Broadway, Louie, Morin, Robinson, Sanchez, Waterhouse)  
Nay: 1 (Wheeler)  
Abstentions: Ross  
Absent: 3 (Castro, Gordon, Perry)

Ms. Ross returned to the room.

4. Review/Discussion on Foster Youth at Work Pilot

Ms. Carpenter stated that staff are working on a foster youth initiative. This is a pilot program to test an intensive work readiness component for graduating or transitioning foster youth that have a high school diploma or GED. The employer receives support of 240 hours of paid wages to take on a foster youth. The Gov Ops program that operates a number of state agencies has expressed interest in taking foster youth, as well as Sutter Health. A year or so ago, Assemblymember McCarty proposed having a foster youth program. Staff had outreach from McCarty's office with SCOE to test the premise by providing foster youth transitioning out of the system. The idea is to provide intensive case management and supportive services to get them into a career, a high wage job, with the hopes that the employer will keep the youth employed in a permanent job. The youth will get work experience and staff will be able to follow them for a year.

An orientation is scheduled with 17 youth expected to attend on May 3, 2017. We have been reaching out to other programs that provide services to foster youth. The goal is to over-enroll to ensure we serve 20 foster youth in the pilot. Those that come in and need more support or counseling will be referred to a WIOA Youth program for further services.

June 19-22 is the training. SETA is partnering with the California Employers Association. If the youth does not have an interest in a public service job, there will be a career exploration portion to ensure the youth is choosing a career path they want. This is part of the youth initiatives that was funded last year. It was under last year's youth initiatives line item.

Ms. Carpenter stated that sometime before they age out of the system is when they need help the most. Ms. Wheeler asked if there was any way to look at kids before they age out? Ms. Carpenter replied that the program is primarily out-of-school youth so we are looking at age 18 and above so they can work full time. We can consider looking at younger youth. Ms. Carpenter stated that staff will be reporting out on the outcomes of this program, especially since it is a pilot.

5. Review/Discussion on Mayor Steinberg's Thousand Strong Program

Ms. Carpenter stated that this is the mayor's platform which provides youth internships for high school juniors and seniors. He was instrumental in getting

the Employment Training Panel and SETA to participate. The ETP is generally for employees that need to be retrained. This program will serve 16-22 year olds. This is a year-round employment program. Subsequent to the ETP awarding funding to SETA and the City, the mayor received a match from the city for the ETP funding and reached out to school districts to get more of a match. Originally, five schools expressed interest and now it is at 25. Through the school district match funds and City funds, the mayor has launched a second tier of kids in participating high schools. SCOE will be managing the other co-hort of training providers. SETA was funded to serve 500 kids over two years. SETA's focus will be graduating seniors. The City will be funding SCOE to serve 600 youth for this year.

SETA will serve 250 youth this year and 250 next year. The youth participants have to be a junior, senior or graduating senior. The mayor's office is responsible for recruitment and SETA has been providing outreach to the kids.

Staff is in schools every day recruiting kids. The youth will be assigned to service providers utilizing New World of Work.

Ms. Carpenter stated that often a question is asked what is in it for the employer? There is no wage offset for the employers. They hire them and put them in long term employment. This is an investment in youth, a way to develop the future workforce, and there is a single point of contact for the employer if there are any issues with the youth on the job.

A job matching system will be customized with the launch path system to connect the placement with the employer. SETA, the Metro Chamber of Commerce, and the City will have the ability to make sure the matches happen. The service provider receives a list of employer matches and the youth gets to where they need to go.

This is the second pilot program specifically for youth. The mayor's office will be evaluating and tracking the data, as will SETA staff. The mayor's office will be calling the employers together so they will know what to expect when placing young people. It is important to educate the employer on what to expect and provide them with tools. The employers receive assistance through an assigned case manager.

6. Public Input: None.
7. Adjournment: The meeting was adjourned at 9:20 a.m.

**Sacramento Works, Inc. Progression of Goals from 2011 to 2017**

<b>Vision</b>	Building a dynamic workforce for the Sacramento Region		
<b>Mission</b>	Partnering with the workforce community to service regional employment needs		
<b>Progression of Goals</b>	<b>SWI Goals -- 2017 Local Strategic Workforce Development Plan</b>	<b>SWI Goals – 2013-18 Local Strategic Workforce Development Plan</b>	<b>SWI Goals – 2011 Strategic Plan</b>
<i>Goals evolved from marketing services to meeting needs of high demand sectors</i>	Meet the workforce needs of high demand sectors of the regional economy	Meet the workforce needs of high demand sectors of the regional economy	Support regional employer’s efforts to hire, train, and transition employees by enhancing and communicating the availability and value of Sacramento Works Business Services
<i>Goals evolved to focus on skill attainment</i>	Diversify the economy through growth and support of industry/occupational clusters with high growth potential	Build and Maintain a World-Class talent pool by increasing the number of customers who obtain a marketable and industry-recognized credential or degree	Prepare customers for viable employment and career pathways in the region by improving and enhancing services provided through the Sacramento Works Career Center system.
<i>Goals continue to focus on high risk youth and skill attainment</i>	Build and Maintain a World-Class talent base by increasing credential and degree attainment	Build and Maintain a World-Class talent pool by increasing the number of high school graduates and providing high risk youth with skills necessary to prepare them for post-secondary education or careers	Prepare youth to thrive and succeed in the regional workforce by providing relevant work readiness and employment programs and engaging regional employers and academia
<i>Goals focus on partnership, collaboration, service integration, regionalism</i>	Support system alignment, service integration and continuous improvement using data to support evidence-based policymaking	Support system alignment, service integration and continuous improvement using date to support evidenced based policymaking	

# Update on Strategic Planning Review Goals from Jan. 20, 2017

Participants gathered again by small groups to incorporate the progress reports, and current reality analysis to inform the planning for the coming year (into FY 2018). Groups were asked to determine: 1) 2 Year Success Measures for that Goal going forward. 2) Accomplishments needed by Quarter to move us towards those impacts. And 3) A launch activity within that Goal to build momentum. The following is a moment-in-time snapshot of the planned actions going forward, with **Point Persons** bolded and *Deadlines* in italics.

GOAL	LAUNCH ACTIVITY	Q3: JAN-MAR	Q4: APRIL – JUNE	Q1: JUL – SEP	Q2: OCT-DEC	2 YEAR SUCCESS MEASURES	STATUS UPDATE
<p><b>Goal 1: Meet the workforce needs of high demand sectors of state &amp; regional economies .....</b></p>	<ul style="list-style-type: none"> <li>• Pilot program <b>Terri / William</b> <i>Dec 2017</i></li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Identify 250 prospective employers <b>Terri / William</b> <i>June 2017</i></li> <li>• CRM – Identify potential software solution <b>Roy / William</b> <i>June 2017</i></li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• CRM Identify data points to capture <b>Staff / EOC</b> <i>Dec 2017</i></li> <li>• Implement career portfolio tool <b>Anette</b> <i>Dec 2017</i></li> </ul>	<ul style="list-style-type: none"> <li>• Build your own workforce implementation               <ul style="list-style-type: none"> <li>○ 25 employers implementing (use system)</li> <li>○ Complete robust tool box for employers</li> <li>○ Pilot</li> </ul> </li> <li>• Engage 250 employers in internships               <ul style="list-style-type: none"> <li>○ Educate in legality</li> <li>○ Funding access</li> <li>○ Internship – build your program</li> </ul> </li> <li>• Collaboration               <ul style="list-style-type: none"> <li>○ Continue successful partnerships</li> <li>○ Update from GSEC</li> </ul> </li> <li>• Employer Outreach               <ul style="list-style-type: none"> <li>○ Identify # of employers by region /sector</li> <li>○ Increase number of employers that use SETA by 25% based on Q1 data</li> <li>○ CRM identified, purchased and implementing</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Initial Program Implementation and Testing conducted. Revision of employer modules/workshops based on feedback</li> <li>• CRM research conducted, including demonstration of “Neoserra”; arranging demo of “Salesforce”</li> <li>• Exploring options for a career portfolio tool, including CalJOBS</li> </ul>

GOAL	LAUNCH ACTIVITY	Q3: JAN-MAR	Q4: APRIL – JUNE	Q1: JUL – SEP	Q2: OCT-DEC	2 YEAR SUCCESS MEASURES	STATUS UPDATE
<p><b>Goal 2: World class talent pool. Increase in #of degrees and increase in # of High School graduations of ‘at risk’ youth</b></p>	<ul style="list-style-type: none"> <li>• Launch of foster youth employment initiative <b>SETA, CEA, Stanford Youth Options Feb 2017</b></li> <li>• ETP pilot for disadvantaged youth <b>Employer, Mayors Office, SETA, Community based orgs May 2017</b></li> </ul>	<ul style="list-style-type: none"> <li>• Determine # Adults of 18 – 24 OSY <b>Youth committee March 2017</b></li> </ul>	<ul style="list-style-type: none"> <li>• Determine %of HS / Equivalency <b>Youth Committee April 2017</b></li> <li>• Increase the employment of 16-24 age group <b>Youth Committee June 2017</b></li> <li>• Program to develop, refer and place internships <b>Youth Committee June 2017</b></li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Increase in the number of 18 – 24 employed</li> <li>• Increase in the number of 18 to 24 that have High School Diploma / Equivalent</li> <li>• Increase in the number of internships for High School Juniors / Seniors</li> </ul>	<ul style="list-style-type: none"> <li>• Foster youth initiative approved by SWI in Nov. 2016; cohort started in June</li> <li>• ETP pilot awarded; program launched in May</li> </ul>

GOAL	LAUNCH ACTIVITY	Q3: JAN-MAR	Q4: APRIL – JUNE	Q1: JUL – SEP	Q2: OCT-DEC	2 YEAR SUCCESS MEASURES	STATUS UPDATE
<p><b>Goal 3: Service integration and continuous improvement using data for evidence-based policymaking</b></p>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Align Capital Region – membership <b>Kathy, Terri, Youth Committee March</b></li> </ul>	<ul style="list-style-type: none"> <li>• Establish formal GSEC relationship <b>Kathy, Roy, EC June 30<sup>th</sup></b></li> </ul>	<ul style="list-style-type: none"> <li>• Integrated Admin / FX procurement within Reg <b>Roy, Michelle Sept 30<sup>th</sup></b></li> <li>• % identified for increase in board engagements</li> </ul>	<ul style="list-style-type: none"> <li>• Formal engagement in the effort to address income inequality <b>Roy, P/O Dec 31<sup>st</sup></b></li> <li>• Joint efforts on critical social issues and homelessness <b>Dec 31<sup>st</sup></b></li> <li>• Achieve / increase entered employment</li> </ul>	<ul style="list-style-type: none"> <li>• Expanded systems alignment</li> <li>• Increased board engagement (internal and external)</li> <li>• Defined regular board meetings</li> <li>• Increased coordination with</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to discuss common admin functions with other WDBs</li> <li>• Align Capital Region membership on Operations Committee and A-Team</li> </ul>



		28 <sup>th</sup>		<b>Kathy, Roy</b> <i>Sept 30<sup>th</sup></i>	rates and median earning <b>Michelle, P/O</b> <i>Dec 31<sup>st</sup></i> <ul style="list-style-type: none"> <li>• Stipulate % of accomplishment for education success <i>Dec 31<sup>st</sup></i></li> </ul>	partners, services and data systems and resources <ul style="list-style-type: none"> <li>• Define our role for addressing income equality</li> <li>• Increase # of individuals that accomplish education goals: GED, HS diploma</li> </ul>	<ul style="list-style-type: none"> <li>• GSEC relationship in place</li> <li>• Engaging with Valley Vision on income inequality, regional alignment, and increased business engagement initiatives</li> </ul>
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## Next Steps

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We took time at the end to briefly discuss where we go from here.

- Event documentation into a report completed and submitted to Nancy Jan 20<sup>th</sup>
- Nancy to review and submit to Board for feedback by Tuesday Jan 24<sup>th</sup>
- **Board to review draft report and submit corrections, clarifications and additions to Nancy by Jan 31<sup>st</sup>**
- While reviewing, if individual Board members have “aha’s” about new ideas to include they will 1) submit to Nancy for inclusion and 2) add to the agenda of their next committee meeting for discussion.
- In answer to the question of whether or not to revisit the overall goals and Strategic Plan product it was decided:
  - A) We’d like to see some products and momentum within the existing goals before revisiting.
  - B) There is some new information coming that would inform a new strategic plan.
  - C) This plan product was initially designed to carry us through 2018, let’s continue and build energy.
  - D) Plan for a new Strategic Plan in 2018!

## ITEM 4 - INFORMATION

### FOSTER YOUTH AT WORK PILOT PROGRAM UPDATE

#### BACKGROUND:

In May of this year, the Foster Youth at Work pilot program was launched with the goal to enroll and serve 20 transitional foster youth with work readiness training followed by 240 hours of paid work experience. See attached program flyers for additional program details.

A total of 16 youth were enrolled in the program and completed the 32 hours of work readiness training. Of those 16 youth completing training, 13 have remained active and 10 have been placed in employment with an additional 3 youth waiting for background checks or other clearances before starting employment.

Employer placements include:

- Del Paso Grooming
- Joe Panini Food Truck
- Cullincini Restaurant Supply
- Kelli's Cookies
- Wireless World
- Sacramento County Probation
- Focus on Family Foundation
- The Sacramento Executive Airport
- Amazon
- State Compensation Insurance Fund
- Goodwill

Two youth have been placed in permanent employment with Del Paso Grooming and Goodwill.

SETA youth staff continue to work with the youth to support them in maintaining their employment and other life issues as they arise. The program participants will be case managed for one year ending June 30, 2018 with the end result being placement into higher education, occupational skills training and permanent employment.



# Tap into Talent – Hire a Foster Youth

Sacramento Works, through the Foster Youth at Work program, has trained 22 youth ages 18-24 on how to be successful in the workplace and now they are ready to work!

**SACRAMENTO WORKS WILL BE PROVIDING THE EMPLOYER WITH THE FOLLOWING BENEFITS:**



A single point of contact to assist the employee with issues on the job



Paid work experience of 240 hours at minimum wage

TO SCHEDULE AN INTERVIEW CONTACT:

Terri Carpenter  
(916) 263-7891  
Terri.Carpenter@seta.net



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www.sacramentoworks.org  
(916) 263-3800  
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## Trained and Ready to Work!

Many of these young women and men will be entering the workplace for the first time but have received over 40 hours of work readiness training which includes many of the skills employers are looking for in a new employee: good communications skills, a team player, ability to multi-task, computer literacy, flexibility and dependability.



# 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.

## TO ENROLL, PLEASE CONTACT:

Greiana Williams  
(916) 263-3997

[Sacramentoworksforyouth@seta.net](mailto:Sacramentoworksforyouth@seta.net)



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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