

WIB BOARD MEMBERS

- LARRY BOOTH**
Frank M. Booth, Inc.
- LESLIE BOTOS**
Blood Source
- BRIAN BROADWAY**
Sacramento Job Corps
- BILL CAMP**
Sacramento Central Labor Council
- PAUL CASTRO**
California Human Development Corporation
- LYNN R. CONNER**
Parasec
- MICHAEL DOURGARIAN**
MDDV, Inc.
- DIANE FERRARI**
Employment Development Department
- TROY GIVANS**
County of Sacramento, Economic Development
- DAVID W. GORDON**
Sacramento County Office of Education
- JASON HANSON**
Sierra Pacific Home and Comfort, Inc.
- LISA HARR**
Vision Service Plan
- BARBARA HAYES**
Sacramento Area Commerce & Trade Organization
- THOMAS P. KANDRIS**
American River Packaging
- MATTHEW KELLY**
- GARY R. KING**
SMUD
- DANIEL KOEN**
California Teachers Association
- KATHY KOSSICK**
Sacramento Employment & Training Agency
- STEVEN M. LADD, Ed.D**
Elk Grove Unified School District
- PAUL LAKE**
County Department of Human Assistance
- FRANK A. LOUIE**
Xerox Corporation
- JOANNE MAHANEY-BUEHLER**
Area 4 Agency on Aging
- SUSAN MANSFIELD**
A. Teichert & Son, Inc.
- ELIZABETH MCCLATCHY**
The Safety Center, Inc.
- DENNIS MORIN**
Sacramento Area Electrical Training Center
- ROGER NIELLO**
Sacramento Metropolitan Chamber of Commerce
- JAY ONASCH**
California Department of Rehabilitation
- KIM PARKER**
California Employers Association
- MARTHA PENRY**
California School Employees Association
- DEBORAH PORTELA**
Casa Coloma Health Care Center
- MAURICE READ**
Sacramento Sierra Building & Construction Trades Council
- LORENDA T. SANCHEZ**
California Indian Manpower Consortium
- ANETTE SMITH-DOHRING**
Sutter Health – Sacramento Sierra Region
- MICHAEL R. TESTA**
Sacramento Convention & Visitors Bureau
- DR. DAN THROGMORTON**
Los Rios Community College District
- TERRY A. WILLS, ESQ.**
Cook Brown, LLP
- RICK WYLIE**
Beutler Corporation
- DAVID P. YOUNGER**
Lionakis Beaumont Design Group



SACRAMENTOWORKS

REGULAR MEETING OF THE SACRAMENTO WORKS, INC. BOARD

DATE: Wednesday, January 22, 2014

TIME: 8:00 a.m.

LOCATION: SETA Board Room
925 Del Paso Blvd.
Sacramento, California 95815

While the Sacramento Works, Inc. Board welcomes and encourages participation in the Sacramento Works, Inc. meetings, it would be appreciated if you would limit your comments to five minutes so that everyone may be heard. Matters under the jurisdiction of the Sacramento Works, Inc. Board and not on the posted agenda may be addressed by the general public following completion of the regular agenda. The Sacramento Works, Inc. Board limits testimony on matters not on the agenda to five minutes per person and not more than fifteen minutes for a particular subject. Meeting facilities are accessible to persons with disabilities. Requests for Assisted Listening Devices or other considerations should be made through the Clerk's office at (916) 263-3827. This document and other Board meeting information may be accessed through the Internet by accessing the SETA home page: www.seta.net.

A G E N D A

PAGE NUMBER

- I. Call to Order/Roll Call**
- ➔ **Member Spotlight:** Barbara Hayes, Sacramento Area Commerce and Trade Organization
- ➔ **Presentation:** Update on Next Economy Initiative Investment (Valley Vision)
- II. Consent Item (2 minutes)**
- A. Approval of Minutes of the November 20, 2013 Meeting 1-4
- B. Appointment of Youth Council Member 5
- III. Discussion/Action Items (20 Minutes)**
- A. Approval of the Submission of the Capital Pathways to Success Grant Application to the U.S. Department of Labor (DOL), Employment and Training Administration (ETA), **Youth CareerConnect Program** (Christine Welsch) 6-7

B. Expanding Business Development and Lay-off Aversion Services (Bill Walker) 8-9

IV. Information Items (30 Minutes)

A. Sacramento Works Media Campaign Summary (Terri Carpenter) 10-11

B. Dislocated Worker Report (William Walker) 12-13

C. Employer Recruitment Activity Report (William Walker) 14-20

D. Committee Updates 21

- Youth Council
- Planning/Oversight Committee
- Employer Outreach Committee
- Board Development Committee

V. Other Reports (5 minutes) 22

1. Chair
2. Members of the Board
3. Counsel
4. Public Participation

VI. Adjournment

DISTRIBUTION DATE: WEDNESDAY, JANUARY 15, 2014

Sacramento Works, Inc. Local Workforce Investment Board Strategic Plan

Sacramento Works, Inc., the local Workforce Investment Board for Sacramento County, is a 41-member board charged with providing policy, planning and oversight for local workforce development initiatives.

Vision:

Building a dynamic workforce for the Sacramento Region.

Mission:

Sacramento Works partners with the workforce community to serve regional employment needs.

Goals:

Goal 1 (Planning/Oversight Committee):

Prepare customers for viable employment opportunities and career pathways in the region by improving the one stop career center system.

Goal 2 (Employer Outreach Committee):

Support regional employers' efforts to hire, train, and transition employees by enhancing and communicating the availability and value of Sacramento Works' employer and business services.

Goal 3 (Youth Council):

Prepare youth to thrive and succeed in the regional workforce by providing relevant work readiness and employment programs and engaging regional employers and academia.

(Adopted 5/25/11)

ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE NOVEMBER 20, 2013 MEETING

BACKGROUND:

Attached are the minutes of the November 20, 2013 meeting for review.

RECOMMENDATION:

That your Board review, modify if necessary, and approve the attached minutes.

REGULAR MEETING OF THE SACRAMENTO WORKS, INC. BOARD

Minutes/Synopsis

SETA Board Room
925 Del Paso Blvd.
Sacramento, California

Wednesday, November 20, 2013
8:00 a.m.

- I. **Call to Order/Roll Call:** Ms. Lynn Conner called the meeting to order at 8:04 a.m.

Members Present: Brian Broadway, Paul Castro, Lynn Conner, Mike Dourgarian, Diane Ferrari, Thomas Kandris, Matt Kelly, Daniel Koen, Kathy Kossick, Paul Lake, Frank Louie, JoAnne Mahaney-Buehler, Elizabeth McClatchy, Dennis Morin, Jay Onasch, Martha Penry, Kim Parker, Deborah Portela, Maurice Read, Lorenda Sanchez, Dan Throgmorton, Rick Wylie, David Younger.

Members Absent: Larry Booth, Leslie Botos, Bill Camp, David Gordon, Troy Givans, Jason Hanson, Noah Harris, Barbara Hayes, Lisa Harr, Gary King, Steven Ladd, Roger Niello, Anette Smith-Dohring, Mike Testa, Terry Wills.

- ➔ Member Spotlight: Dr. Dan Throgmorton, Los Rios Community College District Introduced Deborah Sacks and Tracy Hodge, Director of Internship and Work Experience Coordinator respectively at Sacramento City College. They spoke of opportunities available through the District.
- ➔ Presentation: Dennis Canevari, Sacramento/Sierra Building Trades Council and Business Manager/President for the Sheet Metal Workers. Mr. Canevari spoke of the impact of the Downtown Redevelopment and Arena Project on the Construction Sector.

II. **Consent Items**

- A. Approval of Minutes of the September 25, 2013 Meeting

The minutes were reviewed; no questions or corrections.

Moved/Kelly, second/McClatchy, to approve the September 25, 2013 minutes as distributed.

Voice Vote: Unanimous approval.

- B. Appointment of Youth Council Members

Mr. Kelly stated that he, as chair of the Youth Council, received applications from two young people interested in serving as Youth Advocates.

Ms. Welsch stated that four years ago, youth advocate positions were included in the career centers. This is a way to 'grow' new people into the system. There is a youth advocate on the Youth Council.

Moved/Kelly, second/Dourgarian, to appoint Jessica Gomez and Matthew Rocha-Rosario to the Youth Council.

Voice Vote: Unanimous approval.

III. Discussion/Action Items

- A. Approval to Submit a Request to Transfer Workforce Investment Act (WIA) Dislocated Worker Funds to Adult Funds, Program Year (PY) 2013-14

Ms. Michelle O'Camb reviewed this item which requests the transfer of 50% of dislocated worker funds to the adult allocation. It is less stringent documentation for this and Ms. O'Camb explained the various ways the services are available through adult and dislocated worker funding.

Moved/Gordon, second/Lake, to approve the submission to the State of California, EDD of a request to transfer \$2,256,072 in WIA dislocated worker formula funds to the WIA adult formula funding stream for PY 2013-14.

Voice Vote: Unanimous approval.

IV. Information Items

- A. CareerGPS 2013 Impact

This ever-growing event was reviewed by Ms. Terri Carpenter.

- B. Sacramento Regional Veteran's Energy Employment Project (SRVEEP) -- PowerPathways Program

Mr. William Walker stated that this program has been a highly successful partnership including SETA, PG&E, SMUD and American River College. Ms. Gabriel Meehan, Dean of Technical Education, American River College, was introduced.

Mr. Walker also introduced Ms. Keni Addison and Mr. Josh Woodson, staff members that have worked diligently on this program. A new co-hort will begin in March 2014 to train an additional 25 people and will expand to include the City of Roseville and the City of Sacramento

- C. Dislocated Worker Report: RAS was purchased by Sutter Health Care so no people will be laid off. Plum Healthcare Group will take over a section of work from Sutter Health Career.

D. Employer Recruitment Activity Report: No comments.

E. Committee Updates

- Youth Council: The Youth Council met earlier in the month; Mr. Kelly expressed thanks the support for appointing two new youth advocates.
- Planning/Oversight Committee: No report.
- Employer Outreach Committee: Ms. Terri Carpenter reported that the next committee meeting is scheduled for December 11 and will be hosted by Terry Wills. In January, Ms. Carpenter will give a detailed overview of the Sacramento Works campaign on Channel 10.

V. **Other Reports**

1. Chair: Ms. Parker announced that she attended the state WIB meeting. She asked for minutes that will be distributed to this board. There was a rumor that the number of local Workforce Investment Areas would be reduced but the state WIB does not intend to that this. Their biggest focus is regional collaboration.

Ms. Conner reported that CWIB chair Tim Rainey had a regional meeting with our regional partners. The purpose was to get ideas for regional collaboration; there was a lot of good conversation.

Ms. Kossick stated that there was not a set agenda and the meeting was pretty free flowing. The regions will be self identifying each regional area and their strength. Ms. Kossick stated that she recently received a letter from the state approving our five year plan; the state is in the process of re-evaluating the plans to determine high performing WIBS and that will not be out until January.

Mr. Walker stated that the Governor's Economic Development Incentive will replace the Enterprise Zone incentives. This information is available on line through the Franchise Tax Board.

2. Members of the Board: Ms. Kossick thanked the board for their continuous efforts to make this an outstanding board.
3. Counsel: None.
4. Public Participation: None.

VI. **Adjournment:** The meeting was adjourned at 9:00 a.m.

ITEM II-B - CONSENT

APPOINTMENT OF YOUTH COUNCIL MEMBER

BACKGROUND:

The Sacramento Works Youth Council is responsible for the planning and procurement of the Workforce Investment Act youth services. The Sacramento Works Youth Council seeks to develop a continuum of services to engage youth in the workforce system; works with community partners to coordinate youth initiatives; and is responsible for the oversight of youth providers. The Workforce Investment Act (WIA) requires no minimum or maximum number of representatives on the Youth Council. The WIA and the State of California has identified the following categories of membership on the Youth Council:

- Members of the local board with special interest or expertise in youth services or policy;
- Representatives of youth service organizations, including juvenile justice and local law enforcement agencies;
- Representatives of local public housing organizations;
- Education representatives;
- Parents of local youth seeking assistance under WIA;
- Youth, including former participants and representatives of organizations that have experience relating to youth activities; and
- Representatives of the Job Corps.

Mr. Brandon Louie is a community organizer with Mutual Housing of California and has submitted an application to represent the Housing sector. His application will be sent under separate cover. Staff will provide an oral report on this item.

RECOMMENDATION:

Review and appoint the above individual to the Sacramento Works Youth Council.

ITEM III-A - ACTION

APPROVAL OF THE SUBMISSION OF THE CAPITAL PATHWAYS TO SUCCESS
GRANT APPLICATION TO THE U.S. DEPARTMENT OF LABOR (DOL),
EMPLOYMENT AND TRAINING ADMINISTRATION (ETA), *YOUTH
CAREERCONNECT PROGRAM*

BACKGROUND:

The United States Department of Labor (DOL), Employment and Training Administration (ETA) has released a solicitation for grant applications for its **Youth CareerConnect** (YCC) Program. The opportunity will provide \$100 million in funds, divided among approximately 25 to 40 grants for up to \$7,000,000, with a program period of 54 months, to partnerships of private and public sector entities including Local Workforce Investment Systems, Local Education Entities, Employers, and Institutions of Higher Education. The YCC provides high school students with education and training that combines rigorous academic and technical curricula focused on specific in-demand occupations and industries for which employers are using H-1B visas to hire foreign workers. The purpose of the YCC is to increase program participants' employability in the H-1B in-demand industries and occupations. Given the large number of H-1B visas in science, technology, engineering and math (STEM) industries, DOL expects a substantial share of the grants to support education and training in STEM industries.

The overarching goals of the YCC are to:

- Provide education and training that combines academic and technical curricula that focuses on a specific in-demand industry or career;
- Increase student employability at graduation; and
- Prepare students for multiple career pathways that include placement into Employment, Post-secondary Education, Long-term Occupational Skills Training or Registered Apprenticeships.

The Capital Pathways to Success, a partnership between SETA, Elk Grove Unified School District (EGUSD), Sacramento City Unified School District (SCUSD), Los Rios Community College District, and California State University, Sacramento (CSUS), with partners from business, educational and governmental sectors, are collaborating to develop a regional career pathways system. As the fiscal agent for Sacramento Works, Inc. SETA is requesting approval to submit the application on behalf of Sacramento Works and will attach documentation affirming SETA as the legal entity serving as the fiscal agent for the Sacramento LWIB to the application. The joint proposal will serve approximately 850 students of the SCUSD and EGUSD, enhancing the sustainability of STEM-related Linked Learning pathways in the two largest school districts in Sacramento County by streamlining connections to work-based learning and post-secondary education for students, and by providing professional development for teachers. Both school districts serve a diverse student population and neighborhoods with high poverty.

ITEM III-A – ACTION (continued)

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Companies from California submitted 76,313 H-1B visa applications in 2013 and 65,620 in 2012, about 20% of all H-1B visa applications in the United States and double the number submitted by the next two states on the visa list, New York and Texas. The top job categories for H-1B visas for California and for the Sacramento region consist of occupations that require advanced math and science skills, including: Software Developers; Computer Programmers; Computer Systems Analysts; Civil Engineers; Biochemists and Biophysicists; Health Specialties Teachers; and Medical and Physical Scientists.

Using the Linked Learning approach, the Capital Pathways for Success will develop a pipeline of career pathways in industry sectors currently served by H-1B visas:

- Engineering;
- Healthcare/Medical Sciences; and
- Information Technology.

The core elements of the proposal are:

- Integrated Academic and Career-Focused Learning;
- Employer Engagement;
- Individualized Career and Academic Counseling;
- Work-based Learning and Exposure to the World of Work;
- Program Sustainability; and
- Program Performance and Outcomes.

By integrating these core elements in a comprehensive and sustainable fashion, the Capital Pathways for Success aims to meet the emerging needs of the local employer community while providing youth-enhanced educational and career opportunities. The grant is due January 27, 2014 and the anticipated start date for the program, if awarded, will be April 1, 2014.

RECOMMENDATION:

Approve the submission of the Capital Pathways to Success grant application requesting \$7 million to the U.S. Department of Labor, Employment and Training Administration, **Youth CareerConnect** Program.

STAFF PRESENTER: Christine Welsch

ITEM III-B - DISCUSSION

EXPANDING BUSINESS DEVELOPMENT AND LAY-OFF AVERSION SERVICES

BACKGROUND:

For the past year, the California Workforce Investment Board (CWIB) and the Employment Development Department (EDD) have been seeking ways to expand the business development and lay-off aversion services provided to businesses under the Workforce Investment Act.

The CWIB and EDD received approval from the U.S. Department of Labor for two waivers that will allow the use of WIA Dislocated Worker funds and Rapid Response funds for retraining workers who are at risk of losing their jobs. Each of these waivers are funded by different sources of WIA funds: (1) Under WIA Adult and Dislocated Worker funds up to 10% from each funding source can be used to fund lay-off aversion; and (2) Under Rapid Response funds up to 20% can be used to fund layoff aversion. Under both categories, these waivers allow local areas to use funds for Incumbent Worker Training activities as part of a layoff aversion strategy. All training delivered under these waivers is restricted to skill attainment activities.

In addition to the waivers, the CWIB and EDD are working with the Department of Labor to expand the definition and allowable activities included as part of the WIA Rapid Response program. This program has traditionally been used to serve employers and workers AFTER an employer has made a decision to close or downsize a business. The CWIB and EDD are now taking input from local Workforce Investment Boards to identify proactive business development and business process improvement activities that could be used to assist employers BEFORE they are in the position where they must lay-off employees and/or close their business.

The CWIB is currently considering adding Layoff Aversion and business retention funding to the rapid response allocation. If this occurs, WIBs that participate in activities that result in layoff aversion could receive funding on an anticipated fee-for-service basis.

Staff is requesting discussion and input from board members on business development and layoff aversion strategies and ideas on how to use incumbent worker training to assist regional employers to develop their business and avert layoffs.

Ideas to Consider:

1. Business Development and Business Process Improvement

SETA recently added a business development and business process improvement activity to the Vendor Service RFQ (<http://seta.net/wp-content/uploads/2012/07/Revised-VS-RFQ-11-7-13-final.pdf>) to recruit qualified organizations to assist by providing the following services:

ITEM III-B – DISCUSSION (continued)

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Provide services to prospective and current business owners to develop new businesses and strengthen existing businesses to avert layoff or business closure.

Services may include:

- Diagnosing/assessing business opportunities and challenges.
- Consultation on business process improvement planning, including formulating strategies for financial, marketing, and planning improvements, implementing quality management systems, strategies for new product development and diversification of existing products, and implementation of technology to improve efficiency and business performance.
- Implementation of systems to improve efficiencies in financial management, organizational development, marketing, human resources management and information systems management.
- Consultation on meeting licensing and regulatory requirements.

2. Incumbent Worker Training: Develop general guidelines and suggestions that SETA could use to identify employers with the potential for lay-offs.

Some of these include:

- Referral or contact from local city or county economic development agencies, chambers of commerce, labor organizations, small business development agencies, or other entities.
- Through connection with employers in a proactive and regular manner to identify their business needs.
- Through strong relationships with business management and labor representatives to encourage businesses to approach local areas before lay-offs.
- Use commercial business credit information such as Dun and Bradstreet.
- Identification of rapidly transitioning industries using the EDD Labor Market
- Labor Market Information Division (LMID) reports, regional industry sector studies, academic studies, or other credible data information sources.

ITEM IV- A – INFORMATION

SACRAMENTO WORKS MEDIA CAMPAIGN SUMMARY

BACKGROUND:

In the summer of 2013, Sacramento Works launched a media campaign that included radio, television and print advertising. The following overview includes campaign details as well as a summary of the results.

Campaign Theme: You Haven't Met Me Yet, But I Work For Business
Campaign Time Frame: July 8, 2013 – November 10, 2013

Campaign Elements:

TV Commercial

- My58 – KCRA News
- News 10

Radio Commercial

- KFBK
- Capital Public Radio

Print Advertising

- The Business Journal

Website Advertising

- KCRA.com
- News10.net
- Yahoo.com

Results:

- The campaign has generated 25 new employers who have never used the services of Sacramento Works, Inc.

ADT Security	Bath Fitter of Northern California	Becks Furniture	Dickey's Barbeque	Golden State Overnight
Allied Custom Upholsterers	Babe's Famous Ribs	DSV, Inc	Gold Country Water	LCA Services

ITEM IV-A – INFORMATION (continued)
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Hobby Town USA	Hupt Draft Services Inc.	J & C Custom Cabinets	Kyle's Rock & Redi-Mix, Inc.	Lobel Financial
Pacific Protection, Inc.	Prime Flight Aviation Services	Rim Hospitality	Sentinel Fire Equipment Company	Stroppini Enterprises
SVS Group, Inc.	Transglobal Solutions, LLC	Walt's Auto Service	Western Propane Gas Association	Windwalker Security Patrol, Inc.

- Job Orders during the campaign period increased by 87% from 118 in 2012 to 221 in 2013.
- Unique visitors to the Sacramento Works website/landing page increased by 70% from 15,607 unique visitors in 2012 to 26,595 in 2013.
- Beck's Furniture saw the TV commercial on a Monday and hired someone from Sacramento Works by Wednesday of the same week.

ITEM IV-B – INFORMATION
DISLOCATED WORKER REPORT

BACKGROUND:

The most current dislocated worker update is attached; staff will be available to answer questions.

Dislocated Worker Information PY 2013/2014

The following is an update of information as of January 13, 2014 on the Worker Adjustment and Training Notification (WARN) notices and Non WARN notifications in Sacramento County

	MONTH RECEIVE NOTICE	COMPANY AND ADDRESS	WARN STATUS	# OF AFFECTED WORKERS	SETA'S INTERVENTION
Official	7/1/2013	AT&T 7405 Greenhaven Drive Sacramento, CA 95831	9/1/2013	97	8/26/2013
Official	7/9/2013	Point Walker, Inc. dba Lucky Derby Casino 7433 Greenback Lane Citrus Heights, CA 95610	7/29/2013	113	7/25/2013
Unofficial	8/5/2013	Orchard Supply Hardware 6124 San Juan Ave. Citrus Heights, CA 95610	8/31/2013	48	8/11/2013
Unofficial	8/9/2013	Sears 1200 Blumfeld Dr. Sacramento, CA 95815	8/30/2013	20	8/21/2013
Unofficial	9/6/2013	Fresh & Easy 2540 Watt Ave. Sacramento, CA 95821	9/6/2013	72	9/16 - 19/2013
Official	9/6/2013	Bimbo Bakery 7125 Governors Cir. Sacramento, CA 95823	9/6/2013	100	9/24/2013
Unofficial	10/1/2013	Cenveo 9950 Mills Station Rd. Sacramento, CA 95827	12/30/2013	46	11/5/2013
Unofficial	10/1/2013	Sutter Health 2600 L Street Sacramento, CA 95816	12/2/2013	135	11/20/2013 12/2/13
Unofficial	10/9/2013	Kmart 2344 Sunrise Blvd. Rancho Cordova, CA 95670	12/30/2013	97	11/21/2013
Unofficial	10/24/2013	Bank of America Rancho Cordova, CA 95670	11/29/2013	110	Declined Services
Official	10/25/2013	RAS Medical Group 500 University Avenue Ste. #200 Sacramento, CA 95825	12/31/2013	56	Declined Services
Official	1/9/2014	BCI Coca-Cola Bottling Company 4101 Gateway Park Blvd, Sacramento, CA 95834	3/7/2014	49	Pending
			Total # of Affected Workers	728	

ITEM IV-C – INFORMATION

EMPLOYER RECRUITMENT ACTIVITY REPORT

BACKGROUND:

Staff at Sacramento Works Career Centers and internal Employer Services staff work with local employers to recruit qualified employees. The most current update is attached.

Mr. William Walker will be available to answer questions.

Employer Activity Report
July 1, 2013 -January 6, 2014

EMPLOYER	CRITICAL CLUSTERS	JOBS	NO OF POSITIONS
Critical Occupational Clusters Key: 1=Administrative & Support Services; 2=Architecture & Engineering; 3=Construction; 4=Healthcare & Supportive Service; 5=Human Services; 6=Information Technology; 7= Installation, Maintenance & Repair; 8=Tourism/Hospitality; 9=Transportation & Production; 10=Non-Critical Occupations			
ADT Security	1	High Volume Residential Installer	2
	1	Small Business Security System Installer	2
Allied Custom Upholsterers	10	Furniture Upholsterer	1
AlSCO, Inc.	1	Account Sales Consultant (ASC)	1
	1	General Office Clerk	1
	7	Maintenance Technician	1
	9	Route Relief/Utility RSR	1
	8	Utility Laundry Worker	10
Alien Transport LLC	9	Class A Driver	6
ALLSTATE INSURANCE- ALAIN IONESCU OFFICE	1	Insurance Sales Representative	1
ALLSTATE INSURANCE CARMICHAEL CA	1	Insurance Broker	1
Alternatives Unlimited	1	Enrollment Team Member	5
American Council of Engineering Companies	1	Office Assistant	1
Atlas Disposal Industries	7	Diesel Mechanic	1
Babe's Famous for Ribs	8	Cashier Host/Hostess	2
Bath Fitter Northern California	10	Canvasser	3
Beck's Furniture	10	Furniture Delivery Drivers & Helpers	6
California Foundation for Independent Living	1	Program Coordinator - Digital Access	1
	6	Web Designer / Front-End Developer	1
California Association for Health Services at Home	1	Registration Assistant	1
California Association of School Business Officials	1	Bookkeeper	1
California Association of Winegrape Growers	1	Administrative Assistant	1
California Department of Fish & Wildlife	10	Fish and Wildlife Seasonal Aide	1
California Primary Care Association	1	Senior Administrative Assistant	1
Center for Employment Training	1	Business Office Technology Instructor/Advisor	1
	1	Medical Assistant Instructor/Advisor	1
Cenveo	1	Adjuster	2
	1	Adjuster Trainee	2
	7	Machine Operator	1
Certified Employment Group	1	Customer Service Representative (CSR)	30
Child Action	5	Bi-lingual Case Manager (Vietnamese)	1
City of Roseville	10	Meter Reader	1
CITY OF SACRAMENTO, TROOPS FOR FITNESS	10	Fitness & Nutrition Instructor	7
COMMUNITY ACTION PARTNERSHIP OF SAN LUIS OBISPO COUNTY, INC.	1	Human Resources Director	1
Community Link Capital Region	10	Chief Executive Officer (CEO)	1
	10	Director, Finance & Administration	1
CPC Logistics, Inc.	9	Class A Driver	10
Crossroads Diversified Services	1	Adult Education Instructor	1
Crossroads Facility Services	1	Job Developer	1
CVS Pharmacy	1	Assistant Store Manager	1
Daniel B. Dunleuy, M.D., Inc.	1	Receptionist	1
Diamond Bay Realty & Property	1	Payables Clerk	2
	1	Receptionist	1
Diamond Personnel Services	10	Political Phone Surveyor	10
	1	Spanish Bi-Lingual Outreach Members	10

Employer Activity Report
July 1, 2013 -January 6, 2014

EMPLOYER	CRITICAL CLUSTERS	JOBS	NO OF POSITIONS
Critical Occupational Clusters Key: 1=Administrative & Support Services; 2=Architecture & Engineering; 3=Construction; 4=Healthcare & Supportive Service; 5=Human Services; 6=Information Technology; 7= Installation, Maintenance & Repair; 8=Tourism/Hospitality; 9=Transportation & Production; 10=Non-Critical Occupations			
Dickeys Barbecue	1	Cashier	20
	8	Food Service Counter Clerk	20
Direct Marketing Specialists (DMS)	1	Residential Account Executive	15
Donor Development Strategies	1	Grassroots Canvassing and Field Managers in Training	5
DSV Inc.	9	Equipment Operator with Class A License	1
DuctTesters, Inc.	7	HERS II Rater	1
Elk Grove Food Bank Services	1	Administrative Assistant	1
Energygy	7	Permit Technician / HERS Rater Trainee	1
Fairytale Town	1	Education & Program Assistant	1
	1	Part-Time Grounds Keeper	1
Focus Strategies	1	Executive Assistant/Administrative Analyst	1
Fortune School of Education	1	Response To Intervention Aide	1
	1	Sub Teachers	25
Francis House Center	1	Job Development Center Manager	1
General Produce Company	1	Accounting Assistant	1
	1	Accounts Payable Clerk	1
	9	Commercial Drivers	4
	9	Delivery Route Truck Driver	3
	9	Order Selector	5
Global Communications Center	1	Virtual Customer Service Professional	150
Greater Sacramento Urban League	1	Case Manager for 25% Dislocated Worker Program	1
	1	Case Manager for Adult and Dislocated Worker Program	1
	1	Case Manager for Youth Program	1
	1	Employment Developer	1
	1	Intake Specialist	1
	1	GED Instructor	1
	1	Youth Coordinator	1
Gold Country Water	1	Customer Service/ Driver and Delivery	1
Golden State Overnight	1	Customer Service Representatives	5
Harlow's Help At Home	4	Certified home Health Aide	150
	4	Certified Home Health Aide / CHHA / CNA / Caregiver	25
	4	Certified Home Health Aide, Certified Nursing Assistant and Experienced Caregiver	25
	4	Certified Home Health Aide, Certified Nursing Assistant and Experienced Caregiver	25
Hobby Town USA Folsom	1	Retail Hobby Sales Clerk & Cashier	2
Hupp Draft Services, Inc.	7	Beer Line Cleaning Technician	1
International Homestay America	10	Homestay Host Family	25
Island Angels	1	Book Keeper	1
J & C Custom Cabinets	1	Office Assistant	1
Kids Quest	10	Shift Leader	5
KVIE	1	Fundraising Events Specialist	1
Kyle's Rock & Redi-Mix, Inc.	10	Yard Laborer	1
L-3 Narda Microwave-West	1	Administrative Assistant	1
	1	Inspection Specialist	1
	9	Process Engineer	1
	9	Senior General Accountant	1
La Familia Counseling Center, Inc.	1	Case Manager	1
	1	Out of School Youth Employment Training Specialist	1
	1	Youth Advocate	1
LCA Services	1	Case Manager	1
	5	Program Monitor	1
Leslie's Cleaning Service	10	Maid, Cleaning Technician	5

Employer Activity Report
July 1, 2013 -January 6, 2014

EMPLOYER	CRITICAL CLUSTERS	JOBS	NO OF POSITIONS
Critical Occupational Clusters Key: 1=Administrative & Support Services; 2=Architecture & Engineering; 3=Construction; 4=Healthcare & Supportive Service; 5=Human Services; 6=Information Technology; 7= Installation, Maintenance & Repair; 8=Tourism/Hospitality; 9=Transportation & Production; 10=Non-Critical Occupations			
Lighthouse Counseling and Family Resource Center	1	Part-Time Bi-Lingual Office Manager/Administrative Assistant	1
	1	Development Associate	1
Lincoln Financial Advisors	1	Financial Practice Analyst	1
Lobel Financial	1	Loan Processor	3
Los Rios Community College District	1	Account Clerk II	1
	1	Account Clerk III	1
	1	Accounting Assistant Professor	1
	1	Administrative Assistant I	3
	1	Administrative Assistant II	1
	1	Admissions/Records Clerk II	
	1	Admissions/Records Evaluator I	1
	1	Assistant Financial Aid Officer	1
	1	Associate Vice Chancellor of Information Technology	1
	1	Associate Vice President of Instruction and Student Learning	1
	1	Athletic Trainer	1
	1	Automotive Collision Technology Adjunct Professor Pool	1
	1	Business Law/Business Assistant Professor	1
	4	Chemistry Assistant Professor	1
	1	Clerk II	2
	1	Clerk III	2
	4	College Nurse	1
	1	College Police Sergeant	1
	1	Communications and Public Information Officer	1
	1	Confidential Administrative Assistant I	2
	1	Confidential Human Resources Specialist I	1
	1	Counseling Clerk II	1
	1	Custodian	3
	1	Dean of Instruction - Workforce Development, Kinesiology,	1
	1	Dean of Student Services	1
	1	Director of Institutional Advancement	1
	1	Director, Administrative Services	1
	1	Educational Media Design Specialist	1
	1	Facilities Management Operations Supervisor	1
	1	Financial Aid Clerk II	1
	1	Financial Aid Officer	1
	1	Grant Coordination Clerk	1
	1	Groundskeeper	1
	1	Information Technology Analyst I - Business Analyst (Purchasing/Payroll)	1
1	Information Technology Analyst I - Business Analyst	1	
1	Instructional Assistant - Accounting	1	
1	Instructional Assistant - Biology	1	
1	Instructional Assistant - Chemistry	2	
1	Instructional Assistant - Learning Resources	1	
1	Instructional Assistant - Math	3	
1	Instructional Assistant - Mechanical/Electrical Technology	1	
1	Instructional Assistant - Writing/English/Reading	1	
1	Instructional Development Coordinator	3	
1	Instructional Services Assistant I	1	
1	Instructional Services Assistant II	3	
1	Interpreter, American Sign Language (ASL)	1	
1	Lifeguard	1	
1	Maintenance Technician II	1	

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Los Rios Community College District	1	Occupational Therapy Assistant (OTA) Assistant Professor	1
	1	Outreach Clerk	1
	1	Payroll Clerk I	1
	1	Persian Adjunct Assistant Professor Pool	1
	1	Physical Therapist Assistant, Assistant Professor 60%/Coordinator 40%	1
	1	President, American River College	1
	1	Special Projects - Human Resources Training	1
	1	Student Personnel Assistant - Assessment/Testing	1
	1	Student Personnel Assistant - Career & Job Opportunity Services	1
	10	Student Personnel Assistant - Extended Opportunity Programs and Services (EOPS)	1
	1	Student Personnel Assistant - Student Services	1
	1	Student Personnel Assistant - Student Services	1
	1	TANF/CalWORKs Specialist	1
1	Vice President, Administrative Services and Student Support	1	
Mathiot Group Homes	1	Youth Counselor	7
Matrix Absence Management	1	Clerical Assistant	1
	1	Workers' Compensation Claims Assistant	1
Meyer Associates	1	Office Manager/Bookkeeper	1
Mid Valley Funding	1	Mortgage Loan Processor	1
Midtown Grocery Outlet	1	Cashier	5
MRPE, Inc.	2	Engineer	1
	1	Executive Secretary	1
NAMI California	1	Programs Administrative Assistant	1
	1	Program Coordinator	1
New Life Christian Preschool And Learning Center	1	Preschool/After School Teacher	1
Nonprofit Resource Center	1	Administrative Assistant	1
Northern Sheets LLC	1	Customer Service Representative	1
Opening Doors Inc.	1	Accounting Clerk	1
Pacific Crest Trail Association	1	Trail Permit Assistant	1
	1	Volunteer Programs Assistant	1
Pacific Protection INC	1	Unarmed Security Officer	4
PDQ Automatic Transmission Parts, Inc.	7	Lathe Operator	1
	7	Production Worker	1
Premier Healthcare Services	4	Licensed Vocational Nurse	1
Prime Flight Aviation Services	10	Cabin Service Cleaner	3
Relationship Skills Center	1	Flourishing Families Program Instructor	6
	10	REact Coordinator	1
Retail Business Development	1	Sales Representative - South Sacramento	3
Rim Hospitality	8	Bistro Server	1
	8	Housekeeping Inspector	1
Sacramento Covered	1	Community Outreach Workers	8
Sacramento Employment and Training Agency	1	Associate Teacher III	1
	1	CFS Administration Program Officer	1
	1	Head Start Coordinator	1
	1	Head Start Quality Assurance Analyst	1
	6	Information Technology Engineering Analyst	1
	1	Site Supervisor	1
	1	Workforce Development Professional Range 2	1

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Sacramento Housing Alliance	1	Executive Director	1
Sacramento Loaves & Fishes	1	Part-Time Student Resource Specialist	1
Sacramento Regional Transit District	1	Bus Operator	1
	1	Clerk II	1
	1	Customer Service Supervisor	1
	4	Facilities Maintenance Mechanic	1
	7	Mechanic A (Bus Maintenance Department)	1
	7	Service Worker (Bus and/or Light Rail)	2
Safety Center Incorporated	1	Program Staff III Marketing Coordinator	1
Salvation Army Sac Metro	9	Driver (On-Call)	1
	10	On-Call Personal Care Attendant	1
Seavers and Family	1	Lawn Care Helper/General Laborer	1
Sentinel Fire Equipment Company	1	Shop Helper	1
Sheet Metal Workers Local 104	1	Executive Secretary	1
Smitty's Services	1	Office Assistant	1
Society for the Blind	1	Part-Time Administrative Assistant	1
SolarCity	1	Inside Solar Sales Specialist	25
Southgate Recreation & Park District	7	Maintenance Assistant (Seasonal)	1
Staffing Network LLC	9	Production Workers	10
Stroppini Enterprises	7	Machinists	3
Support For Home	4	Home Care Aide	1
SVS Group, Inc.	3	Construction Laborer in El Dorado Hills	2
	7	Electrical Technician	5
	10	General Laborer	50
	1	Landscape Laborer	2
The Fresh Market	10	Assistant Deli Manager	1
	10	Assistant Front End Manager	1
	10	Assistant Grocery Specialist	2
	10	Assistant Produce Manager	2
	10	Baker	4
	10	Bulk Specialist	4
	10	Candy/Coffee Specialist	4
	10	Cheese Specialist	4
	10	Gift/Floral Specialist	4
	10	Meat Cutter	4
10	Seafood Specialist	4	
Tony's Fine Foods, Inc.	1	Buyer	2
	1	Category Manager Coordinator	1
	9	Class A Feeder Driver - West Sacramento	1
	9	Class A Route Driver - West Sacramento	1
	1	Customer Service Representative - Part Time	2
	10	Forklift Operator - Graveyard Shift	1
	10	Order Selector - Truckee	1
	10	Order Selector - West Sacramento	4
	10	Pricing Specialist	1
	9	Regional Route Driver	1
	1	Sales Representative -Military Division	1
	1	Sales Support Assistant	1
	1	Staff Accountant	1
1	Traffic Clerk	1	
1	Will Call Clerk	1	
Transglobal Solutions, LLC.	9	Class A Commercial Truck Driver	20
Trillium Staffing	3	Laborer	5
Two Star Personnel	1	Accounting Assistant	3
	9	Warehouse Pricing and Inventory	3

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Ultimate Staffing	10	Counter Parts Specialist	1
Visiting Angels Senior Home Care	1	Appointment Scheduler/Office Assistant	1
	10	Caregiver	5
Walt's Auto Service	7	Heavy Duty Mechanic	1
Waste Management, Inc. Fruitridge Road	1	HR Generalist II	1
Western Propane Gas Association	1	Part-Time Administrative Assistant	1
Wind Youth Services	5	Director of Development	1
Windwalker Security Patrol, Inc.	1	Security Guard	4
Women's Empowerment	1	Employment Specialist	1
	5	Social Worker	1
Youth Development Network	5	Youth Development Trainer Specialist	1
TOTAL			1048

ITEM IV-D – INFORMATION

COMMITTEE UPDATES

BACKGROUND:

This item provides an opportunity for a report from the following committees:

- Youth Council – Matt Kelly
- Planning/Oversight Committee – Lynn Conner
- Employer Outreach Committee – Larry Booth
- Board Development Committee – Terry Wills

ITEM IV - OTHER REPORTS

1. CHAIR'S REPORT

The Chair of the Sacramento Works, Inc. Board, on a regular basis, receives numerous items of information concerning employment and training legislation, current programs, agency activities, and miscellaneous articles.

The important information from the material received and meetings attended will be shared with the entire Board and the method proposed by the Chair is to give a verbal report at each regular meeting. It will also allow time for the Board to provide input on items that may require future action.

2. MEMBERS OF THE BOARD

This item provides the opportunity for Workforce Investment Board members to raise any items for consideration not covered under the formal agenda. It also provides the opportunity for Board members to request staff to research or follow up on specific requests or to ask that certain items be placed on the next agenda.

3. COUNSEL REPORT:

The Sacramento Works, Inc. Legal Counsel is the firm of Phillip M. Cunningham, Attorney at Law. This item provides the opportunity for Legal Counsel to provide the Sacramento Works, Inc. Board with an oral or written report on legal activities

4. PUBLIC PARTICIPATION:

Participation of the general public at Sacramento Works, Inc. Board meetings is encouraged. The Sacramento Works, Inc. Board has decided to incorporate participants of the audience as part of its agenda for all meetings. Members of the audience are asked to address their requests to the Chair, if they wish to speak.