



Sacramento
Employment and
Training
Agency

GOVERNING BOARD

KEVIN MCCARTY
Councilmember
City of Sacramento

DON NOTTOLI
Board of Supervisors
County of Sacramento

BONNIE PANNELL
Councilmember
City of Sacramento

SOPHIA SCHERMAN
Public Representative

JIMMIE YEE
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County of Sacramento

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**REGULAR MEETING OF THE
SETA GOVERNING BOARD**

DATE: Thursday, October 7, 2010

TIME: 10:00 a.m.

LOCATION: SETA Board Room
~~At~~ 925 Del Paso Blvd.
~~At~~ 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

	<u>Page Number</u>
I. <u>Call to Order/Roll Call/Pledge of Allegiance</u>	
➤ Recognition of Retiring Employee: James Pardun	
II. <u>Consent Items</u>	
A. Minutes of the September 2, 2010 Regular Board Meeting	1-8
B. Approval of Claims and Warrants	1-10
III. <u>Action Items</u>	
A. GENERAL ADMINISTRATION/SETA	
1. Reappointment of the Public Representative Member to the SETA Governing Board (Kathy Kossick)	10
2. Approval of Retiree Health and Dental Insurance Subsidy (Rod Nishi)	11-12

3.	Authorize the Executive Director to Enter into Lease Negotiations for Warehouse/Workshop/Office Space Agreement (Rod Nishi)	13-14
4.	Approval to Authorize the Executive Director to Retain Mentor Coach Consultants for Early Learning Mentor Coach Project Funded by the American Recovery and Reinvestment Act of 2009 (Denise Lee)	15
5.	Approval of Digital Telecommunications Corporation Contract Amendment (Edward Proctor)	16
6.	Approval of Staff Recommendation for The Youth Vendor Services (VS) List (Marianne Sphar)	17-18
B.	WORKFORCE INVESTMENT ACT	
1.	Appointment of Required Partner Member to the Sacramento Works, Inc. Board of Directors (Kathy Kossick)	19
2.	Appointment of Labor Sector Member to the Sacramento Works, Inc. Board of Directors (Kathy Kossick)	20
3.	Approval to Reallocate Workforce Investment Act Governor's 15% Discretionary Funds for the New Start Program and Augment Subgrantees (Robin Purdy)	21-22
4.	Approval of Augmentation of Crossroads/Citrus Heights Career Center Subgrant for Career Center Scholarship Services (Robin Purdy)	23
5.	Approval of Funding Modifications of Workforce Investment Act (WIA) Adult, Dislocated Worker and CalWORKS Funds for On-The-Job (OJT) Training Providers (Robin Purdy)	24-26
6.	Approve Funding Recommendation for Safe Community Partnership Street Outreach Services (Robin Purdy)	27
C.	HEAD START	
1.	Approval of Program Approach Changes for Program Year 2010-2011 for Grantee and Three Delegate Agencies (Denise Lee)	28-29
2.	Approval to Submit a Request to Carryover Head Start Funds Program Year 2009-2010 (Denise Lee)	30
D.	COMMUNITY SERVICES BLOCK GRANT: No items.	
E.	REFUGEE PROGRAMS: No items.	

IV. Information Items

- | | | |
|----|--|-------|
| A. | Workforce Investment Act Fiscal and Procurement Monitoring Report for Program Year 2008-2009 (Kathy Kossick) | 31 |
| B. | Workforce Investment Act Gold Standard Evaluation (Ron D'Amico/Robin Purdy) | 32-35 |
| C. | Fiscal Monitoring Reports (Roy Kim)
✓ Folsom Cordova Community Partnership
✓ LaFamilia Counseling Center
✓ Sacramento Area Regional Technology Alliance
✓ Sacramento City Unified School District
✓ Sacramento Regional Conservation Corps
✓ Sacramento Regional Transit
✓ Women's Civic Improvement Club | 36-50 |
| D. | Head Start Fiscal Report (Roger Bartlett) | 51 |
| E. | Head Start Policy Council Minutes (Denise Lee) | 52-57 |
| F. | Dislocated Worker Update (William Walker) | 58-59 |
| G. | Employer Activity Report (William Walker) | 60-61 |
| H. | Unemployment Update/Press Release From The Employment Development Department | 62-67 |

V. Reports to the Board 68-85

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

VI. CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Pursuant to Government Code Section 54956.8

The Governing Board may discuss negotiations concerning the following property(ies) and person(s):

Site #1

Address: 301 N. 10th Street, Sacramento

Agency Negotiator: Rod Nishi

Negotiating Party: Timothy Lee, Vice President

Owner: Daniel Benvenuti, Jr., 301 Capitol Mall Associates, L.P.
Under Negotiation: Price, Terms of Payment, Terms of Agreement for Lease,
or both

Site #2

Address: 261 Richards Boulevard, Sacramento
Agency Negotiator: Rod Nishi
Negotiating Party: Sean Merold
Owner: Michael Geller, Michael S. Geller Recoverable Trust
Under Negotiation: Price, Terms of Payment, or both

Site #3

Address: 241 North 10th Street, Sacramento
Agency Negotiator: Rod Nishi
Negotiating Party: Lindsey Malito
Owner: Johan Otto, President, North 10th Street Business Park
Under Negotiation: Price, Terms of Payment, or both

Site #4

Address: 4915 43rd Street, Bay C, Sacramento
Agency Negotiator: Rod Nishi
Negotiating Party: Ken Giannoti
Owner: MP Holdings, LLC, McClellan Park LLC
Under Negotiation: Price, Terms of Payment, or both

Site #5

Address: 2410 Manning Street, Sacramento
Agency Negotiator: Rod Nishi
Negotiating Party: Ryan D. DeAngelis
Owner: BCB Properties Inc. C/O CB Richard Ellis
Under Negotiation: Price, Terms of Payment, or both

VII. Adjournment

DISTRIBUTION DATE: THURSDAY, SEPTEMBER 30, 2010

ITEM II-A - CONSENT

MINUTES OF THE SEPTEMBER 2, 2010 REGULAR BOARD MEETING

BACKGROUND:

Attached are the minutes of the September 2, 2010 Governing Board meeting for your review.

RECOMMENDATION:

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

STAFF PRESENTER: Kathy Kossick

**REGULAR MEETING OF THE
SACRAMENTO EMPLOYMENT AND TRAINING AGENCY
GOVERNING BOARD**

Minutes/Synopsis

(The minutes reflect the actual progression of the meeting.)

SETA Board Room
925 Del Paso Blvd.
Sacramento, CA95815

Thursday, September 2, 2010
10:00 a.m.

- I. Call to Order/Roll Call/Pledge of Allegiance:** Mr. Don Nottoli called the meeting to order at 10:08 a.m. Ms. Wendy Tanner was thanked for staffing the board meeting.

Members Present:

Kevin McCarty, Chair, SETA Governing Board; Councilmember, City of Sacramento (arrived at 10:10 a.m.)
Don Nottoli, Vice Chair, SETA Governing Board; Member, Board of Supervisors
Bonnie Pannell, Councilmember, City of Sacramento
Sophia Scherman, Public Representative
Jimmie Yee, Member, Board of Supervisors

- ➔ Recognition of Long Term Employees: Ms. Denise Lee recognized three long-term employees: Trudy Hall, Betsy Uda, and Judy Weber. All three employees have worked in the Children and Family Services Department for twenty years.

II. Consent Items

- A. Minutes of the August 12, 2010 Special Board Meeting
- B. Approval of Claims and Warrants
- C. Approval of Temporary Reclassification Extension
- D. Approval of Temporary Reclassification Extension
- E. Approval to Adjust Zones in the Broadband Performance Management Policy

The consent items were reviewed; no questions or comments.

Moved/Scherman, second/Nottoli, to approve the consent calendar as follows:

- A. Minutes of the August 12, 2010 Special Board Meeting
- B. Approve the claims and warrants for the period 8/5/10 through 8/26/10.
- C. Approve the temporary reclassification of Julie Davis-Jaffe to Program Officer through October 30, 2010.
- D. Approve the temporary reclassification of Patricia Perez to Employment Services Supervisor through November 5, 2010.
- E. Approve the use of the Consumer Price Index – Urban and that the Board approves a modification to the salary ranges of Zone 1 to \$58,992 - \$127,871 and Zone 2 to \$45,207 - \$90,414.

Voice Vote: Unanimous approval.

III. Action Items

A. GENERAL ADMINISTRATION/SETA

1. **TIMED ITEM 10:00 A.M. AND PUBLIC HEARING:** Final Reading and Approval of the Sacramento Employment and Training Agency Budget for Fiscal Year 2010-2011

Mr. Roy Kim reviewed this item. A public hearing was opened in June, and the board is recommended to close the public hearing and approve the budget. The budgets will be presented to the City Council and Board of Supervisors for approval in September.

Ms. Pannell spoke of her concern regarding the inability of the California Legislature to approve the state budget. It is essential that the budget be approved in order to continue our programs. Staff will prepare a letter to the California Legislature under Councilman McCarty's signature.

Moved/Pannell, second/Scherman, to close the public hearing and approve the SETA budget for 2010-2011.

Roll Call Vote: Aye: 5, Nay: 0, Abstentions: 0

2. Approval to Amend the Conflict of Interest Code for the Sacramento Employment and Training Agency

Mr. Larry Larsen stated that this is a modification to the Agency's conflict of interest code. The actual process will not change but the code will be simplified.

Moved/Nottoli, second/Scherman, to approve the revised Conflict of Interest Code and direct Legal Counsel to forward it to the Sacramento County Board of Supervisors for ratification.

Voice Vote: Unanimous approval.

3. Request to Extend or Cancel the Digital Telecommunications Corporation Contract for Voice Over Internet Protocol (VoIP)

Mr. Edward Proctor reviewed this item and stated that in the last week, staff has had extensive conversations with DTC and the issues have been resolved. The costs have been reduced to an acceptable amount. Also, reallocation of costs has been resolved, as well.

Staff is recommending the extension of the contract with DTC to September 30, 2011. A contract revision will be prepared and brought to the board at a later date. Mr. Proctor explained the reallocation of costs and how it will enable the Agency to continue the contract with DTC.

Mr. Larsen asked that the board motion include the recommendation that the staff come back with a modified contract. The numbers presented by Mr. Proctor are not consistent with the original contract.

Moved/Pannell, second/Yee, to extend the contract with Digital Telecommunications Corporation for an additional year to September 30, 2011, with staff to come back to the board with a modified contract.

Voice Vote: Unanimous approval.

B. WORKFORCE INVESTMENT ACT

1. Appointment of Education Sector Member to the Sacramento Works, Inc. Board

Ms. Kossick reviewed this. Mr. Nottoli asked whether there were any high school superintendents on the WIB. Ms. Kossick stated that there was a Youth Council member from the Sacramento City Unified School District.

Moved/Scherman, second/Pannell, to appoint Dr. Bernadette Halbrook to the Education Sector vacancy on the Workforce Investment Board operating as Sacramento Works, Inc.

Voice Vote: Unanimous approval.

2. Approval to Augment Subgrant Agreements for the California Clean Energy Workforce Training Program

Ms. Purdy reviewed this item which requests approval to subcontract with groups to serve customers with Clean Energy funds. Mr. Yee asked how the numbers are selected and Ms. Purdy stated that the numbers were gleaned from the ARRA proposals previously submitted. There has been a three year process of 'growing' the contracts; the main goal is to train people that will then be hired.

Ms. Meg Arnold, Executive Director of SARTA, spoke before the board. Ms. Pannell wanted to make sure the young people in her district would be able to work in this program. Ms. Purdy stated that Cosumnes River College is connected with the Franklin Career Center and staff is working to ensure the students will be screened for the program.

Mr. McCarty inquired about the programs that were initially funded with the ARRA funds; Ms. Purdy stated that people going through the programs have been placed as a result of training received. The placements are not as robust as hoped. There are success stories, but not as many as hoped.

Mr. Larsen stated that the smallest of these programs is Valley Vision. It appears that the services are technically outside of the scope of what Valley Vision was originally contracted to do. Mr. Larsen read a sole source finding: The SETA

Procurement Policies authorize the Board to procure goods and services on a non-competitive basis in certain circumstances, including in a situation where the services are available only from a single vendor. Based upon the background information provided in the staff report, the Board finds that the additional research services to be performed are available only from a single source - Valley Vision.

Mr. Yee stated his conflict of interest on this item.

Moved/Scherman, second/Pannell, to approve the sole source finding as read into the record and augmentation of subgrants totaling \$335,075 as follows: Clean Energy Workforce Training subgrant agreements: Cosumnes River College (\$125,950), American River College (\$113,625), Sacramento Area Electrical Training Center (\$28,125), Sacramento Area Regional Technology Alliance (\$48,280), and Valley Vision (\$19,095); and approve allocating \$221,450 to Scholarships and Supportive Services through the Sacramento Works One Stop Career Center System.

Roll Call Vote: Aye: 4, Nay: 0 Abstention: 1 (Yee)

3. Approval of Funding Augmentation for Workforce Investment Act (WIA) On-the-job Training Providers with CalWORKS and WIA National Emergency Grant (NEG) Funds Extension of Subgrants Through June 30, 2011, and Approval to Implement On-the-Job Training Waiver

Ms. Purdy reviewed this item. SETA received \$725,000 to develop 103 on-the-job-training contracts. In September 2010, SETA will receive \$1,200,000 from the Sacramento County Department of Human Assistance to provide 171 CalWorks recipients with on-the-job-training opportunities. Ms. Purdy explained the difference between the current OJT reimbursement and the reimbursement being recommended in this item.

Mr. Larsen asked that the motion include authorization for staff to negotiate with respect to the numbers served.

Moved/Yee, second/Pannell, to approve extension of WIA OJT providers through June 30, 2011; augment OJT providers with WIA/ARRA Dislocated Worker funds and CalWORKS funds contingent upon execution of SETA's contract with the Sacramento County Department of Human Assistance; and approve implementation of the Waiver of Section 101(31)(B) of the Workforce Investment Act which was approved by U.S. DOL which permits up to 90 Percent reimbursement for On-the-Job-Training contracts. In addition, authorize staff to negotiate the number of customers served.

Roll Call Vote: Aye: 5, Nay: 0, Abstentions: 0

4. Approval to Ratify the Submission of the Disability Employment Initiative Proposal to the California Employment Development Department

There were no questions or comments.

Moved/Scherman, second/Pannell, to ratify the submission of the WIA Disability Employment Initiative proposal to the Employment Development Department
Voice Vote: Unanimous approval.

5. Approve the Submission of an Application to the PG & E Foundation and Accept WIA Governor's 15% VEAP Funding for the PG&E PowerPathways Program and Authorize the Executive Director to Accept the PG&E Foundation Funding and Execute the Agreements, Modifications and any other Required Documents

Ms. Purdy stated that SETA has been working with PG& E for the past two years in an effort to recruit, assess, interview, select and train job seekers for employment with PG&E. This will create a training and employment pathway for 50 veterans with a focus on recently separated vets, which will lead to jobs at Pacific Gas and Electric and other utilities.

Moved/Nottoli, second/Scherman, to approve the submission of an application for \$25,000 in funding from the PG&E Foundation for the PowerPathways program; accept \$50,000 in funding from WIA Governor's 15% VEAP funds from the Fresno County Workforce Investment Board, contingent upon success in obtaining funding from the PG&E Foundation; and authorize the SETA Executive Director to accept the PG&E Foundation funding, if awarded, and to execute the agreements, modifications and any other documents required by the funding sources.

Roll Call Vote: Aye: 5, Nay: 0, Abstentions: 0

C. HEAD START: No items.

D. COMMUNITY SERVICES BLOCK GRANT

1. Approval to Submit Community Services Block Grant (CSBG) Discretionary Grant Application

There were no questions or comments on this item.

Moved/Scherman, second/Pannell, to approve the submission of a CSBG Discretionary grant application to the Department of Community Services and Development.

Voice Vote: Unanimous approval.

2. Approval to Deobligate \$50,000 in Community Services Block Grant (CSBG) Recovery Act Funding from the Volunteers of America and Augment the Salvation Army with \$50,000 in CSBG Recovery Act Funding for the Homelessness Prevention and Rapid Rehousing Program (HPRP)

There were no questions or comments on this item.

Moved/Pannell, second/Nottoli, to approve the deobligation of \$50,000 from the Volunteers of America CSBG Recovery Act HPRP subcontract. Approve the augmentation of \$50,000 to the Salvation Army CSBG Recovery Act HPRP subcontract.

Roll Call Vote: Aye: 5, Nay: 0, Abstentions: 0

E. REFUGEE PROGRAMS

1. Approval of Staff Funding Extension Recommendations for Refugee Employment Social Services (RESS), Targeted Assistance (TA) and Discretionary Programs, PY 2010-2011

No questions or comments on this item.

Moved/Scherman, second/Pannell, to approve funding extensions for the Refugee Employment Social Services, Targeted Assistance, and Older Refugee Discretionary (ORD) programs, PY 2010-2011, as indicated in the board packet.

Roll Call Vote: Aye: 5, Nay: 0, Abstentions: 0

IV. Information Items

- A. Community Services and Development Monitoring Report: No comments.
- B. Fiscal Monitoring Reports: No comments.
- C. Head Start Fiscal Report: No comments.
- D. Head Start Policy Council Minutes: No comments.
- E. Dislocated Worker Update: Ms. Kossick stated that SETA received a WARN notice from Ocwen Financial Corporation. Staff is working with the dislocated employees.
- F. Career Center Annual Report: No comments.
- G. Update on Head Start Board Responsibilities

Mr. Jerry Gomez provided updates regarding board oversight of the Head Start program. Mr. Gomez expressed his appreciation of the outstanding administration of the Head Start contract in Sacramento. Mr. Gomez reviewed some updates as a result of the 2007 modifications to the Head Start program. He distributed four pages of modifications that talks about governing bodies. Mr. Gomez spoke of the federal review that is done every three years; SETA has been very successful in every review. There are three interviews during the

review process: one with the Policy Council, one with parents, and one with the governing body.

Mr. Nottoli inquired about the credit card report; Ms. Kossick stated that this report is provided to the Policy Council and will now be given to the Governing Board.

V. Reports to the Board

- A. Chair: No report.
- B. Executive Director: No report.
- C. Deputy Directors: No report.
- D. Counsel: No report.
- E. Members of the Board: No report.
- F. Public: None.

VI. CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8

The Governing Board may discuss negotiations concerning the following properties and person(s):

Site #1

Address: 5249 Elkhorn Boulevard, Sacramento

Negotiating Party: Barbara Werbke, Owner

Under Negotiation: Price, Term of Payment, Terms of Agreement for purchase, sale or option

Mr. Larsen stated that there would be a report out of closed session. The board adjourned into closed session at 11:23 a.m.

The board was called back to order at 11:40 a.m.

Mr. Larsen stated that the board approved entering into negotiations with Ms. Barbara Werbke. The board approved, with a vote of 4-0, with Ms. Scherman absent, a motion made by Supervisor Nottoli, seconded by Councilmember Pannell, to authorize the Executive Director to execute a contract consistent with the terms of the July 29 letter, subject to Legal Counsel review.

VII. Adjournment: The meeting was adjourned at 11:43 a.m.

ITEM II-B – CONSENT

APPROVAL OF CLAIMS AND WARRANTS

BACKGROUND:

Kathy Kossick, Executive Director, has reviewed the claims for the period 8/27/10 through 9/29/10, and all expenses appear to be appropriate.

RECOMMENDATION:

Approve the claims and warrants for the period 8/27/10 through 9/29/10.

STAFF PRESENTER: Kathy Kossick

ITEM III-A - 1 - ACTION

REAPPOINTMENT OF THE PUBLIC REPRESENTATIVE MEMBER TO THE SETA
GOVERNING BOARD

BACKGROUND:

Under the provisions of the Joint Exercise of Powers Agreement forming SETA, the City Council and the Board of Supervisors jointly appoint the public representative of the Governing Board in November of even-numbered years. In the past, an individual has been selected by the members of the SETA Governing Board who have then sought confirmation of the appointment from the City Council and Board of Supervisors.

Ms. Sophia Scherman was selected through this process in January, 1999 to serve the two-year term that expired in November, 2000. Her term was extended to November, 2002, to November 2004, to November 2006, to November 2008, and November 2010. Ms. Scherman has indicated a willingness and desire to continue serving on the SETA Governing Board. A letter to the City Council and Board of Supervisors recommending this reappointment will be forwarded under separate cover.

RECOMMENDATION:

Approve the reappointment of Ms. Sophia Scherman as a public representative to the SETA Governing Board for the current term ending in November, 2012 and forward this nomination for approval to the City Council and Board of Supervisors.

STAFF PRESENTER: Kathy Kossick

ITEM III-A – 2 –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.

On October 4, 2007 for calendar year 2008, 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 Eligible employees who retire on or before August 31, 2007. The subsidy was eliminated for all participants who retire after August 31, 2007. This would include the continuation of the \$25/month towards retiree – only dental plan premiums.

On October 2, 2008 for calendar year 2009, 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 Eligible employees who retired on or before August 31, 2007. The subsidy was eliminated for all participants who retired after August 31, 2007. This included the continuation of the \$25/month towards retiree – only dental plan premiums.

On October 1, 2009 for calendar year 2010, the SETA Governing Board took action to continue paying medical subsidies to current retired employees at a reduced rate and

STAFF PRESENTER: Rod Nishi

ITEM III-A – 2 – ACTION (continued)
Page 2

eliminated the dental subsidy. The Board continued to limit future program enrollment to Eligible employees who retired on or before August 31, 2007. The subsidy was eliminated for all participants who retired after August 31, 2007.

Current subsidy/offset payments are as follows:

Years of SCERS service credit	Amount of subsidy
Less than 10 years	\$72
10 years but <15 years	\$90
15 years but <20 years	\$108
20 years but <25 years	\$126
25 years or more	\$144
Dental coverage	\$0

Three options are presented for your consideration:

- OPTION A: maintain the current subsidy; see table above (\$35,000)
- OPTION B: eliminate the medical subsidy to retirees (\$0)
- OPTION C: approve a subsidy at a lesser amount than the table above

Under the proposed 2011 Retiree Medical and Dental Insurance Policy, retirees not receiving a subsidy will still have access to the County's group insurance programs. For many retirees it is their only avenue to purchase quality, affordable medical insurance coverage. While access to coverage will still be available in the 2011 calendar year, there can be no guarantees for the future, especially for the individuals who retire without being eligible for Medicare (generally those between the ages of 50 and 65). Representatives to the County's group insurance providers have previously indicated concerns regarding the potential loss of retiree medical subsidy payments, due to the adverse selection nature of retirees who continue with group medical insurance absent an employer-provided subsidy. The County staff will continue to work with the broker and carriers to provide future access to medical insurance.

RECOMMENDATION:

Staff is recommending that the Board take action to approve Option A for the next calendar year, effective January 1, 2011.

STAFF PRESENTER: Rod Nishi

ITEM III-A – 3 – ACTION

AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO LEASE NEGOTIATIONS
FOR WAREHOUSE/WORKSHOP/OFFICE SPACE

BACKGROUND:

On April 29, 2010 the SETA Governing Board authorized the release of a Request for Proposals (RFP) for Warehouse/Workshop/Office space for the Head Start program.

Release of the RFP was May 3, 2010 and an Offeror's conference took place on May 20, 2010. Proposals were due on August 27, 2010 by 5:00 p.m., PDST.

The current warehouse lease expires on December 31, 2010. The Agency has been in the current facility at North 10th Street since 2001 and in 2008 expanded to its current configuration of 14,300 square feet. The facility is a warehousing and distribution center for Head Start educational and classroom supplies for all SETA operated sites throughout Sacramento County. Facilities and maintenance staff repair and create many playground items and receive office items. It is used as the receiving center for playground equipment and is the office for the SETA Head Start Facilities and Maintenance staff.

The warehouse/workshop/office space utilized by the Agency provides for:

- the storage of educational materials and equipment for the Head Start program
- repair and workshop for equipment
- office space for 10 staff
- a break room with small kitchen area
- a secure parking area for Agency vehicles
- a loading and unloading area for truck delivery
- a file room for secure and confidential children and family files
- a restroom facility

The primary location desired is in proximity to the Agency's central office and would provide easy access to delivery routes to the over 30 Early Learning Centers throughout Sacramento County. The preferred site location identified in the RFP should be in the area generally bounded by Main Avenue and Del Paso Boulevard on the north; North B Street and C Street on the south; Interstate 5 on the west and Business 80 on the east.

The criteria included in the RFP utilized by staff to evaluate proposals were:

- Rental rate; while not controlling, is a significant factor
- Preferred site location identified
- Preferred occupancy of December 1, 2010

STAFF PRESENTER: Rod Nishi

ITEM III-A – 3 – ACTION (continued)
Page 2

- Construction time
- Suitability for purpose of use
- Financial ability of proposer
- Relocation expense
- All rental rates must be for fully serviced leases, excluding janitorial
- Must be for a five (5) year initial period with option to renew for additional five (5) years
- Inclusion of exclusive parking spaces
- Must be fully fire sprinklered.

The RFP attracted 7 proposed sites, which were ranked in the following order based upon the criteria listed above:

SITE LOCATION	Square Footage	RANK OF PROPOSAL
421 N. 10 th Street, Ste #2-3 & #4	15,650	#1
421 N. 10 th Street, Ste #1 & #2-3	13,950	#2
261 Richards Blvd	16,642	#3
2410 Manning Street	13,300	#4
301 N. 10 th Street	15,310	#5
4915 43 rd Street, Bay C (McClellan Park)	14,500	#6
One proposal withdrawn		#7

Staff is seeking authority to enter into lease negotiations with the top three ranked proposals. An oral report will be provided.

RECOMMENDATION:

Hear the oral report and authorize the Executive Director to enter into lease negotiations with the top three ranked proposals.

STAFF PRESENTER: Rod Nishi

ITEM III-A – 4 – ACTION

APPROVAL TO AUTHORIZE THE EXECUTIVE DIRECTOR TO RETAIN MENTOR COACH CONSULTANTS FOR EARLY LEARNING MENTOR COACH PROJECT FUNDED BY THE AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009

BACKGROUND:

In March of 1996 the SETA Governing Board approved a SETA Consultant Policy. This policy outlined the parameters for the hiring of a consultant and included the delegation of authority to the Executive Director for consultants up to \$10,000. In cases where the individual hired exceeded the authority of the Executive Director, the Governing Board must approve the retention or hiring of such individual.

The Agency received notice from the Office of Head Start that the grant application submitted for Early Learning Mentor Coaches was approved in the amount of \$225,000. The project would implement an Early Learning Mentor Coach Initiative in Sacramento County to improve the quality of teaching in Head Start classrooms, promote sustained developmental outcomes for children, and promote career development among Head Start teachers.

The project has a 17 month duration ending on December 31, 2011 and includes the hiring of three (3) mentor coaches. The skills of the mentor coaches must include a thorough knowledge and understanding of the curricula used by SETA and our delegate agencies. Coaches will need to be trained in appropriate coaching strategies and techniques. They will tap into resources and training opportunities from the Head Start National Training/Technical Assistance System, including the National Centers and the Early Childhood Education Specialists. Therefore SETA will hire the mentor coaches as consultants.

The Early Learning Mentor Coach Project will be countywide in scope and will include all 262 Head Start teachers working at SETA and the delegate agencies. The focus will be on teachers in the pre-school center-based option.

RECOMMENDATION:

Authorize the Executive Director to retain mentor consultant coaches for this Early Learning Mentor Coach grant.

STAFF PRESENTER: Denise Lee

ITEM III-A – 5 – ACTION

APPROVAL OF DIGITAL TELECOMMUNICATIONS CORPORATION
CONTRACT AMENDMENT

BACKGROUND

In September, 2007, SETA released a request for Proposals (RFP) to replace the existing telephone system (Centrex) with a Voice over Internet Protocol (VoIP) System. Key components of this RFP included:

- VoIP telephone service eliminating the Centrex service and reducing annual telephony costs
- Teleconferencing capability

In addition to the annual cost savings, the majority of the Head Start project expense was expected to be reimbursed by the E-Rate program provided by the Schools and Library Division (SLD) of the Universal Services Fund.

In January, 2008, SETA awarded a contract in the amount of \$998,145 to Digital Telecommunications Corporation (DTC) pending E-Rate approval and funding.

On April 14, 2009, SETA received the Funding Commitment Decision Letter from the Universal Services Administrative Company– SLD and has been granted extensions for the installation of equipment and the delivery of services through September 30, 2011.

Recently, SETA asked DTC to update the contract with current pricing. An updated equipment list has been created and the revised DTC contract price is \$592,957.50, \$339,255.72 of which is reimbursable directly through the E-Rate Program.

At the September 2, 2010 Governing Board meeting, the Board approved extending the DTC contract to September 30, 2011 and requested that Staff return with a specific amount for the contract amendment.

RECOMMENDATION:

Approve the amendment to the DTC contract to \$592,957.50 which includes all equipment and labor to install the VoIP system.

STAFF PRESENTER: Ed Proctor

ITEM III-A – 6 - ACTION

APPROVAL OF STAFF RECOMMENDATIONS FOR THE YOUTH VENDOR
SERVICES (VS) LIST

BACKGROUND:

In June, 2009 the SETA Governing Board approved release of the *Revised* Vendor Services (VS) Request for Qualifications (RFQ). Vendor services are off-the-shelf, vendorized activities that provide additional options for adults and youth who face a myriad of challenges to academic success and/or gainful employment.

All vendors recommended for inclusion on SETA's VS Lists have demonstrated that the services proposed are justified and will integrate with One-Stop services, adult, and/or youth programs.

Staff is seeking approval of the attached recommendation.

RECOMMENDATION:

Approve the attached recommendations for the Youth VS List.

STAFF PRESENTER: Marianne Sphar

Youth Vendor Services (VS) List

Staff Recommendation

APPLICANT: Another Choice, Another Chance

Location: 5450 Power Inn Road, Suite B, Sacramento, CA

Applicant's Background:

Another Choice, Another Chance (ACAC) is a community based 501(c) non-profit youth organization. Since 1994 they have provided an array of educational, prevention, intervention, and treatment programs and services to youth who have been involved with alcohol and other drugs, suffer from mental health disorders, are involved in the juvenile justice system, are truant, are suspended or expelled from mainstream schools, and/or may be involved in gang activity.

ACAC is certified by the State of California, Department of Alcohol and Drug Programs and Sacramento County Mental Health Division and their professional staff include counselors, therapists, and a psychiatrist. They specialize in alcohol and drug counseling, mental health and dual diagnosis therapy, anger management, and gang diversion services to youth and their families. Their mission is to reduce the incidence and prevalence of substance abuse, mental health disorders, and the resulting behavioral health problems among youth and families. Services are offered at two clinics located in South Sacramento and Rancho Cordova. In addition, they are able to mobilize and provide services at other locations such as school sites and the Sacramento Works Career Centers.

Activity	Individual Rate	Group Rate Min 4/Max 10
Comprehensive Guidance and Counseling	\$65 per session 12 sessions max or \$780	\$30 per session per client 10 sessions max or \$1,200 to \$3,000
Adult Mentoring	\$65 per session 12 sessions max or \$780	\$30 per session per client 10 sessions max or \$1,200 to \$3,000

ITEM III-B - 1 – ACTION

APPOINTMENT OF REQUIRED PARTNER MEMBER TO THE SACRAMENTO
WORKS, INC. BOARD OF DIRECTORS

BACKGROUND:

The Veterans Representative seat on the Sacramento Works, Inc. board has been vacant since 2008. Ms. Coreena Conley, Director of the Sacramento Veterans Resource Center, has submitted an application for this vacant seat. A copy of the application has been sent under separate cover and has been reviewed by Legal Counsel.

Staff will be available to answer questions.

RECOMMENDATION:

Review the staff report, review the application, and appoint Ms. Coreena Conley to the Required Partner vacancy on the Workforce Investment Board operating as Sacramento Works, Inc.

STAFF PRESENTER: Kathy Kossick

ITEM III-B - 2 – ACTION

APPOINTMENT OF LABOR SECTOR MEMBER TO THE SACRAMENTO WORKS,
INC. BOARD OF DIRECTORS

BACKGROUND:

A Labor Sector seat on the Sacramento Works, Inc. board has been vacant due to the recent resignation of May Cha. Ms. Martha Penry, Area Director of the California School Employees Association, has submitted an application for this vacant seat. A copy of the application has been sent under separate cover and has been reviewed by Legal Counsel.

Staff will be available to answer questions.

RECOMMENDATION:

Review the staff report, review the application, and appoint Ms. Martha Penry to the Required Partner vacancy on the Workforce Investment Board operating as Sacramento Works, Inc.

STAFF PRESENTER: Kathy Kossick

ITEM III-B – 3– ACTION

APPROVAL TO REALLOCATE WORKFORCE INVESTMENT ACT GOVERNOR'S
15% DISCRETIONARY FUNDS FOR THE NEW START PROGRAM AND AUGMENT
SUBGRANTEES

BACKGROUND:

In June 2009 SETA was funded by the Employment Development Department (EDD) from WIA Governor's 15% funds to serve re-entry clients/parolees at designated Sacramento Works One Stop Career Centers. The allotment was based on the number of parolees present in each Local Area.

On April 8, 2010, the California Workforce Investment Board (CWIB) along with the California Department of Corrections and Rehabilitation (CDCR) and EDD provided SETA with \$165,174 to continue funding, and the SETA Governing Board approved using a portion of these funds to continue the New Start Program at four Sacramento Works One Stop Career Centers through September 30, 2010.

Staff is recommending an additional augmentation of \$13,750 for each career center through December 31, 2010 to ensure that staffing for the New Start program continues. Because no additional funds have been received, staff is recommending a reduction in the funding allocated to scholarships and supportive services.

Sacramento Works Career Center – New Start Staffing	
SWCC Career Center – South County	\$13,750
SWCC Career Center – Lemon Hill	\$13,750
SWCC Career Center – Broadway	\$13,750
SWCC Career Center – GSUL	\$13,750
TOTAL	\$55,000

RECOMMENDATION:

1. Approve reducing the amount available for supportive services and scholarships for New Start customers served by this grant by \$55,000.
2. Approve augmenting and extending the subgrant agreements of Asian Resources, Inc., Sacramento City Unified School District, Elk Grove Unified School District and the Greater Sacramento Urban League to continue funding staff to provide services to New Start customers through December 31, 2010.

STAFF PRESENTER: Robin Purdy

**SETA
CA New Start Community Employment Program
Status Report**

Participant data to date	Number Recruited	P.O. Referrals	Enrollments	Workshops	Placements
9-20-10	438	31	392	590	41

Data Per Career Center

Career Center	Enrollments	Cost per participant	In Training	Support Services	Cost per participant	Comments
Broadway	100	\$694	1	29	\$132	3 pending Support services
Lemon Hill	149	\$461	8	27	\$179	4 additional received S/S from CSBG
So. County	112	\$614	3	45	\$219	3 additional s/s from CSBG
Urban League	31	\$955	0	1	\$995	They have obligated all of the remaining money to the 10 pending customers

Note: Sacramento Urban League was funded in April 2010 and began enrolling customers in May.

Challenges:

- Customers who are lacking Right To Work documentation remain a major obstacle to enrolling them into the State Job Training Automation system. The job coaches continue to encourage them to obtain their documents and stress the importance and benefit of using the career centers on regular basis.
- Roughly, 50% of the customers who sign up at the Parole and Communities Together (PACT) meeting for the workshop actually show up.

ITEM III-B – 4 - ACTION

APPROVAL OF AUGMENTATION OF CROSSROADS/CITRUS HEIGHTS CAREER CENTER SUBGRANT FOR CAREER CENTER SCHOLARSHIP SERVICES

BACKGROUND

Since 2001, San Juan Unified School District's (SJUSD) Adult Education Department has provided computer classes at the Citrus Heights Sacramento Works Career Center. The Citrus Heights site has a lab with 20 student computers. Until January 2010, the classes were provided at no cost to career center customers. Due to budget constraints and cuts in the Adult Education budget, the SJUSD began requiring students to pay a fee of \$65 per 6 week class. Students receive 24 hours of classroom instruction in Excel, Word and Introduction to Microsoft Office, Internet and E-mail. 27 classes are held during the fiscal year, training 540 customers in computer literacy and software. Often these courses have been the introduction to SWCC resources for the students. As San Juan USD is on the Local Training Provider List, eligible customers have been receiving assistance with the required fees from the Citrus Heights SWCC Scholarship funds. Upon completion of the courses, a Certificate of Completion is awarded.

The total cost incurred by the Citrus Heights Career Center is \$35,100. (27 classes x 20 students/class x \$65/class.) Currently, Citrus Heights receives \$170,000 per year for Talent Development Scholarships and support services. The cost of providing these classes exceeds 20% of the site allocation.

Staff is recommending that the Board augment the talent development scholarship allocation at the Sacramento Works Career Center in Citrus Heights to partially offset the cost of providing computer literacy and software training. The classes offered by the San Juan Adult Education classes are open to all residents of the County and provide an affordable opportunity to train adults and dislocated workers in computer literacy and Microsoft Office software.

RECOMMENDATION:

Approve an augmentation of \$17,000 in Talent Development Scholarship funds to continue low-cost computer training through San Juan Unified School District for Crossroads Diversified Services, Inc. at the Sacramento Works Career Center in Citrus Heights.

STAFF PRESENTER: Robin Purdy

ITEM III-B – 5 - ACTION

APPROVAL OF FUNDING MODIFICATIONS OF WORKFORCE INVESTMENT ACT (WIA) ADULT, DISLOCATED WORKER AND CALWORKS FUNDS FOR ON-THE-JOB (OJT) TRAINING PROVIDERS

RECOMMENDATION:

On April 3, 2009, SETA released a Request for Proposals (RFP) for Workplace Learning Activities, including On-the-Job-Training (OJT) and Work Experience (WEX) that included funding from the Workforce Investment Act (WIA), the American Reinvestment and Recovery Act (ARRA) and Temporary Assistance for Needy Families Emergency Contingency Funds (CalWORKS). The RFP provided for two phases of funding, with proposals submitted by May 21 and July 23, 2009. The RFP also included contract extension language permitting extension of contracts for an additional year, through June 30, 2011. In September 2010, the SETA Governing Board approved funding extensions for On-the-Job Training (OJT) providers, which included acceptance of \$1,200,000 from the Sacramento County Department of Human Assistance (DHA) to provide 151 CalWORKS recipients with OJT opportunities and allocation of WIA National Emergency Grant (NEG) funds to serve prolonged dislocated workers – those out of work for 21 weeks or more, with priority given to those out of work for 99 weeks or more. The extensions were contingent upon the execution of SETA's One Stop Share of Cost contract with the Sacramento County DHA. The September 2010 approval extended OJT services through June 30, 2011.

The Workforce Investment Act requires that One-Stop partners contribute a share of the costs of the One-Stop System proportionate to the use of the system by individuals attributable to the partner program. Since 2003, SETA has entered into an agreement with the County of Sacramento, Department of Human Assistance (DHA) to provide One-Stop Services to CalWORKS customers. In all previous years, this contract has been exempted from the 71-J provision of the County Code, which has recently been interpreted by Sacramento County to prohibit the use of County funds for salaries and wages paid to employees of contractors. Accordingly, SETA was informed last week that the \$1,200,000 allocated by DHA for the one stop share of cost contract this year will not be 71-J exempt and cannot be used to fund staffing costs. As a result, staff has identified available WIA funds to augment OJT providers to cover the staffing costs of additional OJT services and is recommending augmenting the OJT providers identified on the attached chart with WIA Adult funds to cover staffing costs through June 30, 2010. Because DHA CalWORKS funding can be utilized to provide services to participants, staff is also recommending an increase in the total number of CalWORKS recipients to be served from 151 to 194, thereby utilizing the excess funds resulting from

STAFF PRESENTER: Robin Purdy

ITEM III-B – 5 – ACTION (continued)

Page 2

the staffing cost restrictions. The six providers that are recommended for funding augmentation all submitted one or more proposals for funding pursuant to the RFP, and all but one will receive funding below the amounts originally requested. While one provider is being recommended for funding in excess of its original request, that recommendation is being made because the CalWORKS and NEG programs were modified by the funding agencies to permit a higher percentage of wage subsidy, the portion of the budget that goes directly to trainees in the form of wages.

In addition, in order to serve all dislocated workers, staff is recommending augmenting the North State Building Industry Association, which is currently funded with NEG funds, with WIA Dislocated Worker (DW) funds to serve dislocated workers determined ineligible under the NEG funding restrictions.

The funding chart reflecting modified funding extension recommendations for OJT providers is attached.

RECOMMENDATION

- 1) Augment OJT providers with WIA Adult funds to cover staffing costs from October 1, 2010 through June 30, 2011.
- 2) Increase the number of CalWORKs recipients to be served by OJT providers from 151 to 194.
- 3) Augment North State Building Industry Association with WIA DW funds to serve dislocated workers determined ineligible under the NEG.

STAFF PRESENTER: Robin Purdy

Sacramento Employment and Training Agency
Workforce Investment Act and CalWORKs
WORKPLACE LEARNING/JOB CREATION Funding Modification Recommendations
FY2010-2011

Service Provider	Current Funding, FY2010-2011	Funding Modification Recommendations, FY2010-2011						
		NEG/ WIA DW	WIA Adult	CW	Total	Number to Serve		
						NEG/WIA DW	CW	Total
Asian Resources, Inc.	\$239,036	\$52,588	\$73,000	\$276,000	\$401,588	11	46	57
Folsom Cordova Community Partnership	183,303	96,016	43,000	105,400	244,416	11	17	28
Bach Viet Association	304,024	68,250	92,000	253,000	413,250	11	46	57
La Familia Counseling Center	336,523	164,681	62,000	189,100	415,781	23	31	54
Lao Family Community Development	192,161	71,171	50,000	144,000	265,171	10	24	34
North State Building*	198,858	259,380		0	259,380	30	0	30
SCCSC	193,796	0	80,000	181,710	261,710	0	30	30
	\$1,647,701	\$712,086	\$400,000	\$1,149,210	\$2,261,296	96	194	290

*Total recommended allocation for North State Building includes \$60,522 of WIA Dislocated Worker funds to serve 7 clients.

ITEM III-B – 6 - ACTION

APPROVE FUNDING RECOMMENDATION FOR SAFE COMMUNITY PARTNERSHIP
STREET OUTREACH SERVICES

BACKGROUND:

SETA is partnering with the City of Sacramento Police Department and Area Congregations Together (ACT) to develop and implement the City of Sacramento's Safe Community Partnership strategy using the Operation Ceasefire model. Both SETA and the City of Sacramento were awarded funding to focus on the Sacramento Safe Community Partnership (SCP) Initiative. Safe Community Partnership is an evidence-based community and law-enforcement driven concept that encourages youth to step away from violence by providing successful alternatives. The City contracted with SETA to coordinate the procurement and delivery of most of the direct services including training, employment services and case management; Street Outreach; mentoring and life coaching; and substance abuse and mental health counseling.

A Request for Quotes for SCP Street Outreach was issued in August 2010. A bidder's conference was held on August 25, 2010 with ten organizations represented. Attendance at the bidder's conference was not mandatory. Three organizations submitted quotes for Street Outreach services by the deadline of September 8, 2010. The quotes were reviewed by the SCP Leadership Team, represented by SETA, City of Sacramento Police Department, ACT, a community member and the Public Health Institute – the technical assistance advisors for Safe Community Partnership and the State of California.

The SCP Leadership team is recommending Wind Youth Services for the Street Outreach services. Staff is seeking approval to fund Wind Youth Services for \$93,000

RECOMMENDATION:

Approve funding recommendation for Safe Community Partnership Street Outreach services to Wind Youth Services for \$93,000.

STAFF PRESENTER: Robin Purdy

ITEM III-C - 1 - ACTION

APPROVAL OF PROGRAM APPROACH CHANGES FOR PROGRAM YEAR 2010-2011 FOR GRANTEE AND THREE DELEGATE AGENCIES

BACKGROUND:

Since SETA's submission of the Head Start/Early Head Start Refunding Grant Application for program year 2010-2011, the grantee and three of the delegate agencies are in need of a change to the original proposal. Details are as follows:

SETA Operated Program:

Center of Praise services will be relocated to a new center which is anticipated to be ready for move-in by early January. This delay requires a more strategic program approach change utilizing another Head Start center in the area, Hillsdale Early Learning Center.

Part Day - Hillsdale currently offers services to 120 children in part-day and full-day options five days per week. SETA proposes to temporarily reduce the two part-day Hillsdale classrooms to four days per week. SETA will utilize the Hillsdale part-day classrooms each Friday to offer combination option for part-day "COP" enrollments. Details are as follows:

Reduce AM /PM Hillsdale classrooms to four days/week from September 3 – December 20. Hillsdale is currently serving 166 operational days for PY 2010-2011. A reduction to four days per week through December 20, 2010 will result in 153 operational days for PY 2010-2011.

Combination Option for the part day "COP" families will be as follows:
Friday class time (AM/PM)
M-Th – home visits (three home visits/month)

Sacramento City Unified School District: A program approach change is being requested due to the increasing uncertainty surrounding full-day state preschool funding. SCUSD has had to assess the current need for full-day program options created with State and Head Start collaborations. After conducting a needs assessment that included a review of full-day contract hours and waiting lists, SCUSD determined that fewer families were requesting full-day program options. This is due to the fact that fewer families have full-time jobs; instead, parents are returning to school and securing part-time work.

STAFF PRESENTER: Denise Lee

As a result, SCUSD is proposing a revision to their 2010-11 program approach. Specifically, SCUSD would like to move 161 Head Start slots from the full-day center-based collaboration option and add 129 of these slots to the wraparound option. The remaining slots (32) will be moved into a new option, Center-based, Part-day, collaboration (Option #5). An additional 160 slots will be moved from Option #1 (Center-based, part-day) into this new option as well. Additionally, the number of service days for Option #1 (Center-based, part-day) will decrease to 129 and to 233 for Option #3 (Center-based, full-day collaboration).

San Juan Unified School District: A program approach change is being requested because the number of service days has changed. Option #1 (Center-based, half-day) went from 169 days of service to 160 due to the deletion of home visiting days.

Elk Grove Unified School District: A program approach change is being requested because an additional program option has been added and the number of service days has changed as a result of furlough days being omitted from the calendars. The minimum number of service days will still be met since extra days were added to the calendar. However, the total number of service days went from 135 to 134. Additionally, there has been another change to the Program Approach Form. Now, there are two options reflected on the form: some of the school sites are on a traditional calendar, while some of the sites are on a modified traditional calendar. Union House, Florin, Beitzel, and Kennedy are following a modified traditional calendar. Although Head Start may have followed a traditional calendar at these sites in the past, the school sites themselves were on a year-round calendar. This year these sites were moved to modified traditional calendars and the preschool programs will now follow their calendar. All Elk Grove campuses will be closed the month of December and for two weeks during spring break and will be in session until nearly the end of June.

RECOMMENDATION:

Approve the program approach changes as recommended and outlined above for the 2010-2011 program year.

STAFF PRESENTER: Denise Lee

ITEM III-C – 2 - ACTION

APPROVAL TO SUBMIT A REQUEST TO CARRYOVER HEAD START FUNDS
PROGRAM YEAR 2009-2010

BACKGROUND:

In September 2009, SETA received a Program Improvement award from the Office of Head Start. The award included the removal, installation, and 25% of the purchase price for two modular classrooms to replace existing modulars at the Bannon Creek and Bright Beginnings Head Start sites. In April 2010, SETA submitted a budget modification request to reprogram Head Start Basic funds to cover the 75% unfunded portion of the classroom modulars.

The Office of Head Start requires that funds be obligated by July 31, 2010, and that all obligations be liquidated by October 29, 2010. While funds have been obligated, the Bright Beginnings project will not be completed and obligations will not be liquidated by October 29, 2010. Therefore, staff is recommending carrying over up to \$300,000 in Program Year 2009-2010, Head Start Basic funds, to complete the project.

The Program Improvement award also included \$8,000 to erect a privacy fence at Center of Praise. However, because SETA is surrendering the premises to the landlord in October, staff is recommending carrying over \$8,000 and using the funds for the cost of removing and relocating the playground structures.

Additionally, San Juan Unified School District has unexpended Program Improvement funds up to \$285, 000 due to delays in project implementation. Staff is recommending carrying over and using these funds to complete the project.

RECOMMENDATION:

1. Approve the submission of a carryover request for Program Year 2009-2010, Head Start Basic funds up to \$300,000.
2. Approve the submission of a carryover request for Program Year 2009-2010, Head Start Program Improvement funds up to \$293,000.

STAFF PRESENTER: Denise Lee

ITEM IV-A – INFORMATION

WORKFORCE INVESTMENT ACT FISCAL AND PROCUREMENT MONITORING
REPORT FOR PROGRAM YEAR 2008-2009

BACKGROUND:

A copy of a fiscal and procurement monitoring report will be sent under separate cover.

Staff will be available to answer questions.

STAFF PRESENTER: Kathy Kossick

ITEM IV-B - INFORMATION

WORKFORCE INVESTMENT ACT GOLD STANDARD EVALUATION

BACKGROUND:

The U.S. Department of Labor has funded a study to assess the effectiveness of the Workforce Investment Act intensive and training services. This evaluation presents an opportunity for the workforce investment system to document the importance of WIA-funded services to the participants we serve, our oversight bodies including Congress, the Office of Management and Budget, and the general public. The evaluation will specifically examine the Adult and Dislocated Worker formula programs by:

- 1) analyzing program impacts on participants' post-program employment and earnings and their cost effectiveness; and
- 2) comparing outcomes of WIA participants to the outcomes of similar individuals who do not receive WIA services.

Mathematica Policy Research, Inc. (MPR), Social Policy Research Associates, MDRC, and the Corporation for a Skilled Workforce will conduct the evaluation. The evaluators will examine net impacts by subgroups including age, gender, race/ethnicity, and veteran status, among others with an additional emphasis placed on the impact effectiveness of specific intensive services and the combination of intensive services on workforce investment system client's employment and earnings.

This evaluation will compare the outcomes of WIA participants to the outcomes of similar individuals randomly assigned to a control group. MPR and its subcontractors will design and implement random assignment procedures, monitor the evaluation throughout the client observation period, collect project and state administrative data, analyze the data, and produce interim and final reports. The control group in this study will be greatly minimized to reduce the impact on One-Stop Career Center operations; however, a small number of individuals will only receive core services rather than the full menu of One-Stop Career Center services. The evaluation will also include a comprehensive process evaluation of program activities in the thirty sites that will chronicle the best practices and lessons learned from field operations and will provide a rich context for interpretation of the impact results. Data sources for this evaluation include:

- 1) client data collected through a project-specific management information system;
- 2) interview and focus group data collected through visits to participating local workforce investment boards (LWIBs) and One-Stop Career Centers;
- 3) state unemployment insurance wage and benefit records;

STAFF PRESENTER: Robin Purdy

ITEM IV-B - INFORMATION (continued)
Page 2

- 4) follow-up client surveys conducted 15 and 30 months after random assignment; and
- 5) other administrative data related to participation in Federal and state programs.

This evaluation requires participation of thirty randomly selected LWIBs across the country to enable evaluators to construct a nationally representative sample of the workforce investment system. Two local workforce investment boards in California were selected to participate, Sacramento and Fresno. Through participation in this evaluation, SETA/Sacramento Works will have the opportunity to demonstrate the effectiveness of the workforce investment system. SETA/Sacramento Works will be compensated for the additional costs incurred for participating in the evaluation and will be part of a national learning network that will include a discussion with ETA leadership and a forum to discuss WIA reauthorization.

Ron D'Amico, President of Social Policy Research Associates will be working with SETA/Sacramento Works on the study and will present an overview of the goals, methodology, key dates and timelines.

STAFF PRESENTER: Robin Purdy

The Workforce Investment Act Evaluation of the Adult and Dislocated Worker Programs

<i>Study Rationale</i>	<p>With high unemployment and a growing need for a more skilled workforce, providing effective and efficient employment and training services is important. The Workforce Investment Act of 1998 (WIA) provides \$3 billion annually for employment and training services. Yet because these services have not been assessed using rigorous evaluation methodologies, we do not know how they are affecting customers' employment opportunities or earnings.</p>
<i>Research Questions</i>	<p>In response, the U.S. Department of Labor has funded a study to assess the effectiveness of the WIA intensive and training services provided through the Adult and Dislocated Worker formula programs. For each program, the study's research questions are:</p> <ul style="list-style-type: none">• How do the WIA-funded intensive services affect customers' employment rates, earnings, and other related outcomes?• How does WIA-funded training affect customers' employment rates, earnings, and other related outcomes?• What is the effect of these services on subgroups of customers defined by customer and program characteristics?• How are these services implemented, and how do differences in implementation affect customers' employment, earnings, and related outcomes?• Are the benefits of these services measured in dollars greater than their costs?
<i>Study Design Features</i>	<p>The study will use an experimental research design with the following features:</p> <ul style="list-style-type: none">• Thirty local workforce investment areas (LWIAs) have been selected randomly so that study findings can represent the national WIA Adult and Dislocated Worker programs.• All eligible adults and dislocated workers in the study sites will be randomly assigned to one of three research groups defined by the WIA-funded services that they can receive: (1) all WIA services, (2) core and intensive services but not training, and (3) core only services. Random assignment will occur just before eligible customers would begin to receive WIA-funded intensive services.• About 85 to 90 percent of WIA-eligible adults and dislocated workers will be in the first group and will be able to access all WIA services.• Two follow-up surveys will be conducted for a subsample of customers in the study.• Administrative and program data will be collected for all customers in the study.• Detailed information will be collected on the implementation of WIA intensive and training services through interviews with program staff.
<i>Benefits to Participating LWIAs</i>	<p>Participating LWIAs will provide input into the national discussion about policies and practices designed to raise the employment and earnings of adults and dislocated workers. Other benefits to each participating LWIA include:</p> <ul style="list-style-type: none">• Receipt of timely findings for the LWIA; findings for each LWIA will not be made public or shared with the U.S. Department of Labor• Opportunities to discuss program issues and policy with senior staff at the U.S. Department of Labor• Opportunities for staff at all levels to meet with and learn from staff of other study LWIAs• Financial compensation

Study Requirements

For the success of the study, participating LWIAs will perform specific study-related tasks. The study team will work with each LWIA to minimize disruptions to its normal operations. Participation includes:

- Asking all customers who would be offered WIA-funded intensive services to read and sign a study consent form and to complete short information and contact forms
- Entering the data from the short form into a web-based information system, which will indicate the group to which the customer has been randomly assigned
- Providing to customers only the WIA-funded services for which their assigned research group is eligible
- Providing information to the study team on services received by customers
- Participating in on-site visits conducted by the study team

The study team will support and train the LWIA staff on the study, and will compensate the LWIA for its participation.

Study Schedule

Key milestones and dates for the study follow:

- Train LWIA staff in February 2011
- Start random assignment of customers in March 2011; random assignment will continue for 18 months
- Enter data on new WIA-eligible adults and dislocated workers into the study web-based system for an additional 15 months after random assignment has ended
- Research team begins to provide feedback to the LWIA within six months after the start of random assignment
- Release of the first impact findings is expected in 2014 and the final findings in 2015

The Study Team

Mathematica Policy Research, a nonpartisan policy research firm, conducts research and surveys for federal and state governments, foundations, and private sector clients. The employee-owned company has conducted some of the most important evaluations of education, nutrition, welfare, employment, and early childhood policies and programs in the United States. See www.mathematica-mpr.com.

Social Policy Research Associates (SPR) is a nationally recognized research, evaluation, and technical assistance firm. SPR specializes in providing rigorous and responsive services related to employment assistance, job training, education, youth programs, and comprehensive social services. See www.spra.com.

MDRC is known for mounting large-scale evaluations of real-world policies and programs targeted to low-income people. From welfare policy to high school reform, MDRC's research has frequently helped to shape legislation, program design, and operational practices across the country. See www.mdrc.org.

The Corporation for a Skilled Workforce (CSW) works closely with members of the workforce investment system. CSW researches promising practices; creates and tests new models and tools to solve problems; and advises and supports state, regional, and local implementation of workforce initiatives. See www.skilledwork.org.

To Find Out More

Contact the U.S. Department of Labor's project officer, Jonathan Simonetta, by phone at (202) 693-3911 or by email at simonetta.jonathan@dol.gov.

Or contact Mathematica's project director, Sheena McConnell, by phone at (202) 484-4518 or by email at smcconnell@mathematica-mpr.com.

ITEM IV-C - INFORMATION
FISCAL MONITORING REPORTS

BACKGROUND:

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

Staff will be available to answer questions.

STAFF PRESENTER: Roy Kim

MEMORANDUM

TO: Mr. Robert Sanger **DATE:** September 24, 2010

FROM: D’et Patterson, SETA Fiscal Monitor

RE: On-Site Fiscal Monitoring of Folsom Cordova Community Partnership

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIA – ARRA	SYE	\$52,200	5/1/10 – 9/30/10	5/1/10 – 7/31/10

Monitoring Purpose: Initial Follow-up Special Final

Date of review: 9/14/10

	AREAS EXAMINED	SATISFACTORY		COMMENTS/ RECOMMENDATIONS	
		YES	NO	YES	NO
1	Accounting Systems/Records	X			
2	Internal Control	X			
3	Bank Reconciliation’s	X			
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 Budget	X			
11	In-Kind Contribution		N/A		
12	Equipment Records		N/A		

Program Operator: Folsom Cordova Community Partnership

Findings and General Observations:

- 1) The total costs as reported to SETA from May 1, 2010 to July 31, 2010 have been traced to the delegate agency records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

- 1) There are no findings for corrective action in this fiscal monitoring visit.

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Anita Barnes **DATE:** September 13, 2010
FROM: Tammi L. Kerch, SETA Fiscal Monitor
RE: On-Site Fiscal Monitoring of La Familia Counseling Center

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIA	US	\$ 58,000	7/1/08-6/30/09	7/1/08-6/30/09
WIA	OOS	\$ 233,899	7/1/08-6/30/09	7/1/08-6/30/09
WIA	OSS/Adult	\$ 258,000	7/1/08-6/30/09	7/1/08-6/30/09
WIA	OJT	\$ 245,338	7/1/08-6/30/09	7/1/08-6/30/09
WIA/DHA	OJT	\$ 126,000	7/1/08-6/30/09	7/1/08-6/30/09
WIA/ARRA	Summer Youth	\$ 91,734	5/1/09-9/30/09	5/1/09-9/30/09
CSBG	FSS	\$ 61,444	1/1/09-12/31/09	1/1/09-12/30/09

Monitoring Purpose: Initial ___ Follow-Up ___ Special ___ Final X
Date of review: March 22-26, July 29, and Aug 13, 2010

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

Program Operator: La Familia Counseling Center

Findings and General Observations:

The total costs as reported to SETA for WIA and CSBG have been traced to the subgrantee's fiscal records. The recorded expenditures were verified and appear to be in order and there are no adjustments required.

Recommendations for Corrective Action:

There are no findings for corrective action in this fiscal monitoring visit.

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Ms. Meg Arnold

DATE: August 9, 2010

FROM: D'et Patterson, SETA Fiscal Monitor

RE: On-Site Fiscal Monitoring of Sacramento Area Regional Technology Alliance

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIA/ARRA	Business Development and Innovations	\$250,000	7/16/09–9/30/10	7/16/09–4/30/10

Monitoring Purpose: Initial Follow-up Special Final
 Date of review: 5/13/10 & various follow ups

AREAS EXAMINED	SATISFACTORY		COMMENTS/RECOMMENDATIONS	
	YES	NO	YES	NO
1 Accounting Systems/Records	X			
2 Internal Control	X			
3 Bank Reconciliation's	X			
4 Disbursement Control	X			
5 Staff Payroll/Files	X			
6 Fringe Benefits	X			
7 Participant Payroll		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: SARTA

Findings and General Observations:

- 1) The total costs as reported to SETA from July 16, 2009 to April 30, 2010 for ARRA Business Development and Innovations program have been traced to the delegate agency records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

- 1) There are no findings for corrective action in this fiscal monitoring visit.

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Ms. Donna Elmore **DATE:** September 23, 2010
FROM: Greg P. Tayros, SETA Fiscal Monitor
RE: On-Site Fiscal Monitoring of Sacramento City U. S. D.

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
Head Start	Basic & COLA	\$ 8,042,751	8/1/09-07/31/10	8/1/09-06/30/10
Head Start	T & TA	20,000	8/1/09-07/31/10	8/1/09-06/30/10
Head Start	Prog. Impv.	217,242	8/1/09-07/31/10	8/1/09-06/30/10
HS/ARRA	COLA	143,593	8/1/09-07/31/10	8/1/09-06/30/10
HS/ARRA	Quality Impv.	403,572	8/1/09-07/31/10	8/1/09-06/30/10
HS/ARRA	Expansion	130,697	10/1/09-9/29/10	10/1/09-6/30/10
Early HS.	Basic & COLA	1,113,981	8/1/09-07/31/10	8/1/09-06/30/10
Early H.S.	T & TA	18,249	8/1/09-07/31/10	8/1/09-06/30/10
EHS/ARRA	COLA	18,889	8/1/09-07/31/10	8/1/09-06/30/10
EHS/ARRA	Quality Impv.	56,479	8/1/09-07/31/10	8/1/09-06/30/10
EHS/ARRA	Expansion	310,500	12/1/09-9/29/10	12/1/09-6/30/10

Monitoring Purpose: Initial Follow-Up Special Final
SATISFACTORY COMMENTS/RECOMMENDATIONS

<u>AREAS EXAMINED</u>		<u>YES</u>	<u>NO</u>	<u>YES</u>	<u>NO</u>
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		N/A		
8	OJT Contracts/Files/Payment		N/A		
9	Indirect Cost Allocation	X			
10	Adherence to Budget	X			
11	In-Kind Contribution	X			
12	Equipment Records		N/A		

Program Operator: Sacramento City Unified School District

Findings and General Observations:

- 1) The total costs as reported to SETA from August 1, 2009 to June 30, 2010 have been traced to the delegate's records. The records were verified and appeared to be in order.
- 2) There are no findings.

Recommendations for Corrective Action:

- 1) There are no corrective actions required.

cc: Kathy Kossick
Governing Board
Policy Council

MEMORANDUM

TO: Mr. Dwight Washabaugh **DATE:** September 24, 2010
FROM: D'et Patterson, SETA Fiscal Monitor
RE: On-Site Fiscal Monitoring of Sacramento Regional Conservation Corp

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIA	Out of School Youth	\$97,325	7/1/09-6/30/10	3/1/10-6/30/10
WIA/ARRA	Business Development & Innovation – Adult	\$150,000	7/1/09-6/30/10	7/1/09-6/30/10
WIA/ARRA	Business Development & Innovation – Dislocated Worker	\$50,000	7/1/09-6/30/10	7/1/09-6/30/10

Monitoring Purpose: Initial Follow-up ___ Special ___ Final X
Date of review: 7/29/10

AREAS EXAMINED	SATISFACTORY		COMMENTS/ RECOMMENDATIONS	
	YES	NO	YES	NO
1 Accounting Systems/Records	X			
2 Internal Control	X			
3 Bank Reconciliation's	X			
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 Budget	X			
11 In-Kind Contribution	N/A			
12 Equipment Records	N/A			

Program Operator: Sacramento Regional Conservation Corps

Findings and General Observations:

- 1) We have reviewed the WIA Out of School Youth program from March 1, 2010 to June 30, 2010 and the ARRA Business Development and Innovations programs from July 1, 2009 to June 30, 2010. The costs reported for these programs have been traced to the subgrantee's records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

- 1) There are no findings for corrective action in this fiscal monitoring visit.

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Mr. Rod Beverly **DATE:** August 16, 2010

FROM: Tammi L. Kerch, SETA Fiscal Monitor

RE: On-Site Fiscal Monitoring of Sacramento Regional Transit

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIA 15%	Transit Training	\$ 205,876	8/1/08-12/31/08	8/1/08-12/31/08

Monitoring Purpose: Initial ____ Follow-Up ____ Special ____ Final X
Date of review: Jan 26 & Jun 29, 2010

	AREAS EXAMINED	SATISFACTORY		COMMENTS/ RECOMMENDATIONS	
		YES	NO	YES	NO
1	Accounting Systems/Records	X			
2	Internal Control	X			
3	Bank Reconciliation	X			
4	Disbursement Control	X			
5	Staff Payroll/Files	X			
6	Fringe Benefits	X			
7	Participant Payroll		N/A		
8	Supportive Services/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: Sacramento Regional Transit

Findings and General Observations:

The total costs as reported to SETA for WIA 15% Transit Training have been traced to the subgrantee's fiscal records. The recorded expenditures were verified and appear to be in order and there are no adjustments required.

Recommendations for Corrective Action:

There are no findings for corrective action in this fiscal monitoring visit.

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Ms. Edenaugboye Davis **DATE:** September 21, 2010
FROM: Greg P. Tayros, SETA Fiscal Monitor
RE: On-Site Fiscal Monitoring of WCIC

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
Head Start	Basic, COLA	\$ 667,032	8/01/09-7/31/10	8/01/09-5/31/10
Head Start	T & TA	7,500	8/01/09-7/31/10	8/01/09-5/31/10
Head Start	Prog. Impv.	145,655	8/01/09-7/31/10	8/01/09-5/31/10
HS/ARRA	COLA	11,909	8/01/09-7/31/10	8/01/09-5/31/10
HS/ARRA	Quality Impv.	33,471	8/01/09-7/31/10	8/01/09-5/31/10
HS/ARRA	Expansion	130,697	8/01/09-7/31/10	8/01/09-5/31/10

Monitoring Purpose: Initial Follow-Up Final
Date of review: 8/10-12/10

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

Program Operator: WCIC

Findings and General Observations:

- 1) The total costs as reported to SETA from August 1, 2009 to May 31, 2010 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) There are no corrective actions required.

cc: Kathy Kossick
Governing Board
Policy Council

ITEM IV-D – INFORMATION
HEAD START FISCAL REPORT

BACKGROUND:

This agenda item provides an opportunity for the Governing Board to review the fiscal reports. These reports are being sent under separate cover.

Staff will be available to answer questions.

STAFF PRESENTER: Roger Bartlett

ITEM IV- E - INFORMATION

HEAD START POLICY COUNCIL MINUTES

BACKGROUND:

Attached are the most recent minutes from the Head Start Policy Council.

Staff will be available to answer questions.

STAFF PRESENTER: Denise Lee

SPECIAL MEETING OF THE HEAD START POLICY COUNCIL
Minutes/Synopsis

(Minutes reflect the actual progress of the meeting.)

SETA Board Room
925 Del Paso Blvd., Suite 100
Sacramento, CA 95815

Tuesday, July 27, 2010
1:00 p.m.

- I. **Call to Order/Roll Call/Review of Board Member Attendance:** Ms. Jennifer Ryon called the meeting to order at 1:15 p.m. and read the Thought of the Day. Ms. Coventry St. Mary called the roll; a quorum was established.

Members Present:

Jennifer Ryon, Elk Grove Unified School District
Coventry St. Mary, San Juan Unified School District
Michela Barbosa, Twin Rivers Unified School District (arrived at 1:25 p.m.)
Electa Broussard Twin Rivers Unified School District
Mary Brown, SETA-Operated Program
Yvette Hernandez, SETA-Operated Program
Muykea Richardson, Alternate, SETA-Operated Program
David Quintero, SETA-Operated Program
Katherine Yaipen-Faulter, SETA-Operated Program
Jeanine Vandermolen, Past Parent Representative
Brenda Vincent, Past Parent Representative
Tamara Knox, Home Base Program
Mary Pope, Grandparent Representative

Members Absent:

Victor Wilson, Elk Grove Unified School District (excused)
Cynthia Mack, Early Head Start (unexcused)
Patrice Hill, Sacramento City Unified School District (excused)
Chezette Taylor, Sacramento City Unified School District (unexcused)
Sandra Renteria, Sacramento City Unified School District (excused)
Kelly Martin, SETA-Operated Program (excused; alternate present)
Dina Patterson, SETA-Operated Program (unexcused)
Troy Luna, CAMP (excused)

II. **Consent Item**

- A. Approval of the Minutes of the June 22, 2010 Special Meeting

Minutes were reviewed.

Moved/Yaipen-Faulter, second/St. Mary, to approve the June 22, 2010 minutes.
Show of hands vote: Aye: 10, Nay: 0, Abstentions: 2 (Vandermolen and Ryon)

III. **Action Items**: No items.

IV. **Information Items**

A. Standing Information Items

- Introduction of Newly Seated Members: None.
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account: To be done later in the meeting.
- PC/PAC Calendar of Events: Ms. Ryon reviewed the upcoming meetings.
- Parent/Family Support Unit Events and Activities: Ms. Ryon distributed a sign-in sheet for the parent activity.

On Friday, August 13 Ms. Vandermolen will be participating in an art show at the Mix Gallery from 4-7:00 p.m. And on August 14 (Second Saturday), she will be located at 18th & "L" from 6-9 p.m. Ms. Tamara Knox will debut her photography on August 14 at Cuilla Brothers Auto Body Shop, 2413 "J" Street, 5:00 p.m. – 9:00 p.m.

Ms. Barbosa arrived at 1:25 p.m.

- Sacramento County Head Start/Early Head Start Program Enrollment Report: No report.
- PC/PAC Joint Parent Activity (see attached flyer)
- PC/PAC Orientation II, Tuesday, August 3, 2010, 8:30 a.m.: Registration, 9:00 a.m. – 12:30 p.m.: Orientation, SETA Board Room
- Community Resources – PC Representatives: No comments.

B. Sacramento Habitat for Humanity Presentation

Ms. Ashley Tulley stated that the Sacramento Habitat for Humanity has been a local affiliate for 25 years. She works to qualify families for the houses that are built. Ms. Tully is working to reach all Head Start families to get them involved in the orientation and to learn of the criteria for home ownership; families are always being recruited. There is no waitlist for Habitat homes. Ms. Tulley stated that the criteria for families seeking homes includes: There is a need for adequate shelter; 1) families are currently in substandard conditions, paying more than 50% of current income on current housing, or over crowded; 2) partner with habitat for humanity by putting in 500 'sweat equity' hours into your home; and 3) ability to pay; must fall within income guidelines 30-50% gross income median in Sacramento County. In addition, people have to be a first time home owner, and residents of Sacramento County. The family has to have a responsible credit history. Ms. Tulley reviewed the process to apply for a home. An orientation for interested families is 1-1 ½ hours in length. The typical home is built in 3-4 months. The entire process is from 6-12 months in length, depending upon how quickly the prequalification process is completed.

Ms. Tulley stated that Habitat for Humanity is always looking for volunteers to assist the families working on their houses. Call 916-440-1215, ext. 1111 for additional information or to volunteer.

Ms. Tulley stated that a home will be dedicated on Saturday, July 31 located at 2911 – 20th Avenue. The home dedication is what Habitat for Humanity is all about. Board members were invited to participate.

- Fiscal Monthly Report/Corporate Card Monthly Statement of Account – Mr. Roger Bartlett reviewed the summary of expenditures. New modular buildings are being put into place at Bannon Creek. There has been \$730,000 in expenditures related to the two modulares; all expenses are to be encumbered by the end of July. The non-federal share is 31% of our grant; the Agency is required to have a 25% match. The budget is currently at 10% of administration; no more than 15% can be spent on administration costs.

C. Governing Board Minutes for the June 3, 2010 Meeting: No questions.

V. Committee Reports

A. Executive Committee: Ms. Ryon reviewed the critique of the last meeting.

B. Budget/Planning Committee: Ms. Mary Brown at the last meeting, it was discovered that additional funds (\$1,000) have been found to be utilized for the End-of-Year Parent Appreciation luncheon/dinner.

C. Personnel/Bylaws Committee: Ms. Vandermolen reported that the committee has read through both PC and PAC bylaws. Modifications to the PAC bylaws have begun.

D. Social/Hospitality Committee: Ms. Vandermolen reported that committee members went to review potential locations for the End-of-Year Parent event. If anyone has an idea where to go, see her after the meeting.

E. Program Area Committees

- Early Childhood Development & Health Services Committee and Parent/Family Support Committee (aka Child Safety Committee)
- ✓ Emergency Preparedness for Families Subcommittee: No meeting.
- Monitoring and Evaluation (aka Self Assessment): Ms. Brown attended the Quality Review Assurance meeting where Melanie Nicholas reviewed the results of monitoring the 34 centers and how a system was in place to provide accountability of services. Overall, the program was meeting performance standards. Staff and parent relationships remain strong.
- Male Involvement Committee/Community Advocating Male Participation (CAMP): Ms. Yvette Hernandez reported that attendees talked about

each site getting involved in doing some kind of Daddy and Me activity. There was also discussion of doing a newsletter and making tee shirts. Bob Silva can be contacted for details on Daddy and Me events. He has information on past activities, what has worked and what has not worked. The events must be educationally related.

- F. Community Partnerships Advisory Committee (CPAC): Date to be announced.
- G. Health Services Advisory Committee (HSAC): Date to be announced.

VI. Other Reports

- A. SETA Executive Director's Report: No report.
- B. Head Start Deputy Director's Report: Ms. Denise Lee introduced Ms. Bonnie Bilger, the new Senior Personnel Analyst. Ms. Bilger will be presenting Closed Session items before the Policy Council.

Ms. Bilger reported that she works primarily with Head Start recruitments and workers compensation claims.

Ms. Lee's report was distributed. The delegate agencies are, for the most part, off session during the summer, so the report is mostly SOP. Center of Praise has notified SETA that they want their space back. That center serves 20 full day and 40 part day children. The children will transition to centers located at Mather, La Riviera, and Bright Beginnings. Staff is in the process of searching for other locations in the east part of the county. There are not a lot of locations suitable for a Head Start center. Staff is looking in the north and the south for locations. Seventy percent of our children are moving into kindergarten so it will mean that it will be easier to transition children over to new centers. SETA Head Start is currently seeking applications for children for the coming school year. Head Start PRISM review will be coming up early next year. The review entails looking at classrooms, talking to staff and teachers, ensuring paperwork is in order, and that regulations are being met. Notification of the review used to be given months ahead of time, but the Office of Head Start is proposing unannounced visits. The California Head Start Association sent a letter asking for the 30-day notification window and not to allow the unannounced reviews. To prepare for a federal review is very intense; staff and the California Head Start Association are asking for 30 days notification prior to the actual review.

- C. Chair's Report: The monitoring/quality report will be available next meeting. Ms. Vandermolen reported that Melanie Nicholas is seeking parents interested in becoming a parent educator. Parents would receive a stipend for those completing the training. Call 916-263-3736 for more information. First 5 Sacramento sent out a flyer announcing \$5,000 grants for groups of parents/care givers with ideas that benefit children 5 and under. Go to their web site at

www.first5sacramento.net for examples of activities. Information can also be attained by calling 916-876-5865 or e-mail: first5grants@saccounty.net Ms. Richardson reported that she wrote grants that were funded for the Seavey Circle neighborhoods.

D. Head Start Managers' Reports: Tabled until next month.

E. Community Agency Reports: Tabled

- Child Health and Disability Prevention Program (vacant)
- Maternal, Child and Adolescent Health Advisory Board
- Community Action Board: Mr. Victor Wilson will no longer be the representative.

F. Open Discussion and Comments: No comments.

G. Public Participation: No comments.

VII. Adjournment: The meeting was adjourned at 2:29 p.m.

ITEM IV-F– INFORMATION
DISLOCATED WORKER UPDATE

BACKGROUND:

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

STAFF PRESENTER: William Walker

Dislocated Worker Information PY 2010/2011

The following is an update of information as of September 15, 2010 on the Worker Adjustment and Training Notification (WARN) notices and Non WARN notifications in Sacramento County

	MONTH RECEIVE NOTICE	COMPANY AND ADDRESS	WARN STATUS	# OF AFFECTED WORKERS	SETA'S INTERVENTION
Official	5/26/2010	HAVI Logistics 826 National Drive Sacramento, CA 95834	7/28/2010	103	Declined Services
Official	6/4/2010	Child Action Sacramento, CA	7/28/2010	85	8/9/2010
Official	6/28/2010	McDonough Holland & Allen PC's 500 Capitol Mall Sacramento, CA	8/31/2010	106	Declined Services
Unofficial	7/1/2010	U.S. Census Sacramento, CA	8/31/2010	50	8/3/2010
Official	7/1/2010	EdFund 10370 Peter A McCuen Blvd Mather, CA 95655	8/27/2010	18	Declined Services
Official	7/1/2010	Zip Realty Emeryville, CA	8/31/2010	39	Declined Services
Official	8/13/2010	O1 Communications, Inc. 1515 K street, Ste. 100 Sacramento, CA	9/30/2010	52	Pending
Official	9/7/2010	Beanstalk Sacramento, CA	11/1/2010	82	Pending
Official	9/8/2010	HomeEq Servicing (Ocwen) 4837 Watt Ave North Highlands, CA	11/19/2010	902	Pending
Official	9/8/2010	CLARCOR Air Filtration Products 3800 Pell Circle Sacramento, CA 95838	11/22/2010	80	Pending
Official	9/15/2010	Freedom Debt Relief 3947 Lennane Drive Sacramento, CA 95838	11/15/2010	123	Pending
			Total # of Affected Workers	1,640	

ITEM IV-G – INFORMATION

EMPLOYER RECRUITMENT ACTIVITY REPORT

BACKGROUND:

Staff at Sacramento Works Career Centers and internal Employer Services staff work with local employers to recruit qualified employees. Attached is a listing of employers recently assisted.

Mr. William Walker will be available to answer questions.

STAFF PRESENTER: William Walker

Employer Recruitment Activity Report

Employer	Jobs	No of Positions
AccentCare	Caregivers	26
Acrobat Staffing	Cooks, Servers, Diswashers	13
Appleone Employment Services	Various Positions	38
Agilent Technologies	Manufacturing Engineer Supervisor	1
Amerikit	Warehouse, Administrative Asst.	3
Beutler Corporation	Consolitrades/Flash Cool	70
Cacique, Inc	District & Sales Managers	2
California Energy Savers	Telemarketing	4
California Redevelopment Association	Member Service Associate	1
Campbell Soup	Maintenance Mechanics	67
Capital Autism Services	Behavioral Tutors	8
Cenveo	Maintenance Tech & Adjusters	2
Cenveo	Mechanical Tech & Adjuster	2
Child Abuse Prevention Center	Community Ed Training Mgr	1
Community Services Planning Council	Program Associate	1
Delta Dental of California	Workforce Management Coordinator	1
Dome Printing	Truck Driver	1
General Produce Company	Retail Merchandiser	1
Grocery Outlet	Deli, Clerk, Cashier, Produce etc.	40
Hickory Farms	Seasonal Positions	28
HMS Host	Cashiers, Cook, Attendants	12
H & R Block	Office Managers	12
Intelligrated	Product Support Engineers	5
International Language Interpreters	Translators/Translators	12
Manpower	Warehouse/Maintenace	10
N Solar Inc	Green Jobs	150
Nestlé Waters North America	Admin Staff & Warehouse Positions	40
North Highlands Pharmacy Inc.	Pharmacy Clerk	2
OPDE	Solar Photovoltaic	150
PG&E	Utility Equipment Mechanics	31
Raging Waters	Various Positions	50
Randstad	Bilingual Customer Service Reps	15
Salvation Army Emergency Shelter	Case Manager & Housing Specialist	2
SMUD	Call Center Representatives	12
Sears	Seasonal Sales Associates/ Cashiers	12
Staffing Network	Various Positions	13
Solar Power Inc	Solar Photovoltaic	50
Support for Home	Caregivers	13
Turning Point Christian School	Pre-School Teacher	1
Union Pacific	Diesel Mechanic	1
Vacuum Process Engineering	Drafter/Designer & Technicians	2
ZETA	Construction	50
Total		955

ITEM IV-H – INFORMATION

UNEMPLOYMENT UPDATE/PRESS RELEASE FROM THE EMPLOYMENT
DEVELOPMENT DEPARTMENT

BACKGROUND:

The unemployment rate for Sacramento County for the month of August is 12.4%.

Attached is a copy of a press release from the Employment Development Department breaking down the job losses and job creations for the regional area.

Staff will be available to answer questions.

STAFF PRESENTER: Robin Purdy

**SACRAMENTO-ARDEN-ARCADE-ROSEVILLE METROPOLITAN STATISTICAL AREA (MSA)
(EL DORADO, PLACER, SACRAMENTO, AND YOLO COUNTIES)**

Decline in government employment offset private sector gains over the month

The unemployment rate in the Sacramento-Arden Arcade-Roseville MSA was 12.4 percent in August 2010, down from a revised 12.7 percent in July 2010, and above the year-ago estimate of 11.6 percent. This compares with an unadjusted unemployment rate of 12.4 percent for California and 9.5 percent for the nation during the same period. The unemployment rate was 11.9 percent in El Dorado County, 11.5 percent in Placer County, 12.8 percent in Sacramento County, and 11.6 percent in Yolo County.

Between July 2010 and August 2010, the total number of jobs located in the counties of El Dorado, Placer, Sacramento, and Yolo decreased by 3,200 to total 812,400.

- Government led month-over job loss with a decline of 3,800 jobs. Local government (down 1,800 jobs) and state government (down 1,600 jobs) made up most of the downturn. Federal government reported a smaller loss (down 400 jobs).
- Leisure and hospitality fell 400 jobs, with the losses split between arts, entertainment, and recreation and food services and drinking places (down 200 jobs each).
- Private educational and health services added 500 jobs in contrast to an average decline of 100 jobs over the prior 20 years.
- Three additional industries reported job-gains, including construction (up 400 jobs), manufacturing (up 300 jobs), and total farm (up 200 jobs).

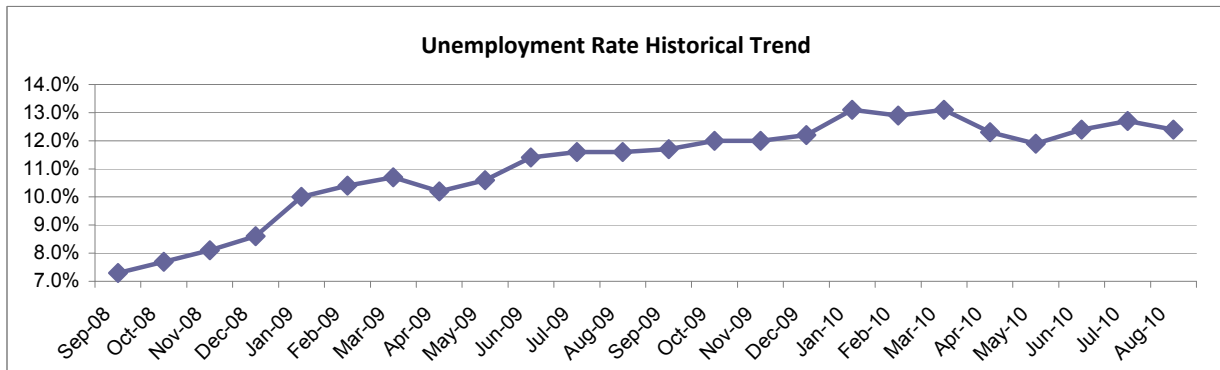
Between August 2009 and August 2010, total wage and salary employment located in the region decreased by 25,900 or 3.09 percent.

- Construction declined 6,100 jobs. Losses occurred primarily in specialty trade contractors (down 3,900 jobs) and construction of buildings (down 1,900 jobs).
- Professional and business services contracted by 4,600 jobs due to declines in professional, scientific, and technical services (down 2,400 jobs), administrative and support and waste management and remediation services (down 1,900 jobs), and management of companies and enterprises (down 300 jobs).
- Financial activities shed 3,100 jobs, posting losses in finance and insurance (down 1,900 jobs) and real estate and rental and leasing (down 1,200 jobs)
- Of the remaining nine industry sectors, eight reported declines and one industry was unchanged.

IMMEDIATE RELEASE

SACRAMENTO-ARDEN ARCADE-ROSEVILLE METROPOLITAN STATISTICAL AREA (MSA)
 (El Dorado, Placer, Sacramento, and Yolo Counties)

The unemployment rate in the Sacramento-Arden Arcade-Roseville MSA was 12.4 percent in August 2010, down from a revised 12.7 percent in July 2010, and above the year-ago estimate of 11.6 percent. This compares with an unadjusted unemployment rate of 12.4 percent for California and 9.5 percent for the nation during the same period. The unemployment rate was 11.9 percent in El Dorado County, 11.5 percent in Placer County, 12.8 percent in Sacramento County, and 11.6 percent in Yolo County.



Industry	Jul-2010	Aug-2010	Change		Aug-2009	Aug-2010	Change
	Revised	Prelim				Prelim	
Total, All Industries	815,600	812,400	(3,200)		838,300	812,400	(25,900)
Total Farm	9,000	9,200	200		10,600	9,200	(1,400)
Total Nonfarm	806,600	803,200	(3,400)		827,700	803,200	(24,500)
Mining and Logging	500	500	0		500	500	0
Construction	37,000	37,400	400		43,500	37,400	(6,100)
Manufacturing	33,600	33,900	300		34,600	33,900	(700)
Trade, Transportation & Utilities	131,200	131,200	0		133,000	131,200	(1,800)
Information	17,100	17,000	(100)		18,300	17,000	(1,300)
Financial Activities	50,500	50,400	(100)		53,500	50,400	(3,100)
Professional & Business Services	96,900	96,700	(200)		101,300	96,700	(4,600)
Educational & Health Services	96,200	96,700	500		98,500	96,700	(1,800)
Leisure & Hospitality	80,500	80,100	(400)		83,000	80,100	(2,900)
Other Services	27,800	27,800	0		28,600	27,800	(800)
Government	235,300	231,500	(3,800)		232,900	231,500	(1,400)

Notes: Data not adjusted for seasonality. Data may not add due to rounding
 Labor force data are revised month to month
 Additional data are available on line at www.labormarketinfo.edd.ca.gov

Sacramento Arden Arcade Roseville MSA
(El Dorado, Placer, Sacramento, and Yolo Counties)
Industry Employment & Labor Force
March 2009 Benchmark

Data Not Seasonally Adjusted

	Aug 09	Jun 10	Jul 10	Aug 10	Percent Change	
			Revised	Prelim	Month	Year
Civilian Labor Force (1)	1,066,100	1,056,000	1,060,800	1,054,000	-0.6%	-1.1%
Civilian Employment	942,800	925,400	926,200	923,200	-0.3%	-2.1%
Civilian Unemployment	123,300	130,600	134,600	130,800	-2.8%	6.1%
Civilian Unemployment Rate (CA Unemployment Rate)	11.6%	12.4%	12.7%	12.4%		
(U.S. Unemployment Rate)	9.6%	9.6%	9.7%	9.5%		

Total, All Industries (2)	838,300	826,200	815,600	812,400	-0.4%	-3.1%
Total Farm	10,600	8,300	9,000	9,200	2.2%	-13.2%
Total Nonfarm	827,700	817,900	806,600	803,200	-0.4%	-3.0%
Total Private	594,800	572,800	571,300	571,700	0.1%	-3.9%
Goods Producing	78,600	70,700	71,100	71,800	1.0%	-8.7%
Mining and Logging	500	500	500	500	0.0%	0.0%
Construction	43,500	36,600	37,000	37,400	1.1%	-14.0%
Construction of Buildings	10,300	8,400	8,400	8,400	0.0%	-18.4%
Construction - Residual	4,900	4,100	4,400	4,600	4.5%	-6.1%
Specialty Trade Contractors	28,300	24,100	24,200	24,400	0.8%	-13.8%
Building Foundation & Exterior Contractors	6,200	5,400	5,500	5,400	-1.8%	-12.9%
Building Equipment Contractors	11,300	10,100	10,200	10,200	0.0%	-9.7%
Building Finishing Contractors	6,800	5,700	5,700	5,700	0.0%	-16.2%
Specialty Trade Contractors - Residual	4,000	2,900	2,800	3,100	10.7%	-22.5%
Manufacturing	34,600	33,600	33,600	33,900	0.9%	-2.0%
Durable Goods	22,200	21,900	21,900	21,900	0.0%	-1.4%
Computer & Electronic Product Manufacturing	7,100	6,900	7,000	7,000	0.0%	-1.4%
Durable Goods - Residual	15,100	15,000	14,900	14,900	0.0%	-1.3%
Nondurable Goods	12,400	11,700	11,700	12,000	2.6%	-3.2%
Food Manufacturing	5,100	4,500	4,600	5,200	13.0%	2.0%
Non-Durable Goods - Residual	7,300	7,200	7,100	6,800	-4.2%	-6.8%
Service Providing	749,100	747,200	735,500	731,400	-0.6%	-2.4%
Private Service Producing	516,200	502,100	500,200	499,900	-0.1%	-3.2%
Trade, Transportation & Utilities	133,000	131,100	131,200	131,200	0.0%	-1.4%
Wholesale Trade	23,700	23,000	22,800	22,700	-0.4%	-4.2%
Merchant Wholesalers, Durable Goods	12,100	11,500	11,500	11,400	-0.9%	-5.8%
Merchant Wholesalers, Nondurable Goods	8,900	8,700	8,700	8,700	0.0%	-2.2%
Wholesale Trade - Residual	2,700	2,800	2,600	2,600	0.0%	-3.7%
Retail Trade	86,200	85,300	85,500	85,400	-0.1%	-0.9%
Motor Vehicle & Parts Dealer	10,200	9,700	9,600	9,600	0.0%	-5.9%
Building Material & Garden Equipment Stores	7,200	7,300	7,200	7,100	-1.4%	-1.4%
Grocery Stores	16,600	16,400	16,500	16,700	1.2%	0.6%
Health & Personal Care Stores	5,300	5,200	5,200	5,200	0.0%	-1.9%
Clothing & Clothing Accessories Stores	6,500	6,600	6,800	6,800	0.0%	4.6%
Sporting Goods, Hobby, Book & Music Stores	4,300	4,100	4,000	4,000	0.0%	-7.0%
General Merchandise Stores	18,600	18,900	19,000	19,100	0.5%	2.7%
Retail Trade - Residual	34,100	33,500	33,700	33,600	-0.3%	-1.5%
Transportation, Warehousing & Utilities	23,100	22,800	22,900	23,100	0.9%	0.0%
Information	18,300	17,200	17,100	17,000	-0.6%	-7.1%
Publishing Industries (except Internet)	2,900	2,600	2,600	2,600	0.0%	-10.3%
Telecommunications	10,200	9,400	9,300	9,200	-1.1%	-9.8%
Information - Residual	5,200	5,200	5,200	5,200	0.0%	0.0%
Financial Activities	53,500	51,100	50,500	50,400	-0.2%	-5.8%
Finance & Insurance	40,800	39,300	38,800	38,900	0.3%	-4.7%
Credit Intermediation & Related Activities	14,100	13,700	13,700	13,700	0.0%	-2.8%
Depository Credit Intermediation	8,500	8,500	8,400	8,400	0.0%	-1.2%
Nondepository Credit Intermediation	3,200	3,100	3,100	3,100	0.0%	-3.1%
Credit Intermediation and Related Activities -	2,400	2,100	2,200	2,200	0.0%	-8.3%
Finance and Insurance - Residual	5,300	4,600	4,200	4,400	4.8%	-17.0%
Insurance Carriers & Related	21,400	21,000	20,900	20,800	-0.5%	-2.8%

Sacramento Arden Arcade Roseville MSA
(El Dorado, Placer, Sacramento, and Yolo Counties)
Industry Employment & Labor Force
March 2009 Benchmark

Data Not Seasonally Adjusted

	Aug 09	Jun 10	Jul 10	Aug 10	Percent Change	
			Revised	Prelim	Month	Year
Real Estate & Rental & Leasing	12,700	11,800	11,700	11,500	-1.7%	-9.4%
Real Estate	9,000	8,600	8,500	8,500	0.0%	-5.6%
Real Estate and Rental and Leasing - Residual	3,700	3,200	3,200	3,000	-6.3%	-18.9%
Professional & Business Services	101,300	96,700	96,900	96,700	-0.2%	-4.5%
Professional, Scientific & Technical Services	52,000	49,800	49,600	49,600	0.0%	-4.6%
Architectural, Engineering & Related Services	9,200	8,700	8,800	8,800	0.0%	-4.3%
Professional, Scientific, and Technical Services	42,800	41,100	40,800	40,800	0.0%	-4.7%
Management of Companies & Enterprises	9,100	8,800	8,700	8,800	1.1%	-3.3%
Administrative & Support & Waste Services	40,200	38,100	38,600	38,300	-0.8%	-4.7%
Administrative & Support Services	38,300	35,800	36,300	36,000	-0.8%	-6.0%
Employment Services	14,100	14,200	13,900	14,200	2.2%	0.7%
Services to Buildings & Dwellings	10,700	10,400	10,600	10,500	-0.9%	-1.9%
Administrative and Support Services - Residual	13,500	11,200	11,800	11,300	-4.2%	-16.3%
Administrative and Support and Waste Management	1,900	2,300	2,300	2,300	0.0%	21.1%
Educational & Health Services	98,500	97,800	96,200	96,700	0.5%	-1.8%
Education and Health Services - Residual	12,000	12,300	10,300	10,700	3.9%	-10.8%
Health Care & Social Assistance	86,500	85,500	85,900	86,000	0.1%	-0.6%
Ambulatory Health Care Services	29,900	30,000	30,000	29,900	-0.3%	0.0%
Hospitals	29,700	29,700	29,900	29,800	-0.3%	0.3%
Nursing & Residential Care Facilities	14,400	14,400	14,400	14,500	0.7%	0.7%
Health Care and Social Assistance - Residual	12,500	11,400	11,600	11,800	1.7%	-5.6%
Leisure & Hospitality	83,000	80,400	80,500	80,100	-0.5%	-3.5%
Arts, Entertainment & Recreation	13,800	13,100	13,200	13,000	-1.5%	-5.8%
Accommodation & Food Services	69,200	67,300	67,300	67,100	-0.3%	-3.0%
Accommodation	8,600	8,600	8,700	8,700	0.0%	1.2%
Food Services & Drinking Places	60,600	58,700	58,600	58,400	-0.3%	-3.6%
Full-Service Restaurants	27,700	26,700	26,700	26,700	0.0%	-3.6%
Limited-Service Eating Places	29,700	30,000	29,900	29,900	0.0%	0.7%
Food Services and Drinking Places - Residual	3,200	2,000	2,000	1,800	-10.0%	-43.8%
Other Services	28,600	27,800	27,800	27,800	0.0%	-2.8%
Repair & Maintenance	8,100	8,000	8,000	8,000	0.0%	-1.2%
Other Services - Residual	20,500	19,800	19,800	19,800	0.0%	-3.4%
Government	232,900	245,100	235,300	231,500	-1.6%	-0.6%
Federal Government	12,900	14,600	13,600	13,200	-2.9%	2.3%
Department of Defense	1,800	1,800	1,800	1,800	0.0%	0.0%
Federal Government excluding Department of Defense	11,100	12,800	11,800	11,400	-3.4%	2.7%
State & Local Government	220,000	230,500	221,700	218,300	-1.5%	-0.8%
State Government	110,300	111,100	109,700	108,100	-1.5%	-2.0%
State Government Education	24,900	26,200	24,600	23,600	-4.1%	-5.2%
State Government Excluding Education	85,400	84,900	85,100	84,500	-0.7%	-1.1%
Local Government	109,700	119,400	112,000	110,200	-1.6%	0.5%
Local Government Education	61,200	71,900	65,300	64,000	-2.0%	4.6%
County	20,700	19,600	19,000	18,800	-1.1%	-9.2%
City	11,900	11,700	11,800	11,500	-2.5%	-3.4%
Special Districts plus Indian Tribes	15,900	16,200	15,900	15,900	0.0%	0.0%

Notes:

(1) Civilian labor force data are by place of residence; include self-employed individuals, unpaid family workers, household domestic workers, & workers on strike. Data may not add due to rounding. The unemployment rate is calculated using unrounded data.

(2) Industry employment is by place of work; excludes self-employed individuals, unpaid family workers, household domestic workers, & workers on strike. Data may not add due to rounding.

September 17, 2010
Employment Development Department
Labor Market Information Division
(916) 262-2162

Sacramento Arden Arcade Roseville MSA
(El Dorado, Placer, Sacramento, and Yolo Counties)
Industry Employment & Labor Force
March 2009 Benchmark

Data Not Seasonally Adjusted

	Aug 09	Jun 10	Jul 10 Revised	Aug 10 Prelim	Percent Change Month Year
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These data are produced by the Labor Market Information Division of the California
Employment Development Department (EDD). Questions should be directed to:
Alex Alvarado 530/741-5191 or Diane Patterson 916/774-4716

These data, as well as other labor market data, are available via the Internet
at <http://www.labormarketinfo.edd.ca.gov>. If you need assistance, please call (916) 262-2162.

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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. DEPUTY DIRECTORS: This item is set aside to allow the Deputy Directors to report to the Board any items relative to the program operations.

- D. 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

- E. 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.

- F. 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.

Monthly Head Start Report

September 2010

SETA Operated Program

In the Grow Farm Stand Opening at SETA's Sharon Neese Head Start Center

SETA Head Start, in partnership with the Health Education Council (HEC) and local grower, Soil Born Farm, opened a farm stand in the parking lot at the 925 Del Paso Boulevard location on Wednesday, September 15, from 10:00 am to 1:00 pm. Affordable, fresh and locally-grown fruits and vegetables will be sold and monthly food demonstrations will be held to feature seasonal produce. The farm stand also provides job training to Head Start parents who sign up as parent volunteers. These parents will work with the HEC and the local grower in setting up the stand and selling the produce. Parent volunteers who work at the stand will also earn a cash stipend and bring home some produce at the end of the day.

This farm stand is part of the First 5 Sacramento-funded *In the Grow Project* that focuses on providing nutrition education to children, parents and child care/preschool centers. In July 2008-July 2010, seven SETA-Operated Head Start centers operated a weekly farm stand. The farm stands enhanced nutrition education at Head Start centers. Head Start children took regular walking trips to the farm stands to sample the seasonal produce. Fruits and vegetables were also purchased from the stands and used back in the classroom for cooking activities.

The Sharon Neese (925 Del Paso Blvd.) farm stand will run every Wednesday until November and then will re-open in Spring 2011.

Kids Learn About Empathy Through Bike-A-Thon and St. Jude's Hospital

The Solid Foundation Head Start Early Learning Center was partnered with St. Jude's Children's Hospital to coordinate a Bike Safety Program. Along with pedestrian safety, the current Head Start focus on health and fitness through the I am Moving, I am Learning curriculum, this was a natural fit into the program. In addition to bike safety, the event also provided opportunities for children to learn about empathy through discussions about the sick children who stay at St. Jude's Hospital.





The event was a tremendous success and children were able to participate in this experiential learning activity. Nearly all of the children brought their own bikes and helmets, while the remaining children used bikes at school. This bicycle safety event was an easy way to teach children about helmet use and basic traffic safety rules. Further, there was incredible family participation, as parents, grandparents, and other family members took part in the event. Some family members even became part of the event by helping to illustrate what happens when traffic safety rules are not followed. This event offered a great opportunity for family members and children to interact in a meaningful and educational way. At the conclusion of the event, all of the children received activity coloring books that reinforced the bike safety messages. Thank you St. Jude’s Hospital for your interest in our children and program.

Great NEWS - Recent Media Coverage for Head Start

SETA Head Start has recently received some great media coverage! News station, KCRA Channel 3, KFBK News/Talk 1530 AM and CBS Radio Affiliate - KNCI New Country 105 FM/KHTK AM provided exposure to the general public about SETA Head Start through interviews with staff. Additionally, the local Spanish television station, Univision, joined in the media coverage. These were excellent opportunities to educate the community on the Head Start Program and help increase enrollment.

Daddy & Me Go Fishing



On August 28th, from 9AM – 1PM, the Committee Advocating Male Participation (CAMP) hosted Daddy & Me Fishing at Haggin Park in Rancho Cordova. Over 140 Head Start parents and their children participated in this day of fishing. The day started off with a breakfast that was provided for all participants. A total of 600 pounds of catfish was dumped in the Haggin Park pond as families looked on. The event was a collaborative effort between Head Start and California Fish and Game, which provided all of the fishing equipment, as well as staff to demonstrate fishing techniques. A special note of appreciation to parent Dina Patterson, who not only got at the event early to help set up, but stayed until the catfish started calling her at 11:30 am to come catch them.

Elk Grove Unified School District

Pre-Service Training Emphasizes the Importance of Pre-K

A half-day pre-service training for staff was held at Florin Elementary School on August 9, 2010. Donna Cherry, Associate Superintendent, Pre-K through 6, began the morning by welcoming everyone. She emphasized how important Pre-K is in the overall picture of education in Elk Grove Unified School District and how much she values the work that the teachers do. Additionally, Bob Roe, Director, Pre-K through 6, gave a Power Point presentation highlighting research that shows that students who had attended Pre-K in EGUSD have performed better on standardized tests as they have moved up through the grade levels, than those who had not. Further, the new Pre-K Program Specialist, Claudia Charter, was introduced. She comes to this position after spending three years as an Academic Program Coordinator at Charles Mack Elementary School. Before coming to Charles Mack, she spent 21 years as an elementary school teacher in Colusa Unified School District. Finally, Ada Arevalo, Pre-K Program Specialist, reviewed the changes to the Preschool Handbook, stressed the importance of attendance reporting and tracking to ensure that classes remain fully enrolled, and answered questions and concerns.

During the August 27 in-service, Judy Schulz from EGUSD's Food and Nutrition Services, spoke to teachers about food safety and handling, guidelines regarding portion sizes, and the proper posting in the classrooms for students with special dietary needs. Additionally, Irene Ladd presented information highlighting the similarities and differences between the Desired Results Developmental Profile (DRDPr) that teachers have used in the past for assessing student achievement and the new profile, DRDP-ps.

Visiting Families for Transition into School Setting

Teachers and Para-educators in traditional and modified traditional classes spent the week of August 16 preparing for the start of school on August 23, visiting families in their homes and setting the groundwork for a successful transition into the school setting.



New School Year Begins with Full Enrollment

Head Start classes began the year fully enrolled with 380 students in our regular Head Start classrooms and 40 in the expansion classrooms. Attendance this month averaged 93%. EGUSD has been focused on filling classes and compiling waiting lists. Individual registrations have been held and plans are in place to hold registration for 12 sites during the month of September to increase the number of students on our waiting lists.

Family Fun Day Plans Are Underway

Plans are being made for Elk Grove's Family Fun Day on September 18, at Prairie Elementary, which will offer information on the One Stop Career Center, the public library, Southgate Park and Recreation District, nutrition education, medical and dental insurance, and adult education. Free dental, vision, height, and weight screenings will be available to families.

Fiscal Update

The Fiscal Technician for the Head Start program has submitted the close-out report for the fiscal year 2009-2010. The results of the SETA audit of Head Start were positive and required no corrective action.

Sacramento City Unified School District

Raising a Reader (RAR) Teacher Orientation Kickoff

The Child Development (RAR) Teacher Orientation 2010 from 12:30 to 3:30 nationally known program addressing a enters kindergarten lacking



Raising A Reader Program works to substantially increase the number of families who engage in "book cuddling" with their children frequently and routinely each week by providing quality multicultural books and additional technical teacher support through on-going training that focuses on improving early literacy strategies that actively involve parents and caregivers. During the 2009-2010 school year, over 648 children and their parents became members of the Raising A Reader movement by actively participating in our monthly family literacy workshops. Currently, there are 33 district classrooms using RAR, including First 5 targeted sites, Early Head Start Collaborative Expansion and priority schools.

Department's Raising A Reader Kick-Off took place on August 31, p.m. Raising A Reader is a evidenced-based family literacy national crisis: one in three children basic early literacy skills. The

“Phase-In” Transition Schedule Helps Ensure Smooth Transition for Children and Parents

Children will transition back to school beginning Monday, September 20th. On the first day of school, parents will participate in orientation while attending class with their preschoolers. On the second and third day of school, half of the 20 children will attend school each day. By the fourth day all children will attend. This slow start schedule will ensure a smooth transition for all children as they learn the new routine of going to preschool.

Home Visits Are Going Strong With Incoming and Returning Students

Between September 7th and the 17th, the Head Start teachers will attempt to complete 1,300 home visits with incoming and returning students. Home Visits are at the heart of building strong and trusting relationships between teaching staff and families. The teachers are supported by Spanish, Chinese, Hmong and Russian Bilingual Aides who translate for families who speak limited English. The teachers begin talking with the parents about their goals and dreams for their children and for their families. Meeting with families in their homes is a fantastic way to start the new school year!

I Am Moving, I Am Learning Curriculum Implemented in Classrooms This Year

This fall, all classrooms will receive *I Am Moving, I Am Learning Curriculum* kits which were purchased from Lakeshore. The kits include a wide selection of equipment/materials to help teachers engage children in fun and age-appropriate physical activities, movement skills and healthy nutrition habits that will improve children’s health and prevent childhood obesity.

The Child Development Department is pleased to welcome Victoria Benson, RN to the team. Victoria comes from the SCUSD’s Health Services Department where she worked for seven years. Victoria will be working from the Capital City location to support the health needs of our children and families. In addition, an offer has been extended to Holly LaPierre, RN, for our Children’s Center Nurse position. HR approval is pending.

Layoff Notices Rescinded for Social Workers

Additionally, the Child Development Department is excited to report that layoff notices have been rescinded for all four of our Social Workers. They returned to work on September 7th to continue their invaluable work supporting the social emotional needs of children and families in the program.

Mandatory All Staff Meeting is Rare Occasion for SCUSD

On September 24th, the Child Development Department will host an all staff meeting at the Serna Center. This two hour mandatory meeting will include department updates, a presentation from the new Chief Academic Officer, Olivine Roberts, the sharing of the newly released Employee Department Norms, and an opportunity for staff to complete an Individual Staff Development Plan. The department is looking forward to this rare occasion of having all staff in one location to share the district’s common goal of serving children and families throughout the Sacramento City Unified School District.

San Juan Unified School District

Pre-Service Training Gears Teachers For New Learning Tools and Assessments

A pre-service training was held on August 27th and teachers were trained on the new DRDP-PS tool and child development assistants were trained on strategies for taking authentic anecdotal notes that serve as evidence for assessment. The District is gearing up for implementation of the CLASS tool. Classroom teachers, who are reliable assessors, will go into peer classrooms and use the CLASS



tool to assess the classroom. These assessments will be confidential and the findings will be used to look for trends in the program. Tier 1 of this process will begin in September. Once the trends are identified, this information will be used to finalize staff development plans for the year.

Dental Screenings, Mental Health Referrals and IEPs Implemented for School Year

The health team has scheduled dental screenings with Kate Varanelli from Smile Keepers to provide dental screenings for all the preschool programs. During the summer health team staff have been screening children in the centralized screening room for two or three days each week. Meanwhile, the nurse has been training staff and putting health plans in place so children are ready to start school at the beginning of the school year.

The Mental Health Therapist has a new counseling intern group that will work with children in the program. As mental health referrals arise, the interns will be placed at program sites. During the screening process for fall enrollment, families/children with mental health needs will be identified and contacted by the therapist for mental health services and follow-up intervention.

During the month of August new systems were set-up for the coming year. The majority of the incoming preschoolers were screened and their files case-managed for possible interventions and areas of support. New forms, IEPs and monitoring tools were distributed at the first staff meeting and new staff members were trained in the screening process. Additionally, extended screening center hours were offered during some of the days. It has been a hugely successful month since the 100% enrollment goal was reached and all eligible children were screened. Of the children enrolled, 57 have IEPs in place.

Annual All Day Infant/Toddler Staff Retreat Marks Beginning of School Year for EHS

The beginning of the new school year for the Early Head Start Program was marked by the annual all day infant/toddler staff retreat, which was followed by two days of staff training on the latest versions of the developmental screener and assessment tools.

Fiscal Update

The fiscal year for Head Start (HS) and Early Head Start (EHS) ended on July 31, 2010. The closeout reports were completed and submitted by August 31st to SETA. Head Start ended the year with all 2010 year grant funds for Basic, Training & Technical Assistance (T&TA), and Program Improvement fully expended. It is estimated that Early Head Start

will only return approximately \$8,840 of the Program Improvement funds due to project challenges. EHS Basic and T&TA were fully expended.

Fund 12 (Child Development Fund) for the San Juan Unified School District were closed and all required documentation reconciling the general ledger accounts were completed, along with the state categorical (CAT) form and the auditors binder. These documents will be used by the External Auditor, Perry Smith, LLC for the fiscal year 2010 audit of the San Juan Unified School District's books.

SJSUD is now focusing on starting a new year for the Head Start and Early Head Start Basic and T&TA grants, along with finishing up the HS/EHS American Recovery and Reinvestment Act (ARRA) Quality, and Expansion grants, which end September 29, 2010.

New Community Partnership with American River College

A new partnership has developed between SJUSD Early Head Start and American River College (ARC). ARC is interested in placing students in SJUSD's EHS classes for their practicum experience. Additionally, ARC has chosen SJUSD's Early Head Start sites to videotape to show their students how best practice theory in infant care can be successfully implemented in a real-world setting. This new collaboration presents exciting opportunities!

Twin Rivers Unified School District

Staff Busy With Back to School Events

School resumed on August 12th and all sites are fully enrolled with waiting lists. With the beginning of the school year come parent orientations and Family Partnership Agreements.

Staff is currently busy planning Back to School Nights at the Woodridge, Morey Avenue, and Kohler sites. Additionally, planning for the Grand Opening of the library at Morey Avenue is underway.



WCIC

Recruitment Was Focus, Full Enrollment Is The Result

WCIC concentrated heavily on recruitment for the new school year in August. As a result of the staff's efforts, WCIC is at full enrollment and the waiting list continues to grow.

Community Partnerships

The cultivation of community partnerships is an ongoing endeavor that enhances the quality of existing services to Head Start families while building further bridges within the community. Current partners include: UC Berkeley Early Childhood Math Project, NIA Women of Purpose, The Effort Clinic; several more partnerships are being developed.

Busy, Busy, Busy - Celebrations Galore!

WCIC's 75th Anniversary Celebration Planning Committee met on August 31, 2010. A weeklong celebration is planned for August 1st through August 6th, 2011. Monthly updates will be provided.



WCIC/Playmate Head Start Program staff members are engaged in planning the Community Service Day with the Sacramento Hotel Association, the City of Sacramento and the Volunteer Center of Sacramento.

WCIC/Playmate Head Start Program team members are also engaged on the City of Sacramento's Oak Park Community Center's Anniversary Celebration Planning Committee.

Fiscal Update

WCIC's 2009-2010 Head Start Expansion budget modification was submitted to SETA Head Start for approval. Modifications include using under-spent personnel costs for new equipment needed for the play yard.

During the month of August 2010, Ms. Davis, Executive Director/Head Start and Mr. Anderson, Bookkeeper, were busy finalizing the WCIC Close-Out Reports for 2009-2010 program year.

WCIC's Program Improvement projects were all successfully completed by the end of August, with the exception of the security cameras, due to factory delays. The estimated completion date is September 17, 2010.

**Sacramento County Head Start/Early Head Start
Delegate Monthly Enrollment Report
August, 2010
Head Start**

Agency	Funded Enrollment	(a) Last Day of Month Enrollment	(b) % Actual to Funded	Attendance	(c) % Attend. to Funded
Elk Grove USD	380	380	100	339	89
Elk Grove ARRA Expansion	40	40	100	37	93
Sacramento City USD	306 (1,272)	317	104	183	60
Sac City ARRA Expansion	20	-	-	-	-
Sacramento Employment and Training Agency	1,860 (2,778)	1,853	100	1,255	67
Sacramento Employment Training Agency AARA Expansion	18	20	111	9	50
San Juan USD	680	690	101	565	83
San Juan ARRA Expansion	20	20	100	17	85
Twin Rivers USD	179	179	100	179	100
Twin Rivers ARRA Expansion	32	32	100	32	100
WCIC/Playmate Head Start	20 (100)	20	100	7	35
WCIC ARRA Expansion	20	-	-	-	-

Early Head Start

Agency	Funded Enrollment	(a) Last Day of Month Enrollment	(b) % Actual to Funded	Attendance	(c) % Attend. to Funded
Sacramento City USD	115	115	100	42	37
Sac City ARRA Expansion	32	32	100	21	66
Sacramento Employment and Training Agency	213	222	104	137	64
Sacramento Employment Training Agency AARA Expansion	132	135	102	39	30
San Juan USD	129	135	105	74	57
San Juan ARRA Expansion	32	35	109	29	91

(a) Includes children who have dropped during the month and whose slot will be filled within the 30 days allowable period.

(b) If enrollment is less than 100%, agency must include corrective plan of action.

(c) Attendance on the last day of month

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start

As of 07/31/10

The Special Education Report shows the percentage of enrolled preschool aged children with a diagnosed disability receiving services through an Individualized Education Plan (IEP). For Early Head Start, the Special Education Report shows the number of children ages 0-3 who are receiving early intervention services through an Individualized Family Services Plan (IFSP).

Head Start Program Performance Standards Reference: 1305.6 (c) states that at least 10% of the total number of enrollment in each grantee and delegate agency must be made available to children with disabilities.

<u>Agency/AFE (HS)(EHS)</u>	<u>Head Start #IEP (% AFE)</u>		<u>Early Head Start #IFSP (% AFE)</u>	
Twin Rivers USD (211)	23	(11%)	N/A	
Elk Grove USD (420)	71	(17%)	N/A	
Sacramento City USD (1292)(147)	166	(13%)	18	(12%)
San Juan USD (700) (161)	83	(12%)	30	(18%)
WCIC (120)	12	(12%)	N/A	
SETA (2796) (345)	361	(13%)	61	(18%)
County (5539)* (653)*	716	(13%)	109	(17%)

* Totals include ARRA enrollments

AFE = Annual Funded Enrollment

% AFE = Percentage of Annual Funded Enrollment

Revised 8/31/10

SETA Head Start / Monthly Food Service Report
2009-2010 Annual Summary

Mon/Yr	Breakfast	Lunch	PM Snack	Field Trip
Aug-09	29,088	40,738	24,430	200
Sep-09	29,678	41,688	25,260	0
Oct-09	31,016	43,236	26,350	720
Nov-09	25,384	35,654	21,490	200
Dec-09	24,056	33,776	20,300	320
Jan-10	26,752	37,532	22,650	100
Feb-10	25,064	35,694	22,800	80
Mar-10	29558	42528	26720	240
Apr-10	27710	38882	24770	120
May-10	28220	39360	24050	1000
Jun-10	30746	43296	26620	920
Jul-10	28305	39583	26400	820
TOTALS	335,577	471,967	291,840	4720

2010-2011

Mon/Yr	Breakfast	Lunch	PM Snack	Field Trip
Aug-09	29,275	40,930	25,105	400
TOTALS	335,577	471,967	291,840	4720

2009-2010 Program Information Report (PIR) Summary -HS

	SOP	Twin	Elk	Sac City	San	WCIC	County
Administration							
Total Funded Enrollment	2796	211	420	1292	700	120	5539
Actual Enrollment	3779	251	473	1586	914	150	7153
# Enrolled < 45 days	300	14	19	141	56	7	537
# Total staff	408	38	62	223	138	17	886
# of classes	136	18	21	67	41	6	289
Child Demographics							
Age: 2 years old	1%	0%	0%	0%	0%	0%	1%
Age: 3 years old	33%	39%	10%	29%	36%	57%	32%
Age: 4 years old	53%	61%	90%	63%	64%	43%	59%
Age: 5 years old	13%	0%	0%	8%	0%	0%	9%
Hispanic	12%	14%	41%	46%	42%	31%	26%
Am. Indian/Alaska Native	1%	4%	0%	0%	1%	0%	1%
Asian	8%	18%	22%	15%	2%	13%	11%
Black or African America	25%	34%	21%	21%	11%	43%	23%
Native Hawaiian/Pac.Islander	2%	4%	3%	1%	1%	1%	2%
White	9%	12%	8%	10%	38%	3%	13%
Bi-racial/Multi-racial	6%	14%	0%	6%	5%	7%	6%
Other or Unspecified	37%	0%	4%	0%	0%	2%	20%
English	53%	73%	46%	54%	59%	60%	54%
Spanish	37%	19%	33%	31%	33%	24%	34%
Native Central/South Am.	0%	0%	0%	0%	0%	0%	0%
Middle Eastern/Indic	2%	0%	4%	1%	1%	3%	2%
East Asian	6%	7%	15%	13%	1%	13%	8%
Native No.American/Alaska	0%	0%	0%	0%	0%	0%	0%
Pacific Islander	0%	0%	0%	0%	1%	0%	0%
European/Slavic	1%	1%	1%	0%	4%	0%	1%
African	0%	0%	0%	0%	0%	0%	0%
Other or Unspecified	0%	0%	45%	1%	1%	0%	4%
# of Families	3597	240	465	1444	878	143	6767
# of Families on TANF	33%	45%	28%	27%	36%	51%	33%
# of Volunteers	1974	280	736	1497	201	307	4995
# of One Parent Families	50%	59%	37%	51%	45%	69%	50%
..Employed	24%	19%	11%	26%	16%	24%	23%
..In School/Job Training	4%	4%	1%	7%	7%	16%	5%
..Unemployed/Retired/Disab	26%	40%	26%	25%	29%	45%	27%
# of Two Parent Families:	50%	41%	63%	49%	55%	31%	50%
..1 or both Employed	39%	21%	43%	36%	42%	19%	38%
..In School/Job Training	9%	5%	3%	6%	10%	8%	6%
..Unemployed/Retired/Disable	11%	20%	20%	13%	13%	13%	12%
Family Partnership							
% families receiving Family Services	62%	79%	53%	99%	83%	69%	73%

2009-2010 Program Information Report (PIR) Summary -HS

	SOP	Twin	Elk	Sac City	San	WCIC	County
Performance Indicators							
Health							
Med. Screenings Complete	107%	106%	90%	92%	102%	103%	102%
Needing Med. Treatment	5%	4%	57%	24%	0%	0%	11%
Rec'd Med. Treatment	91%	100%	100%	98%	100%	0%	97%
Dental							
Up to date on oral health care	97%	84%	90%	84%	87%	99%	92%
Needing Dental Treatment	3%	16%	42%	16%	26%	23%	12%
Dental Treatment Rec'd	96%	100%	74%	80%	96%	100%	87%
Immunization							
Complete/up to date for Age	107%	106%	104%	108%	107%	105%	107%
Health Insurance							
Children with medical home	90%	100%	99%	97%	99%	99%	94%
Children with health insurance	94%	99%	99%	100%	96%	99%	96%
Mental Health							
# of M.H.Consultations of kids	3%	28%	17%	4%	9%	1%	6%
# of Individual M.H. Assm'ts	288	61	81	47	57	1	535
# Referred outside for M.H.	54	5	19	2	29	1	109
Staff Qualifications							
# of Teachers							
....Teachers with AA degree	45%	50%	0%	16%	8%	100%	30%
.....Teachers with BA degree	26%	33%	67%	58%	86%	0%	46%
.....Teachers with Adv. Degree	1%	0%	33%	16%	5%	0%	8%
# of Associate Teachers							
.....Associate Teachers with CDA	58%	71%	0%	36%	0%	100%	44%
.....Associate Teachers with AA	26%	21%	10%	26%	7%	0%	22%
.....Associate Teachers with BA	5%	7%	25%	0%	4%	0%	5%
.....Assoc. Teachers with Adv.	0%	0%	5%	0%	0%	0%	0%
# of Home Visitors							
.....Home Visitors with CDA	17%	0%	0%	38%	0%	0%	22%
.....Home Visitors with AA	50%	0%	0%	13%	0%	0%	22%
.....Home Visitors with BA	17%	0%	0%	13%	50%	0%	22%
.....Home Visitors with Adv.	0%	0%	0%	13%	50%	0%	17%
ERSEA							
# 22 %over Income	4%	2%	11%	11%	3%	1%	6%
#30 % of children who dropped out	34%	24%	14%	20%	34%	25%	29%
Education Screenings/Assessments							
# Completed Ed. Screenings	96%	86%	96%	110%	103%	105%	100%
Disabilities							
% Diagnosed	13%	11%	17%	13%	11%	10%	13%
% receiving special services	100%	100%	100%	100%	100%	100%	100%

PIR 2007-2008
Head Start

Indicators		SETA	DPHUSD	EGUSD	SJUSD	SCUSD	WCIC	County wide	National	RegionIX
1	Percentage HS children that are up to date on a schedule of preventative and primary health care									
3	Percentage HS children that have received or are receiving treatment that were diagnosed by a health care professional as needing medical treatment.									
4	Percentage of HS children that have completed dental exams									
6	Percentage of HS children diagnosed as needing dental treatment that have received or are receiving dental treatment									
13	Percentage of teachers that have ECE related degree, CDA or state certificate									
23	Percentage of funded enrollment reported as children with disabilities									
25	Percentage of families that participated in a goal-setting process leading to a Family Partnership Agreement (FPA)									
C.6 Medical home- at end of year /with source of continuous medical care										
Mental Health - percentage of children referred for mental health services that received or are receiving those services										

2009-2010 Program Information Report (PIR) Summary -EHS

	SOP (Includes ROCC/SC)	Sac City	San Juan	County Totals
Administration				
Total Funded Enrollment	345	147	161	653
Actual Enrollment	584	252	220	1056
Of enrollees, # Pregnant Women	15	52	4	71
# Enrolled < 45 days	42	25	13	80
# Total staff	157	8	59	224
# of classes	13	7	14	34
Child Demographics				
Age: under 1	20%	38%	30%	27%
Age: 1 years old	31%	19%	36%	29%
Age: 2 years old	38%	19%	30%	32%
Age: 3 years old	9%	2%	1%	6%
Hispanic	35%	47%	37%	38%
Am. Indian/Alaska Native	1%	1%	2%	1%
Asian	5%	9%	1%	5%
Black or African America	30%	27%	15%	26%
Native Hawaiian/Pac.Islander	2%	0%	1%	1%
White	15%	3%	30%	15%
Bi-racial/Multi-racial	13%	13%	14%	13%
Other or Unspecified	0%	1%	0%	0%
English	73%	65%	73%	71%
Spanish	20%	26%	25%	23%
Native Central/South Am.	0%	0%	0%	0%
Middle Eastern/Indic	1%	1%	0%	1%
East Asian	4%	8%	0%	4%
Native No.American/Alaska	0%	0%	0%	0%
Pacific Islander	0%	0%	0%	0%
European/Slavic	0%	0%	0%	0%
African	0%	0%	0%	0%
Other or Unspecified	1%	0%	0%	1%
# of Families	509	147	200	856
# of Families on TANF	39%	27%	34%	35%
# of Volunteers	179	211	10	400
# of One Parent Families	65%	73%	65%	67%
..Employed	26%	4%	21%	21%
..In School/Job Training	9%	59%	12%	18%
..Unemployed/Retired/Disabled	9%	69%	45%	46%
# of Two Parent Families:	35%	27%	35%	33%
..1 or Both Employed	27%	12%	26%	24%
..In School/Job Training	5%	11%	10%	7%
..Unemployed/Retired/Disabled	8%	14%	9%	9%
Family Partnership				
% Families receiving Family Services	75%	100%	83%	81%

2009-2010 Program Information Report (PIR) Summary -EHS

	SOP	Sac City	San Juan	County
Performance Indicators				
Health				
Med Screenings Complete	108%	86%	96%	101%
Needing Med. Treatment	14%	7%	33%	17%
Rec'd Med. Treatment	94%	100%	100%	97%
Dental				
Up to date oral health care	108%	86%	103%	103%
Immunization				
Complete/up to date for Age	82%	88%	93%	86%
Health insurance				
Children with medical home	98%	100%	98%	98%
Children with health insurance	100%	100%	99%	100%
Mental Health				
# of M.H.Consultations of kids	2%	3%	16%	5%
# of Individual M.H. Assm'ts	29	6	36	71
# Referred outside for M.H.	7	3	1	11
Education Screenings/Assessments				
# Completed Ed. Screenings	91%	99%	102%	95%
Staff Qualifications				
# of Teachers				
....Teachers with AA degree	33%	33%	14%	23%
.....Teachers with BA degree	25%	8%	11%	13%
.....Teachers with Advanced degree	0%	17%	0%	4%
# of Associate Teachers				
.....Associate Teachers with CDA	73%	50%	0%	60%
.....Associate Teachers with AA	19%	25%	0%	17%
.....Associate Teachers with BA	8%	25%	0%	9%
.....Associate Teachers with Adv.	0%	0%	0%	0%
# of Home Visitors				
.....Home Visitors with CDA	29%	33%	0%	26%
.....Home Visitors with AA	33%	50%	0%	32%
.....Home Visitors with BA	24%	0%	100%	29%
.....Home Visitors with Adv.Degree	0%	17%	0%	3%
ERSEA				
% Over Income	3%	1%	3%	2%
% Of children who dropped out	64%	73%	42%	61%

PIR 2007-2008
Early Head Start

Indicators		SETA	SJUSD	SCUSD	County wide	National	RegionIX
1	Percentage EHS children that are up to date on a schedule of preventative and primary health care	98.43%	97.33%	91.39%	95.72%	91.00%	96.00%
3	Percentage EHS children that have received or are receiving treatment that were diagnosed by a health care professional as needing medical treatment.	89.39%	100.00%	66.67%	85.35%	96.00%	97.00%
4	Percentage of EHS children that have completed dental exams						
6	Percentage of HS children diagnosed as needing dental treatment that have received or are receiving dental treatment						
13	Percentage of teachers that have ECE related degree, CDA or state certificate	100.00%	100.00%	100.00%	100.00%	86.00%	95.00%
23	Percentage of funded enrollment reported as children with disabilities	33.33%	21.71%	20.00%	25.01%	18.00%	17.00%
25	Percentage of families that participated in a goal-setting process leading to a Family Partnership Agreement (FPA)	77.96%	100.00%	80.83%	86.26%	92.00%	97.00%
C.6 Medical home- at end of year /with source of continuous medical care		95.66%	100.00%	98.33%	98.00%	95.00%	98.00%
Mental Health - percentage of children referred for mental health services that received or are receiving those services		88.89%	0.00%	50.00%	69.45%	73.00%	70.00%