

AGENDA

Sacramento Works, Inc. EXECUTIVE COMMITTEE Regular Meeting

Thursday **March 13, 2025** **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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In-Person Public Comment

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Zoom Public Comment

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Accommodations

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BOARD MEMBERS

Crystal Bethke
County of Sacramento,
Economic Development

N. Lisa Clawson
CHAIR
Kaiser Permanente

Ronnie L. Cobb
SearchPros Staffing

Ronald J. Ellis
ZSS.com

David W. Gordon
Sacramento County
Office of Education

Kim Gusman
VICE CHAIR
California Employers
Association

Vivian Hernandez-Obaldia
California Department of
Rehabilitation

Lynn Hosokawa
Villara Building Systems

Michael Jasso
City of Sacramento

Frank A. Louie
Sacramento Asian Chamber of
Commerce

Anita Maldonado
SECRETARY/TREASURER
Sacramento Employment
and Training Agency

Victor McGee
Sacramento Job Corps Center

Jamey Nye
Los Rios Community
College District

Johnny Perez
Clutch Contracts & Consulting

Karl Pineo
Ironworkers Local 118

Jeff Richard
Employment Development
Department

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

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CALL TO ORDER	
ROLL CALL	
I. CONSENT ITEM:	
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II. ACTION/DISCUSSION ITEMS:	
A. March 26, 2025 Sacramento Works Board Agenda	5-7
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IV. STAFF REPORTS	
V. PUBLIC PARTICIPATION	
VI. ADJOURNMENT	

The next meeting will be held **Thursday, May 10, 2025, at 4:00 p.m., in-person.**

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

DISTRIBUTION DATE: Thursday, March 6, 2025

Sacramento Works Executive Committee meeting hosted by:
 Lisa Clawson (Chair), Kim Gusman (Vice Chair), and
 Anita Maldonado (Secretary/Treasurer)

**SACRAMENTO WORKS BOARD
MEETING ATTENDANCE
FY 2024-2025**

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

BOARD MEMBER	Represented Sector	9/25 2024	11/27 2024	1/22 2025	3/26 2025	5/28 2025	7/23 2025	# of meetings attended
Crystal Bethke	Economic Development	X		A				
Lisa Clawson	Private Business	X		A				
Ronnie L. Cobb	Private Business			X				
Ronald Ellis	Private Business	X		X				
David Gordon	Adult Education	X		X				
Kim Gusman	Private Business	X		X				
Vivian Hernandez-Obaldia	Vocational Rehabilitation	X		X				
Lynn Hosokawa	Private Business	X		X				
Michael Jasso	Economic Development	A		X				
Frank Louie	Private Business	X		A				
Anita Maldonado	Other	X		X				
Victor McGee	Labor/Workforce	A		A				
Jamey Nye	Higher Education	A		X				
Johnny Perez	Private Business	A		X				
Karl Pineo	Labor	A		A				

Jeff Richard	Wagner-Peyser	X		X				
Laurie Rodriguez	Private Business	X		X				
Randy Rojas	Labor	X		X				
Jennifer Saetern	Other	X		X				
Fabrizio Sasso	Labor	X		X				
Shelly Valenton	Private Business	X		X				
Kristin Gibbons	Other							
Sara Miles	Labor	A						

MINUTES/SYNOPSIS

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

Thursday January 9, 2024 4:00 p.m.
925 Del Paso Boulevard, Suite 100, Board Room,
Sacramento, CA 95815

**CALL TO ORDER
ROLL CALL**

Ms. Clawson called the meeting to order at 4:03 p.m. The roll was called; quorum was achieved.

Members Present:

Lisa Clawson, Ron Ellis, Jamey Nye, Anita Maldonado, David Gordon, Kim Gusman

Member(s) Absent: None

Others Present:

Roy Kim, Lauren Mechals, Phil Cunningham William Walker, Michelle O’Camb, Julie Davis-Jaffe

I. CONSENT ITEM:

A. Approval of Minutes of the November 14, 2024 Regular Committee Meeting

The minutes were reviewed; there were no corrections.

Moved/Ellis, second/Maldonado, to approve the minutes of the November 14, 2024 Regular Committee Meeting.

Roll call vote:

Aye: 4 (Clawson, Ellis, Nye, Maldonado)

Nay: 0

Abstention: 2 (Gordon, Gusman)

Absent: 0

II. ACTION/DISCUSSION ITEMS:

A. January 22, 2025 Sacramento Works Board Agenda

The Committee members reviewed the agenda for the upcoming SWB meeting on January 22, 2025.

Mr. Kim advised that the WIOA Annual Performance Report and Certification of the Sacramento Works Job Centers information items will be added to the agenda for the upcoming meeting of the Sacramento Works, Inc. Board.

Ms. Maldonado mentioned that she plans to present on the SETA Strategic Plan that the Governing Board recently approved.

Ms. Clawson suggested reviewing and aligning the Sacramento Works, Inc. Board's Strategic Plan with the newly approved SETA Strategic Plan at the next Executive Committee meeting in March.

Ms. Mechals confirmed that the Youth Voice members plan to present at the Board meeting and share their journeys. The next Youth Committee will be held following the Sacramento Works, Inc. Board meeting on January 22.

Mr. Ellis stated that the Employer Outreach Committee would like to welcome additional members of the Board as the Committee recently had two resignations, including the representative from Valley Vision, and is having difficulties recruiting representatives from the Metro Chamber.

Mr. Cunningham asked Ms. Clawson if she plans to appoint a new Planning/Oversight Committee Chair. Mr. Nye stated that he will have recommendations at the next Board meeting. Mr. Ellis and Mr. Gordon agreed to continue as Chairs for the Employment Outreach Committee and the Youth Committee respectfully.

III. INFORMATION ITEM:

A. Board Membership Updates:

As vacancies in the business sector remain unfilled, SETA staff and board members are actively working to encourage qualified candidates to apply.

B. WIOA Reauthorization Updates: No questions

IV. STAFF REPORTS:

V. PUBLIC PARTICIPATION: None

VI. ADJOURNMENT: The meeting was adjourned at 4:22 p.m.

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

AGENDA

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

Wednesday March 26, 2025 9:00 a.m.

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

PUBLIC COMMENT PROCEDURES

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Economic Development

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CHAIR
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Ronald J. Ellis
2SS.com

David W. Gordon
Sacramento County
Office of Education

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VICE CHAIR
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Johnny Perez
Clutch Contracts & Consulting

Karl Pineo
Ironworkers Local 118

Jeff Richard
Employment Development
Department

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. CONSENT ITEM:

- A. Approval of Minutes of the January 22, 2025 Regular Board Meeting

II. ACTION/DISCUSSION ITEM:

- A. Approval of the Appointment of Youth Committee Member (Lauren Mechals)
- B. Approval of the Workforce Innovation and Opportunity Act Local Strategic Workforce Development Plan and Regional Strategic Workforce Development Plan for the Capital Region (Michelle O’Camb)
- C. Approval of Application to the California Workforce Development Board for Local Area Subsequent Designation and Workforce Development Board Recertification (Monica Jackson)
- D. Board Members Engagement on Committees, Committee Structure and Chair Assignments (Lisa Clawson)
- E. Review and Discussion of Sacramento Works, Inc. Action Plan (Roy Kim)

III. INFORMATION ITEMS:

- A. SETA's Adjustments Under the New Administration and the Potential Implications of a Government Shutdown (Anita Maldonado)
- B. Dislocated Worker Report (William Walker)
- C. Employer Recruitment Activity Report (William Walker)
- D. Unemployment Update/Press Release from the Employment Development Department (Cara Welch)
- E. Committee Updates:
 - ✓ Youth Committee (David Gordon)
 - ✓ Planning/Oversight Committee (Jamey Nye)
 - ✓ Employer Outreach Committee (Ron Ellis)
- F. SETA Governing Board Agenda

IV. OTHER REPORTS:

- A. Chair
- B. Members of the Board
- C. Counsel
- D. Deputy Director
- E. Staff
- F. Public Participation

V. ADJOURNMENT

DISTRIBUTION DATE: , 2025

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

ACTION/DISCUSSION ITEM II-A-2

Review and Discussion of Sacramento Works, Inc. Board Action Plan

Presenter: Roy Kim

RECOMMENDATION:

Discuss the Sacramento Works Board Action Plan and take appropriate action.

BACKGROUND:

In late June, a survey was sent out to all Sacramento Works Board members requesting input on the top priority areas for the Sacramento Works Board to focus on in the coming year. Using the results of the survey, the Board engaged in two separate retreat sessions on October 6, 2021 and November 5, 2021.

At the November 17, 2021 Board Meeting, the Board approved the attached Sacramento Works Board Action Plan for 2022, and selected the following categories as the Board's priorities for 2022:

- Review Board structure and processes to enable our organization to be creative, agile, dynamic, and equitable
- Develop and define quality jobs and livable wages in partnership with the business community

The Executive Committee met on January 24, 2022, and assigned specific action plan tasks to Committees. The assignments were approved by the full Board on January 26, 2022, and each Committee was asked to review the specific action plan tasks and provide feedback on tasks that fall within their respective areas.

In addition, the Board adopted as its top priority - ***develop a standardized definition of quality jobs and employers***, and requested that Committees discuss and respond with potential definitions. Attached is a summary of the Sacramento Works Board Action Plan.

At its February 28, 2022 meeting, the Executive Committee discussed the potential impact on customers with significant barriers to employment, and requested demographic data on participants served through the Job Center network. At its March 23, 2022 meeting, the Board reviewed demographic data for the most recent program year. At its September 28, 2022 meeting, the Board created an Ad Hoc Committee comprised of the Chairs (or their designees) of the Youth, Employer Outreach, and Planning/Oversight Committees.

At its January 25, 2023 meeting, the Board approved the following definition:

A High-Quality Job is one that 1) includes a sustainable and economically competitive compensation package, 2) offers a safe, thriving, and inclusive environment, and 3) gives employees from diverse backgrounds a path of opportunity and growth.

At its March 20, 2023 meeting, the Executive Committee reviewed the Action Plan and selected the following priority areas:

- 1) *Increasing youth voice on the Board*
- 2) *Improve our storytelling capability*
- 3) *Increase awareness of our services among employers*

In addition, the Committee discussed holding a summit to increase awareness among employers, partners, and other stakeholders. The full Board confirmed the priority areas at its March 22, 2023 meeting.

At its November 27, 2023 meeting, the Board reviewed accomplishments, revisited the Action Plan, and selected new priority areas including:

- 1) *Recruit members from high demand industries*
- 2) *Research and ID key industries for pipeline development*
- 3) *Hold summit of select public and private industries*
- 4) *Research and develop Sacramento Works dashboard*

At its January 22, 2025 meeting, the Board reviewed SETA's Strategic Plan. Members expressed a need to review the Sacramento Works, Inc. Action Plan to ensure alignment with SETA's Strategic Plan. This item provides an opportunity for the Board to continue to discuss the Action Plan and ensure alignment with SETA's Strategic Plan.

Sacramento Works Board Action Plan 2023-2024

Develop a roadmap of programs to ensure equity and lead to quality jobs	Review Board structure and processes to enable our organization to be creative, agile, dynamic, and equitable.	Develop and define quality jobs and livable wages in partnership with the business community.	Define set of data, goals, outcomes, and success stories that will consistently show ROI to the community	Seek strategic partnerships that provide targeted populations opportunities to quality jobs and expand and enhance Sac Works capacity.
Adopt Strategies for job readiness Curriculum	Recruit members from high demand industries P	Create a business support network	Research and develop Sacramento Works dashboard P	Connect with Sac County homeless leadership
Develop and deploy digital literacy training and tools	Increase awareness of our services P	Explore possibility of investing in CRM or other tech to support business (EO)	Improve our storytelling capability P	Implement an Aggie Square partnership
Replicate GSEC Coding Bootcamp (ALL)	Initiate and complete board member composition review	Support COVID vaccine mandate deployment	Develop and focus on job retention measurements (ALL)	Coordinate strategic outreach to small and medium size businesses
Increase funding and access to OJT programs	Research and ID key industries for pipeline development P	Pair Board members to program areas to leverage individual networks (ALL)		Create award program with Board initiative funds
Develop and implement a turnkey internship program	Increase youth voice on the Board P	Adopt standard toolbox for wants and needs of employers		Build partnerships around specific projects
ID and articulate career pathways specifically for youth	Hold summit of select public and private industries P	Develop a standardized definition of “quality” jobs and employers		
Coordinate internships leading to employment	Develop and complete entry level job index report	Develop a SETA Virtual Bootcamp for employers		
		Conduct and publish a private sector wage and benefit survey (EO)		

Pending

Ongoing

Completed

N/A

P = Priority Area

SACRAMENTO WORKS, INC. BOARD

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
Ronnie Cobb Director of Employee Relations	<u>Private Business</u> SearchPros Staffing	Employer Outreach
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	Executive
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> <u>Sacramento Employment and Training Agency</u>	Executive
Victor McGee Center Director	<u>Labor/Workforce</u> Sacramento Job Corps Center	Represented at Employer Outreach
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	Employer Outreach
Laurie Rodriguez Director of People Services & Strategies	<u>Private Business</u> SMUD	Represented at Employer Outreach, Planning

Board member	Sector Represented	Committee
John Randall “Randy” Rojas Business Representative	<u>Labor</u> District Council 16 of Northern CA and Nevada	Planning
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 6 members due to one member holding Secretary/Treasurer and Other position.</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 process to select youth providers	<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 13 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
	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 8 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 12 members.	No time limit, annual chair rotation.	Quarterly, 2nd Tuesday at 3 p.m. Jan, Apr, July, Oct