



Sacramento
Employment and
Training
Agency

GOVERNING BOARD

DON NOTTOLI
Board of Supervisors
County of Sacramento

BONNIE PANNELL
Councilmember
City of Sacramento

SOPHIA SCHERMAN
Public Representative

ROBBIE WATERS
Councilmember
City of Sacramento

JIMMIE YEE
Board of Supervisors
County of Sacramento

KATHY KOSSICK
Executive Director

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(916) 263-3804

Website: <http://www.seta.net>

**REGULAR MEETING OF THE
SETA GOVERNING BOARD**

DATE: Thursday, October 4, 2007

TIME: 10:00 a.m.

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

While the SETA Governing Board welcomes and encourages participation in the Governing Board meetings, it would be appreciated if you would limit your comments to five minutes so that everyone may be heard. Matters under jurisdiction of the SETA Governing Board and not on the posted agenda or any off-agenda matters may be addressed by the general public following completion of the regular agenda. The SETA Governing 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

- I. Call to Order/Roll Call/Pledge of Allegiance**
 - Recognition of Long-Term Employee: Debbie Coyne (10 years)
- II. Consent Items**
 - A. Minutes of the September 6, 2007 Special Board Meeting
 - B. Approval of Claims and Warrants
- III. Action Items**
 - A. GENERAL ADMINISTRATION/SETA**
 - 1. Approval of Retiree Health and Dental Insurance Subsidy (Rod Nishi)
 - 2. Approval of Retiree Medical and Dental Insurance Program Administrative Policy (Rod Nishi)

“Preparing People for Success: in School, in Work, in Life”

B. WORKFORCE INVESTMENT ACT

1. Concurrence with Sacramento Works, Inc. to Approve Performance Measures for the Sacramento Works Career Center System (Robin Purdy)
2. Approval to Augment Workforce Investment Act, Title I, Adult Subgrant Agreement and Scholarship Fund (Robin Purdy)

C. HEAD START: No items.

D. COMMUNITY SERVICES BLOCK GRANT

1. Approval to Consider a Waiver of the Mandatory Attendance Requirement of the Community Services Block Grant Offeror's Conference (Cindy Sherwood-Green)

E. REFUGEE PROGRAMS

1. Approval of Funding Extension Recommendations for Refugee Employment Social Services (RESS), Targeted Assistance (TA) and Discretionary Programs, PY 2007-2008 (Roy Kim)

IV. Information Items

- A. Fiscal Monitoring Reports (Rick Pryor)
- City of Sacramento, Neighborhood Services Department
 - Los Rios Community College District
 - San Juan Unified School District
- B. Dislocated Worker Update (William Walker)

V. Reports to the Board

- A. Chair
- B. Executive Director
- C. Counsel
- D. Members of the Board
- E. Public

VI. CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Government Code Section 54957.6

Agency Negotiator: Ed Takach

Employee Organization: AFSCME Local 146

VII. Adjournment

DISTRIBUTION DATE: FRIDAY, SEPTEMBER 28, 2007

ITEM II-A - CONSENT

MINUTES OF THE SEPTEMBER 6, 2007 SPECIAL BOARD MEETING

BACKGROUND:

Attached are the minutes of the September 6, 2007 special Governing Board meeting for your review.

RECOMMENDATION:

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

**SPECIAL MEETING OF THE SACRAMENTO EMPLOYMENT AND TRAINING
AGENCY GOVERNING BOARD**
Minutes/Synopsis

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

Thursday, September 6, 2007
8:30 a.m.

- I. **Call to Order/Roll Call/Pledge of Allegiance:** Ms. Bonnie Pannell called the meeting to order at 8:40 a.m.

Members Present:

Bonnie Pannell, Vice Chair, SETA Governing Board; Councilmember, City of Sacramento
Don Nottoli, Member, Board of Supervisors
Jimmie Yee, Member, Board of Supervisors
Robbie Waters, Councilmember, City of Sacramento

Member Absent:

Sophia Scherman, Chair, SETA Governing Board; Public Representative

II. **CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR**

Pursuant to Government Code Section 54957.6

Agency Negotiator: Ed Takach

Employee Organization: AFSCME Local 146

CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Pursuant to Government Code Section 54956.8

Property Address: 241 N. 10th Street, Sacramento, CA

Negotiating Party: North 10th Street Business Park

Under Negotiation: Price and payment terms for lease amendment

**CLOSED SESSION: CONFERENCE WITH REAL PROPERTY
NEGOTIATOR**

Pursuant to Government Code Section 54956.8

Property Address: 10381 Old Placerville Rd., Ste. B2, Sacramento, CA
95827

Owner(s): Michael Leonard Brunetti, Trust #3, Tricia Andrea Marie Brunetti,
Trust #3 and Patricia Rubino Brunetti, as tenants in common

Under Negotiation: Price, terms and lease conditions

Property Address: 10415 Old Placerville Rd., Suite 110, Sacramento, CA 95827

Owner(s): Heritage Community Credit Union

10399 Old Placerville Rd., Sacramento, CA 95827

Mr. Doug Fox

Under Negotiation: Price, terms and lease conditions

Property Address: 10665 Coloma Rd., Suite 200, Rancho Cordova, CA 95670

Owner(s): Allan H. Omand Living Trust

Bernard Stoltz

Kevin Turner

c/o Cordano Company

1112 11th Street, Sacramento, CA 95814

Under Negotiation: Price, terms and lease conditions

The Board went into closed session at 8:41 a.m. At 9:10 a.m., the board went back into open session; there was no report out under the labor negotiation item. However, the Board unanimously approved a motion to lease property located at 241 North 10th Street as well as approving a sole source finding.

Mr. Thatch read a sole source finding: SETA's procurement Policies authorize non-competitive procurement when it is determined that goods are available only from one source. SETA's current warehouse was procured through non-competitive procurement after solicitation was made from a number of sources, but only one response was received. The landlord of the current space has identified additional space in the same location that could be added to SETA's lease. This space is available only from the current landlord and, therefore, sole source procurement of additional warehouse space from the current landlord is justified.

III. Consent Items

- A. Minutes of the August 2, 2007 Regular Board Meeting
- B. Approval of Claims and Warrants

No questions or comments on the consent items.

Moved/Yee, second/Pannell, to approve the consent items as follows:

- A. Approve the August 2, 2007 Minutes.
- B. Approve claims and warrants for the period 7/27/07 through 8/30/07.

Voice Vote: Unanimous approval.

IV. Action Items

A. GENERAL ADMINISTRATION/SETA

- 1. Approval of Retiree Health Subsidy

Ms. Kossick requested that this item be moved to the October 4 agenda. Staff will be recommending option #2, changing the date from August 31 to September 30.

Moved/Yee, second/Waters, to continue this item to the October 4 agenda.

Voice Vote: Unanimous approval.

2. **TIMED ITEM 8:30 A.M. AND PUBLIC HEARING:** Final Reading and Approval of the Sacramento Employment and Training Agency Budget for Fiscal Year 2007-2008

Mr. Rick Pryor reviewed this item. The budget is down about \$340,000 from the previous year's budget. There are no major changes but a new payroll system has been implemented. Staff is still in the process of labor negotiations which could affect the budget.

Moved/Nottoli, second/Waters, to close the public hearing and approve the 2007-2008 agency budget.

Voice Vote: Unanimous approval.

3. Approval to Continue the Services of a SETA Job Search Consultant

No questions or comments on this item.

Moved/Yee, second/Waters, to approve continuation of consulting services of Lorraine Canaday at the SWCC Greater Sacramento Urban League and Hillsdale, at a rate of \$17.00 per hour, not to exceed \$30,000.

Voice Vote: Unanimous approval.

4. Approval to Release a Request for Proposals for Telecommunications Services and Equipment

Mr. John Valdez reviewed this item. Staff expects to have more responses to the RFP this year. This program will provide services for Head Start and the SETA administrative offices.

Moved/Nottoli, second/Pannell, to approve the release of a Request for Proposals for E-Rate Telecommunications Services and Equipment, and authorize the Executive Director to enter into negotiations with the selected vendor.

Voice Vote: Unanimous approval.

5. Approval to Accept Funds from the Employment Development Department for the FY 2007-2008 Disability Program Navigator Project and Authorize the Executive Director to Execute the Subgrant Agreement, Modifications and Other Documents Required by the Funding Source

Ms. Kossick reviewed this item; no questions.

Moved/Yee, second/Waters, to approve acceptance of funds for the FY 2007-2008 Disability Navigator Program and authorize the Executive Director to

execute the subgrant agreement, modifications and any other documents required by the funding source.

Voice Vote: Unanimous approval.

6. Approval to Submit a Proposal for Rapid Response Special Projects Funding from the California Employment Development Department and Authorize the Executive Director to Execute the Subgrant Agreement, Modifications and Other Documents Required by the Funding Source

Mr. William Walker reviewed this item. The Agency has received two such grants for similar activities.

Moved/Waters, second/Yee, to authorize the SETA Executive Director to:

- submit a proposal for WIA Rapid Response Special Project Funding,
- accept WIA Rapid Response Special Projects Funding from the State Employment Development Department, and
- authorize the Executive Director to execute the subgrant agreement, modifications and any other documents required by the funding source.

Voice Vote: Unanimous approval.

B. WORKFORCE INVESTMENT ACT: No items.

C. HEAD START: No items.

D. COMMUNITY SERVICES BLOCK GRANT

1. Approval to Release the Community Services Block Grant (CSBG) Request for Proposals for Fiscal Year 2008

Ms. Cindy Sherwood-Green reviewed this item. Approximately \$800,000 will be available for distribution.

Moved/Yee, second/Waters, to approve the release of the CSBG Request For Proposals for the 2008 Fiscal Year.

Voice Vote: Unanimous approval.

E. REFUGEE PROGRAMS: No items.

IV. Information Items

A. Dislocated Worker Update

Mr. William Walker reported on some dislocations at Sutter Hospital which will affect their First Five grant and the teen clinic.

Mr. Nottoli and Mr. Yee left at 9:24 a.m.

B. Expansion of the Therapeutic Preschool

Ms. Denise Lee reported that a therapeutic preschool was piloted in August, 2006. SETA partnered with River Oak to run a nine-month therapeutic preschool program that ended in June. The graduation ceremony for the children had a huge turnout.

Staff from the therapeutic preschool was introduced. Ms. Alexis Peters stated that puppets about the size of children are utilized to redirect inappropriate behavior. There are ten children and four staff in the classroom. A second classroom will be operated at the Sharon Neese Early Learning Center.

C. Head Start and Early Head Start Grant Award

Ms. Maureen Dermott reported that SETA's grant request was funded at 40% of the request. The additional funds will be provided during the grant period.

V. **Reports to the Board**

A. Chair: No report.

B. Executive Director: Board members were reminded of Family Day to be held October 5 at William Land Park. Invitations will be sent out in the next week.

C. Counsel: No report.

D. Members of the Board: No report.

E. Public: No report.

VI. **Adjournment**: Meeting adjourned at 9:41 a.m.

ITEM II-B – CONSENT

APPROVAL OF CLAIMS AND WARRANTS

BACKGROUND:

Kathy Kossick, Executive Director, has reviewed the claims for the period 8/31/07 through 9/27/07, and all expenses appear to be appropriate.

ITEM III-A – 1 - ACTION

APPROVAL OF RETIREE HEALTH AND DENTAL INSURANCE SUBSIDY

BACKGROUND:

Since 1980, medical and dental insurance premiums for retired annuitants have been subsidized by the Sacramento County Employees Retirement System (SCERS). These were declared not to be vested benefits, with no promise of continuing. SETA, as a Special District of the Sacramento County Employees Retirement System (SCERS) is required to take action for its retirees on the issue of subsidy for health care insurance premiums. This action is independent and separate from the County Board of Supervisors who act on behalf of their retired employees.

SETA has never vested retirees with a health care insurance benefit. Beginning with Fiscal Year 2004-05, SCERS funding was no longer available and SETA began to subsidize health care insurance premiums with SETA funds to assist retirees with the purchase of health and dental insurance. On June 3, 2004 and June 2, 2005, the SETA Governing Board approved funding of the subsidy to SETA retired annuitants for the 2004 and 2005 fiscal years.

On May 4, 2006 the SETA Governing Board took action to continue paying medical and dental subsidies to current retired employees at the current rates and limit future program enrollment to new retirees, who, as of January 1, 2007, are SETA/SCERS members that have ten years of SCERS service as of that date. These payments would continue through December 2007.

As of May 2007, SETA has 69 retired annuitants and 67 former employees on deferred status. The current annual cost of the insurance subsidy is approximately \$95,000. In a report prepared by Mercer Human Resources Consulting firm to the County Board of Supervisors, the number of special district retirees was 85. Hence, SETA's retirees account for approximately 79% of that total. The Mercer report included a fiscal impact to special districts of \$235,000. Although much higher than SETA's current annual cost, it includes those employees on deferred status as well as those retirees who have not opted to enroll into County sponsored medical and dental insurance plans even though they are still eligible to do so.

On June 5, 2007, the Board of Supervisors approved the following:

- Participants who retired on or before May 31, 2007, would continue to receive the subsidy for the calendar year 2008. The subsidy would be eliminated for all participants who retire after May 31, 2007.

Current subsidy/offset payments are as follows:

Years of SCERS service credit	Amount of subsidy
Less than 10 years	\$122
10 years but <15 years	\$152
15 years but <20 years	\$182
20 years but <25 years	\$212
25 years or more	\$244
Dental coverage	\$25

Staff has identified options for the SETA retiree medical and dental insurance subsidy program. Options reviewed include:

1. Elimination of the subsidy payments after December, 2007.
2. Eligible employees who retire on or before August 31, 2007, would continue to receive the subsidy for calendar year 2008. This would include the continuation of the \$25/month towards retiree – only dental plan premiums. The subsidy would be eliminated for all participants who retire after September 30, 2007.
3. Option #2 with modification to the amount of subsidy e.g., percentage increase or decrease to the table above.
4. Continuation of the subsidy payments for all eligible retirees through December 2008.

The economic realities for a grant funded program such as SETA makes for sound business practice to limit this growing cost as more and more employees contemplate retirement. The impact upon the current and future programs that provide the services to SETA's customers creates the necessity to put limits upon this cost to the Agency. Option #2 provides for the continuation of the current level of subsidy for the approximately 100 former SETA employees for 2008 and limits the future growth of these health and dental subsidies. The estimated annual cost is approximately \$100,000 per year.

RECOMMENDATION:

Hear a report from staff and approve Option #2.

ITEM III-A – 2 - ACTION

APPROVAL OF RETIREE MEDICAL AND DENTAL INSURANCE PROGRAM
ADMINISTRATIVE POLICY

BACKGROUND:

Earlier this year the Sacramento Board of Supervisors approved the Retiree Medical and Dental Insurance Program Administrative Policy for Calendar Year 2008. Both the County Board of Supervisors and the SETA Governing Board have or are considering approval of subsidies/offsets (employer contributions) in calendar year 2008 for Sacramento County Employees Retirement System (SCERS) retirees at the same levels as those provided in 2007. In compliance with Government Code §7507, county staff developed a new Retiree Medical and Dental Insurance Program Administrative Policy.

The operational policy adopted defines the eligibility for participation in the program.

The County is requiring that a new policy must be adopted prior to January 1, 2008.

RECOMMENDATION:

Approve the adoption of the Retiree Medical and Dental Insurance Program Administrative Policy with the County of Sacramento for 2008 and adopt the related resolution.

RESOLUTION NO.: 2007-3

RETIREE MEDICAL AND DENTAL INSURANCE PROGRAM 2008

WHEREAS the SACRAMENTO EMPLOYMENT AND TRAINING AGENCY, a political subdivision of the State of California, recognizes and affirms that the provision of retiree medical insurance, dental insurance, or a subsidy to assist with the payment for such coverage is not a vested benefit of employment with, or retirement from, the County of Sacramento or any other Sacramento County Employees' Retirement System (SCERS) participating agency; and

WHEREAS the Sacramento Employment and Training Agency (SETA) currently provides eligible SETA retirees with access to health and dental insurance benefits through County-sponsored medical and/or dental insurance programs; and

WHEREAS the SETA Governing Board has adopted a "Retiree Medical and Dental Insurance Program Administrative Policy effective January 1, 2008" to establish consistent administration of the retiree health insurance program; and

WHEREAS the Board of Supervisors has obtained and made public the actuarial report regarding the cost of the Retiree Medical and Dental Insurance Program for 2008 in accordance with Government Code Section 7507,

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that by its approval of this resolution, the Governing Board of the SACRAMENTO EMPLOYMENT AND TRAINING AGENCY, a political subdivision of the State of California, hereby authorizes the implementation of the "RETIREE MEDICAL AND DENTAL INSURANCE ADMINISTRATIVE POLICY EFFECTIVE JANUARY 1, 2008;" and

BE IT FURTHER RESOLVED that the SETA Administration Department Chief is hereby directed and authorized to do and perform all things necessary to carry out the purpose of this Resolution.

On a motion by Board Member _____, seconded by Board Member _____, the foregoing resolution was passed and adopted by the SETA Governing Board of SETA, this 4th day of October, 2007, by the following vote, to wit:

AYES: _____

NOES: _____

ABSENT: _____

Chair, SETA Governing Board

Attest:

Clerk of the Boards
Nancy L. Hogan

RETIREE MEDICAL AND DENTAL INSURANCE PROGRAM
ADMINISTRATIVE POLICY
Effective January 1, 2008
Through December 31, 2008

I. INTRODUCTION

This policy sets forth the guidelines for the administration of the Retiree Medical and Dental Insurance Program. The program includes medical insurance and dental insurance, and subsidy/offset payments as authorized by the County Board of Supervisors for calendar year 2008. This policy constitutes a component of the County's Plan for Retiree Medical and Dental Insurance and is effective only for the calendar year 2008.

II. DISCLOSURE

This policy is effective solely for the calendar year 2008. It does not create any contractual, regulatory, or other vested entitlement to present or future retirees, their spouses, or dependents for medical and/or dental benefits, or subsidy/offset payments at any particular level, or at all.

The County reserves the right, in its sole discretion, to amend or terminate, in whole or in part, this Policy during its one-year term by Resolution of the County Board of Supervisors.

III. MEDICAL INSURANCE COVERAGE

During the one-year term of this Policy, medical insurance coverage is offered through contracted health insurance carriers, as negotiated between the County and its recognized employee organizations. The County will endeavor to maintain a variety of health insurance coverage options for Annuitants but does not guarantee that any particular health insurance carrier, type, or level of coverage will be available to Annuitants, or that any coverage at all will be available to Annuitants.

Medical insurance coverage options for Annuitants living outside of the geographic boundaries of the HMO insurance plans offered to County Annuitants will be provided only to the extent that any such coverage option is available and offered by the health insurance carriers providing coverage to the County's employees and Annuitants.

IV. DENTAL COVERAGE

Dental coverage is currently offered through Delta Dental. This program is separate and apart from the dental program offered to active employees. The County does not

guarantee that any particular dental insurance carrier, type, or level of coverage will be available to Annuitants, or that any coverage at all will be available to Annuitants.

V. ELIGIBILITY TO PURCHASE MEDICAL AND/OR DENTAL COVERAGE

All Annuitants are eligible to enroll in a retiree medical and/or dental insurance plan for 2008.

Eligibility for the County-provided subsidy/offset shall be as determined in Section IX of this policy. An Annuitant must enroll in a medical and/or dental insurance plan within 30 days of notification of eligibility or he or she will be deemed to have waived coverage.

As a condition of participation in the County-sponsored plan, all Annuitants or Dependents that are eligible for Medicare Part A and/or B, or who subsequently become eligible to purchase Medicare Part A and/or B, must enroll in one of the County-sponsored medical plans that provides for assignment of, or coordination with, Medicare benefits. Annuitants or Dependents who are eligible for Medicare must either: 1) purchase Medicare Part A and/or B (even if such purchase is subject to a penalty under applicable federal law); or, 2) pay any penalty rate determined by the health insurance carrier for Medicare eligible members who do not have Medicare Part A and/or B. For Annuitants who are eligible for Medicare, failure to purchase or maintain Medicare Part A or B when eligible, or to enroll in a plan that requires assignment of, or coordination with, Medicare shall be considered a waiver of County-sponsored coverage and coverage will terminate. For Dependents that are eligible for Medicare, failure to purchase or maintain Medicare Part A or B when eligible, or to enroll in a plan that requires assignment of, or coordination with, Medicare shall result in loss of eligibility and the Dependent shall be dropped from coverage. It is the participant's responsibility to notify the Benefits Office of their eligibility and/or enrollment in Medicare.

Annuitants and Dependents with Medicare eligibility that are enrolled in County-sponsored medical plans shall keep their Part D benefits available for enrollment in or coordination with County-sponsored Medicare Part D coverage. An Annuitant or Dependent who is enrolled in a non-County prescription drug plan under Part D of Medicare may not be enrolled in any County-sponsored health benefit plan.

A continuing beneficiary who is a spouse or a registered domestic partner, or a Survivor, may elect to purchase a retiree medical and/or dental plan whether or not they were enrolled in the program at the time of the enrolled retiree's or active member's death. The medical insurance subsidy/offset payment, if any, will be provided to a continuing beneficiary who is a spouse or a registered domestic partner, or a Survivor, on the same basis as it was, or would have been, made available to a retiree.

(Note: This applies only to Annuitants who are receiving a benefit based upon County employment. Eligibility for Annuitants that were last employed with a Special District or other SCERS employer shall be determined by separate agreement between the County and District or other employer.)

VI. DEPENDENT ELIGIBILITY

Annuitants (including Survivors) may add newly acquired Dependents to their medical and/or dental insurance coverage within 30 days of an eligibility event (e.g. marriage, adoption, domestic partner registration, loss of other coverage, etc.) or during any enrollment period specified in the sole discretion of the County.

VII. ELECTION PERIOD

An Annuitant who is eligible to enroll in a medical and/or dental insurance plan as provided in this policy must do so within 30 days from the date of notification of program eligibility. An otherwise eligible Annuitant who waives, or is deemed to have waived coverage under the program may enroll within 30 days of a Qualified Status Change Event, or during any enrollment period specified in the sole discretion of the County. Such enrollment shall be contingent upon the Annuitant presenting proof that is satisfactory to the County that the Annuitant has been continuously covered by another group health insurance plan or individual Medicare Advantage plan for a period of not less than 12 months with no break in coverage exceeding 63 calendar days immediately prior to the requested enrollment in a County-sponsored plan. The 12 month requirement will be deemed to be met if the coverage satisfies the requirements for creditable coverage under the Health Insurance Portability and Accountability Act of 1996.

Upon the death of an Annuitant or active employee, a continuing beneficiary who is a spouse or registered domestic partner, or a Survivor, will have 30 days to enroll in a medical and/or dental insurance plan. Failure to do so shall constitute a waiver of medical and/or dental insurance coverage.

EFFECTIVE DATE OF COVERAGE

Upon retirement or the occurrence of a Qualified Status Change Event, the effective date of medical and/or dental coverage shall be the first day of the month coincident with or next following the first retirement check, or the first day of the month following submission of medical and/or dental plan enrollment forms, whichever occurs later. If an Annuitant enrolls during an open enrollment period, the effective date of medical and/or dental coverage shall be the date specified by the County in connection with that open enrollment period.

IX. ELIGIBILITY FOR SUBSIDY/OFFSET PAYMENTS

Annuitants who retired for any reason on or before May 31, 2007 are eligible to receive a County-paid medical or dental insurance subsidy/offset payment during calendar year 2008:

The following shall apply to this section:

“SCERS-covered employment” shall mean time actually worked for a SCERS-participating agency, including any SCERS-purchasable service credit that was earned through redeposit based on prior employment, part-time employment with a SCERS-participating agency, military service credited per Government Code Section 31649 as adopted by Board of Supervisors Resolution No. 11-125, or time eligible for purchase due to a leave of absence, provided that such time has actually been purchased.

X. AMOUNT OF SUBSIDY/OFFSET PAYMENT

The amount of any medical subsidy/offset payment made available to Annuitants shall be calculated based on the Annuitant’s SCERS service credit. For purposes of this section, “SCERS service credit” shall be the amount of service credit established by SCERS as the basis of payment for the Annuitant’s pension benefit. The amount of any dental subsidy/offset payment made available to Annuitants shall be set by the Board of Supervisors.

Neither SCERS nor the County of Sacramento guarantees that a subsidy/offset payment will be made available to Annuitants for the purchase of County-sponsored medical and/or dental insurance. Subsidy/offset payments are not a vested benefit of County employment or SCERS membership.

The amount of subsidy/offset payment, if any, payable on account of enrollment in a County-sponsored retiree medical and/or dental insurance plan, shall be established within the sole discretion of the Sacramento County Board of Supervisors. For calendar year 2008, the amount of subsidy/offset payments are as follows:

<u>Years of SCERS service credit</u>	<u>Amount of subsidy/offset payment if retired on or before 9/30/07</u>
Less than 10 years	\$122
10 years but less than 15 years	\$152
15 years but less than 20 years	\$182
20 years but less than 25 years	\$212
25 years or more	\$244
Dental coverage	\$ 25

XI. APPLICATION OF THE MEDICAL AND/OR DENTAL SUBSIDY/OFFSET

Subsidy/offset payments, when made available, will be applied to the total premium cost incurred by an Annuitant for medical and/or dental insurance purchased through a County-sponsored plan. If the subsidy/offset payment amount exceeds the cost of the single party premium, the balance will be used to reduce the cost of dependent coverage, if applicable. If there is no dependent coverage, the amount of the subsidy/offset payment otherwise available to the Annuitant shall be limited to the actual amount necessary to pay the cost of the single party premium.

Subsidy/offset payments may only be applied to the coverage for which they are provided. A medical subsidy/offset may not be applied to dental coverage premiums, or vice versa. In no event shall an Annuitant receive a cash payment for any portion of a subsidy/offset payment that is not used to pay for the Annuitant's coverage through a County-sponsored medical or dental insurance plan. The subsidy/offset payment shall not be used to purchase coverage outside of a County-sponsored plan.

The amount of subsidy/offset, if any, that is used to pay for coverage of a registered domestic partner, dependent(s) of a registered domestic partner, and/or other covered dependent who do not meet the definition of "dependent" as defined in IRC §105, shall be subject to federal tax withholding based on the imputed income value of the benefit provided.

XII. PREMIUM BALANCE PAYABLE

If an Annuitant's medical or dental insurance premium is greater than the sum of the Annuitant's monthly retirement allowance *plus* any subsidy/offset payment provided by the County, the Annuitant shall be responsible for keeping premium payments current. Premium balances owed by an Annuitant must be paid within 60 days of the coverage effective date, or coverage will be dropped the first of the month following the 60 day period, retroactively to the last date of paid coverage. An Annuitant that is dropped from coverage for non-payment of premium shall not be permitted back into the program at a later date.

XIII. WAIVER OF COVERAGE

An Annuitant may waive medical and/or dental coverage under the Retiree Health Insurance Program at any time by withdrawing from coverage and signing a "Waiver of Coverage" form. Any subsidy/offset payment will end if coverage is waived. Annuitants who waive coverage in this manner during 2008, who have previously waived coverage, or who are deemed to have waived coverage for any reason (except for non-payment of premium as set forth in Section XII above), shall be permitted to enroll in County-sponsored retiree coverage within 30 days of a Qualified Status Change Event or during any enrollment period specified in the sole discretion of the County, subject to all terms and conditions set forth in this policy (including proof of continuous coverage as described in Section VII), provided such coverage is being offered to similarly situated Annuitants by the County at the time coverage under the re-enrollment request is to become effective. Similarly, eligibility for a subsidy/offset payment shall be restored provided that the County is providing subsidy/offset payments to similarly situated Annuitants at the time of the re-enrollment request.

XIV. DEFINITIONS

Annuitant is a retiree, as defined; or is a survivor, or beneficiary who receives a monthly retirement allowance from SCERS. An individual receiving a monthly retirement allowance from SCERS solely as the result of a divorce settlement agreement is not an

Annuitant for purposes of this policy or eligibility for participation in the Retiree Health Insurance Program.

Beneficiary is an individual named as a beneficiary receiving a monthly retirement allowance as a result of the death of a Retiree.

Deferred Member is a SCERS participant who leaves County or member district employment and leaves their retirement contributions on deposit with SCERS as permitted by SCERS rules and regulations.

Dependent for purposes of this policy shall be an Annuitant's spouse or registered domestic partner and unmarried children (natural, step, adopted, legal guardianship and/or foster) including children of a registered domestic partner, who are under 19 years of age, or who are under 24 years of age and attending school as a full-time student in an accredited secondary school, college or university. Verification of full-time student status will be needed for each semester or quarter and must be submitted to the Employee Benefits Office. Medical and Dental eligibility will be extended through a summer break if the student was enrolled full-time and completed the preceding school term, and will be attending school in the next available term.

Qualified Status Change Event shall have the same meaning as defined in Section §125 of the Internal Revenue Code and shall also include events affecting the coverage or eligibility of a registered domestic partner or the dependent(s) of a registered domestic partner. Examples of qualified status change events include: marriage or divorce, registration or dissolution of a domestic partnership, birth, adoption, change of residence affecting health plan eligibility, or a dependent ceasing to be a dependent due to age limitations. This list is intended to be illustrative and is not exhaustive.

Registered Domestic Partner shall have the same meaning as set forth in Section §297 of the California Family Code.

Retiree is a SCERS member who has met eligibility requirements and has received a service retirement or disability retirement.

Survivor is a spouse, registered domestic partner, or minor child of an employee who died during active service and is receiving a monthly retirement allowance as a result of the death of the active member.

(Note: For purposes of this policy and these definitions, a retiree of, or an employee (including their subsequent Survivor) retiring from, a SCERS member district or other SCERS-participating employer shall be an Annuitant only if so provided by separate agreement between the County and such district or other employer.)

ITEM III-B -1 - ACTION

CONCURRENCE WITH SACRAMENTO WORKS, INC., TO APPROVE
PERFORMANCE MEASURES FOR THE
SACRAMENTO WORKS CAREER CENTER SYSTEM

BACKGROUND:

In response to the U.S. Department of Labor (DOL) Employment Training Administration's (ETA) announcement of its intention to implement a set of Common Performance Measures for all of the department's employment and training programs, the State of California has requested a waiver to discontinue use of the 17 performance measures that are currently required by the Workforce Investment Act and reduce the WIA outcome measures to six Common Measures.

California currently reports 17 performance measures for the WIA Title I programs. There are four primary measures across three funding streams – Adult, Dislocated Worker, and Older Youth, three performance measures for Younger Youth, and two customer satisfaction measures (see Information Item – WIA Annual Report, section 2 for details on the current performance measures).

Table 1 below lists the six performance measures California is proposing to implement effective July 1, 2007. Table 2 provides a detailed definition for each of the Common Measures.

TABLE 1. COMMON PERFORMANCE MEASURES

<u>PROGRAM</u>	<u>PERFORMANCE MEASURE</u>	<u>TOTAL MEASURES</u>
Adults & Dislocated Workers	Entered Employment; Employment Retention; Average Earnings	3
Youth	Placement in Employment or Education, Attainment of a Degree or Certificate; Literacy and Numeracy Gains	3
Total Measures		6

In addition to approving use of the Common Measures to evaluate the numbers of customers entering employment, retaining employment and average wages earned, the Planning/Oversight Committee of Sacramento Works, Inc. is recommending the following "actionable" local goals that will measure the efforts of the career centers to improve the skills of job seekers and place job seekers in high-growth, high-wage occupations:

Locally Developed Performance Measures:

1. Every customer, on every visit will develop or practice one of the following skills:
 - a. Career development skills
 - b. Job Seeking skills
 - c. Technical skills
 - d. Success/Next skills

This goal will be measured by bar-coding all skill development services provided by the career centers and providing quarterly reports to the Planning/Oversight Committee.

2. 75% of all training scholarships and referrals will be for training in critical occupational clusters identified by Sacramento Works, Inc.
 - a. Administrative and Support Services
 - b. Architecture and Engineering
 - c. Construction
 - d. Healthcare and Support Services
 - e. Information Technology and Telecommunications
 - f. Installation, Maintenance, and Repair
 - g. Tourism and Hospitality
 - h. Transportation and Production

This data is already collected and reported to the committee quarterly.

3. Customer Satisfaction surveys for employers and jobs seekers will reflect that customers are satisfied with services. (This data is already collected and reported to the committee quarterly).

The Sacramento Works, Inc. board reviewed and approved this item at their September 26, 2007 meeting. Staff will be available to answer questions.

RECOMMENDATION:

Concur with Sacramento Works, Inc. that effective July 1, 2007, the Sacramento Works Career Center system discontinue use of the 17 performance measures listed in Section 136 of the Workforce Investment Act and implement the common performance measures described in Tables 1 and 2 of this directive and the three local performance measures.

TABLE 2. COMMON MEASURES AT-A-GLANCE

ADULT MEASURES	YOUTH MEASURES
<p>Entered Employment <i>Of those who are not employed at the date of participation:</i></p> <p>The number of adult participants who are employed in the first quarter after exit quarter divided by the number of adult participants who exit during the quarter</p>	<p>Placement in Employment or Education <i>Of those who are not in post-secondary education or employment (including the military) at the date of participation:</i></p> <p>The number of youth participants who are in employment (including the military) or enrolled in post-secondary education and/or advanced training/occupational skills training in the first quarter after the exit quarter divided by the number of youth participants who exit during the quarter.</p>
<p>Employment Retention <i>Of those who are employed in the first quarter after exit:</i></p> <p>The number of adult participants who are employed in <u>both</u> the second and third quarters after exit quarter divided by the number of adult participants who exit during the quarter</p>	<p>Attainment of a Degree or Certificate <i>Of those enrolled in education (at the date of participation or at any point during the program):</i></p> <p>The number of youth participants who attain a diploma, GED, or certificate by the end of the third quarter after the exit quarter divided by the number of youth participants who exit during the quarter</p>
<p>Average Earnings <i>Of those adult participants who are employed in the first, second, and third quarters after the exit quarter:</i></p> <p>The total earnings in the second plus total earnings in the third quarters after the exit quarter divided by the number of adult participants who exit during the quarter</p>	<p>Literacy and Numeracy Gains <i>Of those out-of-school youth who are basic skills deficient:</i></p> <p>The number of youth participants who increase one or more educational functioning levels divided by The number of youth participants who have completed a year in the program (i.e., one year from the date of first youth service) plus the number of youth participants who exit before completing a year in the youth program.</p>

ITEM III-B – 2 - ACTION

APPROVAL TO AUGMENT WORKFORCE INVESTMENT ACT, TITLE I, ADULT SUBGRANT AGREEMENTS

BACKGROUND:

At its June 7, 2007 meeting, the SETA Governing Board approved the extension of WIA Title I Adult and Dislocated Worker subgrant agreements for the One-stop Career Centers System. The item included a recommendation that staff return with a funding augmentation recommendation for carryover funds to ensure that service levels were maintained at each One-Stop Center.

In September, the Governing Board approved allocating \$210,000 to five Sacramento Works One-Stop Career Centers to improve and increase one-stop services and scholarships for adults and dislocated workers.

In October, the Greater Sacramento Urban League requested additional one-stop services funding to increase staffing and purchase equipment. Staff is recommending using WIA Title 1 carry-in funds from Fiscal Year 2006-2007 to augment the One-Stop Service subgrant agreement between SETA and the Greater Sacramento Urban League by \$20,908. This results in a total budget of \$270,908 to serve 1,640 universal access customers and 53 intensive/training customers.

Staff has also identified a need for increasing supportive services allocations to the customers enrolled in the on-the-job-training activity. Staff is requesting that the SETA Governing Board approve allocating \$40,000 in supportive service funds to customers in the OJT program. Asian Resources, Inc. and La Familia Counseling Center will have their One-Stop Services subgrant agreement modified to add \$10,000 in scholarships. The remaining two OJT providers, Sacramento Chinese Community Service Center and Lao Family Community, will access OJT supportive services for their customers through the Sacramento Works Career Centers in Rancho Cordova and Franklin.

RECOMMENDATION:

- Approve an augmentation of the subgrant agreement for the Greater Sacramento Urban League of \$20,908 in Workforce Investment Act carry-in funds.
- Approve an augmentation of the subgrant agreement for one stop services to provide supportive services for customers enrolled in the on-the-job training activity to La Familia Counseling Center - \$10,000, and Asian Resources, Inc. - \$10,000.
- Approve an augmentation of the scholarship funds for SETA operated career centers in Rancho Cordova and Franklin for \$10,000 each to provide supportive services to OJT customers enrolled in Lao Family Community and Sacramento Chinese Community Service Center.

ITEM III-D – 1 - ACTION

APPROVAL TO CONSIDER A WAIVER OF THE MANDATORY ATTENDANCE
REQUIREMENT OF THE COMMUNITY SERVICES BLOCK GRANT (CSBG)
OFFEROR'S CONFERENCE

BACKGROUND:

On August 24, 2005, the SETA Community Action Board (CAB) voted to make proposing organizations' attendance at the CSBG Offeror's Conferences mandatory. The CSBG Request for Proposals (RFP) for the 2008 program year and the Public Notice that was mailed out to over 700 individuals and organizations and published in the Sacramento Bee and El Hispano newspapers clearly stated this requirement. Page 7 of the RFP states, "**Please be advised that the Offeror's Conference is mandatory and that only proposals from proposing organizations attending the conference will be evaluated for funding through this RFP.**"

The CSBG Offeror's Conference was held on September 17, 2007, with 62 individuals representing 45 agencies in attendance. A current CSBG program operator, Francis House, did not receive the Public Notice, was unaware that the CSBG Offeror's Conference was scheduled, and did not attend. The Executive Director of Francis House has submitted a written request that your board consider a waiver of the mandatory attendance requirement and that Francis House be allowed to apply for funding. The request was based on an incorrect zip code listing for Francis House on SETA's mailing list data base that might have prevented the receipt of the Public Notice.

The CSBG proposals are due on Friday, October 5, 2007, at 4:30 p.m.

RECOMMENDATION:

Consider a waiver of mandatory attendance at the CSBG Offeror's Conference held on September 17, 2007.

ITEM III-E – 1 - ACTION

APPROVAL OF FUNDING EXTENSION RECOMMENDATIONS FOR REFUGEE
EMPLOYMENT SOCIAL SERVICES (RESS), TARGETED ASSISTANCE (TA) AND
DISCRETIONARY PROGRAMS, PY 2007-2008

BACKGROUND:

SETA's Refugee Programs provide direct services intended to result in the economic self-sufficiency and reduced public assistance dependency of refugees and asylees through employment. Due to the refugee resettlement program and large numbers of secondary migrants, Sacramento County has become the home of an estimated 80,000 Russian-speaking refugees, 30,000 Hmong and over 40,000 other Southeast Asian refugees.

Over the last five years, Sacramento County has welcomed over 8,000 refugees from around the globe: 77% from the Former Soviet Union, 19% from Southeast Asia, 3% from the Middle East, and 1% from Africa. Although difficult to quantify, reports indicate that many other refugees have migrated to Sacramento due to its stable job market and relatively affordable cost of living.

For Program Year 2007-2008, the preliminary State allocation for Refugee Employment Social Services (RESS) and Targeted Assistance (TA) programs is **\$2,674,648**, a decrease of **\$461,305**. Services provided with these funds are:

- Vocational English-as-a-Second Language combined with Employment Services (VESL/ES) for cash clients;
- Vocational English-as-a-Second Language (VESL/VT) combined with Vocational Training for cash clients;
- Social Adjustment and Cultural Orientation (SA & CO).
- Vocational English-as-a-Second Language combined with On-the-Job Training (VESL/OJT) for cash clients;
- Direct Employment Services (ES) for non-cash refugees;
- Verification/Referral and One-Stop Services for refugees.

Compared to PY 2006-2007, total program funds available for allocation are **\$2,875,847**, representing a net decrease of **\$53,146**. This allocation includes \$708,296 in PY06-07 RESS and TA carryover funds, \$85,800 in CalWORKs OJT funds, and \$29,172 in Discretionary funds. SETA is setting aside a total of \$220,871 in TA program funds for Verification/Referral Liaison services, One-Stop Services, training scholarships and other direct services to refugees.

The following chart represents the allocations by activity:

Activity	Final Allocations PY 2006-2007			Available Funds PY 2007-2008		
	RESS	TA	TOTAL	RESS	TA/Disc	TOTAL
VESL/ES	\$ 1,403,740		\$1,403,740	\$967,704	\$408,296	\$1,376,000
VESL/VT	132,776		132,776	112,059		112,059
SA & CO	260,832		260,832	238,953	29,172	268,125
VESL/OJ T		580,127	580,127		580,127	580,127
ES		551,518	551,518		539,536	539,536
Total	\$ 1,797,348	\$1,131,645	\$2,928,993	\$1,318,716	\$1,557,131	\$2,875,847

PY 06-07 program performance through July 31, 2007, compared to end of year goals, was used as the basis for funding extension recommendations. Through July 31, 2007, programs have enrolled a total of 1,634 customers versus planned enrollment of 1,376 customers (119%), with 856 (52%) entering employment and 527 (62%) retaining employment after 90 days. An additional 1,547 customers have been served in the SA & CO component.

RECOMMENDATION:

Approve funding extensions for the Refugee Employment Social Services, Targeted Assistance and Discretionary programs, PY 2007-2008, as indicated in the attached charts.

**Sacramento Employment and Training Agency
Refugee Program, PY 2007 - 2008
Summary of Staff Funding Recommendations**

SERVICE AGENCY	VESL/ES	VESL/VT	VESL/OJT	ES	SA&CO	Recommendation PY 07-08
Asian Resources	\$195,000		\$113,075	\$121,000		\$429,075
Bach Viet	194,000		140,075	70,000		404,075
Grant JUHSD	306,000	112,059	178,075	\$96,000		692,134
Hmong Women					\$74,071	74,071
Opening Doors					41,373	41,373
SAAC					92,388	92,388
Sac. Lao Family	294,000			94,000		388,000
Sac. City USD	193,000			78,536		271,536
Slavic Comm.					60,293	60,293
SOAR	194,000		148,902	80,000		422,902
TOTALS	\$1,376,000	\$112,059	\$580,127	\$539,536	\$268,125	\$2,875,847

Sacramento Employment and Training Agency
REFUGEE PROGRAM
Staff Funding Recommendations, PY 2007 - 2008
Component: VESL/ES

PERFORMANCE RANKING	AGENCY NAME	CURRENT FUNDING PY 06-07	STAFF FUNDING RECOMMENDATION PY07-08			
			Amount		# TO BE SERVED	
1	Grant JUHSD	\$309,116	\$306,000		153	
1	Asian Resources	198,000	195,000		98	
2	Sacramento City USD	198,820	193,000		97	
2	Sacramento Lao Family	299,804	294,000		147	
2	Sacramento Occ. Adv. Res.	199,000	194,000		97	
2	Bach Viet	199,000	194,000		97	
TOTALS		\$1,403,740	\$1,376,000		688	

Sacramento Employment and Training Agency
REFUGEE PROGRAM
Staff Funding Recommendations, PY 2007 - 2008
Component: VESL/VT

PERFORMANCE RANKING	AGENCY NAME	CURRENT FUNDING PY06-07	STAFF FUNDING RECOMMENDATION PY07-08	
			AMOUNT	# TO BE SERVED
1	Grant JUHSD	\$132,776	\$112,059	34
TOTALS		\$132,776	\$112,059	34

Sacramento Employment and Training Agency
REFUGEE PROGRAM
Staff Funding Recommendations, PY 2007 - 2008
Component: VESL/OJT

PERFORMANCE RANKING	AGENCY NAME	CURRENT FUNDING PY06-07	STAFF FUNDING RECOMMENDATION PY07-08			
			TA	CalWORKs	Total	# TO BE SERVED
1	Bach Viet	\$140,075	\$117,875	\$22,200	\$140,075	54
1	Grant JUHSD	178,075	157,675	20,400	178,075	68
2	Asian Resources	113,075	91,475	21,600	113,075	43
2	Sacramento Occ. Adv. Res.	148,902	127,302	21,600	148,902	57
TOTALS		\$580,127	\$494,327	\$85,800	\$580,127	223

Sacramento Employment and Training Agency
REFUGEE PROGRAM
Staff Funding Recommendations, PY 2007 - 2008
Component: ES Stand Alone

PERFORMANCE RANKING	AGENCY NAME	CURRENT FUNDING PY06-07	STAFF FUNDING RECOMMENDATION PY07-08	
			AMOUNT	# TO BE SERVED
1	Grant JUHSD	\$96,383	\$96,000	87
2	Bach Viet	71,384	70,000	64
2	Sacramento Occ. Adv. Res.	81,884	80,000	73
2	Sacramento Lao Family	95,601	94,000	85
2	Asian Resources	123,383	121,000	110
3	Sacramento City USD	82,883	78,536	71
TOTALS		\$551,518	\$539,536	490

Sacramento Employment and Training Agency
REFUGEE PROGRAM
Staff Funding Recommendations, PY 2007 - 2008
Component: SA and CO

PERFORMANCE RANKING	AGENCY NAME	CURRENT FUNDING PY06-07	STAFF FUNDING RECOMMENDATION PY07-08				
			RESS	Discretionary	Total	# TO BE SERVED	
						RESS	Discretionary
1	Hmong Women's Heritage	\$74,071	\$66,778	\$7,293	\$74,071	393	22
1	Slavic Assistance Center	53,000	53,000	7,293	60,293	312	22
2	Southeast Asian Ass. Ctr.	92,388	85,095	7,293	92,388	501	22
2	Opening Doors	41,373	34,080	7,293	41,373	200	22
TOTALS		\$260,832	\$238,953	\$29,172	\$268,125	1,406	88

ITEM IV-A - INFORMATION
FISCAL MONITORING REPORTS

BACKGROUND:

Attached for your information are copies of the latest fiscal monitoring reports.

Staff will be available to answer questions.

MEMORANDUM

TO: Ms. Cheryl Rose **DATE:** August 29, 2007
FROM: Greg P. Tayros, SETA Fiscal Monitor
RE: On-Site Fiscal Monitoring of City of Sacramento

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIA-Youth	Individualized Services In-school	\$ 120,000	7/1/06-06/30/07	7/1/06-6/30/07

Monitoring Purpose: Initial ____ Follow-Up ____ Special ____ Final X
Date of review: 8/22/07

AREAS EXAMINED	SATISFACTORY		COMMENTS/ RECOMMENDATIONS	
	YES	NO	YES	NO
1 Accounting Systems/Records	X			
2 Internal Control	X			
3 Bank Reconciliation		N/A		
4 Disbursement Control	X			
5 Staff Payroll/Files	X			
6 Fringe Benefits	X			
7 Participant Payroll	X			
8 OJT Contracts/Files/Payment		N/A		
9 Indirect Cost Allocation		N/A		
10 Adherence to Contract/Budget	X			
11 In-Kind Contribution		N/A		
12 Equipment Records		N/A		

Program Operator: City of Sacramento, Neighborhood Services Department

Findings and General Observations:

- 1) The total costs as reported to SETA from July 1, 2006 to June 30, 2007 for the WIA program have been traced to the subgrantee's records. The records were verified and appeared to be in order.
- 2) There are no findings.

Recommendations for Corrective Action:

- 1) None.

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Ms. Theresa Matiste **DATE:** September 7, 2007
FROM: Greg P. Tayros, SETA Fiscal Monitor
RE: On-Site Fiscal Monitoring of Los Rios Community College District

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT</u>	<u>PERIOD</u>
			<u>PERIOD</u>	<u>COVERED</u>
WIA	Registered Nurse Support	\$ 360,000	7/1/05-6/30/07	7/1/05-6/30/07

Monitoring Purpose: Initial _____ Final X
Date of review: 8/30/07

	AREAS EXAMINED	SATISFACTORY		COMMENTS/ RECOMMENDATIONS	
		YES	NO	YES	NO
1	Accounting Systems/Records	X			
2	Internal Control	X			
3	Bank Reconciliation		N/A		
4	Disbursement Control	X			
5	Staff Payroll/Files	X			
6	Fringe Benefits	X			
7	Participant Supportive Services		N/A		
8	OJT Contracts/Files/Payment		N/A		
9	Indirect Cost Allocation		N/A		
10	Adherence to Budget	X			
11	In-Kind Contribution		N/A		
12	Equipment Records		N/A		

Program Operator: Los Rios Community College District

Findings and General Observations:

- 1) The total costs reported to SETA from July 1, 2005 to June 30, 2007 have been traced to the subgrantee's records. The records were verified and appeared to be in order.
- 2) There are no findings.

Recommendations for Corrective Action:

- 1) None.

cc: Kathy Kossick
Governing Board

Program Operator: San Juan Unified School District

Findings and General Observations:

- 1) The total costs as reported to SETA from July 1, 2006 to June 30, 2007 for WIA have been traced to the subgrantee's records. The records were verified and appeared to be in order.
- 2) There are no findings.

Recommendations for Corrective Action:

- 1) None.

cc: Kathy Kossick
Governing Board

ITEM IV-B – INFORMATION
DISLOCATED WORKER UPDATE

BACKGROUND:

Attached is a copy of the most current dislocated worker update. Staff will be available to answer questions.

Dislocated Worker Information PY 2007/2008

The following is an update of information as June 1, 2007 on the Worker Adjustment and Training Notification (WARN) notices and Non WARN notifications in Sacramento County

WARN STATUS	MONTH NOTICE RECEIVED	COMPANY AND ADDRESS	WARN STATUS	# OF AFFECTED WORKERS	SETA'S INTERVENTION
Official	5/16/2007	Sutter Medical Center, Sacramento 2800 L Street Sacramento, CA 95816-5600	7/13/2007	36	Pending
Unofficial	6/12/2007	Bank of America 11080 White Rock Road, Suite 500 Rancho Cordova, CA 95670	7/31/2007	20	6/22/2007
Official	8/10/2007	Sutter Medical Center, Sacramento 2800 L Street Sacramento, CA 95816-5600	8/25/2007	15	Pending
Official	9/7/2007	Gala Construction, Inc. & SPM 2215 Plaza Dr. Rocklin, CA 95765	11/9/2007	44	Pending
			Total Number Affected	115	

ITEM V - REPORTS TO THE BOARD

- A. CHAIR'S REPORT: The Chair of the SETA Governing Board, on a regular basis, receives numerous items of information concerning employment and training legislation, current programs, agency activities, and miscellaneous articles about human service programs throughout the nation, and attends meetings pertinent to SETA business.

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.

- B. EXECUTIVE DIRECTOR'S REPORT: This item is set aside to allow the SETA Executive Director to report to the Board on any items of important information or to deal with special requests which need to be addressed but, because of time constraints, were not included in the formal SETA Governing Board Packet. The Executive Director's Report also allows the opportunity for the SETA Executive Director to apprise the Board of upcoming events, significant agency activities, or conferences.

- C. COUNSEL REPORT: The SETA Legal Counsel is the firm of Gregory D. Thatch, Attorney at Law. This item provides the opportunity for Agency Counsel to provide the SETA Governing Board with an oral or written report on legal activities

- D. MEMBERS OF THE BOARD: This item provides the opportunity for SETA Governing Board members to raise any items for consideration not covered under the formal agenda. It also provides the opportunity for Board members to request or to ask that certain items be placed on the next Governing Board agenda.

- E. PUBLIC PARTICIPATION: Participation of the general public at SETA Governing Board meetings is encouraged. The SETA Governing 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 Chairperson, if they wish to speak.