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## **SACRAMENTO WORKS, INC.**

### **Executive Committee**

**Date:** Monday, June 22, 2009

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

**Place:** Sacramento Employment & Training Agency  
Board Room  
925 Del Paso Blvd.  
Sacramento, CA 95815

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

1. Call to Order/Roll Call
2. Approval of Minutes of the May 26, 2009 meeting
3. Discussion and Approval of Process for Board Initiative Funding
4. Discussion and Action Regarding Non-WIB members on Committee
5. Adjournment

**COMMITTEE MEMBERS:** Kingman Tsang, Bill Camp, Lynn Conner, Mark Ingram, Matt Kelly, Gary King, Kathy Kossick, Elizabeth McClatchy, Kim Parker

**DISTRIBUTION DATE: MONDAY, JUNE 15, 2009**

**SACRAMENTO WORKS, INC.**  
**Executive Committee**  
Minutes/Synopsis

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

Tuesday, May 26, 2009  
9:00 a.m.

1. **Call to Order/Roll Call:** Mr. Ingram called the meeting to order at 4:05 p.m.

Members Present: Lynn Conner, Mark Ingram, Gary King, Kathy Kossick, Elizabeth McClatchy, Kingman Tsang and Kim Parker.

Members Absent: Bill Camp and Matt Kelly.

Others Present: Terri Carpenter, Phil Cunningham, Robin Purdy, Christine Welsch, Roy Kim.

2. Approval of Minutes of the April 15, 2009 meeting

Minutes were reviewed.

Moved/Tsang, second/Conner, to approve the minutes.  
Voice Vote: Unanimous approval.

3. Approval to Submit a Proposal to the California Employment Development Department for the California Green Job Corps Program

Ms. Kossick stated that this proposal is due today.

Ms. Welsch stated that the State of California released a solicitation for proposals the first of May for the California Green Job Corps Program. The only organizations that could apply were WIBs or community colleges. The state was divided into regions and our region consists of six counties. There was a community forum the same day as the Youth Council to acquire information. There are six areas where proposals are to be submitted.

The proposal was submitted for 130 people. Three regional colleges, Yuba, Los Rios Community College District and Sierra Colleges, are partners. In addition to SETA, NCCT, Yolo and Placer counties are working with this. One thing that was missing in the Green Technology Alliance was youth; this fills that gap.

Moved/Tsang, second/McClatchy, to approve the submission of a proposal to the California Employment Development Department and California Volunteers for the California Green Job Corps program in the amount of \$1 million.  
Unanimous approval with one abstention; Mr. King abstained from participation in the discussion and the vote.

4. Review and Discussion on Policy for Handling Unsolicited Proposals

Ms. Kossick agendaized this item to discuss things that are being requested that are not going through our regular procurement process and how this committee would work on this. Robin distributed information on Board initiative funds..

We have received three 'unofficial' requests for funds: 1) SACTO, 2) LEED and 3) Asian Resources. The Committee was asked to discuss the initiatives and how to address requests received.

Ms. Purdy inquired whether another labor market forecast should be done. It was decided that the WIB should make a decision whether to do this.

Ms. Conner suggested the LMI study be put off until January to see if it makes sense to do it.

Ms. McClatchy stated that the committee needs some data as to where the need are. When we see what the needs are, perhaps we leverage funds and then start building priorities. We have to focus on economic recovery money first; this has to be distributed to program operators and spent first to identify priorities to get people to work. Ms. Conner suggested identifying areas that have been missed and consider that for funding through board initiative funding.

As requests continue to come in, tell organizations that the committee is coming up with a process. The Executive Committee should have a process in place by their July meeting.

5. Review of Board Packet for May 27, 2009 Board Meeting

Regarding the Youth funding recommendations, Ms. Purdy stated that Twin Rivers will have a time only extension until the end of year data comes back.

The appropriate use of ARRA funds was discussed. Ms. Purdy stated that the most immediate impact must be on job creation.

LEED and Career GPS update: Mr. Cunningham wrote a letter but it has not yet been sent.

Ms. McClatchy thinks it is good to expand the committees to include non-WIB members. This is a good place to mine potential board members.

6. Adjournment: Meeting adjourned at 5:01 p.m.

## ITEM 3 - ACTION

### DISCUSSION AND APPROVAL OF PROCESS FOR BOARD INITIATIVE FUNDING

#### BACKGROUND

In the past, the Workforce Investment Board had provided the Executive Committee the authority to undertake board initiatives that were \$10,000 or less. Initiatives higher than this amount were to be presented to the full Board for approval.

With the release of the American Recovery and Reinvestment Act funds, the Board Initiative amounts have increased. Staff is receiving requests for funding that do not fall under the currently open Request for Proposals.

#### RECOMMENDATION:

Staff is researching potential direction for the Executive Committee. Staff will provide a summary of the unsolicited requests received to date for further review by the committee, and options for action by the committee.

## ITEM 4 - ACTION

### DISCUSSION AND ACTION REGARDING NON-WIB MEMBERS ON COMMITTEE

#### BACKGROUND:

The Executive Committee has in the past considered the potential of appointing non-WIB members to the various board committees and has not agreed to do this. At the last Executive Committee meeting, the item came up for future discussion.

#### RECOMMENDATION:

Discuss and review the potential of appointing non-WIB members to the WIB committees, and take action as needed.