



Sacramento  
Employment and  
Training  
Agency

**REVISE**  
**REGULAR MEETING OF THE**  
**SETA GOVERNING BOARD**

**GOVERNING BOARD**

**ERIC GUERRA**  
Councilmember  
City of Sacramento

**PATRICK KENNEDY**  
Board of Supervisors  
County of Sacramento

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

**SOPHIA SCHERMAN**  
Public Representative

**MAI VANG**  
Councilmember  
City of Sacramento

**DENISE LEE**  
Interim Executive Director

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

**DATE:** Thursday, February 3, 2022

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

**LOCATION:** Zoom Location  
<https://us02web.zoom.us/j/81327433422?pwd=S1FVZHMraEh5cWdBc3hnOEhZMGgzQT09>

In response to the AB361 (Brown Act Section 54953) 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/81327433422?pwd=S1FVZHMraEh5cWdBc3hnOEhZMGgzQT09>. 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 One tap mobile +16699006833,,81327433422# US (San Jose). Meeting ID: 813 2743 3422. Passcode: 061753. Find your local number: <https://us02web.zoom.us/j/81327433422?pwd=S1FVZHMraEh5cWdBc3hnOEhZMGgzQT09>. Members of the public are encouraged to participate in the meeting by submitting written comments by email to: [Monica.Newton@seta.net](mailto:Monica.Newton@seta.net). Any member of the public who wishes to speak directly to the board regarding any item on the agenda may contact Monica Newton at (916) 263-3753, or [Monica.Newton@seta.net](mailto:Monica.Newton@seta.net). Please include in your request on which item you would like to participate. 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.

In the event of disruption which prevents broadcasting of the meeting to members of the public using the call-in or internet-based service options, or in the event of a disruption which prevents members of the public from offering public comments, the Board shall take no further action on items appearing on the meeting agenda until public access to the meeting is restored.

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

**AGENDA**

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

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

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 <u>Community Services Block Grant:</u> No Items	
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 <u>Refugee Services:</u>	

2. Approval of Non-Competitive Procurement Finding and Funding Augmentation Recommendations for Refugee Support Services (RSS) Program—English Language Learner (ELL) Workforce Navigator and Employment Services (Stand Alone) Activities Program Year (PY) 2021-2022 (Michelle O’Camb) 20-22

**B. CHILDREN AND FAMILY SERVICES: No Items**

**IV. Information Items**

- A. Forbes Article on SETA’s Homeless Transition Employment Program (Julie Davis-Jaffe) 23-29

- B. Fiscal Monitoring Reports (D’et Saurbourne) 30-40
- Elk Grove Unified School District Adult & Community Education
  - River City Food Bank
  - San Juan Unified School District
  - Women’s Civic Improvement Club
  - Yolo County HHSA

- C. Employer Success Stories and Activity Report (William Walker) 41-49

- D. Dislocated Worker Update (William Walker) 50-51

- E. Unemployment Update/Press Release from the Employment Development Department (Roy Kim) 52-57

- F. Head Start Reports (Denise Lee) 58-72

**V. Reports to the Board 73**

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

**VI. Adjournment**

**DISTRIBUTION DATE: Wednesday, January 26, 2022**

ITEM II-A-CONSENT

APPROVAL OF MINUTES OF THE JANUARY 6, 2022 REGULAR BOARD MEETING

BACKGROUND:

Attached are the minutes of the January 6, 2022 meeting for your review.

RECOMMENDATION:

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

PRESENTER: Denise Lee

**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, January 6, 2022  
10:00 a.m.

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

Mr. Guerra called the meeting to order at 10:01 a.m. The roll was called and a quorum confirmed.

**Members Present:**

Don Nottoli, Member, Board of Supervisors  
Mai Vang, Councilmember, City of Sacramento  
Sophia Scherman, Chair, Public Representative  
Eric Guerra, Vice Chair; Councilmember, City of Sacramento  
Patrick Kennedy, Member, Board of Supervisors

**II. Consent Items**

A. Approval of Minutes of the December 2, 2021 Regular Board Meeting

B. Approval of Claims and Warrants

C. Approval of an Appointment to the Sacramento Works Board

Moved/Kennedy, second/Vang, to approve the following consent items:

A. Approval of Minutes of the December 2, 2021 Regular Board Meeting

B. Approval of Claims and Warrants for 11/24/2021 through 12/20/2021

C. Approval of Appointment of Ms. Denise Lee to the Sacramento Works Board

Roll call vote:

Aye: 5 (Nottoli, Vang, Scherman, Guerra, Kennedy)

Nay: 0

Abstention: 0

**III. Action Items**

**A. GENERAL ADMINISTRATION/SETA**

1. Approval of Findings and Authorization to Extend Use of Teleconferencing Procedures for Board Meetings During Declared State of Emergency and/or While State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing

Moved/Scherman, second/Kennedy, to approve the Findings and Authorization to Extend Use of Teleconferencing Procedures for Board Meetings During Declared State of Emergency and/or While State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing

Roll call vote:

Aye: 5 (Nottoli, Vang, Scherman, Guerra, Kennedy)

Nay: 0

Abstention: 0

2 Review and Approval of the Agency's Independent Auditor's Report and Financial Statements for Fiscal Year Ended June 30, 2021

Ms. D'et Saurbourne introduced Mr. Chris Ng, the audit manager. There are no findings this year. The net position of the Agency decreased to -\$51,751,225, due to how we account for pension liability. The Agency had just over \$102 million expenditures for the year.

Moved/Scherman, second/Nottoli, to approve the Annual Auditor's Report and Financial Statements of the Agency for the fiscal year ended June 30, 2021

Roll call vote:

Aye: 5 (Nottoli, Vang, Scherman, Guerra, Kennedy)

Nay: 0

Abstention: 0

3 Approval to Release a Request for Proposals for Head Start Janitorial Services

Ms. Scherman asked if we found anything to upgrade in the last contract.

Ms. Lee replied nothing specific was found. She noted Head Start has added several centers since 2017; there are more centers listed for this RFP than previously. Product items remain the same.

Mr. Guerra asked what has been the conversation for procurement in the scope we send out; are we competitive?

Ms. Lee answered there has been a minimum wage increase. There is a provision in the contract, not to renegotiate, but to look at consumer price index in order to determine if an increase can be applied to the contactors. We anticipate price increases based on wages and cost of supplies.

Moved/Scherman, second/Vang, to approve the release of a Request for Proposals for janitorial services for Head Start

Roll call vote:

Aye: 5 (Nottoli, Vang, Scherman, Guerra, Kennedy)

Nay: 0

Abstention: 0

## **B. WORKFORCE DEVELOPMENT DEPARTMENT**

1. Ratification of the Submission of a Workforce Accelerator Application to the California Workforce Development Board and Authorize the Executive Director to Execute the Agreement, Subgrantee Agreements, and Any Other Documents Required by the Funding Source

Ms. Terri Carpenter said March is when the Agency anticipates to receive the notice of funding. If funded, the program will start July 1, 2022.

Moved/Scherman, second/Vang, to approve to ratify the submission of a Workforce Accelerator Fund 10 grant application requesting \$250,000 to the California Workforce Development Board and authorize the Executive Director to execute the agreement, subgrantee agreements, and any other documents required by the funding source

Roll call vote:

Aye: 5 (Nottoli, Vang, Scherman, Guerra, Kennedy)

Nay: 0

Abstention: 0

Mr. Guerra thanked staff. He would like to follow up with staff in the future.

Community Services Block Grant: No Items

One Stop Services: No Items

Refugee Services: No Items

## **C. CHILDREN AND FAMILY SERVICES:**

1. Approval of Selection of General Contractor for Tenant Improvement and Site Work Services for the Northview Early Learning Center

Ms. Lee stated this item is the result of the solicitation for sealed bids. We received three sealed bids, which were opened on December 16, 2021. PNP Construction, Inc. has been selected to move forward as the lowest qualified bidder.

Mr. Guerra commented this is a community with great need. The more we improve those areas, it will help the community move forward.

Moved/Nottoli, second/Vang, to approve to authorize the Executive Director to finalize and execute the agreement with PNP Construction, Inc. in the amount of \$1,661,000 to provide tenant improvements and site work at the Northview Early Learning Center

Roll call vote:

Aye: 5 (Nottoli, Vang, Scherman, Guerra, Kennedy)

Nay: 0

Abstention: 0

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

A Fiscal Monitoring Reports: No Questions

B Employer Success Stories and Activity Report:

Mr. Guerra asked what are we hearing from employers in the new year regarding workforce challenges.

Mr. Walker stated we are constantly receiving requests for postings and hiring. Currently the trucking industry is seeing difficulty hiring drivers. A flyer was sent out for companies willing to hire, train, and house employees. Warehouses are currently hiring. Across the board there is a demand for employees. There is an exodus of people leaving lower paying jobs for higher paying jobs. We expect to see the tax industry start hiring for tax preparers soon.

Mr. Guerra offered to help distribute hiring information.

Mr. Walker stated prior to the break in December, Kaiser Permanente was hiring for the call center, 30 positions for the Sacramento region. Four thousand individuals signed up for the virtual job fair. Two thousand of those individuals were from the Sacramento region. The pay was originally set at \$26 per hour; it increased to \$31 per hour once posted.

C Dislocated Worker Update: No Questions

D Unemployment Update/Press Release from the Employment Development Department: No Questions

E Head Start Reports

Ms. Lee spoke on the November meeting request to address childcare shortages. Working on this project with Ms. Lee are Mr. Roy Kim, Ms. Janine Cooper with the City of Sacramento, Ms. Kriztina Palone, Ms. Renee John and various other child care experts in Sacramento. The Agency met with California Capital Women's Business Center to discuss new and small business opportunities in childcare, how to create childcare homes and facilities, and how to facilitate workforce training and career pathways. The Agency also met with Valley Vision and Los Rios Center for Excellence regarding the new labor market study, which will take approximately five to six months to complete. The Agency met with the City of Rancho Cordova to discuss their childcare shortages and strategies. Head Start has been collaborating with the Transitional Kindergarten (TK) partners, State and Federal funders to join comprehensive services into the expansion of TK opportunities for four-year olds. The SETA ECE apprenticeship program plan was finalized. This will forge the way for other partners in the community to have a Department of Industrial Relations (DIR) approved apprenticeship for childcare.



Mr. Guerra commented on infant care, how it is a consistent issue. He introduced Ms. Janine Cooper, the new Childcare Manager in the Office of Economic Development for the City of Sacramento.

Ms. Lee spoke on the Head Start vaccine mandate. We expect to meet the January 31, 2022 deadline. It is estimated that approximately one percent of staff will leave Head Start due to the mandate, which equates to six to twelve individuals in total.

Mr. Guerra asked if the mandate is a federal requirement.

Ms. Lee answered that is correct, it is a federal requirement. She also noted COVID-19 has hit Head Start hard, just as it has the rest of the community. Providing services has been hugely affected and staffing shortages have only exacerbated the situation. Ms. Karen Griffith and team are balancing the days to keep services running. She wished everyone a happy new year.

**V. Reports to the Board**

A. Chair:

Mr. Guerra commented on the childcare initiative and being able to bridge the gap.

B. Interim Executive Director:

Ms. Lee thanked her leadership team during the transition.

C. Deputy Directors: No Report

D. Counsel: No Report

E. Members of the Board:

Ms. Scherman thanked Ms. Lee, and applauded her leadership team.

F. Public: None

**VI. Adjournment:** The meeting adjourned at 10:29 a.m.

ITEM II-B – CONSENT

APPROVAL OF CLAIMS AND WARRANTS

BACKGROUND:

Denise Lee, Interim Executive Director, has reviewed the claims for the period 12/21/2021 through 1/26/2022, and all expenses appear to be appropriate.

RECOMMENDATION:

Approve the claims and warrants for the period 12/21/2021 through 1/26/2022.

PRESENTER: Denise Lee

## ITEM II-C – CONSENT

### RATIFICATION OF THE ACCEPTANCE OF STRONG WORKFORCE PROGRAM (SWP) FUNDING FROM THE LOS RIOS COMMUNITY COLLEGE DISTRICT TO PROVIDE JOB DEVELOPMENT SERVICES, AND THE EXECUTION OF THE CONTRACT BY THE EXECUTIVE DIRECTOR

#### BACKGROUND

This item seeks approval to accept Strong Workforce Program (SWP) funding from the Los Rios Community College District to provide Job Development services to graduating Career Education (CE) students. The SWP is the California Community College Chancellor's Office (CCCCO) statewide workforce initiative, which is aimed at boosting skilled workers produced by California Community Colleges who will meet the employer and business community needs.

The Sacramento Employment and Training Agency (SETA) received notification from the Los Rios Community College District that it was awarded additional SWP funding in the amount of \$215,968 to provide job development and follow-up services to a minimum of 150 Los Rios students for a twelve-month period beginning October 1, 2021 and ending September 30, 2022 to continue the SWP. Under the initiative, SETA job developers are assigned to each community college campus and are responsible for connecting graduating CE students with job opportunities that align with their fields of study and career goals. Services funded also include providing 12 months of follow-up for students obtaining employment, as well as conducting employer and student tracking for program reporting.

SETA has continued the Strong Workforce Program contract with Los Rios since April 2017.

#### RECOMMENDATION:

Ratify the acceptance of SWP funding in the amount of \$215,968 from the Los Rios Community College District to provide job development and follow-up services to graduating CE students for the period of October 1, 2021 through September 30, 2022, and the execution of the contract with the Los Rios Community College District by SETA's Executive Director.

PRESENTER: Julie Davis-Jaffe

ITEM II-D-CONSENT

APPROVAL TO RECEIVE, ADOPT AND FILE THE SACRAMENTO COUNTY ANNUAL  
INVESTMENT POLICY OF THE POOLED INVESTMENT FUND  
CALENDAR YEAR 2022

BACKGROUND:

The County Director of Finance publishes the Investment Policy for the Pooled Investment Fund every calendar year and has the Policy approved by the County Board of Supervisors. SETA's funds are included in this Pool. The Calendar Year 2022 Sacramento County Annual Investment Policy is being sent under separate cover. There are no major changes to the investment policy.

This is an annual event and the Investment Policy approved by the County Board of Supervisors then rules the investments of SETA money. The Joint Powers Agreement creating this Agency requires the County to be the fiscal agent for SETA. As such, the County Investment Policy is part of the fiscal agent's duty, and approval by the Sacramento County Board of Supervisors ratifies the propriety of the fiscal agent's investment strategy. Action by the SETA Governing Board to receive and file the policy constitutes consideration at a public meeting as recommended by Government Code section 53646(a) (2).

RECOMMENDATION:

Receive, adopt, and file the Sacramento County Annual Investment Policy of the Pooled Investment Fund for the Calendar Year 2022.

PRESENTER: D'et Saurbourne

## ITEM III-A –1- ACTION

### APPROVAL OF FINDINGS AND AUTHORIZATION TO EXTEND USE OF TELECONFERENCING PROCEDURES FOR BOARD MEETINGS DURING DECLARED STATE OF EMERGENCY AND/OR WHILE STATE OR LOCAL OFFICIALS CONTINUE TO IMPOSE OR RECOMMEND MEASURES TO PROMOTE SOCIAL DISTANCING

#### BACKGROUND:

California Governor Gavin Newsom has recently extended until March 31, 2022 the long-existing state of emergency related to COVID-19. Governor Newsom had previously authorized local agencies, by Executive Order, to conduct meetings under the Brown Act utilizing Zoom or other remote procedures to conduct meeting by modified teleconference procedures. Recently the legislature signed and passed into law AB 361, which amended Section 54953 of the Brown Act to similarly authorize teleconferencing of Board Meetings, provided necessary procedures are followed. The Governing Board on February 3, 2022 will be the first board meeting conducted utilizing the AB 361 Procedures, which are reflected in the Notice for the Board Agenda.

Under AB 361, in the event of disruption which prevents broadcasting of the meeting to members of the public using the call-in or internet-based service options, or in the event of a disruption which prevents members of the public from offering public comments, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting is restored.

AB 361 also authorizes public agencies to continue to hold subsequent meetings via teleconference procedures during any state of emergency that directly impacts the ability of the members to meet safely in person or while State or local officials continue to impose or recommend measures to promote social distancing. The Governor's declared continuing state of emergency remains active and continues to serve to protect members of the public from unnecessary risk and exposure to COVID-19. In addition, Sacramento County continues to follow recommendations of the federal CDC promoting social distancing outside of the home and especially indoors. Given these circumstances, in order to allow for the next Board meeting to be held by teleconference procedures consistent with AB 361, the Board must make the following findings no later than 30 days after the first teleconferencing meeting and every 30 days thereafter by majority vote:

- a. The legislative body has reconsidered the circumstances of the state of emergency.
- b. Any of the following circumstances exists:
  - i. The state of emergency continues to directly impact the ability of the members to meet safely in person.
  - ii. State or local officials continue to impose or recommend measures to promote social distancing.

ITEM III-A-1-ACTION (continued)

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RECOMMENDATION:

Authorize the continued use of teleconferencing for Governing Board meetings under AB 361, occasioned by the continuing state of emergency issued by Governor Newsom and the continuation of local and federal recommendations promoting social distancing outside of the home and especially indoors and, based thereon, make the following findings in support of this action:

- a. The Board has reconsidered the circumstances of the state of emergency.
- b. The following circumstances exist:
  - i. The state of emergency continues to directly impact the ability of the members to meet safely in-person.
  - ii. State or local officials continue to impose or recommend measures to promote social distancing.

PRESENTER: Legal Counsel

## ITEM III-A-2-ACTION

### APPROVAL OF AN APPOINTMENT TO THE SACRAMENTO WORKS BOARD

#### BACKGROUND:

The local Sacramento Works Workforce Development Board was newly formed in early 2016 to comply with the 2014 Workforce Innovation and Opportunity Act (WIOA). As part of its action on February 4, 2016, the SETA Governing Board satisfied the desire for a smaller Workforce Development Board by setting the size of the Board at twenty-five members and allocated the twenty-five membership positions to the five membership categories in the following manner: Thirteen members were allocated to business (a majority of the membership); four members were allocated to Labor and Apprenticeship (at least 15% of the membership); six members were allocated to specific programs in the workforce system (community based organizations, Adult Education, Higher Education, Economic Development, Wagner-Peyser (EDD) and Vocational Rehabilitation); and two members were allocated to the "Other" category permitted by WIOA to provide the Governing Board with flexibility in appointing members in this catch-all category.

On March 3, 2016, the Governing Board appointed twenty-five members to the newly formed Sacramento Works Workforce Development Board. The Board had staggered initial terms of two, three or four years. Extended terms from that time are a three-year term. In 2020 the request was made to add an additional economic development seat, which required adding another private business seat to keep the majority of the board representing the business community, as required in the Workforce Innovation and Opportunity Act. The Sacramento Works Board considered the request to increase the board size by two and took action at its meeting on May 27, 2020 to increase the board size to 27. The current bylaws of the Sacramento Works, Inc. allow up to thirty board members.

Staff recently received a resignation from Mr. Rick Wylie from Villara Corporation. In addition, staff received an application from Ms. Lynn Hosokawa from Villara Corporation. Historically, the Executive Committee of Sacramento Works has recommended the name(s) of individual applicants for appointment to the private sector seats by the SETA Governing Board. The Sacramento Works Executive Committee met on January 24, 2022, and is forwarding Ms. Lynn Hosokawa's application for the Private Business seat with a recommendation for appointment. The application for Ms. Hosokawa is being sent under separate cover.

#### RECOMMENDATION:

Review the application of Ms. Lynn Hosokawa from Villara Corporation and appoint her to fill the Private Business seat vacated by Mr. Rick Wylie.

PRESENTER: Roy Kim

## ITEM III-A-3-ACTION

### APPROVAL OF THE HEAD START COVID-19 VACCINE MANDATE POLICY

#### BACKGROUND:

In September 2021, President Biden announced a plan to require all Head Start/Early Head Start staff and certain contractors to be fully vaccinated for COVID-19 by January 31, 2022.

On November 30, 2021, the Office of Head Start (OHS) published an Interim Final Rule (IFC) to protect the health and safety of Head Start staff, children, and families; to mitigate the spread of the virus that causes COVID-19, SARS-CoV-2, in Head Start programs; and to help more programs and early childhood centers safely remain open.

As outlined in the IFC, programs are required to develop a vaccine mandate policy and procedure. SETA staff worked with the Union to develop the attached vaccine policy and procedure for board review and approval.

Due to tight timelines, the SETA Policy Council will review and take action on this item at its meeting on February 22, 2022.

#### RECOMMENDATION:

Approve the Head Start COVID-19 Vaccine Mandate Policy and Procedure.

PRESENTER: D'et Saurbourne



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# Head Start COVID-19 Vaccine Mandate

## *Section 11.19*

### **Purpose:**

As part of President Biden's COVID-19 Action Plan, the Office of Head Start (OHS) published an Interim Final Rule (IFC) on November 30, 2021, requiring all staff to be vaccinated for COVID-19 by January 31, 2022. The purpose of this IFC is to protect the health and safety of Head Start staff, children, and families; to mitigate the spread of the virus that causes COVID-19, SARS-CoV-2, in Head Start programs; and to help more programs and early childhood centers safely remain open.

### **Policy:**

All Head Start staff and staff whose salaries are paid with Head Start funds, must be fully vaccinated or have an approved exemption effective January 31, 2022 as a term and condition of employment. This includes all staff on a leave of absence. All staff are required to report their vaccination status and to provide proof of vaccination to Human Resources.

Staff may request an exception from this mandatory vaccination policy if the vaccine is medically contraindicated for them or medical necessity requires a delay in vaccination. Staff may also request an exemption from this policy if getting vaccinated is a conflict with a sincerely held religious belief, practice, or observance. All such requests will be handled in accordance with applicable laws and regulations and SETA's Reasonable Accommodation Policy.

All new staff are required to comply with the vaccination requirements outlined in this policy and as a condition of employment. Potential candidates for employment will be notified of the requirements of this policy prior to the start of employment.

### **Procedure:**

All vaccinated staff are required to provide proof of COVID-19 vaccination, regardless of where they received vaccination. Proof of vaccination status can be submitted to Human Resources or [covid@seta.net](mailto:covid@seta.net).

### **Acceptable Proof of Vaccination Status is:**

1. A copy of the record of immunization from a healthcare provider or pharmacy;

- 
2. A copy of the COVID-19 Vaccination Record Card;
  3. A copy of medical records documenting the vaccination;
  4. A copy of immunization records from a public health, state, or tribal immunization information system; or
  5. A copy of a digital record with QR code from <https://myvaccinerecord.cdph.ca.gov/>; or
  6. A copy of any other official documentation that contains the type of vaccine administered, date(s) of administration, and the name of the healthcare professional(s) or clinic site(s) administering the vaccine(s).

### **Time Off for Vaccination Appointments**

An employee may take up to two hours of paid time per dose to travel to the vaccination site, receive a vaccination, and return to work if their appointment is during work hours. Staff getting their vaccines out of work hours will not be compensated extra.

### **Requesting a Medical or Religious Exemption**

Staff must submit a Medical or Religious Exemption Request Form available on the SETA Staff Resources website.

Medical exemptions for the COVID-19 vaccine will be considered if the employee provides a written certification by a licensed, treating medical provider [a physician (MD or DO), nurse practitioner (NP), or physician's assistant (PA)], of one of the following:

1. The applicable CDC contraindication for the COVID-19 vaccine; or
2. The applicable contraindication found in the manufacturer's package insert for the COVID-19 vaccine; or
3. A statement that the physical condition of the person or medical circumstances relating to the person are such that immunization is not considered safe, indicating the probable duration of the medical condition or circumstances that contraindicate immunization with the COVID-19 vaccine.

This written certification can be found on the second page of the Medical Exemption Request Form or a separate document on the medical professional's letterhead.

Religious exemptions for the COVID-19 vaccine will be considered if the employee provides a written explanation on the Religious Exemption Request Form as to why their sincerely held religious belief, practice, or observance conflicts with getting the COVID-19 vaccine.

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## Weekly Testing Requirements for Approved Exemptions

All staff who have an approved medical or religious exemption will be required to get tested for COVID-19 on a weekly basis. Testing will take place every Monday (or first workday after a holiday or leave) starting on February 7, 2022 and will be on paid time.

Testing will occur in one of the following ways:

1. Rapid test at a testing location determined by the Agency; or
2. Rapid test at a testing location determined by the staff member; or
3. At home test upon arrival to work with a supervisor to verify results; or
4. At home test taken at the staff member's home submitted with a completed attestation form.

All test results should be sent to [covid@seta.net](mailto:covid@seta.net), or any other test result collection method determined by the Agency. Documentation of the test results submitted must include the staff name, date of test, and proof of test result.

### **Confidentiality and Privacy:**

All medical information collected from individuals, including vaccination information, test results, and any other information obtained as a result of testing, will be treated in accordance with applicable laws and policies on confidentiality and privacy.

### **Questions:**

Please direct any questions regarding this policy to [covid@seta.net](mailto:covid@seta.net).

## ITEM III-B-1 – ACTION

### APPROVAL TO SUBMIT AN APPLICATION TO THE U.S. DEPARTMENT OF COMMERCE, ECONOMIC DEVELOPMENT ADMINISTRATION FOR THE AMERICAN RESCUE PLAN ACT GOOD JOBS CHALLENGE FUNDS, AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT, SUBGRANT AGREEMENTS, MODIFICATIONS AND ANY OTHER DOCUMENTS REQUIRED TO IMPLEMENT A SUCCESSFUL PROGRAM

#### BACKGROUND:

On July 22, 2021, the Economic Development Administration (EDA) within the U.S. Department of Commerce announced the availability of \$500 million for the American Rescue Plan Act Good Jobs Challenge (GJC), with award amounts of up to \$25 million. These funds are intended to support sectoral partnerships that work to grow regional economies and their associated workforces by building training programs that meet the existing and emerging skills needs of employers and that help workers enter quality jobs and advance along their chosen career path. EDA encourages efforts to reach historically underserved populations and areas, communities of color, women, and other groups facing labor market barriers including persons with disabilities, disconnected youth, individuals in recovery, individuals with past criminal records, veterans and military spouses, and individuals participating in the Supplemental Nutrition Assistance, Temporary Assistance for Needy Families, and Women, Infants and Children programs.

EDA anticipates funding the following three phases of regional workforce training systems/sectoral partnerships under the GJC:

- **System Development** – funding to help a System Lead Entity establish and develop a regional workforce training system comprised of multiple sectorpartnerships.
- **Program Design** – funding for sectoral partnership(s) to identify the skills needed by industry and workers, develop the skills training curriculum and materials, and secure technical expertise needed to train workers with the skills needed by businesses, including providing professional development and capacity-building to trainers and educators.
- **Program Implementation** – funding to deliver workforce training and wrap-around services that place workers into quality jobs through a new or expanded sectoral partnership(s).

EDA plans to award funds based on proposers' requirements to implement the three phases of the program.

In August 2021, Valley Vision began convening information/planning meetings with multiple regional stakeholders including workforce boards, local government, education,

ITEM III-B-1-ACTION (continued)

Page 2

economic development, community-based organizations, and employers. These sessions resulted in a plan to submit a regional application covering Sacramento, Yolo, Placer and El Dorado counties as follows:

*A coordinated digital skill building scaffolded pipeline from priority neighborhoods and populations to high quality jobs in the Information and Communications Technology (ICT) sector and positions crossing key sectors of our regional economy aligned with our regional Comprehensive Economic Development Strategy - The Greater Sacramento Region Prosperity Plan. This project will address current skills gaps through the development of clear career pathways for high-demand quality jobs in the ICT sector spanning the intersectionality of the region's key target industry clusters: Food & Agriculture, Life Sciences and Future Mobility.*

*The strength of the proposal will be the linking together of a vibrant network of community-based organizations, skill building activities and training entities securely attached to employer needs while ensuring access to the community members most in need. Achieving the goals of this project will improve environmental and economic goals for the region by expanding the talent pool of ICT workers who can address the increased digitization of our key industry sectors. The key occupations proposed for this project to focus on include the following top occupations expected for continued growth: Computer User Support Specialists, Data and Computer Systems Analysts, Network and Computer Science Administrators, Information Security Analysts/Cybersecurity and Web Developers/Digital Interface Designers.*

The solicitation authorizes both statewide and regional applications. SETA has confirmed that the State of California will not be submitting an application; the California Workforce Development Board will be providing a letter of support for the application.

SETA and Valley Vision are working to develop and submit an application that includes SETA - the lead entity/applicant, grant administrator and fiscal agent; and Valley Vision – the co-applicant, regional project convener/coordinator. If funded, SETA plans to execute an agreement with Valley Vision for an amount that will not exceed \$650,000. In addition, SETA and Valley Vision plan to engage Third Sector, a national organization that has experience with EDA-funded projects, as a technical assistance advisor for the system development and/or program design phases of the project, and anticipates a subcontract with Third Sector that will not exceed \$460,000.

If awarded, the project will procure specific types of training services as project phases are implemented, and will subcontract with Golden Sierra Job Training Agency and Yolo County workforce development areas to provide services in their respective areas. The specific amounts and service levels for subcontracts will be determined based on these post-award procurements.

ITEM III-B-1-ACTION (continued)  
Page 3

RECOMMENDATION:

Approve the submission of an application to the U.S. Department of Commerce, Economic Development Administration for up to \$12 million in American Rescue Plan Act Good Jobs Challenge funds. Since this is a new funding source, approval will also be required from the County Board of Supervisors and the City Council. Upon such approval, authorize the Executive Director to execute the agreement, subgrant agreements, modifications and any other documents required to implement a successful program.

PRESENTER: Roy Kim

ITEM III-B-2-ACTION

APPROVAL OF NON-COMPETITIVE PROCUREMENT FINDING AND FUNDING  
AUGMENTATION RECOMMENDATIONS FOR  
REFUGEE SUPPORT SERVICES (RSS) PROGRAM—ENGLISH LANGUAGE  
LEARNER (ELL) WORKFORCE NAVIGATOR AND EMPLOYMENT SERVICES  
(STAND ALONE) ACTIVITIES  
PROGRAM YEAR (PY) 2021-2022

BACKGROUND:

As the designated administrator of the Refugee Support Services (RSS) programs for the County of Sacramento, the Sacramento Employment and Training Agency (SETA) is responsible for the planning, procurement, and oversight of the programs to meet the local employment service and acculturation needs of refugees residing in Sacramento County.

RSS funds originate from the United States Department of Health and Human Services (HHS), Administration for Children and Families (ACF), Office of Refugee Resettlement (ORR) and, through employment, are intended to result in early economic self-sufficiency and the reduced dependency on public assistance among refugees, asylees, certified victims of human trafficking, and individuals holding Special Immigrant Visas (SIVs).

In September 2021, the Board approved funding extensions for SETA's RSS program providers for the new year, beginning October 1, 2021. Although the approved RSS funding extensions considered the increases in planned refugee and SIV arrivals to Sacramento due to the increase in the Presidential ceiling for refugee admissions to the U.S., it was difficult to anticipate the specific number of Afghan evacuees under Operation Allies Welcome that would resettle in Sacramento following the U.S. military's departure from Afghanistan. As the rapid departure proceeded, staff were aware that some of the funded programs could reach high or full-enrollment levels early in the year due to atypical flows in arrivals, and have monitored the enrollment numbers of our providers very closely on a monthly basis.

Through December 31, 2021, four of the RSS providers were between 60 and 100 percent of their planned enrollment numbers for the year. Three providers are funded under SETA's English Language Learner (ELL) Workforce Navigator program, and one is funded under SETA's Employment Service (Stand Alone) component. Therefore, staff is recommending the following funding augmentations in the total amount of \$271,800 for the four RSS providers to expand their enrollment capacity, as well as to mitigate lapses in service:

ITEM III-B-2-ACTION (continued)

Page 2

Provider	Activity	Current Funding	Current #s	Augmented Amount	Augmented #s	New #s to Serve	New Amount
Elk Grove USD – Adult	ELL	\$143,550	45	\$63,800	20	65	\$207,350
Bach Viet Association, Inc.	ES (SA)	\$162,000	81	\$80,000	40	121	\$242,000
IRC, Inc.	ELL	\$118,400	37	\$64,000	20	57	\$182,400
Sacramento City USD - Adult	ELL	\$144,000	45	\$64,000	20	65	\$208,000

Additionally, staff is recommending the following augmented funding in the total amount of \$34,400 for additional support services to the four providers listed above to accompany their augmented numbers of refugees to be served:

Provider	Activity	Current Funding	Current #s	Augmented Amount	Augmented #s	New #s to Serve	New Amount
Elk Grove USD – Adult	ELL	\$15,480	45	\$6,880	20	65	\$22,360
Bach Viet Association, Inc.	ES (SA)	\$27,864	81	\$13,760	40	121	\$41,624
IRC, Inc.	ELL	\$12,728	37	\$6,880	20	57	\$19,608
Sacramento City USD - Adult	ELL	\$15,480	45	\$6,880	20	65	\$22,360

This recommended funding is specifically awarded for the provision of housing, utilities, and technology supports, including computer equipment or supplies that support virtual/remote learning efforts, virtual case management, and/or access to digital literacy. The recommended amounts are based on the additional number of refugees to be served multiplied by the cost per participant of \$344.

On September 1, 2021, the California Department of Social Services (DSS) issued the attached letter that determined that the evacuation and resettlement of Afghans presents a humanitarian crisis and authorized implementation of streamlined administrative and programmatic processes to expedite use of RSS funds, including necessary emergency actions, such as augmenting existing RSS program providers to facilitate seamless, uninterrupted services. Based on the DSS letter, and consistent with the Federal Refugee Resettlement Program Regulations, OMB Uniform Guidance 2 CFR 200.320, and SETA’s procurement policies, which state that noncompetitive procurement is appropriate when a public exigency or emergency will not permit a delay resulting from publicizing a competitive solicitation, SETA’s Interim Executive Director has determined that emergency procurement for the augmentation of these four RSS providers is authorized and appropriate. Based on the DSS and Interim Executive Director’s emergency determinations, staff seek Board approval to find that noncompetitive procurement for this RSS funding augmentation is appropriate due to the existing emergency. If approved, a



ITEM III-B-2-ACTION (continued)  
Page 3

copy of this finding and the Board Item shall be retained with the procurement documentation for all contracts augmented under this agenda item.

RECOMMENDATION:

Find that noncompetitive procurement for the augmentations is appropriate due to the existing emergency set forth in the DSS letter and approve the funding augmentation recommendations for the four RSS program providers for PY 2021- 22, as indicated above.

PRESENTER: Michelle O'Camb

ITEM IV-A – INFORMATION

FORBES ARTICLE ON SETA'S HOMELESS TRANSITION EMPLOYMENT PROGRAM

BACKGROUND:

Attached is an article published on Forbes.com regarding SETA's Homeless Transition Employment Program.

PRESENTER: Julie Davis-Jaffe

Jan 5, 2022, 10:01am EST | 1,822 views

# The Craft Of The Homeless Job Counselor



**Michael Bernick** Contributor0

Policy

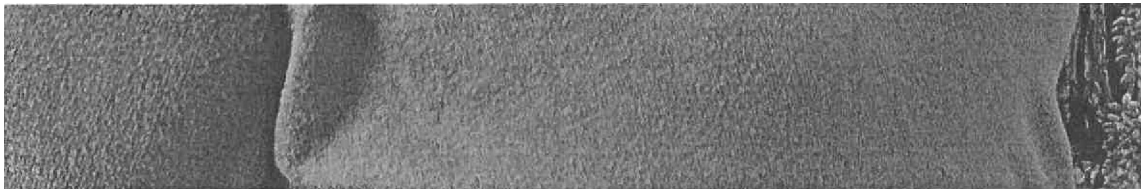
*I write about emerging employment structures, policy and law.*

# EJ

Listen to article 11 minutes



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Amy Ruddell, job counselor with the Sacramento Employment and Training Agency, has been finding jobs ... [+]

SACRAMENTO EMPLOYMENT AND TRAINING AGENCY

*(In seeking jobs for the homeless or welfare recipients or ex-offenders, policymakers often chase after "new ideas" or "innovation", when the answers lie in doing the basic job placement and retention tasks well. The best job counselors with these groups operate with a craft, as illustrated by a job counselor for the homeless in Sacramento).*

On a recent weekday Amy Ruddell is balancing several actions in her role as job counselor for the Homeless Transition Employment Program (HTEP), a project sponsored by the Anthem Foundation in partnership with the California Workforce Association and undertaken in Sacramento. The project focuses on unemployed homeless women and some homeless men. It seeks to place them into jobs, and help them retain these jobs.

The first project cycle of 30 homeless participants which started in March 2021, is now completing and Ruddell is checking in on some of the participants with jobs, while continuing to do job placement for five of the participants still unemployed. At the same time she is conducting an orientation session for participants enrolling in a second cycle to begin in January 2022.

For this second cycle, Ruddell has been given 25 referrals from the homeless center at the former Mather Air Force base, outside of Sacramento, and from Women's Empowerment, a nonprofit providing services to the area's homeless women. Each of the persons referred has expressed interest in a job. This weekday only 5 arrive at the orientation.

"We'll start with these five", Ruddell notes, "Though December isn't the best time to recruit people for jobs, the failure-to-follow-through rate is high at any time. There's a lot of anxiety, depression and paranoia among this population, that as job counselors we need to overcome." Ruddell's next step is to review in detail the backgrounds and interests of the five enrollees and connect to her network of job leads.

MORE FROM FORBES ADVISOR

### **Best Travel Insurance Companies**

By **Amy Danise** Editor

### **Best Covid-19 Travel Insurance Plans**

By **Amy Danise** Editor

Among the first cycle, Ruddell has been able to place 19 of the 30 participants between April and August 2021, and retention is still high by December 2021. Only two of the participants have quit or been fired. The jobs are in a mix of occupations, with multiple placements as security guards, office administrators with a large Sacramento property management firm, customer service representatives with Wells Fargo Bank WFC +3.6%, certified nurse assistants in long term care facilities, and retail clerks. The jobs range in pay from \$15 to \$20 per hour, with most in the \$16-\$18 middle range.

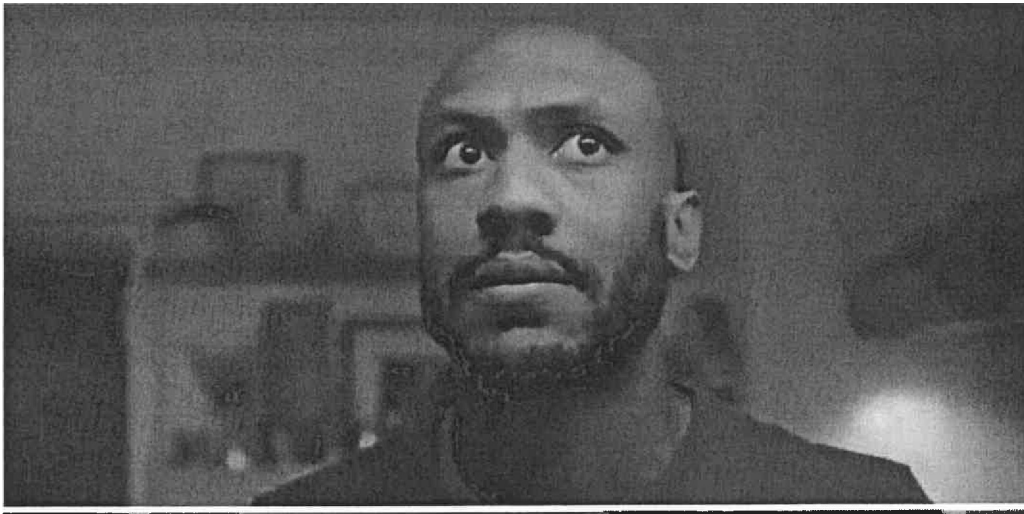
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Whether the participants will continue in these jobs over the next years, and even advance in income, remains to be seen. Yet, by standards of homeless housing programs, this is a high placement rate, and Ruddell is still working to increase it.

AD



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In seeking to improve the employment of the homeless, or welfare recipients, or ex-offenders, policymakers often chase after "new ideas", when the answers lie in doing the

basic job placement and retention tasks well. Ruddell doesn't do anything wildly different than most other job counselors. But she approaches her job as a craft, with the elements of craft: attention to detail, emphasis on results, finding satisfaction in undertaking placement tasks skillfully. She has been in the job counseling field for over 34 years, and says "After 34 years, I still feel a sense of pride with each placement."

Among the strategies in her craft are the following four:

Gathering job leads from a range of sources, and reaching out to employers to sell my job

seekers: "I reach out widely for job leads: LinkedIn, job boards, our Business Services division at the Sacramento Employment and Training Agency (SETA), and casual contacts. I recently got a lead for security job openings from the security guard at SETA. But a lead is only a start. You need to call an employer, and sell your candidate and how they can help the employer. If the employer is someone I haven't worked with, I start with, 'I've researched your business and I think I have a good match for you'."

The hiring pitch: pre-screened candidates, and employer support if any problems arise:

"I let the employer know that I'm employed by SETA, and that we're here to serve job seekers and employers. I emphasize how we pre-screen candidates, and note the strengths of our job seekers and their desire to work. I also emphasize that if my clients are late or absent or any problems arise, I am there to support the employer and resolve problems. Employers often are open to hiring homeless workers, as well as welfare recipients or ex-offenders, so long as they know there is a support system, and they can call me."

On-the-job training subsidies:

"One of the tools that works best for our job seekers is the On-The-Job (OJT) training subsidy available to employers, when they hire the homeless. OJTs can pay up to 75% of wages for three months. OJTs are a tried and tested strategy; they've been used for decades. Large firms generally are not incentivized by these subsidies, but small businesses are, and I use them as a selling point. I let companies know that I and other SETA staff will handle the paperwork, making it easy for them to receive the wage subsidy."

Encouragement and support to workers following placements:

"I keep in close touch with my clients during the placement process and after placement. Their personal lives may be chaotic, their families not there for them, they have little confidence in themselves. Even after placement, they are worried that they will lose their jobs. I regularly give them pep talks 'You're doing great', I tell them. I placed four women with a property management firm, and after six months, three of them are still there. The fourth had to leave due to some of her family members constantly contacting her at the job site. Some things you can't control, though we tried to keep her there. I'll work with her on another placement."

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ITEM IV-B- 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



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

**Findings and General Observations:**

We have reviewed the WIOA Adult, Dislocated Worker and Out-of-School Youth programs from January 1, 2021 to June 30, 2021. The costs reported for these programs have been traced to the delegate agency records. The records were verified and appear to be in order.

**Recommendations for Corrective Action:**

1) None

cc: Denise Lee  
Governing Board



**Program Operator: River City Food Bank**

**Findings and General Observations:**

- 1) We have reviewed the CSBG CARES Act-Safety Net program from November 2, 2020 to September 30, 2021. 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: Denise Lee  
Governing Board

**MEMORANDUM**

**TO:** Mr. Lisa Teal                      **DATE:** January 21, 2022

**FROM:** Tracey Anderson, SETA Fiscal Monitor

**RE:** Fiscal Monitoring Desk Review of San Juan U. S. D.

<b>PROGRAM</b>	<b>ACTIVITY</b>	<b>FUNDING</b>	<b>CONTRACT PERIOD</b>	<b>PERIOD COVERED</b>
Head Start	Basic & COLA	\$8,855,012	8/1/2020-7/31/21	2/1/2021-7/31/21
Head Start	T & TA	\$33,400	8/1/2020-7/31/21	2/1/2021-7/31/21
Head Start	COVID	\$924,506	8/1/2020-7/31/21	2/1/2021-7/31/21
Early HS	Basic & COLA	\$2,000,193	8/1/2020-7/31/21	2/1/2021-7/31/21
Early HS	T & TA	\$30,912	8/1/2020-7/31/21	2/1/2021-7/31/21
Early HS	COVID	\$140,271	8/1/2020-7/31/21	2/1/2021-7/31/21

**Monitoring Purpose:** Initial:      Follow Up:      Special:      Final:

**Date of Review:** October 2021; 10/17, 10/28, 11/10, 11/17, 11/22

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

**Program Operator:** San Juan Unified School District

**Findings and General Observations:**

- 1) The total costs as reported to SETA from February 1, 2021 to July 31, 2021 for the Head Start and Early Head Start programs have been traced to the delegate agency's records. The records were verified and appeared to be in order.

**Recommendations for Corrective Action:**

None

cc: Denise Lee  
Governing Board  
Policy Council





**Program Operator: Women's Civic Improvement Club**

**Findings and General Observations:**

- 1) We have reviewed the Head Start, T & T/A, Duration and COVID-19 programs from February 1, 2021 to July 31, 2021. The costs reported for these programs have been traced to the subgrantee's records. The records were verified and appear to be in order.

**Recommendations for Corrective Action:**

None

cc: Denise Lee  
Governing Board



**Program Operator: Yolo County HHSA**

**Findings and General Observations:**

- 1) The total costs as reported to SETA for the WIOA program have been traced to the delegate agency records. The records were verified and appear to be in order.

**Recommendations for Corrective Action:**

None

cc: Denise Lee  
Governing Board

ITEM IV-C- 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

EMPLOYER	CRITICAL CLUSTER	JOB	# of Positions
<b>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</b>			
Above and Beyond Logistics LLC	9	Delivery Route Driver	10
Adecco	9	Quality Inspector	20
AlSCO,inc	9	Delivery Driver	5
	9	Office Clerk	1
	9	Production Associate	1
City Of Elk Grove	9	Animal Services Officer	1
	9	Associate Civil Engineer	1
	9	Community Center Attendant	1
	9	Dispatcher	1
	9	Events Duty Person	1
	9	Finance (Budget) Analyst I	1
	9	Forensic Investigator	1
	9	Human Resources Specialist	1
	9	Maintenance Specialist-Irrigation	1
	9	Management Analyst	1
	9	Multimedia Specialist	1
	9	Police Officer	2
	9	Police Recruit	1
	9	Property and Evidence Technician I	1
	9	Purchasing Specialist	1
	3	Senior Civil Engineer	1
	0	Senior Customer Service Specialist-Animal Services	1
	9	311 Customer Service Specialist	1
	9	Administrative Analyst	2
	9	Administrative Analyst (Community Engagement/Economic Development Analyst)	1
	9	Administrative Assistant I	1
	9	Administrative Officer	1
	9	Administrative Technician	1
	9	Animal Care Technician	1
	9	Animal Services Coordinator	1
	7	Applications Developer	1
	9	Aquatics Recreation Coordinator	1
	9	Aquatics Specialist	1
9	Arborist/Urban Forester	1	
9	Arts Program Coordinator	1	
9	Assistant Camp Caretaker	1	
9	Assistant Camp Chef	2	

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
<b>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</b>			
City of Sacramento	9	Assistant Code Enforcement Officer	1
	3	Associate Civil Engineer	2
	3	Associate Electrical Engineer	1
	9	Booking Coordinator	1
	3	Building Inspector III	1
	9	Building Monitor	1
	9	Camp Aide	2
	9	Camp Chef	1
	9	Camp Host	1
	9	Camp Program Director	1
	9	Camp Recreation Leader	1
	9	Cashier - Aquatics	1
	3	Code Enforcement Officer	1
	9	Community Service Officer I	1
	9	Community Service Officer I-Limited-Term	1
	9	Crew Leader, Landscape and Learning	1
	9	Customer Service Representative	1
	9	Deputy City Attorney I -Community Advocacy and Public Safety Division	1
	9	Deputy City Attorney II -Community Advocacy and Public Safety Division	1
	9	Development Project Manager	1
	9	Development Services Technician I	1
	9	Development Services Technician II	1
	9	Dispatcher II	2
	9	Dispatcher Recruit	1
	6	Environmental Health & Safety Officer	1
	9	Environmental Program Manager	1
	9	Equipment Mechanic I	1
	9	Events Associate	1
	9	Events Duty Person	2
	9	Events Services Supervisor	1
9	Events Services Supervisor -Asst Performing Arts & Auditorium Manager	1	
9	Events Services Supervisor -Guest Service Manager	1	
9	Geographic Information Systems Specialist III	1	
3	HVAC Systems Mechanic	1	
7	Information Technology Manager	1	

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
<b>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</b>			
City of Sacramento	9	Instrument Technician I	1
	9	Instrument Technician II	1
	9	Instrument Technician Trainee	1
	9	Integrated Waste Equipment Operator	1
	9	Integrated Waste Supervisor	1
	9	Junior Planner	1
	9	Legal Secretary - Litigation	1
	9	Legal Staff Assistant	1
	9	Lifeguard	1
	9	Maintenance Worker	1
	9	Media and Communications Specialist	1
	9	Office Assistant	1
	9	Office Specialist	1
	3	Painter	1
	9	Park Maintenance Manager	1
	9	Park Maintenance Superintendent	1
	9	Parking Enforcement Supervisor	1
	9	Parking Meter Repair Worker	1
	9	Parks Supervisor	1
	9	Personnel Analyst	1
	9	Personnel Analyst -Employment, Classification & Development	1
	9	Personnel Transaction Coordinator	1
	9	Police Chief	1
	9	Police Clerk II	1
	9	Police Officer	3
	9	Police Officer Recruit	2
	9	Police Records Specialist I	1
	9	Pool Manager	1
	7	Principal Applications Developer	1
	9	Principal Budget Analyst	1
	9	Principal Building Inspector	1
9	Principal Planner	1	
9	Process Control Systems Specialist	1	
9	Program Coordinator	1	
9	Program Developer	2	
9	Program Manager	1	
7	Program Specialist	1	

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
<b>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</b>			
City of Sacramento	7	Program Specialist -Senior IT Business Analyst	1
	9	Recreation Aide	2
	9	Recreation Superintendent-Older Adults-Access Leisure	1
	9	Registrar	1
	9	Security Officer	1
	9	Senior Animal Control Officer	1
	7	Senior Applications Developer	1
	7	Senior Applications Developer -PeopleSoft	1
	4	Senior Applications Developer-IT Oracle CC&B	1
	3	Senior Architect	1
	9	Senior Deputy City Attorney	1
	9	Senior Development Project Manager	1
	9	Senior Lifeguard	1
	9	Senior Maintenance Worker	1
	3	Senior Painter	1
	9	Senior Planner	1
	9	Senior Plant Operator-Water Division	1
	9	Senior Recreation Aid	2
	7	Senior Systems Engineer	1
	9	Stationary Engineer	1
	3	Street Construction Laborer	1
	9	Street Maintenance Supervisor	1
	3	Supervising Engineer-Electrical Engineer	1
	3	Supervising Engineer-Water Policy & Regional Planning	1
	7	Systems Engineer	1
	7	Telecommunications Technician I	1
	9	Traffic Worker I	1
	9	Traffic Worker III	1
	9	Tree Maintenance Worker	1
	9	Tree Pruner II	1
9	Utilities Operations & Maintenance Service Worker-Wastewater & Drainage	1	
9	Utilities Operations and Maintenance Superintendent	1	
9	Utility Worker	1	
9	Veterinarian	1	
2	Water Conservation Representative	1	
9	Youth Aide	1	



EMPLOYER	CRITICAL CLUSTER	JOB	# of Positions
<b>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</b>			
Clement Law Group PC	9	Legal Assistant	1
Cordova Recreation & Parks District	9	Golf Course Maintenance Worker Aide	2
	9	Office Assistant/Clerical II	1
	9	Park Maintenance Worker I	1
	9	Park Maintenance II	3
	9	Program Facilitator-Senior Center	1
	9	Recreation Leader I - Teen Center	3
Department of Housing and Community Development	9	Housing Elements, Planning Grants & Incentives Manager	1
Food 4 Less	5	Assistant Manager	1
	5	Deli Clerk	1
	5	Floor General Clerk	1
	5	Loss Prevention Agent	1
	5	Meat Department Clerk	1
	5	Night Crew General Clerk	1
	9	Security Officer	1
Hagginwood Academy, LLC	4	Lead Toddler/2s Teacher	1
HR TO GO	9	Administrative Assistant	1
Integrity Support Services Inc. DBA Employment Screening Resources	9	Verification Specialist	1
Legacy Wireless Services	7	Top Lead/Top Hand II	1
Los Rios Community College District	4	Administration of Justice Adjunct Assistant Professor	1
	9	Account Clerk III	1
	4	Accountant	1
	4	Accountant	1
	4	Administrative Assistant I	2
	4	Admissions/Records Clerk II	1
	4	Admissions/Records Clerk III	1
	4	Admissions/Records Evaluator/Degree Auditor	1
	4	Agriculture Adjunct Assistant Professor	1
	4	Alternate Media Design Specialist	1
	4	Animal Science Adjunct Assistant Professor	1
	4	Anthropology Adjunct Assistant Professor	1
	4	Arabic Adjunct Assistant Professor	1
	4	Architecture Adjunct Assistant Professor	1
	4	Art History Adjunct Assistant Professor	1
4	Associate Vice President of Equity, Institutional Effectiveness and Innovation	1	

EMPLOYER	CRITICAL CLUSTER	JOB	# of Positions
<b>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</b>			
Los Rios Community College District	4	Athletic Trainer	1
	4	Automotive Collision Technology Adjunct Professor	1
	4	Biological Sciences Adjunct Assistant Professor	1
	4	Biology -Anatomy and Physiology- Assistant Professor	1
	4	Building Inspection Technology Adjunct Assistant Professor	1
	4	Business Services Supervisor	1
	4	Cantonese Adjunct Assistant Professor	1
	4	Chemistry Adjunct Assistant Professor	1
	4	Chemistry Assistant Professor	2
	4	Child Development Center Lead Teacher	1
	4	Child Development Center Teacher	1
	4	Clerk III	1
	4	College Nurse Adjunct	1
	4	College Nurse Clinician Adjunct	1
	4	College Safety Officer	1
	4	Communication Media Adjunct Assistant Professor	1
	4	Computer Science (Programming Adjunct Assistant Professor	1
	4	Confidential Human Resources Officer	1
	4	Construction Management Technology Adjunct Assistant Professor	1
	4	Cosmetology Adjunct Assistant Professor	1
	4	Counseling Clerk II	1
	4	Counselor Adjunct	2
	4	Dance Adjunct Assistant Professor	1
	4	Data Communications Security Specialist	1
	4	Dean of Counseling & Student Services	1
	4	Dean of Language and Literature	1
	4	Dental Assisting Adjunct Assistant Professor	1
	4	Diesel Mechanics Technology Adjunct Assistant Professor	1
	4	Director (I) of Application Services	1
	4	Director IV of Workforce Development	1
	4	Director V of Degree Planning Initiatives	1
	4	Drafting (CADD) Adjunct Assistant Professor	1
	4	Early Childhood Education Assistant Professor	1
4	EMT/Instructional Assistants	1	
4	English as a Second Language Adjunct Assistant Professor	1	
4	Ethnic Studies Assistant Professor	1	

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
<b>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</b>			
Los Rios Community College District	4	Facilities Maintenance-Transportation Supervisor	1
	4	Financial Aid Clerk II	1
	4	Financial Aid Officer	1
	4	Fire Technology Adjunct Assistant Professor	1
	4	Head Groundskeeper	1
	4	Information Technology Business/Technical Analyst I	1
	4	Information Technology Business/Technical Analyst II	1
	4	Instructional Assistant - Music	1
	4	Instructional Assistant-Art	1
	4	Instructional Assistant-Arts, Media, and Entertainment	1
	4	Instructional Assistant-Chemistry	1
	4	Instructional Assistant-Learning Resources-Writing Center	1
	4	Instructional Services Assistant II	1
	4	Laboratory Technician-Construction	1
	4	Laboratory Technician-Science	2
	4	Maintenance Electrician	1
	4	Maintenance HVAC Mechanic	2
	4	Maintenance Plumber	1
	4	Nursing RN Assistant Professor -Medical Surgical Focus	1
	4	Outreach Specialist	1
	4	Physics/Astronomy Adjunct Assistant Professor	1
	4	Police Cadet to Officer Program	1
	4	Police Communication Dispatcher	1
	4	Police Officer	1
	4	Project Director for TRIO Educational Talent Search	1
	4	Psychology Assistant Professor	3
	4	Research Analyst	1
	4	Senior Information Technology Business/Technical Analyst	1
	4	Special Projects External Events Coordinator	1
	4	Special Projects - Open Educational Resources Specialist	1
	4	Special Projects - Work-Based Learning and Job Readiness Specialist	1
4	Special Projects-Education Coach II	1	
4	Student Personnel Assistant - Contract Education	1	
4	Student Personnel Assistant - Counseling	1	
4	Student Personnel Assistant - Internship Developer	1	
4	Student Personnel Assistant - Student Services	1	
4	Student Personnel Assistant-Career & Job Opportunity Services	1	

EMPLOYER	CRITICAL CLUSTER	JOB	# of Positions
<b>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</b>			
Los Rios Community College District	4	Student Personnel Assistant-Disabled Student Programs and Services	1
	4	Student Personnel Assistant-Outreach Services	1
	4	Student Support Specialist	1
	4	Student Support Supervisor	1
	4	Sustainability Projects Coordinator	1
Milgard Manufacturing	1	Warehouse Worker	20
Modern Waste Solutions	9	Warehouse	3
More Than A Mailbox	9	Sales Associate	2
New Beginnings for Exceptional People	6	In-Home Attendant	1
Pacful, Inc.	9	Deliver Driver	1
	9	Order Puller/ Warehouse Associate	1
Packaging Corporation of America	1	Assistant Machine Operator	1
	1	General Labor Helper	5
	1	Machine Operator	1
Sacramento LGBT Community Center	9	Chief Development & External Affairs Officer	1
Safety Center Inc	6	ADP Counselor	1
	9	Program Staff	1
	4	WPS Instructor	1
Soesbe Financial	9	Administrative Assistant	1
Walmart	9	Power Equipment Operator	1
	9	Warehouse Associate	20
Women's Empowerment	9	Safety Monitor	1
<b>Total</b>			<b>377</b>

ITEM IV-D- 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 2021/2022

The following is an update of information as of January 25, 2022

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKERS	REGION/ LOCATION	Contacted	COVID-19 Related
<b>Sacramento Mattress King</b> 4160 14th Avenue Sacramento, CA 95820	Manufacturing/Distribution	7/4/2021	Temporary	30	Sacramento, CA	Yes	N
<b>Bag King</b> 230 Palladio Parkway #1217 Folsom, CA 95630	Retail	7/12/2021	Permanent	12	Folsom, CA	Yes	N
<b>Manuel Joseph Appliance Center</b> 4711 Northgate Blvd. Sacramento, CA 958348/04	Retail	8/4/2021	Permanent	14	Sacramento, CA	Yes	N
<b>Disney Store</b> 1689 Arden Way Sacramento, CA 95815	Retail	9/30/2021	Permanent	20	Sacramento, CA	Yes	N
<b>Fortuna BMC</b> 3140 Peace Keeper Way McClellan, CA 95652	Payroll Management	11/20/2021	Permanent	217	Sacramento, CA	Yes	N
<b>Central Freight Lines, Inc.</b> 3610 52nd Avenue Sacramento, CA 95823	Transportation	12/17/2021	Permanent	8	Sacramento, CA	Yes	N
<b>VSP</b> 3333 Quality Dr. Rancho Cordova, CA 95670	Health Insurance	12/31/2021	Permanent	13	Sacramento, CA	Yes	N
<b>U.S. Cold Storage of California</b> 3100 52nd Avenue Sacramento, CA 95823	Warehouse	1/31/2022	Permanent	18	Sacramento, CA	Yes	N
<b>Hospital Couriers, LLC</b> 2500 Marconi Ave. Ste.212 Sacramento, CA 95821	Transportation	2/28/2022	Permanent	8	Sacramento, CA	Yes	N
<b>TOTAL</b>				<b>340</b>			

ITEM IV-E- INFORMATION

UNEMPLOYMENT UPDATE/PRESS RELEASE FROM THE EMPLOYMENT  
DEVELOPMENT DEPARTMENT

BACKGROUND:

The unemployment rate for the Sacramento MSA for the month of December was 4.4%.

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)**

**Sacramento region total jobs down 2,300 over the month; up 38,300 over the year**

The unemployment rate in the Sacramento--Roseville--Arden-Arcade MSA was 4.4 percent in December 2021, down from a revised 4.7 percent in November 2021, and below the year-ago estimate of 7.6 percent. This compares with an unadjusted unemployment rate of 5.0 percent for California and 3.7 percent for the nation during the same period. The unemployment rate was 3.9 percent in El Dorado County, 3.3 percent in Placer County, 4.8 percent in Sacramento County, and 4.2 percent in Yolo County.

**Between November 2021 and December 2021**, combined employment in the counties of El Dorado, Placer, Sacramento, and Yolo, decreased by 2,300 to total 1,020,100 jobs.

- Construction reported the largest month-over decrease with a loss of 2,300 jobs. Specialty trade contractors was responsible for the decline.
- Government reported a drop of 1,600 jobs from November to December. Local government fell by 1,300 jobs, which accounted for 81 percent of the decline. Minimal declines were reported in state government (down 200 jobs) and federal government (down 100 jobs).
- On the upside, trade, transportation, and utilities continued its upward trend in December, adding 2,900 jobs. Job gains occurred in retail trade (up 1,600 jobs), transportation, warehousing, and utilities (up 1,200 jobs), and wholesale trade (up 100 jobs).
- Leisure and hospitality employment rose by 2,000 jobs. Accommodation and food services (up 1,200 jobs) was responsible for a majority of the growth. Arts, entertainment, and recreation added 800 jobs.

**Between December 2020 and December 2021**, total jobs in the region increased by 38,300 or 3.9 percent.

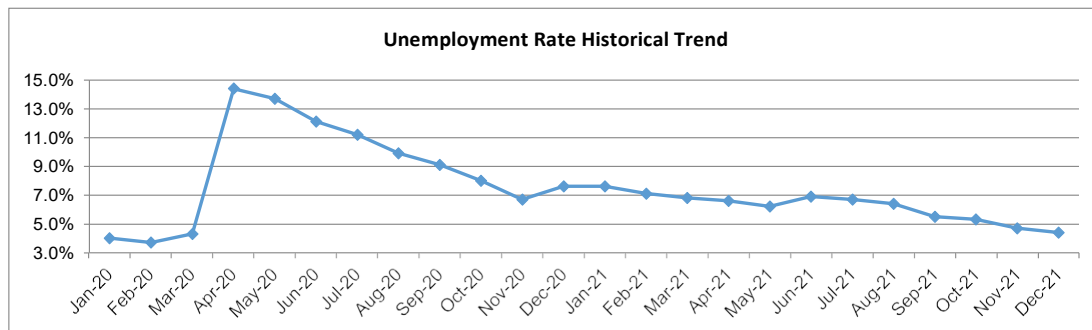
- Leisure and hospitality led the region in year-over growth with the addition of 11,300 jobs. Accommodation and food services picked up 9,100 jobs, while arts, entertainment, and recreation added 2,200 jobs.
- Employment in other services expanded by 5,500 jobs since last December.
- Government reported a year-over increase of 5,000 jobs. State government (up 3,000 jobs) was responsible for 60 percent of the expansion. Gains also occurred in local government (up 1,900 jobs) and federal government (up 100 jobs).
- Additional year-over employment gains of over two-thousand jobs occurred in the following sectors: education and health services (up 5,000 jobs), construction (up 3,300 jobs), and trade, transportation, and utilities (up 2,800 jobs).

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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 4.4 percent in December 2021, down from a revised 4.7 percent in November 2021, and below the year-ago estimate of 7.6 percent. This compares with an unadjusted unemployment rate of 5.0 percent for California and 3.7 percent for the nation during the same period. The unemployment rate was 3.9 percent in El Dorado County, 3.3 percent in Placer County, 4.8 percent in Sacramento County, and 4.2 percent in Yolo County.



Industry	Nov-2021	Dec-2021	Change		Dec-2020	Dec-2021	Change
	Revised	Prelim				Prelim	

Total, All Industries	1,022,400	1,020,100	(2,300)		981,800	1,020,100	38,300
Total Farm	7,700	7,500	(200)		7,100	7,500	400
Total Nonfarm	1,014,700	1,012,600	(2,100)		974,700	1,012,600	37,900
Mining, Logging, and Construction	79,600	77,300	(2,300)		74,000	77,300	3,300
Mining and Logging	600	600	0		600	600	0
Construction	79,000	76,700	(2,300)		73,400	76,700	3,300
Manufacturing	37,800	36,800	(1,000)		35,200	36,800	1,600
Trade, Transportation & Utilities	168,400	171,300	2,900		168,500	171,300	2,800
Information	10,100	10,200	100		9,800	10,200	400
Financial Activities	53,000	53,800	800		51,900	53,800	1,900
Professional & Business Services	137,000	136,000	(1,000)		134,900	136,000	1,100
Educational & Health Services	166,000	165,200	(800)		160,200	165,200	5,000
Leisure & Hospitality	87,500	89,500	2,000		78,200	89,500	11,300
Other Services	34,600	33,400	(1,200)		27,900	33,400	5,500
Government	240,700	239,100	(1,600)		234,100	239,100	5,000

Notes: Data not adjusted for seasonality. Data may not add due to rounding  
 Labor force data are revised month to month  
 Additional data are available on line at [www.labormarketinfo.edd.ca.gov](http://www.labormarketinfo.edd.ca.gov)

	Dec 20	Oct 21	Nov 21	Dec 21	Percent Change	
			Revised	Prelim	Month	Year
Civilian Labor Force (1)	1,089,100	1,101,600	1,104,500	1,099,300	-0.5%	0.9%
Civilian Employment	1,005,900	1,043,000	1,053,000	1,051,000	-0.2%	4.5%
Civilian Unemployment	83,200	58,600	51,500	48,200	-6.4%	-42.1%
Civilian Unemployment Rate	7.6%	5.3%	4.7%	4.4%		
(CA Unemployment Rate)	9.1%	6.1%	5.4%	5.0%		
(U.S. Unemployment Rate)	6.5%	4.3%	3.9%	3.7%		

Total, All Industries (2)	981,800	1,016,900	1,022,400	1,020,100	-0.2%	3.9%
Total Farm	7,100	9,700	7,700	7,500	-2.6%	5.6%
Total Nonfarm	974,700	1,007,200	1,014,700	1,012,600	-0.2%	3.9%
Total Private	740,600	768,700	774,000	773,500	-0.1%	4.4%
Goods Producing	109,200	118,100	117,400	114,100	-2.8%	4.5%
Mining, Logging, and Construction	74,000	80,200	79,600	77,300	-2.9%	4.5%
Mining and Logging	600	600	600	600	0.0%	0.0%
Construction	73,400	79,600	79,000	76,700	-2.9%	4.5%
Construction of Buildings	14,800	15,400	15,100	15,000	-0.7%	1.4%
Specialty Trade Contractors	51,200	55,100	54,900	52,600	-4.2%	2.7%
Building Foundation & Exterior Contractors	14,200	15,200	15,000	14,300	-4.7%	0.7%
Building Equipment Contractors	20,300	21,800	21,800	21,100	-3.2%	3.9%
Building Finishing Contractors	10,700	11,300	11,100	10,500	-5.4%	-1.9%
Manufacturing	35,200	37,900	37,800	36,800	-2.6%	4.5%
Durable Goods	22,400	22,700	22,700	22,100	-2.6%	-1.3%
Computer & Electronic Product Manufacturing	4,500	4,500	4,600	4,400	-4.3%	-2.2%
Nondurable Goods	12,800	15,200	15,100	14,700	-2.6%	14.8%
Food Manufacturing	4,300	5,700	5,500	5,500	0.0%	27.9%
Service Providing	865,500	889,100	897,300	898,500	0.1%	3.8%
Private Service Providing	631,400	650,600	656,600	659,400	0.4%	4.4%
Trade, Transportation & Utilities	168,500	164,400	168,400	171,300	1.7%	1.7%
Wholesale Trade	26,300	26,000	25,900	26,000	0.4%	-1.1%
Merchant Wholesalers, Durable Goods	15,600	15,300	15,100	15,200	0.7%	-2.6%
Merchant Wholesalers, Nondurable Goods	9,400	9,400	9,400	9,400	0.0%	0.0%
Retail Trade	102,300	100,500	103,400	105,000	1.5%	2.6%
Motor Vehicle & Parts Dealer	13,800	14,500	14,500	14,900	2.8%	8.0%
Building Material & Garden Equipment Stores	8,900	9,100	9,000	9,200	2.2%	3.4%
Grocery Stores	20,400	20,100	20,300	20,200	-0.5%	-1.0%
Health & Personal Care Stores	5,400	5,400	5,600	5,800	3.6%	7.4%
Clothing & Clothing Accessories Stores	8,300	8,000	8,800	9,100	3.4%	9.6%
Sporting Goods, Hobby, Book & Music Stores	3,600	3,300	3,600	3,600	0.0%	0.0%
General Merchandise Stores	20,800	19,600	20,800	21,100	1.4%	1.4%
Transportation, Warehousing & Utilities	39,900	37,900	39,100	40,300	3.1%	1.0%
Information	9,800	10,100	10,100	10,200	1.0%	4.1%
Publishing Industries (except Internet)	2,100	2,100	2,100	2,100	0.0%	0.0%
Telecommunications	2,900	2,800	2,800	2,800	0.0%	-3.4%
Financial Activities	51,900	52,500	53,000	53,800	1.5%	3.7%
Finance & Insurance	35,500	35,700	36,000	36,900	2.5%	3.9%
Credit Intermediation & Related Activities	11,300	11,500	11,600	11,900	2.6%	5.3%
Depository Credit Intermediation	5,900	6,000	6,100	6,100	0.0%	3.4%
Nondepository Credit Intermediation	3,000	3,000	3,000	3,100	3.3%	3.3%
Insurance Carriers & Related	19,900	19,600	19,600	20,000	2.0%	0.5%
Real Estate & Rental & Leasing	16,400	16,800	17,000	16,900	-0.6%	3.0%
Real Estate	13,300	13,700	13,800	13,800	0.0%	3.8%
Professional & Business Services	134,900	137,400	137,000	136,000	-0.7%	0.8%
Professional, Scientific & Technical Services	58,900	62,000	62,000	62,300	0.5%	5.8%
Architectural, Engineering & Related Services	10,300	10,900	10,900	10,900	0.0%	5.8%
Management of Companies & Enterprises	13,300	13,400	13,200	13,100	-0.8%	-1.5%
Administrative & Support & Waste Services	62,700	62,000	61,800	60,600	-1.9%	-3.3%
Administrative & Support Services	59,600	59,000	58,700	57,600	-1.9%	-3.4%
Employment Services	21,000	22,200	22,100	21,900	-0.9%	4.3%

	Dec 20	Oct 21	Nov 21 Revised	Dec 21 Prelim	Percent Change	
					Month	Year
Services to Buildings & Dwellings	18,000	19,100	19,100	18,700	-2.1%	3.9%
Educational & Health Services	160,200	164,700	166,000	165,200	-0.5%	3.1%
Education Services	10,800	11,700	11,800	11,800	0.0%	9.3%
Health Care & Social Assistance	149,400	153,000	154,200	153,400	-0.5%	2.7%
Ambulatory Health Care Services	52,500	54,600	55,200	54,100	-2.0%	3.0%
Hospitals	25,200	25,400	25,500	25,600	0.4%	1.6%
Nursing & Residential Care Facilities	17,000	16,700	16,800	16,800	0.0%	-1.2%
Leisure & Hospitality	78,200	87,500	87,500	89,500	2.3%	14.5%
Arts, Entertainment & Recreation	9,800	11,000	11,200	12,000	7.1%	22.4%
Accommodation & Food Services	68,400	76,500	76,300	77,500	1.6%	13.3%
Accommodation	5,800	7,000	7,000	7,200	2.9%	24.1%
Food Services & Drinking Places	62,600	69,500	69,300	70,300	1.4%	12.3%
Restaurants	59,900	67,000	66,700	67,700	1.5%	13.0%
Full-Service Restaurants	22,500	29,200	29,100	29,600	1.7%	31.6%
Limited-Service Eating Places	37,400	37,800	37,600	38,100	1.3%	1.9%
Other Services	27,900	34,000	34,600	33,400	-3.5%	19.7%
Repair & Maintenance	9,900	10,600	10,700	10,600	-0.9%	7.1%
Government	234,100	238,500	240,700	239,100	-0.7%	2.1%
Federal Government	14,700	14,500	14,900	14,800	-0.7%	0.7%
Department of Defense	1,800	1,800	1,800	1,800	0.0%	0.0%
State & Local Government	219,400	224,000	225,800	224,300	-0.7%	2.2%
State Government	122,000	124,200	125,200	125,000	-0.2%	2.5%
State Government Education	27,500	27,300	27,800	28,300	1.8%	2.9%
State Government Excluding Education	94,500	96,900	97,400	96,700	-0.7%	2.3%
Local Government	97,400	99,800	100,600	99,300	-1.3%	2.0%
Local Government Education	53,100	54,900	55,900	54,600	-2.3%	2.8%
Local Government Excluding Education	44,300	44,900	44,700	44,700	0.0%	0.9%
County	19,000	19,100	19,000	19,000	0.0%	0.0%
City	9,400	9,800	9,700	9,700	0.0%	3.2%
Special Districts plus Indian Tribes	15,900	16,000	16,000	16,000	0.0%	0.6%

**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**  
**December 2021 - Preliminary**  
 Data Not Seasonally Adjusted

COUNTY	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
<b>STATE TOTAL</b>	<b>---</b>	<b>19,065,800</b>	<b>18,105,400</b>	<b>960,400</b>	<b>5.0%</b>
ALAMEDA	10	814,700	782,800	31,900	3.9%
ALPINE	40	570	530	30	5.7%
AMADOR	29	14,470	13,750	710	4.9%
BUTTE	26	93,300	88,800	4,500	4.8%
CALAVERAS	10	21,580	20,740	840	3.9%
COLUSA	57	10,320	9,090	1,220	11.9%
CONTRA COSTA	19	543,000	520,000	22,900	4.2%
DEL NORTE	37	9,230	8,740	490	5.3%
EL DORADO	10	91,700	88,100	3,600	3.9%
FRESNO	49	447,800	416,500	31,300	7.0%
GLENN	33	12,590	11,940	650	5.2%
HUMBOLDT	15	60,200	57,700	2,500	4.1%
IMPERIAL	58	67,600	57,700	9,900	14.7%
INYO	15	8,200	7,860	340	4.1%
KERN	53	378,200	349,200	29,000	7.7%
KINGS	52	56,300	52,100	4,200	7.5%
LAKE	40	28,270	26,650	1,620	5.7%
LASSEN	15	9,480	9,090	390	4.1%
LOS ANGELES	44	5,018,500	4,705,400	313,100	6.2%
MADERA	48	62,200	58,100	4,200	6.7%
MARIN	1	133,700	130,100	3,600	2.7%
MARIPOSA	39	6,950	6,570	390	5.5%
MENDOCINO	24	36,090	34,440	1,650	4.6%
MERCED	55	114,600	105,200	9,400	8.2%
MODOC	30	3,260	3,090	170	5.1%
MONO	23	8,960	8,570	390	4.4%
MONTEREY	51	208,400	193,500	14,900	7.2%
NAPA	15	67,000	64,200	2,800	4.1%
NEVADA	8	47,960	46,190	1,770	3.7%
ORANGE	8	1,591,600	1,532,100	59,500	3.7%
PLACER	5	187,500	181,400	6,100	3.3%
PLUMAS	54	6,930	6,380	550	7.9%
RIVERSIDE	30	1,129,100	1,071,600	57,500	5.1%
SACRAMENTO	26	713,300	679,200	34,000	4.8%
SAN BENITO	40	31,500	29,700	1,800	5.7%
SAN BERNARDINO	33	992,100	940,800	51,300	5.2%
SAN DIEGO	19	1,554,500	1,488,800	65,800	4.2%
SAN FRANCISCO	4	566,600	549,400	17,200	3.0%
SAN JOAQUIN	46	329,600	308,300	21,300	6.4%
SAN LUIS OBISPO	6	129,800	125,300	4,500	3.5%
SAN MATEO	2	445,500	433,100	12,500	2.8%
SANTA BARBARA	13	216,600	208,000	8,600	4.0%
SANTA CLARA	3	1,042,900	1,012,800	30,100	2.9%
SANTA CRUZ	38	131,100	124,000	7,100	5.4%
SHASTA	26	74,300	70,700	3,600	4.8%
SIERRA	13	1,340	1,290	50	4.0%
SISKIYOU	46	16,350	15,300	1,050	6.4%
SOLANO	33	203,100	192,600	10,500	5.2%
SONOMA	6	246,300	237,800	8,600	3.5%
STANISLAUS	43	239,800	225,200	14,600	6.1%
SUTTER	50	45,300	42,100	3,200	7.1%
TEHAMA	30	25,390	24,100	1,290	5.1%
TRINITY	24	4,430	4,230	200	4.6%
TULARE	56	197,000	180,400	16,600	8.4%
TUOLUMNE	33	19,600	18,580	1,020	5.2%
VENTURA	19	411,900	394,600	17,300	4.2%
YOLO	19	106,800	102,300	4,500	4.2%
YUBA	44	30,300	28,400	1,900	6.2%

**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 2020 benchmark and Census 2010 population controls at the state level.

ITEM IV-F- 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

# ANNUAL REPORT



**2020-2021**

# Preface to the 2020-21 Annual Report

Throughout the year, our nation heard and mimicked “these are unprecedented times!” Fast forward 18 months after the first Shelter-in-Place order and these are anything but unprecedented times. They are simply...THE TIMES.

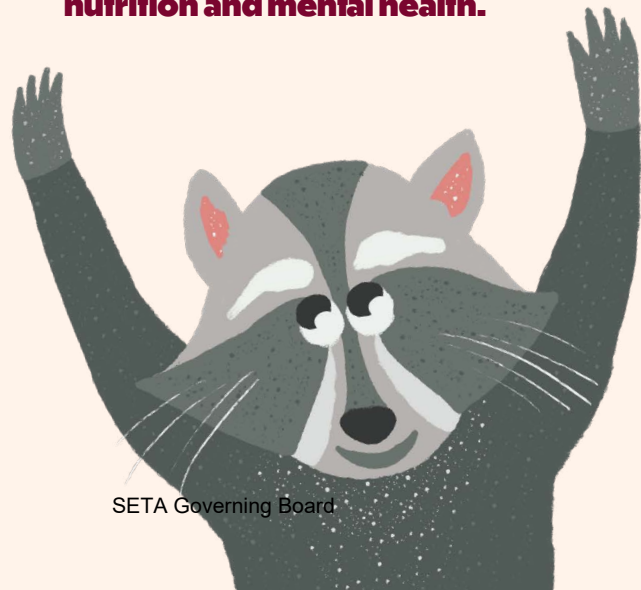
Over this past year and half, families have become full-time teachers at home; teachers have become education lifelines via technology; employers have become outsourced employment for employees working from home; and essential workers have become the nucleus of a global market unhalting. These are simply...THE TIMES.

Sacramento County Head Start/Early Head Start programs are no exception. Staff have turned ordinary comprehensive services into extra-ordinary ways of doing business in these times.

This report reflects the pivotal work performed prior to, during and after the pandemic. Since SETA, its delegate agencies and partners remained in distance-learning and support services for a majority of the 2020-21 program year, the information contained in this report largely represents anecdotal information with a sprinkle of outcomes data. In some sections of the report, we have provided multi-year data as a comparison of normal scores/outcomes to pandemic scores/outcomes. In other sections, we have provided raw numbers, which may demonstrate the challenges of doing business in remote settings with many partners and providers closed for routine business.

A gigantic thanks to all of the Head Start/Early Head Start leadership, staff, parents, board members, partners and delegate agencies for ensuring the Head Start mission is accomplished through commitment, passion and dedication, despite the pandemic.

For more information about Head Start and Early Head Start services, please visit our website at: [www.headstart.seta.net](http://www.headstart.seta.net)



# Budget Report

## Head Start (Preschool)

	2020-2021			Next Year 2021-2022
	Budget <sup>1</sup>	Expenditures <sup>1</sup>	In-Kind	Budget <sup>3</sup>
<b>SETA Operated Program</b>	<b>\$29,149,773</b>	<b>\$25,986,673</b>	<b>\$3,965,226</b>	<b>\$27,940,406</b>
<b>Elk Grove USD</b>	<b>3,940,151</b>	<b>3,417,770</b>	<b>938,398</b>	<b>3,596,657</b>
<b>Sac City USD</b>	<b>6,831,278</b>	<b>6,049,261</b>	<b>2,147,094</b>	<b>6,259,546</b>
<b>San Juan USD</b>	<b>9,812,918</b>	<b>8,841,462</b>	<b>2,465,658</b>	<b>8,996,443</b>
<b>Twin Rivers USD</b>	<b>2,287,614</b>	<b>1,707,582</b>	<b>667,732</b>	<b>2,271,191</b>
<b>Women’s Civic Improvement Club</b>	<b>1,521,621</b>	<b>1,519,607</b>	<b>340,161</b>	<b>1,433,298</b>
<b>Total</b>	<b>\$53,543,355</b>	<b>\$47,522,355</b>	<b>\$10,524,269</b>	<b>\$50,497,541</b>

Under-spent HS/EHS funds will be carried over for unfinished projects. Other Funding includes \$8,049,590 in CDE and CACFP funding.

## Early Head Start<sup>2</sup> (Infant/Toddlers)

	2020-2021			Next Year 2021-2022
	Budget <sup>1</sup>	Expenditures <sup>1</sup>	In-Kind	Budget <sup>3</sup>
<b>SETA Operated Program</b>	<b>\$10,899,878</b>	<b>\$9,995,835</b>	<b>\$3,380,605</b>	<b>\$10,365,086</b>
<b>San Juan USD</b>	<b>2,171,376</b>	<b>2,020,685</b>	<b>872,918</b>	<b>2,055,507</b>
<b>Twin Rivers USD</b>	<b>1,006,980</b>	<b>935,658</b>	<b>3,485</b>	<b>1,018,723</b>
<b>Total</b>	<b>\$14,078,234</b>	<b>\$12,952,178</b>	<b>\$4,257,008</b>	<b>\$13,439,316</b>

(1) Includes CARES Act funding carried over from 2019-2020  
 (2) Includes Early Head Start-Child Care Partnership funding for SETA  
 (3) Includes HS/EHS Basic funding only



# Delegates and Partners Program Accomplishments



## Countywide Approaches to Distance Learning and Support Services During COVID-19

- From Fall 2020 to Spring 2021, high quality learning experiences were provided through distance-learning models that included synchronous learning via Zoom or Google Classroom meetings and asynchronous learning with Agency-provided learning plans for in-home lessons.
- Teachers and support staff provided school supplies and educational learning kits to families at contactless pick-ups and drive-through events throughout the school year.
- In March/April 2021, SETA and Delegate Agency programs (except for WCIC) reopened classrooms for in-person learning. A hybrid model of in-person and distance-learning was offered where cohorts of children attended in-person instruction on designated days of the week and participated in distance-learning on alternate days.
- Parent trainings were provided virtually and topics included gardening, family literacy, nutrition activities, physical fitness, promoting positive behavior, art experiences and pre-reading skills.
- Monthly Policy Committee meetings were conducted via Zoom. This virtual format was met with positive parent feedback because of its convenience.
- Home visits and parent conferences were conducted virtually that made it more accessible to parents who previously were unable to participate due to transportation and work schedules.
- All Sacramento County HS/EHS programs continue to be staffed by a culturally and linguistically diverse workforce reflective of our community. This was hugely critical during distance-learning.

## Sacramento City Unified School District

- Chromebooks were distributed to families who needed computers making distance learning accessible.
- Program used Learning Genie, which became a portal for teachers to engage with their families. Teachers pushed out daily schedules for parents to use at home and provided lesson/activity plans for the week.
- Parent and teacher relationships were strengthened as teaching, learning and the completion of the required screeners (ASQ's) and assessments (DRDP) required parents to be well-informed and fully engaged.
- New laptop computers were provided to all teachers that allowed them to be more efficient with distance-learning.
- Families received free library-quality hardbound children's books.
- Due to the pandemic, Professional Learning focused on use of technology for virtual distance learning, and self-care topics to support the social emotional well-being of staff, student and families. Numerous Social Emotional Learning-related workshops were offered to staff.
- Nurses developed a library of virtual trainings for parents. Topics consisted of nutrition education, dental hygiene, hand washing and safety procedures during COVID-19.
- SCUSD provided free meals for all our students in distance learning. The district's Central Kitchen project is complete and students will soon be receiving healthy fresh meals using local produce. This Farm to School program will use locally sourced ingredients to offer nutritious and sustainable food offerings, all while supporting our local growers.

## Elk Grove Unified School District

- Chromebooks were given out with information on free wi-fi access and low-cost internet service.
- Elk Grove USD partnered with Early Smiles Sacramento Program/Center for Oral Health that provided oral health information at four virtual parent education events and six dental screenings at drive-through events. Hygienists provided oral health recommendations and referrals. Families received dental kits and other school supplies.
- Partnership with Sacramento County Mental Health Program Coordinators provided five virtual meetings on self-care for adults, co-regulation between caretakers, family members and children, and mental health in-person and online resources.
- Youth librarians from the Sacramento Public Library met families at 12 virtual events to share songs, books, their website, and services.
- Sacramento Food Bank Outreach Manager presented a video on applying online for CALFresh and how to access their family services at 5 virtual events.
- The Sacramento County Office of Education and the Sacramento Food Bank provided diapers, bottles, formula and wipes to EGUSD families.
- Sacramento Zoo animal care specialists shared various animals with families through 12 virtual events for children and adults to learn about habitats, mobility, appendages, and diets. Virtual in-class field trips were also presented to every class.
- 273 families participated in ReadyRosie parenting curriculum that provided parenting videos modeling positive parenting strategies



**Sacramento Zoo animal care specialist presenting at a virtual parent education event**



# 2020-2021

## Twin Rivers Unified School District

- Virtual parent engagement activities were offered via Zoom with high parent participation. Offerings included monthly dance parties, Multicultural Faire, Back to School Night, Open House and Read Aloud with the Early Head Start/Head Start Director.
- TRUSD collaborated with California State University, Sacramento (CSUS) Social Work Department to support a MSW intern that provided classroom support to all Early Head Start and Head Start sites.
- Collaboration with TRUSD Facilities and Maintenance Department to complete playground improvement projects at the Morey Avenue location.
- Program facilitated 18-day summer camp program at all four sites for toddler and preschool students.
- Implemented and utilized the Learning Genie app for contactless sign in and out process and Daily Health Card completion with parents.
- Created and implemented an online enrollment process for all TRUSD ECE programs.
- Focused on social emotional learning with daily Social-Emotional Learning book readings and monthly virtual activities with the Social Work team.
- TRUSD onboarded over 70% of parents to ReadyRosie, the online parenting curriculum that provides parenting strategies and behavior techniques for better parent-child interactions and family communication.



**“The Head Start program has been a great relief in my childcare needs. My son has greatly furthered his development and it gives me peace of mind that he is safe and being taken care of.”**



## San Juan Unified School District

- SJUSD continued the use of Teaching Pyramid piloting at Marvin Marshall school site.
- All EHS and HS programs received new outdoor classroom furniture.
- SJUSD has established a new ECE website to house all department resources for staff, forms, documents, online trainings, and program content areas.
- SJUSD ECE purchased and implemented the use of Creative Curriculum Cloud.
- Program implemented “Calm Classroom” to teach and support mindfulness practices in classes, 5 SJUSD staff have been trained as coaches and this was a focus in Professional Development.

## River Oak Center for Children

- Program provided ongoing virtual socializations with monthly pick-up days for families to get supplies to use during socializations. Families were provided \$10 gas cards when they attended pick-up day and Socialization.
- Program continued to provide newly enrolled families with developmental learning packages and tablets to support virtual learning.
- ROCC EHS program has gone almost paperless in its recordkeeping system with the exception of ongoing assessment tool. Program is now able to upload documents into its ChildPlus database in a timely manner.
- The program continued to offer various support services to the families by connecting them to community resources such as financial support, mental health referrals, food, housing, and simply connecting them to other community resources.

## Women’s Civic Improvement Center

- WCIC/Playmate Head Start Program received an Unqualified June 30, 2020 Audit.
- Professional Development: Program staff accomplished over 21 professional growth hours from the Sacramento County Office of Education including courses on Trauma-Responsive Practices for Early Childhood Providers, Strengthening Self Awareness to Reduce Burnout in Times of Stress (Self-Care), Supporting Children and Families When Programs Are Virtual, Looking at Trauma Through the Lens of an Individual Child and Trauma-Responsive Family Engagement in Early Childhood: Practices for Equity and Resilience.
- Teacher and Associate Teachers continued to advance in their degree attainment and one Associate Teacher has just completed her Associate of Arts Degree in Early Childhood Education from Cosumnes River College in the of Spring 2021. One Associate Teacher obtained an Associate Teacher Permit in Spring 2021. All Associate Teachers continued to attend community College and complete ECE courses.
- Non-teaching support staff Program Specialist and Program Assistants continued to take ECE classes to further their education in ECE.

## Sacramento County Office of Education

- Successful implementation of ASQ online as a means to complete screenings with families.
- Distributed learning materials to families to support continued learning at home.
- Hosted virtual socializations which included popular topics like gardening and Zumba.



# SETA Community Partnerships:

## SETA celebrates important partners during 2020-21

- Public Health Division Obesity Prevention Program
- UC Davis Betty Irene Moore School of Nursing
- Sacramento County Department of Health Services

### TB Testing for SETA Staff

TB testing is required for staff on an annual basis to keep enrolled children and staff safe from infectious diseases. Due to the pandemic, many routine medical services were paused, and many staff fell behind on TB testing. In July 2021, UC Davis student nurses administered 122 TB PPD skin tests to SETA Head Start staff in a two-day period as well as education about the disease, management and its prevention.



### Oral Health Care

Oral Health information, resources and promotional items were offered to 143 families. Enrolled children and their families received information on oral health and Medi-Cal/Denti-Cal resources. Goodie bags with toothbrush, tooth paste, floss, timer and "Potter the Otter Visits the Dentist" book (available in 3 languages: English, Spanish and Vietnamese) were given to children to promote preventive oral care practices. For children 18 months and younger, they received bibs, finger brushes and washcloths. Additionally, for families who did not return to in-person classes, UC Davis student nurses hosted an Oral Care Webinar that talked about risk factors that lead to poor oral health, how cavities and poor oral health can lead to systemic problems, stages of tooth decay, indicators of poor oral hygiene, correct teeth brushing techniques, fluoride varnish treatment and local resources.



### Medication & Special Diet Checks

Every summer UC Davis student nurse interns help check to ensure care plans, special diet cards, feeding plans and medication boxes are complete, updated and properly labeled. This safety protocol is done quarterly to ensure safety and in compliance with child care licensing regulations. Student nurses learn about child care health and safety regulations as they assist in our program.

This year, student nurse interns checked if First Aid and Blood Borne Pathogen kits are stocked in each SETA-Operated classroom. They also inspected if red cross signs were visible to easily access child medications and/or care plans. They verified that the medication boxes contained the correct medications for children and are properly labeled. Additionally, they checked the class health binders to ensure it contained correct care plans and appropriate medication logs.



### COVID-19 Vaccination Education

UC Davis student nurses hosted education events by having resource tables and answering questions on COVID-19 vaccines. They were stationed at 4 Head Start centers and at the TB clinic. They disseminated a little over 200 informational brochures that included information on how to access free COVID-19 vaccination, and disease awareness and prevention. SETA registered nurse consultants were also part of these education efforts by providing COVID-19 informational webinars to our Home Base program. The webinars provided information on free COVID-19 vaccination access, and disease awareness, prevention and management.

### Childhood Obesity Prevention using Coordinated Approach to Child Health (CATCH) Partnership with UC Davis Betty Irene Moore School of Nursing and Sacramento County Department of Health Services, Public Health Division Obesity Prevention Program

This project's aim is to encourage movement/exercise among children. The CATCH activity promotes growth development and increase overall health through increased movement. Exercise also encourages play and is one way of reducing childhood obesity. The activity was done with 443 enrolled children in both center and home-based programs. An education webinar provided resources and information on how to develop health eating habits, engage in more physical activity, reduce sedentary time and getting adequate sleep.





# Family Engagement

The challenges brought by the COVID19 pandemic required the program to evaluate how to best meet the needs of the families and resulted in many new practices.

- All Family Services Workers (FSW) received mobile phones and made at least weekly contacts with their families, sharing resources and information. This allowed FSWs to contact and connect with parents via email and more importantly with text messages which have been extremely effective.
- Parent meetings were hosted on Zoom which included guest speakers, and many FSW's joined their teacher Zooms to connect with their families.
- During the pandemic, families participated in the "to-go" food programs, picking up weekly meal boxes. This was another opportunity for FSWs to make in-person contact with families.
- In Spring 2021, SETA Head Start worked with CCR Analytics, a data collection/analysis company, to conduct an online parent survey. Nearly 60% (567) responded, resulting in parent feedback in seven family outcomes measures.
- SETA Head Start has developed a partnership with the SETA Workforce Development Department to provide a job coach and resource staff specifically assigned to enrolled Head Start/ Early Head Start families to support them in their needs to successfully return to the workforce. This partnership will continue in coming program year.

**72%**  
of SETA Head Start respondents find the Agency "Very Helpful" in the overall area of "Families as Lifelong Educators."

In the area of "Family Connection to Peers and Community"  
**73%**  
of SETA Head Start respondents marked "Very Helpful" in the survey question "You connect with a staff member that you trust!"



# Ready Rosie Parenting Curriculum

Some positive comments from parent users:

**I narrate with her all day and she has her quiet playtime too, she loves it.**

**Thanks for a fun video!**

**We tried this a few times with some toys and Nathaniel picked the right object 3 out of 4 times. It was fun.**

**I like the idea and I would share those ideas with my family too.**

Since 2018-2019, SETA has implemented Ready Rosie as its research-based parenting curriculum to support family engagement. Once parents accept the invitation to join, they have access to online learning games and expert videos guiding their interactions with their children. All videos are short, easy to use and are available in English and Spanish. ReadyRosie is free to use by enrolled Head Start and Early Head Start families. SETA Head Start has also taken the extra step of aligning the video resource library with the DRDP and HELP assessment tools to assist teaching staff in selecting videos that support current lesson plans and individualized learning. Curated playlists are shared by teachers and program staff with parents.

Utilization of Ready Rosie continued to increase throughout 2020-2021 since Shelter-in-Place took effect in March 2020. Access to these early learning resources provided additional materials to families to engage with their children in order to support their development.



**March 2020**  
63.40% of families accepted the ReadyRosie invitation and 9,761 videos viewed by the families.

**July 2021**  
70% of families accepted the ReadyRosie program and had 15,968 videos viewed by the families. 1,298 playlists were shared with our families that were connected with ReadyRosie.

# Education School Readiness Accomplishments

(SETA-Operated Program)

## Virtual Classroom Assessment and Scoring System (CLASS) Observations

- 35 virtual CLASS observations were completed and showed Positive Climate as a strength across Remote Learning sessions

## Professional Development for Staff

Staff development during the pandemic was of the utmost importance. A few highlights include:

- Summer series: 2,500 hours of professional development were offered this summer (200 staff per night, 2 hours per night, 6 nights)
- Coaching/Mentoring: Over 80 preschool and infant/toddler teachers received on-going coaching support from Teachers On Special Assignment (TOSAs)
- 166 preschool and infant/toddler teachers received online training for the Teaching Pyramid Jumpstart training
- Integrated new approaches with YouTube and virtual training

## Virtual Teaching and Learning

- Parents' were surveyed on their satisfaction with virtual/remote Head Start services during the pandemic:
  - 90% of families indicated their child's learning goals are included in weekly activities
  - 96% of families indicated their child's teacher is consistent, well prepared and ready to Zoom
  - 89% of families indicated that the Zoom sessions were fun, educational and appropriate for their child
  - 93% of families indicated their child has plenty of activities and materials throughout the week
  - 94% of families indicated the Measure Me bags had enough supplies and materials
- Home/School Packets were aligned to state and federal developmental goals and reflected the essential domains of learning in an interactive, hands-on approach. These packets were designed to increase parent engagement in the curriculum process.
- Innovative Measure Me kits were developed and aligned to the Desired Results Development Profile (DRDP) both infants, toddlers and preschoolers.

## Desired Results Developmental Profile Data (DRDP) (SETA-Operated Program Only)

2020-2021 Program Year  
(In-person class and Remote learning)

Central Domains	Percentage of children scoring in top 2 developmental levels of the DRDP Building Later/Integrating Earlier		
	Fall 2020	Spring 2021	% of Change
Approaches to Learning	18	44	144%
Social/Emotional Development	19	45	136%
Language and Literacy	16	48	200%
Cognitive Development	14	39	178%
Perceptual, Motor and Physical Development	38	56	48%

## Desired Results Developmental Profile Data (DRDP) (SETA-Operated Program Only)

2018-2019 Program Year  
(In-person class learning)

Central Domains	Percentage of children scoring in top 2 developmental levels of the DRDP Building Later/Integrating Earlier		
	Fall 2018	Spring 2019	% of Change
Approaches to Learning	23	48	108%
Social/Emotional Development	24	57	137%
Language and Literacy	20	45	125%
Cognitive Development	18	41	127%
Perceptual, Motor and Physical Development	18	65	21%

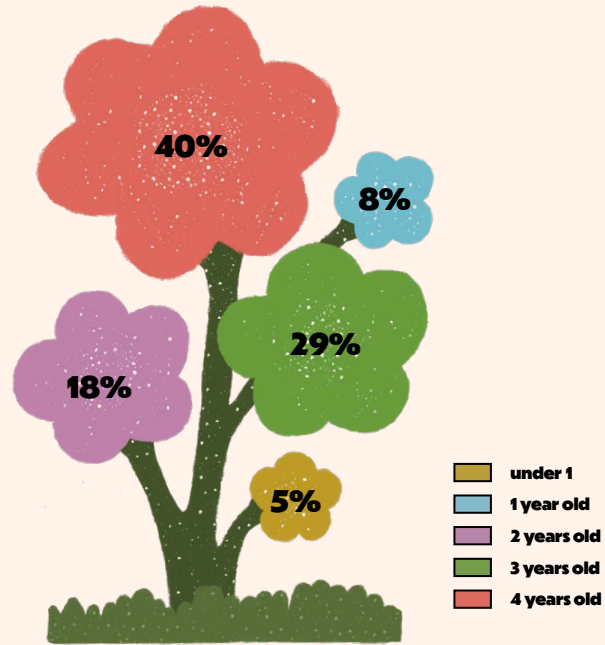
- Compared to the last full year of in-person class learning (2018-2019), the overall number of children scoring in the top 2 levels of the DRDP in 2020-2021 were lower in remote learning across most domains.
- The Social Emotional domain had the most dramatic decrease of scores during the pandemic. This was not surprising due to the number of families that were isolated during this time and many children lacking peer interactions.
- The Cognition data emphasize the need for increased efforts to support math concepts.

- Language and Literacy actually showed higher gains in remote learning. This is contributed to the activities of remote learning. The online platform was conducive to many reading, singing and rhyming opportunities.
- The SETA Operated Program will collaborate with WestEd to participate in a project funded by the U.S. Department of Education. The project is designed to support four-year-olds in preschool who are behind in their early math development at the beginning of the pre-K year through an effective Tier-2 curriculum intervention. This is quite timely given that tutoring will likely be instrumental in helping to reverse the pandemic learning loss. The curriculum will be taught by WestEd tutors in some classes and by classroom teachers in other classes with ongoing coaching and material support.

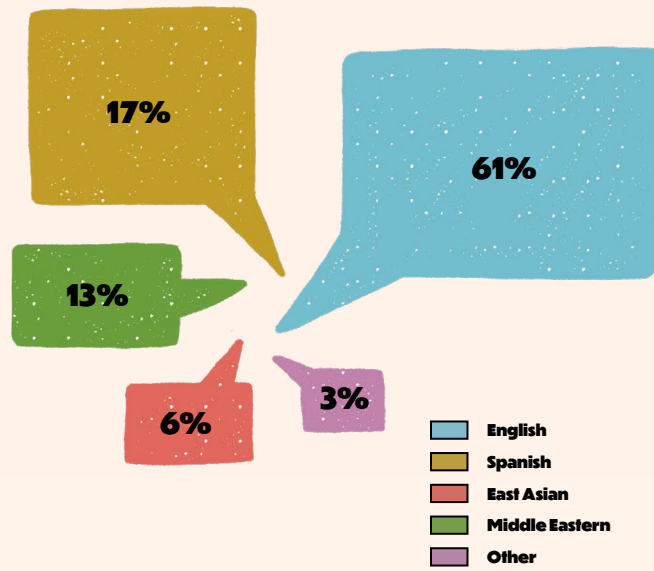


# Child Demographics

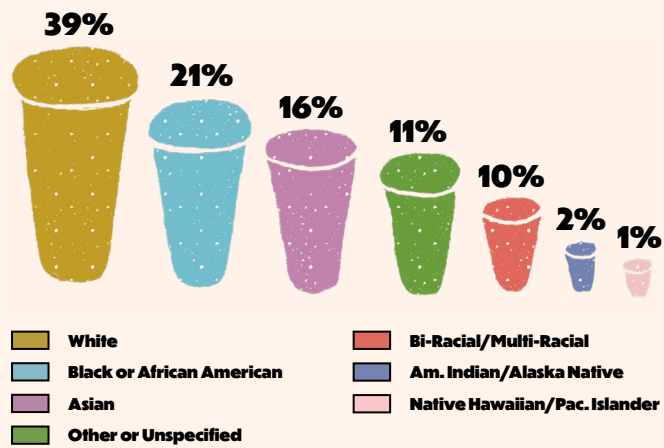
## Age



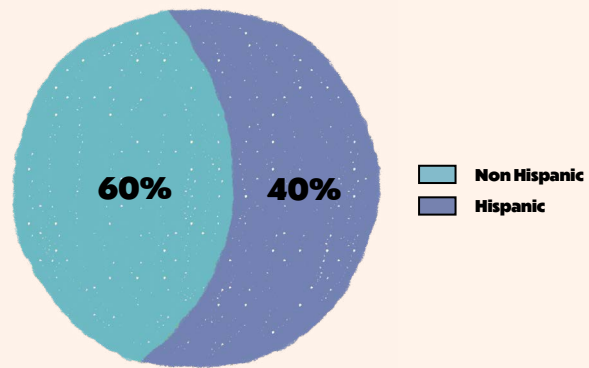
## Primary Language



## Race

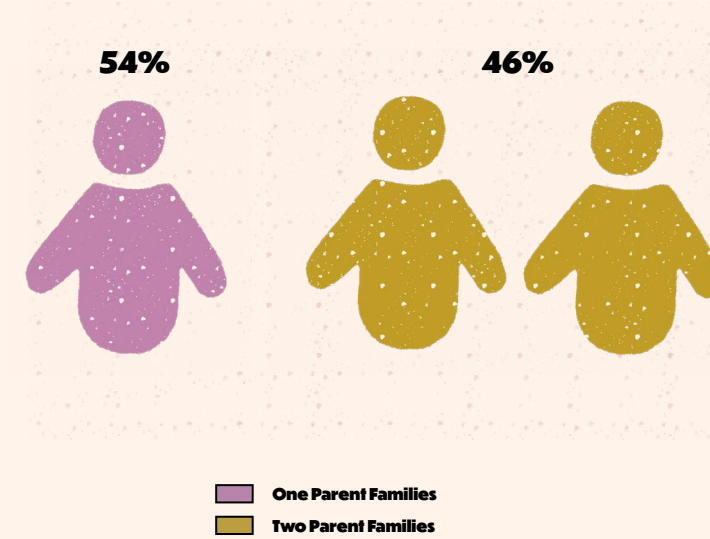


## Ethnicity



# Family Demographics

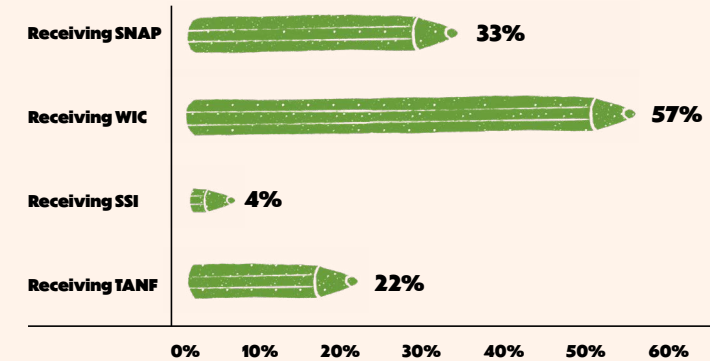
## Single Vs. Two Family Households



## Highest Household Education



## Government Assistance



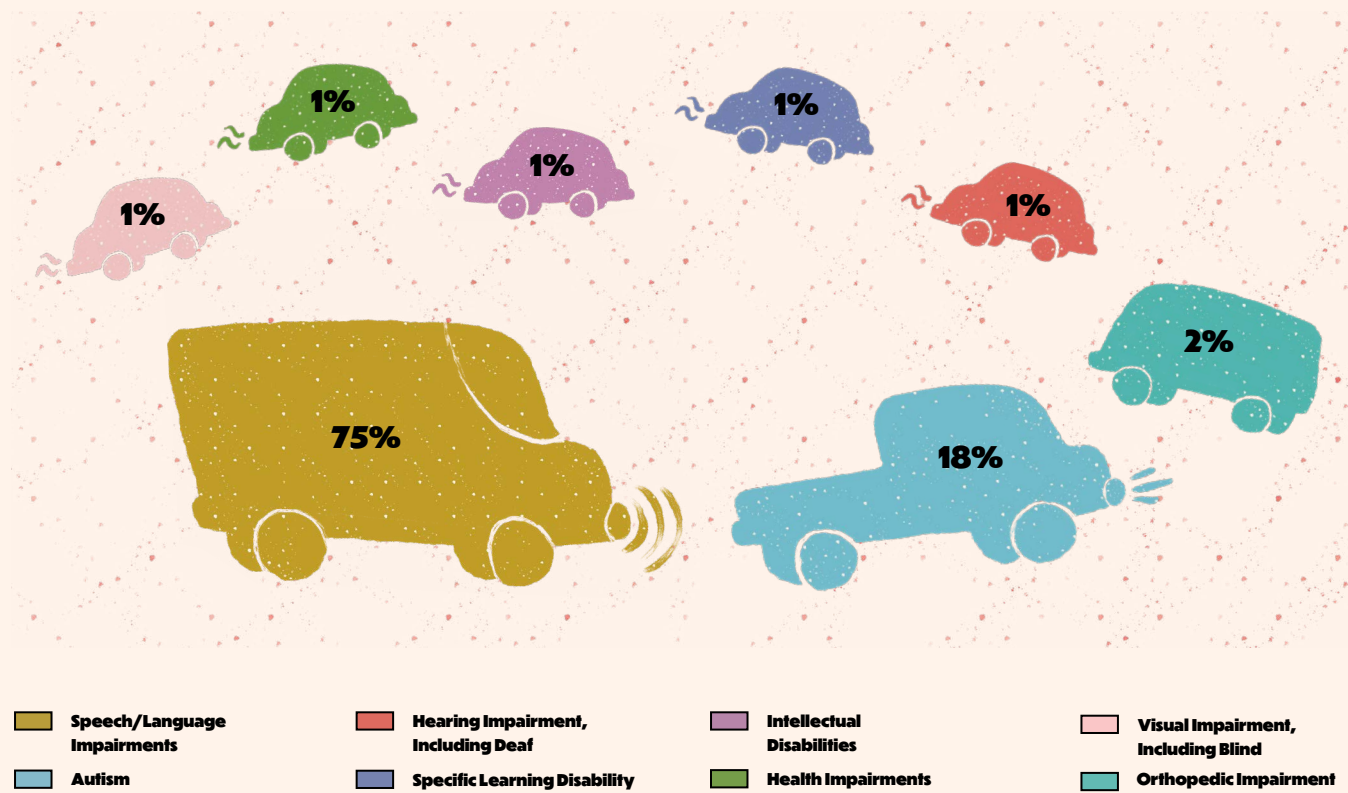
1% Percentage of Children in Foster Care & Percentage of Children Experiencing Homelessness  
73% Average Monthly Enrollment  
5,305 Total Number of Children Served

**63%** of families received at least one family service during the program year

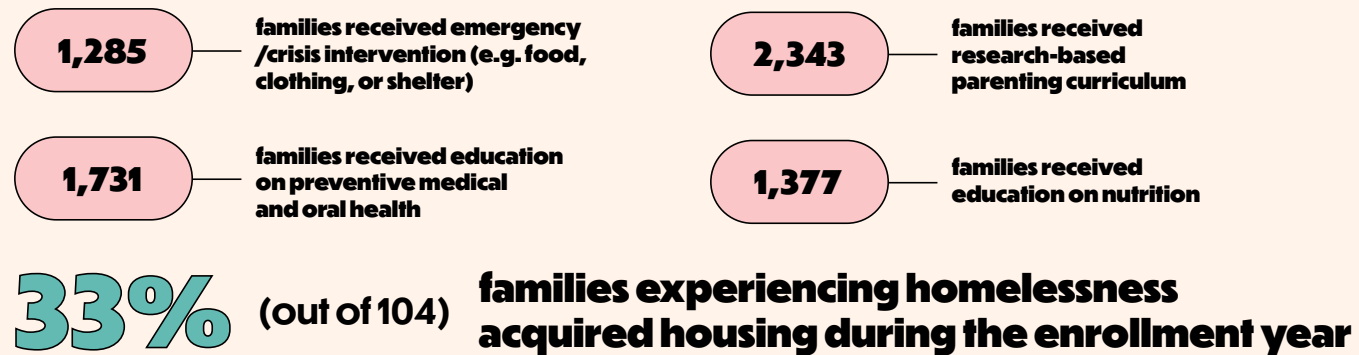


# Child Disabilities & Family Services

## Types of Disabilities



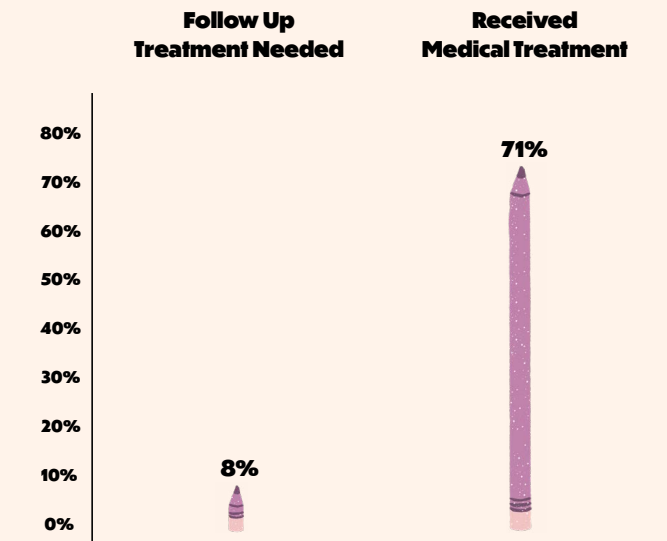
## Family Services



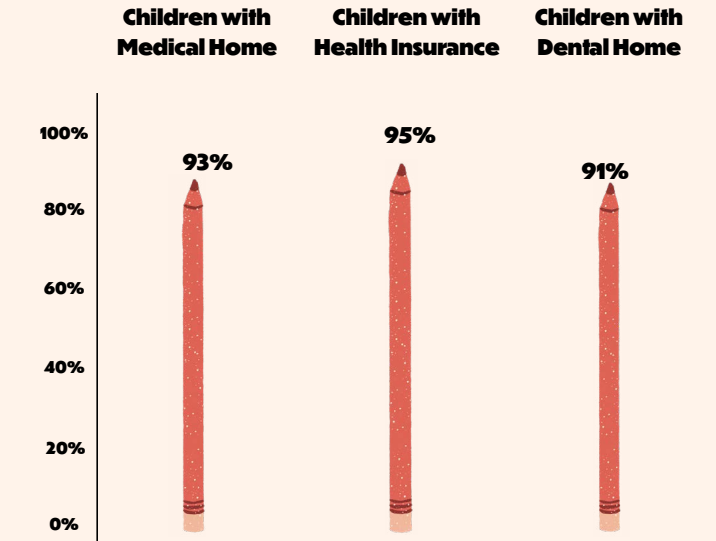
# Child Health & Development Services



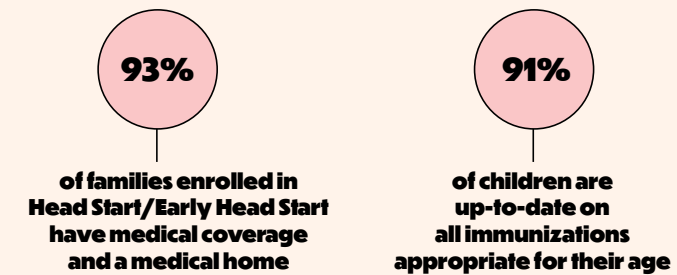
## Medical Treatment /Follow-up Services



## Access to Medical /Dental Services



## Health Information

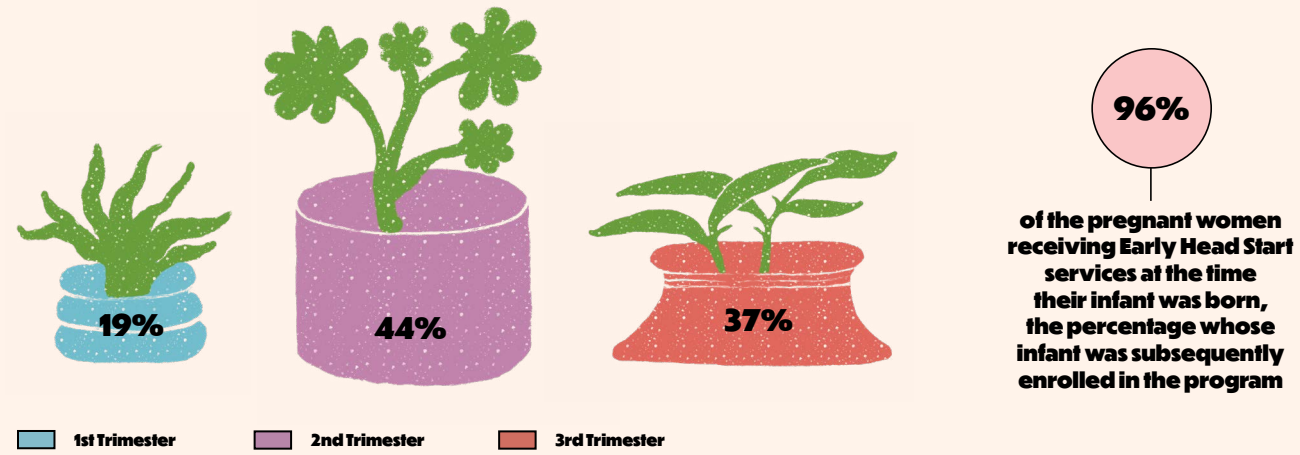


2,462 children completed a professional dental examination during the program year



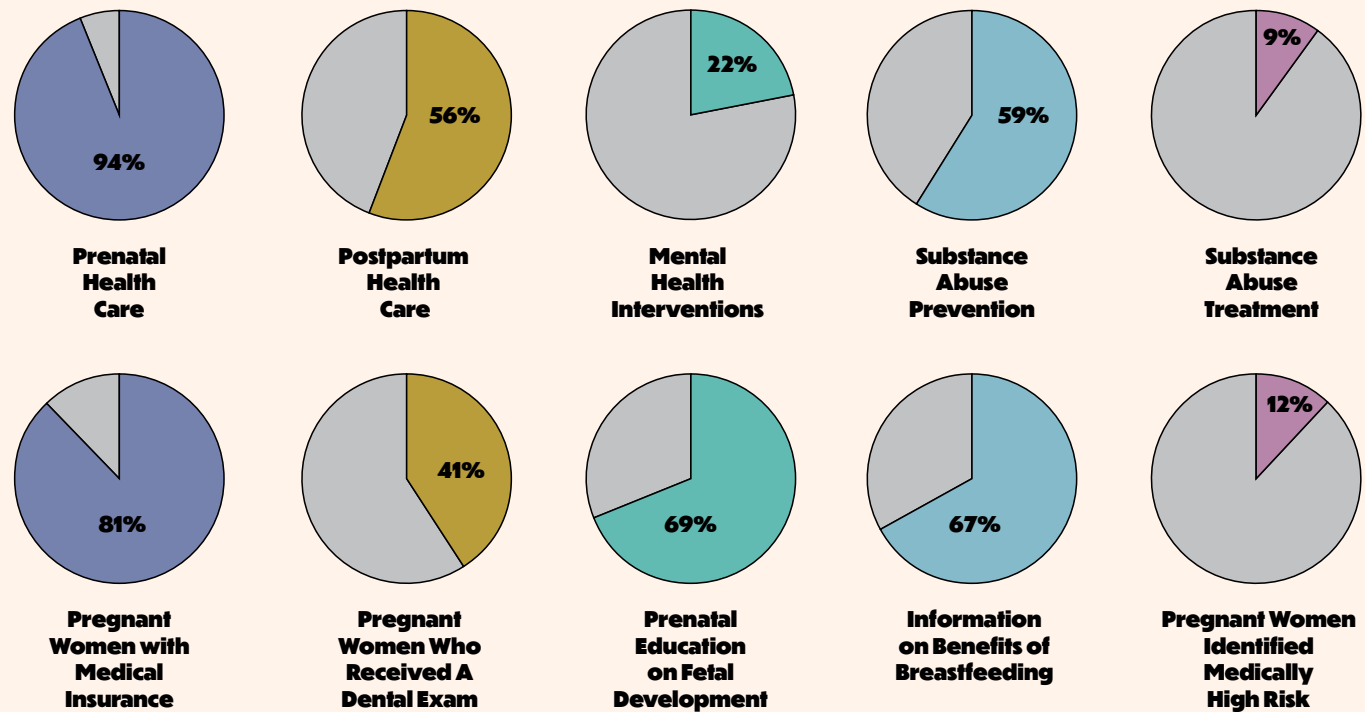
# Services to Pregnant Women

## Which Trimester the Pregnant Women Was Enrolled



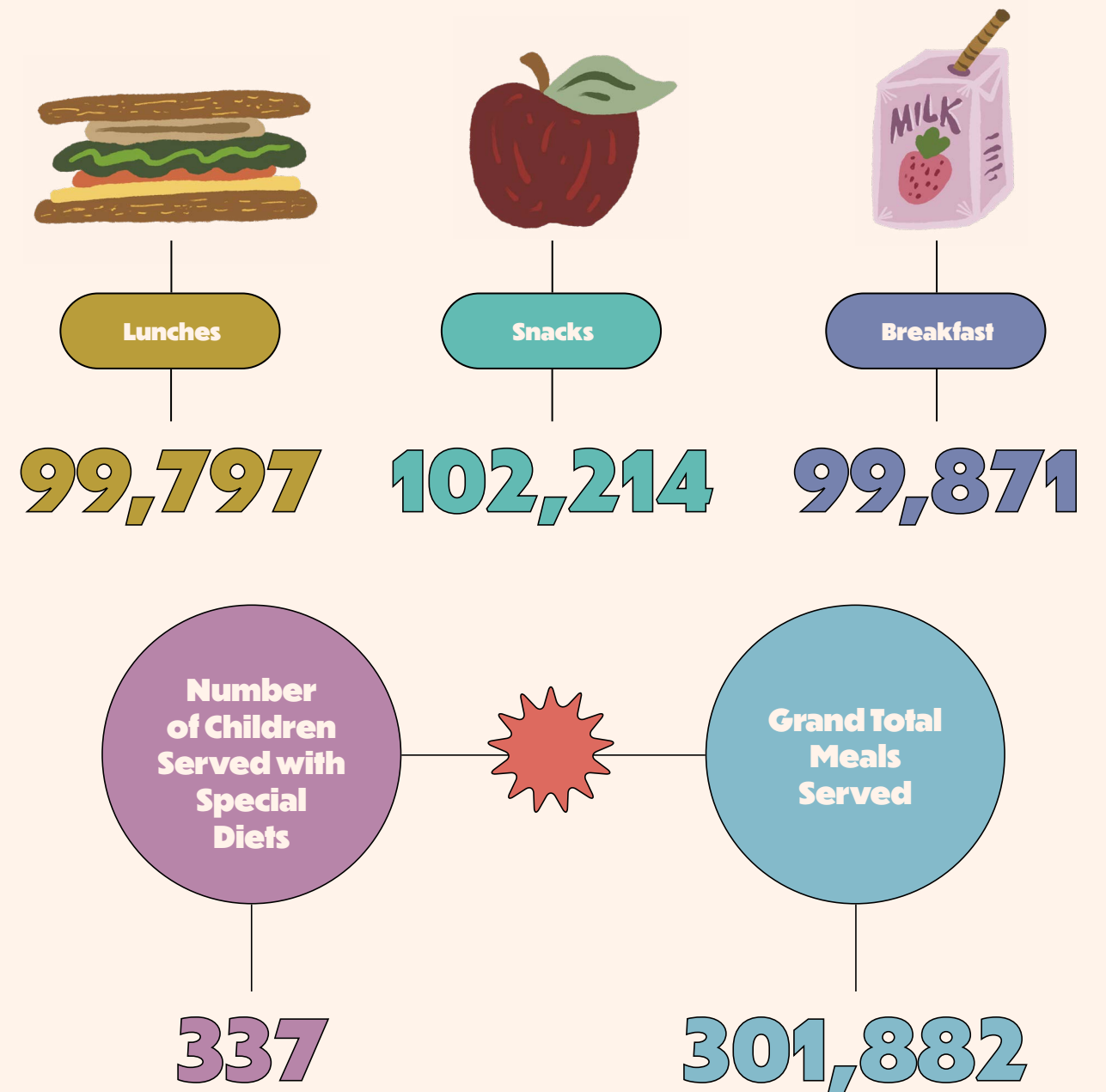
## # of Pregnant Women

32



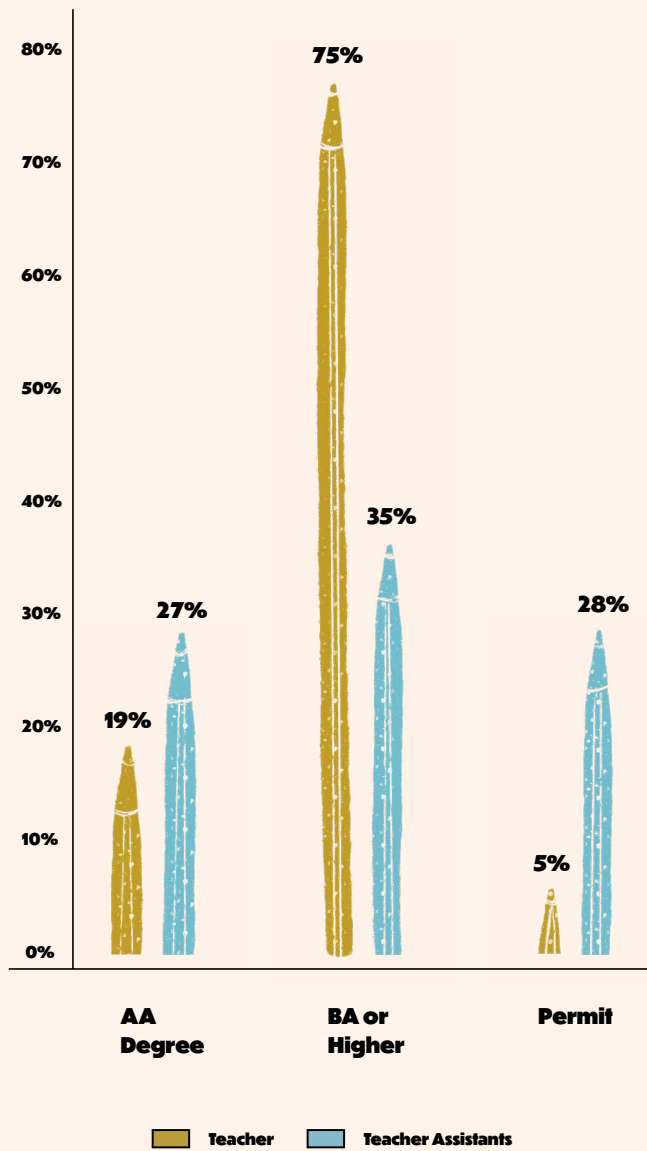
# Total Number of Meals Served at SETA Operated Program

(In-person and School Meal Pick-Up during Shelter-in-Place)

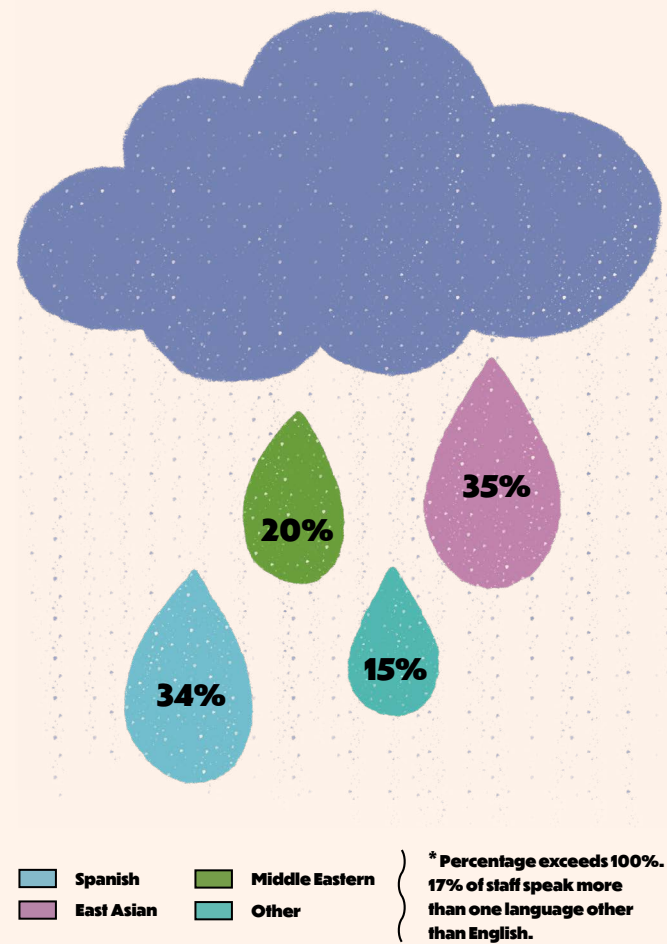


# Staff Demographics

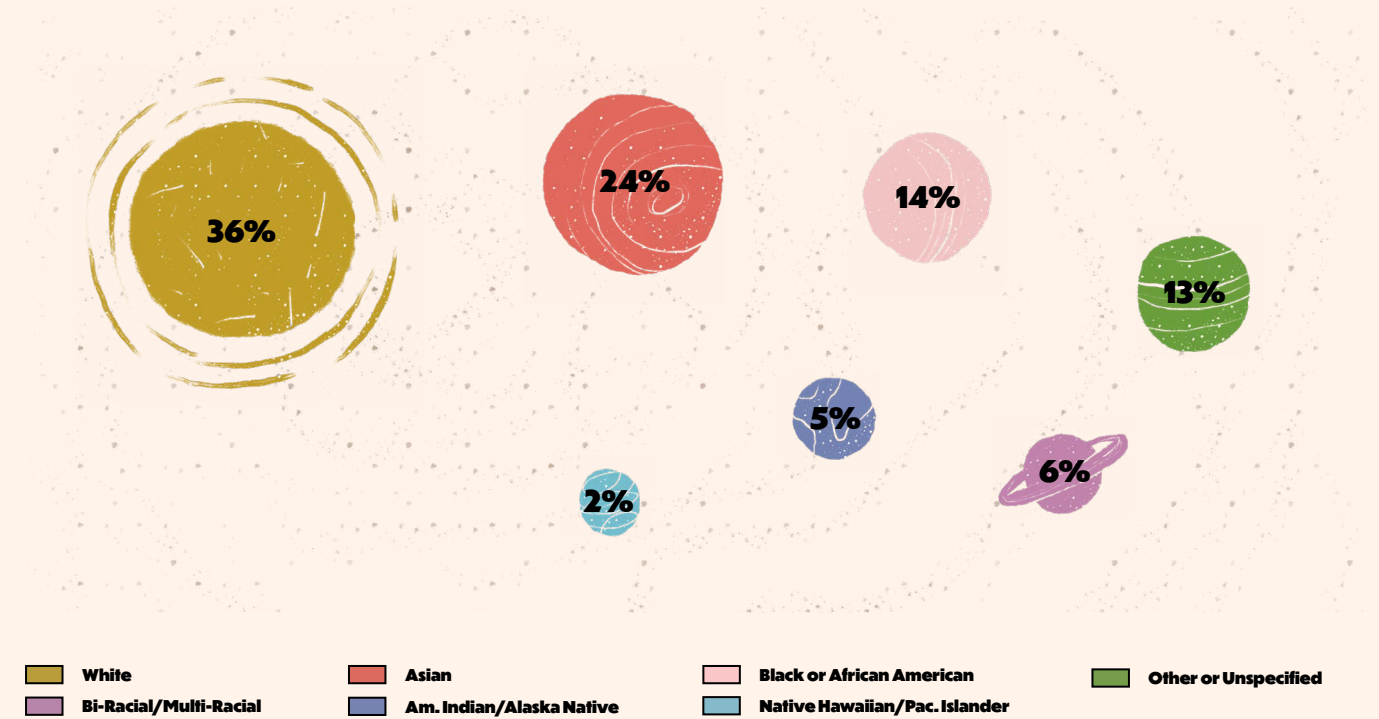
**Head Start Teaching Staff Education**



**Teaching Staff Who Speak A Language Other Than English**



**Race (out of 605 teaching staff)**



**84%** of SETA Family Service Workers have a credential, certification, associate, baccalaureate, or advanced degree in social work, human services, family services, counseling, or advanced degree in social work, human services, family services, counseling, or a related field

**94%** of Head Start/Early Head Start home visitors have a home-based CDA credential or comparable credential, or equivalent coursework as part of an associate's, baccalaureate, or advance degree



## Governing Board Members

**ERIC GUERRA**

Councilmember City of Sacramento

**PATRICK KENNEDY**

Board of Supervisors County of Sacramento

**DON NOTTOLI**

Board of Supervisors County of Sacramento

**SOPHIA SCHERMAN**

Public Representative

**MAI VANG**

Councilmember City of Sacramento

## Policy Council & Parent Advisory Chairs

**FIENISHIA WASH**

Parent Advisory Committee (PAC) Chair

**HENRIETTA GUTIERREZ**

Policy Council (PC) Chair

**Executive Director**

**KATHY KOSSICK**

**Deputy Director**

**DENISE T. LEE**

## Delegate Agencies/Partners

**Elk Grove Unified School District**

**Sacramento City Unified School District**

**San Juan Unified School District**

**Twin Rivers Unified School District**

**Women's Civic Improvement Club**

**Sacramento County Office of Education**

**River Oak Center for Children**

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# Monthly Program Information Report

January 2022



## Frequently Asked Questions about the Federal Vaccine

### **What is the deadline date for the federal vaccine mandate for Head Start/Early Head Start staff?**

*A: All Head Start and Early Head Start staff, including those on leave and collaborative partner staff, must be fully vaccinated (and or exempted) for COVID-19 by January 31, 2022.*

### **Is weekly testing an option for unvaccinated staff?**

*A: No, staff must be fully vaccinated. Staff with an approved qualified medical/religious exemption must test weekly as part of their exemption status.*

### **What should programs do if enough staff are non-compliant with the requirements or opt to leave and the program needs to close their centers?**

*A: Staff vaccination requirements may result in the loss of some staff because they will not get the COVID 19 vaccine and classrooms may need to temporarily close. That said, vaccination is an important requirement which prioritizes the health and safety of staff, children, and families.*

### **If a classroom needs to isolate or quarantine due to a positive COVID 19 case, will it be acceptable for those students to receive remote or virtual learning during that time?**

*A: All programs are expected to have plans in place to allow for changes in community conditions that may temporarily suspend in person services. Programs may establish policies and procedures for responding to weather and disaster related events, which include implementing virtual and remote services. In these scenarios, programs may consider providing temporary virtual services until in-person operations can resume.*

### **Is there an end date for vaccine requirement?**

*A: No, as of Nov. 30, 2021, vaccination for COVID 19 by Jan. 31, 2022, is a requirement in the HSPPS.*

### **Are the agency employees paid under the indirect cost pool from all programs, including Head Start programs, subject to the vaccine requirement?**

*A: Vaccination for COVID 19 is now a requirement for all Head Start staff, regardless of funding source, even if they are paid under the indirect cost pool.*

### **What if our state does not allow for vaccines/mask requirements?**

*A: Under the Supremacy Clause of the U.S. Constitution, this regulation pre-empts any state law to the contrary. U.S. Const. Art. VI § 2*

### **What will happen with the standard when COVID 19 subsides?**

*A: ACF will respond appropriately to changes in the COVID 19 pandemic by updating regulations to reflect new and shifting circumstances.*

### **How is Sacramento doing to meet this mandate?**

*A: As of January 11<sup>th</sup>, SETA, its delegate agencies and partners are approximately 84% compliant. We anticipate on February 1<sup>st</sup>, we will lose approximately 47 Head Start/Early Head Start staff, representing 4% of the 1,064 staff.*

# Update from Office of Head Start

## A Message from Dr. Futrell, Director of the Office of Head Start

While we were hopeful the pandemic would be ending by now, OHS recognizes that the public health emergency continues throughout the country. We also know that Head Start children and families depend on in-person services. During this time, programs should continue making decisions about service delivery that are informed by U.S. Centers for Disease Control and Prevention (CDC) and local health department guidelines and based on what is best for families. Programs are encouraged to use existing plans to adapt to changes in community conditions and partner with their regional office throughout the process.

## Update on Full Enrollment Initiative

In response to recent developments concerning the Omicron variant, OHS will not resume evaluating which programs will enter into the Full Enrollment Initiative beginning in January 2022, as previously communicated. That said, OHS will continue to track enrollment, as OHS has done since September 2021. Additionally, we continue to expect full in-person comprehensive services to be provided contingent upon CDC guidelines, state and local health department guidelines, and in consideration of local school districts' decisions.

## SETA's Countywide Enrollment Campaign

On January 3, 2022, SETA launched its new social media enrollment campaign, advertising Head Start/Early Head Start on Facebook and Google. As of January 13, 2022, the advertisements showed up 141,165 times with 1,441 clicks on the ad for more information. This is a click through rate of 3.58%, which is on pace with typical Google and Facebook ads. Google kept pace from week 1 to week 2 and added the same number of ads as the previous week. Facebook picked up steam over the same two week period and nearly tripled its total leads. Leads to date for Facebook is 90 and for Google 24, for a total of 114 leads in two weeks.

Staff are still gathering data to confirm the number of actual enrollments this new campaign has generated, but the goal to increase public awareness is working. One staff shared, "The waiting list for our center grew from 8 three weeks ago to 16 this week."

In March, SETA will launch its commercial on cable TV to promote early registration for fall.

## 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. INTERIM EXECUTIVE DIRECTOR'S REPORT: This item is set aside to allow the SETA Interim 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 Interim Executive Director's Report also allows the opportunity for the SETA Interim 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.