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SACRAMENTOWORKS

Meeting of the Sacramento Works Youth Committee

Date: Monday, May 9, 2016

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
2. **ACTION:** Approval of the March 30, 2016 Minutes
3. **ACTION:** Approval of Funding Recommendations for the Workforce Innovation and Opportunity Act (WIOA), Title I, Youth Program, for Program Year 2016-2017
4. Public Input
5. Adjournment

Members: Brian Broadway, Paul Castro, Zak Ford, David Gordon, Brandon Louie, Dennis Morin, Matt Perry, Susan Wheeler

Youth Advocates: Matthew Rocha-Rosario

DISTRIBUTION DATE: WEDNESDAY, MAY 4, 2015

SACRAMENTO WORKS YOUTH COUNCIL

Minutes

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

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

Wednesday, March 30, 2016
8:30 a.m.

1. **Call to Order/Roll Call:** Mr. Dennis Morin called the meeting to order at 8:30 a.m.

Members Present: Brian Broadway, Zak Ford, David Gordon, Brandon Louie, Dennis Morin, Matt Perry, Susan Wheeler,

Members Absent: Paul Castro, Matt Kelly, Deborah Portela, David Younger

Youth Advocates Present: Matthew Rocha-Rosario

2. **ACTION:** Approval of the September 9 and November 11 Minutes

The minutes were reviewed; no questions or corrections.

Moved/Ford, second/Broadway, to approve the September 9 minutes.
Voice Vote: Unanimous approval.

Moved/Ford, second/Wheeler, to approve the November 11 minutes.
Voice Vote: Unanimous approval.

3. Update on the WIOA Youth Program Request for Proposals Process

Ms. Carpenter stated that the proposals were due March 17; she distributed a list of the 21 proposals received. Some proposers submitted proposals for both in school and out of school youth. The staff funding recommendations will be published on Friday, April 29. The biggest task will be the reading of the proposals. There is a group of 4-5 people on the reading team and Ms. Carpenter asked for volunteers to serve on the reading team.

Ms. Wheeler asked how much time would be involved for reading team members. Ms. Carpenter replied that there are two dates scheduled for team members to meet but attendance at both meetings is not required. It would entail at least four hours to review the scoring sheet and get together to discuss the proposals. Ms. Wheeler offered to serve on the reading team.

Mr. Rocha-Rosario arrived at 8:38 a.m.

Mr. Morin expressed concern that the proposers not spend a lot of time before the committee. Ms. Carpenter stated that the chair of the committee will state a time frame and staff will use a timer to ensure proposer presentations will not be lengthy. There are proposers that were screened that may attend the Youth Committee meeting but they generally show up at the Governing Board.

All of the existing providers have resubmitted proposals and there are a number of new proposers.

Mr. Louie and Mr. Perry also offered to serve on the reading team.

There was discussion regarding changing the May 11 meeting to another date since Mr. Ford and Ms. Wheeler would not be available. After discussion, it was decided that the meeting will be moved to **Monday, May 9, 8:30 to 11:00 a.m.**

Mr. Ford inquired if there were a conflict since Folsom/Cordova is looking at in school youth; Mr. Cunningham stated that he can recuse himself from participating on action regarding that particular proposal.

4. **INFORMATION**: Discussion on Youth Committee transition under WIOA

Ms. Carpenter stated that there is a new 25-member Workforce Development Board effective April 1. This board will include new members and members from the Workforce Investment Board; some of the members that were on this committee are no longer on the board. This group is transitioning from a Youth Council to a Youth Committee as a standing committee. The Youth Committee will inform and evaluate funding applications and program issues for the youth program. The function stays the same as to how it works. The chair does have to be a member of the Workforce Development Board.

Mr. Cunningham stated that the Youth Committee can have outside members but the chair has to be appointed by the board. This group meets every two months.

Ms. Carpenter stated that Matt Kelly, Deborah Portela, and Dave Younger are no longer on the Youth Committee. Mr. Broadway will continue to serve on this committee.

Mr. Morin suggested that staff reach out to the new WDB members to see if they serve on the Youth Committee. Mr. Broadway expressed interest in chairing the Youth Committee; Mr. Cunningham stated this will be forwarded to the Executive Committee. Ms. Carpenter stated that staff will reach out to the new members to see if there is interest in serving on the Youth Committee.

July is the beginning of the fiscal year and the Workforce Development Board bylaws will be updated and presented to the WDB and Governing Board for approval.

6. **Public Input:** Mr. Rocha-Rosario inquired whether the Committee was interested in having youth coming forward to talk about different programs. He was thinking about reaching out to the various youth providers to see if any kids were willing to speak before the Committee. Ms. Becky Hansen will send him the contact list. Ms. Carpenter stated that this may also be an information item on the Sacramento Works board. She wants to showcase more of what this committee does for the youth in the community. She would like to have regular information items over the course of the year.

Mr. Louie stated that his wife is on Folsom Cordova and his mother works at Sacramento City USD; Mr. Cunningham stated that this would be a conflict of interest so Mr. Louie would not be able to participate on the reading team.

Ms. Carpenter asked members of the reading team to pick up copies of the proposals before leaving the meeting.

7. **Adjournment:** The meeting was adjourned at 9:09 a.m.

ITEM 3 - ACTION

APPROVAL OF FUNDING RECOMMENDATIONS FOR THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA), TITLE I, YOUTH PROGRAM, FOR PROGRAM YEAR 2016-2017

BACKGROUND:

The Sacramento Works Youth Committee began the public planning process for the procurement of the Workforce Innovation and Opportunity Act (WIOA) Youth Program Services in the fall of 2015. Two Public Input Meetings were held on September 9, 2015 and October 14, 2015 to gain input from the community on the types of services needed to better serve the economically disadvantaged and disconnected youth in Sacramento County. Based on the community input and several discussions on the new requirements of the WIOA of 2014, the SETA Governing Board approved the release of the WIOA Youth Funded Program Services Request for Proposals (RFP) on December 4, 2015.

The WIOA Youth RFP focus included:

- Significantly increased services to out-of-school youth 16-24 (a minimum of 75% of WIOA youth funds must be expended on providing intensive services for out-of-school youth)
- Paid or unpaid work based learning activities that include both an academic and occupational education component for both in-school and out-of-school youth (at least 20% of WIOA youth funds must be expended on work experience activities)
- The incorporation of specific WIOA Required Youth Elements into program services and training provided to youth
- Individualized services focusing on career pathways and work-based learning tied to a systematic approach that offers youth a comprehensive set of service strategies to help identify personal and vocational interests and begin to clarify long-term employment goals
- Innovative youth program service strategies which provide support for high-school dropout recovery, child care, housing, comprehensive guidance/counseling and mentoring
- Demonstrated linkages with the public schools, alternative schools, and various training providers to extend and enhance learning opportunities as part of a year-round strategy to improve academic achievement and build connections between work and learning
- Achievement of recognized post-secondary credentials
- Required connection between WIOA-funded youth programs and the One-stop Center System providing information on the full array of appropriate services that are available to youth

Selection/Evaluation Procedure/Criteria

A proposal evaluation committee comprised of staff, partners and Youth Committee members evaluated each proposal and provided the results of their evaluation. Youth program funding recommendations are based upon an evaluation of each proposal submitted and each applicant agency's past program performance.

Proposal evaluation criteria included program summary, target area, target group, program design, performance benchmarks, statement of capabilities/references, financial management and budget. Total points possible were 105.

All applicants who are either current or recent SETA-funded program operators were evaluated based upon their ability to meet contractual performance standards. 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 points possible were 40.

Performance Criteria

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

Program Enrollment Numbers 85%

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

Placement in Employment or Education 65%

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

Attainment of Degree or Certificate 64%

Defined as attaining a diploma, GED or certificate.

Literacy or Numeracy Gains 60%

Defined as advancing one or more Adult Basic Education (ABE) or English as a Second Language (ESL) functioning levels.

FUNDING ALLOCATIONS

SETA has received the Program Year (PY) 2016-17 youth funding allocation of \$3,763,899 a decrease of \$121,488 from the PY 2015-2016 youth allocation. Total youth funding recommendations for PY 2016-2017 is \$2,762,911. The remaining funds are allocated to administration, program support, leverage for the Career Pathways Trust grant, MIS, 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: (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	\$ 491,240
Out of School Youth Total	\$2,096,671

Youth Committee Initiatives: The Youth Committee reserves funding for other Youth Initiatives including: youth event sponsorships, youth job fair sponsorships, community outreach, community college support of Sacramento Works for Youth initiatives, supporting youth workforce readiness events and youth leadership training.

Youth Committee Initiatives	\$25,000
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Vendor Services: These funds are set aside to ensure that specialized services are available to fill any service delivery gaps, and that the Youth Program complies with the requirement to provide all of the WIOA Program elements, including Secondary school completion (GED prep, ABE, etc.), Counseling, Financial Literacy and Entrepreneurial Skills Training. SETA will be soliciting applications from prospective vendors to provide these services

Vendor Services	\$50,000
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Youth Initiatives	\$100,000
Wages/Supportive Services	

Wages for Youth in Sacramento Works programs: WIOA emphasis is on Work-Experience / On-the-Job Training. These funds will support paid work experience programs such as summer and year-round employment.

Career Pathways: SETA/Sacramento Works is a partner in the California Career Pathways Trust funded Capital Academies and Pathways program with the Elk Grove Unified School District and Sacramento City Unified School District. In leveraging WIOA funding, SETA Career Specialist staff support both school district efforts by developing work-based learning activities, assisting with academy pathway development of industry-led advisory committees and delivering work readiness workshops to students in the classroom. SETA leverages two full time staff to support this effort.

RECOMMENDATION:

Review and approve the staff funding recommendation for the WIOA Title I, Youth Program, PY 2016-2017. Approve with the stipulation that all funding recommendations are contingent upon satisfactory year-end program performance reviews.

**WIOA OSY YOUTH FUNDING
PY 2016-2017**

Rank	Out of School Youth Provider	Amount Requested	Proposed Number to be Served	2015-2016 Funding/ Numbers to Serve	2016-2017 Funding	2016-2017		
						Cost Per Participant	# of Youth	Area/Location
1	Elk Grove Unified School District	\$439,740	84	\$190,000 50	\$256,515	\$5,235	49	South Sacramento, Elk Grove/Franklin and Galt AJCCs
1	Asian Resources, Inc.	373,366	50	245,728 56	253,878	7,467	34	Downtown, Midtown, South Sacramento, Rancho Cordova, North Highlands, Arden-Arcade, South Natomas, Del Paso Heights/Franklin and Mark Sanders AJCCs
1	Sacramento Chinese Community Service Center	519,689	50	N/A	162,400	6,496	25	South Sacramento, Midtown, Del Paso Heights, Foothill Farms/Franklin and Hillsdale AJCCs
1	Folsom Cordova Community Partnership	352,424	50	N/A	176,212	7,048	25	Rancho Cordova, Rosemont, Folsom/Rancho Cordova AJCC
1	La Familia Counseling Center	431,444	65	293,940 60	292,072	6,638	44	Downtown, Midtown, South Sacramento/Franklin, Rancho Cordova, Mark Sanders AJCCs
2	North State Building Industry Foundation	252,205	35	160,380 35	165,738	7,206	23	Foothill Farms, North Highlands, Rancho Cordova, Arden Arcade, South Sacramento, Rosemont, Antelope, Carmichael/Hillsdale, Rancho Cordova AJCCs
2	Sacramento City USD	266,500	50	150,800 40	165,230	5,330	31	South Sacramento/Franklin, Galt, Hillsdale, Mark Sanders, Rancho Cordova AJCCs
2	Crossroads Diversified	422,056	60	180,000 50	161,782	7,034	23	Citrus Heights, Carmichael, Fair Oaks, Orangevale, Arden-Arcade, Foothill Farms, Antelope, Elverta, Rancho Cordova, Mather, Folsom/Rancho Cordova AJCC
2	Goodwill Industries	189,173	25	N/A	151,340	7,567	20	Downtown, Midtown, South Sacramento/Franklin and Mark Sanders AJCCs
3	Arbor E&T, LLC, DBA ResCare Workforce Services	585,138	113	N/A	103,560	5,178	20	Rancho Cordova, Arden Arcade, North Highlands, Foothill Farms/Hillsdale and Rancho Cordova AJCCs
4	Greater Sacramento Urban League	317,771	65	N/A	79,004	3,950	20	Del Paso Heights, Rio Linda, North Highlands, Foothill Farms, Arden-Arcade, North Sacramento/Hillsdale AJCC
4	Meristem, Inc.	74,905	45	N/A	33,300	1,665	20	Downtown, Citrus Heights, Fair Oaks, North Highlands, Rio Linda, Elverta, Rancho Cordova, Folsom/Rancho Cordova AJCC
4	Galt Joint Union High School District	143,475	30	N/A	95,640	4,782	20	Galt, Arcohe, Thornton, Acampo, Walnut Grove, Wilton, River Delta/Galt AJCC
Total Out of School Youth		\$4,367,886	722	\$1,220,848 291	\$2,096,671	\$5,923	354	

At least 20% of funds must be expended on paid work experience.

**WIOA ISY YOUTH FUNDING
PY 2016-2017**

Rank	In School Youth Provider	Amount Requested	Proposed Number to be Served	2015-2016 Funding/ Numbers to Serve	2016-2017 Funding	2016-2017		
						Cost Per Participant	# of Youth	Area/Location
1	City of Sacramento Dept of Parks and Rec	\$291,995	65	\$228,000 60	\$269,520	\$4,492	60	South Natomas, North Sacramento, Del Paso Heights, Midtown, South Sacramento/SCUSD Sacramento Works Training Center
1	Sacramento Chinese Community Service Center	443,487	80	362,880 80	221,720	5,543	40	South Sacramento, Del Paso Heights, North Highlands, Foothill Farms, McClellan/Franklin and Hillsdale AJCCs
1	Folsom Cordova Community Partnership	160,005	25	N/A	OSY	6,400	OSY	Rancho Cordova, Rosemont, Folsom/Rancho Cordova AJCC
1	La Familia Counseling Center, Inc.	239,284	40	N/A	OSY	5,982	OSY	Downtown, Midtown, South Sacramento/Franklin, Rancho Cordova, Mark Sanders AJCCs
2	Crossroads Diversified Services	421,356	60	20,000 Carryover ISY	OSY	7,022	OSY	Citrus Heights, Carmichael, Fair Oaks, Orangevale, Arden-Arcade, Foothill Farms, Antelope, Elverta, Rancho Cordova, Mather, Folsom/Rancho Cordova AJCC
4	Galt Joint Union High School District	143,475	30	N/A	OSY	4,782	OSY	Galt, Arcohe, Thornton, Acampo, Walnut Grove, Wilton, River Delta/Galt AJCC
4	Arbor E&T, LLC, dba ResCare Workforce Services	194,811	37	N/A	OSY	5,265	OSY	Rancho Cordova, Arden Arcade, North Highlands, Foothill Farms/Hillsdale and Rancho Cordova AJCCs
4	Gateway Community Charters	197,885	200	N/A	Not funded	989	Not funded	Downtown, Midtown, South Sacramento, South Natomas, North Sacramento, Del Paso Heights, Mather, Rancho Cordova/Hillsdale AJCC
Total In School Youth		\$2,092,298	537	\$610,880 140	\$491,240	\$4,912	100	

At least 20% of funds must be expended on paid work experience.

WIOA YOUTH FUNDING SUMMARY PY 2016-2017			
Out of School Youth Total		\$2,096,671	
In School Youth Total		\$491,240	
Youth Committee Initiatives		\$25,000	
Vendor Services		\$50,000	
Secondary school completion (GED prep, ABE, etc.), counseling, mentoring, financial literacy, entrepreneurial			
Wages/Supportive Services		\$100,000	
In-house Youth Initiatives			
TOTAL WIOA YOUTH FUNDING		\$2,762,911	