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SACRAMENTOWORKS

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

Date: Wednesday, March 21, 2018

Time: 8:30 a.m.

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

AGENDA

1. Call to Order/Roll Call
2. Approval of the July 19, 2017 Minutes
3. Discussion on the Role of the Sacramento Works, Inc. Planning/Oversight Committee
4. Customer Satisfaction Survey Report
5. Staff Report
6. Public Input
7. Adjournment

Planning/Oversight Committee Members: Dr. Jamey Nye, (Chair), Lisa Clawson, Ann Edwards, Kathy Kossick, Matt Legé, Frank Louie, Jay Onasch, Anette Smith-Dohring

DISTRIBUTION DATE: TUESDAY, MARCH 13, 2018

Sacramento Works, Inc.
Planning/Oversight Committee
Minutes/Synopsis

(Minutes reflect the actual progression of the meeting.)

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

Wednesday, July 19, 2017
8:30 a.m.

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

Dr. Nye called the meeting to order at 8:33 a.m.; a quorum was established.

Members Present: Kathy Kossick, Matt Legé, Dr. Jamey Nye, Jay Onasch, Frank Louie (arrived at 8:41 a.m.)

Members Absent: Lisa Clawson, Mike Dourgarian, Ann Edwards, Anette Smith-Dohring,

Others present: Ralph Giddings, Roy Kim, Heather Luke, Michelle O’Camb, William Walker, Julie Davis-Jaffe, Terri Carpenter

2. **Approval of the May 17, 2017 Minutes**

Minutes were reviewed; no questions

Moved/Kossick, second/Lagé, to approve the May 17, 2017 minutes.

Roll call vote:

Aye: 4 (Kossick, Lege, Nye, Onasch)

Nay: 0

Abstentions: 0

Absent: 5 (Clawson, Dourgarian, Edwards, Louie, Smith-Dohring)

3. **Workforce Innovation and Opportunity Act (WIOA), Certification Process for Comprehensive Job Centers**

Mr. Kim told committee members that the state is continuing to come out with guidance on the recertification. Right now the state has released a directive for comprehensive centers; next year the requirement will apply to all of our centers. Mr. Kim reviewed the two charts that go over the requirements for certification.

Mr. Kim said this is a new process with the state, although SETA is routinely monitored by the state.

Mr. Louie arrived at 8:41 a.m.

Mr. Legé asked if the certification could potentially affect our funding and Mr. Kim replied no, not at this point. Physical and program accessibility is one of the requirements for the certification.

Mr. Kim stated that a team will be assembled to conduct a self-assessment by January 31. The team will consist of SETA staff, partner staff and members of the Planning/ Oversight Committee, if interested. It will be a good opportunity to do an on-site self-assessment and it would be good to have members' perspectives. The assessment will be written by internal staff including input from regional staff.

Ms. Onasch stated that they have a disability access team and he offered his team to work with the SETA team on the self-assessment. Ms. O'Camb replied that periodically EDD does a walk-through of the centers to ensure compliance, both physical access and program access.

Mr. Kim stated that the state also has the high performing board criteria and SETA/Sacramento Works qualifies as a high performing board; this certification will ensure that SETA will continue to be a high performing board.

Ms. Kossick asked board members to notify staff if there is interest in participating in this assessment.

Dr. Nye asked if SETA visits the other areas and reviews them and Ms. Kossick replied that it is possible but Sacramento has far more career centers than our regional partners.

Mr. Kim stated that there will be a different evaluation for each center to ensure each one has adequate parking and staff, especially front-line staff who are knowledgeable of the programs available. Center staff, as well as administration staff, and hopefully board members, will be involved. Mr. Onasch, Mr. Legé, and Dr. Nye expressed interest in participating in the self-assessment.

4. Discussion of WIOA Annual Performance Report

Mr. Kim introduced this item and stated that one challenge under WIOA is lack of performance information available. Mr. Ralph Giddings reviewed the annual performance report showing that 25,000 customers were served this year with 2,600 enrolled.

Mr. Giddings stated that we do not yet have accurate data for the year. The State Workforce Board has contracted with Future Works to develop a data view software called California Performs; this entails taking current and historical data to predict what our performance will be. Future Works is a consultant group to the Department of Labor; they take the data submitted by DOL and give us the final numbers. Future Works will be engaged in our evaluation process.

Mr. Giddings stated that the report will not include base wage information because EDD will not release the information to Future Works. Ms. O'Camb stated that SETA continues to run our own tool and compares our information to Future Works.

Ms. O'Camb stated that staff can pull down regional numbers from the state mainframe and compare information between SETA and other regions. Future Works can provide very detailed information so staff can ferret out the information that is used to make the report.

5. **Public Input:** None.
6. **Adjournment:** The meeting was adjourned at 9:34 a.m.

ITEM – 3

DISCUSSION ON THE ROLE OF THE SACRAMENTO WORKS, INC.,
PLANNING/OVERSIGHT COMMITTEE

BACKGROUND:

At the January 24, 2018, Sacramento Works Board Meeting, each Committee was asked to return with ideas and priorities for the role of the Board. This item provides an opportunity for members to discuss the roles of the Board and the Planning/Oversight Committee, and the specific actions to fulfill these roles as the Board moves forward with developing a vision and implementing strategies as a leader and broker of workforce issues.