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Sacramento Regional Transit



SACRAMENTOWORKS

SACRAMENTO WORKS, INC.
Executive Committee

Date: Monday, October 24, 2022

Time: 4:00 p.m.

Location:

<https://us02web.zoom.us/j/81126623915?pwd=WW5YZHNrRWREeEVJdHgwldVUMEM3dz09>

In response to the AB361 (Brown Act Section 54953) relating to the COVID-19 Pandemic, the Sacramento Works Executive Committee is conducting this meeting on Zoom at <https://us02web.zoom.us/j/81126623915?pwd=WW5YZHNrRWREeEVJdHgwldVUMEM3dz09> Meeting ID: 811 2662 3915; Passcode: 377097. 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 telephone by dialing (for higher quality, dial a number based on your current location): One tap mobile: +16699006833,,81126623915# US (San Jose). Dial by your location + 1 669 900 6833 US (San Jose). Find your local number: <https://us02web.zoom.us/u/kdcYjmrkow> . Members of the public are encouraged to participate in the meeting by submitting written comments by email to: Monica.Newton@seta.net. Any member of the public who wishes to speak directly to the Committee regarding any item on the agenda may contact Monica Newton at (916) 263-3753, or Monica.Newton@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 Executive Committee and included in the record.

In the event of disruption which prevents broadcasting of the meeting to members of the public using the call-in or internet-based service options, or in the event of a disruption which prevents members of the public from offering public comments, the Committee shall take no further action on items appearing on the meeting agenda until public access to the meeting is restored.

Closed captioning will be available. This document and other Committee meeting information may be accessed through the Internet by accessing the SETA home page: www.seta.net.

AGENDA

1. Call to Order/Roll Call
2. Approval of Findings and Authorization to Extend Use of Teleconferencing Procedures for Committee Meetings During Declared State of Emergency and/or While State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing (Legal Counsel)
3. Approval of Minutes of the September 26, 2022 Regular Meeting

4. Discussion of Sacramento Works Board Action Plan
5. Staff Reports
6. Public Participation
7. Adjournment

COMMITTEE MEMBERS: Lisa Clawson, Ron Ellis, David Gordon, Denise Lee, Dr. Jamey Nye, Ron Orr, Anette Smith

DISTRIBUTION DATE: Tuesday, October 18, 2022

Sacramento Works Executive Committee meeting hosted by:
Anette Smith (Chair), Ron Orr (Vice Chair), Lisa Clawson (Secretary/Treasurer)

ITEM 2- CONSENT

APPROVAL OF FINDINGS AND AUTHORIZATION TO EXTEND USE OF TELECONFERENCING PROCEDURES FOR BOARD MEETINGS DURING DECLARED STATE OF EMERGENCY AND/OR WHILE STATE OR LOCAL OFFICIALS CONTINUE TO IMPOSE OR RECOMMEND MEASURES TO PROMOTE SOCIAL DISTANCING

BACKGROUND:

California Governor Gavin Newsom has issued long-existing state of emergency related to COVID-19, which remains in effect. Governor Newsom had previously authorized local agencies, by Executive Order, to conduct meetings under the Brown Act utilizing Zoom or other remote procedures to conduct meeting by modified teleconference procedures. In September 2021, the legislature signed and passed into law AB 361, which amended Section 54953 of the Brown Act to similarly authorize teleconferencing of Board Meetings, provided necessary procedures are followed.

Under AB 361, in the event of disruption which prevents broadcasting of the meeting to members of the public using the call-in or internet-based service options, or in the event of a disruption which prevents members of the public from offering public comments, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting is restored.

AB 361 also authorizes public agencies to continue to hold subsequent meetings via teleconference procedures during any state of emergency that directly impacts the ability of the members to meet safely in person or while State or local officials continue to impose or recommend measures to promote social distancing. The Governor's declared continuing state of emergency remains active and continues to serve to protect members of the public from unnecessary risk and exposure to COVID-19. In addition, Cal OSHA continues to recommend physical distancing in places of employment as a measure to protect employees against the spread of COVID-19. Given these circumstances, in order to allow for the next Committee meeting to be held by teleconference procedures consistent with AB 361, the Committee must make the following findings no later than 30 days after the first teleconferencing meeting and every 30 days thereafter by majority vote:

- a. The legislative body has reconsidered the circumstances of the state of emergency.
- b. Any of the following circumstances exists:
 - i. The state of emergency continues to directly impact the ability of the members to meet safely in person.
 - ii. State or local officials continue to impose or recommend measures to promote social distancing.

RECOMMENDATION:

Authorize the continued use of teleconferencing for Sacramento Works Executive Committee meetings under AB 361, occasioned by the continuing state of emergency issued by Governor Newsom that directly impacts the ability of the members to meet safely in person and the continuation of Cal OSHA recommendations promoting physical distancing in places of employment and, based thereon, make the following findings in support of this action:

- a. The Committee has reconsidered the circumstances of the state of emergency.
- b. The following circumstances exist:
 - i. The state of emergency continues to directly impact the ability of the members to meet safely in-person.
 - ii. State officials continue to recommend measures to promote social distancing.

PRESENTER: Legal Counsel

SACRAMENTO WORKS, INC.

Executive Committee

Minutes

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

Location: Meeting held electronically

Monday, September 26, 2022

4:00 p.m.

1. Call to Order/Roll Call

Ms. Smith called the meeting to order at 4:02 p.m. The roll was called and a quorum was established.

Members Present: Dr. Jamey Nye, Anette Smith, Denise Lee, Lisa Clawson, Ron Orr, Ron Ellis (*joined at 4:05 p.m.*)

Member Absent: David Gordon

Others Present: Phil Cunningham, Roy Kim, Michelle O'Camb, Lauren Mechals, William Walker

2. Approval of Findings and Authorization to Extend Use of Teleconferencing Procedures for Committee Meetings During Declared State of Emergency and/or While State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing

Moved/Clawson, second/Nye, to approve the Findings and Authorization to Extend Use of Teleconferencing Procedures for Committee Meetings During Declared State of Emergency and/or While State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing

Roll call vote:

Aye: 4 (Lee, Clawson, Nye, Smith, Orr)

Nay: 0

Abstention: 0

Absent: 2 (Gordon, Ellis)

3. Approval of Minutes of the July 25, 2022 and August 22, 2022 Regular Meeting

Moved/Orr, second/Clawson, to approve the July 25, 2022 and August 22, 2022 regular minutes as written.

Roll call vote:

Aye: 4 (Lee, Clawson, Nye, Smith, Orr)

Nay: 0

Abstention: 0
Absent: 2 (Gordon, Ellis)

4. **Discussion of Sacramento Works Board Action Plan**

Ms. Smith suggested to add a section on the Executive Committee and the Board agendas for staff reports.

Mr. Ron Ellis joined the meeting at 4:05 p.m.

Mr. Kim suggested we add in a section for public comment for Executive Committee as well. It was also suggested to put the action plan on one page.

5. **Review of the September 28, 2022 Sacramento Works Board Agenda**

Ms. Smith reviewed the Board packet. Mr. Scott Powell with GSEC will be presenting on their upskills program and discussion. The goal is for SETA to be the go-to training resource for Sacramento area companies.

Mr. Ellis commented Ms. Brittany Jones with GSEC has been a great asset to the Employer Outreach Committee.

Ms. Smith asked if there will be a client success story. Mr. Kim replied we are working on finding someone to present.

Mr. Orr questioned the order of the item to approve the extension of teleconferencing. Mr. Cunningham advised that the extension of teleconferencing item be moved to consent items. The Committee agreed to the change.

Ms. Smith reviewed the election of officers. Mr. Cunningham suggested that election of officers is on agenda and the Executive Committee is suggesting the current slate to continue. If anyone has nominations from the floor then two people should be appointed elector marshals. Once all nominations for each office are collected and have a secret ballot collected by the marshals. An electronic poll would be needed. Ms. Smith asked if Ms. Clawson and Mr. Orr were open to serving another year in their roles. Neither objected.

Moved/Ellis, second/Nye second, approved the current slate as is for the election of officers.

Roll call vote:
Aye: 5 (Lee, Clawson, Nye, Smith, Orr, Ellis)
Nay: 0
Abstention: 0
Absent: 1 (Gordon)

Mr. Kim reviewed the Planning/Oversight Committee discussion on the 2024-2025 WIOA Resource Allocation Plan. A breakdown of what career services and training services was included in the Board packet for clarifications.

Ms. Smith asked if the first year of the grant is a planning grant.

Mr. Kim clarified it is a combination.

Ms. Smith asked if there should be a section for prospective grant applications, like CERF.

Mr. Kim replied we can add it. Ms. Smith stated it might be helpful to see what is going on overall in the region.

Ms. Smith said she would like to solidify the definition for quality jobs.

Mr. Ellis asked should we think about how to make the definition actionable.

Ms. Smith stated there are limitations to some of the federal funding even if we make movement in the 2024-2025 allocations. She would like to see more, longer, or in-depth training, specialty training, especially in the healthcare sector.

Mr. Ellis asked for clarification of the goal.

Ms. Smith clarified the job definition would be the guiding principle. Focusing on funding that aligned with the definition.

Mr. Ellis is looking for quality jobs that align with the definition. Could take it down another level of detail to look at what jobs are available instead of working at the high level.

Ms. Smith suggested to utilize the Employer Activity Report to build training programs to help fill those jobs and support those employers.

Mr. Ellis asked if there is an idea how one would implement.

Ms. Smith said it will require subsequent work, looking at needs in the community, gaps and what is missing.

Mr. Kim suggested the quality job definition needs to take into consideration the needs of employer and employee. As a starting point it would be helpful to have a definition and then the Board can further define.

Mr. Ellis said so we should make the definition at the high level and then send back to committees for more detail.

Mr. Kim suggested committees and/or staff.

Ms. Clawson agreed with Mr. Kim. We need to consider not just the Board but the full scope of SETA.

Mr. Ellis suggested creating an ad hoc committee to help move the needle forward.

Ms. Smith would like to start 2023 with a clear vision.

Ms. Clawson suggested it read “Quality jobs provide family-sustaining wages, health benefits, advancement opportunities and are safe and free of discrimination. Quality jobs have the potential to transform workers' lives and create resilient, thriving firms and communities.”

6. **Adjournment**: The meeting was adjourned at 4:53 p.m.

ITEM 4 – ACTION/DISCUSSION

DISCUSSION OF SACRAMENTO WORKS BOARD ACTION PLAN

BACKGROUND:

In late June, a survey was sent out to all Sacramento Works Board members requesting input on the top priority areas for the Sacramento Works Board to focus on in the coming year. Using the results of the survey, the Board engaged in two separate retreat sessions on October 6, 2021 and November 5, 2021.

At the November 17, 2021 Board Meeting, the Board approved the attached Sacramento Works Board Action Plan for 2022, and selected the following categories as the Board's priorities for 2022:

- Review Board structure and processes to enable our organization to be creative, agile, dynamic, and equitable
- Develop and define quality jobs and livable wages in partnership with the business community

The Executive Committee met on January 24, 2022, and assigned specific action plan tasks to Committees. The assignments were approved by the full Board on January 26, 2022, and each Committee was asked to review the specific action plan tasks and provide feedback on tasks that fall within their respective areas.

In addition, the Board adopted as its top priority - ***develop a standardized definition of quality jobs and employers***, and requested that Committees discuss and respond with potential definitions. Attached is a summary of the Sacramento Works Board Action and recommended definitions from the Board's Committees.

At its February 28, 2022 meeting, the Executive Committee discussed the potential impact on customers with significant barriers to employment, and requested demographic data on participants served through the Job Center network. At its March 23, 2022 meeting, the Board reviewed demographic data for the most recent program year.

This item provides an opportunity for the Board to continue the discussion.

RECOMMENDATION:

Discuss the Sacramento Works Board Action Plan and take appropriate action.

SACRAMENTO WORKS BOARD ACTION PLAN – SUMMARY OF COMMITTEE RECOMMENDATIONS ‘QUALITY JOBS’ DEFINITION

Planning/Oversight Committee

- **Data** - Need to ensure that data is collectible/available to support the definition. CalJOBS contains demographic and outcomes data that is typically self-reported.
- **Factors** – Generally agree with factors identified in the State’s definition, with emphasis on wages, benefits, and worker voice. Los Rios applies an 80% of median wage standard to define “healthy” programs.
- **Customer-Centered** – Need a definition that considers the needs of customers and recognizes pathways to careers and self-sufficiency. Consider weighting factors and/or developing a tiered approach based on the needs/skill levels of customers.
- **Evolving** – To help clarify the definition, provide examples of specific cases that meet the definition, as well as examples of specific cases that do not meet the definition.
- **Research** – Explore other Workforce Development Areas that have developed similar definitions and identify best practices.

Employer Outreach Committee

A high-quality job is one that provides all the necessities, a path of opportunity and features that align well with the individual’s and employer’s goals and circumstances.

Youth Committee

- **Youth Voice/Inclusion** – Definition should include input from youth and the needs of youth.
- **Career Pathways** – Definition must allow for career pathways that account for youth skill development.
- **Nontraditional** – Definition should recognize nontraditional opportunities for youth, such as self-employment, internships, etc.