



**GOVERNING BOARD**

**DON NOTTOLI**  
Board of Supervisors  
County of Sacramento

**BONNIE PANNELL**  
Councilmember  
City of Sacramento

**SOPHIA SCHERMAN**  
Public Representative

**ROBBIE WATERS**  
Councilmember  
City of Sacramento

**JIMMIE YEE**  
Board of Supervisors  
County of Sacramento

**KATHY KOSSICK**  
Executive Director

925 Del Paso Blvd., Suite 100  
Sacramento, CA 95815

Main Office  
(916) 263-3800

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(916) 263-3804

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

**REGULAR MEETING OF THE  
SETA GOVERNING BOARD**

**DATE:** Thursday, March 6, 2008

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

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

While the SETA Governing Board welcomes and encourages participation in the Governing Board meetings, it would be appreciated if you would limit your comments to five minutes so that everyone may be heard. Matters under jurisdiction of the SETA Governing Board and not on the posted agenda or any off-agenda matters may be addressed by the general public following completion of the regular agenda. The SETA Governing Board limits testimony on matters not on the agenda to five minutes per person and not more than fifteen minutes for a particular subject. Meeting facilities are accessible to persons with disabilities. Requests for Assisted Listening Devices or other considerations should be made through the Clerk's office at (916) 263-3827. This document and other Board meeting information may be accessed through the Internet by accessing the SETA home page: [www.seta.net](http://www.seta.net).

**A G E N D A**

**I. Call to Order/Roll Call/Pledge of Allegiance**

**II. Consent Items**

A. Minutes of the February 7, 2008 Special Board Meeting

B. Approval of Claims and Warrants

**III. Action Items**

**A. GENERAL ADMINISTRATION/SETA**

1. Approval for out of State Travel to Attend the 9<sup>th</sup> Annual National Fatherhood and Families Conference (Lisa Carr)

2. Ratification of the Submission of a Proposal to the County Department of Human Assistance, Program Year 2008-2011 (Christine Welsch)

3. Approval to Accept Funds from the California Employment Training Panel (ETP) for High Tech Training (William Walker)

**B. WORKFORCE INVESTMENT ACT**

1. Appointment of Sacramento Works Workforce Investment Board Private Sector Member (Kathy Kossick)
2. Approval of Revised Calendar and Cancellation of the Mandatory Offeror's Conference Requirements for the WIA Request for Proposals process (Robin Purdy)

**C. HEAD START:**

1. Approval of Head Start/Early Head Start 2008-2011 Community Assessment (Maureen Dermott)
2. Approval of Head Start/Early Head Start County-Wide Three-Year Goals 2008-2011 (Maureen Dermott)

**D. COMMUNITY SERVICES BLOCK GRANT:** No items.

**E. REFUGEE PROGRAMS:** No items.

**IV. Information Items**

- A. Fiscal Monitoring Reports (Rick Pryor)
  - Del Paso Heights School District
  - Elk Grove Unified School District
- B. Monthly Head Start Fiscal Report (Thelma Manzano)
- C. Head Start Policy Council Minutes (Kathy Ruiz)
- D. Dislocated Worker Update (William Walker)
- E. Sacramento Bee Career Builder Calendar Listings (Terri Carpenter)
- F. Preview of the Improved Agency Website (Terri Carpenter)
- G. Partners in Education Excellence Award (Cindy Sherwood-Green)
- H. Article in the Sacramento Bee Regarding Customer Use at a Career Center (Robin Purdy)

**V. Reports to the Board**

- A. Chair
- B. Executive Director
- C. Child and Family Services Deputy Director
- D. Counsel
- E. Members of the Board
- F. Public

**VI. Adjournment**

**DISTRIBUTION DATE: FRIDAY, FEBRUARY 29, 2008**

ITEM II-A - CONSENT

MINUTES OF THE FEBRUARY 7, 2008 SPECIAL BOARD MEETING

BACKGROUND:

Attached are the minutes of the February 7, 2008 special Governing Board meeting for your review.

RECOMMENDATION:

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

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

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

Thursday, February 7, 2008  
9:00 a.m.

- I. **Call to Order/Roll Call/Pledge of Allegiance**: Ms. Pannell called the meeting to order at 9:05 a.m.

**Members Present:**

Bonnie Pannell, Chair, SETA Governing Board; Councilmember, City of Sacramento

Jimmie Yee, Vice Chair; Member, Board of Supervisors

Sophia Scherman, Public Representative

Don Nottoli, Member, Board of Supervisors

Robbie Waters, Councilmember, City of Sacramento

II. **Consent Items**

- A. Minutes of the January 17, 2008 Special Board Meeting

- B. Approval of Claims and Warrants

No questions or comments on the consent items.

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

- A. Approve the January 17, 2008 Special Board minutes.  
B. Approve the claims and warrants for the period 1/11/08 through 1/30/08.  
Voice Vote: Unanimous approval.

III. **Action Items**

- A. **GENERAL ADMINISTRATION/SETA**: No items.

B. **WORKFORCE INVESTMENT ACT**

1. Concurrence with Sacramento Works, Inc. to Approve the Sacramento Integrated Service Transformation Local Plan

Ms. Robin Purdy was asked to be on a State planning team to coordinate services on a regional level. This plan will make our system assist job seekers to be more employable. July 1 will be the roll out of one of 12 learning labs statewide to figure out what works and what needs improvement.

Melissa Noteboom, Sandra Brown, William Walker, Terri Carpenter all spoke of the various teams that will be providing services to the one-stop career centers. The customer flow chart was reviewed. SMARTware is already utilized as a way of tracking the people going through the career centers. Of the 45,000 people utilizing the career centers last year, only 3,000 were enrolled in intensive services. Next year our performance will be based on all 45,000 customers.

SETA has a partnership with EDD to utilize CalJobs. In addition, the WIB is entering into a 3-month pilot with CareerBuilders which will provide all job listings for the Sacramento area.

Speakers before the Board:

Juanita Sendejas Lopez, Elk Grove Unified School District  
Karen Young, Sacramento City Unified School District Board Member  
Rudy Meza, Charles A. Jones/Sacramento City Unified School District

Moved/Waters, second/Yee, to concur with the action of Sacramento Works, Inc. to approve the plan and approve SETA as one of the twelve Learning Labs for integrated service delivery.

Voice Vote: Unanimous approval.

2. Approval to Release a Request for Proposals for Program Year 2008-2013 under the Workforce Investment Act (WIA) of 1998 Title I, Adult and Dislocated Worker Programs for One Stop Career Centers Services and On-the-Job Training

Ms. Purdy stated that this item takes the plan and makes it into a request for proposals.

Moved/Scherman, second/Yee, to approve the release of a Request for Proposals for Fiscal Year July 1, 2008 through June 30, 2013 for WIA Adult and Dislocated Worker Programs for One-Stop Career Center Services and On-the-Job Training.

Voice Vote: Unanimous approval.

3. Appointment of Sacramento Works Workforce Investment Board Private Sector Members

Ms. Kossick reviewed the Private sector applicants. Legal counsel will be in contact with the State to get clarification on whether Regional Transit could be considered a Private Sector seat. Mr. Thatch stated that the issue is not with the applicant's personal qualifications, just whether Sacramento Regional Transit is a private sector employer.

Moved/Yee, second/Scherman, to appoint four applicants to the Sacramento Works Workforce Investment Board to Private Sector seats:

- ✓ David Younger, Principal/Vice-President, Lionakis Beaumont Design Group

- ✓ Lisa Harr, Staffing Supervisor, Vision Service Plan
- ✓ Teri Munger, External Affairs, Media Relations Manager, Intel
- ✓ Frank Louie, Manager, National Key Accounts, Sun Technics Energy Systems Inc.

Voice Vote: Unanimous approval.

**C. HEAD START**

1. Approval of Head Start Janitorial Services Contracts

Mr. Rod Nishi stated that staff is requesting enter into negotiations with three of the janitorial services vendors. The amount to be negotiated is \$498,576; the current cost for janitorial services is \$372,890. The new janitorial services contractors will be asked to provide paper products.

Ms. Maureen Dermott spoke of the day-to-day responsibilities of staff to maintain clean classrooms and restrooms.

The Board inquired whether carpeted areas will be replaced with different flooring. Mr. Nishi replied that staff has kept an eye on when carpeting/flooring is being replaced. Replacement will be done every five years rather than every year. Staff needs to build into the budget an ongoing replacement fund. Ms. Dermott reported that \$800,000 was spent last year on center renovations. In Centers where flooring needed to be replaced, tile was put down. Movable carpets were put down for soft areas.

Moved/Nottoli, second/Yee, to authorize the Executive Director to negotiate and enter janitorial services contracts with Tee Janitorial and Maintenance, Custom Hi-Tech Maintenance, and Care Free Building Maintenance.

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

Mr. Nishi introduced the reading team: José Diaz, Celia Lopez, Steve Stewart, and Angie Stevens.

**D. COMMUNITY SERVICES BLOCK GRANT:** No items.

**E. REFUGEE PROGRAMS:** No items.

**IV. Information Items**

A. Fiscal Monitoring Report: No questions.

B. Dislocated Worker Update: No questions.

C. Head Start Quarterly Report: Ms. Dermott reported that staff monitor and identify issues at Head Start centers throughout the year. Del Paso Unified School District, Sacramento City School District, and Elk Grove Unified School District

were all monitored; all reports were good with the exception of Del Paso. The Governing Board will be receiving monthly reports rather than quarterly reports.

- D. Article in Sacramento Business Journal Regarding Real Estate and Refugees: No questions.

**V. Reports to the Board**

- A. Chair: No report.  
B. Executive Director: No report.  
C. Counsel: No report.  
D. Members of the Board:  
E. Public: No comments.

- VI. Board Training on Head Start Governance:** Ms. Dermott introduced Mr. Jerry Gomez. All Delegate director staff have been invited to receive the training.

Mr. Gomez last met with the board 25 years ago when SETA was negotiating with the Department of Health and Human Services to take over the Head Start grant.

- Shared Governance in Head Start
- Significant Changes: Some background
- The New Legislation
- Governance Changes
- Federal Monitoring and Board Interviews

There will be 36 questions for the board of directors during the review.

Key concepts for Board members:

1. The board's major responsibility is the legal and financial oversight of the Head Start grant and safeguarding of federal funds.
2. The Board must assure accountability and compliance for program operations.
3. Boards must share authority and maintain a partnership with the Policy Council as outlined by Appendix A (shared Governance)

As soon as staff receives the date of the PRISM review, staff will be arranging with the board members who will be available and staff will go over the questions and answers. Board members requested a copy of a Policy Council board packet.

From now on, the Board will be receiving monthly Head Start updates. The reports will be a more factual and graphic presentation.

- VII. Adjournment:** Meeting adjourned at 11:19 a.m.

ITEM II-B – CONSENT

APPROVAL OF CLAIMS AND WARRANTS

BACKGROUND:

Kathy Kossick, Executive Director, has reviewed the claims for the period 1/31/08 through 2/28/08, and all expenses appear to be appropriate.



ITEM III-A – 1 - ACTION

APPROVAL FOR OUT-OF-STATE TRAVEL TO ATTEND THE  
9<sup>TH</sup> ANNUAL NATIONAL FATHERHOOD AND FAMILIES CONFERENCE

BACKGROUND:

The Fathers and Families Coalition will be hosting a national conference promoting and implementing programs to value the role of fathers in enhancing children's well-being, strengthening families and engaging communities nationwide. This conference will allow Head Start staff an opportunity to learn what colleagues from various fatherhood programs have successfully implemented, as well as how to better serve the men in the SETA Head Start Program. Topics include: Working with Incarcerated Dads, The Resiliency Factor: Helping Dads Make a Difference, and Strategies for Successful Head Start Fatherhood programs, to name just a few.

This conference will be held in Phoenix, Arizona, March 4-7. Staff is requesting approval for Robert Silva, Head Start Social Services/Male Involvement Specialist, to attend the conference to develop skills to better serve fathers in the SETA Head Start program. The registration fee for attending is \$450 per person.

RECOMMENDATION:

Approve out-of-state travel for Robert Silva to attend the 9<sup>th</sup> Annual National Fatherhood and Families Conference in Phoenix, Arizona from March 4-7. The approximate cost will be \$1,761, including registration. There are funds in the Head Start Male Involvement Budget to cover the cost of this conference.

ITEM III-A – 2 - ACTION

RATIFICATION OF THE SUBMISSION OF A PROPOSAL TO THE COUNTY  
DEPARTMENT OF HUMAN ASSISTANCE, PROGRAM YEAR 2008-2011

BACKGROUND:

The County Department of Human Assistance (DHA) recently released a Request for Proposals (RFP) for Job Club/Job Search services for CalWORKs recipients. The RFP is limited to the areas serviced by DHA's Grand Oaks (ZIP codes: 95610, 95611, 95621, 95628 and 95662) and Research (ZIP codes: 95652, 95833, 95834 and 95838) Bureaus. The proposal deadline was Thursday, February 21, 2008.

SETA has partnered with the Department of Human Assistance for the past twenty years. SETA has provided job club/job search services through a contract with DHA for the past eight years to provide services for the Grand Oaks DHA office at the Hillsdale Career Center and at the Del Paso offices for the past three years. This RFP is seeking to continue services for the Grand Oaks Bureau and the Research Drive Bureau. SETA is requesting approval to submit a proposal to provide Job Club/Job Search services. The requested funding is \$2,325,989 for the three year period.

If funded, staff is requesting approval for SETA's Executive Director to execute any DHA agreements, adjustments, modifications or other documents required by DHA.

RECOMMENDATION:

Ratify the submission of a proposal to the County Department of Human Assistance, and authorize SETA's Executive Director to execute any DHA agreements, adjustments, modifications or other documents required by DHA.

ITEM III-A – 3 – ACTION

APPROVAL TO ACCEPT FUNDS FROM THE CALIFORNIA EMPLOYMENT  
TRAINING PANEL (ETP) FOR HIGH TECH TRAINING

BACKGROUND:

The Sacramento Employment and Training Agency (SETA) has received funding consistently for over four years from the California Employment Training Panel (ETP). The first grant was just under \$205,000 and the second grant received was for \$815,500. Currently, SETA receives \$1,067,560 from ETP to provide training to 520 incumbent workers training in basic and advanced technology. The training partner and service provider in the grant application is Tech Skills, a local private proprietary school specializing in basic and advanced technology training.

Due to the success of the partnership between SETA and ETP providing training to over 1,100 incumbent workers for 27 local employers, several more large and small local businesses are requesting services. To meet the increased demand, ETP has augmented SETA's current contract \$769,900 to offer 300 additional training slots. Training courses will focus on both basic and advanced technology. The menu of classes available will be sent under separate cover.

Staff seeks approval to accept \$769,900 to train an additional 300 incumbent workers in basic and advanced technology. These funds will amend SETA's current ETP contract. This amendment increases the amount of the agreement between SETA and ETP to \$1,837,460 and the number of incumbent workers to be trained to 820.

Staff will be available to answer questions.

RECOMMENDATION:

Accept additional California ETP funds in the amount of \$769,900 to serve an additional 300 incumbent workers in basic and advanced technology, and authorize the SETA Executive Director to execute the subcontract amendment.

ITEM III-B – 1 - ACTION

APPOINTMENT OF SACRAMENTO WORKS WORKFORCE INVESTMENT BOARD  
PRIVATE SECTOR MEMBER

BACKGROUND:

The Sacramento Works Workforce Investment Board is a 41-member board charged with providing policy, planning and oversight for local workforce development initiatives. The SETA Governing Board makes member appointments to this board.

In July, 2007 the WIB increased the size of the board to 41 members to comply with Senate Bill 293 which required changes to the mandatory composition of local workforce investment boards.

The Sacramento Works Board currently has one private sector vacancy. The Governing Board approved four appointments on February 7, 2008. The representative from Sacramento Regional Transit was pulled due to further clarification from the State if Regional Transit would be considered a private business employer under the Workforce Investment Act. The State has provided a written opinion that this is not a qualified private sector employer.

The Board Development Committee recommended one applicant to the Sacramento Works Executive Committee. The Executive Committee met on February 25, 2008 and is forwarding its recommendation to appoint the following applicant to the Workforce Investment Board:

- ✓ Chris Ferguson, Granite Construction

RECOMMENDATION:

Review the applications enclosed under separate cover and appoint one applicant to the Sacramento Works Workforce Investment Board to the vacant Private Sector seat.

ITEM III-B – 2 - ACTION

APPROVAL OF REVISED CALENDAR AND CANCELLATION OF THE MANDATORY OFFEROR'S CONFERENCE REQUIREMENTS FOR THE WIA REQUEST FOR PROPOSALS PROCESS

BACKGROUND:

On February 7, 2008, the SETA Governing Board approved the release of the WIA Request for Proposals (RFP) which was released on February 8, 2008. A public notice was placed in the Sacramento Bee, an announcement was placed on SETA's website, and an electronic version was sent to SETA's current providers announcing that the RFP was available at the SETA offices or could be accessed through the SETA website. A Mandatory Offeror's Conference was held on February 19, 2008. Recently, it was brought to staff's attention that the public notice was not sent out to the SETA RFP mailing list.

In the interest of fairness to all potential applicants, staff is recommending extending the prequalifications deadline and proposal due date and eliminating the requirement for the Mandatory Offeror's Conference. Staff has posted the Offeror's Conference Questions and Answers on the SETA website and will continue to accept questions until March 17, 2008. All responses to additional responses will be posted on the SETA website. Additionally, the recommended changes in the RFP process will be shared electronically with all those attending the February 17<sup>th</sup> Offeror's conference. The revised RFP Calendar is attached.

RECOMMENDATION:

Staff is recommending that the board approve the revised RFP Calendar and cancel the provisions of Section I-10 in the RFP that requires respondents to attend the Mandatory Offeror's Conference.

Sacramento Employment and Training Agency (SETA)

**Workforce Investment Act (WIA) Title I  
Program Year 2008-2013**

**REVISED  
PLANNING CALENDAR**  
(Dates and Times are subject to change)

<b>DATE</b>	<b>EVENT</b>
Saturday, February 2, 2008 – Sunday, February 3, 2008	Public Notice of RFP published
Thursday, February 7, 2008, 9:00 a.m.	Governing Board Review and approval of the RFP
Friday, February 8, 2008, 1:00 p.m.	Release of RFP
<b>Tuesday, February 19, 2008, 1:30 p.m. Offeror's Conference</b>	
Monday, March 17, 2008, 4:00 p.m.	Questions submitted to SETA staff
Tuesday, March 18, 2008, 4:00 p.m.	Pre-qualification requirements due at SETA
Tuesday, April 1, 2008 4:00 p.m.	Proposals due at SETA
Friday, May 2, 2008, 1:00 p.m.	Publish SETA staff funding recommendations
Monday, May 12, 2008, 5:00 p.m.	Deadline to file protest of SETA staff funding recommendations
Thursday, June 5, 2008, 10:00 a.m.	Governing Board funding decisions
Tuesday, July 1, 2008	Programs begin

**Note:** All meetings will be held in the SETA Board Room, 925 Del Paso Boulevard, Sacramento, CA 95815. Telephone: (916) 263-3800

ITEM III-C - 1 – ACTION

APPROVAL OF HEAD START/EARLY HEAD START 2008-2011 COMMUNITY  
ASSESSMENT

BACKGROUND:

SETA Head Start, Delegate Agency Directors, Managers, staff and Policy Council Executive Committee members met on January 28, 2008 to finalize the Head Start/Early Head Start Community Assessment Analysis.

The Policy Council met on February 26, 2008 and approved the Head Start/Early Head Start 2008 Community Assessment. A summary is included. A full Community Assessment document is available for review.

Ms. Maureen Dermott will be available to answer questions.

RECOMMENDATION:

Approve Head Start/Early Head Start 2008-2011 Community Assessment.

# COMMUNITY ASSESSMENT

## Summary

February 2008

- The number of children receiving public mental health services has increased 379% from 2,495 in 1995 to 11,825 in 2005. Parental risk factors such as depression, substance abuse, involvement in domestic violence, homelessness, and exposure to repeated major life stresses, all increase a child's risk of later emotional and behavioral difficulty. Maternal depression is a particularly strong risk factor.
- According to the 2005 American Community Survey, more than half (57.8%) of single female head-of-household families with children younger than 18 reported poverty-level income.
- According to the 2004 American Community Survey, 6.3% (22,853) of children in Sacramento County under the age of 18 were being reared in households headed by grandparents, with 56% responsible for their grandchildren for five years or more. According to a US Census Bureau report published in 2001, children who live with their grandparents are more likely to live in poverty, be without health insurance, and to receive public assistance than children who live with their own parents.
- Percent of Children 0 through 4 Living in Poverty, in 2005 in Sacramento County 23.7% (23,777), up from 19.7 percent in 2002. California 2005 statewide percentage, 19.6%
- According to the 2005 California Childcare Portfolio, there is a licensed child care capacity to serve 35 percent children with parents in the labor force.
- Between 1990 and 2000 there was a 76 percent increase in the number of workers in Sacramento County traveling an hour or more to work, substantially higher than California as a whole at 34 percent.
- Sacramento ranks among the most ozone-polluted counties in the nation.
- The number of uninsured children rose from 11,000 in 2001 to 15,000 in 2003.
- In 2003, an estimated 2,000 Sacramento County children missed between 5 and 10 days of school due to asthma.



- 11,169 children (36%) screened by volunteer dentists in 2004-2005 had visible tooth decay.
- In 2005, there were 110,877 children eligible for free or reduced-price meals in Sacramento County, nearly 48 percent of the total public school enrollment. In 27% of our schools, more than 75% of the students are receiving free or reduced-priced meals.
- During the 2005-2006 academic year, Project TEACH reported that 5,582 children experienced homelessness in Sacramento County.
- California's rates of obesity are fast approaching epidemic status according to the California Department of Health Services.
- Obesity rates by Zip code showed that 26% of the region's Zip codes were over the state rate for students exceeding the HFZ (Healthy Fitness Zone). Highest percentages were: Isleton at 53%; Alta at 50%; Knights Landing at 47%, Elverta at 44%, and Rio Linda at 43%.
- While children in Sacramento County showed improvement in aerobic capacity from 2000 through 2004 (52% to 60%), medical experts indicate their capacity should be closer to 80 percent.
- Children ages 2 through 12, assessed between January of 2004 and December of 2005 in a major local community health system trial, showed overweight children comprise 22 percent of the sample, and 16 percent were determined to be at risk of being overweight.
- More than 30 percent of kindergartners begin their educational journey with limited English proficiency compared with 20 percent ten years ago.
- Today there are more than 45 languages spoken in our schools, and English Language Learner students in grade levels 1 through 8 make up 20.9% of student population.
- Sacramento County is home to 46% of California's Russian speaking ELL and is home to 78.2% of the state's Ukrainian speaking ELL student population.
- The 2005 American Community Survey, indicates 23,609, or 7.4 percent, of Sacramento County children, ages 5 through 20 have a disability, of which 25.4% have a speech or language impairment.
- For the 2004-2005 academic year, only 31 percent of students from low-income families in Sacramento County met state standards in English language arts.

Subgroups most heavily represented in the low-income category include African Americans, Hispanics, and English language Learners.

- Countywide DRDP-R growth results showed a 49% growth overall in the domain "Language Development". Despite this gain, the analysis of individual measures associated with language development determined that gains in Phonological Awareness are much more modest at only 28%.

ITEM III-C - 2 – ACTION

APPROVAL OF HEAD START/EARLY HEAD START COUNTY-WIDE THREE-YEAR GOALS 2008-2011

BACKGROUND:

SETA Head Start, Delegate Agency Directors, Managers, staff and Policy Council Executive Committee members met on January 28, 2008 to finalize the Head Start/Early Head Start County-Wide Three-Year goals.

The Policy Council met on February 26, 2008 and approved the Head Start/Early Head Start County-Wide Three Year Goals 2008-2011 (attached).

Staff will be available to answer questions.

RECOMMENDATION:

Approve Head Start/Early Head Start Three-Year Goals 2008-2011.

# COMMUNITY ASSESSMENT (2008-2011)

## Summary

Summary of Documented Data Which Supports Three Year Goals

### Goal 1:

***Using existing services and systems to increase the awareness of, and participation in, activities and services which contribute to family, child, and staff mental wellness.***

- The number of children receiving public mental health services has increased 379% from 2,495 in 1995 to 11,825 in 2005. Parental risk factors such as depression, substance abuse, involvement in domestic violence, homelessness, and exposure to repeated major life stresses, all increase a child's risk of later emotional and behavioral difficulty. Maternal depression is a particularly strong risk factor.
- According to the 2005 American Community Survey, more than half (57.8%) of single female head-of-household families with children younger than 18 reported poverty-level income.
- According to the 2004 American Community Survey, 6.3% (22,853) of children in Sacramento County under the age of 18 were being reared in households headed by grandparents, with 56% responsible for their grandchildren for five years or more. According to a US Census Bureau report published in 2001, children who live with their grandparents are more likely to live in poverty, be without health insurance, and to receive public assistance than children who live with their own parents.
- Percent of Children 0 through 4 Living in Poverty, in 2005 in Sacramento County 23.7% (23,777), up from 19.7 percent in 2002. California 2005 statewide percentage, 19.6%
- According to the 2005 California Childcare Portfolio, there is a licensed child care capacity to serve 35 percent children with parents in the labor force.
- Between 1990 and 2000 there was a 76 percent increase in the number of workers in Sacramento County traveling an hour or more to work, substantially higher than California as a whole at 34 percent.

- Sacramento ranks among the most ozone-polluted counties in the nation.
- The number of uninsured children rose from 11,000 in 2001 to 15,000 in 2003.
- In 2003, an estimated 2,000 Sacramento County children missed between 5 and 10 days of school due to asthma.
- 11,169 children (36%) screened by volunteer dentists in 2004-2005 had visible tooth decay.
- In 2005, there were 110,877 children eligible for free or reduced-price meals in Sacramento County, nearly 48 percent of the total public school enrollment. In 27% of our schools, more than 75% of the students are receiving free or reduced-priced meals.
- During the 2005-2006 academic year, Project TEACH reported that 5,582 children experienced homelessness in Sacramento County.

## Goal 2:

***Increase parental/staff awareness of the implications of obesity and improve children's exposure to physical well being by fully implementing a fitness and nutrition program including obesity prevention curriculum.***

- California's rates of obesity are fast approaching epidemic status according to the California Department of Health Services.
- Obesity rates by ZIP code showed that 26% of the region's ZIP codes were over the state rate for students exceeding the HFZ (Healthy Fitness Zone). Highest percentages were: Isleton at 53%; Alta at 50%; Knights Landing at 47%, Elverta at 44%, and Rio Linda at 43%.
- While children in Sacramento County showed improvement in aerobic capacity from 2000 through 2004 (52% to 60%), medical experts indicate their capacity should be closer to 80 percent.
- Children ages 2 through 12, assessed between January of 2004 and December of 2005 in a major local community health system trial, showed overweight children comprise 22 percent of the sample, and 16 percent were determined to be at risk of being overweight.

### **Goal 3:**

***Through a consistent, systematic, and guided approach, implement oral language development activities which promote the importance of oral language development in children ages birth through (5) years.***

- More than 30 percent of kindergartners begin their educational journey with limited English proficiency compared with 20 percent ten years ago.
- Today there are more than 45 languages spoken in our schools, and English Language Learner students in grade levels 1 through 8 make up 20.9% of student population.
- Sacramento County is home to 46% of California's Russian speaking ELL and is home to 78.2% of the state's Ukrainian speaking ELL student population.
- The 2005 American Community Survey, indicates 23,609, or 7.4 percent, of Sacramento County children, ages 5 through 20 have a disability, of which 25.4% have a speech or language impairment.
- For the 2004-2005 academic year, only 31 percent of students from low-income families in Sacramento County met state standards in English language arts. Subgroups most heavily represented in the low-income category include African Americans, Hispanics, and English language Learners.
- Countywide DRDP-R growth results showed a 49% growth overall in the domain "Language Development". Despite this gain, the analysis of individual measures associated with language development determined that gains in Phonological Awareness are much more modest at only 28%.

# COMMUNITY ASSESSMENT (2008-2011)

## Summary

Summary of Documented Data Which Supports Three Year Goals

### Goal 1:

***Using existing services and systems to increase the awareness of, and participation in, activities and services which contribute to family, child, and staff mental wellness.***

- The number of children receiving public mental health services has increased 379% from 2,495 in 1995 to 11,825 in 2005. Parental risk factors such as depression, substance abuse, involvement in domestic violence, homelessness, and exposure to repeated major life stresses, all increase a child's risk of later emotional and behavioral difficulty. Maternal depression is a particularly strong risk factor.
- According to the 2005 American Community Survey, more than half (57.8%) of single female head-of-household families with children younger than 18 reported poverty-level income.
- According to the 2004 American Community Survey, 6.3% (22,853) of children in Sacramento County under the age of 18 were being reared in households headed by grandparents, with 56% responsible for their grandchildren for five years or more. According to a US Census Bureau report published in 2001, children who live with their grandparents are more likely to live in poverty, be without health insurance, and to receive public assistance than children who live with their own parents.
- Percent of Children 0 through 4 Living in Poverty, in 2005 in Sacramento County 23.7% (23,777), up from 19.7 percent in 2002. California 2005 statewide percentage, 19.6%
- According to the 2005 California Childcare Portfolio, there is a licensed child care capacity to serve 35 percent children with parents in the labor force.
- Between 1990 and 2000 there was a 76 percent increase in the number of workers in Sacramento County traveling an hour or more to work, substantially higher than California as a whole at 34 percent.



- Sacramento ranks among the most ozone-polluted counties in the nation.
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- In 2003, an estimated 2,000 Sacramento County children missed between 5 and 10 days of school due to asthma.
- 11,169 children (36%) screened by volunteer dentists in 2004-2005 had visible tooth decay.
- In 2005, there were 110,877 children eligible for free or reduced-price meals in Sacramento County, nearly 48 percent of the total public school enrollment. In 27% of our schools, more than 75% of the students are receiving free or reduced-priced meals.
- During the 2005-2006 academic year, Project TEACH reported that 5,582 children experienced homelessness in Sacramento County.

## Goal 2:

***Increase parental/staff awareness of the implications of obesity and improve children's exposure to physical well being by fully implementing a fitness and nutrition program including obesity prevention curriculum.***

- California's rates of obesity are fast approaching epidemic status according to the California Department of Health Services.
- Obesity rates by ZIP code showed that 26% of the region's ZIP codes were over the state rate for students exceeding the HFZ (Healthy Fitness Zone). Highest percentages were: Isleton at 53%; Alta at 50%; Knights Landing at 47%, Elverta at 44%, and Rio Linda at 43%.
- While children in Sacramento County showed improvement in aerobic capacity from 2000 through 2004 (52% to 60%), medical experts indicate their capacity should be closer to 80 percent.
- Children ages 2 through 12, assessed between January of 2004 and December of 2005 in a major local community health system trial, showed overweight children comprise 22 percent of the sample, and 16 percent were determined to be at risk of being overweight.

### **Goal 3:**

***Through a consistent, systematic, and guided approach, implement oral language development activities which promote the importance of oral language development in children ages birth through (5) years.***

- More than 30 percent of kindergartners begin their educational journey with limited English proficiency compared with 20 percent ten years ago.
- Today there are more than 45 languages spoken in our schools, and English Language Learner students in grade levels 1 through 8 make up 20.9% of student population.
- Sacramento County is home to 46% of California's Russian speaking ELL and is home to 78.2% of the state's Ukrainian speaking ELL student population.
- The 2005 American Community Survey, indicates 23,609, or 7.4 percent, of Sacramento County children, ages 5 through 20 have a disability, of which 25.4% have a speech or language impairment.
- For the 2004-2005 academic year, only 31 percent of students from low-income families in Sacramento County met state standards in English language arts. Subgroups most heavily represented in the low-income category include African Americans, Hispanics, and English language Learners.
- Countywide DRDP-R growth results showed a 49% growth overall in the domain "Language Development". Despite this gain, the analysis of individual measures associated with language development determined that gains in Phonological Awareness are much more modest at only 28%.

ITEM IV-A - INFORMATION  
FISCAL MONITORING REPORTS

BACKGROUND:

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

Staff will be available to answer questions.



**Findings and General Observations:**

- 1) The total costs as reported to SETA from August 1, 2006 to July 31, 2007 have been traced to the delegate's records. The records were verified and appeared to be in order.
- 2) The District was awarded Program Improvement Funds totaling to \$192,000 for the renovation of kitchen facilities and the installation of new kitchen equipment, the installation of a shade structure, addition of water heaters, and the installation of new carpets in three classrooms. The justification submitted to ACF supporting the application funds indicated that the program improvements were necessary to meet Head Start performance standards for food preparation and to address health issues. The District did not make the requested program improvements.
- 3) The District was awarded funds totaling \$7,500.00 for Training and Technical Assistance ( T & TA) to be used for teacher training activities.  
The District did not spend the awarded funds.

**Recommendations for Corrective Action:**

- 1) We request that the District identify why the awarded Program Improvement Funds were not spent and how the District has addressed these requested improvements.

cc: Kathy Kossick  
Governing Board  
Policy Council



**Program Operator:** Elk Grove Unified School District

**Findings and General Observations:**

- 1) The total costs as reported to SETA from August 1, 2006 to July 31, 2007 have been traced to the delegate agency records. The records were verified and appeared to be in order.
- 2) The District was awarded five (5) Program Improvement projects totaling \$ 287,000: bathroom renovation at William Daylor, renovation and expansion of playground at William Daylor, installation of landing material for the playground at Florence Markofer, installation of shade structures, and installation of drinking fountains. Four useable bids were received and the first three projects were awarded to the overall low bidder on those items. The last two projects have not been awarded. After incurring architectural and consultancy expenses, the District has not expended Program Improvement funds totaling \$ 104,619.19

**Recommendations for Corrective Action:**

- 1) We request that the District provide us with a written clarification of the Circumstances which impeded the awarding of the two additional projects within the Grant Period.
- 2) In its Program Improvement proposal, the District emphasized the importance of the two uncompleted projects by stating that the five projects together were necessary in order for the District to provide the highest quality services for Head Start children. We request that the District develop a plan of action to mediate the potential health and other program-related issues that may arise from the failure to install the shade structures and drinking fountains.

cc: Kathy Kossick  
Governing Board  
Policy Council



ITEM IV-B – INFORMATION  
MONTHLY HEAD START FISCAL REPORT

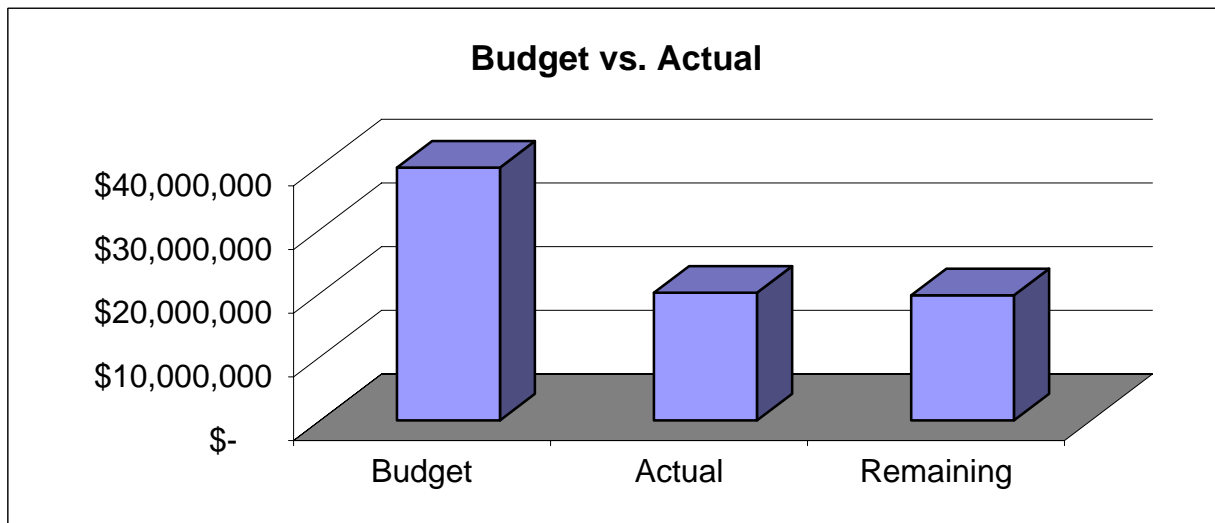
BACKGROUND:

This agenda item provides an opportunity for the Governing Board to review the fiscal reports for the month ending 1/31/08.

Staff will be available to answer questions.

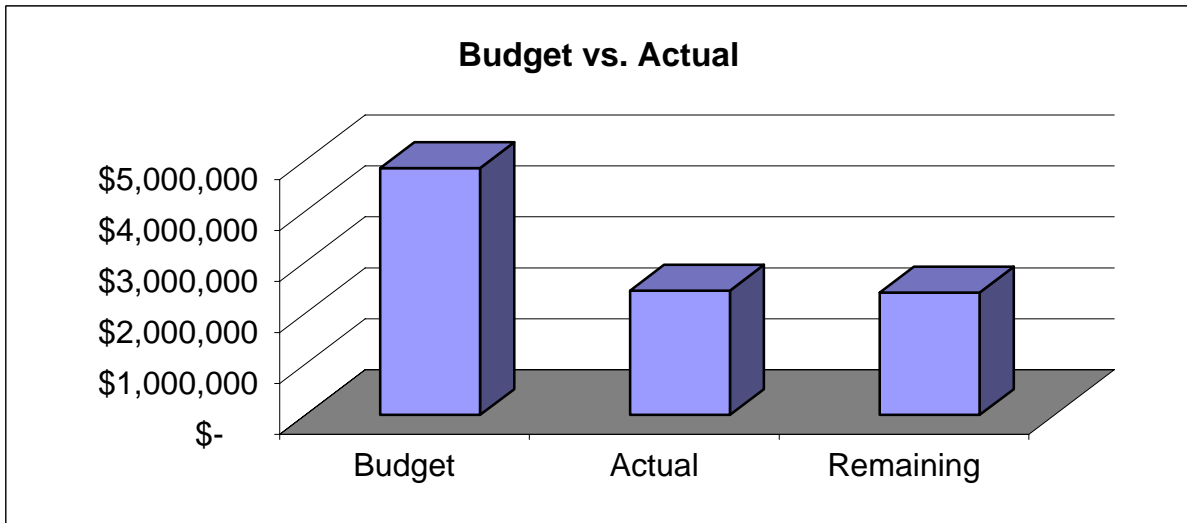
**SACRAMENTO COUNTY HEAD START  
EXPENDITURE & BUDGET ANALYSIS  
Fiscal Year 2007/2008  
Year To Date Ended January 31 , 2008**

	<i>Last Report</i>	<i>BUDGET</i>	<i>ACTUAL</i>	<i>%</i>	<i>REMAINING</i>
<b>Basic - PA 22</b>					
<i>Del Paso S.D.</i>	<b>Jan-08</b>	\$1,091,126	\$468,235	43%	\$622,891
<i>Elk Grove</i>	<b>Jan-08</b>	2,306,473	1,142,452	50%	1,164,021
<i>Sac City U.S.D.</i>	<b>Jan-08</b>	7,803,950	3,603,796	46%	4,200,154
<i>San Juan U.S.D.</i>	<b>Jan-08</b>	4,145,417	2,009,480	48%	2,135,937
<i>W.C.I.C</i>	<b>Jan-08</b>	647,227	323,242	50%	323,985
<i>SETA</i>	<b>Jan-08</b>	23,389,023	12,311,499	53%	11,077,524
		<b>\$39,383,216</b>	<b>\$19,858,705</b>	<b>50%</b>	<b>\$19,524,511</b>
<b>T/TA - PA 20</b>					
<i>Del Paso S.D.</i>	<b>Jan-08</b>	\$7,500	\$0	0%	\$7,500
<i>Elk Grove</i>	<b>Jan-08</b>	9,000	6,381	71%	2,619
<i>Sac City U.S.D.</i>	<b>Jan-08</b>	20,000	13,711	69%	6,289
<i>San Juan U.S.D.</i>	<b>Jan-08</b>	15,000	12,712	85%	2,288
<i>W.C.I.C</i>	<b>Jan-08</b>	7,500	1,557	21%	5,943
<i>SETA</i>	<b>Jan-08</b>	302,068	164,377	54%	137,691
		<b>\$361,068</b>	<b>\$198,737</b>	<b>55%</b>	<b>\$162,331</b>
<b>Program Improvement</b>					
					\$0
					0
					0
					0
					0
					0
					0
		\$0	\$0		\$0
					-
<b>GRAND TOTAL</b>		<b>\$39,744,284</b>	<b>\$20,057,442</b>	<b>50%</b>	<b>\$19,686,842</b>



**SACRAMENTO COUNTY EARLY HEAD START  
EXPENDITURE & BUDGET ANALYSIS  
Fiscal Year 2007/2008  
Year To Date Ended January 31, 2008**

	<i>Last Report</i>	<i>BUDGET</i>	<i>ACTUAL</i>	<i>%</i>	<i>REMAINING</i>
<b>Basic - PA 25</b>					
<i>Sac City U.S.D.</i>	<b>Jan-08</b>	\$1,080,905	\$626,866	58%	\$454,039
<i>San Juan U.S.D.</i>	<b>Jan-08</b>	1,186,930	509,311	43%	677,619
<b>SETA</b>	<b>Jan-08</b>	2,458,225	1,265,083	51%	1,193,142
		<b>\$4,726,060</b>	<b>\$2,401,260</b>	<b>51%</b>	<b>\$2,324,800</b>
<b>T &amp; TA - PA 26</b>					
<i>Sac City U.S.D.</i>	<b>Jan-08</b>	\$18,249	\$9,325	51%	\$8,924
<i>San Juan U.S.D.</i>	<b>Jan-08</b>	20,112	16,222	81%	3,890
<b>SCOE</b>	<b>NA</b>	15,000		0%	15,000
<b>SETA</b>	<b>Jan-08</b>	64,220	15,559	24%	48,661
		<b>\$117,581</b>	<b>\$41,106</b>	<b>35%</b>	<b>\$76,475</b>
<b>Program Improvement</b>					
		\$0	\$0		\$0
<b>Grand Total</b>		<b>\$4,843,641</b>	<b>\$2,442,365</b>	<b>50%</b>	<b>\$2,401,276</b>



ITEM IV-C - INFORMATION

HEAD START POLICY COUNCIL MINUTES

BACKGROUND:

Attached are the minutes from the January 22, 2008 Policy Council meeting.

Governing Board members requested to see a copy of the Policy Council board packet. A copy of the February 26, 2008 board packet is sent under separate cover.

Staff will be available to answer questions.

**REGULAR MEETING OF THE HEAD START POLICY COUNCIL**  
Minutes/Synopsis

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

Tuesday, January 22, 2008  
9:00 a.m.

- I. **Call to Order/Roll Call/Review of Board Member Attendance:** Ms. Kathy Ruiz called the meeting to order at 9:10 a.m. Mr. Ronald Montez read the thought of the day. Ms. Josie Cleaver called the roll. New members seated: Ms. Michelle Cañas, Elk Grove Unified School District, Ms. Josephine Luna, WCIC/Playmate Child Development Center, and Mr. Victor Stark, CAMP Representative.

**Members Present:**

Josie Cleaver, Sacramento City Unified School District  
Josie Lamar, Sacramento City Unified School District  
Irlanda Meza, Sacramento City Unified School District  
Shasta King, San Juan Unified School District  
Erin Kimbro, SETA-Operated Program  
Salina Davey, SETA-Operated Program  
Josephine Luna, WCIC/Playmate  
Victoria Camargo, Past Parent Representative  
Kathy Ruiz, Past Parent Representative  
Van Hyunh, Child Health and Disability Prevention Program  
Lidia Vincente, Early Head Start  
Monica Treadway, WCIC/Playmate  
Venelsia Fentress, Grandparent Representative  
Ronald Montez, Outgoing Chair  
Lidia Vincente, Early Head Start (arrived at 9:49 a.m.)  
Natasha Toolate, Early Head Start (arrived at 9:24 a.m.)  
Michelle Cañas, Elk Grove Unified School District  
Victor Stark, CAMP Representative

**Members Absent:**

Talina Hutton, Del Paso School District (excused)  
Tasha Said, Del Paso School District (unexcused)  
Hollie Costas, SETA-Operated Program (unexcused)  
Carol Aronis, SETA-Operated Program(excused: PCB)  
Sarah Corderio, Home Base Program(excused: PCB)  
Angela Porter, SETA-Operated Program (excused: PCB)  
Jill Roth-Holden, San Juan Unified School District (unexcused)

II. **Consent Item**

- A. Approval of the Minutes of December 18, 2007 Special Meeting

Minutes were reviewed; no questions or corrections.

Moved/Davey, second/Montez, to approve the minutes as distributed.

Show of hands vote: Aye: 14, Nay: 0, Abstentions: 1 (Ruiz)

Ms. Ruiz asked Policy Council members whether the current board meeting time and date, the fourth Tuesday of each month, 9:00 a.m., was convenient. All board members indicated that the time and date were fine.

Ms. Ruiz went off agenda:

#### **IV. Information Items**

- B. Shared Governance Training for Head Start Policy Council  
Presenter: Mr. Jerry Gomez, Management Consultant

Ms. Maureen Dermott introduced Mr. Jerry Gomez, former associate director for Head Start programs, Region IX. Mr. Gomez stated that Head Start greatly values the participation of parents in the program. Mr. Gomez reviewed possible changes in legislation and items related to a federal review. A federal review is the government's opportunity to check the programs to ensure there is compliance, including the participation of parents in the program. All delegates will be reviewed. A number of changes to the review process have taken place since the last review.

Ms. Dermott stated that items that are administration related will be implemented immediately. Other things, such as fiscal issues, staff will wait for directions from the Administration for Children and Families.

Mr. Gomez reviewed the role of the Policy Council versus the SETA Governing Board:

<b>Policy Council</b>	<b>SETA Governing Board</b>
➤ Policy-making role	➤ Legal/fiscal oversight role
➤ Represents parents in the program	➤ Represents the organization and constituents
➤ Approves/Disapproves key decisions	➤ Approves/Disapproves key decisions
➤ Reviews budget reports	➤ Reviews budget reports and assures financial integrity
➤ Coordinates decisions with Board and staff	➤ Coordinates decisions with PC and staff.

The Policy Council also has authority to hire/fire Head Start/Early Head Start staff.

Mr. Gomez will be providing program governance training to the SETA Governing Board on Thursday, February 7.

Ms. Lidia Vincente arrived at 9:49 a.m.

The board took a break until 11:07 a.m.

**IV. Information Items** (continued)

- A. Fiscal Reports – Ms. Thelma Manzano stated that no Program Improvement funds will be dispersed this year. Delegates have signed their contracts. Del Paso has not submitted their fiscal reports; staff is working with them to get the reports.

**III. Action Item**

**A. CLOSED SESSION: PERSONNEL - Pursuant to Government Code Section 54957**

**CLOSED SESSION: PERSONNEL  
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE  
PURSUANT TO GOVERNMENT CODE SECTION 54957**

The board went into closed session at 11:10 a.m. The board went back into open session at 11:37 a.m. Ms. Ruiz reported out of closed session that the Board took the following action in closed session: Approval of Eligible List for the following position: Head Start Education/Special Education Specialist (Non-Supervisory), and Associate Teacher, Tier III.

**V. Committee Reports**

- A. Executive Committee: Ms. Venelsia Fentress reviewed the Executive Committee report. Executive Committee members were reminded of the Community Assessment Analysis and Finalization of Three Year Goals meeting scheduled for January 28, 9:00 a.m. – 3:00 p.m. The Budget/Planning Committee will meet January 31, from 9:00 – 11:00 am.

**VI. Other Reports**

- A. Open Discussion and Comments: Ms. Ruiz recognized René Aguilera from Roseville School District. Ms. Desha recognized Ms. Victoria Camargo's husband Edward.
- B. Public Participation: None.

**VII. Adjournment** Meeting adjourned at 11:43 a.m.

ITEM IV-D – INFORMATION  
DISLOCATED WORKER UPDATE

BACKGROUND:

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



## Dislocated Worker Information PY 2007/2008

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

WARN STATUS	MONTH RECEIVE NOTICE	COMPANY AND ADDRESS	WARN STATUS	# OF AFFECTED WORKERS	SETA'S INTERVENTION
Official	5/16/2007	<b>Sutter Medical Center, Sacramento</b> 2800 L Street Sacramento, CA 95816-5600	7/13/2007	36	Pending
Unofficial	6/12/2007	<b>Bank of America</b> 11080 White Rock Road, Suite 500 Rancho Cordova, CA 95670	7/31/2007	20	6/22/2007
Official	8/10/2007	<b>Sutter Medical Center, Sacramento</b> 2800 L Street Sacramento, CA 95816-5600	8/25/2007	15	Pending
Official	9/7/2007	<b>Gala Construction, Inc. &amp; SPM</b> 2215 Plaza Dr. Rocklin, CA 95765	11/9/2007	44	New owners re hired employees
Official	10/12/2007	<b>Crystal Cream and Butter Company</b> 8340 Belvedere Avenue Sacramento, CA 95826	10/16/2007	240	12/10/2007
Official	10/12/2007	<b>Sun Sacramento Site</b> 8880 Cal Center Sacramento, CA 95826	11/26/2007	4	Pending
Official	10/24/2007	<b>Intel Corporation</b> 1900 Prairie City Road Folsom, CA 95630	1/1/2008	112	Pending
Official	11/1/2007	<b>Bank of America</b> 11080 White Rock Road, Suite 500 Rancho Cordova, CA 95670	12/31/2007	68	12/6/2007
Official	11/13/2007	<b>Levitz Furniture</b> 4741 Watt Ave North Highlands, CA 95669	2/1/2008	53	Pending
Official	11/28/2007	<b>Marvell Semiconductor, Inc</b> 890 Glenn Drive Folsom, CA 95630	1/27/2008	4	Pending
Official	12/10/2007	<b>Intel Corporation</b> 1900 Praire City Road Folsom, CA 95630	2/1/2008	79	Pending
Official	12/10/2007	<b>Floor Serve</b> 309 North Hamilton St Dalton, GA 30720	12/7/2007	130	Mailed packets to local employees
Official	12/6/2007	<b>Ideal Merchandising Division of DDP Holdings, Inc.</b> 440 Apollo Beach Blvd. Apollo Beach, FL 33572	1/30/2008	1	Pending
Official	1/15/2008	<b>Pacific Sunwear of California, Inc.</b> 1689 Arden Way Space #2170 Sacramento, CA 95815	3/31/2008	Number not disclosed	Pending
Official	2/25/2008	<b>PennySaver</b> 2830 Orbiter Street Brea, CA 92821	4/15/2008	19	Pending
			<b>Total # of Affected Workers</b>	<b>825</b>	

## ITEM IV-E - INFORMATION

### SACRAMENTO BEE CAREER BUILDER CALENDAR LISTINGS

#### BACKGROUND:

Over two years ago, The Sacramento Bee launched a new partnership with Career Builder which includes a special advertising section along with the classified job listings in every Sunday issue of the newspaper. This "Career Builder" section also features a calendar section that lists hiring and training related events sponsored by organizations such as Sacramento Works for free.

Every Sunday, Sacramento Works Career Center events, workshops and employer recruitments are listed in the Career Builder section.

The following is a sample of the listings which appeared in the Sunday, February 24, 2008 issue of The Sacramento Bee.

This listing has proved a very cost-effective tool in generating exposure for Career Center services, attracted new participants to the center, increased the attendance at workshops and employer events, and has generated new employers to use our services.

**SUNDAY**  
February 24, 2008

# The Sacramento Bee

# careerbuilder

sacbee.com/careerbuilder

## Mark your calendar

### ONGOING

**Kelly Services hiring events**  
Applicants must have bachelor's degree to score standardized tests. Upcoming interviews will be held at 1:30 p.m. Tuesday and March 5, 12, 19 and 26 and at 5:30 p.m. March 13, 20 and 27. To register, go online at [www.kellyservices.us/ctb](http://www.kellyservices.us/ctb) or call (916) 843-5799.

**Northern California Construction and Training apprenticeship program**  
Call (916) 387-1564 or (916) 372-7422 for information.

**Youth Challenge and Navigator programs**  
Services for Sacramento County residents ages 16 to 25 who are former foster children and have a disability or are on probation or parole. Call (916) 263-7955, (916) 263-4144 or (916) 433-2620, ext. 1078.

**Sacramento Works Construction Craft Laborers program**  
Accepting applications for apprentices. To apply, call (916) 263-3864.

### THIS WEEK

#### Monday

**Workshop: State Civil Service Exam and Employment Process**  
1:30 p.m.  
Sacramento Works Career Center, 10381 Old Placerville Road, Suite 150, Sacramento.  
To register, call (916) 255-3255.

**Vocational rehab counseling**  
9 to 11 a.m.  
Sacramento Works Career Center, 8401-A Gerber Road, Sacramento.  
To schedule an appointment, call (916) 525-4717.

#### Tuesday

**Workshop: Effective Job Searches**  
9:30 a.m. to 10:30 a.m.  
Roseville One-Stop Career Center, 1880 Sierra Gardens Drive, Roseville.  
To register, call (916) 774-4074.

**Workshop: Successful Interviewing**  
11 a.m. to noon  
Roseville One-Stop Career Center, 1880 Sierra Gardens Drive, Roseville.  
To register, call (916) 774-4074.

**Manpower recruitment event**  
9 a.m.  
Sacramento Works Employer Services, 925 Del Paso Blvd., Sacramento.  
Hiring production workers, forklift drivers, material handlers and general industrial workers. To register, call (916) 263-4621 or (916) 263-3744.

**Workshop: Time Management**  
2 p.m.  
Sacramento Works Career Center, 5655 Hillsdale Blvd., Suite 8, Sacramento.  
Call (916) 263-4100.

**Career center orientation**  
10 a.m.  
Sacramento Works Career Center, 7000 Franklin Blvd., Suite 540, Sacramento.  
Call (916) 262-3200.

**Youth job search**  
4 p.m.  
Sacramento Works Career Center, 7000 Franklin Blvd., Suite 540, Sacramento.  
Call (916) 262-3200.

**Workshop: Where Does my Money Really Go?**  
1:30 p.m.  
Sacramento Works Career Center, 7000 Franklin Blvd., Suite 540, Sacramento.  
Call (916) 262-3200.

**Workshop: Introduction to CalJobs**  
10 a.m.  
Sacramento Works Career Center,  
**See CALENDAR, page F2**

**Franchise Tax Board recruitment event**  
1 p.m.  
Sacramento Works Career Center, 8401-A Gerber Road, Sacramento.  
Hiring tax technicians and compliance representatives. To register, call (916) 525-4717.

**Workshop: Time Management**  
2 p.m.  
Sacramento Works Career Center, 5655 Hillsdale Blvd., Suite 8, Sacramento.  
Call (916) 263-4100.

#### Wednesday

**Workshop: Interview Skills**  
9 a.m.  
Sacramento Works Career Center, 5655 Hillsdale Blvd., Suite 8, Sacramento.  
Call (916) 263-4100.

**Workshop: Résumé Writing**  
10 a.m.  
Sacramento Works Career Center, 10381 Old Placerville Road, Suite 150, Sacramento.  
Call (916) 255-3255.

**Workshop: Computer Skills**  
Noon  
Sacramento Works Career Center, 5655 Hillsdale Blvd., Suite 8, Sacramento.  
Call (916) 263-4100.

**Department of Rehabilitation orientation**  
9:15 a.m.  
Sacramento Works Career Center, 7000 Franklin Blvd., Suite 540, Sacramento.  
Call (916) 262-3200.

**Workshop: Sacramento Professional Network**  
1:30 to 4:30 p.m.  
Sacramento Works Career Center, 8407-A Gerber Road, Sacramento.  
Workshop will provide professionals with assistance in career or job change. Call (916) 525-4717.

**AccentCare recruitment event**  
1:30 p.m.  
Sacramento Works Career Center, 1000 C St., Suite 100, Galt.  
Hiring caregivers. To register, call (916) 263-3743 or (916) 263-4654.

**Workshop: Résumé Writing**  
10 a.m.  
Sacramento Works Career Center, 10381 Old Placerville Road, Suite 150, Sacramento.

ITEM IV-F - INFORMATION

PREVIEW OF IMPROVED AGENCY WEBSITE

BACKGROUND:

Staff has been working on a total redesign of the SETA website providing customers with easier navigation to SETA's programs and services. The new website design and format will be presented for review.

ITEM IV-G - INFORMATION

PARTNERS IN EDUCATION EXCELLENCE AWARD

BACKGROUND:

The Partners in Education Excellence Award is given annually to exemplary school-community partnership programs by the Association of California School Administrators. The 2008 award was presented to SETA on behalf of the effective collaboration with the Sacramento City Unified School District at the Lemon Hill Career Center. SETA was nominated for the award by Nancy Compton, the Principal of the Charles A. Jones Skills and Business Education Center, in recognition of a strong partnership that spans thirty (30) years and to the achievements of the many clients served through the partnership.

ITEM IV-H – INFORMATION

ARTICLE IN THE SACRAMENTO BEE REGARDING CUSTOMER USE AT A  
CAREER CENTER

BACKGROUND:

Attached is a copy of an article from the Sacramento Bee regarding customer visits at a local one-stop career center.

This story is taken from Sacbee / News.

Turnout, tension rise at job center

By Jocelyn Wiener - [jwiener@sacbee.com](mailto:jwiener@sacbee.com)

Published 12:00 am PST Sunday, February 17, 2008

These days, the line of job seekers inside the region's biggest career center never seems to end.

Parents lug their babies toward the sign-in desk. Professionals stand stiff and awkward in sport coats and heels. Unemployed construction workers and custodians and cashiers fill out requisite paperwork while waiting their turn.

Each one enters the glass doors of the state Employment Development Department's brick building on 50th Street – near Broadway and Stockton Boulevard – looking for a break: full-time, part-time, a temp job, something. Increasingly, a break is hard to find.

"It's getting ugly," said 47-year-old Jose Grela, who in October lost his job working at a Sears warehouse. As Grela stood examining a wall of job postings, a man nearby kicked a chair in frustration. All the phones to reach the call center that processes unemployment claims were in use.

As the nation's credit and mortgage crisis grows and the retail and construction industries stall, unemployment numbers are climbing. The Sacramento region reported a 5.9 percent unemployment rate for December 2007, the last month for which such figures are available. That was up 0.3 percentage points from November, and 1.4 percentage points from December 2006, mirroring a statewide trend.

Perhaps nowhere are the burgeoning ranks of unemployed workers more evident than in the EDD's Mark Sanders Career Center – the region's largest repository for the hopes and frustrations of those in search of a paycheck.

There's nothing theoretical about the unemployment statistics here, where people talk of federal economic stimulus in real-life terms.

These days, waits for job-search computers can take 30 minutes, sometimes longer. The Yellow Pages are curled and dog-eared, the "help wanted" fliers quickly picked over.

It can take days of dialing to reach someone at the arm of EDD that handles phoned-in unemployment claims. With a 14 percent increase in applications since last year, phone lines are swamped. Face-to-face meetings have not been an option for years, but the Mark Sanders center has a wall of phones that dial directly to the call center.

They are almost always occupied.

Tension, everyone agrees, is mounting.

"I sense a more desperate feel now than in the past," said Pattie Espinosa, manager of Mark Sanders, the busiest career center in the region. She said many of the 300 to 400 people who stand in line over the course of a day had worked at the same company for years before being laid off.

Some have never learned to use a computer – a virtual prerequisite for a successful job search. Intermingled with those people, though, Espinosa has recently begun seeing more professionals come into the center.

It's not uncommon for a frustrated job seeker to raise his or her voice.

"Everyone here is stressed," said Glenn Reid, 44, a father of two who six weeks ago lost his job selling rocks and cement to landscapers. "It's not like you wake up in the morning and say la la la, let's go (to the EDD career center)," he said.

Reid, an electrician by trade, switched to landscaping three years ago as construction boomed in the region. But in recent months, as foreclosures mounted, his company shrank. Finally, the boss had to tell Reid: "I'll call you."

From there, it took a few days of constant phone calling to get through to someone about unemployment insurance, and nearly a month before he received his first check. He qualified for twice-monthly checks of \$300.

The family is getting by on his wife's baby-sitting earnings. To save money, Reid takes the bus instead of driving. He's cut off the Internet, and expects to lose his cell phone service eventually.

In that context, coming to the career center to look at postings is a bright spot.

"At least it provides hope," he said last week, after combing through a few job openings. "If you're not doing nothing, you'll go down the drain quickly."

For many, though, optimism is sagging under the weight of a foundering economy.

Irene Maciulla, 48, flipped through the binders of employment listings Wednesday. Unless a friend helps, she said, Internet searches aren't an option for her.

"I don't even know how to click in," she said, with a little laugh.

Maciulla lost her job providing in-home care eight months ago. She said she was recently denied a temp job stuffing and licking envelopes.

"The man told me I had to have a year experience," she said.

For now, her boyfriend, a landscaper, is supporting them both. but as work evaporates in that industry, they sometimes depend on free food from local churches.



André Phillips, a 20-year-old Sacramento City College student, said he'd been looking for a job every day for more than four months. He's visited local businesses, scoured the classifieds, searched the Internet – even traveled to Davis.

"No callbacks," he said. "No nothing."

Though his short-term prognosis for the economy is "kind of gloomy," he keeps his head up. He persists. What else can he do?

"I gotta feed myself and try to help my mom out and try to make my own way in this world," he said.

On Thursday, amid the click of keyboards, the whirl of the fax machine and the tense murmurs of other job seekers, he took his place in line.

He reached the front desk, and signed in once again.

## 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. CHILD AND FAMILY SERVICES DEPUTY DIRECTOR: This item is set aside to allow the Child and Family Services Deputy Director to report to the Board any items relative to the Head Start/Early Head Start program.

- 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.