

AGENDA

Sacramento Works, Inc. EXECUTIVE COMMITTEE Regular Meeting

Thursday **September 12, 2024** **4:00 p.m.**

925 Del Paso Boulevard, Suite 100, Board Room,
Sacramento, CA 95815

PUBLIC COMMENT PROCEDURES

In response to AB 2449, the Sacramento Employment and Training Agency (SETA) Sacramento Works Executive Committee is conducting this meeting utilizing a hybrid approach, permitting members of the public to participate in person or via Zoom. Public comments will be accepted until the adjournment of the meeting, distributed to the members of the Committee and included in the record.

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Zoom Public Comment

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Meeting ID: 875 3824 7669

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During the meeting any questions or comments may be submitted via the chat features on Zoom.

Accommodations

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BOARD MEMBERS

Crystal Bethke
County of Sacramento,
Economic Development

N. Lisa Clawson
VICE CHAIR, SECRETARY/TREASURER
Kaiser Permanente

Ronald J. Ellis
2SS.com

David W. Gordon
Sacramento County
Office of Education

Kim Gusman
California Employers
Association

Vivian Hernandez-Obaldia
California Department of
Rehabilitation

Lynn Hosokawa
Villara Building Systems

Lisa M. Hutchinson
DigStream Investigations

Michael Jasso
City of Sacramento

Frank A. Louie
Sacramento Asian Chamber of
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Anita Maldonado
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and Training Agency

Victor McGee
Sacramento Job Corps Center

Sara Miles
UFCW Western States Council

Jamey Nye
Los Rios Community
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District Council 16 of
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Jeff Richard
Employment Development Department

Jennifer Saetern
Department of Human Assistance

Fabrizio Sasso
Sacramento Central Labor
Council

Shelly Valenton
Sacramento Regional Transit

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CALL TO ORDER	
ROLL CALL	
I. CONSENT ITEM:	
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B. September 25, 2024 Sacramento Works Board Agenda	6-7
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A. Board Membership Updates	8-10
IV. STAFF REPORTS	
V. PUBLIC PARTICIPATION	
VI. ADJOURNMENT	

The next meeting will be held **Thursday, November 14, 2024, at 4:00 p.m., in-person.**

COMMITTEE MEMBERS: Lisa Clawson, Ron Ellis, David Gordon, Jamey Nye, Anita Maldonado

DISTRIBUTION DATE: Thursday, September 5, 2024

Sacramento Works Executive Committee meeting hosted by:
Lisa Clawson (Vice Chair, Secretary/Treasurer)

**SACRAMENTO WORKS BOARD
MEETING ATTENDANCE
FY 2023-2024**

(X-present; A-absent; *special meeting)

BOARD MEMBER	Represented Sector	9/27 2023	11/27* 2023	1/24 2024	3/27 2024	5/22 2024	7/24 2024	# of meetings attended
Crystal Bethke	Economic Development	X	X	X	A	X	A	4
Lisa Clawson	Private Business	X	X	X	X	X	X	6
Ronald Ellis	Private Business	X	X	X	X	X	X	6
Kristin Gibbons	Other	A	X	X	A	X	X	4
David Gordon	Adult Education	X	X	A	X	X	X	5
Kim Gusman	Private Business						X	1
Vivian Hernandez-Obaldia	Vocational Rehabilitation					A	X	1
Lynn Hosokawa	Private Business	X	X	X	X	X	X	6
Michael Jasso	Economic Development	X	X	X	X	A	X	5
Frank Louie	Private Business	X	X	X	A	X	A	4
Anita Maldonado	Other					X	X	2
Victor McGee	Labor/Workforce	A	A	A	A	A	A	0
Sara Miles	Labor						X	1
Jamey Nye	Higher Education	X	A	X	X	X	A	4
Johnny Perez	Private Business	X	X	X	A	A	X	4

Karl Pineo	Labor	A	X	A	A	A	A	1
Jeff Richard	Wagner-Peyser						X	1
Laurie Rodriguez	Private Business	A	X	A	X	A	X	3
Randy Rojas	Labor		X	X	A	A	A	2
Fabrizio Sasso	Labor	A	A	X	A	X	X	3
Shelly Valenton	Private Business	A	X	X	A	X	X	4
Janet Neitzel	Wagner-Peyser	X						
Edward Baker	Private Business	A						
Mandi Higley	Private Business	A	A	A	A			
Sharon O'Sullivan	Vocational Rehabilitation	A	X	A	A			
Denise Tugade	Labor	A	A	A	A			
D'et Saurbourne	Other		X	X	X			
Anette Smith	Private Business	X	X	X	A	X		
Lisa Hutchinson	Private Business	A	A	A	X	A		

MINUTES/SYNOPSIS

**Sacramento Works, Inc.
EXECUTIVE COMMITTEE
Regular Meeting**

Thursday July 11, 2024 4:00 p.m.
925 Del Paso Boulevard, Suite 100, Board Room,
Sacramento, CA 95815

**CALL TO ORDER
ROLL CALL**

Ms. Smith called the meeting to order at 4:00 p.m. The roll was called; quorum was achieved.

Members Present:

Lisa Clawson, Ron Ellis, Anita Maldonado, Jamey Nye (arrived at 4:02 p.m.)

Member(s) Absent: David Gordon

Others Present:

Phil Cunningham, Roy Kim, William Walker, Lauren Mechals, Michelle O’Camb, Randy Rojas (via Zoom), Julie Davis-Jaffe

I. CONSENT ITEM:

A. Approval of Minutes of the January 11 and March 14, 2024 Regular Committee Meetings

The minutes were reviewed; there were no corrections.

Moved/Ellis, second/Nye, to approve the minutes of the January 11 and March 14, 2024 Regular Committee Meetings.

Roll call vote:

Aye: 3 (Clawson, Ellis, Nye)

Nay: 0

Abstention: 1 (Maldonado)

Absent: 1 (Gordon)

II. ACTION/DISCUSSION ITEMS:

A. Discussion of Sacramento Works Board Action Plan

Mr. Kim provided background on this item. He additionally advised that SETA is currently undergoing strategic planning, which will be finalized in the near future and may influence the Action Plan moving forward.

Ms. Clawson requested that this agenda item be tabled until the SETA strategic plan is released. The Committee members agreed.

B. July 24, 2024 Sacramento Works Board Agenda

The Committee members reviewed the agenda for the upcoming SWB meeting on July 24, 2024.

In response to Mr. Nye's questions, Mr. Cunningham clarified that the chair rotation mentioned in the agenda packet refers to a calendar year. Generally, the election is held in September, and the newly elected Chair holds its first meeting in January. The Board Chair then appoints Committee Chairs.

Mr. Ellis pointed out an important issue: There needs to be more Board members on the Committees for rotation. It was agreed that Board members' participation in the Committee needs to be continuously encouraged and ultimately increased.

Mr. Cunningham suggested appointing a Nominating Committee, which is typically appointed by the Executive Committee and usually consists of three members.

Ms. Clawson stated that she plans to solicit interest in joining the Nominating Committee during the next Sacramento Works, Inc. Board meeting.

B. INFORMATION ITEMS:

A. Board Membership Updates:

The Committee reviewed the Board membership roster and attendance. It was agreed that Mr. Kim or Mr. Cunningham would contact Mr. McGee and Mr. Pineo to inquire about their attendance.

Mr. Kim advised that although a couple of membership applications were received, none were qualifying.

Mr. Ellis stated that Ms. Renee John from Valley Vision would be a great addition to the Board. Mr. Cunningham will look into Ms. John's eligibility to join the Board.

Ms. Clawson suggested discussing the social media campaign at the next Board meeting to increase interest in joining the Board.

B. May 22, 2024 Sacramento Works Board Meeting Agenda: No questions

IV. STAFF REPORTS:

Mr. Kim reminded members about Valley Vision's 30th Anniversary invitation, which was emailed to the Board members. Those interested in attending and representing SETA and Sacramento Works, Inc. can get a free ticket for this event, as SETA is one of the sponsors.

Mr. Kim also stated that the California Workforce Association Annual Conference will be held in Monterey, CA, right after Labor Day starting on September 3, 2024.

Ms. Mechals provided a report on the Youth Committee meeting earlier today and updates on the Youth Voice initiative.

Mr. Ellis provided an update on the last Employer Outreach Committee meeting.

V. PUBLIC PARTICIPATION: None

VI. ADJOURNMENT: The meeting was adjourned at 4:42 p.m.

Note: The minutes reflect the actual progression of the meeting.

ACTION/DISCUSSION ITEM II-A

Approval of Appointment to the Sacramento Works Board

Presenter: Roy Kim

RECOMMENDATION:

Review the application and recommend to fill the Business sector seat to the SETA Governing Board.

BACKGROUND:

Fourteen of the twenty-seven seats on the Sacramento Works Board are reserved for Business sector members. Several vacancies exist due to the resignation of previous members.

Mr. Ronnie Cobb, SearchPros Staffing, Director of Employee Relations has submitted an application to fill a Business sector seat. His application is being sent under separate cover.

Historically, the Sacramento Works Executive Committee has recommended the names of individual applicants for appointment to the Sacramento Works Board's Business sector seats by the SETA Governing Board.

AGENDA

Sacramento Employment and Training Agency SACRAMENTO WORKS, INC. BOARD Regular Meeting

Wednesday September 25, 2024 9:00 a.m.

925 Del Paso Boulevard, Suite 100, Board Room,
Sacramento, CA 95815

PUBLIC COMMENT PROCEDURES

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Clutch Contracts & Consulting

Karl Pineo
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Jeff Richard
Employment Development
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Laurie Rodriguez
SMUD

John Randall Rojas
District Council 16 of
Northern CA and Nevada

Jennifer Saetern
Department of Human
Assistance

Fabrizio Sasso
Sacramento Central Labor
Council

Shelly Valenton
Sacramento Regional Transit

CALL TO ORDER

ROLL CALL

Introduction of New Members

- I. **PRESENTATION:** Strategic Planning Updates (Dalberg)
- II. **CONSENT ITEM:**
 - A. Approval of Minutes of the July 24, 2024 Regular Board Meeting
- III. **ACTION/DISCUSSION ITEMS:**
 - A. Approval to Submit Workforce Innovation and Opportunity Act (WIOA) Self-Assessment Reports to the California Workforce Development Board for Certification of America’s Job Centers (Monica Jackson)
 - B. Approval of Appointment to the Sacramento Works Board (Roy Kim)
 - C. Election of Sacramento Works, Inc. Board Officers (Phil Cunningham)
 - D. Board Members Engagement on Committees, Committee Structure and Chair Assignments (Lisa Clawson)
- IV. **INFORMATION ITEMS:**
 - A. Dislocated Worker Report (William Walker)
 - B. Employer Recruitment Activity Report (William Walker)
 - C. Unemployment Update/Press Release from the Employment Development Department
 - D. Committee Updates:
 - ✓ Youth Committee (David Gordon)
 - ✓ Planning/Oversight Committee (Jamey Nye)
 - ✓ Employer Outreach Committee (Ron Ellis)
 - E. SETA Governing Board Agenda
- V. **OTHER REPORTS:**
 - A. Chair
 - B. Members of the Board
 - C. Counsel
 - D. Deputy Director
 - E. Staff
 - F. Public Participation
- VI. **ADJOURNMENT**

DISTRIBUTION DATE: , 2024

Sacramento Works Board meeting hosted by:
Lisa Clawson (Vice Chair, Secretary/Treasurer)

SACRAMENTO WORKFORCE DEVELOPMENT BOARD OF DIRECTORS

Board member	Sector Represented	Committee
Crystal Bethke Director of Economic Development	<u>Economic Development</u> County of Sacramento	Represented at Employer Outreach
Lisa Clawson Human Resources Leader	<u>Private Business</u> Kaiser Permanente	Planning, Executive, Youth
Ronald J. Ellis Managing Director/Owner	<u>Private Business</u> 2SS.com LLC	Employer Outreach, Executive
David W. Gordon Superintendent	<u>Adult Education</u> Sacramento County Office of Education	Youth, Executive
Vivian Hernandez-Obaldia Regional Director	<u>Vocational Rehabilitation</u> California Department of Rehabilitation	Represented at Employer Outreach
Kim Gusman President	<u>Private Business</u> California Employers Association	
Lynn Hosokawa HR Manager	<u>Private Business</u> Villara Corporation	Employer Outreach
Michael Jasso Assistant City Manager	<u>Economic Development</u> City of Sacramento	Represented at Employer Outreach, Planning
Frank A. Louie Chief Operating Officer	<u>Private Business</u> Sacramento Asian Chamber of Commerce	Planning
Anita Maldonado Executive Director	<u>Other</u> Sacramento Employment and Training Agency	Executive
Victor McGee Center Director	<u>Labor/Workforce</u> Sacramento Job Corps Center	Represented at Employer Outreach
Sara Miles Workforce Development Director	<u>Labor</u> UFCW Western States Council	
Jamey Nye Deputy Chancellor	<u>Higher Education</u> Los Rios Community College District	Planning, Executive
Johnny Perez Director of Client Services	<u>Private Business</u> Clutch	Youth
Karl Pineo Business Manager, Financial Secretary, Treasurer	<u>Labor</u> Ironworkers Local 118, JATC Member	Planning
Jeff Richard Deputy Division Chief	<u>Wagner-Peyser</u> Employment Development Department	
Laurie Rodriguez Director of People Services & Strategies	<u>Private Business</u> SMUD	Represented at Employer Outreach
John Randall "Randy" Rojas	<u>Labor</u>	

Board member	Sector Represented	Committee
Business Representative	District Council 16 of Northern CA and Nevada	
Jennifer Saetern Human Services Division Manager	<u>Other</u> County Department of Human Assistance	
Fabrizio Sasso Executive Director	<u>Labor</u> Sacramento Central Labor Council	
Shelly Valenton Deputy General Manager/CEO	<u>Private Business</u> Sacramento Regional Transit	Planning

COMMITTEES OVERVIEW

Board/Committee Name	Description	Composition	Terms	Meeting Dates
Sacramento Works Executive Committee	Consists of the Sacramento Works Board leadership. Develops policies and operational procedures of the Sacramento Works Board.	<p>7 Members: Chair Vice Chair Secretary/Treasurer 3 Subcommittee Chairs 1 At-Large Member appointed by the Chair and confirmed by the SWB (All members must be SWB members)</p> <p>There are currently 5 members due to one member holding Vice Chair and Secretary/Treasurer position. The Chair position is vacant.</p>	No time limit as long as they are members of the SWB, hold an office, or appointed At-Large Member.	Every other month, 2nd Thursday at 4 p.m. Jan, Mar, May, July, Sep, Nov
Sacramento Works Youth Committee (YC)	The Sacramento Works, Inc. Board has an active federally mandated Youth Committee which is responsible for WIOA youth funds for Sacramento County. YC coordinates and recommends to the Board the strategic planning process for youth employment programs. It recommends the	<p>Members of the YC are appointed by the SWB and SETA Governing Board. Members of YC may, but are not required to be members of the SWB.</p> <p>There are currently 14 voting members.</p>	No time limit, annual chair rotation.	Every other month, 2nd Thursday at 2:45 p.m. Jan, Mar, May, July, Sep, Nov

Board/Committee Name	Description	Composition	Terms	Meeting Dates
	process to select youth providers and makes funding recommendations. The YC conducts oversight and evaluation of youth providers, and coordinates with youth education and workforce development initiatives in the region.			
Sacramento Works Planning/Oversight Committee (POC)	POC coordinates WIOA planning process; identifies critical industries and occupations in the region; provides a forum for identifying and responding to community issues, as well as developing and recommending career pathways; coordinates oversight and evaluation of the Job Center System; develops partnerships and MOUs for the Job Center System.	Members of POC shall be appointed by the Committee Chair in such number as the Committee Chair deems advisable. Members of POC may, but are not required to be members of the SWB. There are currently 6 members.	No time limit, annual chair rotation.	Every other month, 3rd Wednesday at 8:30 a.m. Jan, Mar, May, July, Sep, Nov
Sacramento Works Employer Outreach Committee (EOC)	EOC identifies the needs of local employers, including demand occupations, skill gaps, and training needs. Increases employer involvement and satisfaction. Increases visibility in the business community. Develops a public relations plan to reach out to employers. Quantifies and promotes success of employer involvement. Develops strategic alliances with business associations. Supports efforts to coordinate employer symposiums regionally.	Members of EOC shall be appointed by the Committee Chair in such number as the Committee Chair deems advisable. Members of EOC may, but are not required to be members of the SWB. There are currently 11 members.	No time limit, annual chair rotation.	Quarterly, 2nd Tuesday at 3 p.m. Jan, Apr, July, Oct