

CAREER CENTERS

BROADWAY

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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) 286-8600

HILLSDALE

5655 Hillside 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) 227-1395

MATHER

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

RANCHO CORDOVA

10381 Old Placerville Rd.,
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(916) 255-3255

SOUTH COUNTY

8401 - A Gerber Road
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Administrative Offices & Employer Services

925 Del Paso Blvd.
Sacramento, CA 95815
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Website: <http://www.seta.net>



SACRAMENTO WORKS, INC.

Executive Committee

Date: Monday, January 25, 2010

Time: 4:00 p.m.

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

AGENDA

1. Call to Order/Roll Call
2. Approval of Minutes of the November 16, 2009 meeting
3. Review of Performance for Recovery Act Phase 1 and 2 Providers and Approval of Funding Modifications
4. Review of the Board Agenda for the January 27, 2010 WIB meeting
5. Adjournment

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

DISTRIBUTION DATE: WEDNESDAY, JANUARY 20, 2010

Sacramento Works, Inc.
Executive Committee
Minutes/Synopsis

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

Monday, November 16, 2009
4:00 p.m.

1. **Call to Order/Roll Call:** The meeting to order at 4:00 p.m.

Members Present: Bill Camp, Lynn Conner, Matt Kelly, Gary King, Kathy Kossick, Elizabeth McClatchy, Kim Parker.

Members Absent: Mark Ingram, Kingman Tsang

Others Present: Robin Purdy, Phil Cunningham

2. **LEED Leadership Discussion of Future of Career GPS.com**

- ✓ Concerns that dollars generated are suitable to go back into website.
- ✓ Financial support for LEED can be done through the vendor list.
- ✓ Oversight of Career GPS.com resides in the Metro Chamber Workforce & Education Committee work plan.
- ✓ Review functionality of the website. Refresh the website Spring 2010
 - Off-the-shelf labor market forecast.
 - Projections

3. **Approval of Minutes of the September 18, 2009 meeting**

The minutes were reviewed; no questions or comments.

Moved/Camp, second/McClatchy, to approve the September 18 minutes.
Voice Vote: Unanimous approval.

4. **Review of November 18, 2009 Sacramento Works Board Packet**

Ms. Kossick and Ms. Purdy reviewed the agenda with board members.

There was a discussion of board member recruitment process. Potential member names should be forwarded to Mr. Tsang.

5. **Adjournment:** Meeting adjourned at 4:30 p.m.

ITEM 3 - 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.

The Planning/Oversight Committee reviewed and took action to approve the attached staff recommendations. Staff will be available to answer questions.

RECOMMENDATION:

Review and approve the attached recommendations from the Planning/Oversight Committee 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

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	36	\$700,831	83%	
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	19	18	\$2,500	93%	19 attending 18 waiting approval of EMT internship contract
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	384	91	\$1,886,711	75%	
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%	attending class.--19 need to complete paperwork
Phase II Totals			120	\$611,297	79	14	\$405,814	78%	
Total			754	\$ 3,585,011	463	105	\$2,292,525	75%	

* - 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	4	6	0	33%	Reduce funding if January goals (18) are not met
North State Building Industry Association (NSBIA) (OJT)	Hillsdale	Construction Careers	30	\$148,560	2	9	\$ 12,208	37%	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	26	26	\$12,208	25%	
Total			391	\$ 2,127,740	145	43	\$ 266,304	48%	

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 Consoltrades and Flash Cool business initiatives	\$35,000	Consoltrades 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, insitute 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.	\$ 118,818	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>\$138,068</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		-	<u>\$308,505</u>		<u>\$21,291</u>	
Total		-	<u>\$ 1,173,001</u>		<u>\$ 159,359</u>	