



Sacramento  
Employment and  
Training  
Agency

**GOVERNING BOARD**

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**SPECIAL MEETING OF THE  
COMMUNITY ACTION BOARD**

**DATE:** Tuesday, May 25, 2021

**TIME:** 1:00 p.m.

**LOCATION:**

<https://us02web.zoom.us/j/89053206989?pwd=MFBqRjNlVUV3R1BzVUVmT3pkM3RUQT09>

In response to the Governor's Executive Order N-29-20 relating to the COVID-19 Pandemic, the Sacramento Employment and Training Agency Community Action Board is conducting this Special meeting on Zoom at <https://us02web.zoom.us/j/89053206989?pwd=MFBqRjNlVUV3R1BzVUVmT3pkM3RUQT09>. Members of the public may join the meeting by clicking the link above or typing the meeting address above into their web browser, or listen to the meeting by dialing any of the following telephone numbers and entering in the Meeting ID: 890 5320 6989; Passcode: 463329; One tap mobile: +16699006833,89053206989# US (San Jose). Find your local number: <https://us02web.zoom.us/j/89053206989?pwd=MFBqRjNlVUV3R1BzVUVmT3pkM3RUQT09>. Members of the public are encouraged to participate in the meeting by submitting written comments in the Q&A section of the Zoom meeting or by email to: [Nancy.Hogan@seta.net](mailto:Nancy.Hogan@seta.net). Any member of the public who wishes to speak directly to the board regarding any item on the agenda may contact Nancy Hogan at (916) 263-3827, or [Nancy.Hogan@seta.net](mailto:Nancy.Hogan@seta.net). Please include in your request which item you would like to participate on. Additionally, during the meeting any questions or comments may be submitted via the Q&A or chat features on Zoom. Public comments will be accepted until the adjournment of the meeting, distributed to the CAB, and included in the record.

Closed captioning will be available. 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**

**Page Number**

- I. **Call to Order/Roll Call**
- II. **Consent Item:** None

**III. Action/Discussion Item**

- A. Approval of the 2022-2023 Community Services Block Grant Community Action Plan 1-3

**IV. Information Item**

- A. Fiscal Monitoring Report 4-6  
✓ Elk Grove Unified School District – Adult and Community Education

**V. Reports to the Board**

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

**VI. Adjournment**

**DISTRIBUTION DATE: MONDAY, MAY 17, 2021**

## ITEM III-A – ACTION

### APPROVAL OF THE 2022-2023 COMMUNITY SERVICES BLOCK GRANT COMMUNITY ACTION PLAN

#### BACKGROUND:

A locally-determined plan for the use of CSBG funding is required by the State Department of Community Services and Development (CSD) prior to the release of funds. The draft 2022-2023 Community Action Plan has been made available for public comment on the SETA website at [www.seta.net](http://www.seta.net), and staff is seeking the Community Action Board's approval. This two-year draft Community Action Plan presents the Community Services Block Grant service priorities for the period of January 1, 2022 through December 31, 2023; however, SETA's contract with CSD is executed on an annual basis. The current annual funding level is \$1,821,879 for calendar year 2021, but the funding level for 2022 is unknown at this time.

The draft Community Action Plan was developed through an extensive needs assessment process utilizing multiple information and data sources including public testimony, a community-wide survey on needs from current and past clients as well as community members, an analysis of the latest available demographic Census data and studies, a review of publications on trends and issues in Sacramento County, an evaluation of the most recently available Homeless Point-In-Time Count for Sacramento County, and other sources of information depicting the most recent conditions affecting low-income households in Sacramento County.

Based on key findings emerging during the development of the 2022-2023 Community Action Plan, SETA recommends a continued or expanded effort to stabilize in-crisis, vulnerable and homeless families for employment services they may not have been able to access on their own, to continue support services that keep homebound and disabled seniors in their housing of choice, to continue support for youth services that modify gang/pre-gang and risky/unlawful behaviors, including efforts to mitigate African American juvenile arrest rates, and maintenance of a safety net program providing vital household and family resources for working poor households facing immediate economic shortfalls and households unable to benefit from family self-sufficiency services.

A summary of the findings is attached. The Community Action Plan will be presented to the Governing Board for approval on June 3, 2021.

#### RECOMMENDATION:

Review and approve the 2022-2023 Community Services Block Grant Community Action Plan.

PRESENTER: Julie Davis-Jaffe

## COMMUNITY SERVICES BLOCK GRANT

### 2022-2023 DRAFT COMMUNITY ACTION PLAN (CAP) KEY FINDINGS

The Sacramento County Needs Assessment describes the problems and causes of poverty in the SETA Community Action Area based on public testimony, community surveys, and verifiable data and information. Most of the statistical data found in the 2022-2023 CAP was drawn from the 2019 American Community Survey, a product of the U.S. Census Bureau. The economic fallout created by the COVID-19 pandemic is not reflected in the available Census data, which would likely yield increased levels of poverty among many segments of the population listed below. The profile below describes levels of poverty by demographic groups in Sacramento County.

#### **Poverty Rate**

The most recent data available on the American Community Survey shows a 2019 Sacramento County poverty rate of 14.7%, representing 246,203 people living in poverty. The poverty rate has dropped from 16.7% in 2017, bringing 25,490 people out of poverty since that time.

#### **Single Parents**

The poverty rate among single parent households was 22.4% in 2019, down from 32% in 2017; for single parent families headed by a female, the poverty rate fell from 37% to 32.2%. This is good news, and reflects the increasing prosperity among many subpopulations in the County; however, the rate of poverty for families headed by a single mother remains 3.5 times as high as that for two-parent families. Furthermore, it does not reflect the economic challenges imposed by the pandemic.

#### **Seniors**

Poverty among seniors declined slightly, to 10% in 2019, while poverty among the general population declined by 2% from 2017. The poverty rate for African American, Asian, Hispanic/Latino, and Other Races remained higher than that of White seniors.

#### **Youth**

At 23.8% of the population, Sacramento County's youth aged 0-17 have a poverty rate of 19.8%; this is 5.1% higher than the general population. Youth aged 0-5 have the highest poverty rate, which at 20.9% is 6.2% higher than the general population. At 37.7%, children in single female parent households have a particularly high rate of poverty.

The felony arrest rate for African Americans continues to be disproportionately high for that population. However, the inclusion of all youth aged 0-17 in the juvenile arrest rate, rather than limiting it to youth aged 10-17, makes the comparison less stark. The felony arrest rates remain high: for African American males, it is 377% higher than for all juvenile males; for African American females, it is 460% higher than for all juvenile females.

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

In February, 2020, the Sacramento County unemployment rate was at 3.7%; in April, 2020, the impact of pandemic-related job losses was reflected in the unemployment rate of 14.9%. Certain sections of the County experienced particularly high levels during that time, most notably Arden Arcade, Florin, and Foothill Farms. While the unemployment rate has decreased in all areas of the County, it has remained double what it was in February, 2020.

### **Homelessness**

The report on Sacramento's 2019 Homeless Point-In-Time Count documented 5,570 people lacking a fixed, regular and adequate residence over which they had some control; this is a 57% increase in only two years. The 90% increase in unsheltered homeless, and a 60% % increase in chronically homeless adults, in the two years between 2017 and 2019 followed significant increases in these populations between 2015 and 2017.

### **Hunger**

While current data is not available on food insecurity as a result of the pandemic, the Feeding America website projected a food insecurity rate of 16.9% for all ages, and a child food insecurity rate of 25.7%. This is consistent with the reports received from SETA's CSBG partners, who reported an explosion of need following the onset of the pandemic. Food insecurity is defined as a lack of consistent, reliable source of nutritious food.

### **CAP Target Populations**

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

- Single parent households, especially single parent female households with children aged 0-5, who are seeking self-sufficiency;
- At-risk youth needing mentoring and support in attaining healthy behaviors and stability, and educational support for returning to a pre-pandemic academic environment;
- Sacramento County people experiencing homelessness;
- Low-income seniors, particularly people of color;
- Young African American juveniles, to counter the disproportionately high arrest rate;
- Low-income people needing financial assistance with rent, utilities, food and other supports to maintain self-sufficiency;
- People with disabilities.

ITEM IV-A - INFORMATION

COMMUNITY SERVICES BLOCK GRANT FISCAL MONITORING REPORT

BACKGROUND:

Attached for your information is a copy of the latest CSBG fiscal monitoring report.

Staff will be available to answer questions.

PRESENTER: Julie Davis-Jaffe

**MEMORANDUM**

**TO:** Ms. Karen Malkiewicz **DATE:** April 13, 2021  
**FROM:** Tracey Anderson, SETA Fiscal Monitor  
**RE:** Desk Fiscal Monitoring of EGUSD Adult & Community Education

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIOA	Adult	\$248,000	7/1/2020-6/30/21	7/1/2020-12/31/2020
WIOA	DW	\$62,000	7/1/2020-6/30/21	7/1/2020-12/31/2020
WIOA	OSY	\$257,446	7/1/2020-6/30/21	7/1/2020-12/31/2020
CSBG	FSS	\$35,218	1/1/2020-12/31/2020	1/1/2020-12/31/2020
CSBG	SN	\$20,000	1/1/2020-12/31/2020	1/1/2020-12/31/2020
CSBG	Augmentation	\$18,332.5	1/1/2020-12/31/2020	1/1/2020-12/31/2020

**Monitoring Purpose:** **Initial:**  **Follow-up** **Special** **Final**

**Date of review:** March 2021, 3/26, 4/5, 4/12

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

**Program Operator:** EGUSD Adult & Community Education

**Findings and General Observations:**

- 1) The total costs as reported to SETA from July 1, 2020 to December 31, 2020 for the WIOA programs have been traced to the delegate agency records. The records were verified and appear to be in order.

**Recommendations for Corrective Action:**

- 1) None

cc: Kathy Kossick  
Governing Board



## ITEM V - 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

This item provides an opportunity for Ms. Julie Davis-Jaffe, the CSBG program manager, to provide an oral report on issues not included in the agenda packet.

### 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.