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**SPECIAL MEETING OF THE  
COMMUNITY ACTION BOARD**

**DATE:** Tuesday, May 31, 2011

**TIME:** 10:00 a.m.

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

While the Community Action Board welcomes and encourages participation in the Board meetings, it would be appreciated if you would limit your comments to five minutes so that everyone may be heard. Matters under the jurisdiction of the Community Action Board and not on the posted agenda may be addressed by the general public following completion of the regular agenda. The Community Action 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 Assistance 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](http://www.seta.net).

**AGENDA**

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- I. Call to Order/Roll Call**
- II. Consent Item**
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***“Preparing People for Success: in School, in Work, in Life”***

**IV. Information Items**

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

**V. Adjournment**

**DISTRIBUTION DATE: WEDNESDAY, MAY 25, 2011**

ITEM II-A - CONSENT

APPROVAL OF MINUTES OF THE MAY 11, 2011 MEETING

BACKGROUND:

Attached are the minutes of the May 11, 2011 meeting.

RECOMMENDATION:

Review, make any necessary corrections and approve the minutes.

**REGULAR MEETING OF THE COMMUNITY ACTION BOARD**  
Minutes/Synopsis

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

Wednesday, May 11, 2011  
10:00 a.m.

**I. Call to Order/Roll Call:** Ms. Nelson called the meeting to order at 10:10 a.m.

**Members Present:**

Denise Nelson, Head Start Policy Council  
Darby Patterson, Sacramento County Adult and Aging Commission  
Lisa Daniels, Head Start Policy Council  
Donna Mobley, Alternate, United Way  
Mary Benson, Child Action, Inc.  
Dana Mitchell, Human Rights/Fair Housing Commission  
Alan Lange, Sacramento Hunger Coalition  
Sam Starks, SMUD  
Bert Bettis, Sacramento County Department of Health and Human Services  
Marshall Graves, Alternate, Sacramento Food Bank & Family Services

Members Absent:

Starine Reese, United Way (Alternate Present)  
Blake Young, Sacramento Food Bank & Family Services (Alternate Present)  
Beth White, Catholic Charities of Sacramento  
John Healey, California Emergency Food Link

**II. Consent Item**

A. Approval of Minutes of the April 13, 2011 Regular Meeting

Minutes were reviewed; no questions or comments.

Moved/Starks, second/Lang, to approve the April 13, 2011 minutes.

Voice Vote: Unanimous approval.

**III. Information Items**

A. Fiscal Monitoring Reports: No questions or comments.

B. Presentation by SMUD on New Service Switch Process

Ms. Erica Manuel, Community Relations Supervisor, spoke of the SMARTmeters utilized by SMUD. SMUD will be able to turn off and reconnect services faster utilizing the SMARTmeters.

Jim Tracy, Chief Financial Officer, SMUD: SMUD is not asking for additional revenue. There will be profound impacts on SMUD customers due to solar panels. The new meters are more sophisticated and cost less. There is a low income subsidy where 5% of low income customers using the most energy are getting 20% of the discount. There will be a modification to keep the same discount, but will lower the rate for 90% of low income customers. For the high use customers, there will not be a discount. The SMUD Board has asked for staff to institute a late fee charge of 1½% of the monthly amount due. Customers that call in and make arrangements for payment plans would be exempted from the late fee.

A board member asked about what happened to the SMUD staff that went out to reset the meters. Mr. Tracy replied that for at least 4-5 years, SMUD has stopped hiring permanent staff in those positions. As new people were hired, they were informed that it was a temporary job; most of the permanent employees have retired or found other jobs in SMUD or outside of SMUD.

Mr. Tracy stated that there are three meetings to discuss the change: a public workshop on May 18 at 6 p.m.; Tuesday, May 24 at 10 a.m.; and the final meeting to decide on features will be held Thursday, June 16, 9 a.m. This will be for the rate structure changes which are scheduled to go into effect January 1, 2012.

#### **IV. Reports to the Board**

- A. Chair: No comments.
- B. Executive Director: No comments.
- C. Program Manager: Ms. Sherwood-Green reported that SETA was awarded \$80,000 for the Healthy Futures Grant. This grant will be a partnership with Workforce Development and Head Start. SETA received the highest amount of funding in the state. Ms. Sherwood-Green will send out additional information on this program.

Ms. Sherwood-Green stated that staff will be compiling the information received today for the needs assessment to go into the community assessment plan. The Community Action Board will be meeting on Tuesday, May 31 at 10:00 a.m. to approve the draft plan; the draft plan will be available for public viewing on May 25.

- D. Members of the Board: No comments.
- E. Public: No comments.

#### **V. Public Hearing for the 2012 – 2013 Community Action Plan**

- 1. Daren Maeda, Maeda, Linkage to Education: Mr. Maeda reported that Linkage to Education is one of the partners in the Healthy Futures Grant. This organization

has been working with foster and probation youth to transition them to college since 1988. The program has evolved to where their staff is now made up of former participants. Peer support is utilized to assist the youth in navigating through the educational system. The peer support also does outreach to new youth participants. There are needs for the foster youth leaving the system. When leaving the program, the youth start living below the poverty level. There is less and less support for these young people to assist them to move to the middle class. They serve 50 new clients a year.

2. Lishia Rahman, Salvation Army: Ms. Rahman stated that she invited some former clients but they were not able to get off work. This program has serviced over 600 individuals/families by providing services such as housing/utility, bus passes, or gas cards. The funding is very important since it stabilizes people. They have noticed an increase in older customers and they are working to connecting them with services.
3. Leona Hardy/Justus Pongyan, SAEHC Aftercare Program: Justus stated that this program works with families and individuals in the aftercare program. She assists people to secure permanent housing. Leona spoke of the assistance she received from the SAEHC after care program. She is grateful for the program.
4. Diana Bilovsky, My Sister's House: Ms. Bilovsky stated that she is a client and a volunteer that assists people that have had issues with domestic violence. She read her testimony. She almost lost her life from domestic violence. Ms. Bilovsky asks to utilize CSBG funds to assist victims of domestic violence. Fifty percent of homeless women become so due to domestic violence. Through job training and peer support services, survivors are able to obtain the necessary support to become self-sufficient. They provide shelter, a jobs skills training class, peer support group, have outreach, and provide basic legal services. They desperately need legal services and need trauma psychotherapy. They now have a psychiatrist that assists in getting medication and therapy.
5. Ellyne Bell, Executive Director, WIND Youth Services: WIND Youth Services has been in partner with SETA for several years. WIND has a shelter for youth 11-17 years of age. They also have a day center which provides advocacy, meals, showers, laundry, school, nurses, and other support services. They are a social service organization but see themselves as a social change organization. Ms. Bell stated that there is an expectation that youth going through WIND Youth Services will affect changes in the future.
6. Mike Brim, WIND, Program Director: Mr. Brim stated that their program takes a holistic approach to work with the youth that come to their center including case management connecting youth to services in the community. They have great connections with partners in the region (job cops, transitional housing). They have public health nurses available twice a week. There are also parenting teen services. The emphasis is on basic needs for these youth. They have a

newspaper program, and a charter school under the umbrella of Twin Rivers School District.

7. Jessie Mills, WIND: Jessie stated that she has been in and out of shelters since she was 14 years old; she turns 18 years old next month. This program assisted her with staying in the right direction. This helped her realize that there are other options. If youth have services to motivate them it will help them to go in the right way. She has no contact with her parents and feels like she is doing positive things.
8. Brian F., WIND Youth Services: He used to be in a gang but the WIND staff helped him to turn him around. He is about to graduate from high school in June. If you want to become a better person, WIND is the place to go to.
9. Frederick Gayle, Paul Robeson Society: Mr. Gayle stated that he monitors non-profits and asked if the Community Action Board had representatives in the north area. In addition, he inquired whether board members were required to file conflict of interest statements. Mr. Gayle inquired what the impact of First Five dollars would be on SETA.
10. David Mandel, Attorney, Legal Services of Northern California: This program provides legal assistance to seniors from advice to advocacy focusing on the needs of low income seniors, protecting elder abuse, protecting housing, etc. There is a huge increase of seniors and low income seniors due to SSI and medical benefits being cut over the past few years. Mr. Mandel stated that he is no longer employed there. The cause is much larger cuts in their statewide program. The staff at the program have been reduced from 19 paid staff to 8 staff. This impacts a lot of other things; there are fewer volunteers since there are fewer staff. Three attorneys have been lost through attrition and it mitigated the need to cut staff. He hopes that the program can be re-created and hopes to recreate it as an independent organization. He trusts the remaining staff will do their best with the services available.

Mr. Lange stated that if this currently funded program has had over the half of the staff cut, how are they able to meet deliverables? Ms. Sherwood-Green replied that they are meeting goals and staff have seen no reduction in the quality of the work.

11. Vicki Jacobs, Managing Attorney, Voluntary Legal Services Program: This program works with clients for criminal records expungement and driver's license renewal. They have been providing services since 1999. If a client has a criminal record that is not expunged, it is difficult to get a job. An expunged record allows people to get into housing. Expungement allows certain types of convictions to be dismissed. This greatly increased peoples' ability to become employed. They assist 1,200 people a year in this program. They are contacted by organizations throughout the country about this particular project. It is a

unique project in this region. In the past, people with very long-term convictions were assisted but now the program is working with people with one conviction. Another change is more people are needing their driver's license reinstated because of tickets. They are able to help people to petition the courts to get a payment program or do community service. They have a very narrow focus but it is a lynchpin in getting people employed. They service five career centers through the county.

12. Maysua Chervun Kong, Program Supervisor, La Familia Counseling Center: La Familia has provided family resources for over 30 years; they help youth to gain self-sufficiency through a variety of ways through counseling and work with schools and youth referral programs. They work with parents to reduce truancy. The youth 18-26 are most at risk of getting into gang activity.
13. Italia Cortes, Youth Client, La Familia Counseling Center: Ms. Cortes was referred to La Familia Counseling Center when she was in a gang. After she was referred to La Familia, she is now out of gangs and is doing better in school. She encouraged support for LaFamilia since they help youth get jobs and get out of gangs.
14. PK Vang, Hmong Women's Heritage Association: This program provides culturally sensitive services to Hmong customers. The CSBG funds have provided a family resource center. The families that they served had to flee and live in refugee camps before they were able to come to the United States. Many do not have a formal education and do not know the language. They provide services for citizenship. They have had a layoff in staffing due to lack of funding.
15. Ya Chang, Client, Hmong Women's Heritage Association: Ms. Chang stated that she is here today to give testimony on the services she received at the association. She has suffered from depression and stress for many years. When she came to the program, she was able to receive mental health services. She is grateful for the referral from Hmong Women's Heritage Association for the counselor she is seeing. She is hoping that the CSBG funds will serve more people.
16. Elnor Tilson, Executive Director, Travelers' Aid: This program has been around since 1896 and Ms. Tilson has been with the program since 1963. Times are different and this is some of the hardest times she has seen. Resources are limited. This program provides rent to prevent homelessness, help with utilities from being shut off, and they provide food in the form of a food closet. Their phones ring all day from people asking for assistance. They also do motel vouchers. They have a HUD program called Families Beyond Transition where families stay in a subsidized apartment; must have a job to pay the rent. The community is in serious need right now.



17. Mary Lou Powers, South County Services in Galt: This program services customers from Elk Grove down to San Joaquin County. They distributed 11,535 bags of food, provide rental or mortgage services for 125 families, utility payments, immigration services, medical transport, and diapers/formula for children. They have two offices and four employees. They have an office in Walnut Grove and an office in Galt. By June 30, their Walnut Grove office will be closed and they will be down one employee.
  18. Carlos Lopez, Center for Employment Training: Mr. Lopez stated that CET serves 220 people per year; have other sources of training and provide employment training. They service people with low levels of education, ex-offenders, and welfare recipients. For people in training/going to work, they need support to sustain them while in training. The CSBG program provides support for the people to stay in training. Mr. Lopez is hoping that staff will consider the utilization of CSBG funds for intensive services for those in training. Mr. Lopez asked staff to consider utilizing CSBG funds to support those enrolled in WIA employment training programs and consider resources from CSBG managed by the career centers.
  19. Sharon Lambert, Take 4 Team Media.com: Ms. Lambert stated that this program started as a grass roots program. She started in print and radio and decided to take her skills to introduce kids to media. The program is very effective; her former students are now teachers, ministers, and doing well. This is a program for kids that fall between the cracks. The program allows media to be used to keep kids on the right track. In 2007 she received a grant that allowed her to be a non-profit entity. She has a board of directors, and has learned how to submit paperwork and do articles. She is working with Mayors Fargo and Johnson in filming the public meetings. She is hoping to be an entity to have an anger management program to work with school districts and foster care agencies.
- VI. Adjournment: The meeting was adjourned at 12:09 p.m.

ITEM III – A- ACTION

APPROVAL OF THE 2012-2013 COMMUNITY SERVICES BLOCK GRANT  
COMMUNITY ACTION PLAN

BACKGROUND:

Enclosed (under separate cover) for your approval is the draft 2012/13 Community Services Block Grant (CSBG) Community Action Plan. A locally determined plan for the use of CSBG funding is required by the State Department of Community Services and Development (CSD). This two-year draft Community Action Plan represents SETA's intended use of the Community Services Block Grant for the period of January 1, 2012 through December 31, 2013. SETA's contract with CSD will continue to be on a single calendar year basis. The funding level for the year 2012 is not known at this time. Copies of the draft Community Action Plan have been made available to the public for their comments.

The draft Community Action Plan was developed as a result of an extensive needs assessment process using public testimony from two public hearings, an analysis of the latest available demographic data and studies, a review of publications on trends and issues in Sacramento County, and other sources of information depicting the most recent conditions affecting the low-income population in this region.

Based on the needs assessment, SETA will plan its focus of Community Services Block Grant services on frail, homebound elderly, at-risk youth (including foster youth facing emancipation and homeless youth), homeless individuals and families, and other low-income families with an emphasis on comprehensive services. Activities planned include Safety-net or one-time emergency services and outcome-based, case managed services designed to move clients toward self-sufficiency and reduced dependency on public assistance. CSBG services will continue to be linked to the One-Stop Career Centers as a support for clients seeking employment, and will be an important resource to assist community-based organizations in building capacity, developing collaborations, and networking.

A summary of the Community Information Profile is attached.

The Community Action Plan will be presented to the SETA Governing Board for approval on June 2, 2011.

RECOMMENDATION:

Review and approve the 2012/13 Community Services Block Grant Community Action Plan.

## SUMMARY OF COMMUNITY SERVICES BLOCK GRANT 2012 – 2013 COMMUNITY ACTION PLAN (CAP) COMMUNITY INFORMATION PROFILE

The Community Information Profile and Needs Assessment describe the problems and causes of poverty in SETA's service area based on public testimony, verifiable data and information. For the 2012-2013 CAP, the most recent statistical data used was the 2009 American Community Survey, a product of the U.S. Census Bureau, was released in the fall of 2010. The profile shows the most recent indicators of poverty in Sacramento County:

### **Poverty Rate**

The current poverty rate is 15.4%, or 87,798 individuals living in poverty, a 25% increase over the rate of two years ago, which was 12.2%. Of this number, 22,226 persons are living in extreme poverty (less than 50% of the Federal Poverty Income Guidelines).

### **Single Parents**

Over 25% of single parent families are living in poverty. The rate of single parent female householders are between 30% and 50% in large sections of the county represented by North Highlands, Parkway/South Sacramento, Arden-Arcade, and Rancho Cordova.

### **Seniors**

7%, or 11,000, of older adults 65+ live in poverty, and the rate is higher for African-American seniors (10.5%) and Asian seniors (10.4%). 43% of seniors have one or more disabilities, and 5% of senior-headed households reported incomes under \$10,000. 28% of seniors lived alone; about  $\frac{3}{4}$  of these were women.

### **Youth**

Children aged 0 – 17 years comprise 26% of Sacramento County's total population. Among this age group, the poverty rate is over 21%, 4% higher than the rate in 2007. Of the 180 foster youth that aged out of the foster care system in the 2010 program year, 48 were exited in a condition of homelessness. In 2009, 2,298 juveniles were arrested for felonies and 61 imprisoned. The 2009 high school drop out rate in Sacramento County was 23.3%, higher than the state rate of 21.5%.

### **Labor Force and Unemployment Data**

The Sacramento County unemployment rate was 12.6% in March 2011. The rates are the highest in Florin (19.5%), Foothill Farms (17.1%), Galt (20.2%), Isleton (16.7%), North Highlands (19.4%), Parkway South Sacramento ((21.8%), Rancho Cordova (14.4%), Rio Linda (19.6%), and Walnut Grove (29.8%). The Sacramento region had the most job losses in the nation last year at 14,500, primarily in the Government, Financial Activities, and Construction industries.

### **Homelessness**

The 2011 Sacramento Homeless Count reported that 2,358 adults and children are homeless. The count indicated a 24.6% decline in the number of chronically homeless, but found an 11.2% increase in the number of homeless families. Service providers have reported a marked increase in requests for shelter, including an increase in requests from two-parent families.

### **Hunger**

Local service providers report a 30% increase in demand for emergency food than last year, particularly from families with children (23% higher) and from senior citizens (26% higher).

### **CAP Target Populations:**

Based upon the needs assessment, CSBG services will be prioritized for the following target groups:

- Low-Income families, including victims of domestic violence, immigrants, ex-offenders, single parents
- Youth, including emancipating foster youth, probationary youth, homeless youth, teen parents, and youth at risk of gang involvement, dropping out of school and truancy.
- Seniors
- Homeless individuals and families

## ITEM IV –A INFORMATION

### PRESENTATION ON HEALTHY CITY RESEARCH TOOL

#### BACKGROUND:

Community Action Board member, Alan Lange, of the Community Services Planning Council (CSPC), will make a brief presentation on the Healthy City research tool. It is a free tool available to anyone with web access, and it brings together resource information, community indicator information, mapping capabilities, and information sharing tools on a single platform to make it easier for residents, planners, policy makers, and others to understand their communities and develop policy and program ideas. CSPC is one of three local partners on [www.healthycity.org](http://www.healthycity.org).

## ITEM IV - REPORTS TO THE BOARD

### A. CHAIR'S REPORT

The Chair of the SETA Community Action Board on a regular basis receives numerous items of information concerning legislation, current programs and agency activities.

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 Executive Director of the Community Action Program 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 Community Action Board packet.

The Executive Director's Report also allows the opportunity for the Executive Director to apprise the Board of upcoming events, significant agency activities, or conferences.

### C. PROGRAM MANAGER'S REPORT

This item is set aside to allow Cindy Sherwood-Green, program manager, to provide an update on additional information relevant to the Community Action Board.

### D. MEMBERS OF THE BOARD

This item provides the opportunity for SETA Community Action Board members to raise any items for consideration not covered under the formal agenda. It also provides the opportunity for Board members to request staff to research or follow up on specific requests or to ask that certain items be placed on the next agenda.

### E. PUBLIC PARTICIPATION

Participation of the general public at SETA Community Action Board meetings is encouraged. Members of the audience are asked to address their requests to the Chair, if they wish to speak.