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**SACRAMENTOWORKS**

**SACRAMENTO WORKS, INC.**  
**Executive Committee**

**Date:** Monday, November 18, 2019

**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 October 28, 2019 Meeting
3. Continued Discussion of Sacramento Works Strategic Plan
4. Review of the November 20, 2019 Sacramento Works Agenda Packet
5. Adjournment

**COMMITTEE MEMBERS:** Lisa Clawson, David Gordon, Gary King, Kathy Kossick, Dr. Jamey Nye, Rick Wylie

**DISTRIBUTION DATE: TUESDAY, NOVEMBER 12, 2019**

**SACRAMENTO WORKS, INC.**

Executive Committee

Minutes

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

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

Monday, October 28, 2019  
3:30 p.m.

1. **Call to Order/Roll Call**

Mr. Rick Wylie called the meeting to order at 3:48 p.m. A quorum was not established.

Members Present: Kathy Kossick, Rick Wylie, Lisa Clawson, Gary King (arrived at 4:08 p.m., establishing a quorum)

Members Absent: David Gordon, Dr. Jamey Nye

Others Present: Phil Cunningham, Terri Carpenter, Roy Kim, Julie Davis-Jaffe, Ralph Giddings, William Walker

2. **Approval of Minutes of the September 23, 2019 Meeting**

The minutes were reviewed; Mr. Wylie had a change to the minutes; on Page 4, Mr. Wylie's last name is misspelled; the correction was noted by the clerk.

Moved/Clawson, second/Wylie, to approve the September 23 minutes as corrected; this is contingent upon Mr. King's vote on the motion.

Aye: 3 (Clawson, Kossick, Wylie)

3. **Continued Discussion of Sacramento Works Strategic Plan**

Mr. Wylie stated this meeting continues the discussion on goal #2. He stated that he thinks we should focus on measures we can track. He suggested a survey sample. Are there businesses we can partner with that would be willing to accept our customers? If this is a good measure, we need to help people attain better jobs. It seems like it is a good activity for us in this economic climate. He suggested moving the focus from helping people to get jobs and to helping people to get better jobs. Both are important elements. If the market wants to accept that kind of support, it will help; but it will not work unless the employers support it. There are companies that 'get' it so we need to partner with those companies. Companies such as Siemens gets it since they work to engage their employees with a focus on the future.

Mr. Wylie did not get much good feedback from the Build Your Own Workforce program. The ETP will provide money with assisting with the funds to train people along with the required reporting measures. We engage the employers that see the need and want to participate with the requirements of the ETP.

Mr. Kim stated that a benefit of the ETP cohort is there are similarly situated employees that go through a peer learning curve. It is much easier to track these numbers when there is a cohort.

Ms. Carpenter stated that generally we have a two-year ETP contract in specific industry sectors. We brought in a training partner for cyber security. ETP focuses on the employer rather than the job seeker. Staff works closely with ETP employers to ensure positive completions. ETP allows one contract at a time.

Mr. Wylie asked about the performance and pay scale advancement for ETP contracts. Ms. Carpenter replied that for the post retention program SETA has it by industry. ETP wants employers to train for higher salaried positions. Strategically ETP focuses on certain positions to train that will meet a certain wage retention. Mr. Wylie thinks expanding the ETP program would benefit everyone.

Mr. King arrived at 4:08 p.m. and a quorum was achieved.

A vote was taken to approve the September 23, 2019 minutes as corrected:

Aye: 4 (Clawson, King, Kossick, Wylie)

Nay: 0

Abstentions: 0

Absent: 2 (Gordon and Nye)

Mr. King stated that there is a big cross section of clients we serve. We talked about the enrollment process and the services tailored to their needs. The question is to get a better understanding of the bulk of individuals, and is there a way to get better data on the individuals to achieve the #2 goal. Mr. Wylie stated that the ETP option can be scaled on a larger basis. Do we want to focus on that more aggressively? There was a discussion of the 15% fees that SETA receives to cover the cost of services. Ms. Kossick stated that the 15% budget sometimes covers expenses and other times it does not.

Mr. King requested a listing of what information is gathered, outcomes ascertained, and what encompasses the assessment process for the ETP employers and participants. This would provide clarity as to how things work.

Mr. Kim reviewed the contracts and that they do not need to be monitored as closely as other contracts. In terms of a financial risk, there is no risk to SETA and a very small risk to the employer. Mr. Kim talked about challenges with the ETP contracts.

Mr. King stated that at the last meeting there was discussion about sharing information between organizations. Dr. Nye said there is a way to do it but he has not heard back. There was discussion of using Starbucks cards as an incentive for customers to submit a survey card. Mr. Kim stated that the survey card can be modified to collect information on how better their lives are after employment.

Mr. King stated that at the November 20 meeting, staff will be educating the board on the intake and assessment process and prepare to share the history of prior work and engagement with ETP. This will include the benefits and disadvantages from an employer standpoint. We will then explore potential expansion of that model. What we do is to take language and develop a description and outcome basis to it. How do we know what programs have been made? There should also be a discussion about sampling the individuals that come in that are not enrolled in the career centers.

The next Executive Committee meeting will be 4:00 p.m., Monday, November 18 to continue the discussion.

4. **Adjournment:** The meeting was adjourned at 4:56 p.m.