

**WORKFORCE DEVELOPMENT
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PRO Youth and Families

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Alto Ingredients, Inc.

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Sacramento Metro Chamber of Commerce

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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

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Sacramento County Office of Education

MANDI HIGLEY
Tri-Tool, Inc.

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Villara Building Systems

LISA M. HUTCHINSON
DigiStream Investigations

MICHAEL JASSO
City of Sacramento

JENNIFER HERNANDEZ
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

RONALD R. ORR, JR. – Vice Chair
VSP Vision

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, March 20, 2023

Time: 4:00 p.m.

Location: SETA Board Room
925 Del Paso Blvd., Suite 100
Sacramento, CA 95815

Zoom Location:

<https://us02web.zoom.us/j/84941177942?pwd=UDdKV1dybXZLNvdlc3dtdHBhSzNSdz09>

In response to AB 2449, the Sacramento Employment and Training Agency Sacramento Works Executive Committee is conducting this meeting utilizing a hybrid approach, permitting members of the public to participate in person or via Zoom.

In-person attendance by members of the public is on a first come, first-serve basis. Members of the public may also participate in the meeting via Zoom by clicking the Zoom Location link above, typing the Zoom link address into their web browser, or listening to the meeting on One tap mobile +16699006833..84941177942# US (San Jose). Meeting ID: 849 4117 7942. Passcode: 787323. Find your local number: <https://us02web.zoom.us/j/kcUUcm8OSL>. Members of the public are encouraged to participate in the meeting by submitting written comments by email to: Anzhelika.Simonenkova@seta.net. Any member of the public who wishes to speak directly to the Board regarding any item on the agenda may contact Anzhelika Simonenkova at (916) 263-3753, or Anzhelika.Simonenkova@seta.net. Please include in your request the item(s) on which you would like to participate. Additionally, during the meeting any questions or comments may be submitted via the chat features on Zoom. Public comments will be accepted until the adjournment of the meeting, distributed to the members of the Committee and included in the record.

In the event of disruption that 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.

Request for Assisted Listening Devices or other considerations should be made through the Clerk's office at (916) 263-3753. Closed captioning will be available. This meeting is digitally recorded and available to members of the public upon request. 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 Minutes of the January 23, 2023 Regular Meeting
3. **Action/Discussion:** Discussion of Sacramento Works Board Action Plan and Review Board Member Input
4. **Action/Discussion:** Public Meeting Requirements (Legal Counsel)
5. Review of the March 22, 2022 Sacramento Works Board Agenda
6. Staff Reports
7. Public Participation
8. Adjournment

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

DISTRIBUTION DATE: March 13, 2023

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

SACRAMENTO WORKS, INC.

Executive Committee

Minutes

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

Location: Meeting held virtually

Monday, January 23, 2023
4:00 p.m.

1. Call to Order/Roll Call

Ms. Smith called the meeting to order at 4:00 p.m. The roll was called and a quorum was established.

Members Present: Anette Smith, Ron Orr, Ron Ellis, Lisa Clawson, Dr. Jamey Nye, Jennifer Hernandez

Member Absent: David Gordon

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

2. **Consent:** 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. **Consent:** Approval of Minutes of the November 14, 2022 Meeting
4. **Consent:** Approval of Appointment to the Sacramento Works Board, Executive Committee
5. **Consent:** Approval of Appointment to the Sacramento Works Board

Moved/Ellis, second/Orr, 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 November 14, 2022 Special Meeting
4. Approval of Appointment to the Sacramento Works Board, Executive Committee – Jennifer Hernandez
5. Approval of Appointment to the Sacramento Works Board – Kyla Bryant

Roll call vote:

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

Nay: 0
Abstention: 0
Absent: 1 (Gordon)

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

Ms. Smith reviewed the updated definition provided by Ms. Clawson and Mr. Orr, “A High-Quality Job is one that includes a sustainable and economically competitive compensation package, and offers a safe and thriving environment that gives employees a path of opportunity, growth and diversity.”

Ms. Clawson reviewed the definitions provided by the subcommittees and suggestions gathered from the public at the December 2022 and November 2022 public hearings. Some points that were brought up for consideration were large and small employers, sustainable and economically competitive compensation packages.

Ms. Smith commented that the decided phrase will be the Sacramento Works Board guiding principle moving forward. She stated that the definition the Youth Committee suggested can still be used by the Youth Committee.

Ms. Orr stated the definition will resonate with employees and employers. Both voices need to be recognized and needs met to facilitate engagement by both. We are seeing the economy shifting. Currently the focus is on wages to keep pace with the economy.

Mr. Nye commented the concept is good; the part regarding diversity sounds a bit off.

Mr. Orr suggested “and offers a safe, thriving, diverse environment.”

Ms. Smith agreed with Mr. Orr and suggested “providing a diverse path of opportunity and growth.”

Ms. Clawson suggested “gives employee a diverse path of opportunity and growth.”

Ms. Hernandez agreed with Ms. Clawson.

“A High-Quality Job is one that includes a sustainable and economically competitive compensation package, and offers a safe and thriving environment that gives employees a diverse path of opportunity and growth.”

Mr. Ellis asked what are the next steps to move this forward.

Ms. Smith stated the definition will be added to all communications and to the

first page of the agenda packet with the Board values. This would be the Board's touchstone moving forward.

Mr. Ellis asked what are we going to do to detail and drive it forward.

Ms. Smith said it will depend on the rest of the work done on the action plan.

Mr. Cunningham stated February 2023 is the last month for Zoom/virtual Board meetings. Beginning in March 2023 all Board and Executive Committee meetings will be held in-person.

Mr. Ellis asked if committees can continue to meet virtually.

Mr. Cunningham replied as of today all committees except the Executive Committee can continue in virtual capacity.

Ms. Smith commented there are opportunities for the Board to take on other areas of the action plan, such as increasing program awareness for Board members. SETA has partnered with a new public relations firm. She suggested a presentation from them at the March 22, 2023 Board meeting. Another area of focus is job readiness; what does that look like; there is a conversation to be had with the full Board.

Mr. Ellis asked for clarification.

Ms. Smith replied the Board needs to review the columns to ensure those are the best areas to focus on moving forward. There are still portions to figure out such as Youth Voice, but the conversation has begun and is in motion. The next steps are to speak as the full Board, address the low hanging fruit such as youth voice, and where do we go next that is actionable?

Ms. Clawson agreed, the focus should be on columns three or four to move forward.

Mr. Ellis suggested the Board be asked to identify the top five to seven areas that are most important.

Ms. Smith agreed. She suggested two or three items to choose from.

Mr. Orr asked if would it be a good exercise to take these tasks and associate them to part of the definition. Such as the "conduct and publish private secure wage and benefit survey." There is more material that will support in the definition.

Ms. Smith agreed, and suggested to connect it to the committees as well.

Mr. Orr commented perhaps some are no longer relevant.

Ms. Smith stated a helpful exercise for the Board is to select two or three areas to focus on for 2023-2024, and assess what is still relevant.

Ms. Hernandez asked about setting up a virtual tool to vote in real time?

Ms. Smith replied yes that would be great or we might have to do it in March.

Mr. Ellis asked are we going to remove the EOC plan for approval from the action item list. Ms. Smith stated there are times when we need approval, there are times when the EOC is operating well on its own. It will be kept as an action item as it is on the Board agenda.

7. Review of the January 25, 2023 Sacramento Works Board Agenda

Ms. Smith reviewed the Board agenda.

Mr. Ellis suggested to reverse the order of action plan approval and EOC action plan.

Ms. Smith agreed.

Mr. Cunningham explained what the Other Reports: Chief item is on the agenda.

Mr. Kim provided clarification it is a summary overview and to answer questions Board members may have.

6. **Staff Reports:** None

7. **Public Participation:** None

8. **Adjournment:** The meeting was adjourned at 4:35 p.m.

ITEM 3-ACTION/DISCUSSION

DISCUSSION OF SACRAMENTO WORKS BOARD ACTION PLAN AND REVIEW BOARD MEMBER INPUT

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 Plan.

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.

At its January 25, 2023 meeting, the Board approved the following definition:

A High-Quality Job is one that 1) includes a sustainable and economically competitive compensation package, 2) offers a safe, thriving, and inclusive environment, and 3) gives employees from diverse backgrounds a path of

opportunity and growth.

In addition, the Board agreed for the Executive Committee to take back the Action Plan for revisions, the development of new goals, and the assignment of goals to committees.

RECOMMENDATION:

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

Sacramento Works Board Action Plan 2023-2024

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)		
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.