

**WORKFORCE DEVELOPMENT  
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PRO Youth and Families

**EDWARD W. BAKER**  
Alto Ingredients, Inc.

**AMANDA BLACKWOOD**  
Sacramento Metro Chamber of Commerce

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Better Business Bureau

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2SS.com

**KEVIN FERREIRA**  
Sacramento Sierra's Building & Construction  
Trades Council

**KRISTIN GIBBONS**  
Department of Human Assistance

**TROY GIVANS**  
County of Sacramento, Economic  
Development

**DAVID W. GORDON**  
Sacramento County Office of Education

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

**LYNN HOSOKAWA**  
Villara Building Systems

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DigiStream Investigations

**MICHAEL JASSO**  
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**GARY R. KING**  
SMUD

**DENISE LEE**  
Sacramento Employment & Training Agency

**MATT LEGE**  
SEIU – United Healthcare Workers

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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, Inc.

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

**JOHNNY PEREZ**  
Clutch Contracts & Consulting

**KARL PINEO**  
Ironworkers Local 118

**FABRIZIO SASSO**  
Sacramento Central Labor Council

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



**SACRAMENTO WORKS, INC.  
Executive Committee**

**Date:** Monday, February 28, 2022

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

**Location:**

<https://us02web.zoom.us/j/87273007015?pwd=MCtYUDFsbFUrc0JuQ0UzbFM5cHpKdz09>

In response to the AB361 (Brown Act Section 54953) relating to the COVID-19 Pandemic, the Sacramento Works Executive Committee is conducting this meeting on Zoom at <https://us02web.zoom.us/j/87273007015?pwd=MCtYUDFsbFUrc0JuQ0UzbFM5cHpKdz09> Meeting ID: 872 7300 7015; Passcode: 689901. 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,,87273007015# US (San Jose). Dial by your location: + 1 669 900 6833 US (San Jose). Find your local number: <https://us02web.zoom.us/j/87273007015?pwd=MCtYUDFsbFUrc0JuQ0UzbFM5cHpKdz09>. Members of the public are encouraged to participate in the meeting by submitting written comments by email to: [Monica.Newton@seta.net](mailto:Monica.Newton@seta.net). Any member of the public who wishes to speak directly to the board regarding any item on the agenda may contact Monica Newton at (916) 263-3753, or [Monica.Newton@seta.net](mailto:Monica.Newton@seta.net). Please include in your request which item you would like to participate on. Additionally, during the meeting any questions or comments may be submitted via the Q&A or chat features on Zoom. Public comments will be accepted until the adjournment of the meeting, distributed to the Executive Committee and included in the record.

In the event of disruption which prevents broadcasting of the meeting to members of the public using the call-in or internet-based service options, or in the event of a disruption which prevents members of the public from offering public comments, the Board shall take no further action on items appearing on the meeting agenda until public access to the meeting is restored.

Closed captioning will be available. This document and other Board meeting information may be accessed through the Internet by accessing the SETA home page: [www.seta.net](http://www.seta.net).

**REVISED  
A G E N D A**

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

2. Approval of Minutes of the January 24, 2022 Meeting
3. ***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 (Legal Counsel)***
4. Approval of Appointment to the Sacramento Works Board, Executive Committee
5. Discussion of Sacramento Works Board Action Plan
6. Adjournment

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

**DISTRIBUTION DATE: Tuesday, February 15, 2022**

**REVISED AGENDA DISTRIBUTION DATE: Thursday, February 17, 2022**

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 electronically

Monday, January 24, 2022  
4:00 p.m.

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

Ms. Smith called the meeting to order at 4:02 p.m. The roll was called and a quorum was established.

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

Member Absent: David Gordon, Ron Ellis

Others Present: Phil Cunningham, Roy Kim, William Walker, Julie Davis-Jaffe, Denise Lee

**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**

Mr. Cunningham reviewed this item.

Moved/Clawson, second/Orr, to approve the 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

Roll call vote:

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

Nay: 0

Abstention: 0

Absent: 2 (Ellis, Gordon)

**3. Approval of Minutes of the November 15, 2021 Special Meeting**

Minutes were reviewed; no questions or corrections.

Moved/Clawson, second/Smith, to approve the November 15 minutes as written.

Roll call vote:

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

Nay: 0

Abstention: 0

Absent: 2 (Ellis, Gordon)

4. **Approval of an Appointment to the Sacramento Works Board**

Ms. Smith reviewed this item. Ms. Lynn Hosokawa would replace Mr. Rick Wylie who resigned from the Board.

Mr. Kim noted there are two other applications on file - Ms. Serena Kallas with Legal Professional Corporation and Ms. Deborah Portela with Casa Coloma Healthcare Services.

Moved/Clawson, second/Smith, to approve the appointment of Ms. Lynn Hosokawa to the Sacramento Works Board

Roll call vote:

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

Nay: 0

Abstention: 0

Absent: 2 (Ellis, Gordon)

5. **Approval of Assignment of Sacramento Works Board Action Plan Areas to Committees**

Ms. Smith reviewed this item.

Mr. Kim clarified at the November Sacramento Works Board meeting, the responsibility to discuss the areas and assignments to the Workforce Development Board committees was delegated to the Executive Committee (EC).

Ms. Smith suggested the following: the supporting goal, "recruitment from high demand industries," be assigned to the Board Development Committee; the supporting goal, "increase program awareness of board members," be assigned to the EC and staff; the supporting goal, "initiate board member review," be assigned to the Board Development Committee; the supporting goal, "research and identify key industries for pipeline development," be handled by staff and the EC; and the supporting goal, "bring youth voice on the board," be assigned to the Board Development and Executive Committees.

Mr. Kim suggested the Youth Committee (YC) could help with supporting goals that focus on youth.

Ms. Clawson suggest the YC make recommendations.

Mr. Nye suggested the Employer Outreach Committee (EOC) for “hold summit of select public and private industries.”

Ms. Smith suggested the supporting goal, “develop and complete entry level job index report,” could be combined with “research and identify key industries.”

Mr. Cunningham suggested the EOC be responsible for that supporting goal, as they are working on a number of projects that focus on entry level jobs.

Mr. Orr agreed with Mr. Cunningham. He suggested as the different committees do outreach and research they be aware of all the listed supporting goals.

Ms. Smith suggested the supporting goal of “create a business support network,” be assigned to the EOC.

Mr. Nye suggested the Planning/Oversight Committee (POC) be part of the process along with the EOC in addressing the supporting goal of “explore possibility of investing in CRM or other tech to support business.”

Mr. Kim commented “creating a business support network” has been discussed by the EOC.

Ms. Smith said that one part goes to EOC and a part goes beyond EOC. She asked what does that look like from a staff prospective. Her suggestion for “explore possibility of investing in CRM or other tech to support business” should be focused on by the EOC & POC. “Support COVID-19 vaccine mandate deployment” should be focused on by the EOC.

Ms. Clawson stated we are now in the middle of COVID-19.

Ms. Smith suggested that task be set aside for now.

Mr. Orr said it does not seem to be current anymore.

Ms. Smith suggested the EC partners with EOC to ensure the board is collectively working to leverage networks.

Mr. Cunningham commented the YC is working on this in part with youth programs.

Ms. Smith asked if it would fall under POC, for oversight.

Mr. Nye said the “adopt standard toolbox for wants and needs of employers” would be beneficial for EOC.

Ms. Smith suggested EOC work on the toolbox support goal with support from POC.

Mr. Orr stated the EOC goals touch on all the listed supporting goals.

Ms. Smith said the wage and benefits survey should come from industries we define as quality jobs and employers. She suggested the POC could work on developing a standardized definition of “quality” jobs and Employers.

Mr. Nye said he would like to facilitate the discussion with the Board.

Ms. Smith suggested a SETA virtual bootcamp for employers given by the EOC. This might lend itself to another discussion with the committee on priorities.

Mr. Orr commented a lot of these boxes are connected. The bottom line is to ensure employers in the area understand what services SETA can do for their employer needs.

Ms. Smith suggested the focus should be on two to three things to move the needle on employer engagement. She stated we are in a different employment climate than in the past.

Mr. Orr stated everything is different now.

Mr. Kim suggested any of the committees can review the areas and if they feel it matches with their goals, they can take on any of the supporting goals.

Mr. Cunningham suggested to keep the “wage and benefit survey” with the Executive Committee.

## **6. Review of the January 26, 2022 Sacramento Works Agenda Packet**

Ms. Smith reviewed the agenda packet for the Sacramento Works Board meeting.

Ms. Clawson asked if a crosswalk was done of what was put forth by Mr. Ron Ellis and the Sacramento Works Board Action Plan 2022.

Ms. Smith said they took a crosswalk of the entire action plan and pulled what fits best with the EOC action plan.

Mr. Kim said that the EOC expressed it is already working on other categories outside of the two primary areas the Board is focusing on.

Ms. Smith commented the EOC webinars are well attended and well done. This is helping to spread the word on resources available.

Mr. Orr stated there were things talked about today that had not been touched on by EOC yet, and will connect with Mr. Ellis to review.

Ms. Smith suggested if the Forbes article was on social media it would amplify it.

Ms. Davis-Jaffe gave an overview of the Forbes article. We are finding more individuals enrolled with drug abuse. Ms. Amy Ruddell will continue to work with Ms. Davis-Jaffe on transitional housing and jobs.

Mr. Kim commented on a state report and said the point behind the document is for the discussion on quality jobs. This article gives a compilation of what that could mean for future discussion.

Ms. Smith said this will help the POC in determining what that looks like here in Sacramento.

Mr. Walker said we are implementing new virtual processes. Two events are coming up with the State of California and the City of Sacramento to get their name out to hire. All sectors are looking to hire. Ms. Carpenter is working with the public sector.

Mr. Jamey Nye left the meeting at 4:46 p.m.

Mr. Kim said we will introduce under reports, Ms. Denise Lee, the Interim Executive Director.

Ms. Smith said Form 700 will be addressed.

Mr. Cunningham said ethics training should be mentioned at the board meeting.

7. **Adjournment**: The meeting was adjourned at 4:50 p.m.

### ITEM 3- ACTION

#### 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

#### BACKGROUND:

California Governor Gavin Newsom has recently extended until March 31, 2022 the long-existing state of emergency related to COVID-19. 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. Recently 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. The Sacramento Works Executive Committee on February 28, 2022 will be the first board meeting conducted utilizing the AB 361 Procedures, which are reflected in the Notice for the Committee Agenda.

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, Sacramento County continues to follow recommendations of the federal CDC promoting social distancing outside of the home and especially indoors. Given these circumstances, in order to allow for the next Committee meeting to be held by teleconference procedures consistent with AB 361, the Committee must make the following findings no later than 30 days after the first teleconferencing meeting and every 30 days thereafter by majority vote:

- a. The legislative body has reconsidered the circumstances of the state of emergency.
- b. Any of the following circumstances exists:

ITEM 3-ACTION (continued)

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- i. The state of emergency continues to directly impact the ability of the members to meet safely in person.
- ii. State or local officials continue to impose or recommend measures to promote social distancing.

RECOMMENDATION:

Authorize the continued use of teleconferencing for Sacramento Works Executive Committee meetings under AB 361, occasioned by the continuing state of emergency issued by Governor Newsom and the continuation of local and federal recommendations promoting social distancing outside of the home and especially indoors and, based thereon, make the following findings in support of this action:

- a. The Committee has reconsidered the circumstances of the state of emergency.
- b. The following circumstances exist:
  - i. The state of emergency continues to directly impact the ability of the members to meet safely in person.
  - ii. State or local officials continue to impose or recommend measures to promote social distancing.

PRESENTER: Legal Counsel

#### ITEM 4 – CONSENT

##### APPROVAL OF APPOINTMENT TO THE SACRAMENTO WORKS BOARD, EXECUTIVE COMMITTEE

#### BACKGROUND:

Historically, SETA's Executive Director has served as a board member on the Sacramento Works WDB and its Executive Committee in the "Other" member category. Ms. Denise Lee, SETA's Interim Executive Director, was recently appointed to the Board, and staff is recommending her appointment to the Board's Executive Committee.

#### RECOMMENDATION:

Approve the appointment of Ms. Denise Lee, SETA's Interim Executive Director, to the Sacramento Works Board, Executive Committee.

## ITEM 5 – 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. To help inform the discussion, a one-page state document defining job quality is attached.

#### 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.

# THE CALIFORNIA HIGH ROAD: A ROAD MAP TO JOB QUALITY

California's economy is the fifth-largest in the world and generates tremendous wealth and prosperity. At the same time, income inequality continues to rise, and people of color are overrepresented in low-wage, dead-end jobs. In 2017, the median wage was \$11.05 per hour, and one in three California workers earned less than \$15 per hour. The decline in economic opportunity and upward mobility exacerbates income inequalities that prevent workers—especially people of color and those who are historically marginalized—from thriving and achieving economic prosperity.

For these workers, simply connecting to a job is not enough. English-language proficiency, immigration status, criminal background, transportation, and childcare challenges prevent workers of color from accessing training and quality employment opportunities. Furthermore, systemic barriers, such as geographic segregation, discrimination, and hiring bias limit opportunities for people of color to achieve economic prosperity. Employers also use practices such as misclassification and subcontracting to increase profits, resulting in an increase in the number of working poor—those who work full-time but cannot earn enough to make ends meet.

High road training partnerships (HRTPs) are raising industry standards by building partnerships that connect workers and communities to safer, healthier, and more highly skilled jobs and a supportive workforce development infrastructure to reach socio-economic success. HRTPs increase the capacity of firms and workers to adapt and compete by addressing industry challenges like mass retirement and the effects of technological advances on the fundamental nature of work.

## WHAT IS A QUALITY JOB?

Quality jobs provide family-sustaining wages, health benefits, a pension, worker advancement opportunities, and collective worker input and are stable, predictable, safe and free of discrimination. Quality jobs have the potential to transform workers' lives and create resilient, thriving firms and communities and a more just and equitable economy.

## LOW-WAGE WORKER PROFILE

- 76%** are workers of color
- 40%** are immigrants
- 47%** have some college experience

### Compared to the total California workforce, low-wage workers are:

- **twice** as likely to work part-time;
- **less** likely to be members of a union;
- **less** likely to receive employer-provided health insurance or retirement benefits;
- **more** likely to live in households with incomes below the federal poverty line; and
- **more** likely to experience high blood pressure, obesity, other chronic illnesses, and premature death.

Source: Low-Wage Work in California Data Explorer

## CREATING A WORKFORCE DEVELOPMENT SYSTEM THAT ENSURES JOB QUALITY

### Family-Sustaining Wages

Family-supporting wages include healthcare, a pension, and paid sick leave and ensure that workers can procure basic necessities such as housing and food for themselves and their families in any location.

### Career Pathways

Clearly defined career ladder opportunities lead to family-sustaining wages for workers. Workers must have access to quality education, training, and support services that provide the skills to access opportunities to enter and advance within a specific occupation.

### Stable and Predictable Schedules

Work schedules are reliable, predictable, and stable and include enough hours to ensure a family-sustaining income. Workers receive reasonable advance notice of their schedules, clearly defined shifts, and a consistent number of hours.

### Worker Voice and Agency

Worker knowledge and expertise is valued and respected. Worker expertise is necessary to the development, design, and implementation of training programs to adequately address industry demand and workforce needs. Workers should also have the right to organize and join unions and other organizations to protect their interests.

### Healthy Work Environment

A safe and healthy work environment is key to improving worker relations, morale, job satisfaction and productivity. Adequate training and protection reduce the risk of on-the-job injuries, prevent fatalities, and lessen the impact of long-term health conditions. Socially conscious training that incorporates racial equity practices in a community context helps employers make workplaces safer and meet environmental sustainability standards that improve public health.

**Job quality has significant social and economic benefits. Quality jobs can lead to economic stability and better physical and mental health outcomes for workers. A worker with a quality job is less likely to experience stress and anxiety, scheduling instability, or economic insecurity and more likely to experience job and overall life satisfaction, and good physical and mental health.**

## THE H RTP APPROACH CREATES AN ECOSYSTEM OF ECONOMIC PROSPERITY



### Workers

Quality jobs would lead to economic mobility and positively affect workers' and their families' physical and mental health and well-being, relationships, and social and household lives.



### Employers

Quality jobs would reduce absenteeism, lower turnover rates, and increase productivity and profits, resulting in the ability to thrive and compete in a high road economy.



### Worker Organizations

Quality jobs would improve worker satisfaction, increase membership, strengthen worker power in the workplace, and create a more competitive workforce that lifts industry standards.



### Communities

Quality jobs would increase the spending power of workers and help circulate money through local economies to support businesses, increase the number of jobs, create healthy, environmentally sustainable, thriving communities, and grow the economy.