



Sacramento
Employment and
Training
Agency

GOVERNING BOARD

DON NOTTOLI
Board of Supervisors
County of Sacramento

BONNIE PANNELL
Councilmember
City of Sacramento

SOPHIA SCHERMAN
Public Representative

KEVIN MC CARTY
Councilmember
City of Sacramento

JIMMIE YEE
Board of Supervisors
County of Sacramento

KATHY KOSSICK
Executive Director

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**REGULAR MEETING OF THE
SETA GOVERNING BOARD**

DATE: Thursday, February 5, 2009

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.

AGENDA

- I. Call to Order/Roll Call/Pledge of Allegiance**
- II. Consent Items**
 - A. Minutes of the January 15, 2009 Special Board Meeting
 - B. Approval of Claims and Warrants
 - C. Approval of Audit Contract Extension (Rick Pryor)
 - D. Concurrence with Sacramento Works, Inc. on the Approval to Increase the Maximum Scholarship Award (Robin Purdy)
- III. Action Items**
 - A. GENERAL ADMINISTRATION/SETA**
 - 1. Adoption of the SETA Internet Protection Policy (Edward Proctor)

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

2. Concurrence with the Head Start Policy Council to Modify the Agency Personnel Policies and Procedures Section 10: Layoffs, Separation from Service, and Disciplinary Action (Rod Nishi)
3. Endorsement of Transfer of Enterprise Zone Voucher Program to SETA (William Walker)

B. WORKFORCE INVESTMENT ACT

1. Appointment of Labor Sector Member to the Sacramento Works, Inc. Board of Directors (Kathy Kossick)
2. Concurrence with Sacramento Works, Inc. to Approve the Allocation of Youth Council Initiative funds (Christine Welsch)
3. Approval to Release a Request for Proposals for 2009-2010 Summer Youth Employment Program (Christine Welsch)

C. HEAD START: No items.

D. COMMUNITY SERVICES BLOCK GRANT: No items.

E. REFUGEE PROGRAMS: No items.

IV. Information Items

- A. Fiscal Monitoring Reports (Rick Pryor)
 - Francis House
 - Greater Sacramento Urban League
 - La Familia Counseling Center
 - Legal Services of Northern California
 - St. John's Shelter for Women and Children
 - Voluntary Legal Services of Northern California
- B. Head Start Policy Council Minutes (Maureen Dermott)
- C. Head Start Fiscal Report (Roger Bartlett)
- D. WIA Youth Program Performance (Robin Purdy)
- E. Economic Stimulus (Robin Purdy)
- F. Clean Energy Roundtable (Robin Purdy)
- G. Dislocated Worker Update (William Walker)

V. Reports to the Board

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

VI. CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Government Code Section 54957.6

Agency Negotiator: Ed Takach

Employee Organization: AFSCME Local 146

VII. Adjournment

DISTRIBUTION DATE: THURSDAY, JANUARY 29, 2009

ITEM II-A - CONSENT

MINUTES OF THE JANUARY 15, 2009 SPECIAL BOARD MEETING

BACKGROUND:

Attached are the minutes of the January 15, 2009 special Governing Board meeting for your review.

RECOMMENDATION:

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

STAFF PRESENTER: Kathy Kossick

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

Minutes/Synopsis

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

Thursday, January 15, 2009
10:00 a.m.

- I. Call to Order/Roll Call/Pledge of Allegiance:** Mr. Yee called the meeting to order at 10:10 a.m.

Members Present:

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

- Recognition of Long-term Employees: The following employees were recognized for their years of service to SETA. **Deanna Dykes**, Accounting Supervisor, **Clairrissa (Claire) Jenkins**, Head Start, Special Education Field Technician, and **Jessica Rainey**, Head Start Family Services Worker (10 years) **Alma Hawkins**, Head Start, Social Services/Parent Involvement Specialist, and **Joanne Kennedy**, Site Supervisor (25 years).

II. Consent Items

The consent calendar was reviewed; no questions or comments:

- A. Minutes of the December 4, 2008 Regular Board Meeting
- B. Approval of Claims and Warrants
- C. Approval of temporary Employee Appointment

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

- A. Approve the December 4, 2008 minutes.
- B. Approve claims and warrants for the period 11/21/08 through 1/7/09
- C. Approve the temporary appointment of Sandra Gonzales to Social Service Parent Involvement Specialist for the full six month assignment.

Voice Vote: Unanimous approval.

III. Action Items

A. GENERAL ADMINISTRATION/SETA

- 1. Approval to Accept Funding for PG&E PowerPathways Program and Authorize the Executive Director to Sign the Agreement

Ms. Robin Purdy requests approval to accept \$28,832 to work in a collaboration with PG & E and American River College (ARC) to work with 35 low income customers who will enter into a training program to be an entry level line worker. Trainees are guaranteed an interview if they complete the program. This program has been done in several California counties such as San Diego and Butte Counties. The training will be held over a summer session; staff is doing recruitment right now. ARC has the electronics certificate which enables them to provide the training. Staff is working to make this a county-wide training. PG&E does not have exclusivity in the hiring of the trainees. This program could possibly bring more money into the agency.

Moved/Pannell, second/Nottoli, to accept \$28,832 in funding from PG&E for the PowerPathways program and authorize the Executive Director to sign the agreement.

Voice Vote: Unanimous approval.

2. Approval of Staff Recommendation for Adult Vendor Services (VS) List

Ms. Michelle O'Camb reviewed this item. This is an on-going recruitment for vendors. The program recommended to be added to the Adult Vendor Services List is a start up program.

Moved/Nottoli, second//Scherman, to approve Daughters of Zion to be added to the Adult Vendor Services List.

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

3. Receive, Adopt and File Sacramento County Annual Investment Policy of the Pooled Investment Fund Calendar Year 2009

Mr. Rick Pryor reviewed this item which is a County published pooled investment document applicable to SETA.

Moved/Nottoli, second/Waters, to receive, adopt, and file this Investment Policy for the Pooled Investment Fund for the calendar year 2009.

Voice Vote: Unanimous approval.

4. Approval of Use of Fund Balance

Ms. Kossick stated that this item requests approval to send two representatives to Capitol to Capitol. A significant number of meetings will be held regarding the economic stimulus package and having both the Executive Director and Deputy Director Robin Purdy would be advantageous.

Moved/Pannell, second/Scherman, to approve the use of approximately \$6,600 in agency fund balance to cover travel and attendance costs for the Executive

Director and Deputy Director to participate in the 2009 Capitol to Capitol trip in April.

Voice Vote: Unanimous approval.

B. WORKFORCE INVESTMENT ACT

1. Appointment of Private Business Sector Member to the Sacramento Workforce Investment Board

Ms. Kossick stated that this item requests the appointment of another private business sector member to the Sacramento Works board. Mr. Mike Testa is the recommended member representing the critical industry of hospitality.

Moved/Yee, second/Scherman, to appoint Mr. Mike Testa to a Private Sector seat on the Sacramento Works Workforce Investment Board.

Voice Vote: Unanimous approval.

2. Approval to Augment Workforce Investment Act, Title I, Adult Subgrant Agreements

Ms. Purdy reported that \$8 million will be allocated to California for the economic stimulus. SETA will receive \$546,356, which must be used by June 30, 2009. These funds will be utilized to increase numbers served by career centers by 2,538 customers. Staff is recommending the allocation of funds as follows:

- Talent Engagement: \$145,877
- Talent Development: \$192,317
- Talent Marketing: \$97,798
- One Stop Support: \$57,367
- Administration: \$42,069
- Board Initiatives: \$10,927

More emphasis will be placed on training staff so they can get the best job possible. Staff also wants to increase the usage of WorkKeys for employers. CalWorks will be decreasing the amount of money paid to employers. Ms. Purdy reviewed the allocation charts included in the board agenda. Staff will be coming to the board with an item raising the tuition amount for customers.

Moved/Pannell, second/Nottoli, to approve augmentations identified on Attachments A and B as outlined in the board packet.

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

Ms. Scherman inquired whether there is enough security at the career centers. Ms. Purdy stated that she is meeting with the site supervisors this afternoon but she has not heard of any incidences. Staff can talk the irritated people down.

Since we have a new way of doing business, the customers are really happy with the service; they like the attention and the services. It is not just another bureaucratic place. Mr. Nottoli and Ms. Scherman stated that it is important for people to have access to services; SETA employees get overwhelmed as well as job seekers.

Mr. Rudy Meza, site supervisor at the Lemon Hill Career Center, stated that staff assist the customers in maneuvering through the system to get jobs or training. All career centers do this.

C. HEAD START

1. Approval of California Department of Education Resolution

Ms. Maureen Dermott reviewed this item which is an administrative requirement from the California Department of Education.

Moved/Pannell, second/Scherman, to approve a resolution entering into an agreement with the California Department of Education Child Development Division and authorize Executive Director Kathy Kossick to sign CDE/CDD contract documents on behalf of SETA.

Voice Vote: Unanimous approval.

D. COMMUNITY SERVICES BLOCK GRANT: No items.

E. REFUGEE PROGRAMS: No items.

IV. Information Items

A. Fiscal Monitoring Reports: Mr. Rick Pryor reviewed a letter of correction action to Lao Family issued December 23 which asks for a corrective action plan be in place within 30 days.

Mr. Kobi Vang from Lao Family Community spoke before the board. Mr. Yee asked the Lao Family Community staff members to come to SETA staff to ensure there is enough technical assistance. Mr. Vang answered questions regarding the problems with the fiscal monitoring report. The corrective action plan has not submitted to SETA yet. The next step is for Lao Family to submit a corrective action plan by next week. Any issues will be brought forward to the board at the next meeting.

Mr. Pryor stated that staff is not just looking at a letter but an action plan as to how Lao Family Community will pay their taxes. There has to be some documentation as to how they will do it. Mr. Nottoli inquired at what point does their tax liability affect SETA. Ms. Kossick stated that SETA does not have any money advanced to Lao Family at this time so we do not have any liability.

- B. Head Start Policy Council Minutes: No questions or comments.
- C. Head Start Fiscal Report: No questions or comments.
- D. Dislocated Worker Update: Mr. William Walker reported that SETA staff has provided nine information sessions to dislocated JC Penney staff. They did not give us a WARN notice at the time the report was prepared. SETA has not yet received a WARN notice for Gottschalk's, Ann Taylor, Banana Republic, or Senator Maita.

V. Reports to the Board

- A. Chair: No report.
- B. Executive Director: Ms. Kossick wished Ms. Pannell happy birthday on January 10 and Mr. Waters on January 16. SETA will be very involved in keeping up with whatever federal stimulus funds come into the county. Staff is expecting significant funds coming into the region. Staff is working with the chamber and the county in terms of developing infrastructure programs.
- C. Deputy Directors: Ms. Maureen Dermott reviewed the monthly Head Start report. The programs have been very busy. Board members will be receiving more thorough reports to be included in Board packets. A budget committee of 18 members is watching the budget closely; so far program costs are very much on line with the budget. Staff is still concerned regarding a projected \$1.2-1.5 million shortfall in the coming year due to increased building maintenance and an upcoming COLA.

Mr. Nottoli inquired whether any thought given to making some significant improvements to the Head Start Centers? Ms. Kossick stated that the Agency owns one of the centers and improvement requests will be made there. Playground improvements can be made at the other centers.

- D. Counsel: No report.
- E. Members of the Board: Mr. Robbie Waters stated that this would be his last meeting at SETA. Mayor Kevin Johnson has asked him to step down from SETA and go to the Homeland Security Task Force. Councilman Kevin McCarty will be the next representative from the City. Ms. Kossick thanked Mr. Waters for the support over the years.

Ms. Scherman wished Mr. Waters well; she will miss him.

- F. Public: Ms. O'Camb reported back on the Daughter's of Zion vendor. Their headquarters is located near Nicholas Park. They provide financial literacy workshops and have had a 501 (c) (3) status since 2001.

The Board adjourned into closed session at 11:27 a.m.

VI. CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Government Code Section 54957.6

Agency Negotiator: Ed Takich

Employee Organization: AFSCME Local 146

CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code Section 54956.9(b)

One potential case

CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Pursuant to Government Code Section 54956.9(a)

Name of Case: Silverio Gurule vs. SETA

- VII. Adjournment:** The board adjourned out of closed session at 11:43 a.m.; there was no report out of closed session.

ITEM II-B – CONSENT

APPROVAL OF CLAIMS AND WARRANTS

BACKGROUND:

Kathy Kossick, Executive Director, has reviewed the claims for the period 1/8/09 through 1/29/09, and all expenses appear to be appropriate.

STAFF PRESENTER: Rick Pryor

ITEM II-C - CONSENT

APPROVAL OF EXTENSION OF AUDIT SERVICES

BACKGROUND:

On April 3, 2008 the Governing Board approved the selection of Gilbert Associates, Inc. for audit services for one year with the option of extending the contract for two additional one-year terms. The contract allows for an increase of 5% or the Consumer Price Index, whichever is smaller.

Based on audit services provided in the current year we recommend that these services be extended for an additional year with Gilbert Associates, Inc. Prior year services were \$43,000.

RECOMMENDATION:

Approve the extension of the contract with Gilbert Associates, Inc. for audit services for SETA for the fiscal year ending June 30, 2009 for the fee not to exceed \$45,150.

STAFF PRESENTER: Rick Pryor

ITEM II-D - CONSENT

CONCURRENCE WITH SACRAMENTO WORKS, INC. ON THE APPROVAL TO INCREASE THE MAXIMUM SCHOLARSHIP AWARD

BACKGROUND:

Beginning in February, 2008, the Sacramento Works Career Center (SWCC) system volunteered to be one of 12 Learning Labs in an effort sponsored by the State of California Employment Development Department and the California Workforce Association which seeks to transform the one-stop career center system to a skill-based system that develops a talent pool which meets the needs of regional employers. The effort consists of 12 local Workforce Investment Areas who are testing whether integration of federal workforce development programs (Workforce Investment Act (WIA), Adult and Dislocated Worker Programs, Wagner-Peyser, and the Trade Adjustment Assistance Act), providing staff assisted services to all job seeking customers, and focusing on skills development and employment services result in higher rates of employment, wages and job retention.

Sacramento Works local plan, approved in September, 2008 included substantial changes in the policies regulating how funds are distributed for Individual Training Accounts/Scholarships. Because the Learning Lab proposed to increase the number of customers receiving skill development services and Sacramento County did not receive an increase in funding, the board approved a policy instituting a maximum scholarship award of \$2,000. Customers have been encouraged to research additional funding sources such as institutional, state and federal educational grants, and to utilize more free and low cost training offered through the SWCC programs and partners.

In the first two quarters of the fiscal year, the reduction in the maximum Scholarship has resulted in the following:

1. A decrease in the number of approved scholarships
2. An increase in the enrollments in free and low-cost training to the point where several adult education and community college classes are turning away students or placing customers on waiting lists.
3. An effort by training providers to split certificate courses into modules that are priced below \$2,000.

Because of the downturn in the economy, career centers are reporting an increase in the number of dislocated workers and unemployed job seekers seeking services at the career centers who are in need of skills development and skills upgrade.

The Sacramento Works, Inc. Board reviewed and approved this item at their January 28, 2009 meeting.

RECOMMENDATION:

To ensure that the career centers are able to provide scholarships that will prepare workers for the skills needed by employers in the region, staff is making a recommendation to increase the maximum Scholarship award to \$5,000. If approved, the Scholarship Award Policy would be revised as follows:

Up to \$5,000 can be awarded for a scholarship if it has been determined, as supported through the results of the financial needs assessment that the customer is unable to pay for or secure loans or grants for the full amount of the cost of training. Adequate justification for any amount over \$2,000 must be clearly stated in the SMARTware training/Financial Assistance Template. The justification must include the reasons why a more expensive training option is required by the customer. The maximum amount for training of \$2,000 may be exceeded only with the written approval by the Regional Manager or Deputy Director.

Concur with the Sacramento Works, Inc. board to increase the maximum scholarship aware to \$5,000.

STAFF PRESENTER: Robin Purdy

ITEM III-A 1 - ACTION

ADOPTION OF THE SETA INTERNET PROTECTION POLICY

BACKGROUND:

The Children's Internet Protection Act (CIPA) is a federal law enacted by Congress in 2001 to address concerns about access to offensive content over the internet on school and library computers. Title 47 of the Code of Federal Regulations, section 54.520, requires that a school or library that receives discounts for Internet access and internal connections services under the federal universal service support mechanism for schools and libraries (eRate), must certify that an Internet safety policy is being enforced.

SETA has applied for and been awarded eRate reimbursements for Head Start communication services for FY 2007-2008 and 2008-2009. In order to receive these funds, SETA's Governing Board must adopt the attached Internet Protection Policy. SETA's Information Technology Department has implemented and manages the technology tools to ensure compliance with this policy. The annual certification is a component of the process to request the approved reimbursement funds.

RECOMMENDATION:

Review and adopt the SETA Internet Protection Policy.

STAFF PRESENTER: Edward Proctor



SACRAMENTO EMPLOYMENT AND TRAINING AGENCY

Internet Protection Policy

February 2009

The Sacramento Employment and Training Agency (SETA) provides Internet access as part of our mission to enhance the learning opportunities available to children and teachers.

The Children's Internet Protection Act (CIPA) is a federal law enacted by Congress in 2001 to address concerns about access to offensive content over the internet on school and library computers. It is the policy of SETA to: (a) prevent unauthorized access over its computer network to, or transmission of, inappropriate material via the Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act [Pub. L. No. 106-554 Title XVII and 47 USC 254(h)].

Access to Inappropriate Material

In accordance with the federal Children's Internet Protection Act (CIPA) (Pub. L. 106-554), all SETA network portals are equipped with filtering hardware and software. The software is set to screen out sites which may reasonably be construed as obscene, as that term is defined in section 1460 of title 18, United States Code; or child pornography, as that term is defined in section 2256 of title 18, United States Code; or harmful to minors as defined in section 1703, Pub. L. 106-544. Such materials are inappropriate for minors and access to them is proscribed by this Policy.

No user may deliberately propagate a virus, worm, Trojan horse, trap-door, or any harmful program code using SETA resources. SETA's internet facilities and computing resources may not be used to knowingly violate any federal, state, city, or province laws and regulations.

Inappropriate Network Usage

Steps shall be taken to promote the safety and security of users of SETA's online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

SETA reserves the right to inspect any transmission of data or files stored in any area of our network on any equipment attached to our network, in order to assure compliance with applicable policies.

Supervision and Monitoring

It shall be the responsibility of all members of SETA staff to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and the Children's Internet Protection Act. As appropriate, SETA staff will educate minors about appropriate online behavior, including cyber bullying awareness and response and interacting with other individuals on social networking sites and in chat rooms.

Procedures for the disabling or otherwise modifying any technology protection measures shall be the sole responsibility of SETA's Information Technology Chief or designated representatives.

Adoption

SETA's Governing Board adopted this Internet Safety Policy at a public meeting, following normal public notice, on February 5, 2009.

ITEM III-A – 2 - ACTION

CONCURRENCE WITH HEAD START POLICY COUNCIL TO MODIFY THE AGENCY
PERSONNEL POLICIES AND PROCEDURES SECTION 10: LAYOFFS,
SEPARATION FROM SERVICE, AND DISCIPLINARY ACTION

BACKGROUND:

The SETA Personnel Policies and Procedures set forth the practices that are to be followed by the Agency. These Policies and Procedures will apply to all employees except as otherwise stated. However, provisions in recognized and duly adopted Collective Bargaining Agreements currently in effect, or Resolutions of the Governing Board which set forth terms and conditions of employment not covered in these Policies and Procedures shall also apply.

Consistent with Federal Head Start Regulations, the Policy Council must approve or disapprove certain personnel actions including the adoption of, or modification to, these Personnel Policies and Procedures and the hiring and firing of the Head Start staff of the Agency.

As a result of serious incidents that exposed Head Start children to risks to their safety and violations of their rights, the Agency has taken numerous steps in an effort to eliminate those risks and violations. The attached “zero tolerance policy” comes to you as one aspect of that effort.

The practices of the Agency have been reviewed and modified. A Children’s Safety Review Committee has been operational since September of last year which includes staff, parents, and union members.

The Agency and the union representing the Agency’s Head Start employees (American Federation of State, County, and Municipal Employees) (AFSCME) have held numerous meetings to discuss this modification. These discussions are a product of the efforts by the Agency to address numerous issues in regard to the safety of children and their personal rights. The modification requested has the support of AFSCME.

This action is being presented to the Head Start Policy Council for their action at their meeting of February 3, 2009.

RECOMMENDATION:

Hear the staff report and approve the modification to the Agency’s Personnel Policies and Procedures.

10.04 Disciplinary Action

In accordance with Head Start regulations, the Head Start Policy Council must approve the action to dismiss any Head Start employee.

- c. ***In accordance with Head Start’s Code of Conduct, discipline is expanded to include a Zero Tolerance discipline policy, as it relates to Section 11.11 (3) and Section 11.11(4)(SETA Personnel Policies and Procedures).***
 1. ***Supervision—Supervising children at all times means that the assigned staff are accountable for each child. This includes responsibility for the appropriate visual and/or auditory awareness, physical proximity and knowledge of activity. If an employee is found guilty of lack of supervision in the following manner disciplinary action will be proposed as follows:***
 - a. ***A first occurrence of leaving children alone or unsupervised, resulting in a child leaving the premises without staff knowledge/awareness or supervision will result in termination***
 2. ***Personal Rights—Children are to be accorded dignity in their personal relationships with staff and are to be free from corporeal or unusual punishment, infliction of pain, humiliation, intimidation, ridicule, coercion, threat, mental abuse or other actions of a punitive nature. If an employee is found guilty of violating a child’s personal rights in the following manner disciplinary action will be proposed as follows,;***
 - a. ***A first occurrence of an employee using their power, position and anger to impose emotional or physical abuse, humiliation, intimidation or ridicule on a child including, but not limited to slapping, striking, hitting, yanking or shaking will result in termination.***

All occurrences of violations of children’s personal rights or children’s supervision will result in serious disciplinary action up to and including termination.

ITEM III-A – 3 - ACTION

ENDORSEMENT OF TRANSFER OF ENTERPRISE ZONE VOUCHER PROGRAM
TO SETA

BACKGROUND:

Since 1986, the Sacramento Housing and Redevelopment Agency (SHRA) has been the Enterprise Zone Manager for the City of Sacramento (City) and the County of Sacramento (County). As Enterprise Zone Manager, SHRA plans, administers the zone, and reviews and approves hiring tax credit (HTC) vouchers. In April of 2008, SHRA and the Sacramento Employment and Training Agency (SETA) began exploring the feasibility of transferring responsibility for marketing and managing the Enterprise Zone Vouchering Program from SHRA to SETA. After discussions with the City of Sacramento Economic Development Department, and Sacramento County Economic Development Department, SHRA is recommending to both the City Council and the County Board of Supervisors that management of the hiring tax credit voucher application process be transferred to SETA in March 2009.

The transfer is being recommended for the following reasons:

1. Both agencies are joint-powers agencies of the City and County.
2. The State of California's Enterprise Zone Program has changed over the years and is more aligned with the goals and missions of workforce and economic development.
3. Since SETA provides services to both employers and job seekers, the addition of Enterprise Zone Vouchers creates a seamless approach for job seekers and employers seeking to take advantage of Enterprise Zone Tax Credits while enhancing the continuity of services. The Enterprise Zone program will become another valuable marketing tool and service for SETA to discuss with employers already interested in our services, as well as enhancing the potential to provide more linkages to employers throughout the City and County.

For the past two months, SETA staff has been working closely with SHRA staff in gradually reviewing and approving vouchers with SHRA's Enterprise Zone Manager approval. In addition SETA staff is working with the City and County of Sacramento, SHRA and other jurisdictions to develop and submit a Sacramento Enterprise Zone Application for Designation.

The California Legislature created the Enterprise Zone Program to stimulate economic growth in the most economically distressed areas of the state. California currently has 42 enterprise zones, which are designated for a 15-year period and create a partnership between local government and private companies to generate new private-sector investment and growth. The Enterprise Zone and Local Agency Military Base Recovery Area (LAMBRA) program both establish a geographical area in which companies are eligible for exclusive state incentives and programs, including:

- Tax credits for sales and use taxes paid on qualified machinery purchases
- Tax credits for hiring qualified employees
- Interest deductions for lenders on loans to firms within the EZ/LAMBRA areas
- A 15-year net operating loss carry-forward
- Accelerated expense deductions; and
- Priority for various state programs such as contracts

Sacramento County currently has three Enterprise Zones and 2 LAMBRA Zones:

- Sacramento Army Depot Enterprise Zone
- Florin Perkins Enterprise Zone
- Northern Sacramento Enterprise Zone
- Mather Air Force Base LAMBRA Zone
- McClellan Air Force Base LAMBRA Zone

Currently companies that apply for the HTC vouchers pay a \$30 one-time, nonrefundable fee per application. The application fee is locally determined, with \$10.00 of the fee submitted to the State of California and the remainder used locally to fund the program. Currently, the voucher application volume is 1,200 annually.

Three of the Enterprise Zones are set to expire this year. SHRA staff will complete and submit the application for re-designation of the Enterprise Zones, and then complete the transfer of the Hiring Tax Credit Voucher application program to SETA.

RECOMMENDATION

Endorse action to transfer the Enterprise Zone Voucher Program to the Sacramento Employment and Training Agency from SHRA and recommend to the City Council and Board of Supervisors that SETA be authorized to administer and operate this Program. This is expected to create new opportunities for both agencies. The Enterprise Zone Voucher Program Application process gives SETA a new significant contact point with companies hiring, growing, and employing people with barrier to employment.

STAFF PRESENTER: William Walker

ITEM III-B – 1 - ACTION

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

BACKGROUND:

On July 25, 2007 the Sacramento Works, Inc. Board approved an increase in the size of the Board from 39 members to 41. The intent of the increase was to comply with Senate Bill 293, which requires that labor represent 15% of the Workforce Investment Board seats (6 members). Four seats are currently filled.

Staff and Sacramento Works board members have been recruiting for the two remaining seats.

The Sacramento Works Executive Committee met on Monday, January 26, 2009 and reviewed the application of May Cha for one of the vacant Labor seats on the board. Ms. Cha was unanimously recommended for this seat. Ms. Cha represents the Health Workers' Union.

RECOMMENDATION

Review the application (sent under separate cover) and appoint May Cha to the Sacramento Works, Inc. board of directors, filling a labor seat.

STAFF PRESENTER: Kathy Kossick

ITEM III-B – 2 - ACTION

CONCURRENCE WITH THE SACRAMENTO WORKS, INC. TO APPROVE THE ALLOCATION OF YOUTH COUNCIL INITIATIVE FUNDS

BACKGROUND:

During the annual funding allocation the Youth Council set aside funds to be used for Youth Council initiatives which could include sponsoring job fairs, community outreach, supporting the Youth Development Network, and youth leadership training. During the Summer 2008, a portion of these funds supported two Sacramento Works for Youth Job Fairs. Members of the Youth Council and Sacramento Works, Inc. participate in a variety of initiatives in the community including:

Design Build Competition and Construction Career Awareness Day

These events provide hundreds of high school students the opportunity to learn more about the construction industry, meet apprenticeship programs, and employers working in the industry.

The Design Build Competition engages youth in the actual design and building process of a structure. Historically, Sacramento Works, Inc. provides approximately \$5,000 in sponsorship for the Design Build Competition.

The Construction Career Awareness Day, coordinated by Association of General Contractors, and hosted by Granite Construction is supported by private and public donations including \$50,000 from the SETA-administered CalTrans funding.

Sacramento Works for Youth Employer Outreach

For the past two years, Assemblymember Dave Jones has partnered with SETA/Sacramento Works, Inc., ACT and the City of Sacramento to host employer breakfasts. "Sacramento Works for Youth Employer Breakfasts" seeks to promote youth employment to the employer community and engage them in this effort. Given the economic downturn, staff is very concerned that youth employment will be even more challenging this year.

Human Services Workforce

The human services workforce is one of critical occupational groups identified by the Sacramento Works, Inc. For the past year, the Youth Development Network, SETA, the County of Sacramento and other community partners have been planning a strategy to address the issue of the human services workforce. This strategy includes researching the careers in the cluster, identifying the gaps and challenges in the workforce, identifying career pathways, and developing training to increase the capacity of new and

existing workforce. The partnership is hosting a Human Services Workforce convening on March 5, 2009 to engage and inform the community about this issue.

Staff is recommending an allocation of \$5,000 for the Human Services Workforce convening.

CareerGPS Enhancements

SETA/Sacramento Works, in collaboration with the Partnership for Prosperity (PFP) and LEED Sacramento, have developed CareerGPS.com. CareerGPS.com is a web-based application designed to provide job seekers, students, workforce development professionals, teachers, and employers with one central location to find the information they need to make informed education and career decisions. The application is comprised of two individual searchable online relational databases; the first database contains a comprehensive listing of public and private sector education and training providers in the Sacramento region as well as and the programs they offer (Sacramento Regional Education and Training Resource); and the second database contains industry/occupational forecast information on the top 75 industry sectors and their occupational composition. These 75 sectors, and sub-sectors, represent approximately 80% of the employment in the Sacramento region. The forecast includes the breakdown of occupational employment by industry sector over the next 2 years, 5 years, and 10 years as well as the ability to view industry sector data based on the training level of each individual sector.

Currently CareerGPS contains information on all of the education and training providers in the region that provide post secondary and adult educational programs targeting critical industries. In order to increase the usefulness of the website to high school students, parents, and educators, staff is recommending an expanding the education and training provider listing to include all Career Technical Education Programs offered in all secondary schools in the region. This effort would include:

- Reaching out to the State Department of Education and all secondary schools in the region to introduce CareerGPS, talk about the importance of a regional inventory of programs, and gain agreement to participate in developing the information necessary to compile the inventory.
- Collecting contact people and program information on all Career Technical Education programs in the region
- Developing a standardized format to present the information on the CareerGPS website

Staff is recommending a sole source contract with LEED Sacramento for \$12,000 to complete this work. As the recognized education intermediary for the Sacramento region, LEED is uniquely qualified to complete this work and has the linkages and

relationships necessary to collect and verify the information and provide it in the standardized format for the website.

The Youth Council reviewed and approved this item at their January 14, 2009 meeting. The Sacramento Works, Inc. Board also reviewed and approved this item at their January 28, 2009 meeting.

RECOMMENDATION:

Concur with the Sacramento Works, Inc. Board to approve the following allocation of youth initiative funds

- 1) \$5,000 to support the Human Services Workforce convening, and
- 2) \$12,000 to support Career GPS.com enhancements through LEED.

STAFF PRESENTER: Christine Welsch

ITEM III-B – 3 - ACTION

APPROVAL TO RELEASE A REQUEST FOR PROPOSALS FOR 2009-2010
SUMMER YOUTH EMPLOYMENT PROGRAM

BACKGROUND:

On January 15, 2009, Congress began consideration of the American Recovery and Reinvestment Act of 2009. This bill includes targeted efforts in clean energy, infrastructure projects, tax cuts, education for the 21st century, and “Helping Workers Hurt by the Economy” (employment services). The employment services component includes \$1.2 billion to create up to one million summer jobs for youth. As this is an appropriations bill, the bill will be reviewed and amended by Congress. However, the intent is to release these funds by this spring for implementation summer 2009. Currently, the funding extends to September 2010.

Historically, the summer youth employment funds are coordinated by the U.S. Department of Labor and the local job training entity, which is the Sacramento Employment and Training Agency. For many years SETA coordinated the Summer Youth Employment Training Program under previous employment and training programs (CETA & JTPA). The summer youth program was eliminated as a stand-alone program under the Workforce Investment Act (WIA). However, SETA and our partners continued to provide limited summer employment opportunities with the year-round WIA Youth services and other leveraged funds.

Traditionally, procurement of the WIA Youth services is approved by the Sacramento Works Youth Council, then the Sacramento Works, Inc. and then the SETA Governing Board for concurrence. However, the current stimulus bill was released after the January Sacramento Works Youth Council meeting. Due to the procurement schedule and the federal legislative calendar constraints, staff is requesting this board’s approval to release a Request for Proposals for Summer Youth Employment services in anticipation of the availability of these funds. The Youth Council and Sacramento Works, Inc. will review and forward the final funding recommendations to this board.

A draft copy of the RFP has been sent under separate cover. As the stimulus bill language has not been finalized at the present time, we do not have substantive details of the program requirements. However, the attached document is in keeping with the goals of the Sacramento Works, Inc. and the mission of the Sacramento Works Youth Council:

The Sacramento Works Youth Council’s mission is to support the positive development of youth to become productive, caring and civic-minded adults by creating a seamless system for youth in our community.

STAFF PRESENTER: Christine Welsch

RECOMMENDATION:

Approve the release of a Request for Proposals for 2009-2010 Summer Youth Employment Program.

STAFF PRESENTER: Christine Welsch

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.

STAFF PRESENTER: Rick Pryor

Program Operator: Francis House

Findings and General Observations:

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

Recommendations for Corrective Action:

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

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Mr. James Shelby **DATE:** January 16, 2009
FROM: Tammi L. Kerch, SETA Fiscal Monitor
RE: On-Site Fiscal Monitoring of Greater Sacramento Urban League

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
CSBG	Safety Net	\$ 20,000	1/1/06-12/31/06	1/1/06-12/31/06
WIA	US/Youth	\$ 50,000	7/1/06-6/30/07	7/1/06-6/30/07
WIA	OSS/Adult	\$ 100,000	7/1/06-6/30/07	7/1/06-6/30/07
WIA	OSS/DW	\$ 75,000	7/1/06-6/30/07	7/1/06-6/30/07

Monitoring Purpose: Initial Follow-Up Special Final
Date of review: Jan 3-5, 2008

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

Program Operator: Greater Sacramento Urban League

Findings and General Observations:

In the conduct of SETA's monitoring review an examination of your records supporting the Fiscal Reports submitted to SETA for contracts ending June 30, 2007, we examined documentation and reviewed your system of internal controls.

Recommendations for Corrective Action:

Based on this review, we have the following observation and recommendation:

SETA noted that the detailed records of GSUL did not accurately reflect the information submitted to SETA. While the differences were small and were purported to be differences in the timing of reporting transactions to SETA, the fact that differences exist and required additional research to explain is an indication that potentially material differences could exist and go unresolved.

SETA recommends that GSUL personnel prepare reconciliations to explain differences between the GSUL records and the Fiscal Reports submitted to SETA and other funding sources. Further, we recommend these reconciliations be reviewed and approved by responsible GSUL officer(s) prior to the filing of the reports with funding agencies.

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Anita Barnes **DATE: January 7, 2009**

FROM: Tammi L. Kerch, SETA Fiscal Monitor

RE: On-Site Fiscal Monitoring of La Familia Counseling Center

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIA	SUMMER	\$ 50,052	5/1/07-9/30/07	5/1/07-9/30/07
WIA	US	\$ 55,000	7/1/07-6/30/08	7/1/07-6/30/08
WIA	OOS	\$ 178,899	7/1/07-6/30/08	7/1/07-6/30/08
WIA	OSS/Adult	\$ 160,850	7/1/07-6/30/08	7/1/07-6/30/08
WIA	OSS/DW	\$ 40,000	7/1/07-6/30/08	7/1/07-6/30/08
WIA	OJT	\$ 137,166	7/1/07-6/30/08	7/1/07-6/30/08
WIA/DHA	OJT	\$ 77,280	7/1/07-6/30/08	7/1/07-6/30/08
CSBG	FSS	\$ 60,250	1/1/07-12/31/07	1/1/07-12/31/07

Monitoring Purpose: Initial **Follow-Up** **Special** **Final**
Date of review: Dec 2-5, 2008

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

Program Operator: La Familia Counseling Center

Findings and General Observations:

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

Recommendations for Corrective Action:

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

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Ms. Victoria Jacobs **DATE:** January 21, 2009
FROM: Tammi L. Kerch, SETA Fiscal Monitor
RE: On-Site Fiscal Monitoring of Legal Services of Northern California

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
CSBG	Safety Net	\$ 20,000	1/1/07-12/31/07	1/1/07-12/31/07
CSBG	Safety Net	\$ 20,000	1/1/08-12/31/08	1/1/08-9/30/08
CSBG	FSS	\$ 20,000	1/1/08-12/31/08	1/1/08-9/30/08

Monitoring Purpose: Initial Follow-Up Special Final
Date of review: Oct. 29 & 30, 2008

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

Program Operator: Legal Services of Northern California

Findings and General Observations:

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

Recommendations for Corrective Action:

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

Due to the limited number of staff performing accounting functions, a separation of duties can sometimes prove difficult. SETA recommends an additional level of review over the bookkeeper functions to insure good internal controls.

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Ms. Michele Steeb **DATE:** January 16, 2009
FROM: Tammi L. Kerch, SETA Fiscal Monitor
RE: On-Site Fiscal Monitoring of St. John's Shelter for Women & Children

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
CSBG	Safety Net	\$ 27,000	1/1/07-12/31/07	1/1/07-12/31/07

Monitoring Purpose: Initial Follow-Up Special Final
Date of review: September 24, 2008, and various follow-up correspondence

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

Program Operator: St. John's Shelter for Women and Children

Findings and General Observations:

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

Recommendations for Corrective Action:

There are no findings for corrective action in this fiscal monitoring visit. However, in the future, more detailed records of client services should be provided. Although paying a set fee per month for a service is acceptable, a breakdown of those fees per client should be available.

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Victoria Jacobs **DATE:** January 21, 2009
FROM: Tammi L. Kerch, SETA Fiscal Monitor
RE: On-Site Fiscal Monitoring of
 Voluntary Legal Services of Northern California

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
CSBG	Safety Net	\$ 25,000	1/1/07-12/31/07	1/1/07-12/31/07
CSBG	Safety Net	\$ 25,000	1/1/08-12/31/08	1/1/08-9/30/08

Monitoring Purpose: Initial Follow-Up Special Final
Date of review: October 29 & 30, 2008

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

Program Operator: Voluntary Legal Services of Northern California

Findings and General Observations:

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

Recommendations for Corrective Action:

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

Due to the limited number of staff performing accounting functions, a separation of duties can sometimes prove difficult. SETA recommends an additional level of review over the bookkeeper functions to insure good internal controls.

cc: Kathy Kossick
Governing Board

ITEM IV-B- INFORMATION

HEAD START POLICY COUNCIL MINUTES

BACKGROUND:

Attached are the minutes from the November 25, 2008 Policy Council meeting.

Staff will be available to answer questions.

STAFF PRESENTER: Maureen Dermott

REGULAR MEETING OF THE HEAD START POLICY COUNCIL

Minutes/Synopsis

(Minutes reflect the actual progress of the meeting.)

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

Tuesday, November 25, 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 9:02 a.m. and led the pledge of allegiance. Mr. Ronald Montez read the thought of the day. Ms. Josie Cleaver called the roll.

Members Present:

Brandy Arismende, Elk Grove Unified School District
Josie Cleaver, Sacramento City Unified School District
Lorrayne Garner, Sacramento City Unified School District
Irlanda Meza, Sacramento City Unified School District
Shasta King, San Juan Unified School District
Carol Aronis, SETA-Operated Program
Erin Kimbro, SETA-Operated Program
Salina Davey, SETA-Operated Program
Jeanine Vandermolten, SETA-Operated Program
Sarah Cordeiro, Home Base Program
Victoria Camargo, Past Parent Representative
Kathy Ruiz, Past Parent Representative
Barbara Ramey-Clark, Foster Parent Representative
Van Huynh, Child Health and Disability Prevention Program
Ronald Montez, Outgoing Chair

Members Absent:

Venelsia Fentress, Grandparent Representative (excused)
Natasha Toolate, San Juan Unified School District (excused)
John Brown, San Juan Unified School District (unexcused)
Itzel Oregon, SETA-Operated Program (unexcused)

II. Consent Item

- A. Approval of the Minutes from the October 28, 2008 Meeting

Minutes were reviewed. No questions or corrections.

Moved/Cleaver, second/Montez, to approve the October 28, 2008 minutes.
Show of hands vote: Aye: 13, Nay: 0, Abstentions: 1 (Ruiz)

III. Information Items

- A. Standing Information Items

- Fiscal Report: Mr. Roger Bartlett: Mr. Bartlett reviewed the Head Start fiscal report. SETA's expenditures are running about 25% for the fiscal year which is right on track. A couple of delegates have not yet signed contracts; although they have spent money, SETA has not reimbursed them since they have not signed the contract. Contracts have not been signed by Sacramento City USD and San Juan USD. Ms. Campos reported that SETA submits a report to the state on how many meals were served to children; we are then reimbursed a certain amount dependant upon the cost of the meal. The reimbursement is generally \$1-2 dollars while the meal actually costs \$3.00 or more. A certain amount for food services is budgeted but it is always more than what we are reimbursed for.
- SETA Head Start/Early Head Start End-of-Month Enrollment Report: Ms. Elsie Bowers reported that after the last PC meeting she received notification from Office of Head Start that the ruling that all vacancies have to be filled in 30 days has been rescinded. Staff is waiting to see how the Performance Standards has been rewritten.
- SETA Head Start Food Service Operations Monthly Report: Ms. Brenda Campos reviewed the report which will be included every month. The report is strictly for the SOP, not delegate agencies. However, this report is to ensure the PC is informed. The report is broken down according to the various events. For the month of September 40,000 lunches were prepared. Ms. Campos spoke about Cook/Driver positions. The pay is in line with other food services programs. If interested, contact Mr. Campos at 263-3881 and she will get parents in contact with personnel. Those interested in the position must have a driver's license in good standing.
- Executive Committee Report: Ms. Ruiz reviewed the critique for the October 28 meeting.
- Seating of New Policy Council Members: Ms. Ruiz thanked the current board members for their participation.

New members were seated: Mary Pope, Jennifer Ryon, Donna Easter, Darlene Low, Josie Cleaver, Lorryne Garner, Irlanda Meza, David Quintero, Kiesha Spriggs, Salina Davey, Mary Brown, Greg Oviedo, LaDoris McDavid, Shernita Crosby, Erin Kimbro, Brenda Vincent, Inez Whitlow, Carol Aronis, Van Huynh, Barbara Ramey-Clark, and Jeanine Vandermolen.

The Board welcomed Ms. Alicia Iniguez as translator.

The following board members have termed out or have been replaced and will be stepping down: Victoria Camargo, Shasta King, Ronald Montez. Ms. Ruiz stated that she is also termed out and will be stepping down December 12, 2008.

Ms. Ruiz inquired of new members whether the fourth Tuesday of each month at 9:00 a.m. was good for everyone; a majority of members indicated their availability for this day/time.

- Introduction of Policy Council Members: Board members introduced themselves.
- Introduction of Staff: Lisa Carr, Denise Lee, Edenausageboye Davis, James O’Bra, Brenda Campos, Marie Desha, and Janet Schwartz-Edmisten introduced themselves. Ms. Campos stated that Maureen Dermott normally sits at the staff table and will be here on 12/12 for the board meeting.
- Board Procedures
 - ✓ Reimbursements: Ms. Desha stated that a sign-in sheet is going around and all new board members are asked to sign for their reimbursement. Ms. Ruiz read the reimbursement policy.
 - ✓ Personnel: Mr. Jim O’Bra spoke of the Policy Council’s role in the hiring of staff. The personnel department is responsible for keeping the agency in compliance with the law and recruitment for vacant staff positions. Ms. Ruiz urged board members to participate in the screening and interviewing process. A sign-up sheet was passed out.
 - ✓ Conflict of Interest: Ms. Nancy Hogan reviewed SETA’s conflict of interest requirements.
- Officer Elections: Officer elections for Chair, Vice Chair, Secretary, Parliamentarian, and Treasurer will be done at the Friday, December 12 board members. The officers meet after the full board meeting to prepare the agenda for the next meeting. Officer training will be held on Friday, January 9, 2009 specifically for board officers. Those interested in running for office:
 - Chair:** Carol Aronis,
 - Vice Chair:** Salina Davey and Inez Whitlow
 - Secretary:** Josie Cleaver and Erin Kimbro
 - Treasurer:** Barbara Ramey-Clark
 - Parliamentarian:** Lorryne Garner, Darlene Low, and Jeanine Vandermolen

IV. Action Items

- A. Selection of Representatives and Alternates to Attend the National Head Start Association Parent Training Conference

Ms. Ruiz reviewed the selection process. Ms. Marie Desha reviewed the conference to be held in Atlanta and the conference budget. Those interested in attending must know for sure that they can attend this conference; the airline tickets cannot be changed to another name. Call Ampee Bacon at 263-5439 if you cannot attend. Attendees must provide a written report. Ms. Desha stated

that board members must arrange for child care. Attendees will be sharing a room with either a PC or PAC board member.

Moved/Huynh, second/Aronis, to select three Representatives and three Alternates to attend the Conference.

Show of hands vote: Aye: 21, Nay: 0, Abstentions: 1 (Ruiz)

Those interested in attending the conference: Shernita Crosby, Erin Kimbro, Lorryne Garner, Darlene Low, Mary Pope, Josie Cleaver, Brenda Vincent, Salina Davey, Kathy Ruiz. Ms. Vincent, Ms. Davey, Ms. Ruiz and Ms. Cleaver withdrew their names.

Votes: Shernita Crosby: 2, Erin Kimbro: 7, Lorryne Garner: 3, Darlene Low: 2, Mary Pope: 7

Representatives attending: Erin Kimbro, Mary Pope, Lorryne Garner

Alternates: Darlene Low, Shernita Crosby

Ms. Desha asked attendees to see her after the meeting today to sign Travel Approval and Expense Claim Forms. Ms. Edenausageboye asked that Ms. Shernita Crosby attend; WCIC will reimburse SETA.

III. **Information Items** (Continued)

A. Standing Information Items

- Parent/Family Support Unit Events and Activities: Both the Policy Council and Parent Advisory Committee board meetings will be held Friday, December 12. The Policy Council meeting will begin at 10:30 a.m. On Tuesday, December 9, 6:30 p.m., the IMAX theatre will be showing *The Polar Express* in 3D. It is a holiday-themed film. Refreshments cost \$3.50; send a check to 6615 Valley High Drive, Suite B, Sacramento, CA 95823. Those interested must RSVP by phone, 688-4750. Flyers will be prepared for distribution.
-
- Calendar of Events – Ms. Ruiz reviewed the calendar.

B. Governing Board Minutes for the October 2, 2008 Meeting: No questions or comments.

V. **Committee Reports**

A. Executive Committee: Already done.

VI. **Other Reports**

A. Head Start Deputy Director report: No report

B. Head Start Managers report: No reports.

IV. **Action Items** (Continued)

B. **CLOSED SESSION: PERSONNEL - PURSUANT TO GOVERNMENT
Code Section 54957 - and -**

**CLOSED SESSION: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
Pursuant to Government Code Section 54957**

The board went into closed session at 10:47 a.m. The board went back into open session at 11:34 a.m. Ms. Ruiz reported out of closed session that the Board took the following action in closed session: Associate Teacher, Tier III eligibility list was approved.

Ms. Ramey-Clark inquired about the public dismissal item on last month's agenda. Ms. Ruiz will discuss this issue with Ms. Clark after the meeting. Ms. Desha reminded board members that all closed session questions should be brought up in closed session.

VI. **Other Reports**

- C. Other Reports: No comments.
- D. Public participation: No comments.

VI. **Adjournment:** Meeting adjourned at 11:40 a.m.

ITEM IV-C – INFORMATION
MONTHLY HEAD START FISCAL REPORT

BACKGROUND:

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

Staff will be available to answer questions.

STAFF PRESENTER: Roger Bartlett

SETA OPERATED PROGRAM (SOP) - HEAD START BASIC
Expenditures for Fiscal Year 2008-2009
For the Five Months Ended December 31, 2008

HEAD START BASIC	Budget	Administrative Expenditures	Program Expenditures	Total	Remaining Budget	Expenditures as % of Budget
						<i>(5 months = 41.7%)</i>
PERSONNEL	\$ 18,870,905	\$ 1,428,843	\$ 6,262,694	\$ 7,691,537	\$ 11,179,369	40.76%
EQUIPMENT	60,000	-	60,735	60,735	(735)	101.22%
SUPPLIES	405,700	-	130,897	130,897	274,803	32.26%
OCCUPANCY	1,983,117	27,964	909,110	937,074	1,046,043	47.25%
CHILD SERVICES	87,500	-	33,858	33,858	53,642	38.70%
PARENT SERVICES	83,750	-	17,995	17,995	65,755	21.49%
NUTRITION SERVICES	1,100,393	11,496	303,645	315,141	785,252	28.64%
CONSTRUCTION	10,000	-	8,628	8,628	1,372	86.28%
OPERATING COSTS	787,658	200,923	268,244	469,167	318,491	59.56%
TOTAL HEAD START BASIC	\$ 23,389,023	\$ 1,669,227	\$ 7,995,805	\$ 9,665,032	\$ 13,723,991	41.32%

SETA OPERATED PROGRAM (SOP) - HEAD START T & T/A
Expenditures for Fiscal Year 2008-2009
For the Five Months Ended December 31, 2008

HEAD START T & T/A	Budget	Administrative Expenditures	Program Expenditures	Total	Remaining Budget	Expenditures as % of Budget
						<i>(5 months = 41.7%)</i>
PERSONNEL	\$ 27,748	\$ 2,010	\$ 8,819	\$ 10,829	\$ 16,919	39.03%
TRAVEL	19,000	-	5,147	5,147	13,853	27.09%
CHILD SERVICES	31,000	-	3,040	3,040	27,960	9.81%
PARENT SERVICES	132,040	-	14,933	14,933	117,107	11.31%
NUTRITION SERVICES	20,000	-	9,950	9,950	10,050	49.75%
OPERATING COSTS	75,500	-	43,027	43,027	32,473	56.99%
TOTAL HEAD START T & TA	\$ 305,288	\$ 2,010	\$ 84,917	\$ 86,926	\$ 218,361	28.47%

SETA OPERATED PROGRAM (SOP) - EARLY HEAD START BASIC
Expenditures for Fiscal Year 2008-2009
For the Five Months Ended December 31, 2008

EARLY HEAD START BASIC	Budget	Administrative Expenditures	Program Expenditures	Total	Remaining Budget	Expenditures as % of Budget
						<i>(5 months = 41.7%)</i>
PERSONNEL	\$ 2,183,267	\$ 81,958	\$ 770,109	\$ 852,067	\$ 1,331,200	39.03%
SUPPLIES	26,500	-	16,139	16,139	10,361	60.90%
OCCUPANCY	160,440	2,800	77,163	79,963	80,477	49.84%
CHILD SERVICES	17,000	-	493	493	16,507	2.90%
PARENT SERVICES	7,764	-	799	799	6,965	10.29%
OPERATING COSTS	63,252	5,050	4,731	9,782	53,470	15.46%
TOTAL EARLY HEAD START BASIC	\$ 2,458,224	\$ 89,808	\$ 869,434	\$ 959,242	\$ 1,498,982	39.02%

SETA OPERATED PROGRAM (SOP) - EARLY HEAD START T & T/A
Expenditures for Fiscal Year 2008-2009
For the Five Months Ended December 31, 2008

EARLY HEAD START T & T/A	Budget	Administrative Expenditures	Program Expenditures	Total	Remaining Budget	Expenditures as % of Budget
						<i>(5 months = 41.7%)</i>
PERSONNEL	\$ 17,542	\$ 643	\$ 6,000	\$ 6,643	\$ 10,898	37.87%
TRAVEL	9,000	-	-	-	9,000	0.00%
CHILD SERVICES	10,000	-	-	-	10,000	0.00%
PARENT SERVICES	15,750	-	-	-	15,750	0.00%
NUTRITION SERVICES	1,000	-	-	-	1,000	0.00%
OPERATING COSTS	11,500	-	6,385	6,385	5,115	55.52%
TOTAL EARLY HEAD START T&T/A	\$ 64,792	\$ 643	\$ 12,385	\$ 13,028	\$ 51,764	20.11%

SETA OPERATED PROGRAMS (SOP) - SUMMARY
Expenditures for Fiscal Year 2008-2009
For the Five Months Ended December 31, 2008

SUMMARY	Budget	Administrative Expenditures	Program Expenditures	Total	Remaining Budget	Expenditures as % of Budget
HEAD START BASIC	\$ 23,389,023	\$ 1,669,227	\$ 7,995,805	\$ 9,665,032	\$ 13,723,991	41.32%
HEAD START BASIC T&TA	\$ 305,288	\$ 2,010	\$ 84,917	\$ 86,926	\$ 218,361	28.47%
EARLY HEAD START BASIC	\$ 2,458,224	\$ 89,808	\$ 869,434	\$ 959,242	\$ 1,498,982	39.02%
EARLY HEAD START T&TA	\$ 64,792	\$ 643	\$ 12,385	\$ 13,028	\$ 51,764	20.11%
TOTAL SETA OPERATED PROGRAMS	\$ 26,217,326	\$ 1,761,687	\$ 8,962,541	\$ 10,724,228	\$ 15,493,098	40.91%

ITEM IV-D – INFORMATION

WIA YOUTH PROGRAM PERFORMANCE

BACKGROUND:

In May 2008, this board approved the funding recommendations for the Sacramento Works WIA youth programs. This funding recommendation was later increased when Sacramento received additional WIA youth funds and the board approved increased allocations to serve more youth. This additional and continued funding was subject to satisfactory year-end program performance reviews. Subgrantees not meeting ongoing performance goals and benchmarks could face deobligation of funds. Programs are evaluated on the following factors:

- WIA Youth Individualized services using SMARTware casemanagement system
- Youth Common Measures of Performance
- Attainment of enrollment and activity goals
- Progress on addressing any corrective action issues
- Appropriate staffing and service delivery.

The WIA Youth Common Measures of Performance for Sacramento are:

Placement in Employment or Education	70%
Attainment of Degree or Certificate	53%
Literacy & Numeracy	35%

A performance review in September 2008 revealed the following programs with enrollment and program performance deficiencies:

- City of Sacramento – In-School Youth
- Twin Rivers Joint Unified School District – In-School Youth
- Elk Grove Unified School District – Out-of-School Youth
- LaFamilia Counseling Center – Out-of-School youth

At the January 2009 meeting, the Sacramento Works Youth Council reviewed the program performance and heard testimony from the above providers. The Youth Council recommended that if program enrollment and performance does not improve by February 20, 2009, staff begin the process of partial deobligation of funds. This allows time for enrollment and performance data from the California Job Training Administration tracking system to be analyzed. The Youth Council approved staff to seek authorization from the SETA Governing Board at the March 5, 2009 to reduce the allocation of youth service providers who have not met their enrollment and performance goals.

ITEM IV-E - INFORMATION

ECONOMIC STIMULUS

BACKGROUND:

Attached please find a summary of the American Recovery and Reinvestment Bill currently under consideration by Congress. The summary highlights programs that may be augmented that are currently administered by SETA.



COMMITTEE ON APPROPRIATIONS

DAVE OBEY (D-WI), CHAIRMAN

For Immediate Release

Thursday, January 15, 2009

Contact: Kirstin Brost, 202-225-2771

SUMMARY: AMERICAN RECOVERY AND REINVESTMENT Action and Action Now!

The economy is in a crisis not seen since the Great Depression.

Credit is frozen, consumer purchasing power is in decline, in the last four months the country has lost 2 million jobs and we are expected to lose another 3 to 5 million in the next year.

Conservative economist Mark Zandi was blunt: "the economy is shutting down."

In the next two weeks, the Congress will be considering the American Recovery and Reinvestment Bill of 2009. This package is the first crucial step in a concerted effort to create and save 3 to 4 million jobs, jumpstart our economy, and begin the process of transforming it for the 21st century with \$275 billion in economic recovery tax cuts and \$550 billion in thoughtful and carefully targeted priority investments with unprecedented accountability measures built in.

The package contains targeted efforts in:

- Clean, Efficient, American Energy
- Transforming our Economy with Science and Technology
- Modernizing Roads, Bridges, Transit and Waterways
- Education for the 21st Century
- Tax Cuts to Make Work Pay and Create Jobs
- Lowering Healthcare Costs
- Helping Workers Hurt by the Economy
- Saving Public Sector Jobs and Protect Vital Services

The economy is in such trouble that, even with passage of this package, unemployment rates are expected to rise to between eight and nine percent this year. Without this package, we are warned that unemployment could explode to near twelve percent. With passage of this package, we will face a large deficit for years to come. Without it, those deficits will be devastating and we face the risk of economic chaos. Tough choices have been made in this legislation and fiscal discipline will demand more tough choices in years to come.

Since 2001, as worker productivity went up, 96% of the income growth in this country went to the wealthiest 10% of society. While they were benefitting from record high worker productivity, the remaining 90% of Americans were struggling to sustain their standard of living. They sustained it by borrowing... and borrowing... and borrowing, and when they couldn't borrow anymore, the bottom fell out. This plan will strengthen the middle class, not just Wall Street CEOs and special interests in Washington.

Our short term task is to try to prevent the loss of millions of jobs and get our economy moving. The long term task is to make the needed investments that restore the ability of average middle income families to increase their income and build a decent future for their children.

EXECUTIVE SUMMARY

Unprecedented Accountability: A historic level of transparency, oversight and accountability will help guarantee taxpayer dollars are spent wisely and Americans can see results for their investment.

- In many instances funds are distributed through existing formulas to programs with proven track records and accountability measures already in place.
- How funds are spent, all announcements of contract and grant competitions and awards, and formula grant allocations must be posted on a special website created by the President. Program managers will also be listed so the public knows who to hold accountable.
- Public notification of funding must include a description of the investment funded, the purpose, the total cost and why the activity should be funded with recovery dollars. Governors, mayors or others making funding decisions must personally certify that the investment has been fully vetted and is an appropriate use of taxpayer dollars. This will also be placed on the recovery website.
- A Recovery Act Accountability and Transparency Board will be created to review management of recovery dollars and provide early warning of problems. The seven member board includes Inspectors General and Deputy Cabinet secretaries.
- The Government Accountability Office and the Inspectors General are provided additional funding and access for special review of recovery funding.
- Federal and state whistleblowers who report fraud and abuse are protected.
- There are no earmarks in this package.

This plan targets investments to key areas that will create and preserve good jobs at the same time as it is strengthening the ability of this economy to become more efficient and produce more opportunities for employment.

Clean, Efficient, American Energy: To put people back to work today and reduce our dependence on foreign oil tomorrow, we will strengthen efforts directed at doubling renewable energy production and renovate public buildings to make them more energy efficient.

- \$32 billion to transform the nation's energy transmission, distribution, and production systems by allowing for a smarter and better grid and focusing investment in renewable technology.
- \$16 billion to repair public housing and make key energy efficiency retrofits.
- \$6 billion to weatherize modest-income homes.

Transform our Economy with Science and Technology: We need to put scientists to work looking for the next great discovery, creating jobs in cutting-edge-technologies, and making smart investments that will help businesses in every community succeed in a global economy. For every dollar invested in broadband the economy sees a ten-fold return on that investment.

- \$10 billion for science facilities, research, and instrumentation.
- \$6 billion to expand broadband internet access so businesses in rural and other underserved areas can link up to the global economy.

Modernize Roads, Bridges, Transit and Waterways: To build a 21st century economy, we must engage contractors across the nation to create jobs rebuilding our crumbling roads, and bridges, modernize public buildings, and put people to work cleaning our air, water and land.

- \$30 billion for highway construction;
- \$31 billion to modernize federal and other public infrastructure with investments that lead to long term energy cost savings;
- \$19 billion for clean water, flood control, and environmental restoration investments;
- \$10 billion for transit and rail to reduce traffic congestion and gas consumption.

Education for the 21st Century: To enable more children to learn in 21st century classrooms, labs, and libraries to help our kids compete with any worker in the world, this package provides:

- \$41 billion to local school districts through Title I (\$13 billion), IDEA (\$13 billion), a new School Modernization and Repair Program (\$14 billion), and the Education Technology program (\$1 billion).
- \$79 billion in state fiscal relief to prevent cutbacks to key services, including \$39 billion to local school districts and public colleges and universities distributed through existing state and federal formulas, \$15 billion to states as bonus grants as a reward for meeting key performance measures, and \$25 billion to states for other high priority needs such as public safety and other critical services, which may include education.
- \$15.6 billion to increase the Pell grant by \$500.
- \$6 billion for higher education modernization.

Tax Cuts to Make Work Pay and Create Jobs: We will provide direct tax relief to 95 percent of American workers, and spur investment and job growth for American Businesses. [marked up by the Ways and Means Committee]

Lower Healthcare Costs: To save not only jobs, but money and lives, we will update and computerize our healthcare system to cut red tape, prevent medical mistakes, and help reduce healthcare costs by billions of dollars each year.

- \$20 billion for health information technology to prevent medical mistakes, provide better care to patients and introduce cost-saving efficiencies.
- \$4.1 billion to provide for preventative care and to evaluate the most effective healthcare treatments.

Help Workers Hurt by the Economy: High unemployment and rising costs have outpaced Americans' paychecks. We will help workers train and find jobs, and help struggling families make ends meet.

- \$43 billion for increased unemployment benefits and job training.
- \$39 billion to support those who lose their jobs by helping them to pay the cost of keeping their employer provided healthcare under COBRA and providing short-term options to be covered by Medicaid.
- \$20 billion to increase the food stamp benefit by over 13% in order to help defray rising food costs.

Save Public Sector Jobs and Protect Vital Services: We will provide relief to states, so they can continue to employ teachers, firefighters and police officers and provide vital services without having to unnecessarily raise middle class taxes.

- \$87 billion for a temporary increase in the Medicaid matching rate.
- \$4 billion for state and local law enforcement funding.

CREATE JOBS WITH CLEAN, EFFICIENT, AMERICAN ENERGY

To put people back to work today and reduce our dependence on foreign oil tomorrow, we will make investments aimed at doubling renewable energy production and renovate public buildings to make them more energy efficient. America's energy shortcomings present a huge opportunity to put people to work in ways that will transform our economy.

- **Reliable, Efficient Electricity Grid:** \$11 billion for research and development, pilot projects, and federal matching funds for the Smart Grid Investment Program to modernize the electricity grid making it more efficient, secure, and reliable and build new power lines to transmit clean, renewable energy from sources throughout the nation.
 - **Renewable Energy Loan Guarantees:** \$8 billion for loans for renewable energy power generation and transmission projects.
 - **GSA Federal Buildings:** \$6.7 billion for renovations and repairs to federal buildings including at least \$6 billion focused on increasing energy efficiency and conservation. Projects are selected based on GSA's ready-to-go priority list.
 - **Local Government Energy Efficiency Block Grants:** \$6.9 billion to help state and local governments make investments that make them more energy efficient and reduce carbon emissions.
 - **Energy Efficiency Housing Retrofits:** \$2.5 billion for a new program to upgrade HUD sponsored low-income housing to increase energy efficiency, including new insulation, windows, and furnaces. Funds will be competitively awarded.
 - **Energy Efficiency and Renewable Energy Research:** \$2 billion for energy efficiency and renewable energy research, development, demonstration, and deployment activities to foster energy independence, reduce carbon emissions, and cut utility bills. Funds are awarded on a competitive basis to universities, companies, and national laboratories.
 - **Advanced Battery Loans and Grants:** \$2 billion for the Advanced Battery Loan Guarantee and Grants Program, to support U.S. manufacturers of advanced vehicle batteries and battery systems. America should lead the world in transforming the way automobiles are powered.
 - **Energy Efficiency Grants and Loans for Institutions:** \$1.5 billion for energy sustainability and efficiency grants and loans to help school districts, institutes of higher education, local governments, and municipal utilities implement projects that will make them more energy efficient.
 - **Home Weatherization:** \$6.2 billion to help low-income families reduce their energy costs by weatherizing their homes and make our country more energy efficient.
 - **Smart Appliances:** \$300 million to provide consumers with rebates for buying energy efficient Energy Star products to replace old appliances, which will lower energy bills.
 - **GSA Federal Fleet:** \$600 million to replace older vehicles owned by the federal government with alternative fuel automobiles that will save on fuel costs and reduce carbon emissions.
 - **Electric Transportation:** \$200 million for a new grant program to encourage electric vehicle technologies.
 - **Cleaning Fossil Energy:** \$2.4 billion for carbon capture and sequestration technology demonstration projects. This funding will provide valuable information necessary to reduce the amount of carbon dioxide emitted into the atmosphere from industrial facilities and fossil fuel power plants.
 - **Department of Defense Research:** \$350 million for research into using renewable energy to power weapons systems and military bases.
 - **Alternative Buses and Trucks:** \$400 million to help state and local governments purchase efficient alternative fuel vehicles to reduce fuel costs and carbon emissions.
 - **Industrial Energy Efficiency:** \$500 million for energy efficient manufacturing demonstration projects.
- Diesel Emissions Reduction:** \$300 million for grants and loans to state and local governments for projects that reduce diesel emissions, benefiting public health and reducing global warming. This includes technologies to retrofit emission exhaust systems on school buses, replace engines and vehicles, and establish anti-idling programs. 70% of the funds go to competitive grants and 30% funds grants to states with approved programs. Last year EPA was able to fund only 27% of the applications received.

TRANSFORMING OUR ECONOMY WITH SCIENCE AND TECHNOLOGY

We need to put scientists to work looking for the next great discovery, creating jobs in cutting-edge technologies and making smart investments that will help businesses in every community succeed in a global economy.

Broadband to Give Every Community Access to the Global Economy

- **Wireless and Broadband Grants:** \$6 billion for broadband and wireless services in underserved areas to strengthen the economy and provide business and job opportunities in every section of America with benefits to e-commerce, education, and healthcare. For every dollar invested in broadband the economy sees a ten-fold return on that investment.

Scientific Research

- **National Science Foundation:** \$3 billion, including \$2 billion for expanding employment opportunities in fundamental science and engineering to meet environmental challenges and to improve global economic competitiveness, \$400 million to build major research facilities that perform cutting edge science, \$300 million for major research equipment shared by institutions of higher education and other scientists, \$200 million to repair and modernize science and engineering research facilities at the nation's institutions of higher education and other science labs, and \$100 million is also included to improve instruction in science, math and engineering.
- **National Institutes of Health Biomedical Research:** \$2 billion, including \$1.5 billion for expanding good jobs in biomedical research to study diseases such as Alzheimer's, Parkinson's, cancer, and heart disease - NIH is currently able to fund less than 20% of approved applications – and \$500 million to implement the repair and improvement strategic plan developed by the NIH for its campuses.
- **University Research Facilities:** \$1.5 billion for NIH to renovate university research facilities and help them compete for biomedical research grants. The National Science Foundation estimates a maintenance backlog of \$3.9 billion in biological science research space. Funds are awarded competitively.
- **Centers for Disease Control and Prevention:** \$462 million to enable CDC to complete its Buildings and Facilities Master Plan, as well as renovations and construction needs of the National Institute for Occupational Safety and Health.
- **Department of Energy:** \$1.9 billion for basic research into the physical sciences including high-energy physics, nuclear physics, and fusion energy sciences and improvements to DOE laboratories and scientific facilities. \$400 million is for the Advanced Research Project Agency – Energy to support high-risk, high-payoff research into energy sources and energy efficiency.
- **NASA:** \$600 million, including \$400 million to put more scientists to work doing climate change research, including Earth science research recommended by the National Academies, satellite sensors that measure solar radiation critical to understanding climate change, and a thermal infrared sensor to the Landsat Continuing Mapper necessary for water management, particularly in the western states; \$150 million for research, development, and demonstration to improve aviation safety and Next Generation air traffic control (NextGen); and \$50 million to repair NASA centers damaged by hurricanes and floods last year.
- **Biomedical Advanced Research and Development, Pandemic Flu, and Cyber Security:** \$900 million to prepare for a pandemic influenza, support advanced development of medical countermeasures for chemical, biological, radiological, and nuclear threats, and for cyber security protections at HHS.
- **National Oceanic and Atmospheric Administration Satellites and Sensors:** \$600 million for satellite development and acquisitions, including climate sensors and climate modeling.
- **National Institute of Standards and Technology:** \$300 million for competitive construction grants for research science buildings at colleges, universities, and other research organizations and \$100 million to coordinate research efforts of laboratories and national research facilities by setting interoperability standards for manufacturing.
- **Agricultural Research Service:** \$209 million for agricultural research facilities across the country. ARS has a list of deferred maintenance work at facilities of roughly \$315 million.

- **U.S. Geological Survey:** \$200 million to repair and modernize U.S.G.S. science facilities and equipment, including improvements to laboratories, earthquake monitoring systems, and computing capacity.

Creating Small Business Opportunity

- **Small Business Credit:** \$430 million for new direct lending and loan guarantee authorities to make loans more attractive to lenders and free up capital. The number of loans guaranteed under the SBA's 7(a) business loan program was down 57% in the first quarter of this year compared to last.
- **Rural Business-Cooperative Service:** \$100 million for rural business grants and loans to guarantee \$2 billion in loans for rural businesses at a time of unprecedented demand due to the credit crunch. Private sector lenders are increasingly turning to this program to help businesses get access to capital.
- **Industrial Technology Services:** \$100 million, including \$70 million for the Technology Innovation Program to accelerate research in potentially revolutionary technologies with high job growth potential, and \$30 million for the Manufacturing Extension Partnerships to help small and mid-size manufacturers compete globally by providing them with access to technology.
- **Economic Development Assistance:** \$250 million to address long-term economic distress in urban industrial cores and rural areas distributed based on need and ability to create jobs and attract private investment. EDA leverages \$10 in private investments for \$1 in federal funds.

DTV Conversion Coupons: \$650 million to continue the coupon program to enable American households to convert from analog television transmission to digital transmission.

MODERNIZE ROADS, BRIDGES, TRANSIT AND WATERWAYS

To build a 21st century economy, we must engage contractors across the nation to create jobs - rebuilding our crumbling roads and bridges, modernizing public buildings, and putting people to work cleaning our air, water, and land.

Highway Infrastructure: \$30 billion for highway and bridge construction projects. It is estimated that states have over 5,100 projects totaling over \$64 billion that could be awarded within 180 days. These projects create jobs in the short term while saving commuters time and money in the long term. In 2006, the Department of Transportation estimated \$8.5 billion was needed to maintain current systems and \$61.4 billion was needed to improve highways and bridges.

Transit: Public transportation saves Americans time and money, saving as much as 4.2 billion gallons of gasoline and reducing carbon emissions by 37 million metric tons each year.

- **New Construction:** \$1 billion for Capital Investment Grants for new commuter rail or other light rail systems to increase public use of mass transit and to speed projects already in construction. The Federal Transit Administration has \$2.4 billion in pre-approved projects.
- **Upgrades and Repair:** \$2 billion to modernize existing transit systems, including renovations to stations, security systems, computers, equipment, structures, signals, and communications. Funds will be distributed through the existing formula. The repair backlog is nearly \$50 billion.
- **Transit Capital Assistance:** \$6 billion to purchase buses and equipment needed to increase public transportation and improve intermodal and transit facilities. The Department of Transportation estimates a \$3.2 billion maintenance backlog and \$9.2 billion in needed improvements. The American Public Transportation Association identified 787 ready-to-go transit projects totaling \$15.5 billion. Funds will be distributed through the existing formulas.

Amtrak and Intercity Passenger Rail Construction Grants: \$1.1 billion to improve the speed and capacity of intercity passenger rail service. The Department of Transportation's Inspector General estimates the North East Corridor alone has a backlog of over \$10 billion.

Airport Improvement Grants: \$3 billion for airport improvement projects that will improve safety and reduce congestion. An estimated \$41 billion in eligible airport infrastructure projects are needed between 2007-2011.

Transportation Security Administration Explosive Detection Systems: \$500 million to install Aviation Explosive Detection Systems in the nation's airports, improving security, and making life easier on travelers by speeding security lines. Funds are competitively awarded based on security risk.

Coast Guard Bridges: \$150 million for ready-to-go investments to repair or remove bridges deemed hazardous to marine navigation, thereby removing obstructions and improving the safety of marine navigation.

Technology Improvements for a More Efficient and Secure Government

- **Social Security Administration Modernization:** \$400 million to replace the 30 year old Social Security Administration's National Computer Center to meet growing needs for processing retirement and disability claims and records storage.
- **Farm Service Agency:** \$245 million for critical IT improvements to systems that have been unable to handle workload increases.
- **State Department Technology:** \$276 million to upgrade and modernize information technology platforms for the Department to meet security requirements post-9/11.
- **Department of Agriculture:** \$44 million for repairs and security improvements at USDA's headquarters.

Department of Defense Facilities

- **Medical Facilities:** \$3.75 billion for new construction of hospitals and ambulatory surgical centers, and \$455 million in renovations to provide state-of-the-art medical care to service members and their families.
- **Facilities Renovations:** \$2.1 billion to address needed repairs to military facilities.
- **Troop Housing:** \$1.2 billion for new construction and \$154 million for renovations to improve housing for our troops.
- **Child Development Center:** \$360 million for new child development centers.
- **Guard and Reserve:** \$400 million for new construction to support Guard and Reserve units across the country with operations and training facilities and utilities infrastructure.

Veterans Administration Facilities

- **Veterans Medical Facilities:** \$950 million for veterans' medical facilities. The Department has identified a \$5 billion backlog in needed repairs, including energy efficiency projects, at its 153 medical facilities.
- **Veterans Cemeteries:** \$50 million to put people to work making monument and memorial repairs at cemeteries for American heroes.

Border Ports of Entry: \$1.15 billion to construct GSA and Customs and Border Patrol land ports of entry to improve border security, make trade and travel easier and reduce wait times, and to procure non-intrusive inspection technology at sea ports of entry, which is used to scan cargo containers to reduce the risk that containers can be used to smuggle weapons of mass destruction.

Job Corps Facilities: \$300 million to upgrade job training facilities serving at-risk youth while improving energy efficiency.

Construction on Public Lands and Parks: \$3.1 billion for infrastructure projects on federal lands including improvements to visitor facilities, road and trail restoration, preservation of buildings of cultural and historic importance, rehabilitation of abandoned mines and oil fields, and environmental cleanup projects. This includes \$1.8 billion for the National Park Service, \$325 million for the Bureau of Land Management, \$300 million for the National Wildlife Refuges and National Fish Hatcheries, and \$650 million for the Forest Service.

National Treasures: \$400 million, including \$200 million to address the deterioration of the National Mall, such as repair of the Jefferson Memorial's collapsing Tidal Basin walls; \$150 million to address the repair backlog at the Smithsonian; and \$50 million for the National Endowment for the Arts.

Clean Water

- **Clean Water State Revolving Fund:** \$6 billion for loans to help communities upgrade wastewater treatment systems. EPA estimates a \$388 billion funding gap. The Association of State and Interstate Water Pollution Control Administrators found that 26 states have \$10 billion in approved water projects.
- **Drinking Water State Revolving Fund:** \$2 billion for loans for drinking water infrastructure. EPA estimates there is a \$274 billion funding gap. The National Governors Association reported that there are \$6 billion in ready-to-go projects, which could quickly be obligated.
- **Rural Water and Waste Disposal:** \$1.5 billion to support \$3.8 billion in grants and loans to help communities fund drinking water and wastewater treatment systems. In 2008, there were \$2.4 billion in requests for water and waste loans and \$990 million for water and waste grants went unfunded.

Water Resources

- **Corps of Engineers:** \$4.5 billion for environmental restoration, flood protection, hydropower, and navigation infrastructure critical to the economy. The Corps has a construction backlog of \$61 billion.
- **Bureau of Reclamation:** \$500 million to provide clean, reliable drinking water to rural areas and to ensure adequate water supply to western localities impacted by drought. The Bureau has backlogs of more than \$1 billion in rural water projects and water reuse and recycling projects.
- **Watershed Infrastructure:** \$400 million for the Natural Resources Conservation Service watershed improvement programs to design and build flood protection and water quality projects, repair aging dams, and purchase and restore conservation easements in river flood zones.
- **International Boundary and Water Commission:** \$224 million to repair flood control systems along the international segment of the Rio Grande damaged by hurricane Katrina and other serious storms.

Environmental Cleanup

- **Superfund Hazardous Waste Cleanup:** \$800 million to clean up hazardous and toxic waste sites that threaten health and the environment. EPA has 1,255 sites on its National Priority List, selected based on a hazard ranking system. There are many Superfund sites ready for construction, but not funded due to budget shortfalls and over 600 sites with ongoing construction that could be accelerated.
- **Leaking Underground Storage Tanks:** \$200 million for enforcement and cleanup of petroleum leaks from underground storage tanks at approximately 1,600 additional sites. There are an estimated 116,000 sites with the potential to contaminate important water supplies.
- **Nuclear Waste Cleanup:** \$500 million for nuclear waste cleanup at sites contaminated as a result of the nation's past nuclear activities. Accelerating the completion of projects will reduce long-term costs.
- **Closed Military Bases:** \$300 million for cleanup activities at closed military installations allowing local communities to redevelop these properties for productive use. The Department estimates that there is a \$3.5 billion environmental cleanup backlog at bases closed during previous BRAC rounds.
- **NOAA Habitat Restoration:** \$400 million for ready-to-go habitat restoration projects.
- **Brownfields:** \$100 million for competitive grants for evaluation and cleanup of former industrial and commercial sites - turning them from problem properties to productive community use. Last year EPA was only able to fund 37% of Brownfields applications.

Reducing Wildfires Threats: \$850 million for hazardous fuels removal and other efforts to prevent wildfires on public lands. Making these investments today will create jobs in the short run, but also save long term costs of fighting fires in the future.

- **State and Private Forest Service Wildfire:** \$550 million for state and local volunteer programs and hazardous fuels reduction efforts which states and communities have determined are of the highest priority.
- **Federal Forest Service Wildfire:** \$300 million for urgently needed hazard reduction on federal lands.

Bureau of Indian Affairs: \$500 million to address maintenance backlogs at schools, dams, detention and law enforcement facilities, and over 24,000 miles of roads. BIA schools alone have an over \$1 billion construction and maintenance backlog including shamefully unsafe conditions.

EDUCATION FOR THE 21st CENTURY

We will put people to work building 21st century classrooms, labs, and libraries to help our kids compete with any worker in the world.

21st Century Classrooms

- **School Construction:** \$20 billion, including \$14 billion for K-12 and \$6 billion for higher education, for renovation and modernization, including technology upgrades and energy efficiency improvements. Also includes \$100 million for school construction in communities that lack a local property tax base because they contain non-taxable federal lands such as military bases or Indian reservations, and \$25 million to help charter schools build, obtain, and repair schools.
- **Education Technology:** \$1 billion for 21st century classrooms, including computer and science labs and teacher technology training.

Higher Education: Tuition is up, unemployment is up, and as a result more people are choosing to go to school to upgrade their skills and more of these students need student aid. This investment addresses those short term needs while investing in our nation's future economic strength.

- **Pell Grants:** \$15.6 billion to increase the maximum Pell Grant by \$500, from \$4,850 to \$5,350.
- **College Work-Study:** \$490 million to support undergraduate and graduate students who work.
- **Student Loan Limit Increase:** Increases limits on unsubsidized Stafford loans by \$2,000.
- **Student Aid Administration:** \$50 million to help the Department of Education administer surging student aid programs while navigating the changing student loan environment.

K-12 Education: As states begin tackling a projected \$350 billion in budget shortfalls these investments will prevent cuts to critical education programs and services.

- **IDEA Special Education:** \$13 billion for formula grants to increase the federal share of special education costs and prevent these mandatory costs from forcing states to cut other areas of education.
- **Title I Help for Disadvantaged Kids:** \$13 billion for grants to help disadvantaged kids in nearly every school district and more than half of all public schools reach high academic standards.
- **Statewide Data Systems:** \$250 million for competitive grants to states to design and develop data systems that analyze individual student data to find ways to improve student achievement, providing teachers and administrators with effective tools.
- **Education for Homeless Children and Youth:** \$66 million for formula grants to states to provide services to homeless children including meals and transportation when high unemployment and home foreclosures have created an influx of homeless kids.
- **Improving Teacher Quality:** \$300 million, including \$200 million for competitive grants to school districts and states to provide financial incentives for teachers and principals who raise student achievement and close the achievement gaps in high-need schools and \$100 million for competitive grants to states to address teacher shortages and modernize the teaching workforce.

Early Childhood Development

- **Child Care Development Block Grant:** \$2 billion to provide child care services for an additional 300,000 children in low-income families while their parents go to work. Today only one out of seven eligible children receives care.

- **Head Start:** \$2.1 billion to provide comprehensive development services to help 110,000 additional children succeed in school. Funds are distributed based on need. Only about half of all eligible preschoolers and less than 3 percent of eligible infants and toddlers participate in Head Start.
- **IDEA Infants and Families:** \$600 million for formula grants to help states serve children with disabilities age 2 and younger.

LOWER HEALTHCARE COSTS

To save not only jobs, but money and lives, we will update and computerize our healthcare system to cut red tape, prevent medical mistakes, and help reduce healthcare costs by billions of dollars each year.

- **Health Information Technology:** \$20 billion to jumpstart efforts to computerize health records to cut costs and reduce medical errors.
- **Prevention and Wellness Fund:** \$3 billion to fight preventable chronic diseases, the leading cause of deaths in the U.S., and infectious diseases. Preventing disease rather than treating illnesses is the most effective way to reduce healthcare costs. This includes hospital infection prevention, Preventive Health and Health Services Block Grants for state and local public health departments, immunization programs, and evidence-based disease prevention.
- **Healthcare Effectiveness Research:** \$1.1 billion for Healthcare Research and Quality programs to compare the effectiveness of different medical treatments funded by Medicare, Medicaid, and SCHIP. Finding out what works best and educating patients and doctors will improve treatment and save taxpayers money.
- **Community Health Centers:** \$1.5 billion, including \$500 million to increase the number of uninsured Americans who receive quality healthcare and \$1 billion to renovate clinics and make health information technology improvements. More than 400 applications submitted earlier this year for new or expanded CHC sites remain unfunded.
- **Training Primary Care Providers:** \$600 million to address shortages and prepare our country for universal healthcare by training primary healthcare providers including doctors, dentists, and nurses as well as helping pay medical school expenses for students who agree to practice in underserved communities through the National Health Service Corps.
- **Indian Health Service Facilities:** \$550 million to modernize aging hospitals and health clinics and make healthcare technology upgrades to improve healthcare for underserved rural populations.

HELP WORKERS HURT BY THE ECONOMY

High unemployment and rising costs have outpaced Americans' paychecks. We will help workers train and find jobs, and help struggling families make ends meet.

Helping Workers Find Jobs

- **Training and Employment Services:** \$4 billion for job training including formula grants for adult, dislocated worker, and youth services (including \$1.2 billion to create up to one million summer jobs for youth). The needs of workers also will be met through dislocated worker national emergency grants, new competitive grants for worker training in high growth and emerging industry sectors (with priority consideration to "green" jobs and healthcare), and increased funds for the YouthBuild program. Green jobs training will include preparing workers for activities supported by other economic recovery funds, such as retrofitting of buildings, green construction, and the production of renewable electric power.
- **Vocational Rehabilitation State Grants:** \$500 million for state formula grants for construction and rehabilitation of facilities to help persons with disabilities prepare for gainful employment.
- **Employment Services Grants:** \$500 million to match unemployed individuals to job openings through state employment service agencies and allow states to provide customized services. Funds are targeted to states with the greatest need based on labor force, unemployment, and long-term unemployed rates.

- **Community Service Employment for Older Americans:** \$120 million to provide subsidized community service jobs to an additional 24,000 low-income older Americans.

Unemployment Insurance Benefits

- **Benefits Extension:** \$27 billion to continue the current extended unemployment benefits program – which provides up to 33 weeks of extended benefits - through December 31, 2009 given rising unemployment.
- **Increased Benefits:** \$9 billion to increase the current average unemployment insurance benefit from roughly \$300 per week, paid out of State trust funds, by \$25 per week using Federal funds, through December 2009. There are currently 5.3 million workers receiving regular UI and an additional 1.9 million receiving extended benefits.
- **Unemployment Insurance Modernization:** Provides funds to states through a “Reed Act” distribution, tied to states’ meeting specific reforms to increase unemployment insurance coverage for low-wage, part-time, and other jobless workers.

COBRA Healthcare for the Unemployed: \$30.3 billion to extend health insurance coverage to the unemployed, extending the period of COBRA coverage for older and tenured workers beyond the 18 months provided under current law. Specifically, workers 55 and older, and workers who have worked for an employer for 10 or more years will be able to retain their COBRA coverage until they become Medicare eligible or secure coverage through a subsequent employer. In addition, subsidizing the first 12 months of COBRA coverage for eligible persons who have lost their jobs on or after September 1, 2008 at a 65 percent subsidy rate, the same rate provided under the Health Care Tax Credit for unemployed workers under the Trade Adjustment Assistance program. [Ways and Means]

Medicaid Coverage for the Unemployed: \$8.6 billion to provide 100 percent Federal funding through 2010 for optional State Medicaid coverage of individuals (and their dependents) who are involuntarily unemployed and whose family income does not exceed a State-determined level, but is no higher than 200 percent of poverty, or who are receiving food stamps.

Attacking the Housing Crisis

- **Public Housing Capital Fund:** \$5 billion for building repair and modernization, including critical safety repairs. Every dollar of Capital Fund expenditures produces \$2.12 in economic return. \$4 billion of the funds will be distributed to public housing authorities through the existing formula and \$1 billion will be awarded through a competitive process for projects that improve energy efficiency.
- **HOME Investment Partnerships:** \$1.5 billion to help local communities build and rehabilitate low-income housing using green technologies. Thousands of ready-to-go housing projects have been stalled by the credit crunch. Funds are distributed by formula.
- **Native American Housing Block Grants:** \$500 million to rehabilitate and improve energy efficiency at some of the over 42,000 housing units maintained by Native American housing programs. Half of the funding will be distributed by formula and half will be competitively awarded to projects that can be started quickly.
- **Neighborhood Stabilization:** \$4.2 billion to help communities purchase and rehabilitate foreclosed, vacant properties in order to create more affordable housing and reduce neighborhood blight.
- **Homeless Assistance Grants:** \$1.5 billion for the Emergency Shelter Grant program to provide short term rental assistance, housing relocation, and stabilization services for families during the economic crisis. Funds are distributed by formula.
- **Rural Housing Insurance Fund:** \$500 million to support \$22 billion in direct loans and loan guarantees to help rural families and individuals buy homes during the credit crunch. Last year these programs received \$13.4 billion more in applications than they could fund.
- **Self-Help and Assisted Homeownership Program:** \$10 million for rural, high-need areas to undertake projects using sustainable and energy-efficient building and rehabilitation practices. Funds will be awarded by competition to projects that can begin quickly.

- **Lead Paint:** \$100 million for competitive grants to local governments and nonprofit organizations to remove lead-based paint hazards in low-income housing.
- **Rural Community Facilities:** \$200 million to support \$1.2 billion in grants and loans to rural areas for critical community facilities, such as for healthcare, education, fire and rescue, day care, community centers, and libraries. There are over \$1.2 billion in applications pending.

Alleviating Hunger

- **Supplemental Nutrition Assistance:** \$20 billion to provide nutrition assistance to modest-income families and to lift restrictions that limit the amount of time individuals can receive food stamps.
- **Senior Nutrition Programs:** \$200 million for formula grants to states for elderly nutrition services including Meals on Wheels and Congregate Meals.
- **Afterschool Meals:** \$726 million to increase the number of states that provide free dinners to children and to encourage participation by new institutions by increasing snack reimbursement rates.
- **Supplemental Nutrition Program Information Systems:** \$100 million to improve state management information systems for the WIC program.

Payments to Disabled and Elderly: \$4.2 billion to help 7.5 million low-income disabled and elderly individuals with rising costs by providing an additional SSI payment in 2009 equal to the average monthly federal payment under the program (approximately \$450 for an individual and \$630 for a couple). This one-time payment will serve as an immediate economic stimulus as half of SSI recipients have no other form of income and the other half average outside income of less than \$450 per month.

Community Services Block Grant: \$1 billion for grants to local communities to support employment, food, housing, and healthcare efforts serving those hardest hit by the recession. Community action agencies have seen dramatic increases in requests for their assistance due to rising unemployment, housing foreclosures, and high food and fuel prices.

Community Development Block Grants: \$1 billion for community and economic development projects including housing and services for those hit hard by tough economic times.

Emergency Food and Shelter: \$200 million to help local community organizations provide food, shelter, and support services to the nation's hungry, homeless, and people in economic crisis including one-month utility payments to prevent service cut-off and one-month rent or mortgage assistance to prevent evictions or help people leave shelters. Funds are distributed by formula based on unemployment and poverty rates.

Low-Income Home Energy Assistance: \$1 billion to help low-income families pay for home heating and cooling at a time of rising energy costs.

Child Support Enforcement: \$1 billion to provide federal incentive funds for states to collect support owed to families.

Social Security Administration Disability Backlog and Claims Processing: \$500 million to help the Social Security Administration process a steep rise in disability and retirement claims, getting people their benefits faster, and preventing existing backlogs from getting worse. Within this total, \$40 million will help SSI upgrade health information technology.

Centers for Independent Living: \$200 million for state formula grants to help individuals with disabilities continue to live in their communities.

AmeriCorps Programs: \$200 million to put approximately 16,000 additional AmeriCorps members to work doing national service, meeting needs of vulnerable populations and communities during the recession.

Compassion Capital Fund: \$100 million for grants to faith- and community-based organizations to provide critical safety net services to needy individuals and families.

Department of Labor Worker Protection and Oversight: \$80 million to ensure that worker protection laws are enforced as recovery infrastructure investments are carried out.

SAVE PUBLIC SECTOR JOBS AND PROTECT VITAL SERVICES

We will provide relief to states, so they can continue to employ teachers, firefighters, and police officers and provide vital services without having to unnecessarily raise middle class taxes.

Medicaid Aid to States (FMAP): \$87 billion to states, increasing through the end of FY 2010 the share of Medicaid costs the federal government reimburses states, with additional relief tied to rates of unemployment. This approach has been used in previous recessions to prevent cuts to health benefits for their increased low-income patient loads at a time when state revenues are declining.

State Education and Other Budget Priorities: \$120 billion to states and school districts to stabilize budgets and prevent tax increases and deep cuts to critical education programs, including:

- \$41 billion to local school districts through Title I (\$13 billion), IDEA (\$13 billion), a new School Modernization and Repair Program (\$14 billion), and the Education Technology program (\$1 billion).
- \$79 billion in state fiscal relief, including: \$39 billion to local school districts and public colleges and universities distributed through existing state and federal formulas; \$15 billion to states as bonus grants as a reward for meeting key performance measures; and \$25 billion to states for other high priority needs such as public safety and other critical services, which may include education.

Temporary Assistance for Needy Families: \$2.5 billion for block grants to help States deal with the surge in families needing help during the recession and to prevent them from cutting work programs and services for abused and neglected children.

State and Local Law Enforcement: \$4 billion to support state and local law enforcement including \$3 billion for the Byrne Justice Assistance formula grants to support local law enforcement efforts with equipment and operating costs, and \$1 billion for the COPS hiring grant program, to hire about 13,000 new police officers for three years. The grantee is responsible for at least 25% in matching funds and must commit to use their own funds to keep the officer on board in the fourth year.

Periodic Census and Programs, Communications: \$1 billion for work necessary to ensure a successful 2010 census, including \$150 million for expanded communications and outreach programs to minimize undercounting of minority groups.

OTHER IMPORTANT POLICY PROVISION

Medicare and Medicaid Regulations: The bill extends the moratorium on Medicaid and Medicare regulations through October 1, 2009.

ITEM IV-F – INFORMATION

CLEAN ENERGY TECHNOLOGY EMPLOYER ROUNDTABLES

BACKGROUND:

Attached please find the draft invitation to the upcoming Clean Energy Technology Employer Roundtables and a report on the roundtables held in the prior year.

Staff will be available to answer questions.

January 5, 2009

Mr. George Fiegl
ADEMA Technologies, Inc.
2620 Mercantile Drive
Rancho Cordova, CA 95742

Dear Mr. Fiegl:

Economic development experts in the six-county Sacramento region have identified the clean tech sector as a key growth area for our region's economy, and are rapidly pursuing strategies to enhance the local market, develop the necessary workforce, create supportive local policies, and facilitate the growth of businesses in this arena. Our efforts are united through a project called the Green Capital Alliance.

As a key leader in a local clean technology company, we'd like to gather your insights on how we can better support your company and industry. You are cordially invited to participate in one of our Clean Tech Business Roundtable luncheons being held in February, 2009. Your input will guide and prioritize our activities in the year ahead.

Our partners include the local Workforce Investment Boards, the Sacramento Metropolitan Chamber of Commerce, universities and community colleges, the Sacramento Area Regional Technology Alliance, local governments and utilities. We hosted a successful series of luncheons in late 2007 with 30+ local clean tech CEOs, and our partners' work plans in 2008 were oriented around their input and advice. We'll use a small portion of the upcoming luncheons to report back to you on our efforts.

The timing of these luncheons presents a unique opportunity for you to weigh in on activities at the federal level, including the pending economic stimulus package and the clean energy focus of the new administration. We'll have a representative from Congresswoman Matsui's office at each session because of her role on the Energy and Commerce Committee. Your advice will also guide the work of the Metro Chamber's "Green Team" that will be advocating for policies and programs in Washington D.C. in April.

Each luncheon will be a fairly intimate meeting to ensure we provide you with as much opportunity as possible to share your perspectives. Please choose the **one** meeting that is most convenient for you to attend from the options below:

Wednesday, February 25, noon – 2 pm
City of Roseville
311 Vernon Street, Roseville

Tuesday, February 10, noon – 2 pm
City of Rancho Cordova
2729 Prospect Park Dr, Rancho
Cordova

Thursday, February 12, noon – 2 pm
Sacramento Metro Chamber
One Capitol Mall, Suite 300, Sacramento

Tuesday, February 17, noon – 2 pm
Sacramento Area Commerce & Trade
Org.
400 Capitol Mall, Ste 2500,
Sacramento

Email RSVPs should be sent to cleantech@valleyvision.org. For further information, or to RSVP by phone, please feel free to call me at (530) 219-1507.

Kind Regards,

Kristine Mazzei
Managing Partner, Valley Vision
Project Manager, Green Capital Alliance

These luncheons are being sponsored by:
SETA/Sacramento Works, Golden Sierra Workforce Investment Board, and Bank of America



Clean Energy Technology CEO Roundtables: Greater Sacramento Region Key Findings

Clean tech company leaders see the region's potential...

"This region has a rare opportunity to create a 'Silicon Valley' or 'Research Triangle' for the clean tech sector—we have all of the resources to make it happen."

Peter Van Deventer, SyanpSense Corporation

August 27, 2007

They recognize the need for regional collaboration...

"We need to work with the Sacramento Area Council of Governments and all of our elected leaders to create a regional renewable energy portfolio standard and regional energy efficiency standards."

Kirk Uhler, Solar Power, Inc. & Placer County Board of Supervisors

September 5, 2007

"In Germany the 'green regions' were built through creating local markets and research institutes. The places with the best incentive programs became the country's leading regions for creating technologies."

Florian Edler, SunTechnics

September 12, 2007

Clean energy companies will create new jobs...

"There is a huge opportunity out there to put a lot of people to work."

Martin Webb, Plan It Solar

September 11, 2007

And, we need to act now...

"The industry is growing, but from a global perspective there isn't much time. Speed is key."

Russell Reyes, Solar City

September 12, 2007

OVERVIEW

Business, education, and community leaders across the Sacramento region are rapidly pursuing strategies to enhance the local market, develop the necessary workforce, create supportive local policies, and facilitate the growth of businesses in the Clean Energy Technology cluster. In order to help prioritize action areas for the coming year, Partnership for Prosperity's Clean Energy Technology Action Team identified the need to connect directly with the region's existing network of clean tech CEOs to hear their perspectives about how our region should support their industries and businesses.

Approximately 70 CEOs from the Greater Sacramento Region¹ were invited to participate in one of four Clean Tech Business Roundtable Luncheon meetings in August and September, 2007. Leaders from 24 clean tech companies decided to attend the luncheons, and leaders from an additional 3 companies were interviewed by phone and email. Each luncheon was also attended by a small group of representatives from regional economic, business and education organizations. The Roundtable luncheons were generously sponsored by the Golden Sierra Workforce Investment Board and the Sacramento Employment and Training Agency/Sacramento Works, and meeting hosts included the City of Roseville, the McClellan Technology Incubator, and the Sacramento Area Commerce and Trade Organization. Valley Vision, through its role as the project manager for the Clean Energy Action Team, provided the staffing support to design and facilitate all four luncheons. A complete meeting-by-meeting record of attendance is detailed in Appendix A.

Over one-third of area companies attended one of the Business Roundtable events. Of the 24 companies that participated, half were solar-related firms that span the full spectrum of technology development and deployment. Many of the solar companies that attended the luncheons play a dual role of developing new technologies as well as designing and installing model systems. Three of the technology firms focus on energy efficiency technologies, while two others focus their research on bio-energy. Two participating companies primarily offer consultation services related to energy solutions. Two companies center on green building production and related products and services. We had one company of each of the following types: electric vehicle sales, advanced recycling technology, and a test facility for new clean technologies.

The emphasis of each luncheon was on gathering insights from the clean tech company representatives on a series of questions:

1. What do you think the Sacramento region should do to become the hub for clean technology businesses?
 - What are the things we should do to set ourselves apart from other regions?
 - What are the factors that helped them to choose to locate their business here?
2. What is the hardest part of being a clean technology business right now?
3. As you look forward to the next 5 -10 years what do you expect your workforce needs will be?
 - Are you able to meet your workforce needs right now?
 - Do you train your employees in-house, or do you hire employees that are already trained?
 - Do you have certain training needs that are not being met by local/regional organizations?

¹ We considered the Greater Sacramento Region to include companies in Yolo, Sacramento, Yuba, Sutter, Placer, El Dorado, and Nevada Counties.

4. What things can be done by local government and your local utilities to better support your growth and development (i.e. developing supportive policies, serving as the trial grounds for new products, easing permitting and regulatory barriers, etc.)?
5. How do you think we could support the expansion of the regional market for clean tech products and services?
6. Do you have certain advocacy recommendations for legislation at the state and federal level that our partners at the Metro Chamber could help you to support?

A small portion of each meeting was dedicated to sharing information about existing programs and projects being spearheaded by partnering organizations, in order to profile some of the available economic development resources in the region.

OUTCOMES

Each Clean Tech CEO Roundtable luncheon was characterized by an air of very open communication, a positive outlook for the future of the sector in the region, and represented genuine relationship-building between companies and our organizational leadership. Important information was gathered about ways our Action Team can better support and grow the region's clean tech sector. Most of these recommendations are for actions that should be focused on at a regional scale, and demand a true partnership approach to successfully fulfill the objectives. Recommendations have been divided into several topic areas, including: Workforce Development, Roles for Local Governments and Utilities, Outreach & Education, Business Development, Funding Support, and State & Federal Engagement.

Within each topic area the gathered information and recommendations are presented as bulleted lists. None of the items have been prioritized based upon feasibility of success, cost of implementation, and potential impacts. Over the next month regional leaders and our partners working on the Action Team will need to review and evaluate this information in order to assess which items should be the focus of our work in 2008.

Workforce Development

The companies that attended the luncheons spanned an array of types of clean energy technologies, as well as missions within the spectrum of research, development, testing, sales, and installation. As expected, the workforce requirements and expectations of these diverse companies varies to some degree, but we discovered a remarkable level of consistency in the needs identified by two broad categories of companies—those that create new technologies, and those that are responsible for sales, service, and installation of clean technologies.

Companies that create new technologies cited the following workforce development needs:

- Engineers, engineers, engineers. Any kind, just more of them. They specifically mentioned mechanical, structural, and electrical engineers. And they'd like high quality ones, too.
- Technology firms need people with senior management skills to help with the business side of the start-up companies.
- Companies would like to retain more PhD and Masters-level researchers from clean technology-related programs at UC Davis.
- Growing companies need financial analysts.

Companies responsible for sales, service, and installation of clean technologies mentioned the following workforce development needs:

- There is a need to create certification programs oriented towards training trade/union employees, contractors, architects, and building inspectors about the types of new green building products and their proper utilization.
- Representatives from our solar companies (including photovoltaic and solar thermal companies) repeatedly requested solar-specific training programs. They recommended courses on solar technologies that would build a basic understanding of the systems and options. Because the technologies are evolving so rapidly, they still expect to do some specific installation training in-house.
- There are opportunities to provide continuing education so that people starting in the solar industry have opportunities to progress up a career ladder. For example, a solar installer may want to go back to school to gain design experience, or project management training.
- We heard from several company leaders that they need employees with “basic skills:”
 - Some science background from high school and/or junior college
 - Ability to draft a formal business letter
 - Ability to work through processes and forms (specifically to complete rebate paperwork)
 - General project management skills
 - Strong verbal communication
 - Effective salespeople
- Companies felt it was important to “train the trainers” at local community colleges about the new technologies.
- People with training in certain trades are able to transfer their skills to clean tech applications pretty smoothly. Specifically, trained plumbers and electricians can be fairly easily taught how to apply their knowledge to new technologies. Furthermore, people with refrigeration expertise can transfer to working on evaporative and cooling efficiency technologies.

- There may be growing opportunities to train workers to do “home performance contracting,” which involves focusing on efficiency-testing existing residential structures to develop of cost-effective energy solutions.

Roles for Local Governments and Utilities

When we asked the CEOs to reflect on the ways that local governments and utilities could better support their companies and industries, their recommendations and examples often fell within a consistent framework:

supportive policy → increased demand for technologies → business growth → CET cluster thrives

CEOs mentioned many examples of how the creation of policies that are supportive of clean energy technologies plays a keystone role in triggering the expansion of the sector. Some of case studies that were referenced during our meetings include:

- ✓ California's creation of aggressive renewable energy portfolio standards accounts for major growth in the renewable energy sector in the state. Several international solar firms have chosen to locate their US headquarters in California because they expect such a significant market expansion.
- ✓ Germany is a world leader in the solar industry because of its commitment to progressive rebate programs and the creation of other government-sponsored incentives to support the installation of green technologies.
- ✓ Davis Electric Cars has been able to successfully market their vehicles to California state employees because of an existing policy to provide free parking and charging for EVs in downtown Sacramento (the benefits are valuable enough to cover the cost of the vehicle).
- ✓ California has been able to accelerate the "greening" of the commercial building sector due to its emphasis on purchasing LEED-certified buildings, and retrofitting existing facilities. It is believed that this has helped to hasten the adoption of new clean building technologies across the board.

Some of the specific policy ideas that were suggested for local government consideration include:

- Facilitate the installation of clean technologies across the entire region
 - Standardize permitting requirements, fees, and process times across all jurisdictions
 - Expedite permit processes and fast-track approval for "green" projects
 - Create fire codes that are amenable to new technologies (specifically rooftop solar installations)
 - Educate building department staff about new technologies
- Increase the strength of the local market by establishing incentive programs for installing new technologies. Providing rebates is one example of how this could happen.
- Offer government facilities that can serve as the pilot testing grounds for new technologies—this will help new companies develop their project portfolios and build the credibility of their products.
- Serve as a connector between existing clean tech firms and the new companies and building projects landing in a community. Provide new building owners with incentives to buy local clean tech products.
- Assist in bringing new residential developments together to purchase a single, neighborhood-scaled clean energy installation (for instance, support the creation of one solar array to power 100 homes).
- Establish aggressive efficiency mandates for new construction projects.

During our discussions the utilities were strongly encouraged to support local governments in the accomplishment of the above objectives. It was also pointed out that one of the region's economic advantages—lower energy costs as compared to other areas in California—is also creating a barrier for entry for energy efficiency product sales. Many representatives of our local solar and green building companies felt that instituting “time of use” electricity rate structures would help this situation because there would be greater cost burdens associated with peak load times. While PG&E has initiated broad use of this kind of rate structure, SMUD and Roseville Electric have not.

Outreach & Education

Local clean tech company leaders shared many ideas about how the region could do a better job communicating and educating about the sector. Enhanced outreach efforts will help build better understanding of clean tech products, support the expansion of the market, and form connections between clean tech companies and the region's leadership.

Ideas include:

- Elevate the awareness of the companies that exist here right now. Do a better job at marketing the region's success stories, and use local media outlets to share this information.
- There is a need for consumer education, specifically homebuyers, about the advantages and real values of energy efficient features.
- Build connections with the banking community to assist homeowners with financing the purchase and installation of clean technologies.
- Make the process of forging relationships with academic campuses easier, for the purpose of attracting interns and partnering on research activities.
- Local clean energy technology companies would like the opportunity to share their products with other companies that already exist in the region.
- Continue to internally and externally brand the region as a hub for this sector.
- Refine the categories of companies within the Clean Energy Technology arena, and set up business networks within each focus area (i.e. solar, biomass, energy efficiency)
- Create a regional website for the clean tech cluster that has information and links for the following:
 - Available Jobs/hiring
 - Learning about region's companies and technologies
 - Financing support for purchasers of green technologies
 - Existing economic development resources

Business Development

Several ideas were presented that would further support business growth and development in this sector:

- Help create alliances between clean tech companies that can work together to complete residential and commercial projects (like green builders, solar companies, HVAC installers, etc.).
- As the industry matures it needs support in the creation of acceptable "industry standards" that will help to ensure a consistent level of performance for products and services. Standards need to be created for methods, designs, testing, certification, permitting, fire codes, and installation processes.
- Connect companies with available economic development resources in the region—use a "speed dating" model to expose company leaders to a high number of organizations all in one venue. It should be noted that several organization participants at the luncheons were surprised at how little familiarity the company leaders had with the array of resources currently available in our region.
- Continue to recruit more clean energy technology companies to the region.
- Create more special opportunities like the clean tech business plan competition, and support events like First Tuesday "Angel" Meetings with local investors.
- Recruit vendors for needed base materials that are part of clean technologies—like a company that will locally provide the silicon wafers for photovoltaic panels.

Funding Support

As expected, “young” clean tech companies are seeking as much funding support as possible to help bring their technologies to market. In addition to simply making more funding resources available in the Greater Sacramento Region, company leaders had these funding-related recommendations:

- Help venture capitalists and other investors better understand the differences associated with financially supporting technology development companies versus investing in the “bricks-and-mortar” companies that do product refinement, sales, and distribution.
- Create incentives for local investment in the region’s clean tech companies.
- Companies would appreciate assistance with tracking applicable private, state, and federal funding opportunities to support their businesses.

State & Federal Engagement

Several issues operate at a scale that goes well beyond our regional boundaries—specifically state and federal level challenges and opportunities that affect the clean tech sector.

Companies would like to be supported in addressing the following items:

- Support extension of the federal solar tax credit, and support its expansion for the residential marketplace.
- Within California we need to appreciate the “lessons-learned” from the state’s solar initiative (SB1). While it is groundbreaking legislation, it also is associated with dramatically increasing the complexity of calculating rebate amounts and incentive values, which is a time drain for many solar companies and can be a barrier to new business opportunities.
- According to current legislation, it is very difficult to encourage commercial property owners to install solar systems on leased facilities because they can be regulated like mini utilities for serving as power providers.
- Under current law, utilities are required to give customers credit towards their bill if they produce more power than they consume (via a solar installation or other means), but they don’t have to pay the owner for excess power production that goes back to the grid. This artificially limits the incentive to achieve maximum efficiency.
- There should be a statewide effort to raise money to support clean tech companies, like there was to jumpstart stem cell research.
- One company explained that the State’s support for federal grant applications is pulled back when there is more than one California company competing for the funds. This makes the grant approval process more challenging than it should be.
- In the State’s regulatory environment it is more desirable for agencies to set criteria that technologies need to meet, rather than defining which types of technologies are acceptable for use. For instance, the California Integrated Waste Management Board has a “fuzzy” list of technologies they deem acceptable, yet it seems that special interests in the legislature are the ones dictating these lists.

TIPS & BEST PRACTICES

In addition to providing all of the specific recommendations cited above, our clean tech company leaders highlighted several examples of best practices that merit further investigation, and tips to support our overall effort to become the hub for the clean tech sector:

- ✓ Look to the efforts of the Silicon Valley Leadership Group as an example of how to unite the region around shared goals. Specifically, research their Solar Tech effort to help create standards for the solar industry.
- ✓ Study the programs implemented by the state of New Jersey to incentivise PV installation.
- ✓ Leverage the asset of having the Renewable Energy Institute in our region.
- ✓ Our existing strengths in the overall energy sector should serve as a more prominent marketing feature for branding the region—showcase the fact that we are the home to multiple utilities, energy-related companies, and energy experts that have been here for a long time.
- ✓ Created more nuanced distinctions between the types of clean energy technology firms that are blossoming in the region—and provide tailored support to each type of company.
- ✓ Nevada County has a model system for solar installation permitting—the permits are available online and they have a reasonable fee.
- ✓ Tap into the growing pool of retired engineers in the region and get them more active in helping move these companies forward.
- ✓ Certification programs to produce the next generation of clean tech workers should consider using the NABCEP model (North American Board of Certified Energy Practitioners).
- ✓ Cal Poly was mentioned as one university that has developed a solar-focused program within its engineering department.
- ✓ The region needs to be prepared for consolidations to occur within the industry after the current period of rapid expansion has passed. This could have big effects on local companies.

NEXT STEPS

Business Roundtable participants will be asked to carefully review these outcomes and ensure they are on track with the feedback from the four events. Following this period of review, members of the Partnership for Prosperity Clean Energy Action Team will evaluate all of these recommendations and identify which items should be prioritized for action in 2008 based on upon feasibility of success, cost of implementation, and potential impacts. These suggested action areas will be highlighted in the final version of this report.

APPENDIX A

Luncheon Attendees

Date	Clean Tech Company Representatives	Organization Representatives
27-Aug-07	Catherine Brown, DT Solar Eric Toolson, PLEXOS Solutions LLC Jennifer Pecha, SCHOTT Solar, Inc. Peter Van Deventer, SynapSense Corp. Richard Rios, Verde Development Solutions	George Hempe, Golden Sierra WIB Jason Buckingham, Golden Sierra WIB Lew Patridge, Golden Sierra WIB Chuck Neeley, Economic Resource Council Joshua Alpine, City of Colfax Norma Santiago, El Dorado County Board of Supervisors Julia Burrows, City of Roseville Bob Burris, Sacramento Area Commerce and Trade Organization Matt Yancey, Sacramento Metropolitan Chamber of Commerce Kristine Mazzei, Valley Vision
5-Sep-07	Don Rodes, Solar Aire Al Rich, SolarRoofs.com Dave Clark, Sunlight Power Solar Services Jim Bayless, Treasure Homes Kirk Uhler, Solar Power, Inc.	George Hempe, Golden Sierra WIB Jason Buckingham, Golden Sierra WIB Julia Burrows, City of Roseville Bob Burris, Sacramento Area Commerce and Trade Organization Matt Yancey, Sacramento Metropolitan Chamber of Commerce Niki Davisson, Sierra College Raquel Arata, Whole Person Learning Noramah Burch, Whole Person Learning Kristine Mazzei, Valley Vision
11-Sep-07	Mark Berman, Davis Energy Group Rick Bofinger, Jerico Mechanical Bob McChesney, Carbon Sequestration, LLC Andy Minden, Pacific Renewable Fuels Dennis Schueltze, Renewable Energy Institute Michael Theroux, Theroux Environmental Martin Webb, Plan It Solar	Julia Burrows, City of Roseville Bob Burris, Sacramento Area Commerce and Trade Organization Jon Jeisel, Valley Vision Sandy Kirschenmann, Los Rios Community College District Kathy Kossick, Sacramento Employment and Training Agency Kristine Mazzei, Valley Vision Robin Purdy, Sacramento Employment and Training Agency Ingrid Rosten, CleanStart J.D. Stack, Sacramento Area Regional Technology Alliance Matt Yancey, Sacramento Metropolitan Chamber of Commerce
12-Sep-07	Dean Budney, Mobius Technologies, Inc. Florian Edler, SunTechnics Energy Systems, Inc.	Bob Burris, Sacramento Area Commerce and Trade Organization Julia Burrows, City of Roseville Mark Ingram, Sacramento Employment &

	<p>Silvia Fernandez, Conergy Darlene Kelly, Davis Electric Cars, Inc. John Lefebvre, Solar City Dave Piper, DelSol Power Mark Reimers, Solar City Russell Reyes, Solar City Sergey Vasylyev, SVV Technology Innovations, Inc.</p>	<p>Training Agency (Board Chair) Sandy Kirschenmann, Los Rios Community College District Kristine Mazzei, Valley Vision Robin Purdy, Sacramento Employment and Training Agency Brent Smith, Sierra Economic Development District Matt Yancey, Sacramento Metropolitan Chamber of Commerce</p>
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ITEM IV-G – INFORMATION
DISLOCATED WORKER UPDATE

BACKGROUND:

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

STAFF PRESENTER: William Walker

Dislocated Worker Information PY 2008/2009

The following is an update of information as January 27, 2009 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	3/10/2008	CSAA Elk Grove, CA	3/28/2008	26	RR Scheduled Services Ongoing
Official	5/23/2008	Sun MicroSystem-Sacramento Site 8880 Cal Center Sacramento, CA 95826	8/8/2008	1	Mailed packet
Official	7/1/2008	Intuit, Inc. 1860 Howe Ave., Ste. 260 Sacramento, CA 95825	8/25/2008	6	8/25/2008
Unofficial	7/2/2008	Room Source 849 North 10th Street Sacramento, CA 95814	7/18/2008	25	7/18/2006
Official	7/7/2008	Windsor Capital Group, Inc. Residence Inn Sacramento 2410 El Camino Ave. Sacramento, CA 95833	8/29/2008	87	Declined Services
Official	7/11/2008	American Airlines 6900 Airport Blvd Terminal B Sacramento, CA 95837	9/5/2008	8	8/7/2008
Official	7/23/2008	Indymac Bank 10860 Gold Center Drive Rancho Cordova, CA 95670	8/29/2008	109	Declined Services
Official	7/23/2008	GenCorp-Aerojet Highway 50 & Aerojet Rd Rancho Cordova, CA 95670	9/23/2008	99	9/24/2008
Official	7/24/2008	Paramount Pictures 5555 Melrose Ave Hollywood, CA 90038	9/22/2008	1	Declined Services
Official	8/5/2008	AT&T Advanced Solutions Inc., Broadband & Narrowband Operations 3675 T. Street Sacramento, California	9/6/2008	188	9/10-11/08 RR scheduled 9/17/08
Unofficial	8/7/2008	Western Wood Manufacturing 3700 Riego Rd Elverta, CA 95626	9/25/2008	35	9/4/2008
Unofficial	8/14/2008	Winter Volvo 3805 Florin Rd Sacramento, CA	8/26/2008	45	8/20/2008
Unofficial	9/9/2008	Muzio Baking Co. 1708 34th Street Sacramento, 95816-7004	9/9/2008	15	Delivered Packets
Unofficial	9/15/2008	Ikon 1225 8th Street, Sacramento, CA 95814	9/15/2008	10	9/15/2008
Unofficial	10/3/2008	Bank of America 11080 White Rock Road Ste. #500 Rancho Cordova	10/10/2008	15	10/9/2008

Dislocated Worker Information PY 2008/2009

The following is an update of information as January 27, 2009 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	10/10/2008	Wachovia 1510 Arden Way Sacramento, CA 95825	7/5/08 - 12/31/08	56	Pending
Official	10/1/2008	Johnson Controls 1900 Prairie City Rd Folsom, CA 95630	12/7/2008	36	Pending
Official	10/28/2008	Mervyns Sacramento, CA	12/31/2008	512	11/14/2008
Official	10/29/2008	CSAA Elk Grove, CA	12/31/2009	346	RR Scheduled 11/24/08 Services Ongoing
Official	11/13/2008	Michael's Furniture 5849 88th St. Sacramento, CA	12/31/2008	123	12/19/2008
Official	12/4/2008	Panattoni 8775 Folsom Blvd, Suite 200 Sacramento, CA 95826	2/5/2009	91	Pending
Official	12/12/2008	Marvell Semiconductor, Inc. 890 Glenn Drive Folsom, CA 95630	2/13/2009	3	Pending
Unofficial	12/19/2008	Borders 4750 Natomas Blvd. Sacramento, CA 95835	1/3/2009	30	12/23/08 Delivered Packets
Official	1/9/2009	Health Net, Inc. 12033 Foundation Place Rancho Cordova, CA 95670	3/12/2009	58	Pending
Official	1/12/2009	JC Penney 5949 Fair Oaks Blvd. Carmichael, CA 95608	3/30/2009	244	1/12-15/09
Official	1/21/2009	Optisolar McClellan, CA 95652	3/21/2009	105	Pending
Official	1/21/2009	Circuit City 8211 Laguna Blvd. Elk Grove, CA	3/21/2009	57	Pending
Official	1/21/2009	Circuit City 7980 Arcadia Citrus Heights, CA	3/21/2009	45	Pending
Unofficial	1/23/2008	Bank of America 11080 White Rock Road Ste. #500 Rancho Cordova	2/16/2009	25	RR Scheduled 2/11/09 Services Ongoing
			Total # of Affected Workers	2401	

ITEM V - REPORTS TO THE BOARD

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

The important information from the material received and meetings attended will be shared with the entire Board and the method proposed by the Chair is to give a verbal report at each regular meeting. It will also allow time for the Board to provide input on items that may require future action.

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

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

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

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

- F. PUBLIC PARTICIPATION: Participation of the general public at SETA Governing Board meetings is encouraged. The SETA Governing Board has decided to incorporate participants of the audience as part of its agenda for all meetings. Members of the audience are asked to address their requests to the Chairperson, if they wish to speak.