

**WORKFORCE DEVELOPMENT  
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**STACI ANDERSON**  
PRO Youth and Families

**EDWARD W. BAKER**  
Alto Ingredients, 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

**MANDI HIGLEY**  
Tri-Tool, Inc.

**LYNN HOSOKAWA**  
Villara Building Systems

**LISA M. HUTCHINSON**  
DigiStream Investigations

**MICHAEL JASSO**  
City of Sacramento

**DENISE LEE**  
Sacramento Employment & Training Agency

**FRANK A. LOUIE**  
Sacramento Asian Chamber of Commerce

**JANET NEITZEL**  
Employment Development Department

**DR. JAMEY NYE**  
Los Rios Community College District

**ANDREA OLLANIK**  
Sacramento Metro Chamber of Commerce

**RONALD R. ORR, JR. – Vice Chair**  
VSP, Inc.

**SHARON O'SULLIVAN**  
California Department of Rehabilitation

**JOHNNY PEREZ**  
Clutch Contracts & Consulting

**KARL PINEO**  
Ironworkers Local 118

**LAURIE RODRIGUEZ**  
SMUD

**FABRIZIO SASSO**  
Sacramento Central Labor Council

**ANETTE SMITH – Chair**  
Roth Staffing Companies, L.P.

**DENISE TUGADE**  
SEIU – United Healthcare Workers.

**SHELLY VALENTON**  
Sacramento Regional Transit



**SACRAMENTOWORKS**

**SACRAMENTO WORKS, INC.**  
**Executive Committee**

**Date:** Monday, November 14, 2022

**Time:** 4:00 p.m.

**Location:**

<https://us02web.zoom.us/j/82311634323?pwd=UGR3Q3Y1TFhDRIV2TmxpTkVJeWFuQT09>

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/82311634323?pwd=UGR3Q3Y1TFhDRIV2TmxpTkVJeWFuQT09> Meeting ID: 823 1163 4323; Passcode: 908808. 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,,82311634323# US (San Jose). Dial by your location + 1 669 900 6833 US (San Jose). Find your local number: <https://us02web.zoom.us/j/kcclZCd7eF> . Members of the public are encouraged to participate in the meeting by submitting written comments by email to: [Monica.Newton@seta.net](mailto: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](mailto: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](http://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 October 24, 2022 Regular Meeting

4. Discussion of Sacramento Works Board Action Plan
5. Review of the November 16, 2022 Sacramento Works Board Agenda
6. Staff Reports
7. Public Participation
8. Adjournment

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

**DISTRIBUTION DATE: Monday, November 7, 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, October 24, 2022

4:00 p.m.

**1. Call to Order/Roll Call**

Ms. Smith called the meeting to order at 4:05 p.m. The roll was called and a quorum was established.

Members Present: Dr. Jamey Nye, Anette Smith, Denise Lee, Lisa Clawson, Ron Ellis, David Gordon

Member Absent: Ron Orr

Others Present: Phil Cunningham, Roy Kim, Lauren Mechals, William Walker, Julie Davis-Jaffe

**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**

**3. Approval of Minutes of the September 26, 2022 Regular Meeting**

Moved/Nye, second/Clawson, to approve the following items:

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

3. Approval of Minutes of the September 26, 2022 Regular Meeting

Roll call vote:

Aye: 6 (Nye, Lee, Clawson, Ellis, Gordon, Smith)

Nay: 0

Abstention: 0

Absent: 1 (Orr)

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

Ms. Clawson commented the ad hoc committee meeting is in the works. November 14<sup>th</sup> or 4<sup>th</sup> are the proposed dates.

Ms. Smith asked about the 2024-2025 resource allocation plan item the Planning/Oversight Committee is reviewing.

Mr. Nye reviewed the discussion the Planning/Oversight Committee has been having. Information was provided to detail what is under training services and career services. He would like to see this information shared with the Board. The information shows that SETA services are in-line with the State.

Mr. Kim reviewed the Planning/Oversight Committee's take away was to return to the full Board with the information and a recommendation. The Committee will wait until after the WIOA public input meetings, which will be held in November and December, to make a recommendation. It was suggested to bring the item back to the Board at the January 2023 meeting.

Mr. Nye agreed to bring the Planning/Oversight Committee recommendation in January to the Board.

5. **Staff Reports:** No Reports
6. **Public Participation:** None
7. **Adjournment:** The meeting was adjourned at 4:22 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. At its September 28, 2022 meeting, the Board created an Ad Hoc Committee comprised of the Chairs (or their designees) of the Youth, Employer Outreach, and Planning/Oversight Committees.

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

#### RECOMMENDATION:

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