



Sacramento  
Employment and  
Training  
Agency

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**KATHY KOSSICK**  
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**REGULAR MEETING OF THE  
COMMUNITY ACTION BOARD**

**DATE:** Wednesday, May 13, 2015

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

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

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

**AGENDA**

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

IV. **Reports to the Board**

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- A. Chair
- B. Executive Director
- C. Program Manager
- D. Members of the Board
- E. Public

V. **Public Hearing for the 2016-2017 Community Action Plan**

VI. **Adjournment**

**DISTRIBUTION DATE: WEDNESDAY, MAY 6, 2015**

ITEM II-A - CONSENT

APPROVAL OF MINUTES OF THE APRIL 8, 2015 MEETING

BACKGROUND:

Attached are the minutes of the April 8, 2015 meeting.

RECOMMENDATION:

Review, make any necessary corrections and approve the minutes.

STAFF PRESENTER: Julie Davis-Jaffe

## REGULAR MEETING OF THE COMMUNITY ACTION BOARD

### Minutes/Synopsis

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

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

Wednesday, April 8, 2015  
10:00 a.m.

I. **Call to Order/Roll Call:** Ms. Nelson called the meeting to order at 10:03 a.m.

Ms. Kathy Kossick stated that the Agency has had some personnel changes, and introduced Julie Davis Jaffe, support to the board, and the new Deputy Director, Roy Kim.

- ⇒ Introduction of New Members: Ms. Nelson introduced the new CAB members.
- LaShelle Dozier, Sacramento Housing & Redevelopment Agency
  - Calvin Sheppard, Head Start Policy Council

New members were welcomed to the board.

Members Present:

Denise Nelson, Head Start Policy Council  
Alan Lange, Community Link  
Debra Morrow, Sacramento County Department of Health and Human Services  
LaShelle Dozier, Sacramento Housing & Redevelopment Agency  
Anthony Garcia, Child Action  
Donald Migge, California Community Credit Union  
Cole Forstedt, United Way  
Jeremiah Rhine, Alternate, Sacramento Food Bank & Family Services  
Sam Starks, SMUD

Members Absent:

Blake Young, Sacramento Food Bank & Family Services  
John Healey, California Emergency Food Link

II. **Consent Item**

A. Approval of Minutes of the November 12, 2014 Meeting

No questions or corrections to the minutes.

Moved/Migge, second/Forstedt, to approve the November 12, 2014 minutes.  
Voice vote: Unanimous approval.

III. **Information Items**

A. 2016-2017 Community Services Block Grant Planning Calendar

Ms. Julie Davis-Jaffe reviewed the upcoming Community Action Board meeting schedule.

B. Community Services Block Grant Fiscal Monitoring Reports

Mr. Lange asked if the negative monitoring reports jeopardize funding for everyone. Mr. Roy Kim stated that the SETA Governing Board was informed of the Urban League's issues and since that time, the Urban League has taken a number of positive actions. There was a change in leadership at Urban League and they went through a very significant transition with significant improvements correcting fiscal issues. They are currently in the process of planning the Unity Ball and the revenue from that should correct their cash flow issues. Staff is working as they go through the process to finalize the problems; staff will report back on this issue.

There could be an impact on the overall funding if steps are not taken to correct the problems. The auditors are doing a report over a two-year fiscal period and the report is expected in May. SETA staff continues to work with Urban League staff. There are no SETA funds at risk since SETA operates on a reimbursement process.

C. Community Services Block Grant Year End Expenditure and Program Report

Mr. Lange stated that the utility bill numbers are down and housing is much lower than anticipated. He asked if there as an explanation as to what is going on. Mr. Bonanno replied that the report includes some explanation for 20% over or under their expenditures and some of those rows have 'mid-year' on it.

Mr. Starks arrived at 10:17 a.m.

**IV. Reports to the Board**

A. Chair: No report.

B. Executive Director: Ms. Kathy Kossick stated that the agency is going through a number of changes. Last July, President Obama signed the Workforce Investment and Opportunity Act (WIOA) and part of the new law emphasizes a number of federal and state departments working closer together. The regulations will be out in the next week or so; staff is looking at the interpretations locally. One of the major changes is that the youth funding will emphasize out-of-school youth rather than in-school youth. Other changes include who will be on the private sector led boards since some of the required partners have changed. These issues will be addressed over the coming year. Full implementation will be in July, 2016.

The Agency applied competitively to receive Early Head Start funding and we were awarded \$1.6 million each year for five years to serve an additional 84

children and families. Ms. Kossick stated that the sites identified will be at: Sacramento City Unified School District, Kinderworld, and National Human Development Corporation for most of the slots in South Sacramento.

Mr. Starks asked what the 75/25 funding means and Ms. Kossick stated that the funds will be geared more heavily to engage youth in continuing their education or jobs. The Department of Education has funding for education and more money is needed for individuals that cannot complete school. The Agency will be looking at youth providers to see how effectively they serve the youth not in school. Also, the Agency will be doing a competitive procurement to seek additional youth providers. Ms. Kossick stated that the funds could help a youth to get them in school, or get their GED, or help them getting into the workforce.

The age group is 14-24 but the Agency mostly serves 16 through 24.

- D. Program Manager: Ms. Julie Davis Jaffe sent out a letter of intent to participate in Community Services Block Discretionary Grant in the amount of \$75,000. This grant seeks to work with single parents to get their GED and help with life skills/parenting skills. This grant will be serving an additional 20 families. The application will be sent in by April 21.
- E. Members of the Board: None.
- E. Public: None.

**V. Public Hearing for the 2016-2017 Community Action Plan**

Ms. Nelson asked speakers to keep their comments to five minutes. Those speaking before the board included:

1. **Jasmine Wilson, Crisis Intervention Manager, Folsom Cordova Community Partnership:** Ms. Wilson the greatest need they have found is transportation. Their clients continue to struggle with transportation to and from school. This is not only parents transporting their children but teenagers using public transportation to get to their high school.
2. **Yvette Rodriguez, Project Reach Manager, La Familia Counseling Center, Inc.:** Ms. Rodriguez stated that their program serves youth 10-21 years of age and works to keep kids out of gangs and from dropping out of school. There is a great need for transportation for the kids to get to the counselors and case managers. There is also a need for more funding for at-risk youth. They have a wait list and the needs are much greater than the staff available to help the kids. Ms. Rodriguez urged the CAB to continue to support the programs that we have, and consider adding more of what is currently available.
3. **Vicki Jacobs, Managing Attorney, Voluntary Legal Services Program:** Ms. Jacobs stated that this is a non-profit organization that has been around since

1981. They provide opportunities for attorneys and paralegals to work with needy people. They provide services to people who have criminal records working to expunge some of their criminal records and those being released from incarceration. This allows clients to have better opportunities for employment. A current client is being assisted to expunge her past record in order to allow her to take her grandchildren. There were some personal use drug sentences being lowered from felony to misdemeanor. The expungment shows up on a person's record as a 'dismissal' which makes them much more employable. Ms. Jacobs encourages this board to continue funding these types of re-entry services which is even more necessary due to realignment.

Ms. Jacobs stated that expungment process deals with misdemeanors but occasionally a client can take a felony and reduce it to a misdemeanor and then get the record expunged; it is a two-step process. The law recently changed to give judges a lot of discretion regarding the expungment process.

Expungment mostly applies to misdemeanors. Each county differs in their criteria for expungment. In Sacramento, if you have no fines, fees, but you have not paid restitution, you cannot go through the expungment process. It is becoming harder for some people to go through the process due to the fees. Under Prop 47, people lose the ability for expungment after three years. People do not know what is out there and it is a constant effort to educate people about what is available and services.

Mr. Sheppard asked about people that have had their license taken away and Ms. Jacobs said that people have to write letters to get their license. It takes lots of time and paperwork. Their program does not have the staff to follow up on this so they concentrate on the record expungment.

4. **Judy Sala, Case Manager, Elk Grove Food Bank:** Ms. Sala stated that this service provider is located in the southern end of the county. They currently provide food to 4,500 people a month, all of whom have to be at or below the poverty level. Without food, these customers are unable to move further up the scale to get jobs and help their children go to school. Their program tries to prevent homelessness by providing job training and life skills training. Their largest growing population is seniors; their senior numbers have grown from 8% to 19% of their clients. Their retiring clients have to decide whether to get their prescription or eat. The Food Bank also has a clothes closet and they do a coat drive and shoe drive. They provide services from babies on up. Ms. Sala spoke of a client, a young man with mental health issues; the Food Bank is working to ensure this young man is provided services. A 61 year old client was assisted to get him work and he now has a place to live. They have a lack of social services and low-income housing in the area. They work to get people on CalFresh. Their motto is "Meet the Need, Fill the Hope."

- VI. **Adjournment:** The meeting was adjourned at 10:46 a.m.

## ITEM III- A- INFORMATION

### REVIEW OF THE COMMUNITY SERVICES BLOCK GRANT (CSBG) DISCRETIONARY FUNDING FOR TARGETED INITIATIVES TO THE STATE OF CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT

#### BACKGROUND:

The State of California Department of Community Services and Development recently released a solicitation for grant applications for Community Services Block Grant (CSBG) Discretionary Funding with a targeted initiative of Childhood Poverty Reduction. Programs funded will demonstrate opportunities to increase financial stability, promote access to early childhood education, and build parenting skills. This “Two-Generation Strategy” is an approach used across the country that provides support including quality early childhood education, job training, and wrap-around family services, to reduce childhood poverty rates.

SETA submitted an application by the April 21, 2015 deadline requesting \$75,000 to serve 20 low-income single parent families living in Sacramento County. The project’s timeframe would be June 30, 2015 through May 31, 2016. Awardees will be posted on May 15, 2015.

The goals of the project are to:

- Provide single parent families with multiple pathways to gain unsubsidized employment and achieve financial stability/self-sufficiency.
- Increase access to education and training programs, financial coaching, and soft-skills, including the Earned Income Tax Credit (EITC) and Supplemental Nutrition Assistance Program (SNAP).
- Promote access to high-quality early childhood education that prepares preschoolers for a successful primary school experience.
- Provide parents with the skills to reduce stress and anxiety and to take care of their own emotional, mental and physical health, and to better understand and meet their children’s emotional developmental needs.

The project is a partnership between the Sacramento Employment and Training Agency’s Children and Family Services and Workforce Development Departments, Waking the Village, and the Birth & Beyond program.



ITEM III-A – INFORMATION (continued)  
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On April 30, 2015, the SETA Governing Board reviewed and approved a resolution authorizing staff to apply for these funds.

Staff will be available to answer questions.

## ITEM IV - REPORTS TO THE BOARD

### A. CHAIR'S REPORT

The Chair of the SETA Community Action Board on a regular basis receives numerous items of information concerning legislation, current programs and agency activities.

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

### B. EXECUTIVE DIRECTOR'S REPORT

This item is set aside to allow the Executive Director of the Community Action Program 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 Community Action Board packet.

The Executive Director's Report also allows the opportunity for the Executive Director to apprise the Board of upcoming events, significant agency activities, or conferences.

### C. PROGRAM MANAGER

This item provides an opportunity for Ms. Julie Davis-Jaffe, the CSBG program manager, to provide an oral report on issues not included in the agenda packet.

### D. MEMBERS OF THE BOARD

This item provides the opportunity for SETA Community Action Board members to raise any items for consideration not covered under the formal agenda. It also provides the opportunity for Board members to request staff to research or follow up on specific requests or to ask that certain items be placed on the next agenda.

### E. PUBLIC PARTICIPATION

Participation of the general public at SETA Community Action Board meetings is encouraged. Members of the audience are asked to address their requests to the Chair, if they wish to speak.