



**SPECIAL 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
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SOPHIA SCHERMAN
Public Representative

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

DATE: Thursday, October 29, 2020

TIME: 10:00 a.m.

LOCATION: <https://us02web.zoom.us/j/89191123020>

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/89191123020>. 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,,89191123020# or +12532158782,,89191123020# Or Telephone: Dial (for higher quality, dial a number based on your current location): US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099; Webinar ID: 891 9112 3020. International numbers available: <https://us02web.zoom.us/j/89191123020>. 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.

A G E N D A

PAGE NUMBER

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

II. **Action Item**

A. **WORKFORCE DEVELOPMENT DEPARTMENT**

Community Services Block Grant

1. Approval of CARES Act CSBG Supplemental Funding Recommendations (Julie Davis-Jaffe) 1-2

III. Reports to the Board

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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: WEDNESDAY, OCTOBER 21, 2020

ITEM II- A-1- ACTION

APPROVAL OF CARES ACT CSBG SUPPLEMENTAL FUNDING RECOMMENDATIONS

BACKGROUND:

On September 4, 2020, SETA released a Request for Proposals (RFP) for the CARES Act CSBG Supplemental program. The RFP solicited services under the Safety-Net and Family Self-Sufficiency categories as identified in the 2020 - 2022 Local Plan for CARES Act CSBG Supplemental Funding. The amount of funding available for program services was estimated to be \$1,251,744, of which 50% was allocated to Safety-Net or short-term emergency services and 50% allocated to Family Self-Sufficiency services. The program timeframe is from November 2, 2020 through March 30, 2022.

The deadline for receipt of proposals was October 2, 2020. SETA received twenty-seven (27) responsive proposals requesting a total of \$2,453,169. One additional proposal was submitted by email within the deadline timeframe but did not meet the pre-qualification requirements established in the RFP and was therefore disqualified from funding consideration.

Evaluation Process:

The twenty-seven (27) responsive proposals received through this solicitation went through a comprehensive review process to provide staff funding recommendations to the Community Action Board. Staff recommendations were developed through the deliberations of a team of eleven (11) readers representing SETA's Workforce Development, Fiscal, Head Start, and Contracts staff. The readers evaluated, scored and ranked each proposal using standardized evaluation and scoring criteria that were identified in the RFP. Proposals were scored and ranked:

The top ranked proposals achieved their scores based on the following criteria:

- The proposing agency had a history of successfully operating the proposed program or a similar program, had sufficient leveraged funding, and demonstrated the establishment of collaborative partnerships.
- The proposing agency adhered to the service priorities set forth in SETA's 2020 – 2022 Local Plan for CARES Act Supplemental Funding.
- The proposing agency succeeded in achieving planned, contracted goals, or, if not previously funded by CSBG, the agency demonstrated a potential for success.
- The proposing agency demonstrated a need exists for the service.
- If applying for the Family Self-Sufficiency category, the proposing agency had a clear description of a case-management system and had a connection with the system of Sacramento Works Job Centers.

ITEM II-A – 1 – ACTION (continued)
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Staff also considered that all identified high-risk and underserved neighborhoods would have access to services and ensured that all identified target groups would be served. Staff funding recommendations, proposal summaries and funding rationale will be provided electronically when available. Staff will post the funding recommendations to the SETA website on Friday, October 23, 2020.

The Community Action Board will consider the funding recommendations at its Special Meeting on Monday, October 26, 2020; staff will be available to answer questions.

RECOMMENDATION:

Approve funding recommendations for the CARES Act CSBG Supplemental Funding.

PRESENTER: Julie Davis-Jaffe

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.