

**WORKFORCE DEVELOPMENT
BOARD MEMBERS**

STACI ANDERSON
PRO Youth and Families

EDWARD W. BAKER
Pacific Ethanol, Inc.

AMANDA BLACKWOOD
Sacramento Metro Chamber of Commerce

LARRY BOOTH
Frank M. Booth, Inc.

N. LISA CLAWSON – Secretary/Treasurer
Kaiser Permanente

LYNN R. CONNER
Better Business Bureau

RONALD J. ELLIS
2SS.com

KEVIN FERREIRA
Sacramento Sierra's Building & Construction
Trades Council

KRISTIN GIBBONS
Department of Human Assistance

TROY GIVANS
County of Sacramento, Economic
Development

DAVID W. GORDON
Sacramento County Office of Education

MICHAEL JASSO
City of Sacramento

GARY R. KING
SMUD

KATHY KOSSICK
Sacramento Employment & Training Agency

CHRISTINE LASTER
Siemens

MATT LEGE
SEIU – United Healthcare Workers

FRANK A. LOUIE
Sacramento Asian Chamber of Commerce

JANET NEITZEL
Employment Development Department

DR. JAMEY NYE
Los Rios Community College District

RONALD R. ORR, JR.
VSP, Inc.

SHARON O'SULLIVAN
California Department of Rehabilitation

JOHNNY PEREZ
SAFE Credit Union

KARL PINEO
Ironworkers Local 118

FABRIZIO SASSO
Sacramento Central Labor Council

ANETTE SMITH
Five Star Bank

AMANDA TAYLOR
Association of General Contractors

RICK WYLIE – Chair
Villara Building Systems



SACRAMENTOWORKS

**REGULAR MEETING OF THE
SACRAMENTO WORKS, INC. BOARD**

DATE: Wednesday, January 27, 2021

TIME: 8:00 a.m.

LOCATION:

<https://us02web.zoom.us/j/87966708874?pwd=Z25Wb1A0YUE4OGZiMkNqZFNqSWQyQT09>

In response to the Governor's Executive Order N-29-20 relating to the COVID-19 Pandemic, the Sacramento Employment and Training Agency Sacramento Works, Inc. Board is conducting this meeting on Zoom at <https://us02web.zoom.us/j/87966708874?pwd=Z25Wb1A0YUE4OGZiMkNqZFNqSWQyQT09>; Meeting ID: 879 6670 8874; Passcode: 104184. This meeting will be closed captioned. 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 dialing any of the following telephone numbers: One tap mobile: +16699006833, 87966708874# US (San Jose). Dial by your location: +1 669 900 6833 US (San Jose); Find your local number: <https://us02web.zoom.us/j/87966708874?pwd=Z25Wb1A0YUE4OGZiMkNqZFNqSWQyQT09>. 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 Sacramento Works members, 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

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DISTRIBUTION DATE: WEDNESDAY, JANUARY 20, 2021

Sacramento Works, Inc. Local Workforce Development Board Strategic Plan

Sacramento Works, Inc., the local Workforce Development Board for Sacramento County, is a 27-member board charged with providing policy, planning and oversight for local workforce development initiatives.

Vision:

Building a dynamic workforce for the Sacramento Region.

Mission:

Sacramento Works partners with the workforce community to serve regional employment needs.

Goals:

Goal 1 (Planning/Oversight Committee):

Prepare customers for viable employment opportunities and career pathways in the region by improving the one stop career center system.

Goal 2 (Employer Outreach Committee):

Support regional employers' efforts to hire, train, and transition employees by enhancing and communicating the availability and value of Sacramento Works' employer and business services.

Goal 3 (Youth Committee):

Prepare youth to thrive and succeed in the regional workforce by providing relevant work readiness and employment programs and engaging regional employers and academia.

(Adopted 5/25/11; updated 5/12/16)

ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE NOVEMBER 18, 2020 SPECIAL MEETING

BACKGROUND:

Attached are the minutes of the November 18 special meeting for review.

RECOMMENDATION:

That your Board review, modify if necessary, and approve the attached minutes.

REGULAR MEETING OF THE SACRAMENTO WORKS, INC. BOARD

Minutes/Synopsis

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

Meeting held electronically

Wednesday, November 18, 2020
8:00 a.m.

I. Call to Order/Roll Call

Mr. Rick Wylie called the meeting to order at 8:02 a.m. The roll was called and a quorum was established.

Members Present: Staci Anderson, Lisa Clawson, Lynn Conner, Ron Ellis, Troy Givans, David Gordon, Michael Jasso, Gary King, Kathy Kossick, Christine Laster, Matt Legé, Frank Louie, Janet Neitzel, Dr. Jamey Nye, Ronald Orr, Sharon O’Sullivan, Johnny Perez, Fabrizio Sasso, Rick Wylie, Kristin Gibbons (joined at 8:57 a.m.)

Members Absent: Edward Baker, Amanda Blackwood, Larry Booth, Kevin Ferreira, Karl Pineo, Anette Smith

II. Consent Item

A. Approval of Minutes of the September 23, 2020 Regular Meeting

There were no questions or corrections to the minutes.

Moved/Clawson, second/Conner, to approve the September 23 minutes.

Roll call vote:

Aye: 19 (Anderson, Clawson, Conner, Ellis, Givans, Gordon, Jasso, King, Kossick, Laster, Legé, Louie, Neitzel, Nye, Orr, O’Sullivan, Perez, Sasso, Wylie)

Nay: 0

Abstentions: 0

Absent: 7 (Baker, Blackwood, Booth, Ferreira, Gibbons, Pineo, Smith)

III. Action/Discussion Items

A. Approval of the Employer Outreach Budget for Program Year (PY) 2020-2021

Ms. Carpenter reviewed this item. Mr. Ellis and Mr. Wylie explained the use of the funds. Ms. Carpenter reported that \$62,000 will be specifically allocated in January for Employer Outreach Committee activities.

Moved/Ellis, second/Neitzel, to approve the PY 2020-2021 Employer Outreach Budget of \$100,000 to support employer outreach activities.

Roll call vote:

Aye: 19 (Anderson, Clawson, Conner, Ellis, Givans, Gordon, Jasso, King, Kossick, Laster, Legé, Louie, Neitzel, Nye, Orr, O'Sullivan, Perez, Sasso, Wylie)
Nay: 0

Abstentions: 0

Absent: 7 (Baker, Blackwood, Booth, Ferreira, Gibbons, Pineo, Smith)

B. Determination of Method of Selection of WIOA One Stop Operator Who may be Contracted to Function as the One Stop Operator for this Workforce Development Area for up to Four Years

Mr. Cunningham requested that all SETA employees leave the Zoom meeting.

Mr. Cunningham reported that four years ago, Sacramento Works went out to bid for the One Stop Operator. The first time we did a survey to see if there were interested parties and 28 partners were surveyed to determine their interest; this survey was also publicly advertised. There were three interested responses: one went out of business, one withdrew, and the third misunderstood the reason for the bid. This time, the same requirements apply and he is recommending we skip the survey of interest. He is asking that the board authorize the Executive Committee to advertise a solicitation for quotes in December. The Executive Committee will consider the responses before the January board meeting and forward a recommendation to the board for a One Stop Operator. The whole package would be submitted to the state for approval.

Mr. Cunningham continued that SETA is imminently qualified to continue doing this service; there have been no issues. They have even received awards. The program operators are more focused on administering their grants; they do not want to be burdened with the administrative function of operating the one stops. Mr. Cunningham's position is that SETA has done a fine job.

SETA operates a number of one stops; many jurisdictions operate 1 or 2. We found that having them spread out around the county allows the ability to provide a better product.

Moved/Conner, second/Clawson, to authorize the Executive Committee to proceed with the procurement process for the new One Stop Operator and report back to the board with a recommendation.

Roll call vote:

Aye: 18 (Anderson, Clawson, Conner, Ellis, Givans, Gordon, Jasso, King, Laster, Legé, Louie, Neitzel, Nye, Orr, O'Sullivan, Perez, Sasso, Wylie)

Nay: 0

Abstentions: 0

Absent: 8 (Baker, Blackwood, Booth, Ferreira, Gibbons, Kossick, Pineo, Smith)

C. Business Implications of COVID-19 on Board Members

Mr. Wylie stated that this is continued from the last session. We are making our way through the board members on how their businesses are affected by the virus. It has wide implications for our board and our region; it helps us to understand how to provide leadership. Ms. Kossick has been calling board members to determine who would like to share.

Ms. Kossick and Mr. Kim will provide an overview of SETA/Sacramento Works. Ms. Kossick reported that 10 of the centers are open to the public by appointment only; four have remote-only services. Staff are finding that people need food, housing, utility assistance, and that employment is not the highest priority. SETA received funds for an OJT program providing 240 hours of training with 100% of training costs reimbursed by this grant. The minimum is \$15.00 per hour; this is for dislocated City of Sacramento residents. It ends at the end of December. SETA also received \$2 million in CSBG funds for family self-sufficiency and safety net services; these funds are available until 5/2022. Our on-line training platform is offered at no cost; this platform has gone from 418 to 1,000 licenses for on-line training. There are not a lot of people coming in for work and this could be because they are receiving UI and caring for children. Our Head Start program is providing remote services to families. Our plan now is to slowly re-open classrooms in January. Our methodology for serving people has been remote.

Mr. Kim showed a chart with the 'roller coaster' ride of services due to COVID. The reported UI rate is trending in the right direction; 36% of Sacramento County residents have applied for assistance or COVID assistance. Staff found that people need financial resources and fewer people are interested in returning to work. The other funding sources we received are supplemental funding for refugees.

Ms. Kossick stated that SETA participated on a state-wide call with other local workforce areas. Everyone is reporting that people are not eager to get back into the workforce due to fear of the disease and are okay with their unemployment payments.

Mr. Wylie asked if staff thought there was no interest in working due to the fear of COVID or is there also a sense of hopelessness... "there's no job out there". Mr. Kim replied that he thinks there have been spikes in mental health issues/domestic violence incidents. There are a lot of people having a very difficult time. There is a lack of child care for people willing to go to work. There are problems with having children doing remote learning at home and still needing to work. The impact on work is highly connected to your personal life.

Ms. Kossick stated that it has been very difficult to find people to work in the CARES OJT program for Sacramento City residents; only 10 people are currently enrolled.

Ms. Lynn Conner reported that the Better Business Bureau is still working virtually to provide the vast majority of services through e-mail and phone. They touch both the business side and the consumer side of the community. They see a lot of accredited businesses going out of business. Also, she is seeing the vast majority of people booming in the construction industry. On the consumer side, she is seeing the complaint numbers go up from consumers since people are using services; there are more complaints on how services are being provided. There are no plans to go back into the office and her staff is very concerned with the new uptick in COVID infections. Staff will continue to provide services remotely and play it by ear.

Mr. Ron Ellis reported that he has a small IT consulting services business with several stable clients; he adds 1-2 new customers per year. COVID has had a significant effect on their customers; they have sent their employees home which means business for him setting up employees with computer systems at home. He has the good fortune not to lose many customers but there have been a couple of businesses that have decided to retire. When things are 'normal' people are in the office on their computers; when working at home, the ability to get backup information is not as solid.

Mr. Troy Givans reported that from the county's perspective, a COVID hotline was set up taking 200 calls per week from businesses looking for resources and access to PPE. Now the tiered system is in place, there are a number of businesses seeking capital; county staff are assisting people through the SBA process and the first set of loans have dwindled; people are continuing to look for resources. The public health people think Sacramento County will remain in the purple tier for a couple of months. County staff are hoping to see more support at the federal level with support and other resources. The county received CARES funding to provide funds for the airport. There are significant impacts across the board.

Mr. David Gordon is responsible for overseeing the 13 school districts in Sacramento County. Right now all of the districts are operating with remote teaching. Many of the districts are considering reopening elementary teaching in January. All of the districts reopening are putting children and staff safety first. The reopening is subject to collective bargaining. All in-person learning is in a hybrid model to keep the spread down. One of the biggest concerns for young people is around their mental health. Mr. Gordon serves on the state mental health commission; he sent Ms. Kossick a copy of the report. Districts are facing a dire shortage of substitute teachers, many of whom are retired. He expects a looming teacher shortage as we come out of COVID.

Dr. Nye asked about the status of youth sports. Mr. Gordon replied that the California Interscholastic Federation is the governing body for youth sports; they set the standards. They announced that all Fall sports would be canceled and moved into the beginning into the new year. The only thing allowed is physical

conditioning, running, and exercising. It looks like given the outbreaks, the CIF plan is in jeopardy. Governor Newsom mentioned the issue of youth sports in his recent press conference; he was under a lot of pressure from little league and volleyball leagues, and he is working on a plan; it is being paused right now.

Mr. Gordon stated that in neighboring counties, most of the schools have been open 3-6 weeks; the schools do not seem to be the place where COVID spreads due to social distancing, PPE, and thorough sanitizing of the classrooms. In Placer and El Dorado counties, no schools were closed due to an outbreak.

Ms. Gibbons joined the meeting at 8:56 p.m.

Ms. Gibbons stated that the most significant impact of COVID was a massive reduction in staff while the community need was very high. This caused a backlog of services. There is a conflict to keep staff safe and serve the public in a timely way. She is working with the labor unions and advocates; there are concerns of staff potentially being infected.

Mr. Wylie stated that in the construction/home building system, they are essential employees and have been working consistently. Their employees cannot remote work so most of their workforce does not have a choice of working remotely. They have been extremely careful regarding the COVID requirements. All staff have to wear a mask if less than 6 feet apart. They have a very strict policy of warning and suspension. Almost all infections of his team members have been done off-site.

IV. Information Items

- A. Dislocated Worker Report: Mr. William Walker reported that the Sacramento Bee will be closing their Q Street facility and will be moving to Modesto. This will result in 199 employees laid off beginning 12/27/2020.
- B. Employer Recruitment Activity Report: No additional report.
- C. Unemployment Update/Press Release from the Employment Development Department: Ms. Cara Welch reviewed the most current report.
- D. Committee Updates
 - ✓ Youth Committee: Mr. Gordon reported that the Youth Committee met on October 8 and had a good meeting on the Youth Committee goals; they will meet again on December 10 to continue the discussion.
 - ✓ Planning/Oversight Committee: No report.
 - ✓ Employer Outreach Committee: Mr. Ellis reported that Ed Baker was recently appointed the Vice Chair of the EOC. The committee members changed the regular meeting date to the second Tuesday of the month; there are 9-10 meetings planned in 2021. There are currently eight

members and will expand to 10 in January. It is expected that employer visits will include an EOC member and a staff member. There will be featured employers in a quarterly newsletter. The committee has been working on an annual program calendar with a monthly meeting with employers, committee meeting dates, newsletters, etc. The Employer sponsorship package was reviewed.

Mr. Ellis recently attended a career fair on October 28. He attended the session with Siemens and was very impressed. He filled out the survey form and a job counselor, Toni Curso, called and got in touch with him. He was very impressed with her.

Mr. Ellis stated that we want to make effective use of 2020/2021 dollars and continue to look for ways to utilize the funds. He wants to be considered to speak before employers/groups.

- ✓ Board Development Committee: Ms. Clawson reported that she has a possible new board member going to the board for approval. She asked anyone with a potential nominee for the board to let her know. There are no candidates on the waiting list.
- ✓ Fund Development Committee: Mr. Wylie reported that he has continued to work with Legal Counsel to understand the borders we need to work within in order to formulate this committee. He will begin setting up meetings for an exploratory committee to review the guidelines. He has four names on his list that have expressed interest or were recommended. He will be reaching out to the following members for possible membership on this committee: Ron Ellis, Michael Jasso, Staci Anderson, and Janet Neitzel.

V. Other Reports

1. Chair: No additional report.
2. Members of the Board: Ms. Kossick thanked the board for their commitment to the board and wished everyone a safe and peaceful Thanksgiving.

Ms. Clawson reminded people to wear their mask and think carefully about being with others during their Thanksgiving celebration.

3. Counsel: No report.
4. Public Participation: None.

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

ITEM II-B - CONSENT

APPROVAL OF REQUEST TO THE CALIFORNIA WORKFORCE DEVELOPMENT BOARD FOR SETA TO CONTINUE TO PROVIDE CAREER SERVICES UNDER THE WORKFORCE INNOVATION AND OPPORTUNITY ACT

BACKGROUND:

Under the Workforce Innovation and Opportunity Act (WIOA), a local board or administrative entity may be designated as an Adult and Dislocated Worker Career Services Provider only with the approval of the Chief Local Elected Official (CLEO) and the Governor. In order to be considered by the Governor for designation as a Career Services Provider, the CLEO must submit a Request for Approval to the California Workforce Development Board (CWDB).

SETA provides Career Services throughout the network of America's Job Centers of California (AJCC), primarily at the two AJCCs hosted by SETA and the two AJCCs hosted by governmental entities (State Employment Development Department and County Department of Human Assistance). To continue to provide Career Services under WIOA, staff is seeking approval to submit the attached request to the CWDB.

RECOMMENDATION:

Approve the request to the CWDB for SETA to continue to provide career services under the WIOA.

PRESENTER: Roy Kim

Request for Approval

America's Job Center of CaliforniaSM Adult and Dislocated Worker Career Services Provider

Local Workforce Development Board

Sacramento Works, Inc.

Local Workforce Development Area

Sacramento

The *Workforce Innovation and Opportunity Act* (WIOA) allows Local Workforce Development Boards (Local Board) to be an Adult and Dislocated Worker Career Services Provider with the agreement of the Chief Elected Official (CEO) and the Governor.

This application will serve as the Local Board’s or administrative entity’s request for Governor Approval to be an Adult and Dislocated Worker Career Services Provider within a Local Workforce Development Area (Local Area) under WIOA. The application must be submitted to the California Workforce Development Board (CWDB) by March 1, 2021, through one of the following methods:

Mail California Workforce Development Board
P.O. Box 826880
Sacramento, CA 94280-0001

**Overnight Mail
Hand Deliver** California Workforce Development Board
800 Capitol Mall, Suite 1022
Sacramento, CA 95814

If the CWDB determines the request is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your [Regional Advisor](#) for technical assistance or questions related to completing and submitting this request.

Sacramento Works, Inc.

Name of Local Board

925 Del Paso Blvd.

Mailing Address

Sacramento, CA

95815

City, State

Zip

Kathy Kossick

Contact Person

(916)263-3810

Contact Person’s Phone Number

March 1, 2021

Date of Submission

Request for Approval Adult and Dislocated Worker Career Services Provider

Local Chief Elected Official Statement

A Local Board or administrative entity that seeks approval to be an Adult and Dislocated Worker Career Services Provider within an America's Job Center of California must provide a statement from the local CEO indicating his/her request as well as responses to the following questions.

Please provide responses to the following items on a separate document:

1. What factors guided the Local Board's or administrative entity's decision to submit this application to be an Adult and Dislocated Worker Career Services Provider within the Local Area? *See response below.*
2. How would participants be better served by the Local Board or administrative entity acting in this role rather than through the awarding of contracts? *See response below.*
3. Describe the Basic and Individualized Career Services the Local Board or administrative entity will provide as well as their past experience providing these services. *See response below.*
4. Provide the Local Area's performance outcomes for each of the last two Program Years (PY 19-20 and 20-21) and evidence that the Local Board or administrative entity is qualified to provide Adult and Dislocated Worker Career Services, including testimonials that speak to the effectiveness and efficiency with which the Local Board or administrative entity has provided or can provide those services. *Please see attached performance outcome comparison.*

The SETA Governing Board is the Chief Local Elected Official for the Sacramento Workforce Development Area, and SETA is the designated grant recipient and administrator for WIOA Title I funds. In addition, SETA operates the Head Start, Community Services Block Grant, and Refugee Social Services Programs. These programs are supplemented with a variety of federal and state discretionary grant programs.

Since 1978, SETA has been the Sacramento area's lead agency in workforce development programs and planning. Since 1995, prior to the Workforce Investment Act's inception, SETA has successfully coordinated the Sacramento area's One-Stop Center System. In 2000, SETA was officially designated as the One-Stop Operator, coordinating a high-performing system comprised of 13 Centers, and continues to perform in that capacity today. SETA is the host agency for two Centers, subcontracts with educational and non-profit partners for the

operation of ten Centers, and operates two Centers in partnership with governmental entities (State Employment Development Department and County Department of Human Assistance).

SETA is widely recognized for its expertise, innovation and collaboration in its workforce development programs, which have been recognized as model programs by the U.S. Departments of Labor and Health and Human Services and the State Workforce Development Board.

SETA has historically provided the role of One-Stop Operator (coordinating the service delivery of required one-stop partners and service providers), as well as the role of career services provider, as part of its overall responsibility as the grant recipient and administrator of Title I funds. In its role of career services provider, SETA provides all of the Basic and Individualized Career Services in partnership with one-stop partners and service providers.

Due to WIOA's required separation of the role of career services provider from the role of oversight and monitoring of services and the Local Board, SETA has established the following firewalls within its organizational structure to ensure adequate internal controls exist and prevent conflicts of interest:

- SETA's Executive Director will retain authority over all grant administration and related matters for the WIOA programs. In addition, SETA's Fiscal Department Chief reports directly to the County of Sacramento, Department of Finance Director, and all financial transactions require the approval of the Fiscal Department Chief, thus ensuring a system of checks and balances on all fiscal-related matters. In addition, the Fiscal Chief oversees all fiscal monitoring activities.*
- SETA's Workforce Development Deputy Director and program staff will continue to staff the Sacramento Works, Inc. Board and continue to oversee and report on all WIOA planning, procurement, policy, program oversight and monitoring, and related matters.*
- SETA has different Workforce Development Managers assigned to oversee the oversight and monitoring of services and the provision of career services. Both Managers report to SETA's Workforce Development Deputy Director.*

SETA is widely recognized throughout the region as the lead agency on workforce development services. As indicated above, SETA has successfully coordinated services among all one-stop partner programs and service providers for over two decades, including the service network of over 40 different partner programs that deliver services within America's Job Centers of California. SETA has established robust, system-wide partnerships with the County Department of Human Assistance's TANF/CalWORKs program, the Capital Adult Education Regional Consortium's (CAERC) WIOA Title II, Adult Education and Literacy programs, the State Employment Development Department's WIOA Title III, Wagner-Peyser, Unemployment Insurance, Trade Adjustment Assistance and Veterans' programs and the State Department of Rehabilitation's WIOA Title IV Vocational Rehabilitation program.

SETA has established effective partnerships with all other required one-stop partners and maintains a directory reflecting all of the required one-stop partners career services and service locations across the Sacramento area. In addition, SETA provides services through its WIOA Mobile Services Initiative where One-Stop Center staff equipped with mobile technology can enroll and serve customers at partners' locations throughout the Sacramento

area. This strategy allows One-Stop Center staff to travel to those areas that have large numbers of customers and neighborhoods that have the highest need for workforce development services.

5. Attach documentation (signed and dated letter) that the members of the Local Board and other relevant parties (e.g., Board of Supervisors) reviewed the information provided in the application and approved the request in a public meeting. *Please see attached.*
6. Attach documentation of internal controls, conflict of interest, and firewall policies. *Please see attached and response above.*

Signature Page

By signing below, the local CEO and Local Board chair request approval from the Governor to be an Adult and Dislocated Worker Career Services Provider. Each party certifies that this application submission was reviewed and demonstrates that the Local Board or administrative entity will meet all the requirements as an Adult and Dislocated Worker Career Services Provider under WIOA law and regulations.

Instructions

The Local Board chair and local CEO must sign and date this form. Include the original signatures with the request.

Local Workforce Development Board Chair

Signature

Rick Wylie

Name

Chair, Sacramento Works, Inc.

Title

Date

Local Chief Elected Official

Signature

Sophia Scherman

Name

Chair, SETA Governing Board

Title

Date

CHAPTER 10

CONFLICT OF INTEREST

1. **Introduction.**

Any attempt to realize personal gain through public employment is inconsistent with the responsible discharge of that public employment, and is a breach of a public trust.

2. **Conflict of Interest.**

It shall be a breach of ethical standards for any SETA employee to participate directly or indirectly in any bid proceeding; request for proposals; micro and small purchase; noncompetitive proposal procurement; request for ruling or other determination; claim; or other particular matter pertaining to any award of a contract or subcontract or proposal therefor, in which to such SETA employee's knowledge:

- a. The SETA employee or any member of the SETA employee's immediate family has a financial interest. The term "immediate family" includes: wife, husband, daughter, son, mother, father, sister, brother, sister-in-law, brother-in-law, daughter-in-law, son-in-law, mother-in-law, father-in-law, grandmother, grandfather, granddaughter, grandson, aunt, uncle, niece, nephew, step-parent, step-child, step-sister, and step-brother.
- b. A business or organization (whether profit or nonprofit) in which the SETA employee or any member of such employee's immediate family has a financial interest as an officer, director, trustee, partner, member, shareholder or employee; or
- c. Any other person, business or organization with whom the SETA employee or any member of such employee's immediate family is negotiating or has an arrangement concerning prospective employment is a party.

Direct or indirect participation by a SETA employee shall include, but not be limited to, involvement through decision, approval, disapproval, recommendation, preparation of any part of a purchase request, influencing the content of any specification or purchase standard, rendering of advice, investigation, auditing or in any other advisory capacity. SETA employees shall not use their positions for a purpose that could result in private gain, or gives the appearance of being motivated for private gain for themselves or others, particularly those with whom they have family, business or other ties.

3. **Disclosure Requirements For SETA Employees With A Financial Interest.**

Any SETA employee who would benefit from a SETA contract with a person or business in which the employee has a financial interest shall report such interest to the Chief of the Fiscal Department. If the SETA employee knows or should have known of such benefit and fails to report it, such employee is in breach of the ethical standards set forth herein.

4. **Gratuities and Kickbacks.**

a. **Gratuities.**

It is a breach of ethical standards for any person to offer, give, or agree to give any SETA employee or former SETA employee, or for any SETA employee or former SETA employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment, in connection with any decision, approval, disapproval, recommendation, preparation of any part of a purchase request, influencing the content of any specification or purchase standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application, request for ruling or other determination, claim, controversy, or other particular matter, pertaining to any contract or subcontract and any solicitation or proposal therefor.

b. **Kickbacks.**

No officer, agent or employee of SETA shall solicit or accept any payment, favor, gratuity, offer of employment or any item of material financial value from any supplier, vendor or potential supplier or vendor of goods or services to SETA in exchange for an award, extension, continuation, renewal, amendment or modification of a contract or order to such supplier or vendor.

It is a breach of ethical standards for any payment, favor, gratuity, offer of employment or offer of any item of material financial value to be made on behalf of any subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, including a SETA employee, as an inducement for the award, continuation, extension, renewal, amendment or modification of a subcontract or order to such subcontractor.

c. **Contingent Fees.**

It shall be a breach of ethical standards for a person to be retained, or to retain a person, to solicit or secure a SETA contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except for the retention of bona fide employees or bona fide established commercial selling agencies maintained by the contractor for the purpose of securing business.

5. **Restrictions on Employment of Present and Former SETA Employees.**

a. **Contemporaneous Employment Prohibited.**

It shall be a breach of ethical standards for any SETA employee who is involved in purchasing to become or be, while an employee of SETA, the employee of any party contracting with or attempting to contract with SETA.

b. Restrictions On Former SETA Employees.

To avoid conflicts of interest:

1. It shall be a breach of ethical standards for any former SETA employee to knowingly act as a principal or as an agent for anyone other than SETA in connection with any judicial or other proceeding, application, request for a ruling or other determination, bid protest, contract claim, charge or controversy in which such former SETA employee participated personally and substantially through decision, approval, disapproval, recommendation, rendering of advice, investigation, or otherwise while a SETA employee, where SETA is a party or has a direct and substantial interest.

2. It shall be a breach of ethical standards for any former SETA employee, within one (1) year after such employment has ceased, to knowingly act as a principal or as an agent for anyone other than SETA in connection with any judicial or other proceeding, application, request for a hearing or other determination, contract, claim, charge or controversy that was under the former SETA employee's official responsibility within one (1) year prior to the termination of such responsibility, where SETA is a party or has a direct and substantial interest.

3. A breach of these conflict of interest provisions shall be grounds for debarment of the former SETA employee's current employer or company from consideration in further SETA procurement activities.

c. Disqualification of Partners of SETA Employees.

It shall be a breach of ethical standards for a person who is a partner of a SETA employee or former SETA employee to act as principal or as agent for anyone other than SETA in connection with any judicial or other proceeding, application, request for ruling or other determination, contract, claim, charge or controversy in which the SETA employee or former SETA employee participates or participated personally and substantially through decision, approval, disapproval, recommendation, the rendering of advice, investigation or otherwise, or which is the subject of such SETA employee's official responsibilities, where SETA is a party or has a direct and substantial interest.

d. Use of Confidential Information.

It shall be a breach of ethical standards for any SETA employee or former employee to knowingly use confidential information for such SETA employee's actual or anticipated personal gain, or the actual or anticipated personal gain of any other person. "Confidential information" shall mean information that is available only because of such SETA employee's status as a SETA employee.

e. Remedies Against SETA Employees Who Breach Ethical Standards.

In addition to existing legal remedies for breach of the ethical standards set forth in this article, SETA may impose one of the following measures on a SETA employee who breaches ethical standards:

1. Oral or written warnings or reprimands;
2. Suspension with or without pay for specified periods of time;
3. Demotion; or
4. Termination of employment.

All disciplinary procedures taken against a SETA employee under this Section shall be in accord with SETA's Personnel Policies and Collective Bargaining Agreements, as applicable.

SACRAMENTO EMPLOYMENT AND TRAINING AGENCY

ADULT	EMPLOYMENT RATE Q2			EMPLOYMENT RATE Q4			MEDIAN EARNINGS			CREDENTIAL RATE			MEASURABLE SKILL GAINS		
	Actual Perf.	Perf. Goal	Success Rate	Actual Perf.	Perf. Goal	Success Rate	Actual Perf.	Perf. Goal	Success Rate	Actual Perf.	Perf. Goal	Success Rate	Actual Perf.	Perf. Goal	Success Rate
PROGRAM YEAR															
2019/20	64.8%	66.0%	98.2%	65.1%	62.5%	104.2%	\$ 6,265	\$ 5,600	111.9%	63.8%	54.0%	118.1%		Baseline	
2020/21	N/A	65.0%		N/A	65.0%		N/A	\$ 6,000		N/A	60.0%		N/A	50.0%	

DW	EMPLOYMENT RATE Q2			EMPLOYMENT RATE Q4			MEDIAN EARNINGS			CREDENTIAL RATE			MEASURABLE SKILL GAINS		
	Actual Perf.	Perf. Goal	Success Rate	Actual Perf.	Perf. Goal	Success Rate	Actual Perf.	Perf. Goal	Success Rate	Actual Perf.	Perf. Goal	Success Rate	Actual Perf.	Perf. Goal	Success Rate
PROGRAM YEAR															
2019/20	75.9%	69.5%	109.2%	75.1%	65.0%	115.5%	\$ 8,196	\$ 7,600	107.8%	69.3%	58.0%	119.5%		Baseline	
2020/21	N/A	71.0%		N/A	72.0%		N/A	\$ 7,600		N/A	61.0%		N/A	40.0%	

Youth	EMPLOYMENT RATE Q2			EMPLOYMENT RATE Q4			MEDIAN EARNINGS			CREDENTIAL RATE			MEASURABLE SKILL GAINS		
	Actual Perf.	Perf. Goal	Success Rate	Actual Perf.	Perf. Goal	Success Rate	Actual Perf.	Perf. Goal	Success Rate	Actual Perf.	Perf. Goal	Success Rate	Actual Perf.	Perf. Goal	Success Rate
PROGRAM YEAR															
2019/20	72.7%	66.9%	108.7%	70.2%	64.0%	109.7%		Baseline		56.3%	54.0%	104.3%		Baseline	
2020/21	N/A	69.0%		N/A	68.0%		N/A	\$3,400		N/A	58.0%		N/A	50.0%	

ITEM III-A – ACTION

ELECTION OF VICE CHAIRPERSON

BACKGROUND:

Article IV of the Bylaws of Sacramento Works, Inc. defines the officers of the corporation and the duties of each officer of the corporation. The last election of officers occurred May 27, 2020. Mr. Jordan Powell was elected to the position of Vice-Chairperson. Article IV, Section 4.06(b) of the Sacramento Works, Inc. bylaws state that the Vice-Chairperson must represent the private sector.

On September 1, 2020 Mr. Powell resigned from the board to relocate to another state. Current Chairperson Mr. Rick Wylie is recommending the election of Ms. Anette Smith from Five Star Bank to fill the vacant Vice-Chairperson seat. Ms. Smith has been a Sacramento Works Board member since September 16, 2004 and was previously the Chair of the Planning/Oversight Committee.

RECOMMENDATION:

Review the recommendation of the Chairperson and take appropriate action.

ITEM III-B – ACTION

REVIEW RECOMMENDATION FOR SELECTION OF ONE-STOP OPERATOR RECEIVED FROM EXECUTIVE COMMITTEE AND APPROVE OR REJECT, AND FORWARD TO GOVERNING BOARD WITH REQUEST FOR CONCURRENCE

BACKGROUND:

The Workforce Innovation and Opportunity Act (WIOA) and the regulations implementing the Act require the Workforce Development Board (WDB), in concurrence with the Governing Board, to select a One Stop Operator to operate the “America’s Job Center of California” system as the mechanism for delivering WIOA services within the Sacramento Workforce Development Area.

The regulations require this selection process be performed by a competitive procurement process. The One Stop Operator ultimately selected by the WDB must, at a minimum, “coordinate the service delivery required of One Stop Partners and Service Providers.”

A One Stop Operator may consist of a single entity (public, private, for profit or not for profit) and may include One Stop Partners (provided they form a consortium of not less than three One Stop Partners). A One Stop Operator may also include a local Workforce Development Board, with the consent of the Governor and the local Chief Elected Official and subject to reasonable firewalls and conflict of interest provisions.

At your November 2020 Board meeting you authorized the Executive Committee to release a request for quotation for local one stop operator under the Federal simplified acquisition threshold procurement procedures. In addition, the Executive Committee was delegated with the responsibility of serving as the procurement evaluator.

The Executive Committee received two quotes. These quotes were reviewed by the Executive Committee and it has recommended the selection of one of the bidders for a new four-year contract. The recommendation appears below.

RECOMMENDATION:

Approve the recommendation of the Executive Committee regarding selection of a One-Stop Operator then refer the matter to the SETA Governing Board with a request for its concurrence.

ITEM III –C – DISCUSSION/ACTION

BUSINESS IMPLICATIONS OF COVID-19 ON BOARD MEMBERS

BACKGROUND:

This item provides an opportunity for selected board members to share from their perspective where their business has been, what is its current status, and where it is going based upon the economic conditions due to the pandemic.

ITEM IV-A - INFORMATION

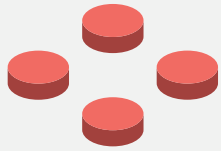
CAPITAL REGION WORKFORCE BOARDS OUTREACH

BACKGROUND:

In the December 2020 issue, Comstock's featured a special section in partnership with the Greater Sacramento Economic Council focused on attracting, retaining and growing talent, new businesses and industries, to diversify and build a resilient economy.

The Capital Region Workforce Board Directors approved the placement of the attached informational piece which appeared on page 24 of the GSEC Digital Edition: <https://joom.ag/cWBC/p24> and page 77 of the December Comstock's Magazine: <https://joom.ag/ekxC/p76>

Additionally, outreach items were placed in the 2020 Sacramento Business Journal Book of Lists, the regional publication providing an in-depth look at the largest and most influential players defining our local economies. A copy of the ad is attached.



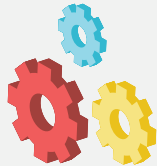
Capital Region Workforce Boards

Our local, federally-funded workforce system has been providing services to both job seekers and employers for decades, and remains one of the best assets in the Capital Region.



68,725

Customers
Served Annually



420,575

Services
Delivered Annually



70.6%

Customer
Employment Rate

The four Workforce Development Boards- the Sacramento Employment and Training Agency (SETA)/Sacramento Works, Golden Sierra Job Training Agency, Yolo County Workforce Development Board, and North Central Counties Consortium (NCCC), cover a nine-county region and oversee a network of over 20 America's Job Centers that connects over 68,000 job seekers annually with much needed employment and related resources.

These business-led boards are a resource to local employers, helping with job postings, customized recruitment events, applicant screening services, skills assessments, (virtual) career fairs, and resources that promote business success.

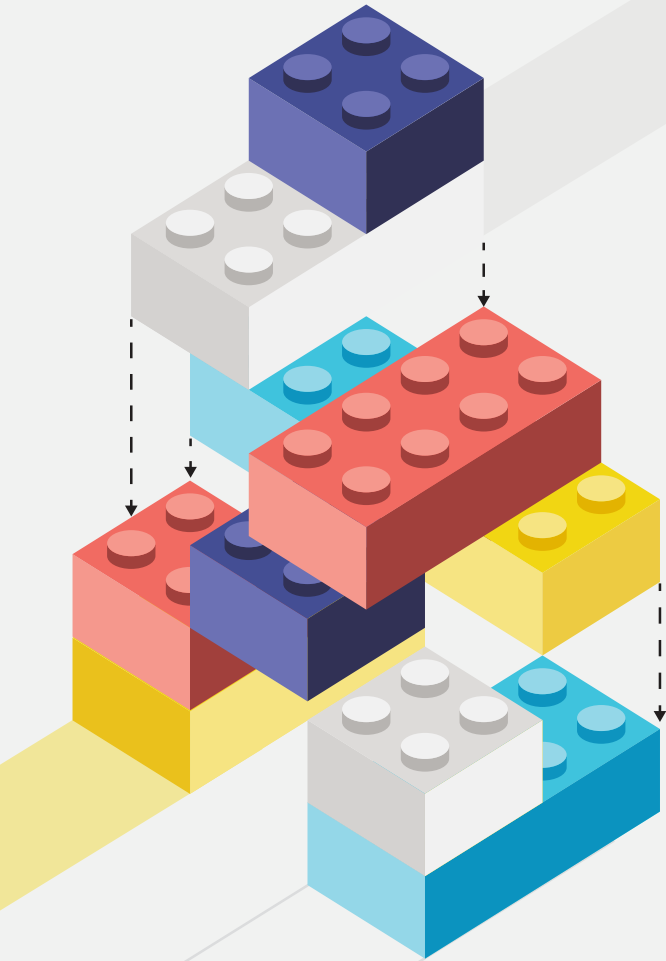
Businesses also benefit by increasing the breadth and diversity of their talent pool. Job retention is improved by candidates receiving access to ongoing job coaching and supports that improve their success in the workplace. Additionally, job seekers and the underemployed receive access to demand-driven, relevant skills training to regain employment in a growing field and improve their earnings potential.

The Centers are typically located in neighborhoods and areas with high concentrations of poverty and unemployment. The Centers offer no cost workforce development resources to everyone, with a focus on individuals with significant barriers to employment.

The Capital Region's Workforce Boards are committed to the region's success as conveners, brokers, leaders and partners on many workforce development initiatives that strengthen our local economy. We partner with business, education, labor unions, economic development and community-based organizations to align efforts, deepen impact, and improve quality of life in our region.

To learn more about the Capital Region's Workforce Boards, please go to:

capitalregionworkforceboards.com



The Capital Region Workforce Boards

Providing services to both job seekers and employers for decades.

The boards offer much needed employment resources such as customized recruitment events, applicant screening services, candidate skills assessments, and more.

Visit capitalregionworkforceboards.com to create your account and get started.

ITEM IV-B - INFORMATION

DISLOCATED WORKER REPORT

BACKGROUND:

The most current dislocated worker update is attached; staff will be available to answer questions.

PRESENTER: William Walker

Dislocated Worker Information PY 2020/2021

The following is an update of information as of January 15, 2021

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKERS	REGION/ LOCATION	Contacted	COVID-19 Related
King's Casino Management Corporation 6508 Antelope Rd. Citrus Heights, CA 95621	Gambling	7/1/2020	Temporary	319	Citrus Heights, CA	Yes	Y
Philz Coffee Inc. 1725 R Street Sacramento, CA 95811	Restaurant	7/10/2020	Permanent	2	Sacramento, CA	Yes	Y
Paradies Shops, LLC 6900 Airport Blvd. Sacramento, CA 95837	Retail	7/16/2020	Temporary	40	Sacramento, CA	Yes	Y
Torrid Sacramento County	Retail	7/20/2020	Temporary	13	Sacramento, CA	Yes	Y
Goodwill Industries of Sacramento Valley and Northern Nevada, Inc. Sacramento County, CA	Retail	7/22/2020	Permanent	178	Sacramento, CA	Yes	Y
Hawaiian Airlines 6900 Airport Blvd. Sacramento, CA 95837	Transportation	7/29/2020	Temporary	2	Sacramento, CA	No	Y
Adesa, Inc. dba Adesa Brasher's 233 Blacktop Rd. Rio Linda, CA 95673	Retail	8/1/2020	Permanent	113	Sacramento, CA	Yes	Y
Embassy Suites by Hilton 100 Capitol Mall Sacramento, CA 95814	Hospitality	8/7/2020	Temporary	46	Sacramento, CA	Yes	Y
Champs Store 14539 1689 Arden Way Sacramento, CA 95815	Retail	8/7/2020	Temporary	47	Sacramento, CA	Yes	Y
Aramark Sacramento, CA	Uniform Services	8/13/2020	Permanent	91	Sacramento, CA	Yes	Y
Hertz 6327 Aviation Dr. Sacramento, CA 95837	Retail	8/17/2020	Permanent	63	Sacramento, CA	Yes	Y
The Niello Company All Dealer in Sacramento County Sacramento, CA	Retail	8/18/2020	Temporary	139	Sacramento, CA	Yes	Y
Decore-ative Specialties, Inc 10481 E. Stockton Blvd. Elk Grove, CA 95624	Retail	8/21/2020	Permanent	133	Elk Grove, CA	Yes	Y
Food Source-Raley's 430 Elkhorn Blvd. Rio Linda, CA 95673	Retail	8/25/2020	Permanent	53	Sacramento, CA	Yes	Y
Food Source-Raley's 3547 Bradshaw Rd. Sacramento, CA 95827	Retail	8/25/2020	Permanent	48	Sacramento, CA	Yes	Y

Dislocated Worker Information PY 2020/2021

The following is an update of information as of January 15, 2021

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKERS	REGION/ LOCATION	Contacted	COVID-19 Related
Pier 1 Imports 7440 Laguna Blvd Elk Grove, CA 95758	Retail	8/31/2020	Permanent	12	Elk Grove, CA	Yes	Y
Pier 1 Imports 2775 E. Bidwell Folsom, CA 95630	Retail	8/31/2020	Permanent	12	Folsom, CA	Yes	Y
Pier 1 Imports 1874 Arden Way Sacramento, CA 95815	Retail	8/31/2020	Permanent	12	Sacramento, CA	Yes	Y
Coca Cola Company 826 National Dr. Ste 200 Sacramento, CA 95834	Distribution	8/31/2020	Permanent	17	Sacramento, CA	Yes	Y
Taste, Inc. 6900 Airport Blvd. Sacramento, CA 95837	Restaurant	9/1/2020	Temporary	8	Sacramento, CA	Yes	Y
Nordstrom 1651 Arden Way Sacramento, CA	Retail	9/10/2020	Permanent	296	Sacramento, CA	Yes	Y
Crescent Resorts & Hotel, LLC dba Residence Inn 112115th St. Sacramento, CA 95814	Hospitality	9/23/2020	Permanent	30	Sacramento, CA	Yes	Y
Parkwest Casino Cordova 2801 Prospect Park Dr. Rancho Cordova, CA 95670	Gambling	9/23/2020	Temporary	6	Rancho Cordova, CA	Yes	Y
Parkwest Casino Lotus 6100 Stockton Blvd. Sacramento, CA 95824	Gambling	9/23/2020	Temporary	30	Sacramento, CA	Yes	Y
SSP America 6900 Airport Blvd. Sacramento, CA 95837	Restaurant	9/27/2020	Temporary	171	Sacramento, CA	Yes	N
WASH Laundry Systems, LLC 8130-40 37th Avenue Sacramento, CA 95824	Commercial Laundry	9/30/2020	Permanent	1	Sacramento, Ca	Yes	Y
Phillips Image Guided Therapy Corporation 2870 Kilgore Rd. Rancho Cordova, CA 95670	Medical	9/30/2020	Permanent	120	Rancho Cordova, CA	Yes	N
Deja Vu Showgirls-Sacramento, LLC 11252 Trade Center Dr. Rancho Cordova, CA 95742	Entertainment	9/30/2020	Permanent	90	Rancho Cordova, CA	Yes	Y
Coit Cleaning and Restoration 3499 Business Dr. Sacramento, CA 95820	Cleaning	10/6/2020	Temporary	6	Sacramento, CA	Yes	Y
HMS Host 6850 Airport Blvd Ste 28 Sacramento, CA 95837	Hospitality	10/15/2020	Permanent	78	Sacramento, CA	Yes	Y

Dislocated Worker Information PY 2020/2021

The following is an update of information as of January 15, 2021

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKERS	REGION/ LOCATION	Contacted	COVID-19 Related
Liquid-box Corporation 5000 Warehouse Way Sacramento, CA 95826	Packaging	11/2/2020	Permanent	22	Sacramento, CA	Yes	N
Spare Time Sports Club 2450 Natomas Park Dr. Sacramento, CA 95833	Health/Fitness	11/5/2020	Permanent	89	Sacramento, CA	Yes	Y
Kaiser Permanente Sacramento, CA	Medical	11/30/2020	Permanent	7	Sacramento, CA	Yes	N
PT Gaming, LLC dba Capitol Casino 411 N.16th St. Sacramento, CA 95811	Gambling	12/10/2020	Permanent	30	Sacramento, CA	Yes	Y
Pavilion Car Wash, Quick Lube & Detail Center 2334 Fair Oaks Blvd. Sacramento, CA 95825	Retail	12/11/2020	Temporary	68	Sacramento, CA	Yes	N
LIFETIME Sacramento County	Health/Fitness	12/12/2020	Temporary	17	Sacramento, CA	Yes	Y
Knighted Ventures, LLC 6010 Stockton Blvd. Sacramento, CA 95824	Gambling	12/21/2020	Temporary	108	Sacramento, CA	Yes	Y
McClatchy Company, LLC 2100 Q St. Sacramento, CA 95816	Publishing	12/27/2020	Permanent	199	Sacramento, CA	Yes	N
Public House Downtown LLC 1132 16th Street Sacramento, CA 95814	Restaurant	12/31/2020	Temporary	45	Sacramento, CA	Yes	Y
Sun G. Wong Enterprises, Inc. dba Iron Horse Tavern 1800 15th Street Sacramento, CA 95811	Restaurant	12/31/2020	Temporary	101	Sacramento, CA	Yes	Y
Tavern on the Hill, LLC, dba Iron Horse Tavern 460 Palladio Parkway Folsom, CA 95630	Restaurant	12/31/2020	Temporary	69	Sacramento, CA	Yes	Y
Tres Hermanas Y Amigo 3, LLC Sacramento, County	Restaurant	12/31/2020	Temporary	179	Sacramento, CA	Yes	Y
Wok in the Park, LLC 1116 15th Street Sacramento, CA 95814	Restaurant	12/31/2020	Temporary	69	Sacramento, CA	Yes	Y
GroceryWorks.com Sacramento County	Transportation	2/27/2021	Permanent	76	Sacramento, CA	Yes	Y
Southwest Airlines 6733 Lindbergh Dr. Sacramento, CA 95837	Transportation	3/15/2021	Temporary	107	Sacramento, CA	Yes	Y
TOTAL				3,362			

ITEM IV-C - INFORMATION

EMPLOYER RECRUITMENT ACTIVITY REPORT

BACKGROUND:

Staff at Sacramento Works Job Centers and internal Employer Services staff work with local employers to recruit qualified employees. The most current update is attached.

Mr. William Walker will be available to answer questions.

PRESENTER: William Walker

SETA- Employer Activity Report

The following is an update of information as of January 15, 2021

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication Technology; 8=Life Sciences; 9=Non-Critical Occupations			
All West Coachlines, Inc.	9	Motorcoach Operator Driver	1
Children's Receiving Home of Sacramento	6	Behavioral Health Specialist	1
	6	Clinical Program Manager	1
City of Elk Grove	7	Communications Bureau Manager	1
	9	Dispatcher	2
	9	Police Officer - Entry Level	1
City of Sacramento	9	Administrative Assistant	1
	9	Administrative Technician	1
	9	Animal Control Officer II	1
	9	Aquatics Specialist	1
	9	Assistant Pool Manager	1
	9	Building Monitor	1
	9	Camp Caretaker	1
	9	Camp Program Director	1
	9	Community Service Officer I	1
	9	Contracts and Compliance Specialist	1
	9	Crew Leader, Landscape and Learning	1
	9	Cultural and Creative Economy Manager	1
	9	Dispatcher II	1
	9	Environment Health & Safety Officer	1
	9	Equipment Mechanic III	1
	9	Fleet Service Coordinator	1
	4	Information Technology Supervisor	1
	9	Labor Relations Officer	1
	6	Nurse -Adaptive Recreation	1
	9	Park Maintenance Worker II	1
	9	Payroll Technician	1
	9	Permit Services Supervisor	1
	9	Personnel Transaction Coordinator	1
9	Pick-Up Driver	1	
9	Planning Director	1	
1	Plant Operator	1	

SETA- Employer Activity Report

The following is an update of information as of January 15, 2021

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication Technology; 8=Life Sciences; 9=Non-Critical Occupations			
City of Sacramento	9	Police Recruit	2
	9	Principal Budget Analyst	1
	9	Program Specialist	1
	9	Program Specialist -Financial Specialist	1
	9	Recreation Aide	2
	9	Senior Accounting Technician	1
	9	Senior Animal Care Technician	1
	4	Senior Applications Developer	1
	9	Senior Engineer	2
	9	Senior Lifeguard	1
	9	Senior Recreation Aide	1
	9	Senior Staff Assistant	1
	3	Structural Maintenance Supervisor	1
	9	Student Trainee-Police Department	1
	9	Utility Worker	2
Comfort Keepers	6	Caregiver	10
	6	CNA	10
	6	Home Care Aide	10
	6	Home Health Aide	10
	6	Personal Care Aide	10
Cosumnes Community Service District	9	Fire Chief	1
Good Times Motorsports	9	Motorcycle Mechanic	1
	9	Parts Counter Sales Person	1
Habitat for Humanity of Greater Sacramento	9	Homeowner Services Manager	1
Health Advocates	9	Coordinator- Sacramento	1
HealthNow Administrative Services	6	Customer Service Representative 1	4
KinderCare Education LLC	4	Teacher	8
Leadstart Security Inc.	9	Customer Facing Armed Security	1
	9	Mobile Patrol Officer	1
	9	Unarmed Security Guard	1

SETA- Employer Activity Report

The following is an update of information as of January 15, 2021

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication Technology; 8=Life Sciences; 9=Non-Critical Occupations			
Los Rios Community College District	4	Administrative Assistant I	1
	4	Associate Vice Chancellor of Human Resources	1
	4	Certified Nursing Assistant Adjunct Professor	1
	4	Clerk III	1
	4	Counseling Clerk I	1
	4	Faculty Diversity Internship Program	1
	4	History Assistant Professor	1
	7	Information Technology Technical Services	1
	4	Medical-Surgical Nursing Assistant Professor	1
	4	Senior Information Technical Business/Technical	1
	4	Special Projects Beacon Supplemental Instructions	1
	4	Tutorial Services Assistant	1
	4	Vice President, Instruction	1
Mark Seeding Services & Erosion Control Tech	3	Erosion Control Applicator	2
McLane Company, Inc	9	Reset Specialist	1
Panera Bread	5	Catering Coordinator	1
	5	Shift Supervisor	1
Options In Supported Living, LLC	9	Personal Support Staff	5
Remetronix	9	Customer Service Engineer	1
	9	Warehouse Technician	1
Rx HealthCare Services	6	In-Home Caregiver	10
Sacramento LGBT Community Center	6	Assistant Director of Health Services	1
	9	Housing Navigator	1
Tesco Controls, Inc.	9	Engineering Manager	1
	9	Field Service Technician	1
	9	General Application	1
	9	Industrial Maintenance Technician	1
The Panther Group	9	Bilingual Customer Service Representative	50

SETA- Employer Activity Report

The following is an update of information as of January 15, 2021

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication Technology; 8=Life Sciences; 9=Non-Critical Occupations			
USCB, Inc.	9	Representative I, Customer Service	1
Utiliquest, LLC	9	Utility Line Locater	5
Villara Corporation	3	HVAC Installer - Tradesman Journeyman	20
	3	Plumbing Installer Tradesman	20
Walgreens DC	9	Warehouse Worker	70
Westcoast Car Audio	9	12 Volt Trainee	2
Total			331

ITEM IV-D – INFORMATION

UNEMPLOYMENT UPDATE/PRESS RELEASE FROM THE EMPLOYMENT
DEVELOPMENT DEPARTMENT

BACKGROUND:

The unemployment rate for Sacramento County for the month of November, 2020 was 6.7%.

Attached is a copy of a press release from the Employment Development Department breaking down the job losses and job creations for the regional area.

Staff will be available to answer questions.

PRESENTER: Roy Kim

EMPLOYMENT DEVELOPMENT DEPARTMENT
 Labor Market Information Division
 2901 50th Street
 Sacramento, CA 95817

Contact: Cara Welch
 (916) 227-0298

**SACRAMENTO—ROSEVILLE—ARDEN-ARCADE METROPOLITAN STATISTICAL AREA (MSA)
 (EL DORADO, PLACER, SACRAMENTO, AND YOLO COUNTIES)
Retail trade led month-over job gains; but still down over the year**

The unemployment rate in the Sacramento--Roseville--Arden-Arcade MSA was 6.7 percent in November 2020, down from a revised 7.3 percent in October 2020, and above the year-ago estimate of 3.2 percent. This compares with an unadjusted unemployment rate of 7.9 percent for California and 6.4 percent for the nation during the same period. The unemployment rate was 5.7 percent in El Dorado County, 5.2 percent in Placer County, 7.4 percent in Sacramento County, and 5.8 percent in Yolo County.

Between October 2020 and November 2020, combined employment in the counties of El Dorado, Placer, Sacramento, and Yolo increased by 4,100 to total 972,200 jobs.

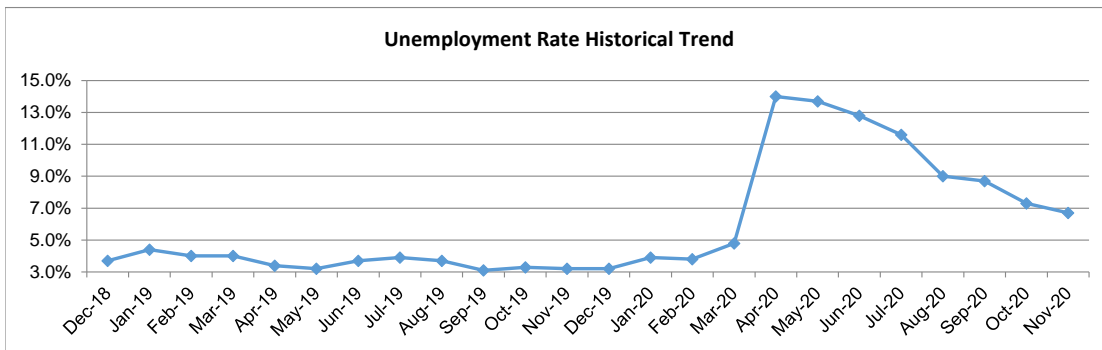
- Trade, transportation, and utilities (up 6,800 jobs) led the region in job gains. Retail trade (up 4,000 jobs) and transportation, warehousing, and utilities (up 2,900 jobs) were responsible for the increase.
- Government employment rose by 500 jobs in November. Employment gains were concentrated in local government, which added 1,100 jobs. These gains were partially offset by losses in federal government (down 500 jobs) and state government (down 100 jobs).
- Employment in financial activities expanded by 300 jobs, with gains occurring in finance and insurance (up 500 jobs). Real estate and rental and leasing decreased by 200 jobs.
- Meanwhile, losses were reported in construction (down 1,300 jobs), farm (down 800 jobs), manufacturing (down 500 jobs), other services (down 400 jobs), professional and business services (down 300 jobs), and leisure and hospitality (down 300 jobs).

Between November 2019 and November 2020, total jobs in the region decreased by 67,100, or 6.5 percent.

- Leisure and hospitality led the year-over decline for the region, dropping 24,300 jobs. Accommodation and food services (down 18,600 jobs) was responsible for the majority of the job losses. Arts, entertainment, and recreation lost 5,700 jobs.
- Employment in education and health services fell by 12,500 jobs since last November. Healthcare and social assistance cut back 11,000 jobs. Educational services decreased by 1,500 jobs.
- Trade, transportation, and utilities shed 10,100 jobs. Retail trade was down 5,900 jobs. Wholesale trade reduced 4,400 jobs. Transportation, warehousing, and utilities gained 200 jobs.
- On the upside, financial activities was up 2,000 jobs since November 2019. Finance and insurance added 1,800 jobs. Real estate and rental and leasing grew by 200 jobs.

IMMEDIATE RELEASE
 SACRAMENTO--ROSEVILLE--ARDEN-ARCADE METROPOLITAN STATISTICAL AREA (MSA)
 (El Dorado, Placer, Sacramento, and Yolo Counties)

The unemployment rate in the Sacramento--Roseville--Arden-Arcade MSA was 6.7 percent in November 2020, down from a revised 7.3 percent in October 2020, and above the year-ago estimate of 3.2 percent. This compares with an unadjusted unemployment rate of 7.9 percent for California and 6.4 percent for the nation during the same period. The unemployment rate was 5.7 percent in El Dorado County, 5.2 percent in Placer County, 7.4 percent in Sacramento County, and 5.8 percent in Yolo County.



Industry	Oct-2020	Nov-2020	Change		Nov-2019	Nov-2020	Change
	Revised	Prelim				Prelim	
Total, All Industries	968,100	972,200	4,100		1,039,300	972,200	(67,100)
Total Farm	8,700	7,900	(800)		7,900	7,900	0
Total Nonfarm	959,400	964,300	4,900		1,031,400	964,300	(67,100)
Mining, Logging, and Construction	67,700	66,400	(1,300)		69,400	66,400	(3,000)
Mining and Logging	500	500	0		600	500	(100)
Construction	67,200	65,900	(1,300)		68,800	65,900	(2,900)
Manufacturing	33,500	33,000	(500)		37,200	33,000	(4,200)
Trade, Transportation & Utilities	150,600	157,400	6,800		167,500	157,400	(10,100)
Information	10,400	10,400	0		11,700	10,400	(1,300)
Financial Activities	54,900	55,200	300		53,200	55,200	2,000
Professional & Business Services	137,000	136,700	(300)		137,000	136,700	(300)
Educational & Health Services	157,100	157,200	100		169,700	157,200	(12,500)
Leisure & Hospitality	83,000	82,700	(300)		107,000	82,700	(24,300)
Other Services	26,600	26,200	(400)		35,000	26,200	(8,800)
Government	238,600	239,100	500		243,700	239,100	(4,600)

Notes: Data not adjusted for seasonality. Data may not add due to rounding

Labor force data are revised month to month

Data Not Seasonally Adjusted

	Nov 19	Sep 20	Oct 20 Revised	Nov 20 Prelim	Percent Change Month	Percent Change Year
Civilian Labor Force (1)	1,105,000	1,074,600	1,110,700	1,089,300	-1.9%	-1.4%
Civilian Employment	1,069,200	980,900	1,029,400	1,016,300	-1.3%	-4.9%
Civilian Unemployment	35,800	93,600	81,400	73,100	-10.2%	104.2%
Civilian Unemployment Rate (CA Unemployment Rate)	3.2%	8.7%	7.3%	6.7%		
(U.S. Unemployment Rate)	3.7%	10.7%	8.7%	7.9%		
	3.3%	7.7%	6.6%	6.4%		
Total, All Industries (2)	1,039,300	952,700	968,100	972,200	0.4%	-6.5%
Total Farm	7,900	9,000	8,700	7,900	-9.2%	0.0%
Total Nonfarm	1,031,400	943,700	959,400	964,300	0.5%	-6.5%
Total Private	787,700	709,200	720,800	725,200	0.6%	-7.9%
Goods Producing	106,600	100,200	101,200	99,400	-1.8%	-6.8%
Mining, Logging, and Construction	69,400	66,200	67,700	66,400	-1.9%	-4.3%
Mining and Logging	600	500	500	500	0.0%	-16.7%
Construction	68,800	65,700	67,200	65,900	-1.9%	-4.2%
Construction of Buildings	15,100	16,200	16,800	16,300	-3.0%	7.9%
Specialty Trade Contractors	47,300	43,000	43,400	42,800	-1.4%	-9.5%
Building Foundation & Exterior Contractors	13,700	12,100	12,300	12,100	-1.6%	-11.7%
Building Equipment Contractors	19,500	18,600	18,600	18,500	-0.5%	-5.1%
Building Finishing Contractors	10,100	8,200	8,400	8,300	-1.2%	-17.8%
Manufacturing	37,200	34,000	33,500	33,000	-1.5%	-11.3%
Durable Goods	24,300	21,500	21,300	21,600	1.4%	-11.1%
Computer & Electronic Product Manufacturing	4,900	4,900	4,900	4,900	0.0%	0.0%
Nondurable Goods	12,900	12,500	12,200	11,400	-6.6%	-11.6%
Food Manufacturing	4,100	4,700	4,500	3,600	-20.0%	-12.2%
Service Providing	924,800	843,500	858,200	864,900	0.8%	-6.5%
Private Service Providing	681,100	609,000	619,600	625,800	1.0%	-8.1%
Trade, Transportation & Utilities	167,500	148,300	150,600	157,400	4.5%	-6.0%
Wholesale Trade	28,600	24,600	24,300	24,200	-0.4%	-15.4%
Merchant Wholesalers, Durable Goods	16,500	13,700	13,500	13,500	0.0%	-18.2%
Merchant Wholesalers, Nondurable Goods	10,500	9,500	9,400	9,300	-1.1%	-11.4%
Retail Trade	104,300	92,400	94,400	98,400	4.2%	-5.7%
Motor Vehicle & Parts Dealer	15,300	13,600	13,800	13,800	0.0%	-9.8%
Building Material & Garden Equipment Stores	8,000	8,000	8,000	8,200	2.5%	2.5%
Grocery Stores	19,500	19,700	19,700	19,800	0.5%	1.5%
Health & Personal Care Stores	5,800	5,500	5,500	5,600	1.8%	-3.4%
Clothing & Clothing Accessories Stores	8,900	5,000	5,900	6,500	10.2%	-27.0%
Sporting Goods, Hobby, Book & Music Stores	4,000	3,200	3,200	3,400	6.3%	-15.0%
General Merchandise Stores	20,700	18,800	19,200	20,500	6.8%	-1.0%
Transportation, Warehousing & Utilities	34,600	31,300	31,900	34,800	9.1%	0.6%
Information	11,700	10,400	10,400	10,400	0.0%	-11.1%
Publishing Industries (except Internet)	2,300	2,200	2,200	2,200	0.0%	-4.3%
Telecommunications	3,000	3,000	2,900	3,000	3.4%	0.0%
Financial Activities	53,200	53,700	54,900	55,200	0.5%	3.8%
Finance & Insurance	35,500	36,100	36,800	37,300	1.4%	5.1%
Credit Intermediation & Related Activities	10,300	10,300	10,400	10,700	2.9%	3.9%
Depository Credit Intermediation	6,200	6,200	6,200	6,100	-1.6%	-1.6%
Nondepository Credit Intermediation	2,200	2,200	2,300	2,500	8.7%	13.6%
Insurance Carriers & Related	21,100	21,700	22,100	22,200	0.5%	5.2%
Real Estate & Rental & Leasing	17,700	17,600	18,100	17,900	-1.1%	1.1%
Real Estate	13,600	13,600	14,100	14,100	0.0%	3.7%
Professional & Business Services	137,000	136,400	137,000	136,700	-0.2%	-0.2%
Professional, Scientific & Technical Services	59,600	62,800	63,800	61,800	-3.1%	3.7%
Architectural, Engineering & Related Services	10,900	10,900	11,100	11,100	0.0%	1.8%
Management of Companies & Enterprises	13,400	13,800	13,600	13,400	-1.5%	0.0%
Administrative & Support & Waste Services	64,000	59,800	59,600	61,500	3.2%	-3.9%
Administrative & Support Services	61,100	57,400	57,200	59,000	3.1%	-3.4%
Employment Services	21,900	18,800	19,700	19,800	0.5%	-9.6%

Data Not Seasonally Adjusted

	Nov 19	Sep 20	Oct 20 Revised	Nov 20 Prelim	Percent Change	
					Month	Year
Services to Buildings & Dwellings	17,200	16,100	16,200	16,600	2.5%	-3.5%
Educational & Health Services	169,700	156,300	157,100	157,200	0.1%	-7.4%
Education Services	13,400	11,600	11,800	11,900	0.8%	-11.2%
Health Care & Social Assistance	156,300	144,700	145,300	145,300	0.0%	-7.0%
Ambulatory Health Care Services	56,300	56,900	57,300	57,600	0.5%	2.3%
Hospitals	25,400	24,700	24,800	24,900	0.4%	-2.0%
Nursing & Residential Care Facilities	17,500	16,900	17,000	16,900	-0.6%	-3.4%
Leisure & Hospitality	107,000	78,200	83,000	82,700	-0.4%	-22.7%
Arts, Entertainment & Recreation	16,100	8,300	9,800	10,400	6.1%	-35.4%
Accommodation & Food Services	90,900	69,900	73,200	72,300	-1.2%	-20.5%
Accommodation	9,800	4,000	4,000	4,400	10.0%	-55.1%
Food Services & Drinking Places	81,100	65,900	69,200	67,900	-1.9%	-16.3%
Restaurants	76,900	61,500	64,800	64,000	-1.2%	-16.8%
Full-Service Restaurants	34,900	24,500	26,700	26,600	-0.4%	-23.8%
Limited-Service Eating Places	42,000	37,000	38,100	37,400	-1.8%	-11.0%
Other Services	35,000	25,700	26,600	26,200	-1.5%	-25.1%
Repair & Maintenance	10,500	7,700	7,700	7,600	-1.3%	-27.6%
Government	243,700	234,500	238,600	239,100	0.2%	-1.9%
Federal Government	14,100	16,000	15,300	14,800	-3.3%	5.0%
Department of Defense	1,700	1,700	1,700	1,700	0.0%	0.0%
State & Local Government	229,600	218,500	223,300	224,300	0.4%	-2.3%
State Government	123,600	120,900	122,700	122,600	-0.1%	-0.8%
State Government Education	31,800	25,800	27,200	27,200	0.0%	-14.5%
State Government Excluding Education	91,800	95,100	95,500	95,400	-0.1%	3.9%
Local Government	106,000	97,600	100,600	101,700	1.1%	-4.1%
Local Government Education	58,500	52,000	55,200	56,200	1.8%	-3.9%
Local Government Excluding Education	47,500	45,600	45,400	45,500	0.2%	-4.2%
County	19,400	19,700	19,600	19,700	0.5%	1.5%
City	10,300	9,200	9,400	9,500	1.1%	-7.8%
Special Districts plus Indian Tribes	17,800	16,700	16,400	16,300	-0.6%	-8.4%

Notes:

(1) Civilian labor force data are by place of residence; include self-employed individuals, unpaid family workers, household domestic workers, & workers on strike. Data may not add due to rounding. The unemployment rate is calculated using unrounded data.

(2) Industry employment is by place of work; excludes self-employed individuals, unpaid family workers, household domestic workers, & workers on strike. Data may not add due to rounding.

These data are produced by the Labor Market Information Division of the California Employment Development Department (EDD). Questions should be directed to: Cara Welch 916-227-0298 or Sheila Stock 916-651-5914

These data, as well as other labor market data, are available via the Internet at <http://www.labormarketinfo.edd.ca.gov>. If you need assistance, please call (916) 262-2162.

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REPORT 400 C
Monthly Labor Force Data for Counties
November 2020 - Preliminary
 Data Not Seasonally Adjusted

COUNTY	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
STATE TOTAL	---	18,928,800	17,437,200	1,491,600	7.9%
ALAMEDA	25	815,200	760,200	55,000	6.7%
ALPINE	33	520	480	40	7.1%
AMADOR	32	14,190	13,200	990	7.0%
BUTTE	27	93,000	86,700	6,300	6.8%
CALAVERAS	15	20,130	18,950	1,190	5.9%
COLUSA	57	9,630	8,590	1,040	10.8%
CONTRA COSTA	27	542,200	505,100	37,100	6.8%
DEL NORTE	40	9,050	8,370	680	7.6%
EL DORADO	10	90,100	85,000	5,100	5.7%
FRESNO	48	440,000	402,200	37,800	8.6%
GLENN	16	12,480	11,730	750	6.0%
HUMBOLDT	16	60,300	56,700	3,600	6.0%
IMPERIAL	58	65,400	54,700	10,700	16.4%
INYO	12	8,230	7,750	480	5.8%
KERN	54	370,900	335,900	35,000	9.4%
KINGS	51	54,700	49,800	4,800	8.9%
LAKE	35	28,710	26,620	2,080	7.3%
LASSEN	6	9,650	9,140	510	5.3%
LOS ANGELES	56	4,986,500	4,459,100	527,400	10.6%
MADERA	45	60,000	55,100	4,800	8.1%
MARIN	1	134,400	128,100	6,300	4.7%
MARIPOSA	40	7,230	6,680	550	7.6%
MENDOCINO	27	36,010	33,570	2,440	6.8%
MERCED	52	112,000	101,900	10,100	9.0%
MODOC	20	3,060	2,870	190	6.2%
MONO	45	7,310	6,720	590	8.1%
MONTEREY	42	188,300	173,800	14,500	7.7%
NAPA	16	71,000	66,700	4,300	6.0%
NEVADA	9	46,430	43,810	2,620	5.6%
ORANGE	22	1,592,400	1,490,700	101,700	6.4%
PLACER	5	184,000	174,400	9,600	5.2%
PLUMAS	34	7,400	6,870	530	7.2%
RIVERSIDE	43	1,101,000	1,015,000	86,000	7.8%
SACRAMENTO	37	709,500	657,300	52,200	7.4%
SAN BENITO	31	30,700	28,600	2,100	6.9%
SAN BERNARDINO	44	970,900	893,600	77,300	8.0%
SAN DIEGO	24	1,582,500	1,477,300	105,200	6.6%
SAN FRANCISCO	10	566,500	534,100	32,400	5.7%
SAN JOAQUIN	52	321,500	292,500	29,000	9.0%
SAN LUIS OBISPO	7	131,800	124,600	7,100	5.4%
SAN MATEO	3	444,700	422,000	22,700	5.1%
SANTA BARBARA	12	213,600	201,300	12,300	5.8%
SANTA CLARA	3	1,042,700	989,600	53,100	5.1%
SANTA CRUZ	25	128,100	119,500	8,600	6.7%
SHASTA	23	73,100	68,300	4,800	6.5%
SIERRA	2	1,280	1,210	60	5.0%
SISKIYOU	35	15,880	14,720	1,160	7.3%
SOLANO	39	203,600	188,300	15,300	7.5%
SONOMA	8	250,200	236,400	13,800	5.5%
STANISLAUS	47	233,700	214,300	19,400	8.3%
SUTTER	48	40,900	37,400	3,500	8.6%
TEHAMA	27	24,400	22,740	1,660	6.8%
TRINITY	19	4,240	3,980	260	6.1%
TULARE	55	191,500	172,700	18,800	9.8%
TUOLUMNE	37	19,670	18,200	1,460	7.4%
VENTURA	21	412,600	386,700	25,900	6.3%
YOLO	12	105,700	99,600	6,100	5.8%
YUBA	50	28,300	25,800	2,500	8.7%

Notes

1) Data may not add due to rounding. The unemployment rate is calculated using unrounded data.

2) Labor force data for all geographic areas now reflect the March 2019 benchmark and Census 2010 population controls at the state level.

ITEM IV-E - INFORMATION

COMMITTEE UPDATES

BACKGROUND:

This item provides an opportunity for a report from the following committees:

- Youth Committee – David Gordon
- Planning/Oversight Committee – Dr. Jamey Nye
- Employer Outreach Committee – Ron Ellis
- Board Development Committee – Lisa Clawson
- Fund Development Committee – Rick Wylie

ITEM V - OTHER REPORTS

1. CHAIR'S REPORT

The Chair of the Sacramento Works, Inc. Board, on a regular basis, receives numerous items of information concerning employment and training legislation, current programs, agency activities, and miscellaneous articles.

The important information from the material received and meetings attended will be shared with the entire Board and the method proposed by the Chair is to give a verbal report at each regular meeting. It will also allow time for the Board to provide input on items that may require future action.

2. MEMBERS OF THE BOARD

This item provides the opportunity for Workforce Development Board members to raise any items for consideration not covered under the formal agenda. It also provides the opportunity for Board members to request staff to research or follow up on specific requests or to ask that certain items be placed on the next agenda.

3. COUNSEL REPORT:

The Sacramento Works, Inc. Legal Counsel is the firm of Phillip M. Cunningham, Attorney at Law. This item provides the opportunity for Legal Counsel to provide the Sacramento Works, Inc. Board with an oral or written report on legal activities

4. PUBLIC PARTICIPATION:

Participation of the general public at Sacramento Works, Inc. Board meetings is encouraged. The Sacramento Works, Inc. Board has decided to incorporate participants of the audience as part of its agenda for all meetings. Members of the audience are asked to address their requests to the Chair, if they wish to speak.