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Ironworkers Local 118

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

DENISE TUGADE
SEIU – United Healthcare Workers.

SHELLY VALENTON
Sacramento Regional Transit



SACRAMENTOWORKS

**SACRAMENTO WORKS, INC.
PLANNING/OVERSIGHT COMMITTEE**

Date: Wednesday, October 19, 2022

Time: 8:30 a.m.

Zoom Location:

<https://us02web.zoom.us/j/86597734623?pwd=THhMN0lxa0JRc2M4eG0xQTdEWjZMdz09>

In response to the Governor's Executive Order N-29-20 relating to the COVID-19 Pandemic, the Sacramento Works Planning/Oversight Committee is conducting this meeting on Zoom at

<https://us02web.zoom.us/j/86597734623?pwd=THhMN0lxa0JRc2M4eG0xQTdEWjZMdz09>

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:

+16699006833,86597734623# US (San Jose); Dial by your location: + 1 669 900 6833US

(San Jose). Find your local number: <https://us02web.zoom.us/j/86597734623?pwd=THhMN0lxa0JRc2M4eG0xQTdEWjZMdz09>

Meeting ID: 865 9773 4623, Passcode: 322616. 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 board 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 Planning/Oversight Committee and included in the record.

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. **Consent:** Approval of Findings and Authorization to Extend Use of Tele-conferencing 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. **Consent:** Approval of the August 17, 2022 Minutes
4. **Action/Discussion:** Review of the Workforce Innovation and Opportunity Act (WIOA) Resource Allocation Plan

5. **Action/Discussion:** Discussion of Sacramento Works Board Action Plan
6. Adjournment

Planning/Oversight Committee Members: Dr. Jamey Nye (Chair), Lisa Clawson, Kristin Gibbons, Frank Louie, Sharon O'Sullivan, Karl Pineo, Anette Smith

DISTRIBUTION DATE: Thursday, October 13, 2022

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 Committee 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 Board 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 Planning/Oversight 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 Board 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.

Planning/Oversight Committee
Minutes/Synopsis
(Minutes reflect the actual progression of the meeting.)

Meeting held electronically

Wednesday, August 17, 2022

1. Call to Order/Roll Call

The meeting was called to order at 8:33 a.m. The roll was called and a quorum was established.

Present: Lisa Clawson, Dr. Jamey Nye, Anette Smith

Absent: Karl Pineo, Frank Louie, Sharon O’Sullivan, Kristin Gibbons

Others present: Michelle O’Camb, Roy Kim, Julie Davis-Jaffe, William Walker, Lauren Mechals

2. Action: Approval of Findings and Authorization to Extend Use of Tele-Conferencing 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/Smith, to approve the Findings and Authorization to Extend Use of Tele-Conferencing 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: 3 (Nye, Clawson, Smith)

Nay: 0

Abstention: 0

Absent: 4 (Louie, O’Sullivan, Pineo, Gibbons)

3. Action: Approval of the June 15, 2022 Minutes

Moved/Smith, second/Clawson, to approve the June 15, 2022 regular meeting minutes

Roll call vote:

Aye: 3 (Nye, Clawson, Smith)

Nay: 0

Abstention: 0

Absent: 4 (Louie, O’Sullivan, Pineo, Gibbons)

4. **Action/Discussion:** Review of the Workforce Innovation and Opportunity Act (WIOA) Resource Allocation Plan for Program Year (PY) 2022-2023

Mr. Kim reviewed the item.

Ms. Smith clarified we are looking at program year 2023-2024.

Mr. Nye asked what would the process be for making changes to the 2023-2024 program year.

Ms. Smith stated a recommendation needs to be made by December 2022, in order for it to go to staff.

Mr. Nye asked for clarification.

Mr. Kim said WIOA services are tied closely together. If we need to make changes, we need to be mindful of the impacts on the existing RFP. There is one more year left in the current RFP. The RFP can be cancelled and reissued if needed. The current RFP and job center funded model are heavily invested in career services.

Mr. Nye asked what would the timing be. When would we want to have a discussion at the Board level?

Mr. Kim said we did start the discussion at the Board level and then it was delegated to the Planning/Oversight Committee (POC). Based on the current discussion by the POC, we can keep the current allocations as is and potentially make changes for the next round of procurement.

Ms. O'Camb stated if the current funding cycle is cancelled, Ms. Smith's timeline is correct. Staff needs to know by December 2022 to give staff time to prepare an RFP by February or March 2023. This could result in fewer dollars for career services and job centers. The Governing Board embraces having job centers in as many underinvested neighborhoods as possible. Career services/job centers are the most effective per a Department of Labor research project and report.

Mr. Nye stated program year 2023-2024 is the last year of the current RFP. A new RFP will be issued for program year 2024-2025.

Ms. Smith stated there are gaps in the coverage needs in our community; SETA is missing an opportunity in the training space. She suggested a matrix is needed to see services that are being duplicated, in an effort to increase our ability to provide training.

Ms. O’Camb said we did a mapping of services. We are also in the process of a plan amendment year. There is an interest in holding a public hearing in October to solicit input from stakeholders and community members.

Ms. Smith said she would like SETA to be the leader in the community for job services. Are we meeting the needs and expectations of the community? Asked about the matrix.

Ms. O’Camb stated the matrix will need to be updated in order to be shared with the Board.

Ms. Smith said she is looking for a document showing where career services are duplicated in the community. She gave the ESL program as an example.

Ms. O’Camb stated SETA does not pay for ESL services with WIOA dollars; resources are leveraged.

Ms. Smith said she would like to see where we are duplicating efforts and if those duplicated efforts can be set in the community bucket to free up WIOA dollars to put towards training services.

Mr. Nye suggested a need for an overview of WIOA services and pots of money. Also, to take a deeper dive for career services to see if we are duplicating services or are we leveraging.

Ms. Smith said she wants to make sure we do not do what we have always done because this is a different market.

Ms. O’Camb asked if it would be helpful to go over stories regarding the integration of services.

Mr. Nye said that would be enlightening for the Board. There are two buckets: what is coming out of career services and what is coming out of training services. If there are gaps can we move money?

Ms. Smith clarified can we move money or find money.

Mr. Walker said it would be good to have a customer success story. Ms. O’Camb agreed.

Ms. Smith stated if we do that then we need to hear from GSEC, to hear why they created their digital skills training program. We need to meet the needs of both community and business.

Mr. Kim asked do we want to have the full Board discussion or just to the POC for now.

Ms. Smith replied for our September meeting it would be good to have GSEC present, so the Board is clear on what is being said. GSEC can present, then a overview by staff on what is going on with career services and training services, followed by a discussion on process to shift resources. Laying out a process and timeline for 2023-2024 and a 2024-2025 if the previous year is left as is.

5. Action/Discussion: Discussion of Sacramento Works Board Action Plan

Mr. Nye volunteered to join the Planning/Oversight Committee on the definition for quality jobs.

Ms. Clawson said she has questions on what are considered necessities per the Employer Outreach Committee definition of a quality job.

Mr. Kim suggested to discuss at the Executive Committee.

Mr. Nye suggested it be discussed at the Executive Committee meeting and then bring back to Planning/Oversight Committee if needed.

Ms. Smith said she will reach out to GSEC for presentation on the digital upskill program and why they felt they needed to take that on.

6. Adjournment: The meeting adjourned at 9:15 a.m.

ITEM 4 - ACTION/DISCUSSION

REVIEW OF THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) RESOURCE ALLOCATION PLAN

BACKGROUND:

The Resource Allocation Plan (RAP) establishes how funds, allocated to Sacramento County through the Workforce Innovation and Opportunity Act (WIOA), Adult and Dislocated Worker programs, will support services, activities and functions within the Sacramento Works Job Center System (SWJC). Funds allocated provide activities and services that assist unemployed and underemployed individuals gain the skills necessary to enter high demand careers in the region and offer employers the services they need to hire qualified candidates. On an annual basis, Sacramento Works, Inc. (SWI) reviews the RAP and approves the funds allocated to each activity for the next fiscal year.

At the May 25, 2022, Sacramento Works Board Meeting, the Board approved a recommendation to maintain the current RAP categories and percentages as follows:

63.8%	Career Services
22.4%	Training Services
6.7%	Job Center Support
5.6%	Administration
<u>1.5%</u>	<u>Board Initiatives</u>
100%	Total

The Board Chair requested that the Planning/Oversight Committee review and discuss the approved RAP in detail, and return with any recommendations.

On June 15, 2022 and August 17, 2022, the Planning/Oversight Committee met to discuss the RAP, including a comprehensive review of financial, demographic and performance data. The Committee took no formal action, and agreed to forward the matter to the full Board for further discussion/action.

On September 28, the full Board discussed the RAP, returned the matter to the Planning/Oversight Committee for further discussion/action, and requested that staff provide additional detail on allowable activities, information on other programs that provide the same or similar activities, training allocations for other local areas, and potential impacts of changes to the RAP. Staff has attached the requested information to help inform the discussion.

ITEM 4-ACTION/DISCUSSION (continued)

Page 2

The approximate financial impact of potential changes to the RAP based on the current program year's allocation are as follows:

1% = \$71,000

5% = \$356,000

10% = \$712,000

RECOMMENDATION:

Discuss the approved WIOA Resource Allocation Plan, and take appropriate action.

Resource Allocation Plan for FY 2022-2023

Job Center Services Activities and Functions	Allocation % for Fiscal Year 2021-2022	Allocation % for Fiscal Year 2022 2023	WIOA Adult and Dislocated Worker Funding 2021-2022	WIOA Adult and Dislocated Worker Funding 2022-2023	Increase/ Decrease from last year
Career Services: Costs associated with outreach, intake, orientation, registration, eligibility determination, skill review, initial/vocational assessments, career planning/coaching, short-term pre-vocational services, workforce preparation activities, financial literacy, English language acquisition, referral/coordination, information workshops, labor market information, and technology resources. This activity also includes ongoing comprehensive casemanagement services, business services, and facilities/operational costs.	63.8%	63.8%	\$ 4,023,970	\$ 4,542,683	\$ 518,713
Training Services: Costs associated with customers in training activities, including Scholarships/Individual Training Accounts for occupational skills training, On-the-Job Training, pre-apprenticeship and apprenticeship, customized training, incumbent worker training, entrepreneurial training, job readiness training, and ongoing comprehensive case management services for customers in training activities.	22.4%	22.4%	\$ 1,414,730	\$ 1,597,097	\$ 182,367
Job Center Support: Program Monitoring and Quality Control; SacWorks support, Client tracking, reporting and follow-up; capacity building.	6.7%	6.7%	\$ 422,730	\$ 477,222	\$ 54,492
Administration: General Administration, HR, Payroll, Information Systems, Fiscal and Contracts.	5.6%	5.6%	\$ 353,326	\$ 398,872	\$ 45,546
Board Initiatives: Sacramento Works, Inc., Board initiatives, including employer outreach, research, and participation in workforce initiatives.	1.5%	1.5%	\$ 94,641	\$ 106,841	\$ 12,200
Total	100.02%	100.02%	\$ 6,309,397	\$ 7,122,715	\$ 813,318

Workforce Investment and Opportunity Act (WIOA), Title I Adult and Dislocated Worker Program

	Allowable Activities		
	Career Services - Basic*	Career Services - Individualized**	Training Services***
Activity	Outreach/Intake/Orientation Initial Assessment Eligibility Determination Job Search and Placement Referral/Coordination Labor Market Information Program Information Technology Resources Online Learning Platform	Comprehensive Assessment Individual Employment Plan Counseling Career Planning Short-term Prevocational Training Internships/Work Experience Workforce Preparation Activities Financial Literacy Support Services English Language Acquisition Job Readiness Training Case Management	<u>Scholarships/Individual Training Accounts</u> On-the-Job Training Pre-apprenticeship/Apprenticeship Entrepreneurial Training Occupational Skills Training Incumbent Worker Training Transitional Jobs Job Readiness Training ++ Adult Education/Literacy ++ Customized Training
	Job Retention/Follow-up Services		
	Employer Services		

* Basic Career Services are provided by multiple partner programs, including WIOA Title III Wagner-Peyser, Title IV Vocational Rehabilitation, TANF, SNAP E&T, etc.

** Individualized Career Services are provided by multiple partner programs, including WIOA Title II and IV, TANF, SNAP E&T, Adult Education, etc.

*** Training Services are provided by multiple partner programs, including WIOA Title II and IV, TANF, SNAP E&T, Adult Education, Community Colleges, etc.

Workforce Innovation and Opportunity Act (WIOA) Funds Expended for Training in California
Adult and Dislocated Worker Formula Funds (Net of Transfers) Available and Expended - Program Year 2019-20 as of 6/30/21
 By Local Workforce Development Area

Local Workforce Development Area	PY 2019-20			d Minimum Training Expenditure Req (30% of Adult & DW) (c x 30%)	e Training Expenditures Reported	Up to 10% Supportive Services & Leveraged Resources				j Max Amount Allowed for Leveraged Resources (10% of Adult & DW Total Allocation) (c x 10%)	k Total Amount Spent on Training (e + i, if i < j) or (e + j, if i > j)	l (Shortfall) / Excess for 30% Training Requirement (k - d)	m Percentage of Allocation Spent on Training (k / c)
	a Adult Allocation (Net of Transfers)	b Dislocated Worker Allocation (Net of Transfers)	c Total Adult and Dislocated Worker Allocation (a + b)			f Supportive Services Reported	g Leveraged Resources Training Reported	h Leveraged Resources Supportive Services Reported	i Total Supportive Services & Leveraged Training & Supportive Services (f + g + h)				
ALAMEDA	\$ 1,276,052.00	\$ 1,911,425.00	\$ 3,187,477.00	\$ 956,243.10	\$ 637,661.37	\$ -	\$ 318,582.63	\$ -	\$ 318,582.63	\$ 318,747.70	\$ 956,244.00	\$ 0.90	30.00%
ANAHEIM	\$ 630,641.00	\$ 572,237.00	\$ 1,202,878.00	\$ 360,863.40	\$ 240,925.40	\$ 581.97	\$ 120,200.00	\$ 581.97	\$ 121,363.94	\$ 120,287.80	\$ 361,213.20	\$ 349.80	30.03%
CONTRA COSTA	\$ 1,246,836.00	\$ 1,719,775.00	\$ 2,966,611.00	\$ 889,983.30	\$ 489,588.87	\$ -	\$ 54,043.00	\$ 8,322.00	\$ 62,365.00	\$ 296,661.10	\$ 551,953.87	\$ (338,029.43)	18.61%
FOOTHILL	\$ 486,437.00	\$ 503,556.00	\$ 989,993.00	\$ 296,997.90	\$ 198,002.99	\$ -	\$ 98,999.03	\$ -	\$ 98,999.03	\$ 98,999.30	\$ 297,002.02	\$ 4.12	30.00%
FRESNO	\$ 5,895,014.00	\$ 4,383,594.00	\$ 10,278,608.00	\$ 3,083,582.40	\$ 3,329,745.22	\$ -	\$ 308,727.00	\$ 30,413.00	\$ 339,140.00	\$ 1,027,860.80	\$ 3,668,885.22	\$ 585,302.82	35.69%
GOLDEN SIERRA	\$ 741,155.00	\$ 986,949.00	\$ 1,728,104.00	\$ 518,431.20	\$ 495,928.00	\$ 10,234.00	\$ 323,329.00	\$ -	\$ 333,563.00	\$ 172,810.40	\$ 668,738.40	\$ 150,307.20	38.70%
HUMBOLDT	\$ 254,384.00	\$ 231,545.00	\$ 485,929.00	\$ 145,778.70	\$ 57,174.00	\$ 6,912.00	\$ -	\$ -	\$ 6,912.00	\$ 48,592.90	\$ 64,086.00	\$ (81,692.70)	13.19%
IMPERIAL	\$ 2,805,082.00	\$ 2,238,982.00	\$ 5,044,064.00	\$ 1,513,219.20	\$ 685,808.19	\$ -	\$ 8,600.00	\$ 5,000.00	\$ 13,600.00	\$ 504,406.40	\$ 699,408.19	\$ (813,811.01)	13.87%
KERN/INYO/MONO	\$ 5,709,740.00	\$ 4,317,189.00	\$ 10,026,929.00	\$ 3,008,078.70	\$ 2,954,922.99	\$ -	\$ 903,303.63	\$ -	\$ 903,303.63	\$ 1,002,692.90	\$ 3,858,226.62	\$ 850,147.92	38.48%
KINGS	\$ 901,819.00	\$ 613,263.00	\$ 1,515,082.00	\$ 454,524.60	\$ 1,232,321.06	\$ 55,761.14	\$ 115,983.00	\$ -	\$ 171,744.14	\$ 151,508.20	\$ 1,383,829.26	\$ 929,304.66	91.34%
LOS ANGELES CITY	\$ 11,049,287.00	\$ 8,376,482.00	\$ 19,425,769.00	\$ 5,827,730.70	\$ 3,951,352.10	\$ 2,511,625.20	\$ 5,170,501.43	\$ -	\$ 7,682,126.63	\$ 1,942,576.90	\$ 5,893,929.00	\$ 66,198.30	30.34%
LOS ANGELES COUNTY	\$ 9,653,141.00	\$ 7,354,807.00	\$ 17,007,948.00	\$ 5,102,384.40	\$ 4,644,738.00	\$ -	\$ 451,374.00	\$ 6,272.00	\$ 457,646.00	\$ 1,700,794.80	\$ 5,102,384.00	\$ (0.40)	30.00%
PACIFIC GATEWAY (LONG BEACH)	\$ 1,450,599.00	\$ 1,008,023.00	\$ 2,458,622.00	\$ 737,586.60	\$ 534,296.55	\$ -	\$ 230,104.74	\$ 20,168.97	\$ 250,273.71	\$ 245,862.20	\$ 780,158.75	\$ 42,572.15	31.73%
MADERA	\$ 807,413.00	\$ 566,395.00	\$ 1,373,808.00	\$ 412,142.40	\$ 280,966.09	\$ 56,492.32	\$ 102,255.00	\$ 29,427.00	\$ 188,174.32	\$ 137,380.80	\$ 418,346.89	\$ 6,204.49	30.45%
MERCED	\$ 1,732,529.00	\$ 1,264,080.00	\$ 2,996,609.00	\$ 898,982.70	\$ 622,341.00	\$ 53,407.00	\$ 190,555.45	\$ 57,879.54	\$ 301,841.99	\$ 299,660.90	\$ 922,001.90	\$ 23,019.20	30.77%
MOTHERLODE	\$ 383,609.00	\$ 337,755.00	\$ 721,364.00	\$ 216,409.20	\$ 144,559.99	\$ -	\$ 101,321.16	\$ 5,530.86	\$ 106,852.02	\$ 72,136.40	\$ 216,696.39	\$ 287.19	30.04%
MONTEREY	\$ 2,113,814.00	\$ 2,003,899.00	\$ 4,117,713.00	\$ 1,235,313.90	\$ 285,217.06	\$ 19,137.54	\$ 54,364.00	\$ -	\$ 73,501.54	\$ 411,771.30	\$ 358,718.60	\$ (876,595.30)	8.71%
NORTH BAY	\$ 804,480.00	\$ 955,067.00	\$ 1,759,547.00	\$ 527,864.10	\$ 277,599.21	\$ 669.88	\$ -	\$ -	\$ 669.88	\$ 175,954.70	\$ 278,269.09	\$ (249,595.01)	15.81%
NORTH CENTRAL	\$ 1,296,288.00	\$ 1,029,615.00	\$ 2,325,903.00	\$ 697,770.90	\$ 465,332.00	\$ -	\$ 232,590.00	\$ -	\$ 232,590.00	\$ 232,590.30	\$ 697,922.00	\$ 151.10	30.01%
NOTEC	\$ 2,317,151.00	\$ 1,821,338.00	\$ 4,138,489.00	\$ 1,241,546.70	\$ 854,326.00	\$ -	\$ 429,716.00	\$ -	\$ 429,716.00	\$ 413,848.90	\$ 1,268,174.90	\$ 26,628.20	30.64%
NOVA	\$ 1,197,368.00	\$ 1,779,656.00	\$ 2,977,024.00	\$ 893,107.20	\$ 597,910.92	\$ 9,640.99	\$ 296,768.82	\$ -	\$ 96,613.32	\$ 297,702.40	\$ 895,613.32	\$ 2,506.12	30.08%
OAKLAND	\$ 1,090,102.00	\$ 905,299.00	\$ 1,995,401.00	\$ 598,620.30	\$ 252,094.62	\$ 52,458.57	\$ 7,403.46	\$ 52,458.57	\$ 112,320.60	\$ 199,540.10	\$ 364,415.22	\$ (234,205.08)	18.26%
ORANGE	\$ 2,328,047.00	\$ 3,824,198.00	\$ 6,152,245.00	\$ 1,845,673.50	\$ 879,152.37	\$ -	\$ 190,581.73	\$ 8,201.11	\$ 198,782.84	\$ 615,224.50	\$ 1,077,935.21	\$ (767,738.29)	17.52%
RICHMOND	\$ 301,476.00	\$ 221,188.00	\$ 522,664.00	\$ 156,799.20	\$ 106,851.63	\$ 3,078.58	\$ 49,948.37	\$ -	\$ 53,026.95	\$ 52,266.40	\$ 159,118.03	\$ 2,318.83	30.44%
RIVERSIDE	\$ 5,841,739.00	\$ 5,565,976.00	\$ 11,407,715.00	\$ 3,422,314.50	\$ 2,282,238.29	\$ 11,369.57	\$ 1,180,880.90	\$ -	\$ 1,192,250.47	\$ 1,140,771.50	\$ 3,423,009.79	\$ 695.29	30.01%
SACRAMENTO	\$ 3,190,086.00	\$ 3,112,189.00	\$ 6,302,275.00	\$ 1,890,682.50	\$ 861,598.20	\$ 80,919.96	\$ 554,515.00	\$ 74,835.00	\$ 710,269.96	\$ 630,227.50	\$ 1,491,825.70	\$ (398,856.80)	23.67%
SANTA ANA	\$ 775,279.00	\$ 473,173.00	\$ 1,248,452.00	\$ 374,535.60	\$ 107,542.17	\$ -	\$ 70,645.00	\$ -	\$ 70,645.00	\$ 124,845.20	\$ 178,187.17	\$ (196,348.43)	14.27%
SANTA BARBARA	\$ 862,713.00	\$ 977,567.00	\$ 1,840,280.00	\$ 552,084.00	\$ 255,884.26	\$ 6,427.97	\$ 30,836.12	\$ 2,897.57	\$ 40,161.66	\$ 184,028.00	\$ 296,045.92	\$ (256,038.08)	16.09%
SAN BENITO	\$ 202,842.00	\$ 199,423.00	\$ 402,265.00	\$ 120,679.50	\$ 220,460.00	\$ 910.00	\$ -	\$ -	\$ 910.00	\$ 40,226.50	\$ 221,370.00	\$ 100,690.50	55.03%
SAN BERNARDINO COUNTY	\$ 5,072,258.00	\$ 4,385,907.00	\$ 9,458,165.00	\$ 2,837,449.50	\$ 944,377.75	\$ -	\$ 663,055.00	\$ -	\$ 663,055.00	\$ 945,816.50	\$ 1,607,432.75	\$ (1,230,016.75)	17.00%
SOUTHBAY	\$ 1,340,994.00	\$ 1,369,453.00	\$ 2,710,447.00	\$ 813,134.10	\$ 834,001.17	\$ 35,166.40	\$ -	\$ -	\$ 35,166.40	\$ 271,044.70	\$ 869,167.57	\$ 56,033.47	32.07%
SANTA CRUZ	\$ 875,446.00	\$ 898,356.00	\$ 1,773,802.00	\$ 532,140.60	\$ 440,016.00	\$ -	\$ 177,380.00	\$ -	\$ 177,380.00	\$ 177,380.20	\$ 617,396.00	\$ 85,255.40	34.81%
SAN DIEGO	\$ 5,459,317.00	\$ 5,887,464.00	\$ 11,346,781.00	\$ 3,404,034.30	\$ 2,943,642.00	\$ -	\$ 463,885.00	\$ -	\$ 463,885.00	\$ 1,134,678.10	\$ 3,407,527.00	\$ 3,492.70	30.03%
SELACO	\$ 801,498.00	\$ 857,799.00	\$ 1,659,297.00	\$ 497,789.10	\$ 337,069.72	\$ -	\$ 198,618.75	\$ -	\$ 198,618.75	\$ 165,929.70	\$ 502,999.42	\$ 5,210.32	30.31%
SAN FRANCISCO	\$ 1,093,111.00	\$ 1,597,902.00	\$ 2,691,013.00	\$ 807,303.90	\$ 746,540.30	\$ -	\$ 55,763.60	\$ 5,000.00	\$ 60,763.60	\$ 269,101.30	\$ 807,303.90	\$ -	30.00%
SAN JOAQUIN	\$ 3,073,248.00	\$ 2,448,072.00	\$ 5,521,320.00	\$ 1,656,396.00	\$ 1,104,265.00	\$ -	\$ 552,133.00	\$ -	\$ 552,133.00	\$ 552,132.00	\$ 1,656,397.00	\$ 1.00	30.00%
SAN JOSE/SILICON VALLEY	\$ 1,785,927.00	\$ 2,148,151.00	\$ 3,934,078.00	\$ 1,180,223.40	\$ 250,855.16	\$ -	\$ 393,407.80	\$ -	\$ 393,407.80	\$ 644,262.96	\$ 393,407.80	\$ (535,960.44)	16.38%
SAN LUIS OBISPO	\$ 390,713.00	\$ 411,242.00	\$ 801,955.00	\$ 240,586.50	\$ 163,392.00	\$ 10,182.00	\$ 24,571.00	\$ 1,787.72	\$ 36,540.72	\$ 80,195.50	\$ 199,932.72	\$ (40,653.78)	24.93%
SOLANO	\$ 967,555.00	\$ 986,861.00	\$ 1,954,416.00	\$ 586,324.80	\$ 138,069.00	\$ 14,740.00	\$ 181,009.00	\$ 14,432.00	\$ 210,181.00	\$ 195,441.60	\$ 333,510.60	\$ (252,814.20)	17.06%
SONOMA	\$ 680,562.00	\$ 779,754.00	\$ 1,460,316.00	\$ 438,094.80	\$ 152,275.28	\$ 11,318.96	\$ 11,668.28	\$ 12,896.05	\$ 35,883.29	\$ 146,031.60	\$ 188,158.57	\$ (249,936.23)	12.88%
STANISLAUS	\$ 2,580,594.00	\$ 2,010,350.00	\$ 4,590,944.00	\$ 1,377,283.20	\$ 751,596.00	\$ 4,190.42	\$ 395,576.00	\$ -	\$ 399,766.42	\$ 459,094.40	\$ 1,151,362.42	\$ (225,920.78)	25.08%
TULARE	\$ 3,586,123.00	\$ 2,690,513.00	\$ 6,276,636.00	\$ 1,882,990.80	\$ 1,370,614.00	\$ -	\$ 571,634.00	\$ 3,770.00	\$ 575,404.00	\$ 627,663.60	\$ 1,946,018.00	\$ 63,027.20	31.00%
VERDUGO	\$ 701,335.00	\$ 687,627.00	\$ 1,388,962.00	\$ 416,688.60	\$ 424,945.72	\$ -	\$ -	\$ -	\$ -	\$ 138,896.20	\$ 424,945.72	\$ 8,257.12	30.59%
VENTURA	\$ 1,389,841.00	\$ 1,922,470.00	\$ 3,312,311.00	\$ 993,693.30	\$ 426,335.00	\$ -	\$ 331,231.00	\$ -	\$ 331,231.00	\$ 331,231.10	\$ 757,566.00	\$ (236,127.30)	22.87%
YOLO	\$ 519,991.00	\$ 509,657.00	\$ 1,029,648.00	\$ 308,894.40	\$ 208,937.75	\$ -	\$ 100,347.00	\$ -	\$ 100,347.00	\$ 102,964.80	\$ 309,284.75	\$ 390.35	30.04%
TOTALS	\$ 97,663,636.00	\$ 88,846,223.00	\$ 186,509,859.00	\$ 55,952,957.70	\$ 39,183,470.40	\$ 2,955,224.47	\$ 15,716,407.90	\$ 339,873.36	\$ 19,011,505.73	\$ 18,650,985.90	\$ 51,976,974.04	\$ (3,975,983.66)	27.87%

CAREER SERVICES

Under WIOA, the career services category includes Basic career services and Individualized career services. Basic career services do not require enrollment into WIOA and are not subject to priority of service requirements. Individualized career services and training services, however, require enrollment into WIOA and are subject to priority of service.

1. Basic Career Services -

Basic career services must be made available to all individuals seeking services offered by the one-stop delivery system, and include the following:

- **Program Eligibility** - Determinations of whether the individual is eligible to receive assistance from the adult, dislocated worker, or youth programs.
- **Outreach, Intake, and Orientation** - Orientation intended to provide information on services available through the SWJC system.
- **Initial Assessment** - The assessment of skill levels including literacy, numeracy, and English language proficiency, as well as aptitudes, abilities (including skills gaps), and supportive service needs.
- **Labor Exchange** - Job search and placement assistance, including the provision of information on in-demand industry sectors and occupations, and on nontraditional employment.
- **Referrals to Partners** – The provision of referrals to and coordination of activities with other programs and services, including those within the SWJC system and, when appropriate, other workforce development programs.
- **Labor Market Information** – The provision of workforce and labor market employment statistics information, including the provision of accurate information relating to local, regional, and national labor market areas, job vacancy listings in labor market areas, information on job skills necessary to obtain the vacant jobs listed, and information relating to local occupations in demand and the earnings, skill requirements, and opportunities for advancement for those jobs.
- **Training Provider Performance and Cost Information** – The provision of performance information and program cost information on providers approved on the State of California’s Eligible Training Provider List.
- **Supportive Services Information** - Information relating to the availability of supportive services or assistance, and appropriate referrals to those services and assistance, including 1) child care, 2) child support, 3) medical or child health assistance available through the state’s Medicaid program and Children’s Health

Insurance Program, 4) benefits under the SNAP, 5) assistance through the earned income tax credit, 6) housing counseling and assistance services sponsored through the U.S. Department of Housing and Urban Development, 7) and assistance under CalWORKs, and other supportive services and transportation provided through that program.

- **Unemployment Insurance (UI) Information and Assistance** - Information and assistance regarding filing claims under UI programs, up to and including assisting individuals in filing a claim either on-site using staff who are properly trained in UI claims filing, and/or the acceptance of information necessary to file a claim.
- **Financial Aid Information** - Assistance in establishing eligibility for training providers offering financial aid assistance for training and education programs not provided under WIOA.
- **Technology Resources** – Access to computing devices and other technology resources, including the Northstar digital literacy platform and the Metrix online learning platform.

2. Individualized Career Services -

Individualized career services consist of the following:

- **Comprehensive Assessment** - Comprehensive and specialized assessments of the skill levels and service needs of adults and dislocated workers, which may include the diagnostic testing, and use of other assessment tools, and/or in-depth interviewing and evaluation to identify employment barriers and appropriate employment goals.
- **Individual Employment Plan (IEP)** – The development of a plan that identifies the career goals, appropriate achievement objectives, and appropriate combination of services for the participant to achieve his or her employment goals, including the list of, and information about, eligible training providers.
- **Counseling** – Individual and/or group counseling and mentoring.
- **Career Planning** – Includes comprehensive case management.
- **Short-term Prevocational Services** – Services are geared towards assisting customers obtain and/or improve communication skills, interviewing techniques, learning the importance of punctuality, personal hygiene, and professional conduct to prepare individuals for unsubsidized employment and/or training. In some instances, pre-apprenticeship programs may be considered as short-term prevocational services.

- **Unpaid Internships and Unpaid Work Experience** – These services must be linked to careers.
- **Financial Literacy** - Services may include 1) teaching customers how to create household budgets, initiate savings plans, make informed financial decisions about education, retirement, home ownership, wealth, or other savings goals; 2) teaching customers the ability to manage spending, credit, and debt, including credit card debt, effectively; 3) teaching customers about the availability of credit reports and scores, including determining their accuracy, as well as their effect on credit terms; and, 4) teaching customers how to understand, evaluate and compare financial products, services, and opportunities.
- **English Language Acquisition** - Services intended to increase the English language proficiency levels of customers to increase employment marketability.
- **Workforce Preparation** - Services are intended to help customers acquire a combination of basic academic skills, critical thinking skills, digital literacy skills, and self-management skills, including competencies in utilizing resources, using information, working with others, understanding systems, and obtaining skills necessary for successful transition into and completion of postsecondary education or training (high-school diploma or equivalent), or employment.

TRAINING SERVICES

Training services are delivered via SWJC Scholarship Funds through a Scholarship/Individual Training Account (ITA) application process. Each SWJC has a Scholarship/ITA allocation that funds training services delivered by qualified training programs from the State’s Eligible Training Provider List. Qualified training services must result in an industry recognized credential. Job seekers requesting financial assistance for training are required to complete a Scholarship/ITA Application that is reviewed and approved by a Case Review Team (CRT).

Training services may include the following:

- **On-the-Job Training (OJT)/Customized Training** is an activity designed to place low-skilled adults who are unemployed, into full-time jobs in high skill occupations on a “hire first” basis where supervision and training are provided by the employer. OJT affords customers the opportunity to be trained or retrained while acquiring the work skills necessary to succeed in and retain employment while contributing to an employer’s productivity.

OJT operators use SETA’s standardized OJT contract form, and employers may be eligible for reimbursement of up to 50 percent of the wages paid to customers to compensate for the employer’s costs for additional supervision and training related to the OJT. An OJT contract must be limited to the period of time required for a customer to become proficient in the occupation for which the training is being provided. In

determining the appropriate length of the contract, consideration should be given to the skill requirements of the occupation, the academic and occupational skill level of the customer, prior work experience, and the customer's Individual Employment Plan.

- **Pre-apprenticeship/ Apprenticeship** - Pre-apprenticeship is defined in the *Workforce Innovation and Opportunity Act (WIOA) Final Rule Section 681.480* as the following:

"A program designed to prepare individuals to enter and succeed in an apprenticeship program registered under the Act of August 16, 1937 (commonly known as the "National Apprenticeship Act"; 50 Stat. 664, chapter 663; 29 U.S.C. 50 et. seq.,) (referred to in this part as a "registered apprenticeship" or "registered apprenticeship program") and includes the following elements:

- (a) Training and curriculum that aligns with the skill needs of employers in the economy of the State or region involved;*
- (b) Access to educational and career counseling and other supportive services, directly or indirectly;*
- (c) Hands-on, meaningful learning activities that are connected to education and training activities, such as exploring career options, and understanding how the skills acquired through coursework can be applied toward a future career;*
- (d) Opportunities to attain at least one industry-recognized credential; and*
- (e) A partnership with one or more registered apprenticeship programs that assists in placing individuals who complete the pre-apprenticeship program in a registered apprenticeship program."*

Apprenticeship is an organized learn and earn model, combining paid on-the-job training with supplemental related classroom instruction (usually at least 144 hours) and incremental wage increases as apprentices advance through training levels. Typically, upon completion of an apprenticeship, apprentices receive State Apprenticeship Council Certificates documenting the attainment of the skills and competencies achieved.

- **Entrepreneurial Training** – Entrepreneurial training provides the skills associated with entrepreneurship and the gig economy, such as the ability to take initiative, creatively seek out and identify business opportunities, develop budgets and forecast resource needs, understand various options for acquiring capital and the trade-offs associated with each option, and communicate effectively and market oneself and one's ideas. Approaches to training include:

- Entrepreneurship education that provides an introduction to the values and basics of starting and running a business, such as developing a business plan and simulations of business start-up and operation.
- Enterprise development which provides supports and services that incubate and help customers develop their own businesses, such as helping customers access small loans or grants and providing more individualized attention to the development of viable business ideas.
- Experiential programs that provide customers with experience in the day-to-day operation of a business.

- **Occupational Skills Training** - Instruction that includes vocational education and classroom training that is designed to provide technical skills and information required to perform a specific job or group of jobs.
- **Job Readiness Training** - Job readiness training includes services that teach skills needed to be successful in the workplace, rather than skills needed to get into the workplace. It should provide participants with specific occupational competencies needed to perform specific work tasks on the job. For example, job readiness training courses could teach WIOA clients skills such as how to communicate in an office environment, how to function as part of a team, or how to work in a deadline driven workplace. In each of these instances, the focus of the training would be on competencies needed to succeed during the workday while on the job (rather than the skills needed to find and apply for a job).

Job Readiness Training does not include skills needed to find and apply for a job, (e.g., job search, interview, or resume writing skills). Under WIOA Section 134, services that teach skills necessary to find and apply for a job are classified either as basic career services or individualized career services. For example, job search assistance is defined as a basic career service, while group counseling or prevocational services focused on resume writing and interview skills are classified as individualized career services. These types of services do not qualify as training because they do not provide the client with competencies needed to perform specific tasks on the job.

- **Incumbent Worker Training (IWT)** – Training for employed workers that includes the following characteristics:

Designed to meet the special requirements of an employer (including a group of employers) to retain a skilled workforce, avert the need to lay-off employees by assisting the workers in obtaining the skills necessary to retain employment, and/or provide training that will result in progression on a career pathway and income mobility.

- Conducted with a commitment by the employer to retain employees, avert the layoff(s) of the incumbent worker(s) trained for a period of six months following completion of the training, or promote incumbent workers to higher paying positions.
- Increases the competitiveness of the employer or employee.
- Gives employees the opportunity to progress on their career pathway by providing opportunities to obtain certificates or credentials based on the employers' need.

FOLLOW-UP SERVICES

Follow-up services are critical to ensuring a customer's success in employment. Services may include the provision of supportive services, addressing work-related issues that may arise, assistance in securing higher paying jobs, assistance with career pathway development, assistance with pursuing or continuing education or training, and the provision of work related peer support groups. Follow-up services must be made available to all enrolled customers for at least 12 months commencing on the date a

customer obtains unsubsidized employment. The types and intensity of services provided must be determined based on the needs of the individual and may differ for each customer. At a minimum, follow-up should include monthly contact with job seekers and employers.

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 2022

Develop a roadmap of programs to ensure equity and lead to quality jobs	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.	Define set of data, goals, outcomes, and success stories that will consistently show ROI to the community	Seek strategic partnerships that provide targeted populations opportunities to quality jobs and expand and enhance Sac Works capacity.
Adopt Strategies for job readiness curriculum	Recruit members from high demand industries (BD)	Create a business support network (EO)	Research and develop Sacramento Works outcome dashboard	Connect with Sac County homeless leadership
Develop and deploy digital literacy training and tools	Increase program awareness of board members (EX/BD)	Explore possibility of investing in CRM or other tech to support business (PO/EO)	Improve our story telling capability	Implement an Aggie Square partnership
Replicate GSEC Coding Bootcamp	Initiate and complete board member composition review (BD)	Support COVID vaccine mandate deployment – Tabled	Develop and focus on job retention measurements	Coordinate strategic outreach to small and medium size businesses
Increase funding and access to OJT programs	Research and ID key industries for pipeline development (EX)	Pair Board members to program areas to leverage individual networks (ALL)	Develop and publish entry level job index	Create award program with Board initiative funds.
Develop and implement a turnkey internship program	Bring youth voice on the Board (YTH/EX/BD)	Adopt standard toolbox for wants and needs of employers (EO)		Build partnerships around specific projects.
ID and articulate career pathways specifically for youth	Hold summit of select public and private industries (EO)	Develop a standardized definition of “quality” jobs and employers (ALL) – Priority #1		
Coordinate internships leading to employment	Develop and complete entry level job index report (EO)	Develop a SETA Virtual Bootcamp for employers (EO)		
		Conduct and publish a private sector wage and benefit survey (EX/EO)		

NOTE: All Committees to review and provide feedback on tasks that fall within their respective areas.

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.