

## CAREER CENTERS

### **BROADWAY**

915 Broadway  
Sacramento, CA 95818  
(916) 324-6202

### **CITRUS HEIGHTS**

7640 Greenback Lane  
Citrus Heights, CA 95610  
(916) 676-2540

### **FRANKLIN**

7000 Franklin Blvd., Suite 540  
Sacramento, CA 95823  
(916) 262-3200

### **GALT**

1000 C Street, Suite 100  
Galt, CA 95632  
(209) 744-7702

### **GREATER SACRAMENTO URBAN LEAGUE**

3725 Marysville Blvd.  
Sacramento, CA 95838  
(916) 286-8600

### **HILLSDALE**

5655 Hillside Blvd., Suite 8  
Sacramento, CA 95842  
(916) 263-4100

### **LA FAMILIA COUNSELING CENTER**

5523 34th Street  
Sacramento, CA 95820  
(916) 452-3601

### **LEMON HILL**

5451 Lemon Hill Avenue  
Sacramento, CA 95824  
(916) 433-2620

### **MARK SANDERS COMPLEX**

2901 50th Street  
Sacramento, CA 95817  
(916) 227-1395

### **MATHER**

10638 Schirra Avenue  
Mather, CA 95655  
(916) 228-3127

### **RANCHO CORDOVA**

10381 Old Placerville Rd.,  
Suite 150  
Sacramento, CA 95827  
(916) 255-3255

### **SOUTH COUNTY**

8401 - A Gerber Road  
Sacramento, CA 95828  
(916) 525-4717

### **Administrative Offices & Employer Services**

925 Del Paso Blvd.  
Sacramento, CA 95815  
(916) 263-3800

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



## REGULAR MEETING OF THE SACRAMENTO WORKS, INC. BOARD

**DATE:** Wednesday, January 23, 2008

**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](http://www.seta.net).

## **A G E N D A**

### **I. Call to Order/Roll Call**

### **II. Consent Item**

A. Approval of Minutes of the September 26, 2007 Meeting

### **III. Action Items**

A. Approval of the Sacramento Integrated Service Transformation Initiative Local Plan (Robin Purdy) (*GOAL 5 – Evaluate and Improve the One-Stop System and Processes*)

B. Review and Approval of Web-Based Clearinghouse of Education and Training Providers and Consideration of Database and Software Enhancements (John Harden and Bill Mueller) (*GOAL 3 – Coordinate the development of a Workforce system that Creates, Attracts, and Sustains Higher paying Careers/Professions*)

#### **IV. Information Items**

1. Presentation of the 2007/2008 Occupational Outlook & Training Directory (John Harden)
2. Overview of Prison-to-Employment Efforts in the Sacramento Region (Robin Purdy/Matt Powers)
3. SETA's Regional Nurse Support II Project Selected by the State Employment Development Department as a Promising Practice (Cindy Sherwood Green)
4. Dislocated Worker Update (William Walker)
5. Committee Updates
  - Youth Council
  - Planning/Oversight Committee
  - Employer Outreach Committee
  - Board Development Committee

#### **V. Other Reports**

1. Chair
2. Members of the Board
3. Counsel
4. Public Participation

#### **VI. Adjournment**

**DISTRIBUTION DATE: TUESDAY, JANUARY 15, 2008**

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

Sacramento Works, Inc., the local Workforce Investment Board is a 41-member board charged with providing policy, planning and oversight for local workforce development initiatives.

## **Vision:**

Building a dynamic workforce for the Sacramento Region.

## **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 Occupational Groups”**

## **ADMINISTRATIVE AND SUPPORT SERVICES**

The Administrative and Support Services occupational group 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 firefighting and investigation and security related occupations.

- Locally, for the occupations included in this group, an increase of more than 38,000 jobs due to growth and more than 43,000 jobs due to separation are projected between 2004 and 2014.

## **ARCHITECTURE AND ENGINEERING**

The Architecture and Engineering occupational group is comprised of occupations involved primarily in planning and designing residential, institutional, leisure, commercial, and industrial buildings and structures by applying knowledge of design, construction procedures, zoning regulations, building codes, and building materials.

- Locally, for the occupations included in this group, an increase of nearly 4,500 jobs due to growth and nearly 3,500 jobs due to separation are projected between 2004 and 2014.

## **CONSTRUCTION**

The Construction occupational group 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 group, an increase of nearly 16,000 jobs due to growth and nearly 16,000 jobs due to separation are projected between 2004 and 2014.

## **HEALTHCARE AND SUPPORT SERVICES**

The Healthcare and Support Services occupational group is comprised of occupations employed by hospitals, nursing and residential care facilities, physician’s offices, dental offices, outpatient care centers, and medical/diagnostic laboratories. This group will also include biomedical and health related business.

- Locally, for the occupations included in this group, an increase of nearly 12,000 jobs due to growth and more than 8,500 jobs due to separation are projected between 2004 and 2014.

## **INFORMATION TECHNOLOGY**

The Information Technology occupational group is comprised of occupations involved in the design, production, and administration of computer hardware and software systems and networks. As with Administrative and Support Services related occupations, many of the occupations in this category are employed, to some degree, across most industries.

- Locally, for the occupations included in this group, an increase of nearly 6,000 jobs due to growth and more than 2,000 jobs due to separation are projected between 2004 and 2014.

## **INSTALLATION, MAINTENANCE, AND REPAIR**

The Installation, Maintenance, and Repair occupational group 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 that they work efficiently and to prevent breakdown and unnecessary repairs.

- Locally, for the occupations included in this group, an increase of nearly 6,000 jobs due to growth and nearly 6,000 jobs due to separation are projected between 2004 and 2014.

## **TOURISM AND HOSPITALITY**

The Tourism and Hospitality occupational group 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.

- Locally, for the occupations included in this group, an increase of nearly 20,000 jobs due to growth and more than 29,000 jobs due to separation are projected between 2004 and 2014.

## **TRANSPORTATION AND PRODUCTION**

The Transportation and Production occupational group 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 group, an increase of more than 15,500 jobs due to growth and more than 20,000 jobs due to separation are projected between 2004 and 2014.

ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE SEPTEMBER 26, 2007 MEETING

BACKGROUND:

Attached are the minutes of the September 26, 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, September 26, 2007  
8:00 a.m.

**I. Call to Order/Roll Call:** Mr. Mark Ingram called the meeting to order 8:11 a.m.

New Board members were introduced: Alan Roberts, Sacramento Job Corps and Dennis Morin, Sacramento Joint Electrical Apprenticeship Program.

**Members Present:** Robert Bradley, Lynn Conner, Walter DiMantova, Mike Dourgarian, Diane Ferrari, David Gordon, Barbara Hayes, Mark Ingram, Matt Kelly, Gary King, Kathy Kossick, Elizabeth McClatchy, Gloria Parker, Kim Parker, Deborah Portela, Tim Ray, Maurice Read, Alan Roberts, Lorenda Sanchez, Anette Smith-Dohring, and Kingman Tsang.

**Members Absent:** Bill Camp, Mark Erlichman, Dr. Brice Harris, John Koogle, James Lambert, Matt Mahood, Michael Micciche, James Pardun, Bruce Parks, Joan Polster, Bruce Wagstaff, and Terry Wills.

**II. Consent Item**

A. Approval of Minutes of the July 25, 2007 Meeting

Moved/McClatchy, second/Tsang, to approve the minutes as distributed.  
Voice Vote: Unanimous approval.

**III. Action Items**

A. Approval of Revised Sacramento Works Vision Statement

Ms. Terri Carpenter stated that the Board Development Committee met to develop a succinct statement describing the Board's mission. The vision statement being presented is "Building a dynamic workforce for the Sacramento Region". This new vision statement will also be the tag line for marketing products educating the public.

Moved/McClatchy, second/Hayes, to approve the recommended revised vision statement for the Sacramento Works Board.

Voice Vote: Unanimous approval.

B. Approval of Performance Measures for the Sacramento Works Career Center System



Ms. Robin Purdy stated that this item is requesting a change in the performance measures for the Adult and Dislocated worker performance measures which would include: Entered Employment, Employment Retention, and Average Earnings. Performance measures for Youth would include: Placement in Employment or Education; Attainment of a degree or Certificate; Literacy and Numeracy Gains.

The Planning/Oversight Committee is recommending to this board that these three are approved and three local measures are used to evaluate the career center system. Every time someone enters a career system, they will build on a skill or develop a new skill. The Youth Council reviewed and approved the three youth measures. Quality measures are reviewed quarterly at the Planning/Oversight Committee. Ms. Purdy stated that the Agency will be negotiating with the State to modify the performance measures.

Moved/Dourgarian, second/Read, that effective July 1, 2007, the Sacramento Works Career Center system discontinue use of the 17 performance measures listed in Section 136 of the Workforce Investment Act and implement the common performance measures described in Tables 1 and 2 of this directive and the three local performance measures recommended by the Planning/Oversight Committee.

Voice vote: Unanimous approval.

C. Approval of the 2007-2008 Modification of the Sacramento Workforce Investment Area Strategic Five-Year Local Workforce Investment Plan

Ms. Purdy stated that an update of the plan is required every year. All changes that will be made in the coming year must be reported such as changing the vision statement. The priority goals have remained the same. Critical industries have been modified by the addition of architecture and engineering; clean energy was also identified.

Moved/Parker, second/Portela, to approve the submission of SETA's Modification of the Five Year Strategic Plan to the State of California, Employment Development Department.

Voice Vote: Unanimous approval.

D. Approval of Board Agreement

Mr. Ingram reviewed the board agreement, which is presented by the Board Development Committee. As the Committee reviewed the vision statement of the board, members thought it would be a good idea to develop an agreement as a point of clarity so people considering being a board member would know what the expectations are for their membership. This agreement points out what we do and what the expectations are of all board members.

Mr. Tsang stated that the Board Agreement is a summary of what is expected of board members. It was modified from five to two pages. This is a tool for board members to refer to as to their commitment to the board.

Ms. Kossick asked board members to consider serving on a committee. Staff will be developing a list of regularly meeting dates/times of the various committees.

Mr. Ray suggested adding the requirement of ethics training when talking about board responsibilities.

Moved/McClatchy, second/K. Parker, to approve the Board Agreement with the addition for the need of the biennial ethics training. Include the Executive Committee and ad hoc committees in the listing of committees.

Voice Vote: Unanimous approval

E. Approval to Submit a Proposal for Rapid Response Special Projects Funding from the California Employment Development Department

This item requests approval to submit a proposal for \$225,000 to continue LMI and surveying programs, support the Partnership for Prosperity education action team, and to develop a web-based portal. This board has already supported the initial investment; this is the next step in the process. It is hoped to have a presentation at the November board meeting. This item will continue funding Valley Vision and funding the McClellan Technology Incubator designed to accelerate the development of clean energy technology ventures within the greater Sacramento region.

Mr. Cunningham reminded board members that anyone affiliated with Valley Vision should state their conflict of interest. Mr. Tim Ray announced his conflict with Valley Vision.

Ms. Barbara Hayes stated that over the course of the past two months, 65-70 clean tech companies have been identified in the region. Four business roundtables were organized which engaged in very good discussions. The primary outcome was that there is a need for more people trained in clean energy tech. There is a need for already trained workers but also people willing to train. Secondly, participants in the roundtable did not realize that all of the resources available in the area. Ms. Purdy, Ms. Kossick and Mr. George Hempe (Golden Sierra) attended these roundtables. Valley Vision will be compiling a report on the results of the four roundtables. The results will be e-mailed to everyone.

Moved/Tsang, second/Morin, to approve the submission of a proposal for Rapid Response Special Projects Funding from the California Employment Development Department.

Voice Vote: Unanimous approval with one abstention (Ray).

#### **IV. Information Items**

##### **1. Report Back on Reading and Math Skills Level for Recently Released Ex-Offenders**

Mr. Rudy Meza reviewed the list of paroles they had go through the Lemon Hill Career Center. Many ex-offenders are released from incarceration with very low skills. There is a staff person that assists to alleviate the child support problems so ex-offenders can get their driver's license. Gang intimidation is a serious issue that prevents many ex-offenders in attaining work skills and jobs. Mr. Ingram inquired whether anything is being done to help inmates to receive job training. Mr. Meza replied that the Department of Corrections is doing everything to entice the inmates to work or to get training; very few are willing to take a chance. Gang intimidation in the prisons is so great that very few inmates are willing to participate.

Mr. Gordon stated that SCOE was approached by the Department of Corrections regarding the provision of services to ex-offenders. A day reporting center has been opened off Richards Blvd. Staff will be working with the one stops to ease the transition for the ex offenders.

##### **2. Review of One Stop Career Center Annual Performance Report for Fiscal Year 2006-2007**

Ms. Purdy reviewed the very comprehensive report. Staff gives the Planning/Oversight Committee information for the services provided at the career centers.

Ms. Gloria Parker requested more information on seniors served in the career centers.

##### **3. Dislocated Worker Update**

Mr. William Walker stated that the report included in the board packet is a culmination all of the dislocations that took place this past fiscal year. The threshold for employers required to file WARN notice is 50 employees but not all employers comply with the requirement.

##### **4. Committee Updates**

- Youth Council: No report.
- Planning/Oversight Committee: Mr. Dourgarian reported that the Committee recently met and reviewed the performance measures. In addition, the Committee talked about what needs to be done to address the needs at the career centers. One challenge coming up is there is a concern from the federal level that too much funding has gone to too few individuals. With the new legislation, there will be more workshops and more labs so more people will be able to be served. Currently, the case

managers work with a relatively low number of people. In the near future, staff will be asked to work with many more people which will require re-tooling of staffing.

Ms. Purdy stated that there will be an increase in the paperwork required to enroll people in the system. There will be a very large increase in the paperwork due to everyone being enrolled. This will require confidentiality of information. Although staff is prepared, it will be a lot of work.

There is a risk of servicing more people. Currently, SETA has a small number of people on which the performance is based, which can be managed well. By putting 25,000 people into the performance measurement pool, it is unclear what the results will be. The risk is that the performance will 'tank' the first year. Another risk is if the state does not give the Agency relief on the paperwork, it will be really hard. It is necessary to get rid of the many current paperwork requirements.

- Employer Outreach Committee: Ms. Kim Parker reported that the Committee has been focusing on the Next Skills Institute (NSI) and going forward with the soft skills training. Ads will be shown at local theatres advertising the Sacramento Works career centers. The first group of ads will be targeting employers.

## V. **Other Reports**

1. Chair: Mr. Ingram asked board members to consider people in their networks that might consider joining our board. There are five private sector slots open. Contact Ms. Purdy or Ms. Kossick if someone comes to mind. Mr. Cunningham stated that the Workforce Investment Act requires high-level policy makers on the board. The legislation envisions this and the Board Development Committee identified this.

Ms. Barbara Hayes provided a follow-up on the biodiesel/green technology program discussed by Cris McCullough, Associate Vice President, American River College, at the May 23, 2007 meeting. Los Rios Community College District was awarded \$500,000. Ms. Purdy reported she visited the program located at a building SCOE provided on Mather Campus. There are 22 people enrolled in the program. Eight engines, donated by Holt and Teichert, were being worked on. This is an excellent example of the partnerships in the region.

2. Counsel: Mr. Cunningham reminded board members to complete their ethics training and send staff the certificate of completion.
3. Public Participation: No comments.

## VI. **Adjournment:** Meeting adjourned at 9:33 a.m.

## ITEM III- A - ACTION

### APPROVAL OF THE SACRAMENTO INTEGRATED SERVICE TRANSFORMATION INITIATIVE LOCAL PLAN

#### BACKGROUND:

On October 10, 2007 meeting, the California Workforce Investment Board approved an Integrated Service Transformation Initiative to support the development of a demand-driven, skill-based, integrated service delivery model for Sacramento's One-Stop Career Center system. Sacramento Works, Inc. is one of twelve Local Workforce Investment Boards who have, in partnership with the local Employment Development Department Workforce Services offices, volunteered to be learning labs to test effective service integration models. This effort is undertaken with the intent to discover more effective ways to deploy staffing and fiscal resources while improving the quality of services delivered to workers and businesses.

The integrated service transformation plan has four major components:

1. An integrated talent pool that includes skilled job candidates who are ready to meet the needs of business.
2. Performance accountability measures that measure the outcomes of all customers served by the one stop system.
3. An integrated customer flow that establishes a sequence of demand-driven, skill-based, talent development services and training for One-Stop customers; and
4. An integrated staffing approach that markets the talent pool to employers and businesses in the region.

Each of the Learning Labs will develop a local integrated service transformation plan. The plan represents the first attempts by each local learning lab to identify and document the strategies they will use to gain support for and begin implementation of an integrated One-Stop system. Attached is the proposed Sacramento Works, Inc. plan template for an integrated service transformation plan for Sacramento. The start date for the integrated service transformation initiative learning labs is July 1, 2008. The Planning/Oversight Committee will take action at their meeting on January 16, 2008.

#### RECOMMENDATION:

Hear the recommendation from the Planning/Oversight Committee, and take action on approval of the Integrated Services Plan.

# Integrated Service Transformation Initiative Local Plan Template

- 1. Partnership and Collaboration:** Describe how the integration initiative was introduced to your Local Board. Discuss the degree of interest and support provided by the Local Board. Provide information on how the One-Stop Career Center partners (i.e., Workforce Investment Act (WIA) Adult, WIA Dislocated Worker, Wagner-Peyser, Trade Act, and Veterans) have been included in the planning process. Describe the leadership teams that were developed to support the change effort, their charters, and the information on how the membership of those teams was determined. Provide information as to how the teams will be used in the learning lab implementation.
- 2. One-Stop Agreements, contracts, and Memoranda of Understanding:** Explain how you will incorporate the language of the integrated service delivery model policy framework into your existing agreements. Include an estimated timeline for agreement approvals.
- 3. Workforce Intelligence/Labor Market Research:** Describe what methods you will employ to assess the local economy and employer needs, how you will validate the information gathered in this process, how you anticipate your discoveries will influence your approach to system integration and service delivery.
- 4. Skill Assessment, Skill-Enhancement and Skill-Based Labor Market Attachment:** Describe how the One-Stop Career Center service design will enhance the local system's ability to effectively link qualified job seekers with employment opportunities that best match their skills. If relevant, provide information on the proposed changes in office space design or procedural manuals. Describe how you will assess the skills and needs of job seekers, where assessment will occur and what staff will be tasked with this function? Describe your plan for training functional teams in the use of new assessment tools/systems.
- 5. Service availability at all locations:** Describe your strategy for ensuring that the integrated service delivery model you have designed will be consistently implemented throughout the local area. Provide a list of One-Stop Career Center locations where the integrated service model will be implemented. If you are phasing in implementation, provide a timeline.
- 6. Integrated Customer Pool:** Integrated service delivery includes a commitment to and a process for an integrated customer pool, where all One-Stop Career Center customers are registered simultaneously in the performance measure calculation of the Workforce Investment Act, Wagner-Peyser Act, Trade Adjustment Assistance, and Veterans Employment and Training programs. An integrated customer pool requires an automated reporting system. Indicate the option your local partnership has selected and describe how it will be implemented throughout the One-Stop Career Center system. Describe how you designed the flow of customers through your One-Stop Career Center system to assure that all clients will be reported?

7. **Adult Common Measures:** The Adult Common Measures outcome goals will be negotiated for the integrated customer pool. If your partnership has discussed expected entered employment, retention, and average wage levels for the common customer pool please provide some background on that discussion, and what the partnership's recommendation was for performance levels. If recommended performance goals have been developed, please describe the method used for determining these levels and any historical data used to evaluate performance expectations for the common customer pool.
8. **Customer Flow:** Describe the integrated customer flow you have designed and provide information on how it will offer all customers three types of services, including (1) an initial, standardized skill assessment from which an initial service plan is designed; (2) a robust menu of demand-driven, skill enhancement products (including, but not limited to, occupational training); and, (3) a method for attaching center customers to the labor market by responding to employer qualifications and, whenever possible, verifying skills prior to referral of job candidates to employers. Discuss which skill assessment tool(s) the learning lab will use, how and why the tools were selected and what skill enhancement products that the learning lab will offer. How will your system approach determining employer skill requirements and preparing job candidates for referrals based on those requirements?
9. **Integrated Staffing:** Describe how you approached the creation of cross-functional service delivery teams. Indicate who has responsibility for functional supervision, management and staffing functions for the new service delivery model. Describe proposed mechanisms to encourage early identification of ineffective practices, problem resolution and continuous improvement. Describe how functional teams will provide services under the adopted customer flow and how managers and team leaders of this effort were named.
10. **Employer Services Team:** .Describe the composition of your employer services team. Describe the methodology used in building teams to promote the services of the One-Stop Career Centers in the local community. Describe how relationships are developed with the local business community for the purpose of establishing ongoing employment opportunities for One-Stop customers.
11. **Success Indicators:** Describe how you propose to document the success of your integration effort. Describe the benchmarks that will be used to validate the level in which the leaning lab has successfully shifted to the integrated service delivery model, describe the methodology you will use to calculate your results, and describe the indicators you will compare as you evaluate your new model against past practice. Items that you may consider including are impact on service quality, ease of data collection, increased efficiencies and effectiveness, impact on performance outcomes, sufficiency and identification of resources to meet the responsibility, increase in the number of customers receiving skills and other training, impact on cost per customers served, and the impact on duration of unemployment.

## ITEM III-B - ACTION

### REVIEW AND APPROVAL OF WEB-BASED CLEARINGHOUSE OF EDUCATION AND TRAINING PROVIDERS AND CONSIDERATION OF DATA BASE AND SOFTWARE ENHANCEMENTS

#### BACKGROUND:

In June, 2007 Sacramento Works, Inc. approved a sole source contract with Valley Vision for \$16,000 to develop a web clearinghouse, or portal, which organizes the full range of current education/training programs in the region by educational providers. This initiative was the result of recommendations developed by the Partnership for Prosperity's Education Action Team. The goals of the Education Action Team are to:

1. Focus education and training certificate and degree programs on jobs that are forecasted to be in demand in the region and
2. Assist job seekers, students, parents, workforce development professionals, teachers and employers to identify education and training providers that can teach skills that are in demand.

Valley Vision worked with **Sky's The Limit Interactive**, a Sacramento based digital design firm, to create a Web-based relational database with open-source database language. The database has been populated with current education/training program information from the Occupational Outlook and Training Directory and is linked to the national O\*NET database, which contains hundreds of standardized and occupation-specific descriptors, including the key features of an occupation (the day-to-day aspects of the job and the qualifications and interests of the typical worker).

Users of the webpage will be able to search by occupation or by education and training provider. If searching by occupation, the user will be able to link to all education and training providers in the region that provide training in the occupation. If searching by education and training provider, the user will be able to see all of the courses the education and training provider has listed.

The webpage will use a narrowed "Wikipedia" strategy to update and gather information from institutional experts and will be linked to regional labor market information and forecasts.

The Web-based Clearinghouse will benefit Sacramento Works and the One Stop Career Center system by:

- ✓ Providing visibility for Sacramento Works, Inc. as sponsor of the Web-Site
- ✓ Fulfilling the Sacramento Works mission to provide information to employers and job seekers on training and education programs in the region.
- ✓ Ensuring 24 hour/7 day a week access to information on education and training providers, as well as expansion of the audience for the Occupational Outlook and Training Directory



- ✓ Providing access to an easy to use search engine for researching and updating information on education and training providers.

Bill Mueller, Managing Partner of Valley Vision, John Harden, SETA Labor Market Information Supervisor, and Sky's the Limit programmers will provide a demonstration for the Planning/Oversight Committee and present several options for improving and strengthening the website.

**RECOMMENDATION:**

Hear the report from the Planning/Oversight Committee and take appropriate action.

## ITEM IV-1 - INFORMATION

### PRESENTATION OF THE 2007/2008 OCCUPATIONAL OUTLOOK & TRAINING DIRECTORY

#### BACKGROUND:

This annual publication is produced by Sacramento Works, Inc. and the Sacramento Employment and Training Agency (SETA) and is the only comprehensive source of local labor market and education/training provider data available. This resource publication is comprised of three major sections: the first section is a series of occupational profiles that give a wide range of information captured from local employer surveys, including Wages and Benefits, Employer Requirements, Supply Demand Assessment, Size of the Occupation, and Employment Trends; the second section is a multi-county directory of the Sacramento region's education and training providers, including Contact Information, Services Provided, Education and Training Programs Offered, the Occupational Objective(s), and Program Cost and Length; and the third section is an occupation/training index which consists of an alphabetical index of occupations and the local education/training providers who offer related training for those occupations.

The directory also includes a wage table at the back of the book that that reflects Occupational Wage Data for the Sacramento-Arden Arcade-Roseville MSA (El Dorado, Placer, Sacramento, and Yolo counties (1st Quarter of 2007) from the Occupational Employment Statistics (OES) Survey conducted by the Employment Development Department (EDD). The wage data includes wage information for all occupations identified by the Standard Occupational Classification system (SOC).

ITEM IV-2- INFORMATION

OVERVIEW OF PRISON-TO-EMPLOYMENT EFFORTS IN THE SACRAMENTO  
REGION

BACKGROUND:

This item provides an opportunity for the Workforce Investment Board to be briefed on current issues and programs addressing prison-to-employment efforts.

## ITEM IV– 3 - INFORMATION

### SETA'S REGIONAL NURSE SUPPORT II PROJECT SELECTED BY THE STATE EMPLOYMENT DEVELOPMENT DEPARTMENT AS A PROMISING PRACTICE

#### BACKGROUND:

The State Employment Development Department maintains a website on Promising Practices that spotlights projects that have demonstrated new and innovative ways to provide services to clients and successfully meet their goals. The projects selected for the Promising Practices website are chosen because they meet specific EDD criteria and have developed and implemented creative strategies that could be shared with other organizations in the state. The website is a forum for local practitioners to exchange information and apply the strategies, approaches, techniques and resources that have proven to be successful.

SETA was recently notified by EDD that its Regional Nurse Support II (RNslI) project was selected as a Promising Practice for its updated website. RNslI will share strategies that helped achieve the following accomplishments:

- A very low attrition rate among nursing students (4% vs. the typical 30% at local community colleges)
- High wages for graduates ranging from \$30 to \$63 per hour
- Immediate employment of graduates and 100% retention rate
- Strengthened partner relationships
- Foreign-trained immigrants were able to reenter the healthcare workforce
- Graduates are relieving the shortage of qualified nurse educators in our region as substitute teachers at American River College

Attached is the document that highlights the details of the RNslI project that will be included on the Promising Practices website.

Staff will be available to answer questions.

## Regional Nurse Support-II (RNs-II) – Sacramento, CA

### **Successful Practice:**

The Sacramento Employment & Training Agency (SETA) was awarded an \$800,000 grant to develop a project that would assist job seekers and incumbent workers to become Registered Nurses. Building on the successes of the previous healthcare industry projects, RNs II created growth in regional nurse training capacity and increased the ability of local hospitals to provide healthcare to under-represented populations. This was accomplished by training 60 new Registered Nurses at the associate and bachelor degree level during the 24 month project period through expanded nurse education programs. In addition, 25 immigrants who had prior patient care experience in their countries of origin were assisted in re-entering the healthcare workforce in occupations that are in great demand, such as Certified Nurse Assistant, Registered Nurse, Radiology Technician and Respiratory Technician. The nursing candidates were recruited from the four partner healthcare organizations and were provided career paths for advancement to higher paying nursing positions.

SETA not only reduced the shortage of nurses in the region, but achieved an remarkably low attrition rate among the WIA-enrolled students of 4% compared to the typical 30% at local community colleges. The graduates were immediately employed, with wages that ranged from \$30 to \$63 per hour.

One of the recent graduates was a single mother of 3 children working as a medical assistant before being accepted into the nursing program. When she was considering dropping out of the program due to financial difficulties, SETA helped her find low-income housing and financial assistance. She has successfully passed the state nursing license exam and is now working as an Emergency Room nurse.

### **Funding: \$720,000 WIA 15%, \$80,000 W/P 10%**

Workforce Investment Act-Governor's 15 Percent Discretionary Funds, Wagner-Peyser 10 Percent funds

### **Partners:**

SETA, Los Rios Community College District and CSU, Sacramento, and Sutter Health Sacramento Sierra Region, Kaiser Permanente, Catholic Healthcare West, and UC Davis Medical Center

### **Contact:**

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ITEM IV- 4 – INFORMATION  
DISLOCATED WORKER UPDATE

BACKGROUND:

Attached is the most current dislocated worker update.

Staff will be available to answer questions.

## Dislocated Worker Information PY 2007/2008

The following is an update of information as June 1, 2007 on the Worker Adjustment and Training Notification (WARN) notices and Non WARN notifications in Sacramento County

<b>WARN STATUS</b>	<b>MONTH RECEIVE NOTICE</b>	<b>COMPANY AND ADDRESS</b>	<b>WARN STATUS</b>	<b># OF AFFECTED WORKERS</b>	<b>SETA'S INTERVENTION</b>
Official	5/16/2007	<b>Sutter Medical Center, Sacramento</b> 2800 L Street Sacramento, CA 95816-5600	7/13/2007	36	Pending
Unofficial	6/12/2007	<b>Bank of America</b> 11080 White Rock Road, Suite 500 Rancho Cordova, CA 95670	7/31/2007	20	6/22/2007
Official	8/10/2007	<b>Sutter Medical Center, Sacramento</b> 2800 L Street Sacramento, CA 95816-5600	8/25/2007	15	Pending
Official	9/7/2007	<b>Gala Construction, Inc. &amp; SPM</b> 2215 Plaza Dr. Rocklin, CA 95765	11/9/2007	44	New owners re-hired employees
Official	10/12/2007	<b>Crystal Cream and Butter Company</b> 8340 Belvedere Avenue Sacramento, CA 95826	10/16/2007	240	12/10/2007
Official	10/12/2007	<b>Sun Sacramento Site</b> 8880 Cal Center Sacramento, CA 95826	11/26/2007	4	Pending
Official	10/24/2007	<b>Intel Corporation</b> 1900 Prairie City Road Folsom, CA 95630	1/1/2008	112	Pending
Official	11/1/2007	<b>Bank of America</b> 11080 White Rock Road, Suite 500 Rancho Cordova, CA 95670	12/31/2007	68	12/6/2007
Official	11/13/2007	<b>Levitz Furniture</b> 4741 Watt Ave North Highlands, CA 95669	1/9/2008	53	Pending
Official	11/28/2007	<b>Marvell Semiconductor, Inc</b> 890 Glenn Drive Folsom, CA 95630	1/27/2008	4	Pending
Official	12/10/2007	<b>Intel Corporation</b> 1900 Praire City Road Folsom, CA 95630	2/1/2008	79	Pending
Official	12/10/2007	<b>Floor Serve</b> 309 North Hamilton St Dalton, GA 30720	12/7/2007	130	Mailed packets to local employees
			<b>Total # of Affected Workers</b>	<b>805</b>	

## ITEM IV-5- 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
- Board Development Committee – Kingman Tsang



## 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.