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Website: <http://www.seta.net>



REGULAR MEETING OF THE SACRAMENTO WORKS, INC. BOARD

DATE: Wednesday, July 25, 2007

TIME: 8:00 a.m.

LOCATION: SETA Board Room
925 Del Paso Blvd.
Sacramento, California

While the Sacramento Works, Inc. Board welcomes and encourages participation in the Sacramento Works, Inc. meetings, it would be appreciated if you would limit your comments to five minutes so that everyone may be heard. Matters under the jurisdiction of the Sacramento Works, Inc. Board and not on the posted agenda may be addressed by the general public following completion of the regular agenda. The Sacramento Works, Inc. Board limits testimony on matters not on the agenda to five minutes per person and not more than fifteen minutes for a particular subject. Meeting facilities are accessible to persons with disabilities. Requests for Assisted Listening Devices or other considerations should be made through the Clerk's office at (916) 263-3827. This document and other Board meeting information may be accessed through the Internet by accessing the SETA home page: www.seta.net.

A G E N D A

I. Call to Order/Roll Call

II. Consent Item

A. Approval of Minutes of the May 23, 2007 Meeting

III. Action Items

A. Approval of Sacramento Works, Inc. Board Composition (*GOAL 2: Develop a Private-sector Driven Initiative to Increase Employer Involvement and Satisfaction*) (Kathy Kossick)

B. **TIMED ITEM: 8:00 A.M. AND PUBLIC HEARING:** Approval of Amendments to the Sacramento Works, Inc. Bylaws (*GOAL 2: Develop a Private-sector Driven Initiative to Increase Employer Involvement and Satisfaction*) (Phil Cunningham)

- C. Approval of Critical Industries Recommendations (*GOAL 1 – Facilitate Workforce Development for Critical Industries*) (Robin Purdy)

IV. Information Items

1. Update on Clean Energy Technology Initiative (Barbara Hayes)
2. Future Directions for the Sacramento Works One Stop Career Center System (Robin Purdy)
3. Review of Veterans Workforce Issues (Robert Bradley)
4. SMARTware Update (Ralph Giddings/Earl Sullaway)
5. SETA Workforce Services to Customers Transitioning from the Criminal Justice System (Robin Purdy)
6. Dislocated Worker Update (William Walker)
7. Committee Updates
 - Youth Council
 - Planning/Oversight Committee
 - Employer Outreach Committee

V. Other Reports

1. Chair
2. Counsel
3. Public Participation

VI. Adjournment

DISTRIBUTION: WEDNESDAY, JULY 18, 2007

Role of Sacramento Works, Inc., the Local Workforce Investment Board

Sacramento Works, Inc., the local Workforce Investment Board is a 39-member board charged with providing policy, planning and oversight for local workforce development initiatives.

Vision:

Jobs for People and People for Jobs

Mission:

Sacramento Works unites business, labor, education and public agencies to assure qualified and trained workers are available to meet the needs of the region's economy.

Priority Goals

GOAL 1 – Facilitate Workforce Development for Critical Industries

The Board will take a proactive role in engaging the business community by assessing the regional labor market, identifying critical industries, and facilitating plans to train and retain workers for critical industries.



GOAL 2 – Develop Private-sector Driven Initiatives to Increase Employer Involvement and Satisfaction

The Board will increase employer interest, involvement and satisfaction with the workforce system by developing a comprehensive business led employer outreach and marketing plan and measuring employer customer satisfaction.

GOAL 3 – Coordinate the development of a Workforce system that Creates, Attracts, and Sustains Higher paying Careers/Professions

By engaging the business community, labor, educators and workforce professionals by focusing strategic attention and aligning resources on minimizing barriers to employment (literacy, childcare, transportation, and housing), promoting career ladders, and preparing a workforce that creates, attracts, and sustains higher paying careers/professions.

GOAL 4 – Ensure Youth are Prepared to Compete in the Local Economy

The Board will ensure that local youth are prepared to compete in the local economy by supporting the workforce development system, education, employer and community partners to ensure that all K-12 students have a quality education and an introduction to the world of work.

GOAL 5 – Evaluate and Improve the One-Stop System and Processes

The Board will evaluate the one stop system and make recommendations to continuously improve the process to make it more effective, efficient and relevant to current and future needs of employers and job seekers.

Sacramento Works, Inc. “Critical Industries”

Sacramento Works, Inc., the local Workforce Investment Board, engages the business community by assessing the regional labor market, identifying critical industries, and developing a plan to train workers for critical industries. The Sacramento Works, Inc. Planning Committee has identified seven occupational clusters in the region as critical. These seven clusters represent those occupations that are most consistent with our goal of helping job seekers, through the one-stop system, find long term, career oriented employment.

➤ ***ADMINISTRATIVE AND SUPPORT SERVICES***

The Administrative and Support Services industry category is comprised of a diverse group of occupations. In addition to occupations directly related to office administration, clerical support, and finance and insurance, also included in this broad group are occupations that provide a wide variety of support-related activities and services, including investigation and security related occupations.

- Locally, for the occupations included in this industry, an increase of more than 31,000 jobs due to growth and more than 33,000 jobs due to separation are projected between 2002 and 2012.

➤ ***CONSTRUCTION***

The Construction industry category is primarily comprised of occupations involved in the construction of buildings. Also included in this group are specialty trade contractors (e.g., Electricians, Painters, Carpet Installers, etc.), Cabinetmakers, Construction and Building Inspectors, Cost Estimators, and Welders.

- Locally, for the occupations included in this industry, an increase of nearly 17,000 jobs due to growth and nearly 10,000 jobs due to separation are projected between 2002 and 2012.

➤ ***HEALTHCARE AND SUPPORT SERVICES***

The Healthcare and Support Services industry category is comprised of occupations employed by Hospitals, Nursing and Residential Care, Physician's Offices, Dental Offices, Outpatient Care Centers, and Medical/Diagnostic Laboratories. This critical industry will also include biomedical and health related business. Nationally, it is predicted that between 2000 and 2010, 13 percent of all new wage and salary jobs will be in Health Services.

- Locally, for the occupations included in this industry, an increase of more than 11,000 jobs due to growth and more than 7,000 jobs due to separation are projected between 2002 and 2012.

➤ ***INFORMATION TECHNOLOGY AND TELECOMMUNICATIONS***

The Information Technology and Telecommunications industry category is comprised of occupations that involve the design, production, installation, and/or maintenance of computer hardware and software systems and networks as well

as cable and telephone communications systems. As with Office and Administration Support related occupations, a large number of the occupations in this category are employed, to some degree, across most other industries. Nationally, between 2000 and 2010, 8 of 10 fastest growing occupations will be IT related.

- Locally, for the occupations included in this industry, an increase of more than 6,000 jobs due to growth and nearly 3,000 jobs due to separation are projected between 2002 and 2012.

➤ ***INSTALLATION, MAINTENANCE, AND REPAIR***

The Installation, Maintenance, and Repair industry category is primarily comprised of occupations involved in restoring machinery, equipment, and other products to working order as well as occupations that typically provide general or routine maintenance or service on products to ensure they work efficiently and to prevent breakdown and unnecessary repairs.

- Locally, for the occupations included in this industry, an increase of nearly 6,000 jobs due to growth and nearly 5,000 jobs due to separation are projected between 2002 and 2012.

➤ ***TOURISM AND HOSPITALITY***

The Tourism and Hospitality industry category is primarily comprised of occupations involved in providing accommodations and food service related activities as well as occupations providing customer service, recreation, and entertainment related activities. Nearly 75 percent of the jobs in this industry are in the Food Service sector.

- Locally, for the occupations included in this industry, an increase of nearly 16,000 jobs due to growth and more than 22,000 jobs due to separation are projected between 2002 and 2012.

➤ ***TRANSPORTATION AND PRODUCTION***

The Transportation and Production industry category is comprised of a diverse group of occupations directly related to the actual manufacturing and/or production of goods, as well as the manufacturing of industrial machinery, recycling, and green energy manufacturing efforts. Also included in this category are occupations related to the storage, distribution, and transportation of manufactured goods.

- Locally, for the occupations included in this industry, an increase of nearly 11,000 jobs due to growth and nearly 14,000 jobs due to separation are projected between 2002 and 2012.

ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE MAY 23, 2007 MEETING

BACKGROUND:

Attached are the minutes of the May 23, 2007 meeting for review.

RECOMMENDATION:

That your Board review, modify if necessary, and approve the attached minutes.

REGULAR MEETING OF THE SACRAMENTO WORKS, INC. BOARD

Minutes/Synopsis

SETA Board Room
925 Del Paso Blvd.
Sacramento, California

Wednesday, May 23, 2007
8:00 a.m.

I. Call to Order/Roll Call: Ms. Kim Parker called the meeting to order 8:04 a.m.

Members Present: Robert Bradley, Dr. Larry Buchanan, Bill Camp, Walter DiMantova, Mike Dourgarian, Mark Erlichman, Diane Ferrari, David Gordon, Dr. Brice Harris, Barbara Hayes, Matt Kelly, Gary King, Kathy Kossick, James Lambert, Matt Mahood, Elizabeth McClatchy, Anne Moore, Gloria Parker, Kim Parker, Joan Polster, Maurice Read, Anette Smith-Dohring, Kingman Tsang, Bruce Wagstaff, and Terry Wills.

Members Absent: Lynn Conner, Mark Ingram, John Koogle, Michael Micciche, James Pardun, Bruce Parks, Deborah Portela, Tim Ray, Alan Roberts, and Lorenda Sanchez.

- Introduction of New Board Member: Robert A. Bradley, Sacramento Veterans Resource Center, was introduced and he provided a brief overview of his organization.
- Presentation on the Development of Education and Training Programs to Meet the Needs of the Transportation Industry in the Sacramento Region: Cris McCullough, Associate Vice President, American River College

Ms. Cris McCullough reviewed training programs specifically for the transportation industry. Mr. William Walker and Ms. Christine Welsch have worked with American River College to develop a program. Partners include American River College, Holt of California, and Sacramento Regional Transit. They have received WIA 15% funding and funds from the Sacramento County Office of Education.

II. Consent Item

A. Approval of Minutes of the March 28, 2007 Meeting

Two corrections were noted: Ms. Gloria Parker and Mr. Jim Lambert were not present at the March 28 meeting. The minutes will be corrected.

Moved/Tsang, second/Erlichman, to approve the March 28, 2007 minutes.
Voice Vote: Unanimous approval.

III. Action Items

A. Approval of Funding Extension Recommendations for the Workforce Investment Act, Title I Youth Program for Program Year 2007-2008

Dr. Buchanan, David Gordon and Joan Polster left the room during the discussion and vote.

Ms. Christine Welsch stated that for the past five years, there has been a collaborative approach toward the provision of services for youth which includes the partnership with a career center. Although California received fewer funds overall, Sacramento received more youth funding.

The Youth Council is recommending the following allocations:

Out-of-School Youth	\$1,215,240
In-School Youth	\$ 540,425
Universal Services	\$ 550,000
Workforce Skills Preparation	\$ 80,000
Youth Council Initiatives	<u>\$ 45,000</u>
Total	<u>\$2,430,665</u>

Youth Council Initiatives include:

- 1) Work Scholarship Program: \$35,000
- 2) Outreach to the Community and other Youth Council Initiatives: \$45,000
- 3) Youth Advocates at SWCC: \$15,000

\$80,000 is being kept aside out of the allocation under Workforce Skills Preparation (\$10,000 per service provider).

Moved/Kelly, second/Dourgarian, to approve funding recommendations for the WIA, Title I, Youth Program, PY 2007-2008. Approve with the stipulations noted in the board packet and that all funding recommendations are subject to satisfactory year-end program performance reviews. Subgrantees that do not meet performance goals and benchmarks will be evaluated in August, 2007 and may face deobligation of funds.

Dr. Harris inquired whether the career centers are held accountable for the provision of youth services. Ms. Purdy stated that every time a youth enters a career center, they are referred to a youth specialist.

Roll Call Vote: Aye: 21, Nay: 0, Abstentions: 3 (Buchanan, Gordon, Polster)

B. Approval of Sole-Source Procurement with Valley Vision to Implement the Partnership for Prosperity Education Action Team Goals

Valley Vision is requesting that SWCC partially sponsor the development of a web portal. This web portal will allow anyone in the community searching for

services and training to access that information. The projected cost for this goal is \$16,000 the first year and \$3,000 annual maintenance costs in subsequent years.

Moved/Tsang, second/McClatchy, to approve Sacramento Works, Inc. provide sole-source funding to Valley Vision to coordinate the implementation plan, develop the platform for the clearinghouse, and populate the clearinghouse with the information from the education and training providers in the Occupational Outlook and Training Directory.

In addition, the sole-source procurement is consistent with both the SETA Procurement Policies and federal Common Rule procurement regulations because Valley Vision is the facilitating organization for the Partnership for Prosperity, a coalition of 34 local workforce, education and economic development organizations chartered with creating and implementing a Regional Business Plan for the Sacramento region.

Roll Call Vote: Aye: 18, Nay: 0, Abstentions: 5 (Buchanan, Dourgarian, Gordon, Harris, Lambert)

- C. Ratify the Executive Committee's Action to Transfer 10% of WIA funds from Workforce Investment Act Dislocated Worker Funding Stream to Adult Programs

This item has already been reviewed and approved by the Executive Committee. Staff is recommending transferring 10% (\$320,000) of PY2006-2007 dislocated worker funds to the adult funding stream because of the continuing need to sustain the adult program and provide services to special populations of adults.

Moved/Kelly, second/Erlichman, to ratify the Executive Committee's approval to submit a transfer of funds request to move 10% (\$320,000) of Dislocated Worker program funds to the Adult program.
Voice Vote: Unanimous approval.

IV. Information Items

1. Sacramento Employment and Training Agency Regional Nurse Support II (RNsII) Project Update

This program began seven years ago when the board identified a critical nursing shortage. SETA is part of a regional project to bring in discretionary funding to add to the nurse training. Funding was received in March 2005; the program is now completing and nurses are graduating. There were 88 people enrolled in the program and the graduates will be going to work making wages \$33-50 per hour. Dr. Brice Harris and Ms. Anette Smith-Dohring were huge partners in this project. Staff working on this project were acknowledged: Melanie Klinkamon, Maria Steele, Cindy Sherwood Green and Staci Foster.

Ms. Anette Smith-Dohring stated that this has been an excellent program and has succeeded beyond expectations. Dr. Harris thanked the board for the investment of funds and staff to make this program work.

2. Overview of SETA/Sacramento Works Youth Programs and Priorities for the Sacramento Works Youth Council

Ms. Welsch acknowledged the program operators in attendance and their excellent work. Over 100 youths will be served; 75% of the youth must be parolees. Mr. Erlichman asked to coordinate with the Department of Rehabilitation for services to clients.

Mr. Gordon expressed concern about the overall coordination of activities in the county. The City of Sacramento will appoint a youth 'czar'; it is important to coordinate with the City. The Sacramento County Office of Education provides programs at the Boy's Ranch. The tracking of the kids is very cumbersome and he wants to focus on the tracking these kids in a collaborative way.

3. Small Business Administration Presentation

Ms. Gisela Weissman introduced Mr. Jim O'Neal, District Director for the Small Business Administration. Mr. O'Neal stated the SBA works on loans and technical assistance to the small business community; his district covers 22 counties. SBA staff found the most difficult thing to do is getting a small business person away from their business. The traditional system of the small business development systems have limited capacity and are not located in the local community locations. Mr. O'Neal found the network of one stop career centers was a natural fit; the centers are placed in the community and employers were already going there for assistance. What has developed over the last eight years is a network of five functioning Business Information Centers (BICs) in the Sacramento area. He expressed his appreciation for the symbiotic relationship between the SBA and the career center BICs.

4. Agency Awards and Staff Recognition

Ms. Purdy stated that our staff has been nominated for awards for outstanding services to veterans. Employees to be recognized include: William Walker, Terri Carpenter, Josh Woodson, Simone Paurley, Greg Eason and Antwaun Billoups. Ken Broughton, Mauricio Camarena and Fran Myers were acknowledged for their services to foster youth.

5. Volunteer Income Tax Assistance/Earned Income Tax Credit Project Summary

Ms. Espie Lindsey reported that this program brought over \$4 million back to the community. Mr. Wagstaff stated that this is the eighth year for this program:

6. Dislocated Worker Update

Mr. Walker stated that CVS/Caremark will be laying off people in call centers. In response to a question raised at the last board meeting, Mr. Walker reported that there is no penalty for an employer not giving a WARN notice.

7. Committee Updates

- Youth Council: Mr. Kelly reported on the Construction Career Awareness Day that was held April 20 at Granite Construction. The purpose was to give students an awareness of the construction industry and potential careers. Over 1,000 students participated. Sacramento Works for Women is a non-traditional career fair for women where they can learn what is available in the construction industry. This event will be held at the Plumbers and Pipe Fitters Hall. Mr. Jim Lambert spoke of three events that expose students to careers in the construction industry.
- Planning/Oversight Committee: No report.
- Employer Outreach Committee: Ms. Terri Carpenter reported on four youth job fair events in which SETA partnered with the City of Sacramento and the career centers. An updated Sacramento Works web site will be launched in the near future. Mr. Camp asked if staff collect information on what medical benefits the employer pays for and what the employee pays for; Ms. Carpenter stated that staff tracks what benefits are provided. Mr. Camp would like to track the benefit, how much is the benefit employer paid or the employee paid. This will be discussed at tomorrow's Employer Outreach Committee. Ms. Ferrari stated that a lot of employers are reluctant to provide information about benefits they offer.

V. Other Reports

1. Chair: Ms. Kossick reminded board members of the AB1234 ethics training requirement. Eighteen board members still need to complete the training.

On July 11, the regional WIB executive Committee members will be meeting. John Chamberlain has been invited to providing feed back and reviews of our regional career centers. Participants include executive committee members from Yolo, Golden Sierra, North Center Counties Consortium and Sacramento Works.

2. Members of the Board: No comments.
3. Counsel: No report.
4. Public Participation: On June 1, Los Rios Community College and LEED are sponsoring Convergence. Sacramento Works purchased a table and if anyone wants to attend let Ms. Purdy know.

VI. Adjournment: Meeting adjourned at 9:50 a.m.

ITEM III-A - ACTION

APPROVAL OF SACRAMENTO WORKS, INC. BOARD COMPOSITION

BACKGROUND:

The 39 member current composition of the Sacramento Works, Inc. Board is as follows:

Sector	Number of sector slots	Number of slots filled	Number of Vacancies	Board members in this sector
Economic Development	2	2	0	DiMantova, Pardun
Education	4	3	1	Gordon, Harris, Polster
Labor	3	3	0	Camp, Kelly, Read
Private Business	20	16	4	Conner, Dourgarian, Hayes, Ingram, King, Koogole, Lambert, Mahood, McClatchy, K. Parker, Parks, Portela, Ray, Smith-Dohring, Tsang, Wills
Required Partner	10	10	0	Bradley, Erlichman, Ferrari, Kossick, Micciche, Moore, G. Parker, Roberts, Sanchez, Wagstaff

Senate Bill 293, passed in 2006, amended the California UI Code which requires changes to the mandatory composition of local workforce investment boards. Specifically, it requires "Representatives of labor organizations nominated by local labor federations, including a representative of an apprenticeship program. At least 15 percent of local labor board members shall be representatives of local labor organizations unless the local labor federation fails to nominate enough members. If this occurs, then at least 10 percent of the local board members shall be representatives of labor organizations."

On June 25, 2007 the Executive Committee reviewed the current composition of the board to determine options to comply with the new labor seat requirements. Staff reviewed the mandatory seats under the Workforce Investment Act and conditionally determined with the State Employment Development Department that the seat mandated to represent the employment and training activities of the Department of Housing and Urban Development is not necessary due to the fact that there are no training activities currently operating in Sacramento from this funding source.

Staff presented two options:

Option 1		Option 2	
37	Members if Education and SHRA are eliminated	38	Members if Ed or SHRA is eliminated
3	Additional Labor seats	4	Additional Labor seats
1	Additional Private Sector	3	Additional Private Sector seats
41	Members	45	Members

The Executive Committee approved both options, with option 1 being preferable. Since the Executive Committee action, staff have confirmed that the seat occupied by the Sacramento Housing and Redevelopment Agency (SHRA) is not a mandated seat under the Workforce Investment Act, since there are no federal Housing and Urban Development (HUD) training programs operating in Sacramento. A representative from SHRA will continue to participate as a member of the Youth Council.

The Executive Committee discussed the desire to maintain complete representation from all sectors of the board and community, while taking into consideration that the size of the board and achieving a quorum may be an issue.

RECOMMENDATION

Hear an oral report from the Executive Committee and take action to approve the changes in the Sacramento Works, Inc. Board composition as noted in Option 1 above.

Required Partner Breakdown

Agency Represented	Group served	BOARD MEMBER
Calif. Indian Manpower Consortium	Indian and Native American programs	Lorenda Sanchez
Job Corps	Job Corps	Alan Roberts
SETA	Adult Programs under WIA Title 1, Dislocated Worker Programs under WIA Title 1, Youth Activities under WIA Title I	Kathy Kossick
California Human Development Corp.	Migrant and Seasonal Farmworker Programs	Mike Micciche
Sacramento Veterans Resource Center	Veterans Programs	Robert Bradley
EDD	Programs Authorized under Wagner Peyser, Activities Authorized under the Trade Act of 1974, Programs Authorized under Title 38/Services for Veterans, Transition Assistance Program, Unemployment Insurance	Diane Ferrari
Dept of Rehabilitation	Vocational Rehabilitation	Mark Erlichman
Area 4 Agency on Aging	Title V of the Older Americans Act	Gloria Parker
SHRA	U.S. Department of Housing and Urban Development Employment and Training Programs	Anne Moore
DHA	TANF/CaWORKS	Bruce Wagstaff

ITEM III-B – ACTION

**TIMED ITEM: 8:00 A.M. AND PUBLIC HEARING: APPROVAL OF AMENDMENTS
TO THE SACRAMENTO WORKS, INC. BYLAWS**

BACKGROUND:

Legal Counsel has reviewed a request from committee chairs to allow them to lower committee quorum requirements in order to facilitate better meetings. Legal Counsel has reviewed the bylaws and recommends the attached bylaw amendment, which will allow all current committees, except the Executive Committee, to reduce their quorum requirement to less than a majority of their members. In the opinion of Legal Counsel since the Executive Committee does from time to time act on behalf of the full Board and, under limited circumstances can make decisions on behalf of the board, it should have a true majority quorum requirement. Legal Counsel will be available to answer any questions.

RECOMMENDATION:

Open a public hearing, hear testimony, close the public hearing, and approve the modification to the bylaws as outlined by Legal Counsel.

AMENDMENT TO ARTICLE V COMMITTEES, SECTION 5.05:

"Quorum. A majority of the whole committee shall constitute a quorum of any Standing Committee and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the Standing Committee.

Ad Hoc Committees may, pursuant to section 5.06 below, adopt a quorum requirement which is less than a majority of the whole committee, and any act of a majority of the members present at a meeting at which a quorum is present shall be the act of the Ad Hoc Committee."

ITEM III-C - ACTION

APPROVAL OF CRITICAL INDUSTRIES RECOMMENDATIONS

BACKGROUND:

Every year, Sacramento Works reviews the labor market projections of the Employment Development Department and uses local labor market surveys and information to update the Critical Industries and Occupations list. This list is used to

- guide customers using the Sacramento Works One Stop Career Centers in their search for high-demand, high-wage jobs in the region,
- provide education and training agencies with information about the jobs in which training is needed in the region, and
- focus the Career Center staff on approving training scholarships in high-wage jobs.

The proposed Critical Occupational Groups Report is being sent under separate cover. Recommendations for modifying the Critical Industry and Occupations list for this year are:

1. Change “Critical Industries and Occupations” to “Critical Occupational Groups”

What we have previously referred to, as “industries” are, in fact, occupational groups. These groups were created to allow occupations with similar characteristics to be combined into categories. These occupations are also those that are projected to provide the best employment opportunities based on their projected growth and separations.

Follow-up, review, and possible integration of additional occupations and/or groups may be necessary following the completion of Partnership for Prosperity’s industry and occupational study being conducted by the Sacramento Regional Research Institute (SRRRI).

2. Rename “Information Technology & Telecommunications” Critical Occupational Group to “Information Technology”

Of the two “Telecommunications” related occupations that are defined by the Standard Occupational Classification (SOC) system, one, Telecommunications Line Installers and Repairers, is already included in the Installation, Maintenance, & Repair group. The other occupation, Telecommunications Equipment Installers and Repairers, no longer has any available projections data. EDD has indicated that since the number of employers for this occupation are so few in number, it compromises confidentiality to include projections data for the occupation.

3. Add "Architecture and Engineering" to our list of Critical Occupational Groups.

Occupations defined in the architecture and engineering group are projected to grow (based on absolute growth and separations) by more than 7,500 jobs by 2014.

* Of the current critical occupational groups, clean energy and green technologies are related to numerous occupations that cross almost all groups (and industries) as well as employer types. Over the next 1-2 years SETA's plan is to work with our partners to evaluate and identify the occupational groups and/or industries that are most closely associated with Clean Energy and Green Technology.

RECOMMENDATION:

Staff is recommending approval of the Critical Industries changes and modifications as outlined in the attached report.

ITEM IV-1 – INFORMATION

UPDATE ON CLEAN ENERGY TECHNOLOGY INITIATIVE

BACKGROUND:

The Partnership for Prosperity's business plan for the region includes a commitment to innovation and sustainability by investing in training the entrepreneurs and skilled workers and supporting the companies and jobs that comprise a promising industry area, Clean Energy Technology. Led by SACTO, the Sacramento Metropolitan Chamber of Commerce and Sacramento Regional Technology Alliance (SARTA), and managed by Valley Vision, the Partnership for Prosperity Clean Energy Action Team is implementing the plan to grow clean energy technology in the region.

SACTO has been working for the last few years to recruit clean energy businesses to the region and currently has identified over 60 companies doing business in the region. In the next six months, Valley Vision will be coordinating employer focus groups of clean energy technology businesses in the region to identify the future workforce and education needs of the industry.

The Sacramento Municipal Utility District, Los Rios Community College District, Golden Sierra Job Training Agency and Sacramento Works have been working to define the regional clean energy technology sector and identify emerging occupational titles as well as identifying existing occupations that cross-over into other industries.

To familiarize Sacramento Works board members with the components of Clean Energy Technology, staff has begun to develop a Glossary of Terms used in the industry (attached).

Clean Energy Technology Glossary of Terms

(Wikipedia is our friend)

Clean energy: Clean energy can be generally defined as energy from renewable sources such as biomass, wind, or solar power. The goal of clean energy is to have a low environmental impact, with low or zero emissions, and a minimal impact on the physical surroundings. Fossil fuels do not provide clean energy because of their emissions and environmental impacts.

Renewable energy: Renewable energy comes from sources that can be replenished on a human time scale, such as biomass (wood), or that are essentially inexhaustible, such as waste and geothermal, wind, and solar energy. Fossil fuels are non-renewable energy sources; there is a finite supply of them. Renewable energy is also often clean energy; it can be generated with few or zero emissions and little to no environmental damage.

Sustainable energy sources are energy sources which are not expected to be depleted in a timeframe relevant to the human race, and which therefore contribute to the sustainability of all species. This concept is termed *sustainability*. An additional criterion for strict sustainability, useful for short- and medium-term decisions is social and political sustainability of an energy technology. Sustainable energy sources are most often regarded as including all renewable sources, such as solar power, wind power, wave power, geothermal power, tidal power, and others.

Energy efficiency: Energy efficiency refers to products or systems designed to use less energy for the same or higher performance than regular products or systems. Energy-efficient buildings are designed to use less energy than traditional buildings. Saving energy through efficiency also saves money on utility bills and protects the environment by reducing fossil fuel consumption and emissions. Combining energy efficiency with renewable energy is even better for the environment.

Green building: A green building is a building that has been constructed or renovated to incorporate design techniques, technologies, and materials that minimize its overall environmental impacts. Among these reduced impacts are reduced fossil fuel use for electricity and heat, minimal site disruption, lower water consumption, and fewer pollutants used and released during construction and occupation. Green building is the practice of increasing the efficiency with which buildings and their sites use and harvest energy, water, and materials, and reducing building impacts on human health and the environment, through better siting, design, construction, operation, maintenance, and removal — the complete building life cycle.

Biomass, in the energy production industry, refers to living and recently dead biological material which can be used as fuel or for industrial production. Most commonly, biomass refers to plant matter grown for use as biofuel, but it also includes plant or animal matter used for production of fibers, chemicals or heat. Biomass may

also include biodegradable wastes that can be burnt as fuel. It excludes organic material which has been transformed by geological processes into substances such as coal or petroleum . It is usually measured by dry weight. Other uses of biomass, besides fuel:

Building materials

Biodegradable plastics and paper (using cellulose fibers)

Biofuel defined broadly is solid, liquid, or gas fuel consisting of, or derived from biomass. The more narrow definition used in this article is liquid or gas fuel derived from biomass and used as a fuel in transportation. Biomass used directly as a fuel is commonly called *biomass fuel*. Biofuel is considered an important means of reducing greenhouse gas emissions and increasing energy security by providing a viable alternative to fossil fuels. Biofuels are commonly used throughout the world. The most common use for biofuels is automotive transport. Essentially a biofuel can be produced from any short term carbon cycle organic compound; due to this there is a high variety of resources and therefore many types of biofuels

Solar power (also known as **solar energy**) uses Solar Radiation emitted from our sun. Solar power, a renewable energy source, has been used in many traditional technologies for centuries, and is in widespread use where other power supplies are absent, such as in remote locations and in space.

Solar energy is currently used in a number of applications:

Heat (hot water, building heat, cooking)

Electricity generation (photovoltaics, heat engines)

Transportation (solar car)

Desalination of seawater

Photosynthesis of plants

Solar photovoltaics (PV): PV converts sunlight directly into electricity. PV is made from semiconductor materials, and does not create any pollution, noise, or other impacts on the environment. Homes and businesses may incorporate solar panels and arrays as a source of clean energy.

Wind power is the conversion of wind energy into more useful forms, usually electricity, using wind turbines. Most modern wind power is generated in the form of electricity by converting the rotation of turbine blades into electrical current by means of an electrical generator. In windmills (a much older technology), wind energy is used to turn mechanical machinery to do physical work, such as crushing grain or pumping water.

Emerging Green Technology/Clean Energy Occupations identified by the Sacramento Municipal Utility District:

Photovoltaic Installation Technicians

Energy Efficiency Analysts

Energy Efficiency Specialists

Energy Efficiency Technicians

Renewable Technology Analysts

Renewable Technology Specialists

Renewable Energy Technicians

Wind Turbine Technicians

Additional possible Green Technology/Clean Energy occupations:

Environmental Resources Specialists

Natural Resources Specialists

SOC Code	Occupational Title	Annual Average Employment		Employment Change		Average Annual Job Openings			Median Hourly Wage	Education & Training Levels
		2004	2014	Numerical	Percent	New Jobs	Net Replacements	Total		
11-3051	Industrial Production Managers	480	570	90	18.8	9	9	18	\$36.41	BA/BS Degree
11-9021	Construction Managers	2,990	3,600	610	20.4	61	54	115	\$39.78	BA/BS Degree
17-1011	Architects, Except Landscape and Naval	790	1,070	280	35.4	28	9	37	\$34.27	BA/BS Degree
17-2051	Civil Engineers	4,150	5,330	1,180	28.4	118	66	184	\$35.79	BA/BS Degree
17-2071	Electrical Engineers	790	1,010	220	27.8	22	16	38	\$35.87	BA/BS Degree
17-2081	Environmental Engineers	330	480	150	45.5	15	6	21	\$35.80	BA/BS Degree
17-2111	Health and Safety Engineers, Except Mining Safety Engineers and Inspectors	220	250	30	13.6	3	5	8	\$34.36	BA/BS Degree
17-2112	Industrial Engineers	720	880	160	22.2	16	17	33	\$32.91	BA/BS Degree
17-3022	Civil Engineering Technicians	780	1,050	270	34.6	27	16	43	\$24.39	AA Degree
17-3023	Electrical and Electronic Engineering Technicians	960	1,140	180	18.8	18	20	38	\$23.59	AA Degree
17-3025	Environmental Engineering Technicians	120	180	60	50.0	6	3	9	\$20.40	AA Degree
17-3026	Industrial Engineering Technicians	510	660	150	29.4	15	11	26	\$27.81	AA Degree
19-1031	Conservation Scientists	360	380	20	5.6	2	10	12	\$32.21	BA/BS Degree
19-1032	Foresters	120	140	20	16.7	2	4	6	\$29.41	BA/BS Degree
19-2041	Environmental Scientists and Specialists, Including Health	1,440	1,710	270	18.8	27	26	53	\$32.43	BA/BS Degree
19-2043	Hydrologists	200	260	60	30.0	6	4	10	\$36.98	MA/MS Degree
19-3051	Urban and Regional Planners	460	620	160	34.8	16	15	31	\$32.76	MA/MS Degree
19-4011	Agricultural and Food Science Technicians	260	290	30	11.5	3	5	8	\$12.45	AA Degree
19-4021	Biological Technicians	250	280	30	12.0	3	4	7	\$15.35	AA Degree
19-4031	Chemical Technicians	360	520	160	44.4	16	9	25	\$16.96	AA Degree
19-4091	Environmental Science and Protection Technicians, Including Health	170	230	60	35.3	6	4	10	\$20.78	AA Degree
19-4093	Forest and Conservation Technicians	490	590	100	20.4	10	11	21	\$14.30	AA Degree
37-2021	Pest Control Workers	750	920	170	22.7	17	11	28	\$14.97	1-12 Month OJT

SOC Code	Occupational Title	Annual Average Employment		Employment Change		Average Annual Job Openings			Median Hourly Wage	Education & Training Levels
		2004	2014	Numerical	Percent	New Jobs	Net Replacements	Total		
47-1011	First-Line Supervisors/Managers of Construction Trades and Extraction Workers	6,550	7,740	1,190	18.2	119	111	230	\$32.20	Work Experience
47-2031	Carpenters	16,170	19,460	3,290	20.3	329	263	592	\$23.77	12-Month OJT
47-2111	Electricians	5,720	6,560	840	14.7	84	113	197	\$20.63	12-Month OJT
47-2131	Insulation Workers, Floor, Ceiling, and Wall	340	380	40	11.8	4	10	14	\$17.98	1-12 Month OJT
47-2152	Plumbers, Pipefitters, and Steamfitters	5,200	6,140	940	18.1	94	120	214	\$22.59	12-Month OJT
47-2181	Roofers	1,680	1,960	280	16.7	28	39	67	\$20.26	1-12 Month OJT
47-2211	Sheet Metal Workers	1,380	1,610	230	16.7	23	33	56	\$28.75	1-12 Month OJT
47-4041	Hazardous Materials Removal Workers	150	230	80	53.3	8	4	12	\$16.55	1-12 Month OJT
49-3023	Automotive Service Technicians and Mechanics	5,820	7,380	1,560	26.8	156	155	311	\$17.24	Post-Secondary Voc-Ed
49-3031	Bus and Truck Mechanics and Diesel Engine Specialists	1,630	2,080	450	27.6	45	42	87	\$22.26	Post-Secondary Voc-Ed
49-3041	Farm Equipment Mechanics	130	140	10	7.7	1	3	4	\$17.69	Post-Secondary Voc-Ed
49-3042	Mobile Heavy Equipment Mechanics, Except Engines	730	900	170	23.3	17	16	33	\$22.28	Post-Secondary Voc-Ed
49-3051	Motorboat Mechanics	200	240	40	20.0	4	5	9	\$17.29	12-Month OJT
49-3052	Motorcycle Mechanics	150	190	40	26.7	4	4	8	\$14.78	12-Month OJT
49-3092	Recreational Vehicle Service Technicians	220	300	80	36.4	8	10	18	\$14.70	12-Month OJT
49-9021	Heating, Air Conditioning, and Refrigeration Mechanics and Installers	790	980	190	24.1	19	11	30	\$24.30	12-Month OJT
51-1011	First-Line Supervisors/Managers of Production and Operating Workers	2,240	2,760	520	23.2	52	47	99	\$22.37	Work Experience

SOC Code	Occupational Title	Annual Average Employment		Employment Change		Average Annual Job Openings			Median Hourly Wage	Education & Training Levels
		2004	2014	Numerical	Percent	New Jobs	Net Replacements	Total		
51-8013	Power Plant Operators	240	290	50	20.8	5	6	11	\$30.54	12-Month OJT
51-8021	Stationary Engineers and Boiler Operators	320	360	40	12.5	4	6	10	\$22.78	12-Month OJT
51-8031	Water and Liquid Waste Treatment Plant and System Operators	320	450	130	40.6	13	11	24	\$23.43	12-Month OJT
51-8093	Petroleum Pump System Operators, Refinery Operators, and Gaugers	310	320	10	3.2	1	10	11	\$20.96	12-Month OJT

ITEM IV-2 - INFORMATION

FUTURE DIRECTIONS FOR THE SACRAMENTO WORKS ONE STOP CAREER CENTER SYSTEM

BACKGROUND:

On July 9, 2007 SETA/Sacramento Works invited John Chamberlin, a nationally recognized workforce development consultant specializing in expanding and improving services in one stop career centers, to tour seven of the Sacramento Works Career Centers, talk with staff, partners and employers, and make recommendations on strategies that we could implement that would streamline and expand services, focus services on skill development, and ensure compliance with federal and state directives. John has worked with over three hundred one stop career centers in two hundred local workforce areas in all fifty states. The U.S. Department of Labor, the U.S. Conference of Mayors, the National Association of Counties and the National Association of Workforce Boards have circulated his written work. He has visited more One-Stops than any other human being. John is a lawyer based in Oregon and owns and operates a small farm east of Portland.

John has worked with the Sacramento Works Career Center system over the past ten years. In 1996-97, he assisted in the planning and implementation of the regional one stop career center system and in 2001 he toured 15 Sacramento Works One Stop Career Centers and provided guidance in retaining quality services while downsizing the system.

Attached is the initial report from John with his input on the strengths and challenges faced by our centers, and his initial recommendations for improvement. John will return in September to tour the remaining five centers, finalize his recommendations, and work with Board and management staff to develop an implementation plan.

Sacramento Works Career Center
Review of Centers:

Over a two-day period the following career centers were visited:

Sacramento Works Career Center – Citrus Heights
Sacramento Works Career Center – Hillsdale
Sacramento Works Career Center – Mark Sanders
Sacramento Works Career Center – Broadway
Sacramento Works Career Center – Franklin
Sacramento Works Career Center – South County
Sacramento Works Career Center – Galt

Strengths of the System:

1. Career Centers are neighborhood and community based and very integrated into the community they serve. This is not the norm throughout the Country...many career centers are more “big box” centers where all partners are co-located, rather than the smaller community oriented centers in Sacramento.
2. Partnerships in all centers go far beyond the requirement of the law. Sacramento Works is well beyond the rest of the country in terms of reaching out and incorporating partners. Very strong partnerships with EDD, CalWORKS, juvenile probation and parole, vocational rehabilitation, disability advocates, and programs services refugees and limited English speakers.
3. In an era of declining resources (25% reduction in WIA since 2001 and 27% reduction in EDD staff assigned to career centers in last two years), the system has increased universal access services to customers.
4. Integration of youth services in the career centers is the best in the nation. Of the seven centers, 4 had significant numbers of youth using career centers to access training and jobs. Part of this could be because it's summer and the career center system is providing summer youth services, but the level of youth involvement is significant and very positive in the centers.
5. Great workshops are provided at each of the centers. Workshops included:
 - a. Job Circle (employer recruitment for disabled customers)
 - b. Job Club/Job Search
 - c. Housing
 - d. Soft Skills Training
 - e. Financial Literacy
 - f. English Language Training/Citizenship
 - g. Recruitment Workshops by Employers and Staffing Agencies
6. Access to computers. Although there could be more computers in each resource room, the computers that are present are in good working condition and access

necessary labor exchange, labor market information, and education and training resources. In many centers throughout the country every third or fourth computer is damaged and not in working order. In this visit, there were no computers in any of the resource rooms that were not working.

7. Access to staff. The centers are “high-tech, high-touch”, staff are knowledgeable, accessible, and have good customer services skills. In many centers throughout the nation, staff is segregated from customers. In all of the Sacramento Works Career Centers visited, staff and partners were present in the resource room and were assisting customers to access services.

Bottlenecks/Challenges:

1. Computers: At every career center, the resource rooms had waiting lists for computer access. More computers are needed and they need to work faster. Access to computers for job search is the service that brings people to the centers. Once there, they learn about the other skills development and educational services available in the community.
2. Reaching out to small business and helping them grow. Several centers have Business Information Centers that assist individuals interested in starting small businesses, but more could be done to reach out to small businesses in the community surrounding the one-stops to educate them about services available in the community to assist them with expansion and retention.
3. Employer Services is a centralized effort in the Sacramento Works One Stop Career Centers system. A unit of staff who are advised by the Employer Outreach Committee of Sacramento Works, Inc conducts outreach to employers. The connection between the centralized employer outreach staff and the career centers could be strengthened, and centers could be encouraged to provide employer services in their community, while the Employer Services staff conduct countywide recruitment and assist with large-scale outreach at the centers.
4. More soft-skills training could be available to job seekers in the “universal access” or core service level. Several career centers have good soft skills curriculum for customers enrolled in intensive or training activities, but more needs to be done during the core service level.
5. While the Sacramento Works Career Center system has done an excellent job of developing services for high-risk groups and is successful at recruiting, serving and placing them into employment, more could be done to focus on “sector” approaches, rather than “barrier” approaches. For example, instead of developing programs to serve “ex-offenders”, Sacramento Works should begin focusing on developing programs that train customers for industries critical to the growth of the region and use the expertise of staff who can work with ex-

offenders to ensure that they are successful in receiving training in sector approaches like Transportation or Installation, Maintenance and Repair.

The Federal and State Environment:

There are initiatives at the federal and state level that will impact the services provided by the One-Stop Career Center system over the next year. At the federal level, the Workforce Investment Act will be reauthorized. The House of Representatives and the Senate are currently in conference, negotiating their differences around reauthorization.

The changes that may occur during and right after reauthorization are:

1. Performance measures, called the Common Measures, will be mandated for all federal employment programs, ensuring that all one stop partners will be focusing on achieving the same goals (Entered Employment, Job Retention, Average Wage and Literacy for youth).
2. Business Services will be defined and required in the one stop system (current definitions are vague).
3. Youth may be defined as 16 to 24 year olds (currently defined as 14-21).
4. Allocation levels may be rolled back to 2005 levels of funding (increased funding for system).
5. Additional funding for infrastructure could be provided to offset rent and overhead costs for the system.
6. Funding may be available to add more money for Individual Training Accounts/Scholarships for youth.

While Immigration Reform at the federal level appears to be put off until the future, the One-Stop Career Center system will be a key player when immigration reform does occur. The career center system will provide key services for non-citizen job seekers to access guest worker programs, English-As-A-Second language, and citizenship programs. For employers, the career centers can guide them in the regulations around guest worker programs.

At the State level, the Employment Development Department is currently planning to develop learning labs to test the integration of Workforce Investment Act and Wagner Peyser funds at the local level through the One Stop Career Center system. If successful, the changes will streamline application and paperwork procedures and encourage assessment, skill development, and training for larger numbers of customers.

Recommendations:

1. **Youth Development**: Continue making the career centers “youth-friendly” and integrating services and partners serving youth into the Career Centers. Identify funds to pilot Youth Individual Training Accounts/Scholarships. In some communities, the ITA/Scholarships applications are collected by career centers, and a subcommittee of the Youth Council or Workforce Investment Board selects the youth who receive scholarships.
2. **Community Development**: Work with local employers and partners to improve the health of the community. Survey neighborhoods surrounding the career centers to identify highest needs (one easy/visible needs and one long term need) and focus efforts of the career centers on meeting them. Examples could be increasing the wages paid by employers in the community, or creating move-up strategies for local workers.
3. **Focus on Critical Occupations and Industries in the region for Sector Training Initiatives**. Invest ITA/Scholarship funds for adults by critical occupations and industries and ask local employers to match the funds (target sectors and double available funding). Encourage One Stop Career Centers to focus on the Sector approach and have each one stop select one or two critical industries/occupations that they will focus their efforts on.
4. **Employer/Business Services**: Link to employers who have a critical worker shortage and target training efforts to meet their needs. Encourage Career Centers to become a catalyst for identifying what employers in their community need to expand.
5. **Services to immigrants and refugees**: Continue efforts to develop services to assist refugees and immigrants access right to work documents, learn English, and become citizens. Especially in California, this will become an important service to job seekers and employers over the next five years.

ITEM IV-3 - INFORMATION

REVIEW OF VETERANS WORKFORCE ISSUES

BACKGROUND:

Board member Robert Bradley, Site Director of the Sacramento Veterans Resource Center, will be providing the board a current update on the workforce challenges and opportunities faced by current veterans.

ITEM IV-4 - INFORMATION

SMARTWARE UPDATE

BACKGROUND:

The SMARTware Case Management and Client Tracking System is a web-based system which allows the sharing of information between partners co-located in career centers as well as satellite offices or program operator sites. The Sacramento Works Career Center system has utilized this system since July, 1999, through an agreement with the Shasta County Private Industry Council. The Sacramento Employment and Training Agency purchased the System in December, 2003. With this purchase came the day to day support and maintenance responsibilities for an additional six (6) Workforce Investment Areas that use the system.

How it works

When a customer visits a Sacramento Works Career Center, they are given a SMART application to complete which asks basic information such as name, address, phone number, gender, date of birth and social security number. This one page "Initial" application is all that is required for the customer to receive a SMARTcard, which is used to barcode the Universal or "Core" services that are used during customers' visits to any of the twelve centers in the system. Once a customer is provided a SMARTcard, all they are required to do is provide the card to a staff person to barcode the services they used during their visit.

If it is determined that additional, more intensive services are required, a work application and a services application are completed. With the enrollment into the Workforce Investment Act Program, an Individual Employment Plan (IEP) is begun. The IEP is developed as the customer continues to use Core and Intensive services. Use of Intensive services is documented in the SMARTware IEP through the use of Task Lines that are used to justify and explain any further services or training that is provided to the customer.

Expansion of SMARTware Partners

When initially purchased in 2003, the SMARTware Users included five additional Workforce Investment Areas including East Bay Works (representing Alameda and Contra Costa County and the Cities of Richmond and Oakland), Golden Sierra Job Training (representing the Counties of Placer, El Dorado, Alpine and Nevada), Napa County, Yolo County and Riverside County. Each of these organizations has entered into a License Agreement with SETA and pays a "fair share" fee for the use of the system. Each of these User organizations have input as to how the system is developed. All funds received from License Fees are used to enhance the system, either by paying for Network Administration, technical support or development.

In the last six months, an additional two Counties have purchased license agreements: Mendocino Works has just been brought on line and North Central Counties Consortium (representing the Counties of Sutter, Yuba, Glenn, Colusa and Lake) has just decided to become a SMARTware User.

Expansion of the SMARTware System

Currently the SMARTware system is being re-written using PHP which will allow users more flexibility in customizing their individual systems and provide greater levels of security. Planned enhancements include a new reporting engine which will provide necessary reporting in an easier fashion, and a total re-design of the Financial and Employer Services modules. This migration is planned to be completed by June of 2008.

ITEM IV-5 - INFORMATION

SETA WORKFORCE SERVICES TO CUSTOMERS TRANSITIONING FROM THE CRIMINAL JUSTICE SYSTEM

BACKGROUND:

Sacramento County has a large population of youth and adults transitioning from the criminal justice system and seeking to find training and employment services that will ensure a successful transition to self-sufficiency. Research has shown that there are three key indicators that will reduce recidivism for this population:

1. Receiving a diploma or credential within six months of release.
2. Living with a family member
3. Working continuously for the first six months following release from prison

SETA and the Sacramento Works Career Center system have been working hard during the last couple of years to provide both pre-release services and services that will assist youth and adults in the parole and probation systems to make a successful transition. A summary of the services currently available is attached for your information.

Sacramento Works Career Center System
PROGRAMS ASSISTING EX-OFFENDERS IN SACRAMENTO COUNTY

Linkage to Education

Linkage to Education is a Community Services Block Grant funded program that provides incarcerated youth with a continuum of supports, peer mentors, counseling and assistance in enrolling and completing college. Linkage staff meet with the youth prior to their release from incarceration to prepare a pre-release plan to address re-socialization concerns and other issues that would impact their transition into college. After their release from custody, each participant is supported in planning an appropriate college workload, enrolled into college, provided tuition and textbook resources, and assigned a peer college mentor who offers on-going counseling throughout the term of enrollment to overcome barriers to completion. Programs goals for the participants include enrollment into college, academic success, graduation and self-sufficiency.

Voluntary Legal Services

VLSP provides free legal clinics at five career centers that assist low-income residents of Sacramento County with reinstatement of suspended driver's licenses and the expungement of criminal convictions. At the clinics, clients acquire the necessary information and skills to complete the legal forms required to expunge their criminal convictions and regain the suspended driver's licenses. The degree of services required by each client will vary according to their abilities and complexity of their problems; some will require 15 minutes to 2 hours, while others may need actual hearing representation, which can take up to 20 hours of time. Individuals with criminal records and who lack driver's licenses are not as competitive for jobs as those without these barriers. Outcome achievements of the clinics include the removal of impediments to employment which will lead to the clients obtaining and upgrading their employment.

Sacramento Works Career Center – Lemon Hill

Sacramento City Unified School District, Charles A. Jones Skills and Business Education Center

The Charles A. Jones Skills and Business Education Center hosts weekly "Previous Offender Integration Workshops" to parolees from the California State Prison system who have returned to Sacramento County. The mandatory workshops provide information to the parolee on services and resources available to them that would assist them in transitioning into society and becoming a productive member of the community. Lemon Hill Career Center staff partner with SETA, EDD, Cosumnes River College, temporary employment agencies, healthcare representatives and DMV to offer the parolees employment assistance, information on training opportunities, housing, financial aid, substance abuse recovery, and documentation materials for each parolee to obtain a California Identification card.

Sacramento Works Career Center -La Familia Counseling Center

La Familia's Project Reach, funded through SETA's Community Services Block Grant program, provides multi-cultural counseling, case management, home visitation, youth development activities, support and outreach services to low-income youth who are at risk of dropping out of school and/or involved in gang or other violent activities and their families. Twenty percent (20%) of the youth served have been formerly incarcerated. Project Reach services are closely linked to La Familia Career Center where a Youth Specialist assists the participants with pre-employment skills, career development and planning, and higher education and vocational training resources and referrals.

County of Sacramento Department of Health and Human Services

DHHS operates its YouthWORKS program through the Oak Park Neighborhood Multiservice Center to serve youth facing academic failure, dropping out of school, unplanned pregnancy, substance abuse, and gang involvement. A high percentage of youth referred to YouthWORKS have been formerly incarcerated or are on probation. The program is a two-hour per day after school program at American Legion High School that provides case management, homework assistance/tutoring, life skills education, recreation, and community service. Program participants are referred, as appropriate, to children's mental health counseling, substance abuse counseling and anger management groups and to employment opportunities at the Broadway Career Center.

Sacramento Works Career Center- South County Hire Hope Project

The SWCC-South County Career Center, operated by the Sacramento Employment and Training Agency (SETA) and the Elk Grove Unified School District is the key center that provides specialized services to ex-offenders. SETA, working with the Elk Grove Adult and Community Education in cooperation with the Sacramento County Sheriff's Department, has provided services at the Rio Consumes Correctional Center for over 30 years.

Over the past few years, the Hire Hope Project has experienced considerable success since the project was implemented. Both SETA/SWCC staff along with Elk Grove Adult and Community Education work collectively to provide a unique perspective in offering services at RCCC that creates an energy that links the student from incarceration to the SETA/Sacramento Works Career Center. In addition SETA is working with staff at the California State Prison Industry Authority (PIA) to partner with Sacramento Sheriff's Department and the Elk Grove Adult and Community Education to continue and expand the Project's successes.

Hire Hope's mission has been to successfully facilitate re-entry services and reduces recidivism by providing job search activities, job placement services and community resource referrals to over 200 ex-offenders (both men and women) starting at age 18. The Hire Hope program is a holistic and collaborative approach of job placement and community services inside the prison walls of both state and county correctional facilities prior to release. Hire Hope, along with its advisory group, has channeled limited resources that provides access to housing, transportation, vocational training

opportunities, life skills, medical care and employment opportunities through referrals and collaborative efforts. The Hire Hope program design and implementation focuses on re-entry services emphasizing the need to change one's life, make it a success, and thereby reduce crime.

Sacramento Works Career Center – Broadway Esperanza USA

Asian Resources, the host agency of the Sacramento Works Career Center on Broadway, has received funding from the Esperanza USA Foundation to provide employment and training services to Latino Adjudicated Youth. The Broadway Career Center is also a partner in the Juvenile Justice Challenge grant received by SETA to provide 80 youth with information and referrals, case management and employment services. Crossroads Diversified Services is partnering with SETA to provide benefits planning services to the youth customers.

The Broadway Career Center also partners with US Federal Probation/Parole to provide weekly workshops for parolee from federal facilities. In addition, the center has developed and maintains a long-standing relationship with the California Department of Corrections & Rehabilitation of providing service to adult ex-offenders.

The Broadway Career Center services for Ex-Offenders Re-Entry Program include;

1. Academic
2. Vocational
3. Employment
4. Support Services
5. Substance Abuse Counseling Referral
6. Mental Health Referral
7. Life Skills
8. Training

For each participant who comes in with an interest in the program there is a complete in-depth assessment which includes background, family history, history of substance abuse, medication being taken, all information on their probation or parole conditions etc. Once the participant has completed the initial assessment, they are directed to various services provided by the Sacramento Works Career Center that are listed above. The goal is to place these individuals in permanent employment, once they have completed any necessary training or assigned referral programs.

Sacramento Works Career Center-Franklin MAAP (Mexican-American Alcoholism Program) and PRIDE Industries

The Sacramento Works Career Center – Franklin has developed partnerships with MAAP (Mexican-American Alcoholism Program), recipient of the USDOL Prisoner Re-entry grant in Sacramento County and PRIDE Industries, recipient of the California Department of Corrections and Rehabilitation funding through Prison Industries Authority (PIA) to provide pre-release services to adult inmates. Both PRIDE and

MAAP outstation staff at the career center who provide counseling, support services, housing, and other services to ex-offenders. Career Center staff and partners provide employment assistance, job placement services, training scholarships, and retention services.

PRIDE staff provide a two-week work readiness workshop which includes the completion of a master application; resume writing; cover letters; thank you notes; creative job search techniques; interview techniques, including how to explain your conviction in an interview and how to sell your skills, ***not your conviction***; posting online resumes; creating professional email accounts; creating a Cal-Jobs account; completion of a professional personal portfolio; and job retention skills.

During the second week of the workshops, Job Development is incorporated. The participant is connected with a PRIDE Job Developer who works with the individual in finding a job in the community to match their skills. The Job Developer not only provides "leads" to various companies, but will call the company in advance and to schedule interviews for the participant.

Sacramento Works Career Centers – Hillsdale and Franklin Youth Development & Crime Prevention (YDCP) Initiative

Since 2001, SETA has managed the Youth Development and Crime Prevention program to provide employment opportunities and academic services coupled with substance abuse and mental health counseling to high-risk youth. A primary objective of YDCP is to engage youth in positive activities to keep them out of the criminal justice system. YDCP seeks to help youth make positive, healthy and productive lifestyle choices that insure their success into adulthood. The YDCP team includes the following local partners:

- SETA / Sacramento Works, Inc. Youth Council
- Sacramento Works Career Centers
- Sacramento Chinese Community Service Center, Inc.
- Casey Family Program (foster youth services)
- Sacramento County Alcohol and Drug Bureau
- Sacramento County Children's Mental Health Services
- Sacramento County Probation Division

Program design: YDCP provides prevention and diversion services to support youths' successful transition into adulthood. The YDCP team from the three disciplines – employment, alcohol and drug counseling and mental health services – collaborates to provide services at the Sacramento Works Career Centers. Youth Employment Specialists focus on employment and youth development issues and Youth Advocates coordinate counseling and mental health services. Co-locating mental health and substance abuse services with employment services significantly increases the youth's participation in these vital services. All services are provided from a youth development perspective – the youth and the YDCP team focus on the young person's assets and

strengths to proactively transition into adulthood. Services are provided at the Franklin and Hillsdale Career Centers.

Program Goal & Design Elements: The overarching goal of YDCP is to decrease youth involvement in the criminal justice system. Coordinating the delivery of mental health and substance abuse counseling coupled with employment and education opportunities is challenging and rewarding. To meet this goal, YDCP's design elements include:

- Providing employment opportunities and education resources
- Promoting leadership development and civic responsibility through Youth Action Teams
- Providing substance abuse and mental health counseling
- Promoting community service and youth-led activities through art, murals and videography projects
- Mentoring and peer support.

Working in Youth Action teams promotes youth leadership and community responsibility. As a team youth decide on a community project or issue and develop an action plan to address the issue. Previous Youth Action team projects included creating a mural for an elementary school, producing a Anti-smoking poster, and participating in a neighborhood cleanup project.

Demographics: During the first three years of operation, 150 youth were served (73% male and 27% female). Of the youth served, 93% had prior involvement with the criminal justice system. Of that number, less than 11% re-offended. The Sacramento County Probation Department directly referred youth to YDCP as a condition of completing their probation. Because 45% of the YDCP youth were high school dropouts, the YDCP team incorporated academic completion activities into the program design.

Return on Investment: In Sacramento, the Probation Department maintains a monthly caseload average exceeding 5,000 juvenile offenders. As a condition of probation, many youth are required to seek employment or counseling services, yet do not know how to access those available resources. YDCP meets this need for the youth and the Sacramento community. YDCP has been funded with WIA Discretionary and formula youth funds and U.S. Department of Justice Earmark funds. It costs over \$52,000 to house a Youth Authority ward for one year. The average cost for YDCP is \$4,320 per youth. Providing these youth with positive tools to transition into adulthood is money well spent.

Sacramento Works Career Center – Hillsdale, Broadway and Franklin

Sacramento Works for Youth Challenge Grant – In June 2007 SETA was awarded a Juvenile Justice Challenge grant from the Office of Juvenile Justice/Dept. of Corrections and Rehabilitation. Partners will provide employment and academic services coupled with substance abuse and mental health counseling. The Challenge grant was

patterned after the lessons learned from the very successful YDCP grant that served at-risk probation youth for the past 5 years.

The Challenge program will serve 120 youthful offenders ages 16 to 24 who are on parole or probation. SETA was one of 5 organizations statewide to receive the Challenge Grant funding. SETA will be partnering with:

- Sacramento Chinese Community Service Center
- Asian Resources
- The Effort
- Istakar Hollins Economic Development Corporation and,
- SCUSD

Leveraged partnerships include:

- Sacramento Works Career Centers
- Northern California Construction and Training
- Workforce Investment Act formula and discretionary funds
- Sacramento Sierra Building and Construction Trades Council
- American River College

Youth will be referred to the Sacramento Works for Youth Challenge grant by their parole and/or probation officers. As youth often access SETA programs and the Sacramento Works Career Centers, youth may also self-refer. Services will be provided throughout the community at Sacramento Works Career Centers. Program staff will also be co-located at the parole and probation offices.

WIA At-Risk Youth Discretionary Grant – In June 2007 SETA was also awarded WIA Governor's Discretionary 15% funding for the Sacramento Works for Youth Navigator program. The Youth Navigator program will provide assistance to youth with disabilities in "navigating" the road to successful adulthood. Target group are youth with disabilities with a special focus on foster and probation youth with disabilities. The Sacramento County Probation Department reports there over 5,000 youth on probation in Sacramento County. Additionally, there are over 1,900 foster youth in Sacramento County and over 8,000 youth that are considered disabled in the Sacramento school district system.

Sacramento Works Career Center – Greater Sacramento Urban League Department of Labor and National Urban League partnership

The Greater Sacramento Urban League is a partner in the Department of Labor and the National Urban League initiative to serve adjudicated youth ages 18 to 24. Life skills, academic and employment services will be provided at the Sacramento Works Career Center at Urban League.

Construction Pre-Apprenticeship Programs – For several years, SETA has partnered with construction pre-apprenticeship training programs operated by Cosumnes River College and the Northern California Construction and Training, Inc.

This training has been supported by Federal Highway Administration and Workforce Investment Act funds. Since August 2005, 120 participants have been enrolled in SETA's WIA 15% construction pre-apprenticeship training and placement services. Of those enrolled into WIA, thirty were on probation or parole. As of a recent graduation in June 2007, thirteen of the thirty parolees/probationers had attained employment. Positions included electricians, drywall/lather, carpenters, laborers, and plumbers with an average starting wage of \$16.03. Of the employed ex-offender participants, 10 of 13 were indentured into apprenticeship programs. Case management and placement services are provided by SETA staff at the Sacramento Works Career Centers – Franklin, Hillsdale and Rancho.

ITEM IV-6 – INFORMATION
DISLOCATED WORKER UPDATE

BACKGROUND:

Attached is a copy of the most current dislocated worker update. Staff will be available to answer questions.

Dislocated Worker Information PY 2006/2007

The following is an up date of information as of July 16, 2007 on the Worker Adjustment and Retraining Notification (WARN) notices and Non WARN notifications in Sacramento County

WARN Status	Month Receive Notice	Company and Address	Dislocation Date	# of Affected Workers	SETA's Intervention
Official	3/27/06	Defense Commissary Agency (DeCA) 3401 Acacia St., Suite 115 McClellan, CA 95652-1002	9/30/06	50	7/17/06
Official	5/10/06	Northstar Plumbing and Construction 4280 Pinell St. Sacramento, CA 95838	7/10/06	60	Employer Did not use Services
Official	5/10/06	Sun Microsystems, Inc. 1545 River Park Dr. Point, Suite 400 Sacramento, CA 95815	7/09/06	1	Mailed
Official	5/15/06	AmerisourceBergen Corporation 1281 National Drive Sacramento, CA 95834	7/15/06	87	7/26/06
Official	5/18/06	E*Trade Financial 10951 White Rock Road Rancho Cordova, CA 95670	8/31/06	500	8/22/06
Official	06/06/06	Albertsons #7248 2211 F Street Sacramento, CA 95816	8/06-8/19/06	25	7/21/06
Official	06/06/06	Albertsons #7206 5609 Pacific Street Rocklin, CA 95677	8/06-8/19/06	52	7/21/06
Official	06/06/06	Albertsons #7213 6184 Sunrise Mall Citrus Heights, CA 95610	8/06-8/19/06	47	7/21/06
Official	06/15/06	Intel Corporation 1900 Prairie City Road Folsom, CA 95630	7/06/06	53	Employer chose Outplacement Service
Official	06/30/06	Crystal Cream & Butter Company, Inc. 1013 D Street Sacramento, CA 95815	8/31/2006	50	Resolved Closure Issue
Official	07/28/06	Northrop Grumman USCIS ASC Sacramento Application Support Center 731 K Street Sacramento, CA 95814	09/30/06	16	Awarded Contract Layoff Rescinded
Official	08/03/06	Intel Corporation 1515 Route Ten Parsippany, NJ 07054	7/28/06	77	Employer chose Outplacement Services
Official	08/03/06	Sun Microsystems, Inc. 8880 Cal Center Drive, Suite 200 Sacramento, CA 95826	10/02/06	2	Mailed
Official	08/08/06	D.R. Horton, Inc. 11919 Foundation Place, Suite 200 Gold River, CA 95670	10/03/06	17	Material Delivered
Unofficial	09/01/06	NorthWest Airlines 6970 Airport Blvd. Sacramento, CA 95837	10/31/06	28	9/07/06
Official	09/08/06	Intel Corporation 1900 Prairie City Rd. Folsom, CA 95630	09/19/06 through 06/01/07	61	Employer chose Outplacement Service
Unofficial	9/15/06	Copeland's Sports 545 Downtown Plaza Sacramento, CA 95814	11/24/06 Approx.	20	Materials Delivered To Worksite
Unofficial	9/15/06	Copeland's Sports 6404 Fair Oaks Blvd. Carmichael, CA 95608	11/24/06	20	Material Delivered To Worksite
Official	9/27/06	Sun Microsystems, Inc. 8880 Cal Center Drive, Suite 200	11/27/06	2	Mailed

		Sacramento, CA 95826			
Official	9/28/06	Intel Corporation 1900 Prairie City Rd. Folsom, CA 95630	10/26/06 through 10/01/07	159	Employer chose Outplacement Service
Unofficial	10/03/06	Sun Microsystems, Inc. 8880 Cal Center Drive, Suite 200 Sacramento, CA 95826	11/27/06	2	Mailed
Unofficial	10/09/06	Tower Records/Video/Books 2500 16 th Street Sacramento, CA 95818	1/10/07	15	11/20/06
Unofficial	10/09/06	Tower Records/Video/Books 2514 Watt Ave Sacramento, CA 95821	1/10/07	15	11/20/06
Unofficial	10/09/06	Tower Records/Video/Books 7830 Macy Plaza Drive, Citrus Heights, CA 95610	1/10/07	15	11/20/06
Official	10/13/06	Sun Microsystems 8880 Cal Center Drive, Suite 200 Sacramento, CA 95826	11/27/06	2	Mailed
Official	10/18/06	Barbara's Bakery 3750 Pell Circle Sacramento, CA 95838	1/12/07 through 3/30/07	30	2/28/07 Material Delivered
Official	10/19/06	Intel Corporation 1900 Prairie City Rd. Folsom, CA 95630	10/20/06 through 10/01/07	146	Employer chose Outplacement Service
Official	10/27/06	San Jose Mercury News Sacramento Bureau 1215 K Street Sacramento, CA 95814	12/19/06	N/A	Declined Services
Official	10/27/06	Washington Mutual 2710 Gateway Oaks Drive Sacramento, CA 95833	12/04/06	80	Mailed Brochures/Restructured
Unofficial	11/15/06	Sun Microsystems, Inc. 8880 Cal Center Drive, Suite 200 Sacramento, CA 95826	1/15/07	1	Mailed
Unofficial	11/29/06	Frontier Fence Company 6837 Power Inn Road Sacramento, CA 95828	12/01/06	20	Material Delivered
Unofficial	12/11/06	Hunter Douglas – Bytheway Manufacturing Inc. 2750 Redding Ave. Sacramento, CA 95826	12/22/06	22	12/19/06
Official	12/11/06	Sun Microsystems, Inc. 8880 Cal Center Drive, Suite 200 Sacramento, CA 95826	1/15/07	1	Mailed
Unofficial	12/13/06	A. J. Wright Company Anchor Plaza 3311 Northgate Blvd. Sacramento, CA 95834	2/02/07	40	1/16/07
Unofficial	12/13/06	A. J. Wright Company Valley Mack Plaza 6300 Mack Road Sacramento, CA 95823	2/02/07	40	1/17/07
Unofficial	12/13/06	A. J. Wright Company Watt Towne Center 3615 Elkhorn Blvd. North Highlands, CA 95660	2/02/07	40	1/18/07
Unofficial	12/19/06	Angelica Textile Services, Inc. 8360 Belvedere Ave. Sacramento, CA 95826	2/01/07 through 5/01/07	54	1/23/97
Official	1/02/07	Hampton Distribution Companies – Sacramento 4522 Parker Avenue McClellan, CA 95652	3/04/07	113	1/30/07
Unofficial	1/08/07	Sacramento Natural Food Co-op 8517 Bond Road Elk Grove, CA 95624	2/01/07	40	1/26/07

Official	3/07/07	Williams Lumber, Inc. 7338 French Road Sacramento, Ca 95828	4/13/07 through 4/20/07	N/A	TradesMark Lumber & Truss, Inc. will hire the affected employees.
Official	3/09/07	Venture Lath & Plaster, Inc. 7108 28 th Street North Highlands, CA 95660	4/13/07 through 4/20/07	N/A	TradesMark is a Name Change only for its affected employees
Official	3/08/07	Production Framing Systems, Inc. 3412 Auburn Blvd, Sacramento, CA 95821	4/13/07 through 4/20/07	N/A	TradesMark is a Name Change only for its affected employees
Official	3/13/07	Production Framing Systems Consulting, Inc. 3412 Auburn Blvd Sacramento, CA 95821	4/13/07 through 4/20/07	N/A	TradesMark is a Name Change only for its affected employees
Official	3/08/07	BPH Management Services, Inc. 3412 Auburn Blvd, Sacramento, CA 95821	4/13/07 through 4/20/07	N/A	TradesMark is a Name Change only for its affected employees
Official	3/07/07	Rayco Electric, Inc 3144 Fitzgerald Road Ranch Cordova, 95670	4/16/07 through 4/29/07	N/A	TradesMark is a Name Change only for its affected employees
Official	3/30/07	ACC Capital Holdings 10536 Peter A. McCuen Blvd., Mather, CA 95670	5/25/07	122	Material Mailed
Official	3/30/07	ACC Capital Holdings 10600 White Rock Rd. Rancho Cordova, CA 95670	5/25/07	263	Material Mailed
Official	4/03/07	Nationwide Health Plans 1651 Exposition Drive Sacramento, CA 95815	5/31/07	46	5/02/07
Official	4/17/06	CVS/Caremark 10481 Armstrong Avenue Mather, CA 95655	6/01/07	257	Pending
Official	5/16/07	Sutter Medical Center, Sacramento 2800 L Street Sacramento, CA 95816 – 5600	7/13/07	36	Pending
			Total # of Affected Workers	2727	

ITEM IV-7- INFORMATION

COMMITTEE UPDATES

BACKGROUND:

This item provides an opportunity for a report from the following committees:

- Youth Council – Matt Kelly
- Planning/Oversight Committee – Mike Dourgarian
- Employer Outreach Committee – Kim Parker

ITEM V - OTHER REPORTS

1. CHAIR'S REPORT: The Chair of the Sacramento Works, Inc. Board, on a regular basis, receives numerous items of information concerning employment and training legislation, current programs, agency activities, and miscellaneous articles.

The important information from the material received and meetings attended will be shared with the entire Board and the method proposed by the Chair is to give a verbal report at each regular meeting. It will also allow time for the Board to provide input on items that may require future action.

2. MEMBERS OF THE BOARD

This item provides the opportunity for Workforce Investment Board members to raise any items for consideration not covered under the formal agenda. It also provides the opportunity for Board members to request staff to research or follow up on specific requests or to ask that certain items be placed on the next agenda.

3. COUNSEL REPORT: The Sacramento Works, Inc. Legal Counsel is the firm of Phillip M. Cunningham, Attorney at Law. This item provides the opportunity for Legal Counsel to provide the Sacramento Works, Inc. Board with an oral or written report on legal activities

4. PUBLIC PARTICIPATION: Participation of the general public at Sacramento Works, Inc. Board meetings is encouraged. The Sacramento Works, Inc. Board has decided to incorporate participants of the audience as part of its agenda for all meetings. Members of the audience are asked to address their requests to the Chair, if they wish to speak.