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**Special Meeting of the Sacramento Works
Youth Committee**

Date: Thursday, May 4, 2023

Time: 1:30 p.m.

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

Zoom Location:

<https://us02web.zoom.us/j/87609663865?pwd=RU54cE5YRFEyc3I0bzFhNFhWSGxZZz09>

In response to AB 2449, the Sacramento Employment and Training Agency Sacramento Works Youth 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,,87609663865# US (San Jose). Meeting ID: 876 0966 3865. Passcode: 324076. Find your local number:

<https://us02web.zoom.us/j/87609663865?pwd=RU54cE5YRFEyc3I0bzFhNFhWSGxZZz09>. 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 Committee 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.

A G E N D A

PAGE NUMBER

1. Call to Order/Roll Call
2. **Consent:** Approval of the January 19, 2023 Special Meeting Minutes 1-3
3. **Action:** Approval of Funding Recommendations for the Workforce Innovation and Opportunity Act (WIOA), Title I, Youth Program, for Program Year 2023-2024 4-11
4. **Action:** Approval of Youth Committee Initiative to Increase Youth Voice 12-14
5. Public Input
6. Adjournment

Members: Staci Anderson, Jacobe Caditz, David Gordon, Lisa Hutchinson, Brandon Louie, Johnny Perez, Shawn O'Briant, Tina Reynolds, Jane Ross, Lorenda Sanchez, Randi Kay Stephens, Jackie White

DISTRIBUTION DATE: Wednesday, May 3, 2023

Sacramento Works Youth Committee meeting hosted by:
David Gordon (Chair)

Special Meeting of the Sacramento Works Youth Committee

Minutes

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

Meeting held electronically

Thursday, January 19, 2023
3:30 p.m.

1. **Call to Order/Roll Call:** Mr. Gordon called the meeting to order at 3:31 p.m. The roll was called and a quorum was achieved.

Members Present: David Gordon, Brandon Louie, Jacobe Caditz, Lisa Hutchinson, Johnny Perez, Jane Ross (*joined at 3:34 p.m.*), Randi Kay Stephens (*joined at 3:35 p.m.*), Jackie White (*joined at 3:38 p.m.*)

Members Absent: Tina Reynolds, Staci Anderson, Shawn O'Briant, Lorenda Sanchez

Others Present: Lauren Mechals, Roy Kim, Ericka Martinez, Jennifer Hernandez, Phil Cunningham, Jessica Medina

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 the November 16, 2022 and December 16, 2022 Special Meeting Minutes

Moved/Caditz, second/Louie, 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 the November 16, 2022 and December 16, 2022 Special Meeting Minutes

Roll call vote:

Aye: 6 (Gordon, Louie, Caditz, Hutchinson, Perez, Ross)

Nay: 0

Abstention: 0

Absent: (Anderson, Reynolds, O'Briant, Sanchez)

4. **ACTION ITEM:** Approval to Release a Request for Proposal for the Workforce Innovation and Opportunity (WIOA) Title I, Youth Program Services for program years 2023-2027

Ms. Mechals reviewed the item. She shared feedback from the committee and community discussions with youth about the interest in having increased flexibility and innovation regarding service delivery and program design, increased access to services and high-need areas, developing diverse work-based learning opportunities and industry-sector partnerships, as well as earn-and-grow opportunities (including pre-apprenticeships and apprenticeships), alignment of initiatives, such as public service pathways, digital equity, inclusion, Aggie Square, Climate Action, Future of Work, California Apprenticeship Initiative. Additionally, provide leadership opportunities for use to serve on the Youth Committee. She stated that this is a specific focus that we would like to partner with the youth providers on.

Mr. Gordon asked how we put it out in a way that highlights the interest and obtains proposals.

Ms. Mechals replied that the Request for Proposals is broad enough for providers to look at their programming and evolving changes in the last four years (caused by COVID, changes with virtual services, etc.). She advised that the intent is for providers to have freedom and flexibility to come up with the type of paths that they want to focus on and that this Request for Proposals will guide them in the right direction.

Mr. Cunningham suggested the bidders' conference.

Ms. White advised being more strategic with the nonprofits that haven't been involved yet by quantifying expected outcomes.

Mr. Cunningham suggested reaching out to Uptown Studios PR company.

Ms. Mechals and Ms. Hernandez described the bidders' conference to Ms. Hutchinson, per her request.

Ms. Gordon stated that media consultants could help promote this Request for Proposals to the public.

Mr. Kim commented that SETA has a fairly robust distribution list that includes many different nonprofits, community-based organizations, and other partners. The RFP will be sent to the entire list if approved.

Ms. Kay Stephens advised that The Impact Foundry might generate leads to newer nonprofits serving the community and the Governing Board bodies through their economic development program.

Technical suggestions were added about RFP formatting by Ms. Kay Stephens as well.

Mr. Louie stated that current providers need to be shown how this particular RFP may differ from the services they are already providing. He advised supporting ongoing service providers.

Moved/Stephens, second/Perez, to approve the release of the Release for Proposal for the Workforce Innovation and Opportunity (WIOA) Title I, Youth Program Services for program years 2023-2027 and marketing plan/strategy for disbursement.

Roll call vote:

Aye: 8 (Gordon, Louie, Caditz, Hutchinson, Perez, Ross, Kay Stephens, White)

Nay: 0

Abstention: 0

Absent: 4 (Anderson, Reynolds, O'Briant, Sanchez)

Ms. Mechals shared the Youth Enrollment Summary Report for Program Year 2022-2023.

5. **Public Input:** None
6. **Adjournment:** The meeting was adjourned at 4:01 p.m.

ITEM 3 - ACTION

APPROVAL OF FUNDING RECOMMENDATIONS FOR THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA), TITLE I, YOUTH PROGRAM, FOR PROGRAM YEAR 2023-2024

BACKGROUND:

In November 2022, the Sacramento Works, Inc. Youth Committee began the planning and public input process for developing a Request for Proposals (RFP) to procure the WIOA Youth Program Services for program years 2023-2027.

Based on committee discussions, and community and youth input, the WIOA Youth Program RFP focused on the following:

- Increased flexibility and innovation in service delivery/program design
- Access to services in high need areas
- Develop diverse work-based learning opportunities and industry sector partnerships
- Provide Earn & Learn opportunities including pre-apprenticeships and apprenticeships
- Alignment of Initiatives such as Public Service Pathways, Digital Equity and Inclusion, Aggie Square, Climate Action, Future of Work, California Apprenticeship Initiative

The SETA Governing Board approved the release of the WIOA Youth Services RFP on February 2, 2023. On February 3, 2023, the RFP was released to the public with a proposal deadline of March 23, 2023. Seventeen (17) proposals were received by the deadline.

1. Elk Grove Unified School District
2. City of Sacramento, Department of Parks & Recreation
3. Second Chance Education Inc.- In-School
4. Second Chance Education Inc.- Out-of-School
5. California Human Development Corporation
6. Lao Family Community Development, Inc.
7. Folsom Cordova Community Partnership
8. La Familia Counseling Center, Inc.
9. Asian Resources, Inc.
10. Ukrainian American House
11. JUMA Ventures
12. Lutheran Social Services
13. Goodwill Industries of Sacramento Valley & Northern Nevada, Inc.
14. Greater Sacramento Urban League
15. North State Building Industry Foundation

16. California Indian Manpower
17. Sacramento City USD

Selection/Evaluation Procedure/Criteria

A proposal Evaluation team comprised of staff, partners, and Youth Committee members evaluated and scored each proposal. Staff assigned performance points based on past program performance, then ranked all proposals by total score and developed funding recommendations.

Proposal evaluation criteria included program summary, target area, target group, program design, performance benchmarks, statement of capabilities/references, financial management and budget. Total proposal points possible were 100.

All applicants who are either current or recent SETA-funded program operators were evaluated based upon their ability to meet contractual performance standards for up to the last three fiscal years. Other organizations not currently or previously funded by SETA, and service providers who received SETA funds prior to 2017, were evaluated based on information obtained from references submitted in their proposal. Total performance points possible were 40.

A summary of Youth Program performance is included as an attachment.

FUNDING ALLOCATIONS

SETA has not received its WIOA Youth allocations for PY2023-2024, and the total youth funding estimated to be available for allocation for PY 2023-2024 is \$2,600,000. The remaining funds are allocated to program administration, support, monitoring and fiscal management. Additionally, the funding recommendation includes an allocation of \$50,000 to support the Youth Committee and Sacramento Works Board initiative to increase the youth voice on the Board.

The Sacramento WIOA youth funds are allocated in two categories: Individualized Services for In-School Youth and Individualized Services for Out-of-School Youth.

Individualized Services:

The WIOA identifies specific program elements to be incorporated into the delivery of youth services.

1. Secondary School Completion Services
2. Alternative Secondary School Services
3. Paid or unpaid work experience that have academic and occupation education as a component of the work experience

- The WIOA Youth Program requires that these elements be part of a comprehensive and community-focused program design providing an age continuum of services to the target population. Program services will address the barriers of the targeted youth and prepare them to obtain employment in a high wage/high growth industry or in an occupation with future career advancement opportunity, enter an education or training program, attain a degree/certificate, achieve measureable skill gains or return to/remain in secondary/alternative secondary school.

Individualized Services: Included in attachments: (1) Funding recommendation chart for In-School and Out-of-School WIOA youth services, (2) WIOA Youth Program Performance Scores.

Out-of-School Youth Total **\$ 2,380,116**

RECOMMENDATION:

Review and approve the staff funding recommendation for the WIOA Title I, Youth Program, PY 2023-2024. Approve with the stipulation that all funding recommendations are contingent upon satisfactory year-end program performance and final WIOA funding allocations.

PRESENTER: Lauren Mechals

DRAFT WIOA OSY YOUTH FUNDING RECOMMENDATION
PY 2023-2024

Rank	Total Points	Out of School Youth Provider	Amount Requested	Proposed Number to be Served	2022-2023 Funding	2023-2024 Funding Recommendation	% of Total Funding	Cost Per Participant	# to Serve	Area/Location
1	131	Elk Grove Unified School District	\$329,792	50	\$215,904	\$329,792	13%	\$6,596	50	South Sacramento, Elk Grove/Florin and Galt AJCCs
1	130	Sacramento City USD	320,130	50	172,588	320,130	12%	6,403	50	South Sacramento, Meadowview, Fruitridge, Florin, Florin-Perkins, North Sacramento, Rancho Cordova, Arden Arcade, Del Paso Heights/SCUSD AJCC
1	128	California Human Development	166,000	25	132,000	166,000	6%	6,640	25	Galt/Florin and Galt, AJCCs
1	127	Lutheran Social Services	495,000	75	NA	132,000	5%	6,600	20	Downtown & East Sacramento
1	125	North State Building Industry Foundation	352,316	35	191,438	352,316	14%	10,066	35	Foothill Farms, North Highlands, Rancho Cordova, Arden Arcade, Meadowview, South Sacramento, Rosemont, Antelope/Hillsdale, Mather, Crossroads and Greater Sacramento Urban League AJCC
2	123	Folsom Cordova Community Partnership	295,604	50	70,944	100,505	4%	5,912	17	Rancho Cordova, Rosemont, Folsom/Folsom Cordova Community Partnership and Mather AJCCs
2	123	La Familia Counseling Center	514,275	65	189,976	253,182	10%	7,912	32	Downtown, Midtown, South Sacramento/Florin, and La Familia AJCCs
2	123	Asian Resources, Inc.	232,995	40	156,726	151,447	6%	5,825	26	Downtown, Midtown, South Sacramento, Rancho Cordova, North Highlands, Arden-Arcade, South Natomas, Del Paso Heights/Asian Resources, Florin and Mark Sanders AJCCs
2	122	Greater Sacramento Urban League	266,658	40	127,854	173,328	7%	6,666	26	Del Paso Heights, Oak Park/Greater Sacramento Urban League and Hillsdale AJCCs
2	121	California Indian Manpower	305,978	25	NA	183,587	7%	12,239	15	South and North Sacramento, North Highlands, Rosemont, Rancho
2	120	Goodwill Industries	149,758	19	149,188	118,230	5%	7,882	15	Downtown, Midtown/ Mark Sanders AJCC
2	114	Lao Family Community Development	332,000	50	132,748	99,600	4%	6,640	15	North Sacramento, Foothill Farms, Del Paso Heights, Arden-Arcade, Oak Park, South Sacramento, Meadowview, Florin/Hillsdale, EGACE, SCUSD, Galt, Mark Sanders and Florin AJCCs
3	106	Juma Ventures	106,758	16	106,758	0	0%	0	0	Oak Park, Meadowview, Del Paso Heights, Mather Field/Hillsdale and Asian Resources AJCCs
4	88	Ukrainian American House	260,000	40	NA	0	0%	0	0	McClellan Park, Arden-Arcade, Rio Linda/North Highlands, Florin, Foothill Farms
4	85	Second Chance Education Inc.	142,060	20	NA	0	0%	0	0	Sacramento County- Non-Specified
Subtotal Out of School Youth			\$4,269,324	600		\$2,380,116		\$7,301	326	

At least 20% of funds must be expended on paid work experience.

DRAFT WIOA ISY YOUTH FUNDING RECOMMENDATION
PY 2023-2024

Rank	Total Points	In School Youth Provider	Amount Requested	Proposed Number to be Served	2022-2023 Funding	2023-2024 Funding Recommendation	% of Total Funding	Cost Per Participant	# to Serve	Area/Location
1	124	City of Sacramento Dept of Parks and Rec	\$222,263	32	\$89,216	\$222,263	9%	\$6,946	32	South Natomas, North Sacramento, Del Paso Heights, Midtown, South Sacramento/SCUSD AJCC
3	90	Second Chance Education Inc.	600,000	100	NA	0	0	0	0	Sacramento County- Non-Specified
Subtotal In School Youth			\$822,263	132	\$89,216 0	\$222,263		\$6,945.72	32	

At least 20% of funds must be expended on paid work experience.

WIOA YOUTH PERFORMANCE SCORES FOR RFP 2023-2027

Agency Name:	Actual/Goal Enrollment 2019-2023	Enrollment Score	Employment/Education 2020-2022	(MSG) 2020-2022	WEX Expenditures 2020-2022	Total
Juma Ventures	PY 1: 21/19 PY 2: 18/19 PY 3: 17/17 PY 4: 14/18	8	7	0	4	20
Goodwill	PY 1:18/19 PY 2:19/19 PY 3:16/18 PY 4: 5/19*	3	10	7	10	30
GSUL	PY 1: 22/19 PY 2: 19/19 PY 3: 14/16 PY 4: 19/18*	5	10	10	10	35
FCCP	PY 1: 27/28 PY 2: 26/28 PY 3: 12/24 PY 4: 11/12	8	7	5	10	30
Lao Family	PY 1: 23/19 PY 2: 20/19 PY 3: 19/20 PY 4: 23/22	10	6	0	10	26
SCUSD	PY 1: 28/25 PY 2: 26/28 PY 3: 26/25 PY 4: 26/26	10	10	10	8	38
NSBIA	PY 1: 25/19 PY 2: 24/19 PY 3: 30/24 PY 4: 31/26	10	10	6	10	36
EGUSD	PY 1: 46/47	10	9	9	10	38

WIOA YOUTH PERFORMANCE SCORES FOR RFP 2023-2027

	PY 2: 42/47 PY 3: 38/42 PY 4: 41/39					
CHD	PY 1: 18/19 PY 2: 19/19 PY 3: 22/25 PY 4: 24/22	10	10	6	10	36
LAFCC	PY 1: 22/23 PY 2: 23/23 PY 3: 24/24 PY 4: 20/23	10	8	6	10	34
ARI	PY 1:17/19 PY 2:19/19 PY 3:17/18 PY 4: 19/18	10	10	5	10	35
City of Sac	PY 1: 14/14 PY 2: 14/14 PY 3: 18/16 PY 4: 16/16	10	10	0	10	30
NEW PROVIDERS**	Based on References					
Lutheran Social Services	Verified					40
Ukrainian American House	Verified					21
California Indian Manpower	Verified					40
Second Chance Education	Verified					30

* Received extension of enrollment deadline.

**Completed references from organization agencies that respondent has had direct involvement with funding for program of similar size and scope. Evaluated references based on these criteria.

-Total Performance is out of 40

-2 providers including FCCP and Goodwill were on Corrective Action for not meeting 85% enrollments goals for 1 out of the 4 years. (Goodwill-27% with multiple extensions, FCCP-50%).

ITEM 4 - ACTION

APPROVAL OF YOUTH COMMITTEE INITIATIVE TO INCREASE YOUTH VOICE

The Youth Subcommittee solidified a plan to engage youth in all Sacramento Works activities, including the Youth Committee.

In February 2023, SETA staff developed marketing tools and an application process as well as promoted the opportunity to the youth providers during the Provider training. The application opened on 3/8/23. The marketing materials are attached and application is available on the SETA website: <https://sacramentoworks.org/youth/youth-voice-member/>.

Action Plan:

1. Prioritize the need to pay youth for taking on a leadership role.
2. Focus on engaging younger individuals, 16-24 to help with program design, community outreach, and committee planning of activities.
3. Provide youth voice and expertise, power, and share in decision-making with adults.
4. Redesign the Youth Committee Application. The paid work-based learning opportunity Job Description will include the application link.
5. Compensate youth for time worked at minimum wage (\$15.50) for approximately 10 hours per month. Community College Foundation will be the employer of record.
6. Goal is to provide 10 work-based learning opportunities.
7. Fund from WIOA Youth Committee Initiatives - \$50,000

As of 5/1/23, there are two individuals that are interested in a position. SETA plans to provide an Orientation in May 2023, then handle all the onboarding requirements and basic training. The Youth Subcommittee members will be asked to meet with Youth Voice applicants (via Zoom) to provide an introduction and overview on what it means to serve on a committee. A subcommittee meeting will be scheduled for May to plan how to onboard and train youth.

The following members have expressed interest in participating in the initial phase of the initiative: Brandon Louie, Tina Reynolds, and Randi Kay Stephens.

Staff will be available to answer questions.

RECOMMENDATION

Review the proposed application and marketing materials and approve the Youth Committee Initiative to Increase Youth Voice.

PRESENTER: Lauren Mechals or Ericka Martinez

THE SACRAMENTO WORKS
YOUTH COMMITTEE NEEDS
YOUR LEADERSHIP!

NOW SEEKING YOUTH VOICE ADVOCATES

SPEAK, BE HEARD, MAKE A DIFFERENCE!



REASONS TO JOIN:

- Bring your voice – we want to hear your ideas, issues, and suggestions
- Help the Sacramento Works for Youth programs be more youth-friendly
- Become more aware of youth issues and get involved in solutions
- Build your professional network and resume



SACRAMENTOWORKS

A SETA PROGRAM
Sacramento Works Youth Committee

REQUIREMENTS:

- Be between the ages of 16-24
- Prior participation in a youth program



APPLY NOW

LEARN AND MAKE A DIFFERENCE!



WHAT YOU WILL GAIN FROM THIS POSITON

- Foundational knowledge of workforce development
- Working knowledge of local youth programming.
- Orientation and training on how to serve on a committee and board
- Opportunities to engage with providers and youth participating in services.
- Opportunities to participate in professional development and provide feedback on service delivery.

TIME COMMITMENT :

- Attend one monthly In-person Board Meeting
- Participate in a monthly virtual session with Youth Voice Subcommittee
- Availability to serve a minimum of 4 hours monthly
- Additional work experience hours are available based on individual needs.

COMPENSATION FOR PARTICIPATION

- Choose between paid wages and/or gift card incentives.
- Transportation reimbursement or assistance



SACRAMENTOWORKS

A SETA PROGRAM
Sacramento Works Youth Committee

APPLY NOW