

CAREER CENTERS

BROADWAY

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

CITRUS HEIGHTS

7011 Sylvan Rd, Suite A
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) 286-8623

HILLSDALE

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

LA FAMILIA

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

LEMON HILL

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

MARK SANDERS

2901 50th Street
Sacramento, CA 95817
(916) 227-0301

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>



SACRAMENTO WORKS, INC. PLANNING/OVERSIGHT COMMITTEE

Date: Wednesday, January 20, 2010

Time: 8:30 a.m.

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

AGENDA

1. Call to Order/Roll Call
2. **Action Item:** Approval of Minutes of the October 21, 2009 Meeting
3. **Action Item:** Approval of Indicator and Output Reports for Strategies for the Planning and Oversight Committee Goal (Prepare customers for viable employment opportunities and career pathways in the region by improving the One-Stop Career Center System.)
4. **Action Item:** Review of Performance for Recovery Act Phase 1 and 2 Providers and Approval of Funding Modifications
5. **Information Item:** Baseline Occupational Information on Jobs Most Impacted by the Recession and Occupations with Viable Employment Opportunities
6. **Information Item:** Sacramento Works Career Center Second Quarter Performance Reports
7. Input from the public
8. Adjournment

Committee Members: Lynn Conner (Chair), Pat Godwin, Matt Kelly, Kathy Kossick, Jim Lambert, Frank Louie, James Pardun, Dan Throgmorton, Bruce Wagstaff.

DISTRIBUTION DATE: WEDNESDAY, JANUARY 13, 2010

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

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

Wednesday, October 21, 2009
8:30 a.m.

1. **Call to Order/Roll Call:** Ms. Conner called the meeting to order at 8:30 a.m.

Members Present: Lynn Conner, Mike Dourgarian, Matt Kelly, Jim Lambert, Kathy Kossick.

Members Absent: Pat Godwin, Frank Louie, James Pardun, Bruce Wagstaff.

Others Present: Robin Purdy, Melissa Noteboom, Bette Blanchard, Ed Procter, William Walker, Pamela Moore.

2. **Action Item:** Approval of Minutes of the August 19, 2009 Meeting

Minutes were reviewed; no corrections.

Moved/Lambert, second/Kossick, to approve the August 19, 2009 minutes.
Voice vote: Unanimous approval.

3. **Review and Approval of Committee Goals, Strategies, Activities, and Outcomes for a Strategic Plan**

Ms. Purdy reported that Ryan Sharp from the Center for Strategic Economic Research took the WIB goals from the retreat and came up with three strategies. The committee members asked to make the goal a little less 'jargonish'.

Mr. Lambert requested a status report on the ARRA proposals funded in June. Staff is now generating some data. Mr. Lambert wants to make sure the people allocated funds are achieving the goals and objectives. He does not want to know six months from now that the goals have not been met. He asked staff to add an indicator that the funding will be 'realigned' if the program operators have not met their goals.

There was discussion of the outcome indicator regarding performance of at least 85%. Ms. Purdy stated that it has historically been 85%. Ms. Purdy stated that this will go to the full board for approval in November.

Moved/Kelly, second/Lambert, to approve staff report and advance to the full board with recommended changes.
Voice Vote: Unanimous approval.

4. **First Quarter 2009 One Stop Career Center Report**

Ms. Noteboom reviewed the career center reports and reviewed some issues with the reports. First quarter reports on activities that are funded with ARRA funds will be modified to include more specific information.

Casey Family Programs are now working on family reunification. A lot of services to foster youth are now gone.

Ms. Purdy stated that 95% of the scholarships awarded are in the critical industries. There have been a large number of truck driving scholarships awarded.

Mr. Lambert stated that there is a population that is not being served, the population of 40-60 year olds that are being hit by terminations. Mr. Lambert inquired whether there was a way to reach out to these people. These people have been working for 20+ years and their jobs are terminated not by their fault but by the economy. Ms. Purdy stated that the Sacramento Professionals Network reaches out to professional people in that age group. Ms. Purdy will check the number of people in that age group going into our career centers. Ms. Purdy and Ms. Diane Ferrari will be meeting to discuss this. Ms. Kossick stated that dislocated workers now are different than years ago; there are more professionals.

5. **Input from the public:** None.

6. **Adjournment:** Meeting adjourned at 9:44 a.m.

ITEM 3 - ACTION

APPROVAL OF INDICATOR AND OUTPUT REPORTS FOR STRATEGIES FOR THE PLANNING AND OVERSIGHT COMMITTEE GOAL

BACKGROUND:

The Sacramento Works Planning and Oversight Committee approved the following goal, strategies, and outcomes for 2010:

GOAL: Prepare customers for viable employment opportunities and career pathways in the region by improving the One-Stop Career Center System

Strategy 1: Utilize ARRA funding for programs to mitigate effects of recession

Strategy 2: Target services to viable career pathways in critical occupations

Strategy 3: Enhance One Stop Career Center system service delivery

Outcomes: Jobs in viable immediate employment opportunities, easing of labor market deterioration, execution of agreed-upon ARRA-funded activities, training and employment in viable career pathways, customer job success, one-stop service improvement and participant and employer satisfaction.

Staff will present a plan to collect and report data and complete analysis that will provide the committee with the information needed to evaluate whether the goal and strategies are successful and the outcomes are met.

RECOMMENDATION:

Review the staff recommendation and select the data and reports that the Committee will review quarterly to evaluate progress towards achieving the goal, strategies and outcomes.

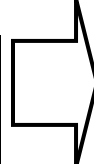
Goal: Prepare customers for viable employment opportunities and career pathways in the region by improving the One-Stop Career Center system.

Strategy #1
Utilize ARRA funding for programs to mitigate effects of recession



Planned Activities

- Analyze labor market information to identify industries and occupations *most affected by the recession* and those with *immediate support service needs*
- Analyze labor market information to identify high growth/high wage and emerging occupations—mine findings along with Critical Occupation Clusters for *viable immediate employment opportunities*
- Target ARRA funding to re-employment services for employees in industries and occupations most affected by the recession and training and employment services for viable immediate employment opportunities
- Summarize and track performance measures agreed-upon in ARRA-funded organizations and activities
- Implement an internal and external transparency, audit, and reporting systems for ARRA funding and results
- Realign resources to ensure investments result in jobs and employment opportunities



Outputs

- List of industries and occupations most affected by the recession those with immediate support service needs by November 30, 2009
- Summary of viable immediate employment opportunities by December 30, 2009
- Creation of internal reports and audit procedures for ARRA funding by November 30, 2009
- Development of external communication tools to report on ARRA funding and related results by January 31, 2010

Indicators

- ◆ Proportion of ARRA funding aligned with transitional services for employees in industries most affected by the recession—measured monthly
- ◆ Proportion of ARRA funding aligned with employment and training activities in viable immediate employment opportunities—measured monthly
- ◆ Number of viewers of external communications (e.g. recipients of reports and web site hits) on ARRA funding and results—measured quarterly
- ◆ Proportion of ARRA-funded activities reviewed through internal audit procedure—measured quarterly
- ◆ Proportion of participants served by ARRA-funded activities with initial and transitional unemployment claims

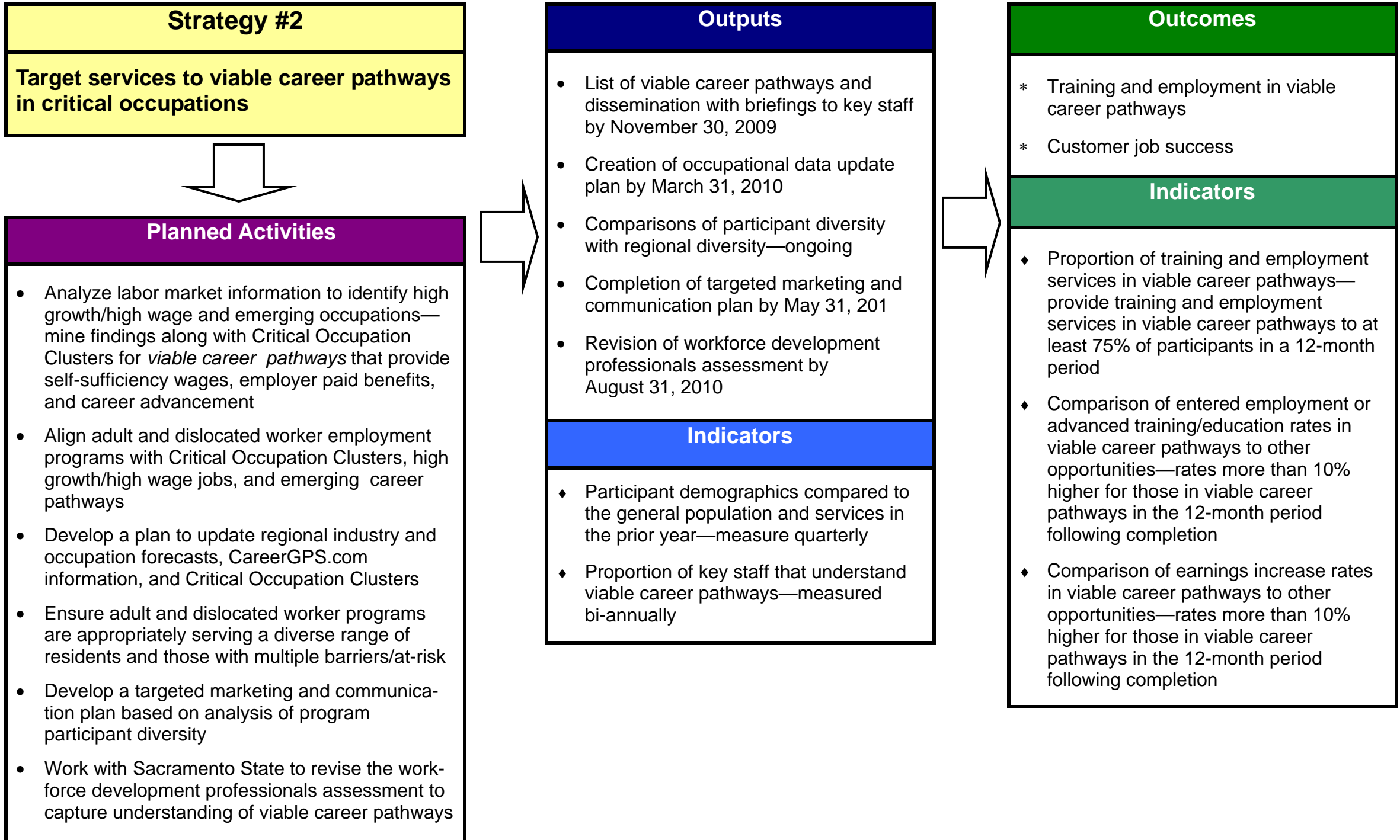


Outcomes

- * Jobs in viable immediate employment opportunities
- * Easing of labor market deterioration
- * Execution of agreed-upon ARRA-funded activities

Indicators

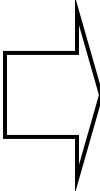
- ◆ Number of initial unemployment claims among participants served by ARRA-funded activities—slowing in number of claims for participants over a 12-month period
- ◆ Entered employment rates—achieve a rate of at least 50% in a 12-month period
- ◆ Proportion of jobs in viable immediate employment opportunities—direct at least 50% of participants entering employment to jobs in immediate viable opportunities in a 12-month period
- ◆ Proportion of ARRA-funded providers meeting agreed-upon performance measures—oversee recipients to achieve performance in at least 85% of funded activities over the duration of the contracts
- ◆ Financial investment in ARRA-funded provider programs per job created—establish a baseline for quarterly analysis and adjust investments



Strategy #3
Enhance One Stop Career Center system service delivery

Planned Activities

- Design and implement a brief quarterly dashboard report on One Stop service activity for the Committee (i.e. one-page data/graphic-graphic focused report summarizing key information)
- Implement a more comprehensive participant, employer (in collaboration with Employer Outreach Committee), and staff feedback system to gather opinions on program effectiveness, capacity building needs, and service gaps
- Develop a One Stop program improvement plan based on analysis of program activities; participant, employer, and staff feedback; identified needs; and state/national Learning Lab best practices
- Create a summary reference guide of workforce development partners that defines roles and services
- Distribute workforce development partners information to One Stop staff for referrals and among partners for external outreach

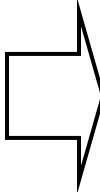


Outputs

- Development of quarterly dashboard report by February 28, 2010 (should contain additional performance measures)
- Creation and implementation of feedback system by November 30, 2009—invite all participants and employers to participate at conclusion of service and staff to participate on a quarterly basis
- List of potential One Stop program improvements and related best practices by August 31, 2010
- Completion of program improvement plan by February 28, 2011
- Production and distribution of workforce development partner compendium by February 28, 2010
- One Stop staff and resource development—ongoing based on feedback and identified needs

Indicators

- ◆ Number of workforce partner reference guides delivered to partners—measured annually
- ◆ Proportion of key staff that are aware of workforce development partners reference guide—measured bi-annually
- ◆ Proportion of employers that participate in feedback system—measured bi-annually
- ◆ Proportion of participants that participate in feedback system—measured bi-annually
- ◆ Proportion of staff that participate in feedback system—measured bi-annually



Outcomes

- * One Stop service improvement
- * Participant and employer satisfaction

Indicators

- ◆ Results of participant feedback—establish baseline measures for annual analysis
- ◆ Results of employer feedback—establish baseline measures for annual analysis
- ◆ Results of staff feedback—establish baseline measures for annual analysis
- ◆ Entered employment or advanced training/education rates—hold rates at least constant over a 12-month period
- ◆ Job retention rates—hold rates at least constant over a 12-month period
- ◆ Earnings increase rates—hold rates at least constant over a 12-month period

ITEM 4 - ACTION

REVIEW OF PERFORMANCE FOR RECOVERY ACT PHASE 1 AND 2 PROVIDERS AND APPROVAL OF FUNDING MODIFICATIONS

BACKGROUND:

The first strategy approved by the Planning/Oversight Committee is to utilize ARRA funding for programs to mitigate effects of recession. The planned activities for this strategy include

- Targeting ARRA funding to re-employment services for employees in industries and occupations most affected by the recession for training and employment services for viable immediate employment opportunities and
- Summarizing and tracking performance measures agreed-upon by ARRA-funded training providers.

Staff will provide the committee with

- Labor market research indicating occupations most affected by the recession and emerging viable employment opportunities (see attached Information Item)
- Second quarter progress reports on all ARRA funded providers with recommendations for modifications to ensure providers are meeting agree-upon goals.

After reviewing the performance of the ARRA funded providers and receiving input from staff and training providers, the committee will be asked to review recommendations to deobligate, or reduce some contracts and reobligate, or augment funds to providers who have successfully enrolled job seekers in their programs. A summary of the funds included in the staff recommendations (included in attached charts) is below:

- Augment successful Workplace Training (OJT and Work Experience) providers with TANF ECF Subsidized employment funds.
- Deobligate WIA and Recovery Act funds from programs experiencing late start-up or under-enrollment after the second quarter of operations. Reobligate WIA and Recovery Act funds to programs that met or exceeded enrollment goals at the end of the second quarter.
- Transfer unused Scholarship funds from SWCC- Mather to SWCC- Rancho Cordova.

RECOMMENDATION:

Review reports and develop recommendation for the Sacramento Works, Inc. Executive Committee and SETA Governing Board to ensure that funds are utilized to mitigate the effects of recession and to provide viable employment opportunities and career pathways.

Sacramento Employment and Training Agency
 Recovery Act/Workforce Investment Act (WIA), Title I, Adult/Dislocated Worker Program
 Occupational Skills Training Programs

Agency Name			Projected Annual Number To Serve	Total Funding (2009-2010)	Actual Number Served 12/31/09	Number Scheduled to Begin Training in 2010	Reported Expenditures	% of Enrollments as of 12/31/09	Recommended Action
	SWCC Target	Critical Occupation Clusters							
Phase I									
Center for Employment Training	*	Maint/Repair, Construction, Clean Energy Tech	64	\$323,770	17	3	\$53,193	31%	Reduce funding if January goals are not met
MTI College	All Centers	Healthcare-Sup Svcs, Admin-Sup Svcs, Installation, Maint/ Repair	44	\$351,615	36	0	\$342,898	82%	
Univ. Enterprises/Sac State College of Continuing Educ.	**	Clean Energy Technology	50	\$210,950	31	2	\$135,008	66%	
Los Rios Community College District	All Centers	Healthcare-SSvcs, Admin-SSvcs, Installation, Maint/ Repair, Clean Energy Tech	196	\$852,181	126	0	\$700,831	64%	
No. Calif. Teamsters Training & Education Trust Fund	All Centers	Transportation, Construction, Production	17	\$146,094	4	13	\$137,504	100%	
Tech Skills of Sacramento	All Centers	Admin-Sup Svcs, Healthcare-Sup Svcs, Information Tech	45	\$255,783	41	0	\$255,783	91%	
Sac City USD Skills and Business Educ. Center	Lemon Hill	All Critical Occupation Clusters	100	\$357,100	91	0	\$185,692	91%	
Galt Joint Union High School District	Galt	Healthcare-Support Services, Maintenance/ Repair	40	\$175,263	6	13	\$2,500	48%	Reduce funding if January goals are not met
Greater Sacramento Urban League	GSUL	Administrative-Sup Svcs, Healthcare-Sup Svcs	78	\$300,958	19	19	\$73,302	49%	Reduce funding if January goals are not met
Phase I Totals			634	\$2,973,714	371	50	\$1,886,711	66%	
Phase II									
Center for Employment Training	*	Medical Assistant and Medical Administrative Assistant	40	\$264,620	12	2	\$63,902	35%	Reduce funding if January goals are not met
Los Rios Community College District	All Centers	Welding, Helpdesk/Computer Support, Bookkeeping Junior level, Digital Literacy	50	\$239,083	48	1	\$234,318	98%	
The Stride Center/GSUL++	GSUL	A+ PC Technician	30	\$107,594	19	11	\$107,594	100%	
Phase II Totals			120	\$611,297	79	14	\$405,814	78%	
Total			754	\$ 3,585,011	450	64	\$2,292,525	68%	

* - Mark Sanders, Galt, South County, Rancho Cordova

** - Mather, Rancho Cordova, Citrus Heights

++30 students are attending class.--19 of them have completed paperwork

Sacramento Employment and Training Agency

Recovery Act/Workforce Investment Act (WIA), Title I, Adult/Dislocated Worker Program
Workplace Training/Job Creation Funded Programs

Agency Name			Annual Plan for Number Served	Total Funding 2009-2010	Enrollments through December 31, 2009	Pending Enrollments	Reported Expenditures	% of Annual Plan	Recommended Action
	SWCC Target	Critical Occupation Clusters							
La Familia Counseling Center, Inc. (OJT)	La Familia	Hospitality, Healthcare-Sup Svcs, Admin-Sup Svcs, Installation, Maint/Repair	40	\$238,327	25	8	\$ 82,644	83%	Augment
Asian Resources, Inc. (OJT)	B'way, Citrus Hgts	Hospitality, Healthcare-Sup Svcs, Admin-Sup Svcs, Installation, Maint/Repair	25	\$97,500	22	1	\$ 42,046	92%	Augment
Sac Chinese Comm. Service Center, Inc. (OJT)	Franklin, Rancho	Transpo, Tour/Hospitality, Admin-SSvcs, Healthcare-SSvcs, Install., Maint/Rep.	25	\$149,682	12	0	\$ -	48%	Reduce funding if January goals (20) are not met
Lao Family Community Development (OJT)	Lemon Hill	Healthcare-SSvcs, Admin-Svcs, Tourism/Hospitality, Construction	25	\$149,750	5	5	\$ 36,219	40%	Reduce funding if January goals (20) are not met
Beutler Corporation (OJT)	Franklin	Clean Energy Technology, Construction	20	\$197,586	3	1	\$ -	20%	Recruitment in progress for 15 employees
Asian Resources, Inc. (WEX)	B'way, Citrus Hgts	Clean Energy Technology, Weatherization	25	\$141,800	24	0	\$ 45,440	96%	Augment
Bach Viet Association, Inc. (OJT)	Lemon Hill	Tran/Prod, Install/Maint-Rep, Health-SSvcs, Tour/Hospitality, Admin-SSvcs	25	\$133,125	28	2	\$ 47,746	120%	Augment
Phase I Totals			185	\$1,107,770	119	17	\$ 254,096	74%	
Volunteers of America of Greater Sacramento (WEX)	Mather	Food Service Careers	56	\$300,000	20	0	0	36%	Modify to reduce TANF ECF funding
Folsom Cordova Community Partnership (OJT)	Rancho Cordova	All critical occupations	30	\$179,070	1	6	0	23%	Reduce funding if January goals (18) are not met
North State Building Industry Association (NSBIA) (OJT)	Hillsdale	Construction Careers	30	\$148,560	2	0	\$ 12,208	7%	Reduce funding if January goals (15) are not met
Crossroads Diversified Services (WEX)	Citrus Heights	All critical occupations	30	\$142,080	0	11	0	37%	Delayed start-up prorate budget
Tech Skills of Sacramento (WEX)		Instructional Assistants	30	\$80,760	Employer no longer qualifies for OJT	0	0		Deobligate funds
Assoc. Gen. Contractors of CA Construction Educ. Foundation (AGC) (WEX)		Construction Careers	30	\$169,500	AGC returned funding	0	0		SETA Operates program in partnership with JAR and Laborer's
Phase II Totals			206	\$1,019,970	23	17	\$12,208	19%	
Total			391	\$ 2,127,740	142	34	\$ 266,304	45%	
Majority of budgets for Workplace Learning Activity are wages and won't be claimed until OJT contracts are completed									

Sacramento Employment and Training Agency
 Recovery Act/Workforce Investment Act (WIA), Title I, Adult/Dislocated Worker Program
 Business Development and Retention Funded Programs

Agency Name	Critical Occupation Clusters	2009-2010 : Goals	Funding for 2009 2010	Progress December 2009	Reported Expenditures	Recommended Action
Phase 1						
Beutler Corporation	Clean Energy Technology, Installation	Develop training materials and curriculum for Consolitrades and Flash Cool business initiatives	\$35,000	Consolitrades Curriculum completed and approved.	\$ 19,250	On-track with contracted goals
Bestco, a Division of Beutler Corporation	Clean Energy Technology, Installation	Train 40 workers to manufacture and install Flash Cool evaporative cooling products	\$314,496	Training curriculum in development. SETA staff is working Beutler Management to recruit and develop OJT contracts.	\$ -	Start-up planned in March, 2010. 100% wages. Do not deobligate
Sacramento Area Regional Technical Alliance (SARTA)	Clean Energy Tech, Technology, Healthcare-Sup Svcs, Admin-SSvcs	Create 12 companies and 122 jobs, serve 10 companies in Venture Lab, provide FreshStart workforce development transition services to 250 job seekers, institute workforce development track at CleanStart and provide 15 Leadership Training sessions	\$250,000	SARTA has relocated to Power Inn Road where they are now functioning as a Venture Lab and technology incubator. Three companies are currently on-site: Solera Power Corporation, Stratovan, and California Sunlight. Two additional companies are in negotiations. In October SARTA coordinated CleanStart with a workforce development track for over 600 people.		On-track with contract goals. Late contract execution
Tree of Hope Funding, Inc.	Small Business Development	Micro Enterprising for 10 Businesses and 30 Jobs	\$65,000	Start-up delayed until 1-4-10 due to contract issues.		Pro-rate budget
Sacramento Regional Conservation Corps	Clean Energy Technology, Construction	Develop Re-Use store - will be a warehouse & retail facility for building materials that has been deconstructed from residential remodeling & demolition projects. Training in deconstruction field, creating self-sustaining store, reducing burden of debris on landfills, and creating full-time employment positions.	\$200,000	First cohort of workers enrolled (6 are enrolled)		Reduce Funding if January goals are not met
Phase I Totals		-	<u>\$864,496</u>		<u>\$19,250</u>	
Phase II						
Opening Doors, Inc.	Tourism/Restaurant Management	Kitchen incubator proram provides training that will allow graduates to open their own business; 43 jobs created	\$170,000	First cohort of 14 participants will be graduating from phase 1 to enter into phase 2 of the program by the end of this month. Second cohort of 17 participants to begin in February.	\$ 21,291	On-track with contract goals
Sac Asian Pacific Chamber of Commerce	Green Business Development	Website development with green jobs focus for employers that results in 25 employed.	\$25,000			
Mutual Assistance Network of Del Paso Heights	Restaurant/Food Service	Development of the "Firehouse Café and Produce Market"; residents can purchase fresh fruits and vegetables from local growers, coffee and lunch items; resulting 29 employed.	\$113,505	Start-up delayed until March 2010 due to delay in SHRA's processes.		pro-rate budget
Phase II Totals		0	<u>\$308,505</u>		<u>\$21,291</u>	
Total		#VALUE!	\$ 1,173,001		\$ 40,541	

ITEM 5 - INFORMATION

BASELINE OCCUPATIONAL INFORMATION ON JOBS MOST IMPACTED BY THE RECESSION AND OCCUPATIONS WITH VIABLE EMPLOYMENT OPPORTUNITIES

BACKGROUND:

In order to evaluate progress towards attainment of the Planning/Oversight Committee's strategic goals, the committee requested that staff conduct research to identify the jobs most impacted by the recession and those jobs which are providing viable employment opportunities in the region. Staff has worked with the Los Rios Community College Center of Excellence to develop the attached occupational forecast reports.

The first report represents the 100+ occupations that have been impacted the most by the recession for the 2007 – 2009 forecast period (based on absolute job losses). The primary criteria used to populate this report were:

- occupations which had a median hourly wage of \$10 or higher;
- education level required was associate degree or lower;
- occupation lost 100 jobs or more for the forecast period.

The second forecast report represents the 75+ occupations that are forecast to provide the best employment opportunities (based on absolute job growth). The primary criteria used to populate this report were:

- occupations which had a median hourly wage of \$10 or higher;
- education level required was associate degree or lower;
- occupations gained 250 jobs or more for the forecast period.

While all of the occupations on both lists reflect positive numbers due to replacement need, this was not factored into any of the criteria based primarily on the fact that replacement jobs do not technically add to the overall economic picture as it is extremely difficult to differentiate between replacement needs based on the need for newly training individuals versus turnover within the industry.

Occupations with the Greatest Decline in the Six County Sacramento Region - 2007-2009

(El Dorado, Placer, Sacramento, Sutter, Yolo, & Yuba counties)

SOC Code	Description	2007 Jobs	2009 Jobs	Change	Replacement Need	Median Hourly Earnings	Education Level
17-3011	Architectural and civil drafters	1,381	1,214	(167)	236	\$22.25	Postsecondary vocational award
49-3021	Automotive body and related repairers	1,118	948	(170)	215	\$24.01	Long-term on-the-job training
49-3023	Automotive service technicians and mechanics	5,682	4,925	(757)	955	\$23.18	Postsecondary vocational award
43-3011	Bill and account collectors	3,154	2,756	(398)	481	\$15.19	Short-term on-the-job training
43-3021	Billing and posting clerks and machine operators	3,355	3,215	(140)	222	\$15.71	Moderate-term on-the-job training
43-3031	Bookkeeping, accounting, and auditing clerks	16,684	15,523	(1,161)	1,647	\$16.53	Moderate-term on-the-job training
47-2021	Brickmasons and blockmasons	686	489	(197)	217	\$28.85	Long-term on-the-job training
49-3031	Bus and truck mechanics and diesel engine specialists	1,465	1,323	(142)	200	\$22.69	Postsecondary vocational award
53-3021	Bus drivers, transit and intercity	1,799	1,677	(122)	166	\$15.76	Moderate-term on-the-job training
51-7011	Cabinetmakers and bench carpenters	1,245	872	(373)	425	\$14.56	Long-term on-the-job training
47-2031	Carpenters	15,021	10,390	(4,631)	4,912	\$27.05	Long-term on-the-job training
47-2041	Carpet installers	587	403	(184)	197	\$21.13	Moderate-term on-the-job training
47-2051	Cement masons and concrete finishers	2,362	1,497	(865)	952	\$24.87	Moderate-term on-the-job training
53-7061	Cleaners of vehicles and equipment	2,441	2,184	(257)	424	\$10.65	Short-term on-the-job training
43-9011	Computer operators	1,763	1,591	(172)	301	\$17.77	Moderate-term on-the-job training
15-1041	Computer support specialists	4,244	4,099	(145)	398	\$22.33	Associate's degree
49-2011	Computer, automated teller, and office machine repairers	1,163	1,059	(104)	129	\$18.71	Postsecondary vocational award
47-2061	Construction laborers	14,227	10,446	(3,781)	3,938	\$19.87	Moderate-term on-the-job training

35-2014	Cooks, restaurant	5,597	5,253	(344)	629	\$11.47	Long-term on-the-job training
35-2015	Cooks, short order	1,831	1,726	(105)	199	\$10.43	Short-term on-the-job training
13-1051	Cost estimators	2,268	1,666	(602)	670	\$29.96	Work experience in a related field
41-2021	Counter and rental clerks	5,108	4,479	(629)	971	\$10.67	Short-term on-the-job training
43-4051	Customer service representatives	15,317	14,057	(1,260)	2,043	\$16.17	Moderate-term on-the-job training
51-4031	Cutting, punching, and press machine setters, operators, and tenders, metal and plastic	585	480	(105)	142	\$14.04	Moderate-term on-the-job training
43-9021	Data entry keyers	2,710	2,483	(227)	372	\$13.80	Moderate-term on-the-job training
43-5032	Dispatchers, except police, fire, and ambulance	1,508	1,349	(159)	227	\$17.31	Moderate-term on-the-job training
53-3031	Driver/sales workers	5,485	5,244	(241)	483	\$12.10	Short-term on-the-job training
47-2081	Drywall and ceiling tile installers	3,175	1,803	(1,372)	1,422	\$22.47	Moderate-term on-the-job training
47-2111	Electricians	5,877	4,639	(1,238)	1,477	\$22.70	Long-term on-the-job training
43-6011	Executive secretaries and administrative assistants	14,050	13,559	(491)	923	\$19.41	Moderate-term on-the-job training
43-4071	File clerks	1,730	1,544	(186)	395	\$13.47	Short-term on-the-job training
47-1011	First-line supervisors/managers of construction trades and extraction workers	8,780	6,665	(2,115)	2,301	\$31.49	Work experience in a related field
35-1012	First-line supervisors/managers of food preparation and serving workers	6,060	5,926	(134)	223	\$12.59	Work experience in a related field
53-1021	First-line supervisors/managers of helpers, laborers, and material movers, hand	1,292	1,181	(111)	159	\$21.71	Work experience in a related field
37-1011	First-line supervisors/managers of housekeeping and janitorial workers	2,818	2,680	(138)	217	\$11.78	Work experience in a related field
37-1012	First-line supervisors/managers of landscaping, lawn service, and groundskeeping workers	1,213	1,046	(167)	181	\$17.70	Work experience in a related field

49-1011	First-line supervisors/managers of mechanics, installers, and repairers	2,883	2,574	(309)	430	\$29.33	Work experience in a related field
41-1012	First-line supervisors/managers of non-retail sales workers	6,374	6,105	(269)	445	\$22.43	Work experience in a related field
43-1011	First-line supervisors/managers of office and administrative support workers	17,733	16,559	(1,174)	1,857	\$25.06	Work experience in a related field
51-1011	First-line supervisors/managers of production and operating workers	2,470	2,247	(223)	320	\$25.26	Work experience in a related field
41-1011	First-line supervisors/managers of retail sales workers	16,815	15,554	(1,261)	1,914	\$17.12	Work experience in a related field
39-9031	Fitness trainers and aerobics instructors	2,390	2,271	(119)	204	\$18.51	Postsecondary vocational award
47-2121	Glaziers	577	469	(108)	124	\$19.83	Long-term on-the-job training
49-9021	Heating, air conditioning, and refrigeration mechanics and installers	1,799	1,460	(339)	390	\$23.06	Long-term on-the-job training
47-3011	Helpers, brickmasons, blockmasons, stonemasons, and tile and marble setters	784	515	(269)	295	\$15.21	Short-term on-the-job training
47-3012	Helpers, carpenters	815	513	(302)	328	\$15.68	Short-term on-the-job training
47-3014	Helpers, painters, paperhangers, plasterers, and stucco masons	269	150	(119)	127	\$12.36	Short-term on-the-job training
49-9098	Helpers--Installation, maintenance, and repair workers	1,037	889	(148)	190	\$12.58	Short-term on-the-job training
51-9198	Helpers--Production workers	1,629	1,377	(252)	321	\$10.34	Short-term on-the-job training
43-4081	Hotel, motel, and resort desk clerks	1,487	1,327	(160)	268	\$10.79	Short-term on-the-job training
53-7051	Industrial truck and tractor operators	3,577	3,122	(455)	625	\$15.09	Short-term on-the-job training
51-9061	Inspectors, testers, sorters, samplers, and weighers	1,541	1,380	(161)	221	\$12.65	Moderate-term on-the-job training
43-9041	Insurance claims and policy processing clerks	3,812	3,645	(167)	264	\$16.92	Moderate-term on-the-job training
27-1025	Interior designers	747	646	(101)	135	\$17.11	Associate's degree

37-2011	Janitors and cleaners, except maids and housekeeping cleaners	11,528	10,941	(587)	1,006	\$11.42	Short-term on-the-job training
53-7062	Laborers and freight, stock, and material movers, hand	15,623	13,493	(2,130)	2,994	\$11.81	Short-term on-the-job training
37-3011	Landscaping and groundskeeping workers	10,571	8,978	(1,593)	1,830	\$11.12	Short-term on-the-job training
43-4131	Loan interviewers and clerks	2,444	1,753	(691)	755	\$20.01	Short-term on-the-job training
51-4041	Machinists	1,163	1,044	(119)	158	\$19.66	Long-term on-the-job training
49-9042	Maintenance and repair workers, general	7,821	7,317	(504)	540	\$16.72	Moderate-term on-the-job training
49-3042	Mobile heavy equipment mechanics, except engines	1,250	1,090	(160)	203	\$23.51	Postsecondary vocational award
43-9061	Office clerks, general	32,812	30,930	(1,882)	3,017	\$14.76	Short-term on-the-job training
47-2073	Operating engineers and other construction equipment operators	2,701	2,240	(461)	548	\$29.33	Moderate-term on-the-job training
43-4151	Order clerks	1,905	1,557	(348)	489	\$14.17	Short-term on-the-job training
51-9111	Packaging and filling machine operators and tenders	1,468	1,341	(127)	191	\$11.57	Short-term on-the-job training
47-2141	Painters, construction and maintenance	4,507	3,146	(1,361)	1,473	\$24.86	Moderate-term on-the-job training
41-2022	Parts salespersons	1,824	1,485	(339)	379	\$16.94	Moderate-term on-the-job training
47-2071	Paving, surfacing, and tamping equipment operators	857	716	(141)	170	\$22.65	Moderate-term on-the-job training
43-3051	Payroll and timekeeping clerks	1,537	1,387	(150)	220	\$18.59	Moderate-term on-the-job training
37-2021	Pest control workers	952	836	(116)	157	\$12.61	Moderate-term on-the-job training
27-4021	Photographers	6,075	5,955	(120)	382	\$13.82	Long-term on-the-job training
47-2151	Pipelayers	906	741	(165)	196	\$24.60	Moderate-term on-the-job training
47-2161	Plasterers and stucco masons	1,306	757	(549)	584	\$19.50	Long-term on-the-job training
47-2152	Plumbers, pipefitters, and steamfitters	4,405	3,490	(915)	1,059	\$24.28	Long-term on-the-job training
43-5052	Postal service mail carriers	2,484	2,384	(100)	240	\$23.26	Short-term on-the-job training
51-5023	Printing machine operators	1,180	1,063	(117)	176	\$16.94	Moderate-term on-the-job training

43-5061	Production, planning, and expediting clerks	2,052	1,887	(165)	268	\$22.11	Short-term on-the-job training
43-4171	Receptionists and information clerks	7,241	6,950	(291)	631	\$12.74	Short-term on-the-job training
47-2171	Reinforcing iron and rebar workers	429	291	(138)	153	\$20.96	Long-term on-the-job training
41-2031	Retail salespersons	35,238	31,086	(4,152)	6,066	\$10.01	Short-term on-the-job training
47-2181	Roofers	2,434	1,714	(720)	798	\$20.70	Moderate-term on-the-job training
41-4012	Sales representatives, wholesale and manufacturing, except technical and scientific products	7,153	6,254	(899)	1,175	\$26.01	Moderate-term on-the-job training
41-4011	Sales representatives, wholesale and manufacturing, technical and scientific products	3,683	3,306	(377)	523	\$39.86	Moderate-term on-the-job training
51-7041	Sawing machine setters, operators, and tenders, wood	414	311	(103)	115	\$13.14	Moderate-term on-the-job training
43-6014	Secretaries, except legal, medical, and executive	8,822	8,325	(497)	762	\$15.78	Moderate-term on-the-job training
33-9032	Security guards	7,168	7,045	(123)	409	\$11.04	Short-term on-the-job training
47-2211	Sheet metal workers	1,496	1,145	(351)	407	\$21.88	Long-term on-the-job training
43-5071	Shipping, receiving, & traffic clerks	4,407	3,900	(507)	694	\$13.91	Short-term on-the-job training
43-5081	Stock clerks and order fillers	14,696	13,399	(1,297)	2,138	\$11.17	Short-term on-the-job training
47-2022	Stonemasons	520	378	(142)	158	\$25.30	Long-term on-the-job training
47-2221	Structural iron and steel workers	696	532	(164)	199	\$29.21	Long-term on-the-job training
43-2011	Switchboard operators, including answering service	1,241	1,134	(107)	173	\$12.35	Short-term on-the-job training
47-2082	Tapers	1,339	779	(560)	581	\$24.35	Moderate-term on-the-job training
51-2092	Team assemblers	2,708	2,287	(421)	516	\$12.40	Moderate-term on-the-job training
49-2022	Telecommunications equipment installers and repairers, except line installers	2,965	2,438	(527)	647	\$28.49	Long-term on-the-job training
49-9052	Telecommunications line installers and repairers	1,347	1,084	(263)	319	\$25.21	Long-term on-the-job training
41-9041	Telemarketers	1,830	1,532	(298)	436	\$11.89	Short-term on-the-job training
43-3071	Tellers	5,059	4,270	(789)	1,162	\$12.82	Short-term on-the-job training

47-2044	Tile and marble setters	1,257	909	(348)	374	\$24.62	Long-term on-the-job training
41-3041	Travel agents	785	633	(152)	161	\$14.18	Postsecondary vocational award
37-3013	Tree trimmers and pruners	929	805	(124)	145	\$11.64	Short-term on-the-job training
53-3032	Truck drivers, heavy and tractor-trailer	11,127	10,084	(1,043)	1,401	\$19.32	Moderate-term on-the-job training
53-3033	Truck drivers, light or delivery services	8,612	7,907	(705)	986	\$14.23	Short-term on-the-job training
43-5111	Weighers, measurers, checkers, and samplers, recordkeeping	1,412	1,191	(221)	310	\$11.58	Short-term on-the-job training
51-4121	Welders, cutters, solderers, and brazers	1,312	1,135	(177)	225	\$18.00	Long-term on-the-job training
13-1022	Wholesale and retail buyers, except farm products	1,182	1,066	(116)	164	\$23.82	Work experience in a related field
51-7042	Woodworking machine setters, operators, and tenders, except sawing	557	391	(166)	185	\$11.79	Moderate-term on-the-job training

Source: EMSI Complete Employment - 4th Quarter 2009

Selection Criteria:

- 1) Median hourly earnings higher than \$10
- 2) Education level Associate degree or lower
- 3) "All Other" occupations excluded
- 4) Occupations lost 100 or more jobs for the period

Growth Occupations in the Six County Sacramento Region - 2009-2014

(El Dorado, Placer, Sacramento, Sutter, Yolo, & Yuba counties)

SOC Code	Description	2009	2014	Change	Replacement Need	Median Hourly Earnings	Education Level
13-2021	Appraisers and assessors of real estate	3,602	4,627	1,025	361	\$11.13	Postsecondary vocational award
49-3023	Automotive service technicians and mechanics	4,925	5,514	589	494	\$23.18	Postsecondary vocational award
43-3011	Bill and account collectors	2,756	3,160	404	208	\$15.19	Short-term on-the-job training
43-3031	Bookkeeping, accounting, and auditing clerks	15,523	17,602	2,079	1,215	\$16.53	Moderate-term on-the-job training
47-2031	Carpenters	10,390	11,941	1,551	703	\$27.05	Long-term on-the-job training
13-1031	Claims adjusters, examiners, and investigators	3,772	4,126	354	480	\$26.97	Long-term on-the-job training
53-7061	Cleaners of vehicles and equipment	2,184	2,505	321	417	\$10.65	Short-term on-the-job training
27-2022	Coaches and scouts	1,730	2,037	307	222	\$16.99	Long-term on-the-job training
13-1041	Compliance officers, except agriculture, construction, health and safety, and transportation	3,425	3,723	298	200	\$23.59	Long-term on-the-job training
15-1041	Computer support specialists	4,099	4,615	516	633	\$22.33	Associate's degree
47-2061	Construction laborers	10,446	12,246	1,800	393	\$19.87	Moderate-term on-the-job training
35-2012	Cooks, institution and cafeteria	2,174	2,454	280	294	\$13.06	Moderate-term on-the-job training

35-2014	Cooks, restaurant	5,253	6,189	936	711	\$11.47	Long-term on-the-job training
33-3012	Correctional officers and jailers	3,111	3,647	536	355	\$24.38	Moderate-term on-the-job training
13-1051	Cost estimators	1,666	1,970	304	171	\$29.96	Work experience in a related field
41-2021	Counter and rental clerks	4,479	5,047	568	854	\$10.67	Short-term on-the-job training
43-4051	Customer service representatives	14,057	16,803	2,746	1,957	\$16.17	Moderate-term on-the-job training
31-9091	Dental assistants	2,767	3,192	425	240	\$17.57	Moderate-term on-the-job training
29-2021	Dental hygienists	1,616	1,867	251	154	\$40.09	Associate's degree
53-3031	Driver/sales workers	5,244	6,056	812	605	\$12.10	Short-term on-the-job training
47-2081	Drywall and ceiling tile installers	1,803	2,145	342	124	\$22.47	Moderate-term on-the-job training
47-2111	Electricians	4,639	5,262	623	597	\$22.70	Long-term on-the-job training
43-6011	Executive secretaries and administrative assistants	13,559	15,380	1,821	1,079	\$19.41	Moderate-term on-the-job training
33-2011	Fire fighters	2,839	3,465	626	517	\$23.39	Long-term on-the-job training
47-1011	First-line supervisors/managers of construction trades and extraction workers	6,665	7,736	1,071	465	\$31.49	Work experience in a related field
35-1012	First-line supervisors/managers of food preparation and serving workers	5,926	6,857	931	223	\$12.59	Work experience in a related field
37-1011	First-line supervisors/managers of housekeeping and janitorial workers	2,680	3,236	556	197	\$11.78	Work experience in a related field
49-1011	First-line supervisors/managers of mechanics, installers, and repairers	2,574	2,855	281	302	\$29.33	Work experience in a related field

41-1012	First-line supervisors/managers of non-retail sales workers	6,105	7,020	915	440	\$22.43	Work experience in a related field
43-1011	First-line supervisors/managers of office and administrative support workers	16,559	18,078	1,519	1,709	\$25.06	Work experience in a related field
41-1011	First-line supervisors/managers of retail sales workers	15,554	17,362	1,808	1,632	\$17.12	Work experience in a related field
39-9031	Fitness trainers and aerobics instructors	2,271	2,770	499	213	\$18.51	Postsecondary vocational award
11-9051	Food service managers	4,576	5,366	790	540	\$16.88	Work experience in a related field
39-3011	Gaming dealers	1,312	1,749	437	132	\$10.39	Postsecondary vocational award
43-4161	Human resources assistants, except payroll and timekeeping	2,381	2,687	306	88	\$21.55	Short-term on-the-job training
43-4111	Interviewers, except eligibility and loan	2,362	2,647	285	310	\$17.41	Short-term on-the-job training
37-2011	Janitors and cleaners, except maids and housekeeping cleaners	10,941	12,688	1,747	1,047	\$11.42	Short-term on-the-job training
53-7062	Laborers and freight, stock, and material movers, hand	13,493	14,817	1,324	2,159	\$11.81	Short-term on-the-job training
37-3011	Landscaping and groundskeeping workers	8,978	10,634	1,656	592	\$11.12	Short-term on-the-job training
29-2061	Licensed practical and licensed vocational nurses	3,559	3,959	400	485	\$24.13	Postsecondary vocational award
49-9042	Maintenance and repair workers, general	7,317	8,262	945	90	\$16.72	Moderate-term on-the-job training
31-9092	Medical assistants	3,905	4,374	469	242	\$14.27	Moderate-term on-the-job training
43-6013	Medical secretaries	7,237	7,931	694	576	\$15.32	Postsecondary vocational award
27-2042	Musicians and singers	1,807	2,108	301	183	\$12.79	Long-term on-the-job training

31-1012	Nursing aides, orderlies, and attendants	8,139	9,485	1,346	364	\$12.78	Postsecondary vocational award
43-9061	Office clerks, general	30,930	34,719	3,789	2,838	\$14.76	Short-term on-the-job training
47-2073	Operating engineers and other construction equipment operators	2,240	2,632	392	217	\$29.33	Moderate-term on-the-job training
47-2141	Painters, construction and maintenance	3,146	3,667	521	279	\$24.86	Moderate-term on-the-job training
29-2052	Pharmacy technicians	1,608	1,971	363	246	\$17.59	Moderate-term on-the-job training
27-4021	Photographers	5,955	6,354	399	656	\$13.82	Long-term on-the-job training
47-2152	Plumbers, pipefitters, and steamfitters	3,490	3,936	446	360	\$24.28	Long-term on-the-job training
33-3051	Police and sheriff's patrol officers	5,538	6,576	1,038	740	\$30.21	Long-term on-the-job training
25-2011	Preschool teachers, except special education	4,171	4,677	506	345	\$10.75	Postsecondary vocational award
43-4171	Receptionists and information clerks	6,950	7,829	879	850	\$12.74	Short-term on-the-job training
29-1111	Registered nurses	15,722	18,655	2,933	1,298	\$40.10	Associate's degree
41-2031	Retail salespersons	31,086	36,695	5,609	4,785	\$10.01	Short-term on-the-job training
47-2181	Roofers	1,714	2,145	431	196	\$20.70	Moderate-term on-the-job training
41-4012	Sales representatives, wholesale and manufacturing, except technical and scientific products	6,254	7,012	758	690	\$26.01	Moderate-term on-the-job training
41-4011	Sales representatives, wholesale and manufacturing, technical and scientific products	3,306	3,663	357	365	\$39.86	Moderate-term on-the-job training

43-6014	Secretaries, except legal, medical, and executive	8,325	9,006	681	663	\$15.78	Moderate-term on-the-job training
33-9032	Security guards	7,045	7,776	731	715	\$11.04	Short-term on-the-job training
25-3021	Self-enrichment education teachers	1,862	2,216	354	99	\$11.74	Work experience in a related field
43-5071	Shipping, receiving, and traffic clerks	3,900	4,351	451	467	\$13.91	Short-term on-the-job training
21-1093	Social and human service assistants	3,260	3,775	515	189	\$15.04	Moderate-term on-the-job training
43-5081	Stock clerks and order fillers	13,399	14,406	1,007	2,104	\$11.17	Short-term on-the-job training
25-9041	Teacher assistants	11,246	13,086	1,840	916	\$16.93	Short-term on-the-job training
51-2092	Team assemblers	2,287	2,568	281	238	\$12.40	Moderate-term on-the-job training
49-2022	Telecommunications equipment installers and repairers, except line installers	2,438	2,754	316	300	\$28.49	Long-term on-the-job training
43-3071	Tellers	4,270	5,039	769	933	\$12.82	Short-term on-the-job training
53-3032	Truck drivers, heavy and tractor-trailer	10,084	11,655	1,571	895	\$19.32	Moderate-term on-the-job training
53-3033	Truck drivers, light or delivery services	7,907	9,113	1,206	701	\$14.23	Short-term on-the-job training

Source: EMSI Complete Employment - 4th Quarter 2009

Selection Criteria:

- 1) Median hourly earnings higher than \$10
- 2) Education level Associate degree or lower
- 3) "All Other" occupations excluded
- 4) Occupations grew by at least 250 jobs for the period