2017 Labor Law Update & Business Essentials

Knowing Labor Law Benefits Your Entire Company

On Thursday February 9, from 8:00 a.m. – 2:00 p.m. 52 local businesses from Grass Valley, Nevada City, Penn Valley and surrounding areas were without their HR staff because they were all getting updated at the annual Labor Law Update and Business Essentials seminar. This event has been sponsored by Sierra Human Resources Association, Nevada County Regional Chambers, the Union, KNCO Radio, Nevada County Contractors Association and Nevada County Association of Realtors. This year AFWD’s Business & Career Network Business Service Rep Wendy Sweeney joined the committee to assist with prep, clean up and getting the word out.

The Presenter

Mike Letizia has 32 years of experience in HR Functions and is a Professional HR Consultant and a long standing credentialed member of the Society for Human Resource Management (SHRM) and served multiple times on the advisory boards. Mike is a SHRM-SCP PHR-CA California Certified Professional in Human Resources.

Topics included:

2017 updates including recent legislation, EEOC Developments, and the impact of the new administration

Wage & Hour
Paid Sick and Family leave
Employer/Employee Relations

The questions from attendees were varied, and there were many of them. The pace was very brisk because there was a lot of information to cover. A light breakfast and lunch were included. The survey comments afterwards were very positive and appreciative but most of them wanted more workshop opportunities for HR.
A Special Visit in the Truckee Office

This epic winter in Truckee, at times with no power and road closers galore has not stopped us. The Truckee Business and Career Network has continued to build our employer base and reconnect with our previous employers. Business and Career Network has been hard at work increasing our visitor numbers. As opposed to last year, this fiscal quarter the Truckee office is close to doubling our count of clientele served. We are proactive in discussing this resource with the community.

Recently the Truckee Business and Career Network office had a group from AIM (A.I.M. & Associates, Inc. "Achieve Independent Milestones") visit the office and use the computer labs and resume building opportunities. AIM is a company that helps individuals with barriers, learn life skills.

A few of the individuals were able to work on their resumes, some of the group learned keyboard skills by playing typing games. Other individuals were very excited that there were so many jobs available, and perused the Job Board and postings. One of the girls learned some typing skills from Mavis Beacon and did quite well.

The AIM group also does quite a bit of volunteer work, so they all have some great job skills to put on their resume’s and applications.

The mentors felt that the time spent here at the Truckee Business and Career Network office was very successful and have made several future appointments.

We are excited to share our services with other community agencies and partner with agencies that may need our assistance!
New Career for a Veteran in Truckee, CA

Here in Truckee at the Business and Career Network office with Alliance for Workforce Development (AFWD), we have had the great pleasure of working with a veteran by the name of David Williams II who has been in the Desert Storm and Gulf Campaigns. After serving his country he became a Drafts Technician where he needed to lift kegs of 150 lbs. each day. While he was working he became unable to execute his duties and was laid off. He was referred to us by the Veterans Administration (VA) to assist him with finding a new career. After doing profile testing and assessments with David, and researching jobs with the Resource and Referral Coordinator, he decided to become an Advanced Security Officer. This was something he always wanted to do. David had skills that he could bring to his new career, such as customer service and communication, along with the ability to assess a situation and determine if it is safe. Although, David had some of the necessary skills, he still needed training to be able to pursue this occupation. Fortunately we were able to assist him with his necessary training. With AFWD’s help David was able to attend Security & Firearms Training Academy. Having taken this training David is now able to work in federal and state buildings as an Advanced Security Officer, e.g. Paragon Security. In addition to the security training, AFWD assisted David with his required work uniform and armor. David is now happily employed with LG & P Security Inc., as an Advanced Security Officer in Truckee CA. Way to go David!!
Preparing for the Job Fair

Nevada County is getting ready for the Grass Valley Job Fair scheduled for April 13th, 2017. The event is sponsored by the Nevada County Association of Realtors, Nevada County Regional Chamber, The Union and Business and Career Network.

To help Nevada County residents prepare for the job fair Business and Career Network offered two special workshops about what to expect from and how to get ready for a job fair. They were held on March 17th and 28th in the Brighton Greens Resource Center conference room. Topics covered were; the importance of researching the companies before the event, creating multiple versions and copies of resume, and preparing an elevator speech. Appropriate attire, whom to approach first, and how to make a lasting impression were also covered during the workshop. The job seekers were provided with an option of obtaining extra copies of their resume on a quality resume paper at no charge. Several people who were not able to attend either one of the workshops were provided a copy of the handouts to allow them to still prepare. With these great tips we are certain that job seekers will be making some great connections and hopefully obtain a position with one of the attending employers.

Best of luck Nevada County Job Seekers!

Mom Gets a Job!

Pamela Faria came in one afternoon to the Business and Career Network office in Grass Valley CA and exclaimed that she needed to find a job. She had been a stay-at-home mother for a number of years and had even operated a small business from home.

But even with Pamela’s history she did not feel she had enough skills to even complete a resume. And although she was familiar with computers she required a little help with the newest version we have in our office. She came in faithfully working on her resume and after a few days was able to produce a very complete resume.

Pamela came in to show her appreciation and happily announced that within one month of completing her resume she got a job. Pamela was very grateful for Irma’s help with her first resume and how welcome everyone was. Pamela even said “Irma’s patience and guidance were the foundation for such a great resume. Thanks so much for your time.”
Client earns High school diploma and gains employment

Martin first came to the Nevada County Business & Career Network (BCN), a partner of America’s Job Center late last year. At that time, he did not have his high school diploma and he was in transitional housing and drug rehabilitation. Additionally, Martin was out of work and in need of some direction about what to do next, especially with a conviction on his record, and requested the assistance of staff on next steps. BCN staff met with him and later enrolled him into the program, also partnering with a local adult education facility John Muir Charter School, Nevada County Youth Build.

He began meeting with his career advisor for job readiness preparation. He decided that in addition to working on his high school diploma, he wanted to continue on and earn a certificate at a local junior college, Sierra College. Staff partnered with the school and academic advisor to orient him to services, ensuring that he had applied for school, as well as financial assistance and signed up for classes.

Martin graduated with his high school diploma in late December. In addition, he completed volunteer hours while he earned his HBI (Home Building Institute) certificate and his OSHA 10 certificate. During the break before school he searched for housing with the assistance of staff and found a suitable situation where he could do work trade in exchange for some supervision of a facility that was undergoing renovations. Together with his career advisor he identified several good job leads in the area. He interviewed at got hired for part time work which provided the flexibility he required for his upcoming class schedule.

He began his classes in late January. He enjoys the new college experience and hopes to earn his IT certificate which will provide him with the education he needs to begin an entry level career in IT or IT security systems. Martin is currently enrolled in the Youth Program as he is receiving ongoing support in achieving his goals. Although he has not yet completed the youth program, his story is so inspirational that it is worth sharing as a testament to the benefit of continued support and guidance for those who have conviction in their dreams!
Youth Clients are getting hired

Thanks to collaboration between the Business Services and Youth Services, two youth clients were able to obtain janitorial positions with a Jani King Janitorial Services in February 2017. The Business services department was assisting the employer fill the immediate openings he had in Grass Valley by posting the job and pre-screening applicants. Two of our youth clients were interested in the position and after a brief pre-screen interview and meeting the requirements for the job, their applications were forwarded to the employer. The employer was very happy with both applicants and offered them both employment on the spot! Both Steven and Sammie were very excited and are now doing great at their new positions. Gaining new skills every day and learning about work ethics is essential to the success of our youth. We are glad that there are employers out there who are willing to give our youth clients a chance to learn new skills and bettering themselves and their lives. Congratulations Sammie and Steven, you both will do great!

Success on a New Career Path

Lourdes Vose lost her job of 7 years as a Document Control Specialist in a business closure in 2014. Since the layoff she worked a couple of temporary positons but was unable to find a new permanent position. Lourdes was interested in making a change and transitioning to a career path in the non-profit social and human services sector. She didn’t have previous experience in social services. The Business and Career Network (BCN) in Grass Valley CA, was able to assist her in starting her new career with On-the-Job-training as a Resource and Referral Coordinator at Sierra Nevada Children’s Services (SNCS). SNCS is a nonprofit child care resource and referral agency that has served families, early childhood professionals, and the local community since 1978. Lourdes is thriving at this position which utilizes her talent in researching information and developing appropriate solutions and innovations. She really enjoys the fact that her wide range of responsibilities allows her to always be working on something new. At the time her On-the-job training contract was complete she had just successfully secured a grant from the Soroptimist Society to fund an infant care program! A major accomplishment for her and the SNCS. Lourdes has made a very promising start to her new career path, both she and her employer are pleased at the outcome of her on the job training.
### Nevada County

**Total Visitors**

8,492

**Nevada County Business Services**

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<th>Service</th>
<th>Count</th>
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<tr>
<td>Businesses Served</td>
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<tr>
<td>Services Provided</td>
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<tr>
<td>Positions Filled</td>
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**AFWD**

Total Clients
Enrolled: 843

### February 2017 Unemployment Rates

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<th>County</th>
<th>Rate</th>
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<tbody>
<tr>
<td>Butte</td>
<td>6.8%</td>
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<tr>
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<tr>
<td>Modoc</td>
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