



**REGULAR MEETING OF THE
SETA GOVERNING BOARD**

GOVERNING BOARD

LARRY CARR
Councilmember
City of Sacramento

PATRICK KENNEDY
Board of Supervisors
County of Sacramento

DON NOTTOLI
Board of Supervisors
County of Sacramento

JAY SCHENIRER
Councilmember
City of Sacramento

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

DATE: Thursday, October 1, 2020

TIME: 10:00 a.m.

LOCATION: <https://us02web.zoom.us/j/82998264491>

In response to the Governor's Executive Order N-29-20 relating to the COVID-19 Pandemic, the Sacramento Employment and Training Agency Governing Board is conducting this meeting on Zoom at <https://us02web.zoom.us/j/82998264491>. Members of the public may join the meeting by clicking the link above or typing the meeting address above into their web browser, or listen to the meeting on iPhone one-tap: iPhone one-tap: US: +16699006833,,82998264491# or +13462487799,,82998264491# Or Telephone: Dial (for higher quality, dial a number based on your current location): US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592: Webinar ID: 829 9826 4491. International numbers available: <https://us02web.zoom.us/j/82998264491>. Members of the public are encouraged to participate in the meeting by submitting written comments by email to: Nancy.Hogan@seta.net. Any member of the public who wishes to speak directly to the board regarding any item on the agenda may contact Nancy Hogan at (916) 263-3827, or Nancy.Hogan@seta.net. Please include in your request which item you would like to participate on. Additionally, during the meeting any questions or comments may be submitted via the Q&A or chat features on Zoom. Public comments will be accepted until the adjournment of the meeting, distributed to the Governing Board and included in the record.

Closed captioning will be available. This document and other Board meeting information may be accessed through the Internet by accessing the SETA home page: www.seta.net.

AGENDA

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- II. Consent Items**
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 - B. Approval of Claims and Warrants 6
 - C. Approval of Retiree Medical Insurance Subsidy for Calendar Year 2021 (D'et Saurbourne) 7-8

D.	Approval of Youth Committee Appointments (Terri Carpenter)	9
E.	Approval of the SETA Head Start and Early Head Start Health/ Safety and Governance/Leadership/Oversight Screener Summary Reports (Denise Lee)	10-13
III.	<u>Action Items</u>	
A.	GENERAL ADMINISTRATION/SETA: None	
B.	WORKFORCE DEVELOPMENT DEPARTMENT <u>Refugee Services:</u> None. <u>Community Services Block Grant:</u> None. <u>One Stop Services</u>	
1.	Approval to Transfer Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker Funds to Adult Funds, Program Year (PY) 2020-21, and Authorize Staff to Submit a Request to the State of California, Employment Development Department (Michelle O'Camb)	14
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IV.	<u>Information Items</u>	
A.	Fiscal Monitoring Reports (D'et Saurbourne) ❖ Elk Grove Unified School District-Adult & Community Education ❖ Women's Civic Improvement Club	17-21
B.	Employer Success Stories and Activity Report (William Walker)	22-24
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E.	Head Start Reports (Denise Lee)	35-37

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

VI. Adjournment

DISTRIBUTION DATE: TUESDAY, SEPTEMBER 22, 2020

ITEM II-A-CONSENT

APPROVAL OF MINUTES OF THE SEPTEMBER 3, 2020
REGULAR BOARD MEETING

BACKGROUND:

Attached are the minutes of the September 3, 2020 meeting for your review.

RECOMMENDATION:

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

PRESENTER: Kathy Kossick

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

Minutes/Synopsis

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

Meeting Held Electronically

Thursday, September 3, 2020
10:00 a.m.

I. Call to Order

Mr. Nottoli called the meeting to order at 10:22 a.m. The roll was called and a quorum was confirmed. The pledge of allegiance was recited.

Members Present:

Sophia Scherman, Vice Chair, Public Representative
Larry Carr, Councilmember, City of Sacramento
Patrick Kennedy, Member, Board of Supervisors
Jay Schenirer, Councilmember, City of Sacramento
Don Nottoli, Chair; Member, Board of Supervisors

Mr. Thatch reported that the Governing Board met in closed session prior to the meeting and that there was nothing to report out of closed session.

II. Consent Items

- A. Approval of Minutes of the August 6, 2020 Regular Board Meeting
- B. Approval of Claims and Warrants
- C. Approval to Utilize Donation from the 99 Cents Only Store and Delegate Authority to the Executive Director to Expend these Funds
- D. Approval to Accept Funds from the James Irvine Foundation and Authorize the Executive Director to Execute the Agreement and any Other Documents Required by the Funding Source

The items were reviewed; no questions.

Moved/Carr, second/Kennedy, to approve the consent items as follows:

- A. Approve the August 6, 2020 minutes.
- B. Approve the claims and warrants for the period 7/30/2020 through 8/25/2020.
- C. Approve utilizing the funds donated from the 99 Cents Only Store, in part or in whole, for any or all of the projects listed, and delegate to the Executive Director the authority to expend these funds on any or all of the projects included in the staff report.
- D. Approve the acceptance of up to \$5,000 of funds from the James Irvine Foundation, and authorize the Executive Director to execute the agreement and any other documents required by the funding source.

Roll call vote:
Aye: 5 (Carr, Kennedy, Schenirer, Scherman, Nottoli)
Nay: 0
Abstentions: 0

III. Action Items

A. **GENERAL ADMINISTRATION/SETA**

1. Approval of Lease Agreement for Hillsdale Career Center Office Space and Authorize the Executive Director to Execute the Agreement

Mr. Kim stated that this item seeks approval of a new lease agreement for a five-year term with an additional five years of possible extensions. The new lease agreement would return 1,300 square feet (1 large classroom) that will not be needed going forward. Hillsdale is SETA's one designated comprehensive career center.

Mr. Thatch reviewed the sole source finding which would be included in the motion.

Supervisor Kennedy asked why the additional space was no longer needed. Mr. Kim replied that since COVID, we have migrated many services to Zoom and anticipate even after COVID to continue doing that. There is a provision in the new lease that if we do need the additional space, we can negotiate that with the lessor.

Moved/Scherman, second/Kennedy, to find that non-competitive procurement is appropriate because after solicitation of a number of proposals, only one proposal was received and the facilities to be leased are only available from a single source. Approve the lease agreement for the Hillsdale Career Center and authorize the Executive Director to execute the agreement.

Roll call vote:
Aye: 5 (Carr, Kennedy, Schenirer, Scherman, Nottoli)
Nay: 0
Abstentions: 0

2. **TIMED ITEM 10:00 A.M. AND PUBLIC HEARING:** Approval of the Addition to the SETA Personnel Policies and Procedures Remote Work Policy and Process

Mr. Nottoli reviewed this item and opened a public hearing.

Ms. Allison Noren stated that since March, many employers have allowed employees to work at home. This policy was developed to allow staff to work remotely and effectively even after the pandemic. Ms. Noren reviewed the

requirements of staff when working from home. There is also a process by which staff can request to work remotely. This has gone through management, the union, and the Policy Council approved this at their last meeting.

Ms. Noren noted that there have been staff very happy working from home but there are others that want to return to a more structured work site.

Moved/Kennedy, second/Schenirer, to close the public hearing and approve the addition of a Remote Work Policy and Process.

Roll call vote:

Aye: 5 (Carr, Kennedy, Schenirer, Scherman, Nottoli)

Nay: 0

Abstentions: 0

B. WORKFORCE DEVELOPMENT DEPARTMENT

Refugee Services: None.

One Stop Services: None.

Community Services Block Grant

1. Approval of the CARES Act CSBG Supplemental Fund Request for Proposals

Ms. Julie Davis-Jaffe reviewed this item. In June, the Community Action Plan under the CARES Act was presented and approved. The RFP was written and approved by the CAB with the request that the processing of the RFP be expedited. With that in mind, a special meeting of the Governing Board has been planned for Thursday, October 29 to approve the recommendations. This meeting would be in addition to the October 1 and November 5 board meetings.

Mr. Nottoli is willing to meet on October 29 for one board item. All other board members agreed to meet on October 29.

Moved/Scherman, second/Carr, to approve the CARES Act CSBG Supplemental Fund Request for Proposals.

Roll call vote:

Aye: 5 (Carr, Kennedy, Schenirer, Scherman, Nottoli)

Nay: 0

Abstentions: 0

C. CHILDREN AND FAMILY SERVICES: No items.

IV. Information Items

A. Fiscal Monitoring Reports: No comments.

- B. Employer Success Stories and Activity Report: No additional report.
- C. Dislocated Worker Update: Mr. Nottoli asked about the Hyatt Regency. Mr. William Walker reported that there are permanent layoffs after initial temporary layoffs due to the lack of occupancy in the hotel. Decore-ative Specialties, Inc. is changing their facility from manufacturing of cabinets to distribution of cabinets.
- D. Unemployment Update/Press Release from the Employment Development Department: No additional report.
- E. Head Start Reports: Ms. Denise Lee shared verbal reports will be provided monthly instead of written reports since things change so quickly with information likely changing between the publishing of the packets and the actual board meeting.

V. Reports to the Board

- A. Chair: No report.
- B. Executive Director: Ms. Kossick reported that about a year ago, SETA was approached by Mutual Housing California to see if there was interest in the redevelopment of the San Juan Motel. We were contacted by Mutual Housing California to develop the space at Fruitridge and Stockton. Ms. Lee submitted space requirements for a possible Head Start center. There may also be a community space with visiting workforce staff serving clients. The RFP closes in October and SETA staff have been working with staff at Mutual Housing California to reflect that we are interested but there is no commitment yet.

Supervisor Kennedy hopes that SETA will aggressively go after this opportunity. Mr. Thatch replied that he thinks SETA stands ready to work with any reasonable proposer to secure additional Head Start sites.

- C. Deputy Directors: Mr. Kim reported that at the end of May, SETA received \$90,000 in COVID emergency service funds. The funds were fully spent in August and the state gave us an additional \$200,000 to provide additional services. SETA has been recommended by the City for CARES Act funding of \$1,178,837 which is scheduled to go to City Council on September 8.
- D. Counsel: None.
- E. Members of the Board: None.
- F. Public: The board will meet October 1, with an additional special meeting on October 29, and then again on November 5.

VI. Adjournment: The meeting was adjourned at 10:54 a.m.

ITEM II-B – CONSENT

APPROVAL OF CLAIMS AND WARRANTS

BACKGROUND:

Kathy Kossick, Executive Director, has reviewed the claims for the period 8/26/2020 through 9/23/2020, and all expenses appear to be appropriate.

RECOMMENDATION:

Approve the claims and warrants for the period 8/26/2020 through 9/23/2020.

PRESENTER: Kathy Kossick

ITEM II-C - CONSENT

APPROVAL OF RETIREE MEDICAL INSURANCE SUBSIDY
FOR CALENDAR YEAR 2021

BACKGROUND:

Since 1980, medical and dental insurance premiums for retired annuitants have been subsidized by the Sacramento County Employees Retirement System (SCERS). These were declared not to be vested benefits, with no promise of continuing. SETA, as a Special District of the Sacramento County Employees Retirement System (SCERS) is required to take action for its retirees on the subsidy for health care insurance premiums. This action is independent and separate from the County Board of Supervisors who act on behalf of their retired employees.

SETA has never vested retirees with a health care insurance benefit. Beginning with Fiscal Year 2004-05, SCERS funding was no longer available and SETA began to subsidize health care insurance premiums with SETA funds.

On May 4, 2006, the SETA Governing Board took action to continue paying medical and dental subsidies to current retired employees at the current rates and limit future program enrollment to new retirees, who, as of January 1, 2007, were SETA/SCERS members that have ten years of SCERS service as of that date. These payments would continue through December 2007.

For calendar year 2008 and 2009, the SETA Governing Board took action to continue paying medical and dental subsidies to current retired employees and limit future program enrollment to eligible employees who retired on or before August 31, 2007. The subsidy was eliminated for all participants who retired after August 31, 2007. This included the continuation of the \$25/month towards retiree – only dental plan premiums.

For calendar years 2010 - 2020, the SETA Governing Board took action to continue paying medical subsidies to current retired employees at reduced rates depicted in the chart below and eliminated the dental subsidy. The Board continued to limit future program enrollment to eligible employees who retired on or before August 31, 2007. The subsidy was eliminated for all participants who retired after August 31, 2007.

Current subsidy/offset payments are as follows:

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

ITEM II-C – CONSENT (continued)
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Three options are presented for your consideration.

- OPTION A: maintain the current subsidy; see table above (\$21,816 for 18 individuals)
- OPTION B: eliminate the medical subsidy to retirees (\$0)
- OPTION C: approve a subsidy at a lesser amount than the table above

RECOMMENDATION:

Staff is recommending that the Board take action to approve Option A for the next calendar year effective January 1, 2021.

PRESENTER: D'et Saurbourne

ITEM II-D - CONSENT

APPOINTMENT OF YOUTH COMMITTEE MEMBERS

BACKGROUND:

The Sacramento Works board's Youth Committee is responsible for the planning and procurement of the Workforce Innovation and Opportunity Act (WIOA) youth services. The Sacramento Works Youth Committee seeks to develop a continuum of services to engage youth in the workforce system, works with community partners to coordinate youth initiatives, and is responsible for the oversight of youth providers. WIOA requires no minimum or maximum number of representatives on the Youth Committee.

The WIOA and the State of California have identified the following categories of membership on the Youth Committee:

- Members of the local board with special interest or expertise in youth services or policy;
- Representatives of youth service organizations, including juvenile justice and local law enforcement agencies;
- Representatives of local public housing organizations;
- Education representatives;
- Parents of local youth seeking assistance under WIOA;
- Youth, including former participants and representatives of organizations that have experience relating to youth activities; and
- Representatives of the Job Corps.

Mr. Gary King, the Chief Workforce Officer at SMUD, has been serving on the Sacramento Works Board since October, 2005 and has an interest in serving on the Youth Committee. The Operating Agreement for the Implementation of the Workforce Innovation and Opportunity Act between Sacramento Works, Inc. and the Governing Board of the Sacramento Employment and Training Agency requires that both parties approve appointments of Youth Committee members. Mr. King's application (which was his original application for board membership) will be sent under separate cover.

In addition, an application was received from Michael Laharty, Vocational Specialist at the Sacramento County Office of Education. He was recruited by Sharon O'Sullivan from the Department of Rehabilitation. Mr. Laharty works with disabled youth to assist them into adulthood. His application is also sent under separate cover.

RECOMMENDATION:

Approve the appointment of Mr. Gary King and Mr. Michael Laharty to the Sacramento Works Youth Committee.

ITEM II- E – CONSENT

APPROVAL OF THE SETA HEAD START AND EARLY HEAD START HEALTH/SAFETY AND GOVERNANCE/LEADERSHIP/OVERSIGHT SCREENER SUMMARY REPORTS

BACKGROUND:

This agenda item provides the opportunity for the Governing Board to review and approve the submission of the 2020-21 SETA Head Start/Early Head Start Health and Safety Screener and the Governance, Leadership and Oversight Screener to the Office of Head Start.

As a condition to the Head Start/Early Head Start grant, grantees must comply with the terms and conditions for the project award period (August 1, 2020 through July 31, 2025). Included in the conditions is a requirement to conduct two monitoring screeners: 1) for health and safety of each HS-EHS center and 2) for governance, leadership and oversight of the program. Screeners must be completed within 45 days (September 14, 2020) of the start of the project period and/or within 45 calendar days of services starting at each new location. Certification of each Screener is required by the Policy Council and Governing Board within 75 calendar days (October 14, 2020) of the start of the program.

Health and Safety Screener. Due to the COVID19 center closures, the program was unable to complete a full assessment on each Head Start/Early Head Start center countywide. As a result, the summary report only includes 14 open/available centers for review, representing 12% of all HS/EHS centers countywide. Staff will complete a Health and Safety Screener within 45 days of each center reopening and submit an updated summary report to the board. In the interim, a Health and Safety Summary report for 2020-21, representing the 14 centers, is attached for review.

Governance, Leadership and Oversight Screener. An updated Governance, Leadership and Oversight Screener is attached for review. The update was based on the last Governance, Leadership and Oversight Screener which was performed in September 2019 under the Early Head Start-Child Care Partnership Program.

The Head Start Policy Council reviewed and approved this item at their September 22 regular meeting. Staff will be available to answer questions.

RECOMMENDATION:

Approve the submission of the Head Start/Early Head Start Health and Safety Screener and the Governance, Leadership and Oversight Screener results and certifications.



Head Start/Early Head Start Health and Safety Screener Summary Report

The Sacramento Employment and Training Agency (SETA) Head Start and Early Head Start quality assurance team performed health and safety inspections at some of the centers that receive funding from the Head Start and Early Head Start grant (09CH011763). Staff used the federal Health and Safety Screener as outlined in the Notice of Grant Award, along with some additional health and safety items noted in SETA's MCQI monitoring tool.

Due to the COVID19 pandemic and statewide Shelter-in-Place order, all HS/EHS centers across Sacramento County were closed in mid-March, including delegate agencies/partners.

In mid-June 2020, the Governor of California lifted the required Shelter-in-Place order for various communities. As a result, SETA began to re-open centers to serve essential workers following CDC COVID-19 guidelines. During June, July and August, SETA was able to re-open 14 of its 39 grantee operated centers (12% of all HS/EHS centers county-wide). While centers were re-opened, staff were able to perform a health and safety screener on each center. Delegate agencies/partners, to date, have not yet re-opened for in-person services and due to multiple positive COVID19 cases among staff, parents and children, SETA had to re-close its operation on August 21st under a local health officer advisory. All remaining 104 centers, including delegate agencies, will be inspected within 45 days of re-opening following the same guidelines as listed above.

SETA operated centers that were included in the initial inspection, indoors and out, include:

- Capital City** (7222 24th Street, Sacramento, CA)
- Collis P. Huntington** (5921 26th Street, Sacramento, CA)
- Crossroad Gardens** (7322 Florinwood Dr., Sacramento, CA)
- Elkhorn** (5249 Elkhorn Blvd., Sacramento, CA)
- Freeport** (2118 Meadowview Rd., Sacramento, CA)
- Hillsdale** (5665 Hillsdale Ave., #4, Sacramento, CA)
- Job Corps** (3100 Meadowview Rd., Sacramento CA)
- Marina Vista** (263 Seavey Cir., Sacramento, CA)
- Mather** (10546 Peter A McCuen Blvd., Mather, CA)
- Norma Johnson** (3265 Norwood Ave., Sacramento CA)
- North Avenue** (1281 North Ave., Sacramento, CA)
- Northview** (2401 Northview, Sacramento, CA)
- Phoenix Park** (4400 Shining Start Drive, Sacramento, CA)
- Sharon Neese** (925 Del Paso Blvd., Sacramento, CA)

Below is a summary of the strengths and areas of improvement identified as a result of the inspections:

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Summary of Health and Safety Screener
2020-21

Strengths:

- All classrooms were following new COVID-19 Policies and Procedures.
- Classroom furniture is in good condition, age appropriate and placed in safe areas.
- All classrooms are clean and well maintained.
- All classrooms were inviting and friendly cultivating a good learning environment.

Areas of Improvement:

- Six centers had physical hazards in outdoor play areas due to lack of use.
- Five centers were missing a needed posting.
- Three centers had falling hazards on shelves.

Conclusion:

Overall, centers looked clean and well maintained. However, staff observed how a countywide closure, such as the COVID19 pandemic, can affect the program with outdated/missing posting, and physical hazards found in outdoor play areas. SETA will revisit centers upon re-opening under regular monitoring protocols to see if things have improved under regular operations. SETA Management will work with the SETA Facilities Unit to ensure that all areas of concern are addressed prior to re-opening.



Head Start/Early Head Start Governance, Leadership and Oversight Screener Summary Report

The Sacramento Employment and Training Agency (SETA) reviewed the Governance, Leadership and Oversight Screener for the Head Start/Early Head Start program (09CH011763). Results indicate that SETA's governance practices are currently in place and meet/exceed the requirements outlined in the Head Start Program Performance Standards (HSPPS) and the Head Start Act. A summary of strengths and areas of improvement are identified below.

Strengths

- Parent Advisory Committee (PAC), Policy Council (PC) and Governing Board (GB) agenda, minutes and required monthly reports are provided in accordance with the PC/PAC Bylaws, Brown Act and HS Program Performance Standards.
- The program provides adequate reports to board members to assist them in making sound decisions at sub-committee and board meetings.
- The program provides adequate training to board members pertaining to orientation, leadership, ethics and officer training. Toastmasters, life skills and Census 2020 training were extended opportunities.
- Parents are involved in decision making at PC/PAC and Committee Meetings.
- The program provides consistent communication with board members.
- Seasoned PC/PAC representatives mentor new parent representatives, develop a strong bond and demonstrate exemplary leadership.
- Board members have working knowledge of Impasse Procedures.
- Parent participation in HR recruitment, screening and interviewing of HS/EHS staff.
- The Governing Board is regularly engaged in program oversight and decision making.
- Management staff regularly provide program presentations for board members, orienting them to program services and outcomes.

Areas of Improvement

- Low parent attendance at board meetings, trainings, and committee meetings.
- Not all centers have a PAC representative. Some have not had one in quite some time.
- Virtual meetings during COVID19 help keep parents engaged but limit personal interactions, relationship building and in-depth participation.

Conclusion

There were no major items of non-compliance. Last year, SETA aimed to address low attendance and limited PAC representatives by piloting a significant change in agenda topics and added trainings/invited guests. The pilot was not fully launched prior to COVID19. COVID19 also added challenges for recruiting new representatives in the distance learning setting. However, COVID19 did accelerate the use of technology for remote attendance at meetings which should be very beneficial when the program returns to in-person services.

ITEM III-B – 1 – ACTION

APPROVAL TO TRANSFER WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) DISLOCATED WORKER FUNDS TO ADULT FUNDS, PROGRAM YEAR (PY) 2020-21, AND AUTHORIZE STAFF TO SUBMIT A REQUEST TO THE STATE OF CALIFORNIA, EMPLOYMENT DEVELOPMENT DEPARTMENT

BACKGROUND:

This item addresses the transfer of Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker funds to Adult funds for Program Year (PY) 2020-21. WIOA, signed into law July 22, 2014, allows Local Workforce Development Boards (LWDBs), with approval from the Governor, to transfer up to and including 100 percent of the funds allocated for Adult and Dislocated Worker programs in order to maximize customer service and provide local boards with greater flexibility to respond to changes in their local labor markets and the demonstrated needs of each unique population. WIOA funds transfer limitations can be found in WIOA, Section 133(b)(4).

Each year, eligible dislocated workers are served under SETA's adult funding stream. By alleviating staff and service providers of the labor-intensive eligibility, data collection, accounting and reporting procedures required when serving customers under the Dislocated Worker funding stream, more effort can be focused on education, training, and job development services.

Consistent with the State of California, Employment Development Department's (EDD) Workforce Services Directive WSD15-23, Transfer of Funds – Adult/Dislocated Worker Programs, issued on March 29, 2016, staff is recommending that the Board authorize the transfer of up to 80 percent of SETA's total WIOA Dislocated Worker formula allocation to the Adult program for PY 2020-21.

SETA's WIOA, Title I, Adult and Dislocated Worker formula allocations for PY 2020-21 are:

Adult -	\$3,414,154
Dislocated Worker -	<u>\$2,932,726</u>
	<u>\$6,346,880</u>

The amount of Dislocated Worker funds to be transferred to the Adult allocation for PY 2020-21 will be up to \$2,346,181. Before facilitating the transfer, SETA will obtain written approval from EDD, Workforce Services Division, which has been delegated authority to act on behalf of the Governor.

RECOMMENDATION:

Approve the transfer of up to 80 percent (\$2,346,181) in WIOA Dislocated Worker formula funds to the WIOA Adult formula funding stream for PY 2020-21, and authorize staff to submit a request to the State of California, EDD.

ITEM III-C – 1 - ACTION

APPROVAL TO SUBMIT A REQUEST TO CARRY OVER FUNDS FROM PROGRAM YEAR 2019-2020 TO PROGRAM YEAR 2020-2021 FOR THE EARLY HEAD START-CHILD CARE PARTNERSHIP PROGRAM

BACKGROUND:

A carryover of funds from Program Year 2019-2020 to Program Year 2020-2021 is being requested for the Early Head Start-Child Care Partnership program (EHS-CCP) in the amount of **\$169,790**, representing 10.07% of the total EHS-CCP budget, including CARES Act funding.

EHS-CCP Basic	\$ 70,000
EHS-CCP Training and Technical Assistance	\$ 29,485
EHS-CCP CARES Act/COVID19	<u>\$ 70,305</u>
Total	<u>\$169,790</u>

Carryover of under-spent funds is being requested to complete projects that were not completed by the end of the fiscal year, July 31, 2020, due to COVID19 and the Agency closure under the Shelter-in-Place order.

EHS-CCP Basic

During the 2019-2020 program year, SETA was funded to purchase and install an infant/toddler play yard at the Hopkins Park Early Learning Center. Projects included a shade structure, portable play pieces, artificial turf and concrete pathways. SETA sheltered in place starting on March 17th and did not resume regular in-person business activities until late June. As a result, the program was unable to complete the projects and fully expend the funds by July 31, 2020.

Funds in the amount of \$70,000 are being requested to carryover and continue the project through July 31, 2021. It is anticipated that all carryover funds will be expended by this date.

EHS-CCP Training and Technical Assistance (TTA)

For the same reason listed above, SETA was unable fully expend TTA funds by July 31, 2020. TTA funds are used to support staff and parents with staff development, training and conference opportunities.

Funds in the amount of \$29,485 are being requested to carryover and continue training activities in the new program year. It is anticipated that all carryover funds will be expended by this date.

ITEM III-C – 1 - ACTION (continued)

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CARES Act/COVID19

One-time supplemental funds in the amount of \$70,305 was provided to prepare, prevent and respond to COVID-19. The carryover request is to allow for flexibilities on spending the funds for an additional 12 months. The funds will be used to purchase various items, such as classroom/distance learning teaching supplies, sanitizing supplies, and training to prepare and educate staff for situations relating to the pandemic.

The Office of Head Start requires funds be fully obligated by July 31, 2020, and that all obligations be liquidated by October 30, 2020 with the exception of ACF pre-approved projects not completed by the end of the fiscal year.

Non-Federal Share (\$24,872)

SETA will meet its Non-Federal Share (NFS) requirement with volunteer hours. Classroom/in-home volunteers include parent classroom/in-home volunteers, School Readiness Aides, and Parent Food Aides. SETA anticipates approximately 1,026.49 hours of volunteer time valued at the current Associate Teacher wage rate with fringe benefits (\$24.23/hour). CARES Act funds do not require any Non-Federal Share match.

The Head Start Policy Council reviewed and approved this item at their September 22, 2020 meeting. Staff will be available to answer questions.

RECOMMENDATION:

Approve the submission of a carryover request for Program Year 2019-2020, from the Early Head Start–Child Care Partnership program Basic, Training and Technical Assistance and CARES Act/COVID19 funds in the amount of **\$169,790**.

PRESENTER: Denise Lee

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.

PRESENTER: D'et Saurbourne

MEMORANDUM

TO: Ms. Karen Malkiewicz **DATE:** August 24, 2020
FROM: Tracey Anderson, SETA Fiscal Monitor
RE: On-Site Fiscal Monitoring of EGUSD Adult & Community Education

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIOA	Adult	\$229,875	7/1/19-6/30/2020	7/1/19-3/31/2020
WIOA	DW	\$76,625	7/1/19-6/30/2020	7/1/19-3/31/2020
WIOA	OSY	\$257,446	7/1/19-6/30/2020	7/1/19-3/31/2020
WIOA	ELL-2019	\$70,000	1/1/19-9/30/19	7/1/19-9/30/19
WIOA	ELL-2020	\$70,000	10/1/19-9/30/2020	10/1/19-3/31/2020

Monitoring Purpose: Initial Follow-up Special Final

Date of review: 5/14, 5/22, 6/15, 6/24, 7/2, 7/23, 8/10, 8/19, 8/27

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

Program Operator: EGUSD Adult & Community Education

Findings and General Observations:

- 1) The total costs as reported to SETA from July 1, 2019 to March 31, 2020 for the WIOA programs have been traced to the delegate agency records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

- 1) None for this fiscal monitoring review.

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Ms. Edenaugseyboye Davis **DATE:** August 4, 2020
FROM: Tracey Anderson, SETA Fiscal Monitor
RE: Fiscal Monitoring Desk Review of Women’s Civic Improvement Club

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
Head Start	Basic & Cola	\$1,047,171	8/1/19-7/31/2020	8/1/19-3/31/2020
Head Start	T & TA	\$11,700	8/1/19-7/31/2020	8/1/19-3/31/2020
Head Start	Duration	\$163,146	8/1/19-7/31/2020	8/1/19-3/31/2020
Head Start	Expansion	\$135,314	8/1/19-7/31/2020	8/1/19-3/31/2020

Monitoring Purpose: Initial Follow-up Special Final

Date of review: 5/5/2020, 5/28, 6/3, 6/9, 6/24, 6/29, 7/13, 7/28

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

Program Operator: Women's Civic Improvement Club

Findings and General Observations:

- 1) We have reviewed the Head Start, T & T/A, Duration and Expansion (Start-up) programs from August 1, 2019 to March 31, 2020. The costs reported for this program have been traced to the subgrantee's records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

None

cc: Kathy Kossick
Governing Board

ITEM IV-B – INFORMATION

EMPLOYER SUCCESS STORIES AND ACTIVITY REPORT

BACKGROUND:

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

Mr. William Walker will be available to answer questions.

PRESENTER: William Walker

SETA- Employer Activity Report

The following is an update of information as of September 14, 2020

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy; 3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication Technology; 8=Life Sciences; 9=Non-Critical Occupations			
City of Elk Grove	7	Communications Bureau Manager	1
City of Sacramento	9	Animal Control Officer II	1
	9	Aquatics Specialist	1
	9	Assistant Pool Manager	1
	9	Camp Caretaker	1
	9	Camp Program Director	1
	9	Contracts and Compliance Specialist	1
	9	Crew Leader, Landscape and Learning	1
	9	Cultural and Creative Economy Manager	1
	9	Dispatcher II	1
	9	Environment Health & Safety Officer	1
	6	Nurse -Adaptive Recreation	1
	9	Park Maintenance Worker II	1
	9	Payroll Technician	1
	9	Planning Director	1
	9	Police Recruit	2
	9	Recreation Aide	2
	9	Senior Accounting Technician	1
	4	Senior Applications Developer	1
	9	Senior Engineer	2
	9	Senior Lifeguard	1
9	Senior Recreation Aide	1	
9	Utility Worker	2	
Comfort Keepers	6	Caregiver	10
	6	CNA	10
	6	Home Care Aide	10
	6	Home Health Aide (HHA)	10
	6	Personal Care Aide	10
Cosumnes Community Service District	9	Fire Chief	1
Health Advocates	9	Coordinator / Sacramento	1

SETA- Employer Activity Report

The following is an update of information as of September 14, 2020

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy; 3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication Technology; 8=Life Sciences; 9=Non-Critical Occupations			
HealthNow Administrative Services	6	Customer Service Representative 1	4
Leadstart Security Inc.	9	Customer Facing Armed Security	1
	9	Mobile Patrol Officer	1
	9	Unarmed Security Guard	1
Los Rios Community College District	7	Certified Nursing Assistant Adjunct Professor	1
	4	History Assistant Professor	1
	6	Medical-Surgical Nursing Assistant Professor	1
	7	Vice President, Instruction	1
Mark Seeding Services & Erosion Control Tech	3	Erosion Control Applicator	2
Remetronix	9	Customer Service Engineer	1
	9	Warehouse Technician	1
Sacramento LGBT Community Center	6	Assistant Director of Health Services	1
	9	Housing Navigator	1
The Panther Group	9	Bilingual Customer Service Representative	50
USCB, Inc.	9	Representative I, Customer Service	1
Utiliquet, LLC	9	Utility Line Locator	5
Walgreens DC	9	Warehouse Worker	70
Westcoast Car Audio	9	12 Volt Trainee	2
	9	Window Tinting Trainee	2
Total			226

ITEM IV-C- INFORMATION
DISLOCATED WORKER UPDATE

BACKGROUND:

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

PRESENTER: William Walker

Dislocated Worker Information PY 2020/2021

The following is an update of information as of September 14, 2020

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKER	REGION/ LOCATION	Contacted	COVID-19 Related
P.F. Chang's China Bistro 1530 J St. Sacramento, CA 95814	Restaurant	6/10/2020	Permanent	55	Sacramento, CA	Yes	Y
Hyatt Regency Hotel 1209 L Street Sacramento, CA 95814	Hospitality	6/18/2020	Permanent	203	Sacramento, CA	Yes	Y
Triwest Healthcare Alliance 2995 Prospect Park Drive, Suite 200 Rancho Cordova, CA 95670	Healthcare	6/20/2020	Permanent	194	Rancho Cordova, CA	Yes	Y
Macy's Sacramento, CA	Retail	6/30/2020	Permanent	150	Sacramento, CA	Yes	Y
King's Casino Management Corporation 6508 Antelope Rd. Citrus Heights, CA 95621	Gambling	7/1/2020	Temporary	319	Citrus Heights, CA	Yes	Y
Parkwest Casino Cordova 2801 Prospect Park Dr. Rancho Cordova, CA 95670	Gambling	7/2/2020	Temporary	99	Rancho Cordova, CA	Yes	Y
Parkwest Casino Lotus 6100 Stockton Blvd. Sacramento, CA 95824	Gambling	7/2/2020	Temporary	167	Sacramento, CA	Yes	Y
San Joaquin Valley College, Inc. Sacramento, CA	Education	7/3/2020	Permanent	22	Sacramento, CA	Yes	Y
Philz Coffee Inc. 1725 R Street Sacramento, CA 95811	Restaurant	7/10/2020	Permanent	2	Sacramento, CA	Yes	Y
LIFETIME 110 Serpa Way Folsom, CA 95630	Health/Fitness	7/14/2020	Temporary	28	Folsom, CA	Yes	Y
Paradies Shops, LLC 6900 Airport Blvd. Sacramento, CA 95837	Retail	7/16/2020	Temporary	40	Sacramento, CA	Yes	Y
Torrid Sacramento County	Retail	7/20/2020	Temporary	13	Sacramento, CA	Yes	Y
PT Gaming, LLC dba Capitol Casino 411 N.16th St. Sacramento, CA 95811	Gambling	7/16/2020	Permanent	43	Sacramento, CA	Yes	Y
Goodwill Industries of Sacramento Valley and Northern Nevada, Inc. Sacramento County, CA	Retail	7/22/2020	Permanent	178	Sacramento, CA	Yes	Y
Hawaiian Airlines 6900 Airport Blvd. Sacramento, CA 95837	Transportation	7/29/2020	Temporary	2	Sacramento, CA	No	Y
Adesa, Inc. dba Adesa Brasher's 233 Blacktop Rd. Rio Linda, CA 95673	Retail	8/1/2020	Permanent	113	Sacramento, CA	Yes	Y

Dislocated Worker Information PY 2020/2021

The following is an update of information as of September 14, 2020

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKER	REGION/ LOCATION	Contacted	COVID-19 Related
Embassy Suites by Hilton 100 Capitol Mall Sacramento, CA 95814	Hospitality	8/7/2020	Temporary	46	Sacramento, CA	Yes	Y
Champs Store 14539 1689 Arden Way Sacramento, CA 95815	Retail	8/7/2020	Temporary	47	Sacramento, CA	Yes	Y
Knighted Ventures, LLC 6010 Stockton Blvd. Sacramento, CA 95824	Gambling	8/13/2020	Temporary	57	Sacramento, CA	Yes	Y
Aramark Sacramento, CA	Uniform Services	8/13/2020	Permanent	91	Sacramento, CA	Yes	Y
Hertz 6327 Aviation Dr. Sacramento, CA 95837	Retail	8/17/2020	Permanent	63	Sacramento, CA	Yes	Y
The Niello Company All Dealer in Sacramento County Sacramento, CA	Retail	8/18/2020	Temporary	139	Sacramento, CA	Yes	Y
Hornblower Cruises & Events, LLC 1206 Front St. Sacramento, CA 95814	Entertainment	8/20/2020	Permanent	17	Sacramento, CA	Yes	Y
Catalyst Family, Inc. Sacramento County	Education	8/21/2020	Permanent	25	Sacramento, CA	Yes	Y
Decore-ative Specialties, Inc 10481 E. Stockton Blvd. Elk Grove, CA 95624	Retail	8/21/2020	Permanent	133	Elk Grove, CA	Yes	Y
Food Source-Raley's 430 Elkhorn Blvd. Rio Linda, CA 95673	Retail	8/25/2020	Permanent	53	Sacramento, CA	Yes	Y
Food Source-Raley's 3547 Bradshaw Rd. Sacramento, CA 95827	Retail	8/25/2020	Permanent	48	Sacramento, CA	Yes	Y
Pier 1 Imports 7440 Laguna Blvd Elk Grove, CA 95758	Retail	8/31/2020	Permanent	12	Elk Grove, CA	Yes	Y
Pier 1 Imports 2775 E. Bidwell Folsom, CA 95630	Retail	8/31/2020	Permanent	12	Folsom, CA	Yes	Y
Pier 1 Imports 1874 Arden Sacramento, CA 95815	Retail	8/31/2020	Permanent	12	Sacramento, CA	Yes	Y
Coca Cola Company 826 National Dr. Ste 200 Sacramento, CA 95834	Distribution	8/31/2020	Permanent	17	Sacramento, CA	Yes	Y
Taste, Inc. 6900 Airport Blvd. Sacramento, CA 95837	Restaurant	9/1/2020	Temporary	8	Sacramento, CA	Yes	Y

Dislocated Worker Information PY 2020/2021

The following is an update of information as of September 14, 2020

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKER	REGION/ LOCATION	Contacted	COVID-19 Related
Nordstrom 1651 Arden Way Sacramento, CA	Retail	9/10/2020	Permanent	296	Sacramento, CA	Yes	Y
Crescent Resorts & Hotel, LLC dba Residence Inn 112115th St. Sacramento, CA 95814	Hospitality	9/23/2020	Permanent	30	Sacramento, CA	Yes	Y
SSP America 6900 Airport Blvd. Sacramento, CA 95837	Restaurant	9/27/2020	Temporary	171	Sacramento, CA	Yes	N
Phillips Image Guided Therapy Corporation 2870 Kilgore Rd. Rancho Cordova, CA 95670	Medical	9/30/2020	Permanent	120	Rancho Cordova, CA	Yes	N
HMS Host 6850 Airport Blvd Ste 28 Sacramento, CA 95837	Hospitality	10/15/2020	Permanent	78	Sacramento, CA	Pending	Y
TOTAL				3,103			

ITEM IV-D – INFORMATION

UNEMPLOYMENT UPDATE/PRESS RELEASE FROM THE EMPLOYMENT
DEVELOPMENT DEPARTMENT

BACKGROUND:

The unemployment rate for Sacramento County for the month of August was 9.4%.

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

Staff will be available to answer questions.

PRESENTER: Roy Kim

EMPLOYMENT DEVELOPMENT DEPARTMENT
 Labor Market Information Division
 2901 50th Street
 Sacramento, CA 95817

Contact: Cara Welch
 (916) 227-0298

**SACRAMENTO—ROSEVILLE—ARDEN-ARCADE METROPOLITAN STATISTICAL AREA (MSA)
 (EL DORADO, PLACER, SACRAMENTO, AND YOLO COUNTIES)
Gains in government led the month-over job growth**

The unemployment rate in the Sacramento--Roseville--Arden-Arcade MSA was 9.4 percent in August 2020, down from a revised 11.6 percent in July 2020, and above the year-ago estimate of 3.7 percent. This compares with an unadjusted unemployment rate of 11.6 percent for California and 8.5 percent for the nation during the same period. The unemployment rate was 8.0 percent in El Dorado County, 7.7 percent in Placer County, 10.3 percent in Sacramento County, and 7.5 percent in Yolo County.

Between July 2020 and August 2020, combined employment in the counties of El Dorado, Placer, Sacramento, and Yolo increased by 11,800 to total 943,800 jobs.

- Government (up 7,000 jobs) led the region in job gains from July to August. Local government (up 5,300 jobs) and federal government (up 1,900 jobs) were responsible for the growth. These gains offset a slight decline in state government, which fell 200 jobs.
- Professional and business services reported a month-over increase of 2,500 jobs. Administrative and support and waste services rose 1,400 jobs. Professional, scientific, and technical services grew by 900 jobs. Management of companies and enterprises picked up 200 jobs.
- Education and health services expanded by 1,200 jobs, with most of the growth in healthcare and social assistance (up 900 jobs). Educational services gained 300 jobs.
- Over the month, employment declined in leisure and hospitality (down 800 jobs) and financial activities (down 100 jobs).

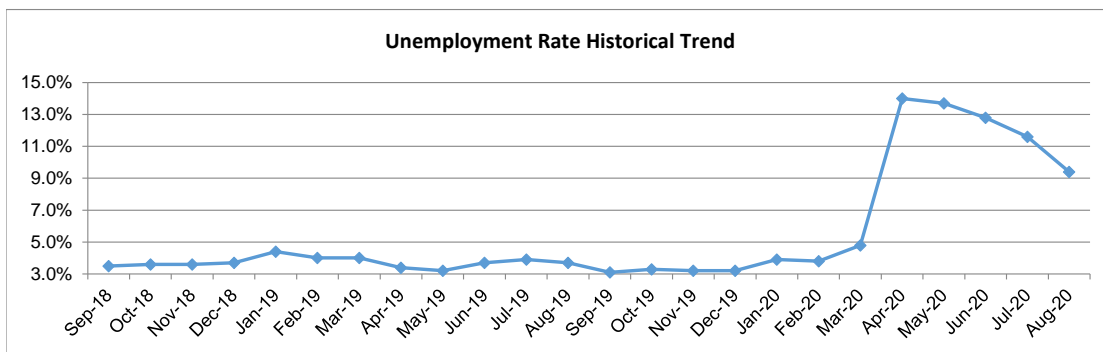
Between August 2019 and August 2020, total jobs in the region decreased by 89,500, or 8.7 percent.

- Leisure and hospitality led the year-over decline for the region, dropping 32,800 jobs. Accommodation and food services (down 23,700 jobs) was responsible for the majority of the job losses. Arts, entertainment, and recreation lost 9,100 jobs.
- Trade, transportation, and utilities fell by 13,700 jobs. Retail trade was down 9,000 jobs. Wholesale trade shed 3,200 jobs, and transportation, warehousing, and utilities cut back 1,500 jobs.
- Education and health services reduced 11,600 jobs since last August. Health care and social assistance (down 10,500 jobs) accounted for 90.5 percent of the job reductions.
- Financial activities (up 1,400 jobs) was the only major industry to report year-over job growth. Finance and insurance (up 1,300 jobs) was responsible for a majority of the increase.

#####

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

The unemployment rate in the Sacramento--Roseville--Arden-Arcade MSA was 9.4 percent in August 2020, down from a revised 11.6 percent in July 2020, and above the year-ago estimate of 3.7 percent. This compares with an unadjusted unemployment rate of 11.6 percent for California and 8.5 percent for the nation during the same period. The unemployment rate was 8.0 percent in El Dorado County, 7.7 percent in Placer County, 10.3 percent in Sacramento County, and 7.5 percent in Yolo County.



Industry	Jul-2020	Aug-2020	Change		Aug-2019	Aug-2020	Change
	Revised	Prelim				Prelim	
Total, All Industries	932,000	943,800	11,800		1,033,300	943,800	(89,500)
Total Farm	9,000	9,300	300		10,900	9,300	(1,600)
Total Nonfarm	923,000	934,500	11,500		1,022,400	934,500	(87,900)
Mining, Logging, and Construction	65,700	66,200	500		73,400	66,200	(7,200)
Mining and Logging	500	500	0		600	500	(100)
Construction	65,200	65,700	500		72,800	65,700	(7,100)
Manufacturing	33,000	34,100	1,100		37,000	34,100	(2,900)
Trade, Transportation & Utilities	147,700	147,800	100		161,500	147,800	(13,700)
Information	10,500	10,500	0		11,800	10,500	(1,300)
Financial Activities	54,200	54,100	(100)		52,700	54,100	1,400
Professional & Business Services	132,000	134,500	2,500		136,600	134,500	(2,100)
Educational & Health Services	153,600	154,800	1,200		166,400	154,800	(11,600)
Leisure & Hospitality	78,800	78,000	(800)		110,800	78,000	(32,800)
Other Services	25,900	25,900	0		35,700	25,900	(9,800)
Government	221,600	228,600	7,000		236,500	228,600	(7,900)

Notes: Data not adjusted for seasonality. Data may not add due to rounding

Labor force data are revised month to month

Data Not Seasonally Adjusted

	Aug 19	Jun 20	Jul 20 Revised	Aug 20 Prelim	Percent Change Month	Year
Civilian Labor Force (1)	1,103,500	1,087,800	1,085,200	1,075,200	-0.9%	-2.6%
Civilian Employment	1,062,700	948,600	959,400	973,900	1.5%	-8.4%
Civilian Unemployment	40,800	139,200	125,900	101,300	-19.5%	148.3%
Civilian Unemployment Rate (CA Unemployment Rate)	3.7%	12.8%	11.6%	9.4%		
(U.S. Unemployment Rate)	4.2%	15.1%	13.9%	11.6%		
	3.8%	11.2%	10.5%	8.5%		
Total, All Industries (2)	1,033,300	937,800	932,000	943,800	1.3%	-8.7%
Total Farm	10,900	8,500	9,000	9,300	3.3%	-14.7%
Total Nonfarm	1,022,400	929,300	923,000	934,500	1.2%	-8.6%
Total Private	785,900	697,100	701,400	705,900	0.6%	-10.2%
Goods Producing	110,400	99,900	98,700	100,300	1.6%	-9.1%
Mining, Logging, and Construction	73,400	66,700	65,700	66,200	0.8%	-9.8%
Mining and Logging	600	500	500	500	0.0%	-16.7%
Construction	72,800	66,200	65,200	65,700	0.8%	-9.8%
Construction of Buildings	15,600	16,500	16,400	16,700	1.8%	7.1%
Specialty Trade Contractors	49,800	42,900	42,100	42,500	1.0%	-14.7%
Building Foundation & Exterior Contractors	14,300	12,200	11,900	12,100	1.7%	-15.4%
Building Equipment Contractors	19,800	18,300	18,100	18,200	0.6%	-8.1%
Building Finishing Contractors	10,400	8,100	8,000	8,200	2.5%	-21.2%
Manufacturing	37,000	33,200	33,000	34,100	3.3%	-7.8%
Durable Goods	23,500	21,400	21,300	21,600	1.4%	-8.1%
Computer & Electronic Product Manufacturing	4,700	4,900	4,900	4,900	0.0%	4.3%
Nondurable Goods	13,500	11,800	11,700	12,500	6.8%	-7.4%
Food Manufacturing	4,900	3,800	3,800	4,700	23.7%	-4.1%
Service Providing	912,000	829,400	824,300	834,200	1.2%	-8.5%
Private Service Providing	675,500	597,200	602,700	605,600	0.5%	-10.3%
Trade, Transportation & Utilities	161,500	144,900	147,700	147,800	0.1%	-8.5%
Wholesale Trade	28,600	26,100	25,800	25,400	-1.6%	-11.2%
Merchant Wholesalers, Durable Goods	16,400	14,600	14,300	14,400	0.7%	-12.2%
Merchant Wholesalers, Nondurable Goods	10,500	9,800	9,800	9,500	-3.1%	-9.5%
Retail Trade	100,100	89,000	90,500	91,100	0.7%	-9.0%
Motor Vehicle & Parts Dealer	15,400	13,000	13,200	13,400	1.5%	-13.0%
Building Material & Garden Equipment Stores	8,400	8,600	8,400	8,000	-4.8%	-4.8%
Grocery Stores	19,300	19,800	19,800	19,700	-0.5%	2.1%
Health & Personal Care Stores	5,700	5,400	5,400	5,400	0.0%	-5.3%
Clothing & Clothing Accessories Stores	8,000	4,200	4,800	4,700	-2.1%	-41.3%
Sporting Goods, Hobby, Book & Music Stores	3,800	2,900	3,000	3,100	3.3%	-18.4%
General Merchandise Stores	18,400	18,500	18,500	18,900	2.2%	2.7%
Transportation, Warehousing & Utilities	32,800	29,800	31,400	31,300	-0.3%	-4.6%
Information	11,800	10,500	10,500	10,500	0.0%	-11.0%
Publishing Industries (except Internet)	2,300	2,300	2,300	2,200	-4.3%	-4.3%
Telecommunications	3,100	3,000	3,000	3,000	0.0%	-3.2%
Financial Activities	52,700	54,800	54,200	54,100	-0.2%	2.7%
Finance & Insurance	35,000	36,400	36,300	36,300	0.0%	3.7%
Credit Intermediation & Related Activities	10,200	10,500	10,400	10,400	0.0%	2.0%
Depository Credit Intermediation	6,200	6,400	6,200	6,200	0.0%	0.0%
Nondepository Credit Intermediation	2,100	2,100	2,200	2,200	0.0%	4.8%
Insurance Carriers & Related	20,900	21,500	21,700	21,600	-0.5%	3.3%
Real Estate & Rental & Leasing	17,700	18,400	17,900	17,800	-0.6%	0.6%
Real Estate	13,600	14,600	13,900	13,800	-0.7%	1.5%
Professional & Business Services	136,600	131,800	132,000	134,500	1.9%	-1.5%
Professional, Scientific & Technical Services	60,400	60,300	60,800	61,700	1.5%	2.2%
Architectural, Engineering & Related Services	10,900	10,800	10,900	10,900	0.0%	0.0%
Management of Companies & Enterprises	13,400	13,500	13,700	13,900	1.5%	3.7%
Administrative & Support & Waste Services	62,800	58,000	57,500	58,900	2.4%	-6.2%
Administrative & Support Services	59,900	55,700	55,200	56,500	2.4%	-5.7%
Employment Services	21,200	17,100	17,500	18,200	4.0%	-14.2%

Data Not Seasonally Adjusted

	Aug 19	Jun 20	Jul 20 Revised	Aug 20 Prelim	Percent Change	
					Month	Year
Services to Buildings & Dwellings	17,300	16,200	16,200	16,200	0.0%	-6.4%
Educational & Health Services	166,400	151,800	153,600	154,800	0.8%	-7.0%
Education Services	12,600	11,600	11,200	11,500	2.7%	-8.7%
Health Care & Social Assistance	153,800	140,200	142,400	143,300	0.6%	-6.8%
Ambulatory Health Care Services	55,300	52,800	54,600	55,600	1.8%	0.5%
Hospitals	25,000	24,700	24,700	24,700	0.0%	-1.2%
Nursing & Residential Care Facilities	17,400	17,000	17,000	16,900	-0.6%	-2.9%
Leisure & Hospitality	110,800	78,000	78,800	78,000	-1.0%	-29.6%
Arts, Entertainment & Recreation	17,600	9,200	9,200	8,500	-7.6%	-51.7%
Accommodation & Food Services	93,200	68,800	69,600	69,500	-0.1%	-25.4%
Accommodation	10,500	3,400	3,800	3,900	2.6%	-62.9%
Food Services & Drinking Places	82,700	65,400	65,800	65,600	-0.3%	-20.7%
Restaurants	78,200	60,700	61,100	61,000	-0.2%	-22.0%
Full-Service Restaurants	36,300	24,500	24,200	23,700	-2.1%	-34.7%
Limited-Service Eating Places	41,900	36,200	36,900	37,300	1.1%	-11.0%
Other Services	35,700	25,400	25,900	25,900	0.0%	-27.5%
Repair & Maintenance	10,700	7,600	7,700	7,700	0.0%	-28.0%
Government	236,500	232,200	221,600	228,600	3.2%	-3.3%
Federal Government	14,400	14,500	14,600	16,500	13.0%	14.6%
Department of Defense	1,700	1,700	1,700	1,700	0.0%	0.0%
State & Local Government	222,100	217,700	207,000	212,100	2.5%	-4.5%
State Government	120,900	122,600	119,900	119,700	-0.2%	-1.0%
State Government Education	28,900	28,700	25,500	24,900	-2.4%	-13.8%
State Government Excluding Education	92,000	93,900	94,400	94,800	0.4%	3.0%
Local Government	101,200	95,100	87,100	92,400	6.1%	-8.7%
Local Government Education	52,300	49,900	41,100	47,000	14.4%	-10.1%
Local Government Excluding Education	48,900	45,200	46,000	45,400	-1.3%	-7.2%
County	19,500	19,200	19,400	19,300	-0.5%	-1.0%
City	11,100	9,300	9,600	9,500	-1.0%	-14.4%
Special Districts plus Indian Tribes	18,300	16,700	17,000	16,600	-2.4%	-9.3%

Notes:

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

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

These data are produced by the Labor Market Information Division of the California Employment Development Department (EDD). Questions should be directed to: Cara Welch 916-227-0298 or Sheila Stock 916-651-5914

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

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REPORT 400 C
Monthly Labor Force Data for Counties
August 2020 - Preliminary
 Data Not Seasonally Adjusted

COUNTY	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
STATE TOTAL	---	18,729,400	16,557,600	2,171,800	11.6%
ALAMEDA	35	806,200	727,100	79,200	9.8%
ALPINE	50	460	410	50	11.2%
AMADOR	32	14,200	12,880	1,320	9.3%
BUTTE	28	93,200	84,800	8,400	9.0%
CALAVERAS	6	20,570	19,020	1,550	7.5%
COLUSA	49	10,070	8,970	1,100	11.0%
CONTRA COSTA	35	535,700	483,200	52,400	9.8%
DEL NORTE	33	9,370	8,490	880	9.4%
EL DORADO	14	88,500	81,400	7,100	8.0%
FRESNO	47	444,200	395,800	48,400	10.9%
GLENN	17	12,410	11,400	1,010	8.1%
HUMBOLDT	21	59,200	54,200	4,900	8.4%
IMPERIAL	58	69,200	53,400	15,900	22.9%
INYO	5	8,190	7,580	610	7.4%
KERN	55	370,700	322,200	48,500	13.1%
KINGS	43	55,500	49,600	5,900	10.7%
LAKE	24	28,640	26,100	2,530	8.8%
LASSEN	1	8,970	8,370	600	6.7%
LOS ANGELES	57	4,929,600	4,111,400	818,300	16.6%
MADERA	39	61,800	55,600	6,200	10.0%
MARIN	4	132,400	123,200	9,300	7.0%
MARIPOSA	22	7,790	7,130	670	8.5%
MENDOCINO	24	36,840	33,620	3,230	8.8%
MERCED	52	113,200	100,400	12,800	11.3%
MODOC	2	3,060	2,860	210	6.8%
MONO	53	6,890	6,090	800	11.6%
MONTEREY	33	195,400	177,100	18,300	9.4%
NAPA	19	71,600	65,600	5,900	8.3%
NEVADA	14	45,510	41,860	3,650	8.0%
ORANGE	37	1,556,200	1,402,400	153,800	9.9%
PLACER	10	181,000	167,000	14,000	7.7%
PLUMAS	18	7,890	7,240	650	8.2%
RIVERSIDE	50	1,082,900	962,100	120,700	11.2%
SACRAMENTO	41	701,900	629,500	72,400	10.3%
SAN BENITO	31	30,400	27,600	2,800	9.2%
SAN BERNARDINO	45	949,900	847,600	102,400	10.8%
SAN DIEGO	37	1,559,100	1,404,700	154,300	9.9%
SAN FRANCISCO	24	565,700	515,900	49,800	8.8%
SAN JOAQUIN	54	322,100	283,700	38,400	11.9%
SAN LUIS OBISPO	13	129,600	119,500	10,200	7.8%
SAN MATEO	6	440,500	407,600	33,000	7.5%
SANTA BARBARA	14	210,600	193,800	16,800	8.0%
SANTA CLARA	6	1,024,100	947,200	76,900	7.5%
SANTA CRUZ	23	130,900	119,600	11,300	8.6%
SHASTA	19	72,700	66,700	6,000	8.3%
SIERRA	10	1,220	1,120	90	7.7%
SISKIYOU	29	15,790	14,350	1,440	9.1%
SOLANO	41	201,700	181,000	20,700	10.3%
SONOMA	10	252,000	232,500	19,500	7.7%
STANISLAUS	47	236,000	210,300	25,700	10.9%
SUTTER	43	41,800	37,300	4,400	10.7%
TEHAMA	24	24,310	22,170	2,140	8.8%
TRINITY	2	4,510	4,200	310	6.8%
TULARE	55	189,400	164,600	24,800	13.1%
TUOLUMNE	40	19,560	17,560	2,000	10.2%
VENTURA	29	406,500	369,600	36,900	9.1%
YOLO	6	103,800	96,000	7,800	7.5%
YUBA	45	28,000	25,000	3,000	10.8%

Notes

- 1) Data may not add due to rounding. The unemployment rate is calculated using unrounded data.
- 2) Labor force data for all geographic areas now reflect the March 2019 benchmark and Census 2010 population controls at the state level.

ITEM IV-E - INFORMATION

HEAD START REPORTS

BACKGROUND:

This agenda item provides an opportunity for the Governing Board to review the most current Head Start fiscal report sent under separate cover and the Head Start Deputy Director's monthly report.

Staff will provide an update on the process of re-opening Head Start centers.

Staff will be available to answer questions.

PRESENTER: Denise Lee



SETA Head Start Food Service Operations Monthly Report *August 2020

Meetings and Trainings

Total Number of Meals and Snacks Prepared for All Kitchens:

Lunch	PM Snack	Breakfast	Field Trips
3,150	3,200	3,010	0

Total Amount of Meals and Snacks Prepared 9,360

Purchases:

Food \$7,408.17

Non - Food \$3,000.96

Building Maintenance and Repair: \$0.00

Janitorial & Restroom Supplies: \$0.00

Kitchen Small Wares and Equipment: \$0.00

Vehicle Maintenance and Repair : \$61.74

Vehicle Gas / Fuel: \$270.91
Normal Delivery Days 15

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start

August 2020

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

Head Start Program Performance Standards Reference: 1302.14 (b)(1) states *a program must ensure at least 10 percent of its total funded enrollment is filled by children eligible for services under IDEA, unless the responsible HHS official grants a waiver.*

Agency	AFE (HS)	Total IEPs	% of AFE	AFE (EHS)	Total IFSPs	% AFE
SETA operated	1756	154	9%	589	72	12%
Twin Rivers USD	140	28	20%	40	0	0%
Elk Grove USD	440	13	3%			
Sac City USD	736	2	0%			
San Juan USD	1052	60	6%	160	6	4%
WCIC	120	0	0%			
EHS CCP				80	13	16%
COUNTY TOTAL	4244	257	6%	869	91	10%

AFE: Annual Funded Enrollment

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 REPORT: 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.