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SACRAMENTOWORKS

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

Date: **Thursday, July 13, 2023**

Time: 3:00 p.m.

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

Zoom Location:

<https://us02web.zoom.us/j/89959162711?pwd=RlljdkJrcVNxanUwdHNFeThoclRtQT09>

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,,89959162711 # US (San Jose). Meeting ID: 899 5916 2711. Passcode: 762342. Find your local number:

<https://us02web.zoom.us/j/89959162711?pwd=RlljdkJrcVNxanUwdHNFeThoclRtQT09>. 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.

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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: Thursday, July 6, 2021

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.)

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

Thursday, January 19, 2023
1:30 p.m.

1. Call to Order/Roll Call: Mr. Gordon called the meeting to order at 1:40 p.m. The roll was called, quorum was not achieved. No action was taken.

Members Present: David Gordon, Jane Ross (*left at 1:45 p.m., re-seated at 1:52 p.m.*), Shawn O'Briant, Tina Reynolds (*arrived and was seated at 1:47 p.m.*)

Members Absent: Brandon Louie, Jacobe Caditz, Lisa Hutchinson, Johnny Perez, Jackie White, Staci Anderson, Lorenda Sanchez, Randi Kay Stephens

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

2. CONSENT: Approval of the January 19, 2023 Special Meeting Minutes
3. ACTION ITEM: Approval of Funding Recommendations for the Workforce Innovation and Opportunity Act (WIOA), Title I, Youth Program for Program Year 2023-2024

Ms. Mechals introduced herself and reviewed the item and funding recommendation chart for In-School and Out-of-School WIOA youth services and the WIOA Youth Program Performance Scores chart provided in the packet. On February 3, 2023, the Request for Proposals (RFP) was released to the public with a proposal deadline of March 23, 2023. Seventeen proposals were received by the deadline. A proposal evaluation team of thirteen staff, partners, and Youth Committee members (Shawn O'Briant and Randi Kay Stephens) evaluated and scored each proposal.

Mr. O'Briant stated that all the proposals that were submitted were excellent. He pointed out a few proposals with great illustrations and exhibits explaining the internal organizational structure, highlighting the workforce that supports the youth and sharing history and experience that helped explain how it can be an additional benefit to the organization.

Ms. Ross left the meeting at 1:45 p.m.

Ms. Mechals agreed that there were a lot of really strong applicants that provided partnerships, and their program design was well thought out in all the major elements that required leading to career plans and employment outcomes.

Ms. Stephens (joined on zoom) thanked SETA staff for taking Youth Committee feedback and integrating it into the RFP preparation to solicit new providers and meet some of the goals of the Committee, such as public sector careers. She was excited to see the number of languages the providers can provide services to the community. It demonstrated to her that there is a wonderful asset in the community that can work with and engage different populations and help them obtain employment. Ms. Stephens thought the overall application process was done well, as the number of applicants was higher than last time. She noted that having SETA staff and Youth Committee Members participating in proposal evaluation was an enriching experience. She thanked the SETA team for putting together a comprehensive, equitable, and well-informed process.

Moved/Gordon, second/Reynolds, to recommend on behalf of the Youth Committee the staff funding recommendation for the WIOA, Title I, Youth Program, PY 2023-2024 with the stipulation that all funding recommendations are contingent upon satisfactory year-end program performance and final WIOA funding allocations.

Roll call vote:

Aye: 3 (Gordon, Reynolds, O'Briant)

Nay: 0

Abstention: 0

Absent: 9 (Sanchez, Stephens, White, Louie, Caditz, Hutchinson, Perez, Ross, Anderson)

4. **ACTION ITEM:** Approval of Youth Committee Initiative to Increase Youth Voice

Ms. Ross returned to the meeting and was re-seated at 1:52 p.m.

Ms. Mechals reviewed the item. She confirmed that \$50,000 was set aside from WIOA Youth Committee Initiatives funding to reward youth for participation. The SETA team developed an online application highlighting what it means to serve on a committee and the experience gained by participating. The application is now available on the SETA website. The process is secure and straightforward. The Youth Subcommittee members were asked to meet with Youth Voice applicants to provide an introduction and overview, and the following members have expressed interest in participating: Brandon Louie, Tina Reynolds, and Randi Kay Stephens. SETA staff will then train the youth to be able to go out into the community and meet with different youth program providers to provide program design and youth engagement feedback to the Committee. Ms. Mechals encouraged Youth Committee members to refer prospective candidates to complete the online application.

Ms. Reynolds asked if SETA provided outreach to low-income ethnically-

appropriate audiences. Ms. Martinez responded that SETA contacted all current youth services providers and opened the opportunity to their low-income established clients. Ms. Reynolds asked if SETA will provide transportation or reimburse for transportation costs to youth voice participants. Ms. Mechals responded that supportive services, including gas cards, bus passes, and more, are already built into the program. As of 5/1/2023, two individuals applied, but more applicants are expected.

Ms. Stephens thanked SETA staff for taking Youth Committee feedback and offering compensation for youth involvement. She stated that describing the reasoning behind the youth voice initiative will attract more candidates.

Ms. Reynolds asked how long the youth would need to serve on the Committee. Ms. Mechals advised that for 180 days but would like participants to continue for as long as possible.

Mr. Gordon expressed his concern that minimum wage compensation will not be attractive enough to gain more applicants. Ms. Reynolds was in support.

Mr. Gordon asked SETA staff to suggest a fee schedule and make it commensurate with applicants age and experience and present it to the Committee at the next meeting.

Ms. Mechals clarified that there is no closing date for application submission.

5. **Public Input:**

Ms. Gina Wandell (on zoom) warned Committee members that different pay within the group can create tension among participants.

Ms. Medina introduced herself and expressed her excitement about increasing the youth voice initiative.

Mr. Gordon thanked all SETA staff for their excellent work on this initiative.

6. **Adjournment:** The meeting was adjourned at 2:10 p.m.

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 THE APPOINTMENT OF YOUTH COMMITTEE MEMBER

BACKGROUND:

The Youth Subcommittee has developed the following plan to engage youth in all Sacramento Works activities, including the Youth Committee.

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 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

In February 2023, staff developed marketing tools and an application process as well as promoted the opportunity to the youth providers during the provider trainings. The application opened on 3/8/23. Application [link](#).

Two applications have been received to date, and one applicant is being recommended for appointment:

- Kimberly Marquez - Student Intern for EDD's Youth Employment Opportunity Program.

An additional applicant will participate in Youth Committee meetings and share youth voice and perspective:

- Petrangelica (Petra) Vega - Community Navigator and Youth Employment Specialist for Asian Resources.

The Operating Agreement for the Implementation of the Workforce Innovation and Opportunity Act between Sacramento Works, Inc. and the Governing Board of the Sacramento Employment and Training Agency requires that both parties approve appointments of Youth Committee members. The original application for Youth Committee membership will be sent under separate cover.

Staff will be available to answer questions.

RECOMMENDATION:

Approve the Appointment of Kimberly Marquez to the Sacramento Works Youth Committee.

PRESENTER: Lauren Mechals or Ericka Martinez