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SACRAMENTO WORKS, INC.

Executive Committee

Date: Monday, January 26, 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 the December 15, 2008 Minutes
3. Recommendation for Appointment of Youth Council Member (Thomas Zender) (Robin Purdy)
4. Approval of WIB Applications (May Cha)
5. Approval to Allocate Youth Council Initiative Funds
6. Discussion of the January 28, 2009 Sacramento Works Board Agenda
7. Adjournment

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

SACRAMENTO WORKS, INC.

Executive Committee

Minutes/Synopsis

(The minutes reflect the actual progression of the meeting.)

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

Monday, December 15, 2008
4:00 p.m.

- 1. Call to Order/Roll Call:** Mr. Ingram called the meeting to order at 4:11 p.m.

Members Present: Bill Camp, Mark Ingram, Matt Kelly, Gary King, Kathy Kossick, Elizabeth McClatchy, Kingman Tsang.

Members Absent: Mike Dourgarian, Kim Parker.

Others Present: Terri Carpenter, Phil Cunningham, Robin Purdy, William Walker, Christine Welsch.

- 2. Approval of the November 17, 2008 Minutes**

Moved/Camp, second/Kelly, to approve the minutes as distributed.

Voice Vote: Unanimous approval.

- 3. Recommendation for Appointment of Youth Council Members** (Debbie Portela, Tim Ray, and David Younger)

Several members of the WIB have expressed interest in the Youth Council. Mr. Kelly stated that the Youth Council would welcome new members. Additional members are being sought but these employer representatives are the ones that have expressed interest. Mr. Tim Ray will be coming off the Planning/Oversight Committee to join the Youth Council. A question was raised as to whether the health care industry was represented on the Youth Council. Ms. Kossick stated that Ms. Portela worked in the health care industry.

Moved/Camp, second/McClatchy, to approve the appointments of Debbie Portela, Tim Ray, and David Younger to the Youth Council.

Voice Vote: Unanimous approval.

- 4. Approval of WIB Applications**

Ms. Kossick distributed Mr. Mike Testa's WIB application. Currently, there are two vacancies in the Private Business sector. Ms. Hayes has been a great help in recruiting for Private Business sector representatives. Mr. Testa represents the Sacramento Visitor and Convention Bureau.

Moved/Camp, second/King, to approve the appointment of Mr. Mike Testa to the Sacramento Works, Inc. board.

Voice Vote: Unanimous approval.

5. Discussion of the January 28, 2009 Sacramento Works Board Agenda

The January Executive Committee meeting is two days before the actual Board meeting. Ms. Kossick requested input on what Committee members want on the meeting.

Ms. Kossick spoke of attending a meeting information about a stimulus package is expected to come out with funding for workforce training, specifically the youth programs. If this is so, the Agency will have to start ramping up the program to start when the money is available. We will have to look back to 2000 when we last had a Youth program to glean what needs to be done. It is her feeling that the money will come in quickly and that it will need to be spent within a two-year period. Job training money will remain flat since there are demands for other projects. The new administration will be looking at every federal program for efficiency. The good news is that we will receive some level of stimulus funding which will be a good opportunity to partner in the community.

Ms. Purdy stated that Congresswoman Matsui is head of Energy Committee and has tapped Valley Vision to work on clean energy projects. She has no idea regarding the amount of money that will be received. The Governor provided \$8.4 million to areas that had a very high increase in unemployment. The state would like the funds utilized ASAP to work with dislocated workers.

Ms. Welsch stated that the Agency received funds for talent transfer in July that assisted residential construction people. Ms. McClatchy feels there will not be as large a 'hit' of dislocated workers in the construction area. Mr. Kelly stated that there are a number of large productions in the area that have stopped construction (Thunder Valley and Elk Grove Mall.).

Ms. Purdy stated that SETA partnered with Golden Sierra and Yolo to have a talent transfer event where over 800 Sacramento county residents attended. Ms. McClatchy stated that when we are going through the process of requesting money for youth, we have to be ready to get funds into the flow quickly. There are people in great need of the funds and services.

Ms. Purdy thinks the funding will come in the form of infrastructure improvements and we will have to contract with programs to provide services to improve roads, building, etc. The county is identifying areas that need improvement; Ms. Kossick has been working with them so there are steps toward getting programs in place.

By the board meeting staff will have a better idea of funding and will be able to give a historical review of what programs were offered in the past. Also if there are affiliations with other programs or counties. Ms. Purdy feels the economic stimulus would be the follow-up to the board discussion that was held in September and November.

Mr. Ingram wants a balanced agenda with all board members reading their agenda packets in advance. Board members need to be reminded where we are coming from, where we are going. Make the minutes more detailed.

A date for the Board retreat has not yet been chosen; Ms. Kossick is still working to tie down a facilitator. Mr. Ingram suggested Dr. Andy Imada. Ms. McClathy suggested Laura Mason Smith. Mr. Camp suggested Tim Rainey.

Mr. King asked that board members start thinking of identifying programs and ideas to bring to the January meeting. Mr. Kelly stated that the Youth Council wants to identify every program and partner involved in connecting youth with job training programs.

Mr. Ingram asked whether it would be possible to have the draft board agenda sent out to Executive Committee members; Ms. Kossick agreed that it could be done.

6. Adjournment: Meeting adjourned at 4:47 p.m.

ITEM 6 - ACTION

APPROVAL TO ALLOCATE YOUTH COUNCIL INITIATIVE FUNDS

BACKGROUND:

During the annual funding allocation the Youth Council set aside funds to be used for Youth Council initiatives which could include sponsoring job fairs, community outreach, supporting the Youth Development Network, and youth leadership training. During the Summer 2008, a portion of these funds supported two Sacramento Works for Youth Job Fairs. Members of the Youth Council and Sacramento Works, Inc. participate in a variety of initiatives in the community including:

Design Build Competition and Construction Career Awareness Day

These events provide hundreds of high school students the opportunity to learn more about the construction industry, meet apprenticeship programs, and employers working in the industry.

The Design Build Competition engages youth in the actual design and building process of a structure. Historically, Sacramento Works, Inc. provides approximately \$5,000 in sponsorship for the Design Build Competition.

The Construction Career Awareness Day, coordinated by Association of General Contractors, and hosted by Granite Construction is supported by private and public donations including \$50,000 from the SETA-administered CalTrans funding.

Sacramento Works for Youth Employer Outreach

For the past two years, Assemblymember Dave Jones has partnered with SETA/Sacramento Works, Inc., ACT and the City of Sacramento to host employer breakfasts. "Sacramento Works for Youth Employer Breakfasts" seeks to promote youth employment to the employer community and engage them in this effort. Given the economic downturn, staff is very concerned that youth employment will be even more challenging this year.

Human Services Workforce

The human services workforce is one of critical occupational groups identified by the Sacramento Works, Inc. For the past year, the Youth Development Network, SETA, the County of Sacramento and other community partners have been planning a strategy to address the issue of the human services workforce. This strategy includes researching the careers in the cluster, identifying the gaps and challenges in the workforce, identifying career pathways, and developing training to increase the capacity of new and

existing workforce. The partnership is hosting a Human Services Workforce convening on March 5, 2009 to engage and inform the community about this issue.

Staff is recommending an allocation of \$5,000 for the Human Services Workforce convening.

CareerGPS Enhancements

SETA/Sacramento Works, in collaboration with the Partnership for Prosperity (PFP) and LEED Sacramento, have developed CareerGPS.com. CareerGPS.com is a web-based application designed to provide job seekers, students, workforce development professionals, teachers, and employers with one central location to find the information they need to make informed education and career decisions. The application is comprised of two individual searchable online relational databases; the first database contains a comprehensive listing of public and private sector education and training providers in the Sacramento region as well as and the programs they offer (Sacramento Regional Education and Training Resource); and the second database contains industry/occupational forecast information on the top 75 industry sectors and their occupational composition. These 75 sectors, and sub-sectors, represent approximately 80% of the employment in the Sacramento region. The forecast includes the breakdown of occupational employment by industry sector over the next 2 years, 5 years, and 10 years as well as the ability to view industry sector data based on the training level of each individual sector.

Currently CareerGPS contains information on all of the education and training providers in the region that provide post secondary and adult educational programs targeting critical industries. In order to increase the usefulness of the website to high school students, parents, and educators, staff is recommending an expanding the education and training provider listing to include all Career Technical Education Programs offered in all secondary schools in the region. This effort would include:

- Reaching out to the State Department of Education and all secondary schools in the region to introduce CareerGPS, talk about the importance of a regional inventory of programs, and gain agreement to participate in developing the information necessary to compile the inventory.
- Collecting contact people and program information on all Career Technical Education programs in the region
- Developing a standardized format to present the information on the CareerGPS website

Staff is recommending a sole source contract with LEED Sacramento for \$12,000 to complete this work. As the recognized education intermediary for the Sacramento region, LEED is uniquely qualified to complete this work and has the linkages and

relationships necessary to collect and verify the information and provide it in the standardized format for the website.

On January 14, 2009 the Youth Council met as a Committee of the Whole and reported a consensus to support the recommended allocations.

RECOMMENDATION:

Approve the following allocation of youth initiative funds

- 1) \$5,000 to support the Human Services Workforce convening, and
- 2) \$12,000 to support Career GPS.com enhancements through LEED.