



**GOVERNING BOARD**

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Councilmember  
City of Sacramento

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Board of Supervisors  
County of Sacramento

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

**JAY SCHENIRER**  
Councilmember  
City of Sacramento

**SOPHIA SCHERMAN**  
Public Representative

**KATHY KOSSICK**  
Executive Director

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**REGULAR MEETING OF THE  
SETA GOVERNING BOARD**

**DATE:** Thursday, November 1, 2018

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

**LOCATION:** SETA Board Room  
925 Del Paso Blvd., Suite 100  
Sacramento, CA 95815

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

**A G E N D A**

**PAGE NUMBER**

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

- ▶ Recognition of Long-term employees (all 20 Years):
  - Alicia Andrade, Head Start Teacher
  - Carmen Gomez, Site Supervisor
  - Elizabeth Kallman, Associate Teacher II
  - Marlo Lopez, Site Supervisor

**II. Consent Items**

- |    |  |     |
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| B. | Approval of Claims and Warrants  | 6   |
| C. | Approval of Modifications to the Bylaws of the Sacramento County Head Start/Early Head Start Policy Council (Denise Lee) | 7   |
| D. | Approval of Use of Fund Balance (D'et Saurbourne)  | 8   |

### III. Action Items

#### A. **GENERAL ADMINISTRATION/SETA**

1. Election of Officers of the Sacramento Employment and Training Agency Governing Board 9
2. Approval to Purchase Agency Insurance for General Liability, Vehicle Liability, Umbrella, Errors and Omissions and Student Accident (D'et Saurbourne) 10
3. **TIMED ITEM 10:00 A.M. AND PUBLIC HEARING:** Approval of Revisions to the Salary Schedules for Head Start Parent Intern, Student Intern, Head Start Childcare Teacher Assistant, Bilingual Aide, Head Start On-Call Cook Driver, Consultant Range I, and Head Start Substitute Teacher Assistant (Allison Noren) 11-12

#### B. **WORKFORCE DEVELOPMENT DEPARTMENT**

Community Services Block Grant: No items.

##### Refugee Services

1. Approval to Augment Funds to Refugee Program Service Providers under the Refugee Support Services (RSS) and RSS Set-Aside Grants, Program Year (PY) 2018-19 (Michelle O'Camb) 13-17
2. Approval to Release a Request for Proposals (RFP) for the Refugee Support Services (RSS) Program, Program Year (PY) 2018-20 (Michelle O'Camb) 18-19

##### One Stop Services

3. Approval of the One-Stop Share of Cost Agreement with the County Department of Human Assistance, PY 2018-2019, and Authorize the Executive Director to sign the Agreement and any Required Documents Pertaining to the Agreement (Roy Kim) 20
4. Approval to Accept 2018 Trade and Economic Transition National Dislocated Worker Grant from the California Employment Development Department, and Authorize the Executive Director to Enter into Subcontracts with the Capital Region's Workforce Development Areas, and Execute the Agreement, any Subgrants or other Documents Required by the Funding Source (Julie Davis-Jaffe) 21-22

5. Approval to Submit an Application to the California Workforce Development Board for Workforce Innovation and Opportunity Act, Regional Plan Implementation Slingshot 2.0 Funds, and Authorize the Executive Director to Execute the Funding Agreement, Modifications, or other Documents Required by the Funding Source (Roy Kim) 23-24

**C. CHILDREN AND FAMILY SERVICES**

1. Approval to Submit Supplemental Funding Application to Increase Program Hours for Head Start/Early Head Start (Denise Lee) 25-26

**IV. Information Items**

- A. SETA Children and Family Services Department Year-In-Review Presentation (Karen Griffith and Lisa Carr) 27
- B. Fiscal Monitoring Reports (Victor Han) 28-40
- Greater Sacramento Urban League
  - LaFamilia Counseling Center
  - Sacramento City Unified School District
  - Twin Rivers Unified School District (2 reports)
- C. Employer Success Stories and Activity Report (William Walker) 41-45
- D. Dislocated Worker Update (William Walker) 46-47
- E. Unemployment Update/Press Release from the Employment Development Department (Roy Kim) 48-66
- F. Head Start Reports (Denise Lee) 67-83

**V. Reports to the Board** 84

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

**VI. CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR**

Pursuant to Government Code Section 54957.6

Agency Negotiator: Dee Contreras

Employee Organization: AFSCME Local 146

**VII. Adjournment**

**DISTRIBUTION DATE: WEDNESDAY, OCTOBER 24, 2018**

ITEM II-A-CONSENT

APPROVAL OF MINUTES OF THE OCTOBER 4, 2018  
REGULAR BOARD MEETING

BACKGROUND:

Attached are the minutes of the October 4, 2018 meeting for your review.

RECOMMENDATION:

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

PRESENTER: Kathy Kossick

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

Minutes/Synopsis

SETA Board Room  
925 Del Paso Blvd., Suite 100  
Sacramento, CA 95815

Thursday, October 4, 2018  
10:00 a.m.

**I. Call to Order/Roll Call**

Mr. Kennedy called the meeting to order at 10:01 a.m. The Pledge of Allegiance was recited. The roll was called and a quorum established.

Members Present:

Patrick Kennedy, Chair; Member, Board of Supervisors  
Larry Carr, Vice Chair; Councilmember, City of Sacramento  
Sophia Scherman, Public Representative  
Don Nottoli, Member, Board of Supervisors (arrived at 10:05 a.m.)

Member Absent:

Jay Schenirer, Councilmember, City of Sacramento

- Recognition of Long-term Employees (all 20 years):
- Ms. Kelly Sprake recognized Ms. Laura Marchi, Head Start Teacher. She's a passionate teacher and works hard to provide services to the 496 children she taught over her years at Head Start.
  - Ms. Kelly Sprake recognized Alma Galindo, Head Start Teacher, worked to achieve her degree during her time at SETA. She has children of children in her classroom now.
  - Ms. Diana Douglas recognized Toni Curso, Workforce Development Professional III. During her time at SETA she has worked herself up the ladder and has earned a Master's Degree.

**II. Consent Items**

- A. Minutes of the September 21, 2018 Special Board Meeting
- B. Approval of Claims and Warrants
- C. Approval to Amend Appendix A of the Conflict of Interest Code for the Sacramento Employment and Training Agency

The consent items were reviewed; no questions or comments.

Moved/Carr, second/Nottoli, to approve the consent item as follows:

- A. Approve the September 21, 2018 minutes.
- B. Approve the claims and warrants for the period 8/30/18 through 9/27/18.

C. Approve the revised Appendix A of the Conflict of Interest Code and direct Legal Counsel to forward it to the Sacramento County Board of Supervisors for ratification.

Roll call vote:

Aye: 4 (Carr, Kennedy, Nottoli, Scherman)

Nay: 0

Abstentions: 0

Absent: 1 (Schenirer)

### **III. Action Items**

#### **A. GENERAL ADMINISTRATION/SETA**

1. Reappointment of the Public Representative Member to the SETA Governing Board

No questions or comments.

Moved/Nottoli, second/Kennedy, to approve the reappointment of Ms. Sophia Scherman as a public representative to the SETA Governing Board for the current term ending in November, 2020, and forward this nomination for approval to the City Council and Board of Supervisors.

Roll call vote:

Aye: 4 (Carr, Kennedy, Nottoli, Scherman)

Nay: 0

Abstentions: 0

Absent: 1 (Schenirer)

2. Approval of Retiree Medical Insurance Subsidy for Calendar Year 2019

No questions or comments.

Moved/Nottoli, second/Scherman, to approve Option A for the next calendar year effective January 1, 2019.

Roll call vote:

Aye: 4 (Carr, Kennedy, Nottoli, Scherman)

Nay: 0

Abstentions: 0

Absent: 1 (Schenirer)

Mr. Thatch stated that there's an off-agenda item. This is a matter of extending the memoranda of understanding with the union; this issue came to the attention of the Executive Director after the agenda was posted. The union came forward requesting that the memoranda be extended.

It will take a unanimous vote of the board with two motions. The first motion should be to hear the off-agenda item and a second motion to take action on the new item.

Moved/Nottoli, second/Scherman, to hear the off-agenda item.

Roll call vote:

Aye: 4 (Carr, Kennedy, Nottoli, Scherman)

Nay: 0

Abstentions: 0

Absent: 1 (Schenirer)

3. Approval to Extend the Memoranda of Understanding Covering Employees in the Head Start Unit, Clerical, Technical, and Analytical Unit, and the Supervisory Unit through December 6, 2018

Moved/Nottoli, second/Scherman, to approve that the three MOUs with AFSCME be extended to December 6, 2018 to continue the terms and conditions of employment while negotiations continue and are completed.

Roll call vote:

Aye: 4 (Carr, Kennedy, Nottoli, Scherman)

Nay: 0

Abstentions: 0

Absent: 1 (Schenirer)

**B. WORKFORCE DEVELOPMENT DEPARTMENT: None.**

Refugee Services

Community Services Block Grant

One Stop Services

**C. CHILDREN AND FAMILY SERVICES**

1. Approval of the Attendance Policies and Procedures of the SETA Head Start/Early Head Start Program

No questions.

Moved/Scherman, second/Carr, to approve the Attendance Policies and Procedures of the SETA Head Start/Early Head Start Program.

Roll call vote:

Aye: 4 (Carr, Kennedy, Nottoli, Scherman)

Nay: 0

Abstentions: 0

Absent: 1 (Schenirer)

**IV. Information Items**

- A. Presentation on Special Youth Grants: Ms. Terri Carpenter provided an overview of the various youth programs managed by SETA through WIOA funds. Ms. Stephanie Nguyen, Asian Resources, spoke of how difficult it is working with the high-risk youth population. When you train young people in workforce development, it must be done the right way the first time. It is important to bring the right people to the table to serve these high-risk youths.
- B. Employer Success Stories and Activity Report: No questions.
- C. Dislocated Worker Update: No questions.
- D. Unemployment Update/Press Release from the Employment Development Department: No questions.
- E. Head Start Reports: Ms. Denise Lee reviewed the Program Information Report pie charts.

**V. Reports to the Board**

- A. Chair: No report.
- B. Executive Director Reminded board members of SETA's 40<sup>th</sup> anniversary celebration and thanked Supervisor Kennedy for sponsoring the event.
- C. Deputy Directors: Mr. Roy Kim there were questions raised at previous meetings regarding the in-county unemployment rates. Mr. Kim invited guests from EDD to answer questions. Mr. Nottoli requested assistance to sort through the data especially in the River Delta area because a 13% unemployment rate is not representative of the facts.

Mr. David Dalberg, manager of the LMID group, has been working since 1991 as a manager of this department. Mr. Dalberg explained the history behind the reports and how the report is prepared. The data is the best available estimate of the data available. LMID staff is working directly with the state Workforce Development Board to put together a proposal which will then be disseminated to local boards. Ms. Scherman extended thanks for the very detailed report.

- D. Counsel: No report.
- E. Members of the Board: No comments.
- F. Public: None.

**VI. Adjournment: The meeting was adjourned at 11:04 a.m.**



ITEM II-B – CONSENT

APPROVAL OF CLAIMS AND WARRANTS

BACKGROUND:

Kathy Kossick, Executive Director, has reviewed the claims for the period 9/28/18 through 10/24/18, and all expenses appear to be appropriate.

RECOMMENDATION:

Approve the claims and warrants for the period 9/28/18 through 10/24/18.

PRESENTER: Kathy Kossick

ITEM II-C - CONSENT

APPROVAL OF MODIFICATIONS TO THE BYLAWS OF THE  
SACRAMENTO COUNTY HEAD START/EARLY HEAD START  
POLICY COUNCIL

BACKGROUND:

The Personnel/Bylaws Committee met to review and recommend revisions to the bylaws of the Sacramento County Head Start/Early Head Start Policy Council.

Additions are indicated by **green** *italic* type and deletions are indicated by **orange** ~~strikethrough~~ type.

A public hearing was opened at the September 25, 2018 meeting and the Policy Council closed the public hearing and approved the modified bylaws at their October 23, 2018 meeting.

The bylaws are being sent under separate cover.

Staff will be available to answer questions.

RECOMMENDATION:

Approve the modifications to the Policy Council bylaws.

PRESENTER: Denise Lee

ITEM II-D- CONSENT

APPROVAL TO USE FUND BALANCE

BACKGROUND:

In August 2018, staff conducted a thorough audit of the health savings plan contributions made to ICMA for current employees. The audit was conducted due to a previous discovery of a system error that resulted in funds due to an employee. The result of the audit found that two current employees have not been receiving the monthly \$25.00 retiree health savings plan contribution. Of the two employees identified, one was hired in December 2017 and SETA was able to make the correction using current funding available. The other employee was hired in June 2016 and thus affects a prior period that is closed and no grant funds are available. In order to account for the lost investment income due to the error, ICMA was asked to calculate the amounts of the lost investment income. The total contribution owed to the employees' ICMA account is \$682.44. Of this amount, \$342.03 was earned during a prior period. SETA must use the Agency fund balance for the additional employee retirement health savings plan contribution. The employee's records have been corrected for future pay periods.

RECOMMENDATION:

Approve the use of fund balance to cover the additional retirement health savings plan contribution in the amount of \$342.03.

PRESENTER: D'et Saurbourne

ITEM III-A - 1 – ACTION

ELECTION OF OFFICERS OF THE SACRAMENTO EMPLOYMENT  
AND TRAINING AGENCY GOVERNING BOARD

BACKGROUND:

As stipulated by the Joint Powers Agreement, "the Governing Board shall select a chairperson and vice-chairperson from among its members for one-year terms." The chair alternates among the City, County and Public Representative.

RECOMMENDATION:

That the Board nominate and elect officers for a one-year term to begin on November 2, 2018.

PRESENTER: Kathy Kossick

ITEM III-A – 2 - ACTION

APPROVAL TO PURCHASE AGENCY INSURANCE FOR GENERAL  
LIABILITY, VEHICLE LIABILITY, UMBRELLA, ERRORS AND OMISSIONS  
AND STUDENT ACCIDENT

BACKGROUND:

The Agency's insurance policies for general liability, vehicle liability, umbrella liability, property, student accident, sexual harassment and errors and omissions expire December 1, 2018.

SETA's broker, Arthur J. Gallagher, is currently exploring various markets to secure the necessary coverage and will present an oral report at the meeting.

If final quotes are not available at the November 1 meeting, the Board may delegate procurement authority to the Executive Director.

RECOMMENDATION:

Hear the oral report and take appropriate action.

PRESENTER: D'et Saurbourne

ITEM III-A - 3 - ACTION

**TIMED ITEM 10:00 A.M. AND PUBLIC HEARING: APPROVAL OF REVISIONS TO THE SALARY SCHEDULES FOR HEAD START PARENT INTERN, STUDENT INTERN, HEAD START CHILDCARE TEACHER ASSISTANT, BILINGUAL AIDE, HEAD START ON-CALL COOK DRIVER, CONSULTANT RANGE I, AND HEAD START SUBSTITUTE TEACHER ASSISTANT**

**BACKGROUND:**

This agenda item provides the opportunity for the Governing Board to approve revisions to seven (7) job classifications to align with new minimum wage rates that became effective January 1, 2017. New legislation (SB3), was signed into law on April 4, 2016, raising California's minimum wage to \$15.00 per hour effective January 1, 2022. The law requires increases to the minimum wage in a series of steps:

1. On January 1, 2017, the minimum wage increased to \$10.50 per hour.
2. On January 1, 2018, the minimum wage increased to \$11.00 per hour.
3. On January 1, 2019, the minimum wage will increase to \$12.00 per hour.
4. On January 1, 2020, the minimum wage will increase to \$13.00 per hour.
5. On January 1, 2021, the minimum wage will increase to \$14.00 per hour.
6. On January 1, 2022, the minimum wage will increase to \$15.00 per hour.

Compliance with the law will require revisions to seven (7) Agency job classifications including: Head Start Parent Intern, Student Intern, Head Start Childcare Teacher Assistant, Bilingual Aide, Head Start On-Call Cook Driver, Consultant Range I, and Head Start Substitute Teacher Assistant. The Policy Council and SETA Governing Board previously took action to adjust 2017 rates and 2018 rates. Below are the classifications that are affected by the minimum wage increase.

The current pay ranges are as follows:

<b>Title</b>	<b>Step A</b>	<b>Step B</b>	<b>Step C</b>	<b>Step D</b>	<b>Step E</b>
Head Start Parent Intern	\$11.22	\$11.78	\$12.37	\$12.99	\$13.65
Student Intern	\$11.22	\$11.78	\$12.37	\$12.99	\$13.65
Head Start Childcare Teacher Assistant	\$11.22	\$11.78	\$12.37	\$12.99	\$13.65
Bilingual Aide	\$11.22	\$11.78	\$12.37	\$12.99	\$13.65
Head Start On-Call Cook Driver	\$11.00	N/A	N/A	N/A	N/A
Consultant Range I	\$00.00	\$10.50	\$20.00	\$30.00	\$40.00
Head Start Substitute Teacher Assistant	\$11.50	N/A	N/A	N/A	N/A

The pay ranges effective January 1, 2019 are as follows:

<b>Title</b>	<b>Step A</b>	<b>Step B</b>	<b>Step C</b>	<b>Step D</b>	<b>Step E</b>
Head Start Parent Intern	\$12.00	\$12.60	\$13.23	\$13.89	\$14.58
Student Intern	\$12.00	\$12.60	\$13.23	\$13.89	\$14.58
Head Start Childcare Teacher Assistant	\$12.00	\$12.60	\$13.23	\$13.89	\$14.58
Bilingual Aide	\$12.00	\$12.60	\$13.23	\$13.89	\$14.58
Head Start On-Call Cook Driver	\$12.00	N/A	N/A	N/A	N/A
Consultant Range I	\$00.00	\$12.00	\$20.00	\$30.00	\$40.00
Head Start Substitute Teacher Assistant	\$12.00	N/A	N/A	N/A	N/A

ITEM III-A – 3 – ACTION (continued)

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The pay ranges effective January 1, 2020 are as follows:

<b>Title</b>	<b>Step A</b>	<b>Step B</b>	<b>Step C</b>	<b>Step D</b>	<b>Step E</b>
Head Start Parent Intern	\$13.00	\$13.65	\$14.33	\$15.05	\$15.80
Student Intern	\$13.00	\$13.65	\$14.33	\$15.05	\$15.80
Head Start Childcare Teacher Assistant	\$13.00	\$13.65	\$14.33	\$15.05	\$15.80
Bilingual Aide	\$13.00	\$13.65	\$14.33	\$15.05	\$15.80
Head Start On-Call Cook Driver	\$13.00	N/A	N/A	N/A	N/A
Consultant Range I	\$00.00	\$13.00	\$20.00	\$30.00	\$40.00
Head Start Substitute Teacher Assistant	\$13.00	N/A	N/A	N/A	N/A

The pay ranges effective January 1, 2021 are as follows:

<b>Title</b>	<b>Step A</b>	<b>Step B</b>	<b>Step C</b>	<b>Step D</b>	<b>Step E</b>
Head Start Parent Intern	\$14.00	\$14.70	\$15.44	\$16.21	\$17.02
Student Intern	\$14.00	\$14.70	\$15.44	\$16.21	\$17.02
Head Start Childcare Teacher Assistant	\$14.00	\$14.70	\$15.44	\$16.21	\$17.02
Bilingual Aide	\$14.00	\$14.70	\$15.44	\$16.21	\$17.02
Head Start On-Call Cook Driver	\$14.00	N/A	N/A	N/A	N/A
Consultant Range I	\$00.00	\$14.00	\$20.00	\$30.00	\$40.00
Head Start Substitute Teacher Assistant	\$14.00	N/A	N/A	N/A	N/A

The pay ranges effective January 1, 2022 are as follows:

<b>Title</b>	<b>Step A</b>	<b>Step B</b>	<b>Step C</b>	<b>Step D</b>	<b>Step E</b>
Head Start Parent Intern	\$15.00	\$15.75	\$16.54	\$17.37	\$18.24
Student Intern	\$15.00	\$15.75	\$16.54	\$17.37	\$18.24
Head Start Childcare Teacher Assistant	\$15.00	\$15.75	\$16.54	\$17.37	\$18.24
Bilingual Aide	\$15.00	\$15.75	\$16.54	\$17.37	\$18.24
Head Start On-Call Cook Driver	\$15.00	N/A	N/A	N/A	N/A
Consultant Range I	\$00.00	\$15.00	\$20.00	\$30.00	\$40.00
Head Start Substitute Teacher Assistant	\$15.00	N/A	N/A	N/A	N/A

RECOMMENDATION:

Open a Public Hearing, receive input, close the public hearing and approve the new salary schedules for the Head Start Parent Intern, Student Intern, Head Start Childcare Teacher Assistant, Bilingual Aide, Head Start On-Call Cook Driver, Consultant Range I, and Head Start Substitute Teacher Assistant from January 1, 2019 through January 1, 2022.

## ITEM III-B – 1 – ACTION

### APPROVAL TO AUGMENT FUNDS TO REFUGEE PROGRAM SERVICE PROVIDERS UNDER THE REFUGEE SUPPORT SERVICES (RSS) AND RSS SET-ASIDE GRANTS, PROGRAM YEAR (PY) 2018-19

#### BACKGROUND:

SETA's Refugee Program, operated under Refugee Support Services (RSS) grant, and RSS Set-aside grant funds received from the United States (U.S.) Department of Health and Human Services (HHS), Administration for Children and Families (ACF), Office of Refugee Resettlement (ORR), provides direct employment services intended to result in early economic self-sufficiency and reduced public assistance dependency of refugees through employment and acculturation assistance.

#### **Preliminary RSS and RSS Set-aside Grant Awards -**

In September, 2018, the Board approved the funding extensions for SETA's RSS program providers for the provision of Vocational English-as-a-Second Language combined with Employment Services (VESL/ES) and Employment Services (Stand Alone), and a RSS Set-aside program provider for the provision of Social Adjustment and Cultural Orientation (SA&CO) for refugees 60 years of age or older. At the time of award, preliminary estimates for employment services indicated \$2,256,018 RSS funds available for allocation to serve 1,184 refugees, and \$11,456 RSS Set-aside funds available for allocation to serve 29 older refugees. The Program Year (PY) 2018-19 commenced on October 1, 2018 and will end September 30, 2019.

#### **Final RSS Grant Award -**

On October 16, 2018, SETA received the final RSS award notification from the California Department of Social Services (CDSS), Refugee Programs Bureau (RPB). Funds available for allocation substantially exceeded preliminary estimates and, as a result, staff is recommending augmenting SETA's current VESL/ES providers to serve an additional 185 refugees, and ES (Stand Alone) providers to serve an additional 72 refugees, as reflected in the attached charts. The \$505,000 recommended for augmentation results in a new total allocation of \$2,761,018 for these two components.

Equal distributions of the additional funds, with slight differences due to varying costs per participant, are recommended for each provider due contractual performance levels being met by all. Although more time is needed to evaluate Folsom Cordova Community Partnership and World Relief's ability to fully perform in the delivery of employment services to refugees, both providers are recommended for slight augmentations as a result of end of PY 2017-18 performance.



ITEM III-B – 1 – ACTION (continued)

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In addition to augmenting the current providers, in the next item, SETA staff will be seeking the Board's approval to release a Request for Proposals (RFP) to solicit providers for the provision of VESL/On-the-Job Training (OJT) and English Language Learner (ELL) Workforce Navigator services. The estimated amount available for allocation under the RFP is \$984,000.

**Final RSS Set-aside Grant Award -**

On October 10, 2018, SETA received the final RSS Set-aside award notifications from the CDSS—RPB. Funds available for allocation to SA&CO for older refugees in PY 2018-19 total \$21,726. As a result of the increase in RSS Set-aside funding, staff is recommending augmenting the Slavic Assistance Center, Inc. to service an additional 26 older refugees under the SA&CO component, as reflected in the attached chart.

RECOMMENDATION:

Approve staff augmentation recommendations under the Refugee Social Services (RSS) and RSS Set-aside grants for PY 2018-2019 as reflected in the attached funding charts. Additionally, approve the following stipulations:

1. Open entry and prompt placement into VESL classes must be ensured for all clients that are assessed to be in need of English language training.
2. All VESL/ES and ES Stand Alone service providers must allocate a minimum of 5% of their awards for supportive services.
3. Providers with case management and job development staff budgeted for less than 12 months, or budgeted for part-time employment, must ensure program services are available Monday through Friday, eight hours per day, from October 1, 2018, through September 30, 2019.
4. Participants in Match Grant employment services provided by IRC and World Relief are not eligible to participate in IRC's or World Relief's new RSS funded programs until all services within the Match Grants have been exhausted.

PRESENTER: Michelle O'Camb

**Refugee Support Services (RSS)**  
**Funding Augmentation Recommendations - PY 2018-19**  
**Vocational English-as-a-Second Language/Employment Services (VESL/ES)**

PROVIDER NAME	CURRENT VESL/ES FUNDING, PY 2018-19		VESL/ES AUGMENTATION RECOMMENDATIONS, PY 2018-19			
	AMOUNT	VESL/ES #s TO SERVE	AUGMENTED VESL/ES AMOUNT	AUGMENTED VESL/ES #s TO SERVE	NEW VESL/ES #s TO SERVE	NEW AMOUNT
Asian Resources, Inc.	\$251,557	107	\$70,000	30	137	\$321,557
Bach Viet Association, Inc.	305,000	122	70,000	28	150	375,000
Folsom Cordova Community Partnership	49,960	20	25,000	10	30	74,960
International Rescue Committee, Inc.	297,500	119	70,000	28	147	367,500
Lao Family Community Development, Inc.	309,508	124	70,000	28	152	379,508
Twin Rivers USD	263,771	191	70,000	51	242	333,771
World Relief - Sacramento	99,760	40	25,000	10	50	124,760
<b>Totals</b>	<b>\$1,577,056</b>	<b>723</b>	<b>\$400,000</b>	<b>185</b>	<b>908</b>	<b>\$1,977,056</b>

**Refugee Support Services (RSS)  
Funding Augmentation Recommendations - PY 2018-19  
Employment Services (ES) Stand Alone**

PROVIDER NAME	CURRENT ES FUNDING, PY 2018-19		ES AUGMENTATION RECOMMENDATIONS, PY 2018-19			
	AMOUNT	ES #s TO SERVE	AUGMENTED ES AMOUNT	AUGMENTED ES #s TO SERVE	NEW ES #s TO SERVE	NEW AMOUNT
Asian Resources, Inc.	\$92,580	60	\$15,000	10	70	\$107,580
Bach Viet Association, Inc.	109,500	73	15,000	10	83	124,500
Folsom Cordova Community Partnership	111,888	72	15,000	10	82	126,888
International Rescue Committee, Inc.	96,000	64	15,000	10	74	111,000
Lao Family Community Development, Inc.	99,000	66	15,000	10	76	114,000
Twin Rivers USD	109,994	86	15,000	12	98	124,994
World Relief - Sacramento	60,000	40	15,000	10	50	75,000
<b>Totals</b>	<b>\$678,962</b>	<b>461</b>	<b>\$105,000</b>	<b>72</b>	<b>533</b>	<b>\$783,962</b>

**Refugee Support Services (RSS) Set-aside  
Funding Augmentation Recommendations, PY 2018-19  
SA&CO (Older Refugees)**

PROVIDER NAME	ACTIVITY	CURRENT FUNDING, PY 2018-19		SA&CO (OLDER REFUGEES) AUGMENTATION RECOMMENDATIONS, PY 2018-19			
		RSS Set-aside Amount	Numbers to Serve	Augmented RSS Set-aside Amount	Augmented Numbers to Serve	New Numbers to be Served*	New RSS Set- aside Funding Amount*
Slavic Assistance Center	SA&CO (Older Refugee)	\$11,456	29	\$10,270	26	55	\$21,726
<b>Totals</b>		<b>\$11,456</b>	<b>29</b>	<b>\$10,270</b>	<b>26</b>	<b>55</b>	<b>\$21,726</b>



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

expected to result in early economic self-sufficiency and the reduced dependency on public assistance among refugees in Sacramento County.

The process and criteria for selecting qualified applicants to implement SETA's new RSS activities are outlined in the RFP, which has been sent under separate cover.

RECOMMENDATION

Approve the release of the Request for Proposals (RFP) for the Refugee Support Services (RSS) Funded Programs, Program Year 2018-2020.

PRESENTER: Michelle O'Camb

ITEM III-B – 3 - ACTION

APPROVAL OF THE ONE-STOP SHARE OF COST AGREEMENT WITH THE COUNTY DEPARTMENT OF HUMAN ASSISTANCE, PY 2018-2019, AND AUTHORIZE THE EXECUTIVE DIRECTOR TO SIGN THE AGREEMENT AND ANY REQUIRED DOCUMENTS PERTAINING TO THE AGREEMENT

BACKGROUND:

The Workforce Innovation and Opportunity Act (WIOA) requires that One-Stop Required Partners contribute a share of the costs of the One-Stop System proportionate to the use of the system by individuals attributable to the partner program. Since 2003, SETA has entered into an agreement with the County of Sacramento, Department of Human Assistance (DHA) to provide One-Stop Career and Training Services to CalWORKs customers.

SETA has received the final agreement from DHA that will continue the One-Stop Share of Cost contract for an amount up to \$1,072,644 for PY2018-2019. The agreement will cover Sacramento County's share of cost for the operation of the Sacramento Works America's Job Center System.

RECOMMENDATION:

Approve the One-Stop Share of Cost agreement with the Department of Human Assistance for up to \$1,072,644, and authorize the Executive Director to execute the agreement and any required documents pertaining to the agreement.

PRESENTER: Roy Kim

### ITEM III-B - 4- ACTION

#### APPROVAL TO ACCEPT 2018 TRADE AND ECONOMIC TRANSITION NATIONAL DISLOCATED WORKER GRANT FROM THE CALIFORNIA EMPLOYMENT DEVELOPMENT DEPARTMENT, AND AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO SUBCONTRACTS WITH THE CAPITAL REGION'S WORKFORCE DEVELOPMENT AREAS, AND EXECUTE THE AGREEMENT, ANY SUBGRANTS OR OTHER DOCUMENTS REQUIRED BY THE FUNDING SOURCE

#### BACKGROUND:

The Employment Development Department (EDD) was recently awarded a State-wide grant from the U.S. Department of Labor for \$8,000,000 in National Dislocated Worker Grant (NDWG) funds to address ongoing or emerging workforce and economic challenges. This funding will provide training and career services to dislocated workers seeking reentry into the workforce, increasing their skill levels to become competitive for growing or high-demand employment opportunities in California.

SETA, as the lead for the Capital Region, is one of seven Workforce Development Areas being awarded the NDWG funds. SETA will receive \$1,000,000 for two years to serve the Capital Region by providing employment services in the Sacramento Works America's Job Centers; half of the funds will be subcontracted to the Golden Sierra, Yolo County and North Central Counties workforce development areas to provide services throughout the Capital Region. The subcontracted funds are still being determined and an update will be provided at the board meeting.

As a result of the shift to internet retail shopping for everything from holiday gifts and clothing to household supplies, at least 748 retail workers in the Capital Region have lost their jobs in the past 18 months. This is an ongoing occurrence which goes back to the turn of the century, with retail stores continually shrinking their footprint in the Capital Region and around the country.

The project will apply a multi-sector approach in connecting dislocated workers and long-term unemployed to opportunities in demand sectors like advanced manufacturing, information and communications technology, food processing and agriculture, healthcare, etc. The project will emphasize non-traditional apprenticeship programs and work-based learning opportunities and promote career awareness among those entering the workforce or seeking new career opportunities.

Dislocated workers who have been identified as needing training to become employed in high-growth sectors will conduct research on the occupations and training providers that are the most appropriate fit for their skills gap and learning style. Job coaches will conduct assessments with the dislocated workers to determine the interest and skills gaps needed to receive the appropriate career and training activities, as well as supportive services. Staff will work with training providers and employers to coordinate



ITEM III-B – 4 – ACTION (continued)  
Page 2

cohort trainings through the Employment Training Provider List (ETPL) to meet the needs of high-growth sector employers. Dislocated workers not needing training services will be provided intensive job readiness and placement services.

RECOMMENDATION:

Accept the Trade and Economic Transition NDWG funds from the EDD, and authorize the Executive Director to enter into subcontracts with the Capital Region's Workforce Development Areas, and execute the agreement, any subgrants or other documents required by the funding source.

PRESENTER: Julie Davis-Jaffe

## ITEM III-B – 5 - ACTION

### APPROVAL TO SUBMIT AN APPLICATION TO THE CALIFORNIA WORKFORCE DEVELOPMENT BOARD FOR WORKFORCE INNOVATION AND OPPORTUNITY ACT, REGIONAL PLAN IMPLEMENTATION SLINGSHOT 2.0 FUNDS, AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE FUNDING AGREEMENT, MODIFICATIONS, OR OTHER DOCUMENTS REQUIRED BY THE FUNDING SOURCE

#### BACKGROUND:

In August, 2017, the California Workforce Development Board (CWDB) approved the Capital Region's WIOA Plan, designating SETA as the lead workforce development area for the Capital Region. In December, 2017, the CWDB awarded Regional Plan Implementation funds to implement activities that supported the following three regional plan priority goals for the Capital Region:

- 1) Alignment of partners (WIOA, Strong Workforce, Align Capital Region, Adult Education) to ensure alignment of resources and building on the strengths of the partners to build a regional workforce system.
- 2) Ensure business leadership in priority sector initiatives (healthcare, construction, agriculture, etc.) by focusing on employer engagement and leadership.
- 3) Identifying and implementing administrative efficiencies and system alignment.

In October 2018, the CWDB released a Request for Applications for a second round of Regional Plan Implementation funds to continue to implement new activities that support the regional plan priority goals. Awards will range from \$100,000 to \$300,000 and the project duration will be 18 months.

In response, staff of the Capital Region's local workforce boards (SETA/Sacramento Works, Golden Sierra, North Central Counties, and Yolo) are preparing an application requesting up to \$300,000 for a regional dislocation mitigation project. The components of the project will include:

1. Research and identify the top occupations across all regional industry sectors that are at-risk of being eliminated due to technology and innovation.
2. Develop in-depth profiles of the displacement risk in occupations throughout the region.
3. Integrate displacement risk profiles into regional industry sector convenings, strategies and initiatives.
4. Develop a regional policy targeting layoff aversion activities to occupations at-risk of displacement.
5. Implement a coordinated regional business services team.
6. Evaluation and final report.

ITEM III-B – 5 – ACTION (continued)  
Page 2

Staff will be available to answer questions.

RECOMMENDATION:

Approve the submission of an application to the CWDB for WIOA Regional Plan Implementation Slingshot 2.0 funds; and authorize the Executive Director to execute the funding agreement, modifications, or other documents required by the funding source.

PRESENTER: Roy Kim

## ITEM III-C – 1 - ACTION

### APPROVAL TO SUBMIT SUPPLEMENTAL FUNDING APPLICATION TO INCREASE PROGRAM HOURS FOR HEAD START/EARLY HEAD START

#### BACKGROUND:

This agenda item provides an opportunity for the Governing Board to approve the submission of an application to the Office of Head Start to extend the duration of services for Head Start preschool children in Sacramento County. Extended duration means children will receive longer hours per day, more days per year and/or a combination of both.

On September 10, 2018, the Office of Head Start/Administration for Children and Families announced the availability of approximately \$295 million to be awarded for increasing the total annual hours of high-quality early education services offered to children enrolled in Head Start and Early Head Start (EHS) center-based, family child care, and locally designed programs. Of the \$295 million that may be available for award, \$257.4 million is available under the Consolidated Appropriations Act of 2018 (Pub. L. 115-141), and additional funding may be available under fiscal year (FY) 2019 appropriations.

Research documents that children need more learning time in high quality programs than is provided by the Head Start minimum duration standards in order to prepare them for success later in school and in life. It is difficult for the half-day preschool programs to provide sufficient time for teachers to conduct learning activities and intentional instruction in small group and one-on-one interactions.

Currently Sacramento County serves 2,108 Head Start preschoolers in full day, full year center-based programs, representing 47% of the total center-based enrollment slots. Early Head Start serves 96% of the EHS total center-based enrollment slots in full day, full year.

SETA is proposing to submit a supplemental funding application on behalf of the SETA Operated Program and four of its delegate agencies - Sacramento City Unified School District, San Juan Unified School District, Twin Rivers Unified School District and Women's Civic Improvement Club. Due to tight timelines to submit the supplemental application, SETA and its delegate agencies are in the process of finalizing their proposals for submission. Final details of the supplemental application will be provided at the December 6<sup>th</sup> board meeting for ratification.

The application is due to the Office of Head Start/Administration for Children and Families by December 1, 2018. Negotiated funding will be awarded in order of priority

ITEM III-C – 1 - ACTION (continued)  
Page 2

on March 1, 2019. Programs must be fully operational no later than the beginning of program year 2019, if not sooner. Implementation may vary depending on facility renovation/repair and staffing.

Staff will be available to answer questions.

RECOMMENDATION:

Approve the submission of a Supplemental Funding Application to the Office of Head Start/Administration for Children and Families to increase program hours in Head Start and Early Head Start in Sacramento County.

PRESENTER: Denise Lee

ITEM IV-A – INFORMATION

SETA CHILDREN AND FAMILY SERVICES DEPARTMENT  
YEAR-IN-REVIEW PRESENTATION

BACKGROUND:

This agenda item provides the opportunity for the Children and Family Services Department Managers to share success stories and information about services provided to children and families during the 2017-2018 program year.

Presenters:

- Lisa Carr - Family Engagement, Home Base, Health/Oral Health, and ERSEA Services
- Karen Griffith - School Readiness, Special Education and Mental Health Services

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: Loretta Su





**Program Operator:** Greater Sacramento Urban League

**Findings and General Observations:**

The total costs as reported to SETA for the WIOA programs have been reviewed and traced to the subgrantee's fiscal records. Although there are no disallowed costs, the following is a finding and concern that requires corrective action.

GSUL is not in compliance with 2CFR Part 200.501(d) of the regulations. Although GSUL has expended less than \$750,000 in federal grant funds during the year ended 6/30/17 it is still required to conduct a financial audit, consistent with 2CFR Parts 200.503(a) and 200.510. The CPA firm, Williams and Olds, has begun the audit, and it is still in the final stages of completion. GSUL has not provided a finalized audit report for the fiscal year ending June 30, 2017.

**Recommendations for Corrective Action:**

Notify SETA with the estimated date of completion of the audit.

Immediately upon completion, submit to SETA a 2CFR Part 200.501(d) compliant audit for the fiscal year ended June 30, 2017.

cc: Kathy Kossick  
Governing Board

**MEMORANDUM**

**TO:** Ms. Rachel Rios **DATE:** October 2, 2018  
**FROM:** Tammi L. Kerch, SETA Fiscal Monitor  
**RE:** On-Site Fiscal Monitoring of La Familia Counseling Center

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIOA	OSY	\$ 277,468	7/1/17-6/30/18	1/1/18-6/30/18
WIOA	AD/BIC	\$ 193,978	7/1/17-6/30/18	1/1/18-6/30/18
WIOA	DW/BIC	\$ 64,659	7/1/17-6/30/18	1/1/18-6/30/18
CSBG	YSS	\$ 55,000	1/1/18-12/31/18	1/1/18-7/31/18

**Monitoring Purpose:** Initial  X  Follow-Up   Special   Final  X   
**Date of review:** Sept 4-6, 2018

	<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	X			
4	Disbursement Control	X			
5	Staff Payroll/Files	X			
6	Fringe Benefits	X			
7	Participant Payroll	X			
8	OJT Contracts/Files/Payment		NA		
9	Indirect Cost Allocation	X			
10	Adherence to Contract/Budget	X			
11	In-Kind Contribution		NA		
12	Equipment Records		NA		

**Program Operator:** La Familia Counseling Center

**Findings and General Observations:**

The total costs as reported to SETA for WIOA, and CSBG have been traced to the delegate agency records. The records were verified and appear to be in order, and there are no adjustments required.

**Recommendations for Corrective Action:**

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

cc: Kathy Kossick  
Governing Board

**MEMORANDUM**

**TO:** Ms. Jacquie Bonini **DATE:** October 16, 2018  
**FROM:** Tammi L. Kerch, SETA Fiscal Monitor  
**RE:** On-Site Fiscal Monitoring of Sacramento City Unified School District

<b><u>PROGRAM</u></b>	<b><u>ACTIVITY</u></b>	<b><u>FUNDING</u></b>	<b><u>CONTRACT PERIOD</u></b>	<b><u>PERIOD COVERED</u></b>
Head Start	Basic	\$ 8,656,626	8/1/17-7/31/18	2/1/18-7/31/18
Head Start	T & TA	\$ 20,000	8/1/17-7/31/18	2/1/18-7/31/18
Early HS	Basic	\$ 1,782,356	8/1/17-7/31/18	2/1/18-7/31/18
Early HS	T & TA	\$ 27,564	8/1/17-7/31/18	2/1/18-7/31/18

**Monitoring Purpose:** Initial \_\_\_\_ Follow-Up \_\_\_\_ Special \_\_\_\_ Final X

**Date of review:** Sept. 24, 25, and 28, 2018

	<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	Davis Bacon Act		N/A		
9	Indirect Cost Allocation	X			
10	Adherence to Contract/Budget	X			
11	In-Kind Contribution	X			
12	Equipment Records	X			

**Program Operator:** Sacramento City Unified School District

**Findings and General Observations:**

The total costs as reported to SETA from February 1, 2018 to July 31, 2018 have been traced to the delegate's fiscal records. The records were verified and appear to be in order.

There are no findings.

**Recommendations for Corrective Action:**

There are no corrective actions required.

cc: Kathy Kossick  
Governing Board  
Policy Council



**Program Operator:** Sacramento City Unified School District

**Findings and General Observations:**

The total costs as reported to SETA from February 1, 2018 to July 31, 2018 have been traced to the delegate's fiscal records. The records were verified and appear to be in order.

There are no findings.

**Recommendations for Corrective Action:**

There are no corrective actions required.

cc: Kathy Kossick  
Governing Board  
Policy Council

MEMORANDUM

**TO:** Ms. Kate Ingersoll **DATE:** October 9, 2018  
**FROM:** Tammi L. Kerch, SETA Fiscal Monitor  
**RE:** On-Site Fiscal Monitoring of Twin Rivers Unified School District

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
Head Start	Basic	\$ 1,617,796	8/1/17-7/31/18	6/1/18-7/31/18
Head Start	T & TA	\$ 7,500	8/1/17-7/31/18	6/1/18-7/31/18
Head Start	Duration	\$ 618,997	8/1/17-7/31/18	6/1/18-7/31/18
Early HS	Basic	\$ 357,046	8/1/17-7/31/18	6/1/18-7/31/18
Early HS	T & TA	\$ 5,852	8/1/17-7/31/18	6/1/18-7/31/18

**Monitoring Purpose:** Initial \_\_\_\_ Interim \_\_\_\_ Special \_\_\_\_ Final X

**Date of review:** Sept 10-11, 2018

	<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	Davis Bacon Act		N/A		
9	Indirect Cost Allocation	X			
10	Adherence to Contract/Budget	X			
11	In-Kind Contribution	X			
12	Equipment Records	X			



**Program Operator:** Twin Rivers Unified School District

**Findings and General Observations:**

The total costs as reported to SETA from June 1 to July 31, 2018 have been traced to the delegate's fiscal records. The records were verified and appear to be in order.

There are no findings.

**Recommendations for Corrective Action:**

There are no corrective actions required.

cc: Kathy Kossick  
Governing Board  
Policy Council

**MEMORANDUM**

**TO:** Jackie White **DATE:** October 19, 2018  
**FROM:** Tammi L. Kerch, SETA Fiscal Monitor  
**RE:** On-Site Fiscal Monitoring of Twin Rivers Unified School District

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
RSS	VESL/ES	\$ 345,999	10/1/17-9/30/18	2/1/18-9/30/18
TA	ES	\$ 82,113	10/1/17-9/30/18	2/1/18-9/30/18
RSS	ES stand alone	\$ 45,123	10/1/17-9/30/18	10/1/17-9/30/18

**Monitoring Purpose:** Initial  Interim  Special  Final   
**Date of review:** September 10 and follow up October 10, 2018

	<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	OJT Contracts/Files/Payment		N/A		
9	Indirect Cost Allocation	X			
10	Adherence to Contract/Budget	X			
11	In-Kind Contribution		N/A		
12	Equipment Records		N/A		

Memorandum  
Fiscal Monitoring Findings  
Page 2

**Program Operator:** Twin Rivers Unified School District

**Findings and General Observations:**

The total costs as reported to SETA for RSS and TA have been traced to the subgrantee's fiscal records.

**Recommendations for Corrective Action:**

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

cc: Kathy Kossick  
Governing Board

ITEM IV-C – INFORMATION

EMPLOYER SUCCESS STORIES AND ACTIVITY REPORT

BACKGROUND:

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

Mr. William Walker will be available to answer questions.

PRESENTER: William Walker

**SETA- Employer Activity Report  
July 1, 2018 - October 31, 2018**

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
<b>Critical Occupational Clusters Key: 1=Administrative &amp; Support Services; 2=Architecture &amp; Engineering; 3=Construction; 4=Healthcare &amp; Supportive Service; 5=Human Services; 6=Information Technology; 7= Installation, Maintenance &amp; Repair; 8=Tourism/Hospitality; 9=Transportation &amp; Production; 10=Non-Critical</b>			
Adecco	1	Grower Quality Inspector I	1
	1	Grower Quality Inspector II	2
Artegan at Prairie City	8	Dishwasher	2
	7	Maintenance Assistant	1
Bay Area Kenworth UD Trucks	7	Body Shop Technician	1
California Native Plant Society	1	Accounting and HR Analyst	1
California Moving Systems	9	Driver, Helper (Mover)	1
Children's Receiving Home	5	Residential Counselor	10
City of Elk Grove	1	Animal Care Supervisor	1
	1	Animal Services Officer	1
	2	Civil Engineer	1
	1	Environmental Specialist	1
	1	Manager	1
	1	Police Records Technician I	1
	1	Public Works Division Manager	1
	7	Senior Facilities Technician	1
City of Sacramento	1	Account Clerk II	2
	1	ADA Coordinator	1
	1	Administrative Analyst	1
	1	Administrative Officer	1
	1	Administrative Technician	1
	10	Aquatics Recreation Coordinator	1
	10	Art Museum Registrar	1
	1	Assistant City Manager	1
	7	Assistant Water Cross Connection Control	1
	2	Associate Civil Engineer-Hydraulic Model	1
	1	Auditor	1
	3	Building Services Manager	1
	10	Camp Sacramento Supervisor	1
	10	Cashier-Community Services	1
	3	Construction Inspector I	1
	6	Departments Systems Specialist I	1
	6	Departments Systems Specialist II	1
	1	Dispatcher II	1
	1	Dispatcher Recruit	1
	3	Electrician	2
	1	Environmental Program Manager	1
	10	Event Associate	1
	1	Executive Assistant	1
	1	Fiscal Policy Analyst	1
	7	Instrument Technician I	1
	7	Junior Plant Operator	2
	1	Labor Relations Officer	1
	7	Machinist	1
	1	Meter Reader	1
	1	Park Maintenance Worker II	1
	7	Plant Operator	2
	1	Police Administrative Manager	1
1	Police Officer	2	
1	Police Recruit	1	

**SETA- Employer Activity Report  
July 1, 2018 - October 31, 2018**

EMPLOYER	CRITICAL CLUSTER	JOB	# of Positions
<b>Critical Occupational Clusters Key: 1=Administrative &amp; Support Services; 2=Architecture &amp; Engineering;3=Construction; 4=Healthcare &amp; Supportive Service; 5=Human Services; 6=Information Technology; 7= Installation, Maintenance &amp; Repair; 8=Tourism/Hospitality; 9=Transportation &amp; Production; 10=Non-Critical</b>			
City of Sacramento	6	Principal Systems Engineer	1
	6	Principal Systems Engineer -Information	1
	1	Program Analyst	4
	1	Program Specialist	1
	2	Senior Engineer	1
	10	Senior Recreation Aide	1
	1	Senior Staff Assistant	1
	1	Supervising Landscape	1
	7	Supervising Plant Operator	1
	1	Support Services Manager	1
	6	Systems Engineer	1
	1	Telecommunications Technician Trainee	1
	1	Traffic Control and Lighting Technician I	1
	1	Traffic Control and Lighting Technician II	1
	1	Treasury Analyst	1
7	Water Cross Connection Control Specialist	1	
Direct Delivery Service, Inc.	9	Delivery Driver	50
Easter Seals Superior CA	1	Community Skills Trainer	7
	1	Core Instructor w/Class B Drivers Li	2
	5	Rehab Assistant	1
Estelle's Baking Company	8	Assistant Pastry Chef	1
	8	Customer Service/Barista	1
	8	Dishwashers	1
	8	Line Cook	1
	8	Pastry/Bread Baker	1
Geological Logging Inc.	9	Truck Driver/Rig-up Lab Trailers/Shop Maintenance	1
General Produce Company	9	Order Selector	10
Greater Sacramento Area Economic Council	6	Data Engineer	1
	1	Digital Marketing Manager	1
Health Advocates	1	Attorney	1
Iron Mechanical, Inc.	7	Field HVAC Installer	20
Just Energy	1	Energy Advisor	12
Los Rios Community College District	1	Account Clerk II	1
	1	Account Clerk III	1
	1	Accounting Adjunct Assistant Professor	1
	1	Administration of Justice Adjunct Assistant	1
	1	Administrative Assistant I	2
	1	Admissions/Records Evaluator I	1
	1	Admissions/Records Evaluator II	1
	1	Aeronautics Adjunct Assistant Professor	1
	1	Agricultural Business & Related Services,	1
	1	Agricultural Business Adjunct Assistant	1
	1	Allied Health Adjunct Assistant Professor	1
	1	Alternate Media Design Specialist	1
	1	Animal Science Adjunct Assistant Professor	1
	1	Arabic Adjunct Assistant Professor	1
	1	Athletic Trainer	1
	1	Business Services Supervisor	1
	1	Buyer III	1

**SETA- Employer Activity Report  
July 1, 2018 - October 31, 2018**

EMPLOYER	CRITICAL CLUSTER	JOB	# of Positions
<b>Critical Occupational Clusters Key: 1=Administrative &amp; Support Services; 2=Architecture &amp; Engineering; 3=Construction; 4=Healthcare &amp; Supportive Service; 5=Human Services; 6=Information Technology; 7= Installation, Maintenance &amp; Repair; 8=Tourism/Hospitality; 9=Transportation &amp; Production; 10=Non-Critical</b>			
Los Rios Community College District	1	Chemistry Assistant Professor	1
	1	Child Development Center Teacher	1
	1	Clerk III	5
	1	College Safety Officer	1
	1	Confidential Administrative Assistant III	1
	1	Counselor (Athletics)	1
	1	Custodian	1
	1	Dean (III) of Fine and Applied Arts	1
	1	Dean (III) of Language and Literature	1
	1	Dean (III) of the Natomas Education Center	1
	1	Diagnostic Medical Sonography Assistant	1
	1	Director (VI) of First-Year Experience	1
	1	Disabled Student Programs and Services	1
	7	Energy Management Controls Specialist	1
	1	Engineering Assistant Professor	1
	7	Equipment Mechanic I	1
	1	Extended Opportunity Programs and Services	1
	1	Fiscal Services Supervisor	1
	1	Groundskeeper	1
	1	Health Information Technology Assistant	1
	7	Heating, Ventilation, and Air Conditioning	1
	9	Hospitality Management Culinary Supervisor	1
	6	Information Technology Business/Technical	1
	1	Instructional Assistant-Campus Computer	1
	1	Instructional Assistant-Fundamentals of Nursing	1
	1	Instructional Assistant-Health & Education	1
	7	Maintenance Technician I	1
	1	Mathematics Assistant Professor	2
	1	Payroll Specialist	1
	1	Pharmacy Technology Assistant Professor and	1
	1	Philosophy Assistant Professor	1
	1	Police Communications Supervisor	1
	6	Programmer I	1
1	Research Analyst	1	
1	Student Life Supervisor	1	
1	Student Personnel Assistant - Internship	1	
1	Technical Director - Harris Center for the Arts	1	
1	Vice President of Student Services	1	
Michael Bozzuto Insurance Agency	1	Commercial Lines Account Manager	1
Nesco Resource	9	Wine Cellar Laborer	5
Pacific Hearth & Home	1	Production Manager	1
People Ready	9	Auto Auction Driver	2
	8	Food Service Worker	3
	9	General Labor Associate	5
Rainbow Daycare	1	Preschool Teacher	3
	1	Toddler Teacher	3
Sacramento Children's Home	5	Child Care Worker	8

**SETA- Employer Activity Report  
July 1, 2018 - October 31, 2018**

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
<b>Critical Occupational Clusters Key: 1=Administrative &amp; Support Services; 2=Architecture &amp; Engineering;3=Construction; 4=Healthcare &amp; Supportive Service; 5=Human Services; 6=Information Technology; 7= Installation, Maintenance &amp; Repair; 8=Tourism/Hospitality; 9=Transportation &amp; Production; 10=Non-Critical</b>			
Sacramento Employment and Training Agency	1	Accountant I	1
	1	Accountant II (Supervisory)	1
	1	Facilities Specialist	1
	1	Family Service Worker - Range 3	1
	1	Head Start Associate Infant/Toddler Teacher	1
	1	Head Start Manager	1
	1	Head Start Teacher	1
	1	Personnel Clerk	1
Sacramento LGBT Community Center	1	Events Manager	1
San Juan Unified School District	1	Substitute Child Development Assistant ECE	1
Sierra Forever Families	5	Outreach Coordinator	1
Tharaldson Hospitality Staffing	8	Hotel General Manager	1
Univision Television Group	10	Show Host	1
Wild Bill's Cheesesteaks	8	Cooks and Cashiers	1
<b>TOTAL</b>			<b>302</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

## Sacramento Employment and Training Agency

### Dislocated Worker Information PY 2018/2019

The following is an update of information as of October 31, 2018 on the Worker Adjustment and Training Notification (WARN) notices and Non WARN notifications in Sacramento County.

	MONTH RECEIVED	COMPANY AND ADDRESS	WARN STATUS	AFFECTED WORKERS	SETA INTERVENTION
Unofficial	3/24/2018	<b>Aaron Brothers</b> 2345 Arden Way Sacramento, CA 95825	7/31/2018	20	7/31/2018
Official	4/18/2018	<b>Sears Holdings</b> 5900 Sunrise Mall Citrus Heights, CA 95610	7/8/2018	67	6/11/2018
Official	6/29/2018	<b>Dream Center Education Holdings, LLC</b> 2850 Gateway Oaks Dr. Ste.100 Sacramento, CA 95833	12/31/2018	125	Pending
Unofficial	8/6/2018	<b>Golden West Packaging Package One</b> 4225 Pell Dr. Sacramento, CA 95820	9/30/2017	84	8/28/2018
Unofficial	8/22/2018	<b>Orchard Supply Hardware</b> 4249 Elverta Rd. Antelope, CA 95843	10/29/2018	46	10/29/2018
Official	8/23/2018	<b>Well Fargo</b> 11000 White Rock Road Rancho Cordova, CA 95662	8/23 -11/21/2018	191	9/17-20/2018
Official	9/28/2018	<b>Aerojet Rocketdyne</b> 2001 Aerojet Rd. Rancho Cordova, CA 95670	11/29/2018	120	9/26/2018 9/27/2018
Official	10/1/2018	<b>IAP Worldwide Services, Inc.</b> 2900 Spruce St. McClellan, CA 95652	11/30/2018	8	Pending
Official	10/18/2018	<b>Sears Roebuck and Co.</b> 5901 Florin Rd. Sacramento, CA 95823	12/31/2018	85	Pending
			<b>Total # of Affected Workers</b>	653	

ITEM IV-E – INFORMATION

UNEMPLOYMENT UPDATE/PRESS RELEASE FROM THE EMPLOYMENT  
DEVELOPMENT DEPARTMENT

BACKGROUND:

The unemployment rate for Sacramento County for the month of September was 3.4%.

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

**SACRAMENTO—ROSEVILLE—ARDEN-ARCADE METROPOLITAN STATISTICAL AREA (MSA)  
(EL DORADO, PLACER, SACRAMENTO, AND YOLO COUNTIES)  
Government led year-over job growth**

The unemployment rate in the Sacramento--Roseville--Arden-Arcade MSA was 3.4 percent in September 2018, down from a revised 3.7 percent in August 2018, and below the year-ago estimate of 4.0 percent. This compares with an unadjusted unemployment rate of 3.9 percent for California and 3.6 percent for the nation during the same period. The unemployment rate was 3.2 percent in El Dorado County, 3.0 percent in Placer County, 3.6 percent in Sacramento County, and 3.5 percent in Yolo County.

**Between August 2018 and September 2018**, combined employment in the counties of El Dorado, Placer, Sacramento, and Yolo, decreased by 5,800 to total 993,900 jobs.

- Leisure and hospitality (down 2,800 jobs) experienced a normal seasonal decline from August to September. Accommodation and food services dropped 1,600 jobs. Arts, entertainment, and recreation cut back 1,200 jobs.
- Professional and business services shed 1,600 jobs. Professional, scientific, and technical services (down 1,100 jobs) and administrative and support and waste services (down 500 jobs) were responsible for the decline.
- Meanwhile, government was up over the month, adding 1,500 jobs. Local government (up 2,000 jobs) was responsible for the gains.
- Trade, transportation, and utilities expanded by 1,000 jobs from August to September. This is the first September increase for this industry since 2012.

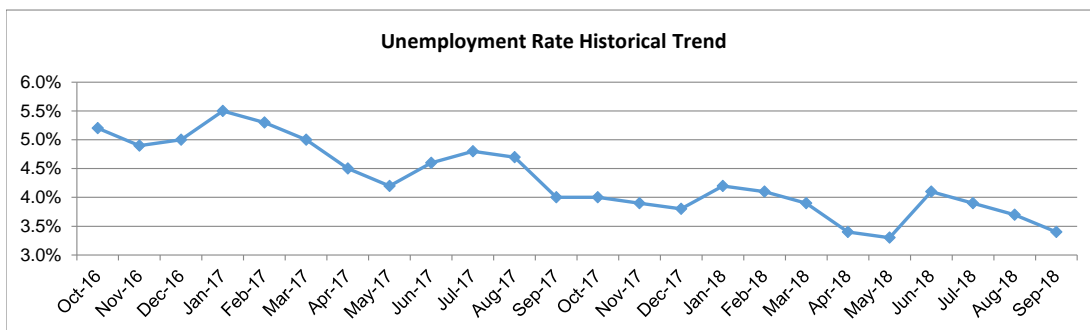
**Between September 2017 and September 2018**, total jobs in the region increased by 11,100, or 1.1 percent.

- Government led year-over growth, adding 5,300 jobs. State government gained 2,900 jobs. Local government was up 2,700 jobs. These gains offset a decrease in federal government, which was down 300 jobs.
- Trade, transportation, and utilities gained 4,900 jobs since last September. Transportation, warehousing, and utilities added 2,200 jobs. Wholesale trade contributed 1,400 jobs. Retail trade increased by 1,300 jobs.
- Education and health services expanded by 4,200 jobs. Health care and social assistance grew by 3,500 jobs. Educational services added 700 jobs.
- Four major industries experienced job reductions from last September, led by professional and business services (down 2,000 jobs), other services (down 1,400 jobs), information (down 400 jobs), and construction (down 300 jobs).

#####

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 3.4 percent in September 2018, down from a revised 3.7 percent in August 2018, and below the year-ago estimate of 4.0 percent. This compares with an unadjusted unemployment rate of 3.9 percent for California and 3.6 percent for the nation during the same period. The unemployment rate was 3.2 percent in El Dorado County, 3.0 percent in Placer County, 3.6 percent in Sacramento County, and 3.5 percent in Yolo County.



Industry	Aug-2018	Sep-2018	Change	Sep-2017	Sep-2018	Change
	Revised	Prelim			Prelim	
Total, All Industries	999,700	993,900	(5,800)	982,800	993,900	11,100
Total Farm	10,900	9,800	(1,100)	9,700	9,800	100
Total Nonfarm	988,800	984,100	(4,700)	973,100	984,100	11,000
Mining, Logging, and Construction	62,700	62,400	(300)	62,700	62,400	(300)
Mining and Logging	500	500	0	500	500	0
Construction	62,200	61,900	(300)	62,200	61,900	(300)
Manufacturing	37,100	36,800	(300)	36,700	36,800	100
Trade, Transportation & Utilities	157,900	158,900	1,000	154,000	158,900	4,900
Information	12,000	11,900	(100)	12,300	11,900	(400)
Financial Activities	53,500	52,900	(600)	52,600	52,900	300
Professional & Business Services	131,700	130,100	(1,600)	132,100	130,100	(2,000)
Educational & Health Services	158,800	157,800	(1,000)	153,600	157,800	4,200
Leisure & Hospitality	105,500	102,700	(2,800)	102,400	102,700	300
Other Services	32,100	31,600	(500)	33,000	31,600	(1,400)
Government	237,500	239,000	1,500	233,700	239,000	5,300

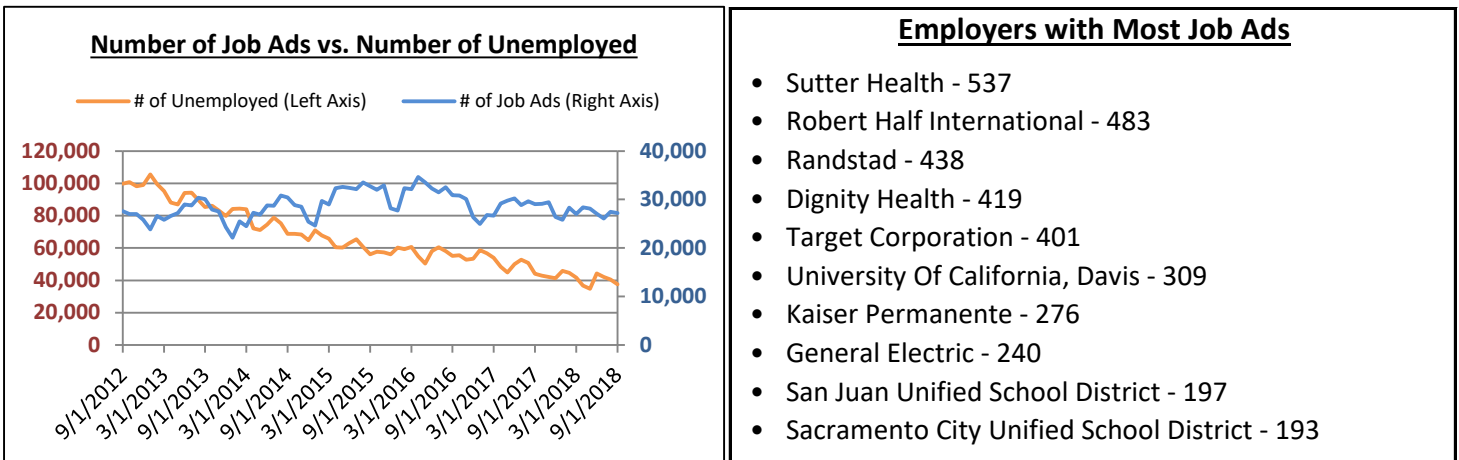
Notes: Data not adjusted for seasonality. Data may not add due to rounding

Labor force data are revised month to month

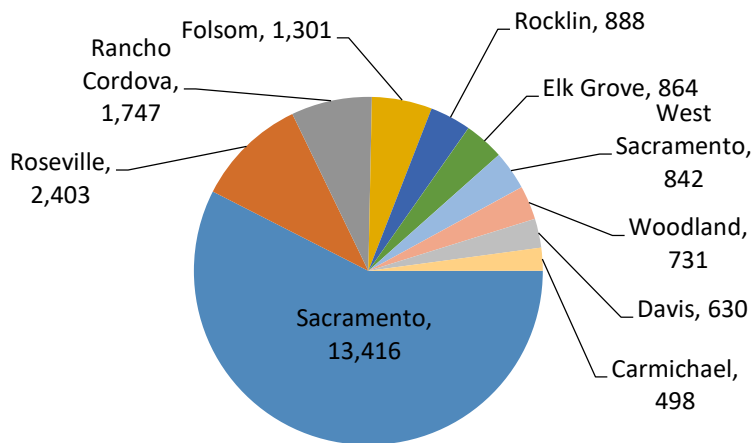
# Recent Job Ads

## Sacramento Roseville Arden Arcade MSA - September 2018

Not Seasonally Adjusted



### Cities with Most Job Ads



### Occupations with Most Job Ads

- Retail Salespersons - 812
- Registered Nurses - 797
- Customer Service Representatives - 636
- First-Line Supervisors of Retail Sales Workers - 606
- First-Line Supervisors of Office and Administrative Support Workers - 576
- Heavy and Tractor-Trailer Truck Drivers - 540
- Software Developers, Applications - 459
- Teacher Assistants - 454
- Computer User Support Specialists - 401
- Maintenance and Repair Workers, General - 347

Note: The data provided does not suggest that the occupations of the unemployed directly align with the occupations of the advertised vacancies.  
Sources: Employment Development Department, Labor Market Information Division; Help Wanted Online from The Conference Board and WANTED Technologies

**Monthly Labor Force Data for Cities and Census Designated Places (CDP)  
 September 2018 - Preliminary  
 Data Not Seasonally Adjusted**

<b>Area Name</b>	<b>Labor Force</b>	<b>Employment</b>	<b>Unemployment Number</b>	<b>Unemployment Rate</b>	<b>Census Ratios Emp</b>	<b>Census Ratios Unemp</b>
Sacramento County	706,800	681,400	25,300	3.6%	1.000000	1.000000
Arden Arcade CDP	45,500	43,200	2,300	5.0%	0.063399	0.089632
Carmichael CDP	30,800	29,600	1,200	3.8%	0.043480	0.046822
Citrus Heights city	43,900	42,400	1,500	3.5%	N/A	N/A
Elk Grove CDP	82,400	79,900	2,600	3.1%	N/A	N/A
Fair Oaks CDP	15,900	15,300	600	3.6%	0.022493	0.022749
Florin CDP	20,300	19,100	1,200	5.8%	0.028053	0.046876
Folsom city	37,100	36,200	1,000	2.7%	N/A	N/A
Foothill Farms CDP	15,700	15,100	500	3.5%	0.022212	0.021682
Galt city	11,300	10,800	400	3.7%	N/A	N/A
Gold River CDP	3,500	3,400	100	2.7%	0.005009	0.003769
Isleton city	400	300	0	4.5%	0.000493	0.000629
La Riviera CDP	5,700	5,500	200	2.7%	0.008086	0.006052
North Highlands CDP	19,000	18,300	700	3.5%	0.026837	0.026194
Orangevale CDP	17,400	16,800	600	3.4%	0.024666	0.023316
Rancho Cordova City	34,600	33,400	1,300	3.6%	N/A	N/A
Rancho Murieta CDP	2,400	2,400	0	0.8%	0.003478	0.000770
Rio Linda CDP	6,200	6,100	200	2.8%	0.008905	0.006863
Rosemont CDP	12,100	11,600	400	3.7%	0.017071	0.017643
Sacramento city	233,300	224,600	8,700	3.7%	N/A	N/A
Vineyard CDP	12,800	12,400	400	2.9%	0.018253	0.014806
Walnut Grove CDP	700	600	100	12.0%	0.000865	0.003161
Wilton CDP	2,300	2,300	0	1.0%	0.003409	0.000919

CDP is "Census Designated Place" - a recognized community that was unincorporated at the time of the 2011-2015 5-Year American Community Survey (ACS).

**Notes:**

- 1) Data may not add due to rounding. All unemployment rates shown are calculated on unrounded data.
- 2) These data are not seasonally adjusted.
- 3) N/A = Estimate created by Bureau of Labor Statistics

**Methodology:**

Monthly city labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each city at the time of the 2009-2013 American Community Survey. Ratios for cities were developed from special tabulations based on ACS employment, unemployment, and population

**Data Not Seasonally Adjusted**

<b>Area Name</b>	<b>Labor Force</b>	<b>Employment</b>	<b>Unemployment Number</b>	<b>Unemployment Rate</b>	<b>Census Ratios</b>	
					<b>Emp</b>	<b>Unemp</b>

and Census population from the Bureau of Labor Statistics. For smaller cities and CDPs, ratios were calculated from published census data.

Monthly CDP's labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each CDP at the time of the 2011-2015 ACS survey. Ratios for CDPs' were developed from special tabulations based on ACS employment and unemployment from the Bureau of Labor Statistics.

This method assumes that the rates of change in employment and unemployment since the 2009-2013/2011-2015 American Community Survey are exactly the same in each city and CDP as at county level (i.e., that the shares are still accurate). If this assumption is not true for a specific city or CDP, then the estimates for that area may not represent the current economic conditions. Since this assumption is untested, caution should be employed when using these data.



Data Not Seasonally Adjusted

	Sep 17	Jul 18	Aug 18 Revised	Sep 18 Prelim	Percent Change Month	Year
Civilian Labor Force (1)	1,089,500	1,089,000	1,083,500	1,088,700	0.5%	-0.1%
Civilian Employment	1,045,400	1,046,800	1,042,900	1,051,200	0.8%	0.6%
Civilian Unemployment	44,100	42,200	40,500	37,500	-7.4%	-15.0%
Civilian Unemployment Rate (CA Unemployment Rate)	4.0%	3.9%	3.7%	3.4%		
(U.S. Unemployment Rate)	4.3%	4.4%	4.3%	3.9%		
	4.1%	4.1%	3.9%	3.6%		
<b>Total, All Industries (2)</b>	<b>982,800</b>	<b>994,900</b>	<b>999,700</b>	<b>993,900</b>	<b>-0.6%</b>	<b>1.1%</b>
Total Farm	9,700	10,900	10,900	9,800	-10.1%	1.0%
Total Nonfarm	973,100	984,000	988,800	984,100	-0.5%	1.1%
Total Private	739,400	747,500	751,300	745,100	-0.8%	0.8%
Goods Producing	99,400	98,400	99,800	99,200	-0.6%	-0.2%
Mining, Logging, and Construction	62,700	61,800	62,700	62,400	-0.5%	-0.5%
Mining and Logging	500	500	500	500	0.0%	0.0%
Construction	62,200	61,300	62,200	61,900	-0.5%	-0.5%
Construction of Buildings	13,000	13,700	13,700	13,600	-0.7%	4.6%
Specialty Trade Contractors	42,700	41,800	43,100	42,900	-0.5%	0.5%
Building Foundation & Exterior Contractors	12,400	12,700	13,200	13,000	-1.5%	4.8%
Building Equipment Contractors	16,400	16,500	16,600	16,600	0.0%	1.2%
Building Finishing Contractors	9,200	9,300	9,600	9,600	0.0%	4.3%
Manufacturing	36,700	36,600	37,100	36,800	-0.8%	0.3%
Durable Goods	23,300	23,800	23,700	23,500	-0.8%	0.9%
Computer & Electronic Product Manufacturing	4,800	5,100	5,100	5,000	-2.0%	4.2%
Nondurable Goods	13,400	12,800	13,400	13,300	-0.7%	-0.7%
Food Manufacturing	5,000	4,400	5,000	4,900	-2.0%	-2.0%
Service Providing	873,700	885,600	889,000	884,900	-0.5%	1.3%
Private Service Providing	640,000	649,100	651,500	645,900	-0.9%	0.9%
Trade, Transportation & Utilities	154,000	157,100	157,900	158,900	0.6%	3.2%
Wholesale Trade	26,800	27,800	28,300	28,200	-0.4%	5.2%
Merchant Wholesalers, Durable Goods	14,500	14,600	14,900	14,900	0.0%	2.8%
Merchant Wholesalers, Nondurable Goods	9,700	10,100	10,300	10,200	-1.0%	5.2%
Retail Trade	101,400	102,500	102,100	102,700	0.6%	1.3%
Motor Vehicle & Parts Dealer	14,600	14,600	14,500	14,700	1.4%	0.7%
Building Material & Garden Equipment Stores	8,400	8,700	8,700	8,500	-2.3%	1.2%
Grocery Stores	19,100	19,200	19,200	19,300	0.5%	1.0%
Health & Personal Care Stores	5,800	5,900	5,900	5,900	0.0%	1.7%
Clothing & Clothing Accessories Stores	8,000	8,200	8,200	8,000	-2.4%	0.0%
Sporting Goods, Hobby, Book & Music Stores	4,200	3,800	3,900	4,000	2.6%	-4.8%
General Merchandise Stores	19,600	20,700	21,000	21,100	0.5%	7.7%
Transportation, Warehousing & Utilities	25,800	26,800	27,500	28,000	1.8%	8.5%
Information	12,300	12,100	12,000	11,900	-0.8%	-3.3%
Publishing Industries (except Internet)	2,500	2,500	2,500	2,500	0.0%	0.0%
Telecommunications	3,900	3,900	3,900	3,900	0.0%	0.0%
Financial Activities	52,600	53,500	53,500	52,900	-1.1%	0.6%
Finance & Insurance	37,200	37,800	37,700	37,300	-1.1%	0.3%
Credit Intermediation & Related Activities	11,600	11,600	11,600	11,400	-1.7%	-1.7%
Depository Credit Intermediation	6,500	6,500	6,600	6,500	-1.5%	0.0%
Nondepository Credit Intermediation	2,800	2,800	2,800	2,800	0.0%	0.0%
Insurance Carriers & Related	21,500	22,100	22,100	21,700	-1.8%	0.9%
Real Estate & Rental & Leasing	15,400	15,700	15,800	15,600	-1.3%	1.3%
Real Estate	11,900	12,200	12,200	12,100	-0.8%	1.7%
Professional & Business Services	132,100	130,800	131,700	130,100	-1.2%	-1.5%
Professional, Scientific & Technical Services	54,900	56,300	56,300	55,200	-2.0%	0.5%
Architectural, Engineering & Related Services	10,200	10,500	10,600	10,500	-0.9%	2.9%
Management of Companies & Enterprises	12,800	13,200	13,200	13,200	0.0%	3.1%
Administrative & Support & Waste Services	64,400	61,300	62,200	61,700	-0.8%	-4.2%
Administrative & Support Services	61,500	58,000	58,800	58,300	-0.9%	-5.2%
Employment Services	25,900	24,300	25,000	25,000	0.0%	-3.5%

Data Not Seasonally Adjusted

	Sep 17	Jul 18	Aug 18	Sep 18	Percent Change	
			Revised	Prelim	Month	Year
Services to Buildings & Dwellings	13,200	13,600	13,700	13,700	0.0%	3.8%
Educational & Health Services	153,600	157,400	158,800	157,800	-0.6%	2.7%
Education Services	12,300	12,200	12,400	13,000	4.8%	5.7%
Health Care & Social Assistance	141,300	145,200	146,400	144,800	-1.1%	2.5%
Ambulatory Health Care Services	49,600	50,000	50,800	50,100	-1.4%	1.0%
Hospitals	24,000	24,600	24,800	24,700	-0.4%	2.9%
Nursing & Residential Care Facilities	17,200	17,600	17,700	17,700	0.0%	2.9%
Leisure & Hospitality	102,400	106,300	105,500	102,700	-2.7%	0.3%
Arts, Entertainment & Recreation	14,900	16,100	15,700	14,500	-7.6%	-2.7%
Accommodation & Food Services	87,500	90,200	89,800	88,200	-1.8%	0.8%
Accommodation	9,100	9,800	9,700	9,500	-2.1%	4.4%
Food Services & Drinking Places	78,400	80,400	80,100	78,700	-1.7%	0.4%
Restaurants	74,100	76,200	75,900	74,500	-1.8%	0.5%
Full-Service Restaurants	34,900	36,200	36,300	35,700	-1.7%	2.3%
Limited-Service Eating Places	39,200	40,000	39,600	38,800	-2.0%	-1.0%
Other Services	33,000	31,900	32,100	31,600	-1.6%	-4.2%
Repair & Maintenance	10,200	10,100	10,100	10,100	0.0%	-1.0%
Government	233,700	236,500	237,500	239,000	0.6%	2.3%
Federal Government	14,200	14,100	14,000	13,900	-0.7%	-2.1%
Department of Defense	1,700	1,700	1,700	1,700	0.0%	0.0%
State & Local Government	219,500	222,400	223,500	225,100	0.7%	2.6%
State Government	116,900	119,800	120,200	119,800	-0.3%	2.5%
State Government Education	28,200	30,400	30,400	29,900	-1.6%	6.0%
State Government Excluding Education	88,700	89,400	89,800	89,900	0.1%	1.4%
Local Government	102,600	102,600	103,300	105,300	1.9%	2.6%
Local Government Education	55,900	54,000	55,000	57,800	5.1%	3.4%
Local Government Excluding Education	46,700	48,600	48,300	47,500	-1.7%	1.7%
County	19,100	19,300	19,300	19,300	0.0%	1.0%
City	10,100	10,900	10,700	10,200	-4.7%	1.0%
Special Districts plus Indian Tribes	17,500	18,400	18,500	18,000	-2.7%	2.9%

**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 916-865-2466 or Sheila Stock 530-225-2383

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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**Monthly Labor Force Data for Cities and Census Designated Places (CDP)  
 September 2018 - Preliminary  
 Data Not Seasonally Adjusted**

<b>Area Name</b>	<b>Labor Force</b>	<b>Employment</b>	<b>Unemployment Number</b>	<b>Unemployment Rate</b>	<b>Census Ratios Emp</b>	<b>Census Ratios Unemp</b>
El Dorado County	90,700	87,800	2,900	3.2%	1.000000	1.000000
Cameron Park CDP	9,700	9,400	300	3.3%	0.107216	0.110630
Diamond Springs CDP	5,400	5,200	200	3.7%	0.059634	0.069250
El Dorado Hills CDP	22,000	21,400	500	2.4%	0.244105	0.182340
Georgetown CDP	900	900	0	5.0%	0.009833	0.015280
Placerville city	4,700	4,500	200	3.6%	0.051112	0.057550
Pollock Pines CDP	3,200	3,200	100	2.5%	0.035967	0.028100
Shingle Springs CDP	2,400	2,300	0	2.0%	0.026333	0.016220
South Lake Tahoe city	11,800	11,400	400	3.7%	0.129759	0.150450

CDP is "Census Designated Place" - a recognized community that was unincorporated at the time of the 2011-2015 5-Year American Community Survey (ACS).

**Notes:**

- 1) Data may not add due to rounding. All unemployment rates shown are calculated on unrounded data.
- 2) These data are not seasonally adjusted.
- 3) N/A = Estimate created by Bureau of Labor Statistics

**Methodology:**

Monthly city labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each city at the time of the 2009-2013 American Community Survey. Ratios for cities were developed from special tabulations based on ACS employment, unemployment, and population and Census population from the Bureau of Labor Statistics. For smaller cities and CDPs, ratios were calculated from published census data.

Monthly CDP's labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each CDP at the time of the 2011-2015 ACS survey. Ratios for CDPs' were developed from special tabulations based on ACS employment and unemployment from the Bureau of Labor Statistics.

This method assumes that the rates of change in employment and unemployment since the 2009-2013/2011-2015 American Community Survey are exactly the same in each city and CDP as at county level (i.e., that the shares are still accurate). If this assumption is not true for a specific city or CDP, then the estimates for that area may not represent the current economic conditions. Since this assumption is untested, caution should be employed when using these data.

**Monthly Labor Force Data for Cities and Census Designated Places (CDP)  
 September 2018 - Preliminary  
 Data Not Seasonally Adjusted**

<b>Area Name</b>	<b>Labor Force</b>	<b>Employment</b>	<b>Unemployment Number</b>	<b>Unemployment Rate</b>	<b>Census Ratios Emp</b>	<b>Unemp</b>
Placer County	183,700	178,300	5,500	3.0%	1.000000	1.000000
Auburn city	6,600	6,400	200	3.2%	0.035818	0.038855
Colfax city	1,100	1,100	100	7.0%	0.005985	0.014656
Dollar Point CDP	600	600	0	1.1%	0.003593	0.001272
Foresthill CDP	600	600	0	4.5%	0.003221	0.005007
Granite Bay CDP	11,000	10,700	300	2.8%	0.059880	0.055556
Kings Beach CDP	2,300	2,200	100	2.9%	0.012451	0.012081
Lincoln city	19,100	18,400	600	3.3%	N/A	N/A
Loomis town	3,100	3,000	100	3.2%	0.016847	0.018321
Meadow Vista CDP	1,500	1,500	0	1.9%	0.008317	0.005087
North Auburn CDP	5,500	5,300	200	3.6%	0.029937	0.036958
Rocklin city	31,600	30,700	900	2.9%	N/A	N/A
Roseville city	66,900	64,900	1,900	2.9%	N/A	N/A
Sunnyside Tahoe City CDP	800	700	0	4.3%	0.004146	0.006040
Tahoe Vista CDP	900	900	0	3.0%	0.004825	0.005007

CDP is "Census Designated Place" - a recognized community that was unincorporated at the time of the 2011-2015 5-Year American Community Survey (ACS).

**Notes:**

- 1) Data may not add due to rounding. All unemployment rates shown are calculated on unrounded data.
- 2) These data are not seasonally adjusted.
- 3) N/A = Estimate created by Bureau of Labor Statistics

**Methodology:**

Monthly city labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each city at the time of the 2009-2013 American Community Survey. Ratios for cities were developed from special tabulations based on ACS employment, unemployment, and population and Census population from the Bureau of Labor Statistics. For smaller cities and CDPs, ratios were calculated from published census data.

Monthly CDP's labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each CDP at the time of the 2011-2015 ACS survey. Ratios for CDPs' were developed from special tabulations based on ACS employment and unemployment from the Bureau of Labor Statistics.

**Data Not Seasonally Adjusted**

<b>Area Name</b>	<b>Labor Force</b>	<b>Employ- ment</b>	<b>Unemployment Number</b>	<b>Rate</b>	<b>Census Ratios</b>	
					<b>Emp</b>	<b>Unemp</b>

This method assumes that the rates of change in employment and unemployment since the 2009-2013/2011-2015 American Community Survey are exactly the same in each city and CDP as at county level (i.e., that the shares are still accurate). If this assumption is not true for a specific city or CDP, then the estimates for that area may not represent the current economic conditions. Since this assumption is untested, caution should be employed when using these data.

**Monthly Labor Force Data for Cities and Census Designated Places (CDP)  
 September 2018 - Preliminary  
 Data Not Seasonally Adjusted**

<b>Area Name</b>	<b>Labor Force</b>	<b>Employment</b>	<b>Unemployment Number</b>	<b>Unemployment Rate</b>	<b>Census Ratios Emp</b>	<b>Census Ratios Unemp</b>
Yolo County	107,500	103,700	3,700	3.5%	1.000000	1.000000
Davis city	35,700	34,800	900	2.6%	N/A	N/A
Esparto CDP	1,700	1,700	100	4.1%	0.015951	0.018750
West Sacramento city	25,700	24,700	1,000	3.9%	N/A	N/A
Winters city	3,700	3,600	200	4.7%	0.034407	0.047140
Woodland city	30,000	28,800	1,100	3.8%	N/A	N/A

CDP is "Census Designated Place" - a recognized community that was unincorporated at the time of the 2011-2015 5-Year American Community Survey (ACS).

**Notes:**

- 1) Data may not add due to rounding. All unemployment rates shown are calculated on unrounded data.
- 2) These data are not seasonally adjusted.
- 3) N/A = Estimate created by Bureau of Labor Statistics

**Methodology:**

Monthly city labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each city at the time of the 2009-2013 American Community Survey. Ratios for cities were developed from special tabulations based on ACS employment, unemployment, and population and Census population from the Bureau of Labor Statistics. For smaller cities and CDPs, ratios were calculated from published census data.

Monthly CDP's labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each CDP at the time of the 2011-2015 ACS survey. Ratios for CDPs' were developed from special tabulations based on ACS employment and unemployment from the Bureau of Labor Statistics.

This method assumes that the rates of change in employment and unemployment since the 2009-2013/2011-2015 American Community Survey are exactly the same in each city and CDP as at county level (i.e., that the shares are still accurate). If this assumption is not true for a specific city or CDP, then the estimates for that area may not represent the current economic conditions. Since this assumption is untested, caution should be employed when using these data.

**REPORT 400 C**  
**Monthly Labor Force Data for Counties**  
**September 2018 - Preliminary**  
 Data Not Seasonally Adjusted

COUNTY	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
<b>STATE TOTAL</b>	---	<b>19,552,500</b>	<b>18,783,600</b>	<b>768,900</b>	<b>3.9%</b>
ALAMEDA	8	860,300	836,100	24,100	2.8%
ALPINE	43	470	450	20	4.9%
AMADOR	18	14,960	14,450	510	3.4%
BUTTE	34	105,700	101,400	4,300	4.1%
CALAVERAS	20	21,860	21,090	770	3.5%
COLUSA	56	11,210	10,410	800	7.1%
CONTRA COSTA	10	571,900	555,100	16,800	2.9%
DEL NORTE	41	10,110	9,630	480	4.8%
EL DORADO	13	90,700	87,800	2,900	3.2%
FRESNO	52	455,400	428,600	26,800	5.9%
GLENN	46	13,110	12,420	700	5.3%
HUMBOLDT	12	63,800	61,800	2,000	3.1%
IMPERIAL	58	74,500	60,100	14,400	19.3%
INYO	16	8,900	8,610	290	3.3%
KERN	55	388,200	362,600	25,700	6.6%
KINGS	54	57,500	54,100	3,500	6.0%
LAKE	35	30,370	29,050	1,310	4.3%
LASSEN	27	10,250	9,860	390	3.8%
LOS ANGELES	41	5,168,400	4,920,700	247,800	4.8%
MADERA	48	62,200	58,800	3,400	5.4%
MARIN	2	144,700	141,400	3,200	2.2%
MARIPOSA	27	8,170	7,860	310	3.8%
MENDOCINO	18	40,530	39,160	1,370	3.4%
MERCED	52	120,200	113,100	7,200	5.9%
MODOC	48	3,170	3,000	170	5.4%
MONO	20	8,920	8,610	310	3.5%
MONTEREY	30	230,500	221,600	8,900	3.9%
NAPA	6	75,100	73,200	1,900	2.5%
NEVADA	13	48,640	47,080	1,560	3.2%
ORANGE	8	1,627,700	1,582,000	45,600	2.8%
PLACER	11	183,700	178,300	5,500	3.0%
PLUMAS	38	8,100	7,720	380	4.7%
RIVERSIDE	37	1,091,000	1,043,600	47,500	4.4%
SACRAMENTO	25	706,800	681,400	25,300	3.6%
SAN BENITO	32	30,700	29,400	1,200	4.0%
SAN BERNARDINO	27	966,200	929,400	36,800	3.8%
SAN DIEGO	13	1,601,800	1,551,300	50,500	3.2%
SAN FRANCISCO	2	577,500	564,700	12,800	2.2%
SAN JOAQUIN	45	332,400	315,700	16,700	5.0%
SAN LUIS OBISPO	7	142,400	138,500	3,900	2.7%
SAN MATEO	1	459,700	450,200	9,600	2.1%
SANTA BARBARA	16	217,300	210,200	7,100	3.3%
SANTA CLARA	4	1,067,700	1,041,900	25,800	2.4%
SANTA CRUZ	20	145,100	140,100	5,000	3.5%
SHASTA	35	75,700	72,500	3,200	4.3%
SIERRA	38	1,350	1,290	60	4.7%
SISKIYOU	43	18,380	17,480	910	4.9%
SOLANO	20	211,600	204,200	7,500	3.5%
SONOMA	4	271,200	264,600	6,600	2.4%
STANISLAUS	46	246,000	233,100	12,900	5.3%
SUTTER	48	45,700	43,300	2,500	5.4%
TEHAMA	38	26,800	25,540	1,260	4.7%
TRINITY	32	5,180	4,980	210	4.0%
TULARE	57	208,000	191,500	16,400	7.9%
TUOLUMNE	30	21,800	20,950	850	3.9%
VENTURA	26	426,400	410,800	15,600	3.7%
YOLO	20	107,500	103,700	3,700	3.5%
YUBA	51	28,800	27,200	1,600	5.5%

**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 2017 benchmark and Census 2010 population controls at the state level.

ALAMEDA	8	860,300	836,100	24,100	2.8%
ALPINE	43	470	450	20	4.9%
AMADOR	18	14,960	14,450	510	3.4%
BUTTE	34	105,700	101,400	4,300	4.1%
CALAVERAS	20	21,860	21,090	770	3.5%
COLUSA	56	11,210	10,410	800	7.1%
CONTRA COSTA	10	571,900	555,100	16,800	2.9%
DEL NORTE	41	10,110	9,630	480	4.8%
EL DORADO	13	90,700	87,800	2,900	3.2%
FRESNO	52	455,400	428,600	26,800	5.9%
GLENN	46	13,110	12,420	700	5.3%
HUMBOLDT	12	63,800	61,800	2,000	3.1%
IMPERIAL	58	74,500	60,100	14,400	19.3%
INYO	16	8,900	8,610	290	3.3%
KERN	55	388,200	362,600	25,700	6.6%
KINGS	54	57,500	54,100	3,500	6.0%
LAKE	35	30,370	29,050	1,310	4.3%
LASSEN	27	10,250	9,860	390	3.8%
LOS ANGELES	41	5,168,400	4,920,700	247,800	4.8%
MADERA	48	62,200	58,800	3,400	5.4%
MARIN	2	144,700	141,400	3,200	2.2%
MARIPOSA	27	8,170	7,860	310	3.8%
MENDOCINO	18	40,530	39,160	1,370	3.4%
MERCED	52	120,200	113,100	7,200	5.9%
MODOC	48	3,170	3,000	170	5.4%
MONO	20	8,920	8,610	310	3.5%
MONTEREY	30	230,500	221,600	8,900	3.9%
NAPA	6	75,100	73,200	1,900	2.5%
NEVADA	13	48,640	47,080	1,560	3.2%
ORANGE	8	1,627,700	1,582,000	45,600	2.8%
PLACER	11	183,700	178,300	5,500	3.0%
PLUMAS	38	8,100	7,720	380	4.7%
RIVERSIDE	37	1,091,000	1,043,600	47,500	4.4%
SACRAMENTO	25	706,800	681,400	25,300	3.6%
SAN BENITO	32	30,700	29,400	1,200	4.0%
SAN BERNARDINO	27	966,200	929,400	36,800	3.8%
SAN DIEGO	13	1,601,800	1,551,300	50,500	3.2%
SAN FRANCISCO	2	577,500	564,700	12,800	2.2%
SAN JOAQUIN	45	332,400	315,700	16,700	5.0%
SAN LUIS OBISPO	7	142,400	138,500	3,900	2.7%
SAN MATEO	1	459,700	450,200	9,600	2.1%
SANTA BARBARA	16	217,300	210,200	7,100	3.3%
SANTA CLARA	4	1,067,700	1,041,900	25,800	2.4%
SANTA CRUZ	20	145,100	140,100	5,000	3.5%
SHASTA	35	75,700	72,500	3,200	4.3%
SIERRA	38	1,350	1,290	60	4.7%
SISKIYOU	43	18,380	17,480	910	4.9%
SOLANO	20	211,600	204,200	7,500	3.5%
SONOMA	4	271,200	264,600	6,600	2.4%
STANISLAUS	46	246,000	233,100	12,900	5.3%
SUTTER	48	45,700	43,300	2,500	5.4%
TEHAMA	38	26,800	25,540	1,260	4.7%



TRINITY	32	5,180	4,980	210	4.0%
TULARE	57	208,000	191,500	16,400	7.9%
TUOLUMNE	30	21,800	20,950	850	3.9%
VENTURA	26	426,400	410,800	15,600	3.7%
YOLO	20	107,500	103,700	3,700	3.5%
YUBA	51	28,800	27,200	1,600	5.5%

**REPORT 400 M**  
**Monthly Labor Force Data for California**  
**Counties and Metropolitan Areas**  
**September 2018 - Preliminary**  
 Data Not Seasonally Adjusted

Area	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
<b>STATE TOTAL</b>	<b>--</b>	<b>19,552,500</b>	<b>18,783,600</b>	<b>768,900</b>	<b>3.9%</b>
ANAHEIM-SANTA ANA-IRVINE MD (Orange Co.)	10	1,627,700	1,582,000	45,600	2.8%
BAKERSFIELD MSA (Kern Co.)	61	388,200	362,600	25,700	6.6%
CHICO MSA (Butte Co.)	38	105,700	101,400	4,300	4.1%
EL CENTRO MSA (Imperial Co.)	64	74,500	60,100	14,400	19.3%
FRESNO MSA (Fresno Co.)	58	455,400	428,600	26,800	5.9%
HANFORD CORCORAN MSA (Kings Co.)	60	57,500	54,100	3,500	6.0%
LOS ANGELES LONG BEACH GLENDALE MD (Los Angeles Co.)	46	5,168,400	4,920,700	247,800	4.8%
MADERA MSA (Madera Co.)	53	62,200	58,800	3,400	5.4%
MERCED MSA (Merced Co.)	58	120,200	113,100	7,200	5.9%
MODESTO MSA (Stanislaus Co.)	51	246,000	233,100	12,900	5.3%
NAPA MSA (Napa Co.)	7	75,100	73,200	1,900	2.5%
OAKLAND HAYWARD BERKELEY MD	12	1,432,100	1,391,300	40,900	2.9%
Alameda Co.	10	860,300	836,100	24,100	2.8%
Contra Costa Co.	12	571,900	555,100	16,800	2.9%
OXNARD THOUSAND OAKS VENTURA MSA (Ventura Co.)	30	426,400	410,800	15,600	3.7%
REDDING MSA (Shasta Co.)	40	75,700	72,500	3,200	4.3%
RIVERSIDE SAN BERNARDINO ONTARIO MSA	38	2,057,200	1,973,000	84,300	4.1%
Riverside Co.	42	1,091,000	1,043,600	47,500	4.4%
San Bernardino Co.	31	966,200	929,400	36,800	3.8%
SACRAMENTO--ROSEVILLE--ARDEN-ARCADE MSA	21	1,088,700	1,051,200	37,500	3.4%
El Dorado Co.	16	90,700	87,800	2,900	3.2%
Placer Co.	14	183,700	178,300	5,500	3.0%
Sacramento Co.	29	706,800	681,400	25,300	3.6%
Yolo Co.	24	107,500	103,700	3,700	3.5%
SALINAS MSA (Monterey Co.)	34	230,500	221,600	8,900	3.9%
SAN DIEGO CARLSBAD MSA (San Diego Co.)	16	1,601,800	1,551,300	50,500	3.2%
SAN FRANCISCO REDWOOD CITY SOUTH SAN FRANCISCO MD	2	1,037,200	1,014,900	22,300	2.2%
San Francisco Co.	2	577,500	564,700	12,800	2.2%
San Mateo Co.	1	459,700	450,200	9,600	2.1%
SAN JOSE SUNNYVALE SANTA CLARA MSA	7	1,098,400	1,071,300	27,100	2.5%
San Benito Co.	36	30,700	29,400	1,200	4.0%
Santa Clara Co.	5	1,067,700	1,041,900	25,800	2.4%
SAN LUIS OBISPO PASO ROBLES ARROYO GRANDE MSA (San Luis Obispo Co.)	9	142,400	138,500	3,900	2.7%
SAN RAFAEL MD (Marin Co.)	2	144,700	141,400	3,200	2.2%
SANTA CRUZ WATSONVILLE MSA (Santa Cruz Co.)	24	145,100	140,100	5,000	3.5%
SANTA MARIA SANTA BARBARA MSA (Santa Barbara Co.)	19	217,300	210,200	7,100	3.3%
SANTA ROSA MSA (Sonoma Co.)	5	271,200	264,600	6,600	2.4%
STOCKTON LODI MSA (San Joaquin Co.)	50	332,400	315,700	16,700	5.0%
VALLEJO FAIRFIELD MSA (Solano Co.)	24	211,600	204,200	7,500	3.5%
VISALIA PORTERVILLE MSA (Tulare Co.)	63	208,000	191,500	16,400	7.9%
YUBA CITY MSA	56	74,600	70,500	4,100	5.5%
Sutter Co.	53	45,700	43,300	2,500	5.4%
Yuba Co.	56	28,800	27,200	1,600	5.5%
Alpine Co.	48	470	450	20	4.9%
Amador Co.	21	14,960	14,450	510	3.4%
Calaveras Co.	24	21,860	21,090	770	3.5%
Colusa Co.	62	11,210	10,410	800	7.1%
Del Norte Co.	46	10,110	9,630	480	4.8%
Glenn Co.	51	13,110	12,420	700	5.3%
Humboldt Co.	15	63,800	61,800	2,000	3.1%
Inyo Co.	19	8,900	8,610	290	3.3%
Lake Co.	40	30,370	29,050	1,310	4.3%
Lassen Co.	31	10,250	9,860	390	3.8%
Mariposa Co.	31	8,170	7,860	310	3.8%
Mendocino Co.	21	40,530	39,160	1,370	3.4%
Modoc Co.	53	3,170	3,000	170	5.4%
Mono Co.	24	8,920	8,610	310	3.5%
Nevada Co.	16	48,640	47,080	1,560	3.2%
Plumas Co.	43	8,100	7,720	380	4.7%
Sierra Co.	43	1,350	1,290	60	4.7%
Siskiyou Co.	48	18,380	17,480	910	4.9%
Tehama Co.	43	26,800	25,540	1,260	4.7%
Trinity Co.	36	5,180	4,980	210	4.0%
Tuolumne Co.	34	21,800	20,950	850	3.9%

**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 2017 benchmark and Census 2010 population controls at the state level.

**REPORT 400 R**  
**Monthly Labor Force Data for Regional Planning Units**  
**September 2018 - Preliminary**  
 Data Not Seasonally Adjusted

REGION	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
<b>STATE TOTAL</b>	---	<b>19,552,500</b>	<b>18,783,600</b>	<b>768,900</b>	<b>3.9%</b>
<b>COASTAL REGION</b>	<b>6</b>	<b>735,300</b>	<b>710,400</b>	<b>25,000</b>	<b>3.4%</b>
MONTEREY	---	230,500	221,600	8,900	3.9%
SAN LUIS OBISPO	---	142,400	138,500	3,900	2.7%
SANTA BARBARA	---	217,300	210,200	7,100	3.3%
SANTA CRUZ	---	145,100	140,100	5,000	3.5%
<b>MIDDLE SIERRA</b>	<b>8</b>	<b>66,800</b>	<b>64,300</b>	<b>2,400</b>	<b>3.6%</b>
AMADOR	---	14,960	14,450	510	3.4%
CALAVERAS	---	21,860	21,090	770	3.5%
MARIPOSA	---	8,170	7,860	310	3.8%
TUOLUMNE	---	21,800	20,950	850	3.9%
<b>HUMBOLDT</b>	<b>5</b>	<b>63,800</b>	<b>61,800</b>	<b>2,000</b>	<b>3.1%</b>
HUMBOLDT	---	63,770	61,780	1,990	3.1%
<b>NORTH STATE</b>	<b>12</b>	<b>313,400</b>	<b>300,400</b>	<b>13,000</b>	<b>4.1%</b>
BUTTE	---	105,700	101,400	4,300	4.1%
DEL NORTE	---	10,110	9,630	480	4.8%
LASSEN	---	10,250	9,860	390	3.8%
MODOC	---	3,170	3,000	170	5.4%
NEVADA	---	48,640	47,080	1,560	3.2%
PLUMAS	---	8,100	7,720	380	4.7%
SHASTA	---	75,700	72,500	3,200	4.3%
SIERRA	---	1,350	1,290	60	4.7%
SISKIYOU	---	18,380	17,480	910	4.9%
TEHAMA	---	26,800	25,540	1,260	4.7%
TRINITY	---	5,180	4,980	210	4.0%
<b>CAPITOL REGION</b>	<b>7</b>	<b>1,188,100</b>	<b>1,145,000</b>	<b>43,000</b>	<b>3.6%</b>
ALPINE	---	470	450	20	4.9%
COLUSA	---	11,210	10,410	800	7.1%
EL DORADO	---	90,700	87,800	2,900	3.2%
GLENN	---	13,110	12,420	700	5.3%
PLACER	---	183,700	178,300	5,500	3.0%
SACRAMENTO	---	706,800	681,400	25,300	3.6%
SUTTER	---	45,700	43,300	2,500	5.4%
YOLO	---	107,500	103,700	3,700	3.5%
YUBA	---	28,800	27,200	1,600	5.5%
<b>EAST BAY</b>	<b>4</b>	<b>1,432,100</b>	<b>1,391,300</b>	<b>40,900</b>	<b>2.9%</b>
ALAMEDA	---	860,300	836,100	24,100	2.8%
CONTRA COSTA	---	571,900	555,100	16,800	2.9%
<b>NORTH BAY</b>	<b>3</b>	<b>773,500</b>	<b>751,600</b>	<b>21,900</b>	<b>2.8%</b>
LAKE	---	30,370	29,050	1,310	4.3%
MARIN	---	144,700	141,400	3,200	2.2%
MENDOCINO	---	40,530	39,160	1,370	3.4%
NAPA	---	75,100	73,200	1,900	2.5%
SOLANO	---	211,600	204,200	7,500	3.5%
SONOMA	---	271,200	264,600	6,600	2.4%
<b>BAY-PENINSULA</b>	<b>1</b>	<b>2,135,600</b>	<b>2,086,200</b>	<b>49,400</b>	<b>2.3%</b>
SAN BENITO	---	30,700	29,400	1,200	4.0%
SAN FRANCISCO	---	577,500	564,700	12,800	2.2%
SAN MATEO	---	459,700	450,200	9,600	2.1%
SANTA CLARA	---	1,067,700	1,041,900	25,800	2.4%
<b>SAN JOAQUIN VALLEY AND ASSOCIATED COUNTIES</b>	<b>14</b>	<b>1,887,900</b>	<b>1,774,700</b>	<b>113,200</b>	<b>6.0%</b>
FRESNO	---	455,400	428,600	26,800	5.9%
INYO	---	8,900	8,610	290	3.3%
KERN	---	388,200	362,600	25,700	6.6%
KINGS	---	57,500	54,100	3,500	6.0%
MADERA	---	62,200	58,800	3,400	5.4%
MERCED	---	120,200	113,100	7,200	5.9%
MONO	---	8,920	8,610	310	3.5%
SAN JOAQUIN	---	332,400	315,700	16,700	5.0%
STANISLAUS	---	246,000	233,100	12,900	5.3%
TULARE	---	208,000	191,500	16,400	7.9%
<b>SOUTHERN BORDER</b>	<b>10</b>	<b>1,676,300</b>	<b>1,611,400</b>	<b>64,900</b>	<b>3.9%</b>
IMPERIAL	---	74,500	60,100	14,400	19.3%
SAN DIEGO	---	1,601,800	1,551,300	50,500	3.2%
<b>LOS ANGELES BASIN</b>	<b>13</b>	<b>5,168,400</b>	<b>4,920,700</b>	<b>247,800</b>	<b>4.8%</b>
LOS ANGELES	---	5,168,400	4,920,700	247,800	4.8%
<b>ORANGE</b>	<b>2</b>	<b>1,627,700</b>	<b>1,582,000</b>	<b>45,600</b>	<b>2.8%</b>
ORANGE	---	1,627,700	1,582,000	45,600	2.8%
<b>INLAND EMPIRE</b>	<b>11</b>	<b>2,057,200</b>	<b>1,973,000</b>	<b>84,300</b>	<b>4.1%</b>
RIVERSIDE	---	1,091,000	1,043,600	47,500	4.4%
SAN BERNARDINO	---	966,200	929,400	36,800	3.8%
<b>VENTURA</b>	<b>9</b>	<b>426,400</b>	<b>410,800</b>	<b>15,600</b>	<b>3.7%</b>
VENTURA	---	426,400	410,800	15,600	3.7%

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 2017 benchmark and Census 2010 population controls at the state level.

**REPORT 400 W**  
**Monthly Labor Force Data for Local Workforce Development Areas**  
**September 2018 - Preliminary**  
 Data Not Seasonally Adjusted

REGION	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
<b>STATE TOTAL</b>	---	19,552,500	18,783,600	768,900	3.9%
<b>ALAMEDA COUNTY</b> Alameda County, except Oakland City	5	643,400	626,300	17,100	2.7%
<b>OAKLAND CITY</b> Oakland City	15	216,900	209,800	7,000	3.2%
<b>CONTRA COSTA COUNTY</b> Contra Costa County, except Richmond City	10	517,400	502,500	14,900	2.9%
<b>RICHMOND CITY</b> Richmond City	17	54,500	52,700	1,800	3.3%
<b>LOS ANGELES COUNTY</b> Los Angeles County, except Los Angeles City, Verdugo Consortium, Foothill Consortium, South Bay Consortium, Southeast Los Angeles County Consortium, and Pacific Gateway Workforce Investment Network	35	1,893,900	1,801,100	92,900	4.9%
<b>LOS ANGELES CITY</b> Los Angeles City	34	2,085,900	1,985,700	100,200	4.8%
<b>VERDUGO CONSORTIUM</b> Burbank, Glendale, and La Cañada Flintridge Cities	32	174,200	166,200	8,100	4.6%
<b>FOOTHILL CONSORTIUM</b> Arcadia, Duarte, Monrovia, Pasadena, Sierra Madre, and South Pasadena Cities	28	163,700	157,000	6,700	4.1%
<b>SOUTH BAY CONSORTIUM</b> Carson, El Segundo, Gardena, Hawthorne, Hermosa Beach, Inglewood, Lawndale, Manhattan Beach, Redondo Beach, Lomita, and Torrance Cities	31	370,700	353,900	16,800	4.5%
<b>SELACO (SOUTHEAST LOS ANGELES COUNTY CONSORTIUM)</b> Artesia, Bellflower, Cerritos, Downey, Hawaiian Gardens, Lakewood, and Norwalk Cities	33	230,800	220,000	10,800	4.7%
<b>PACIFIC GATEWAY WORKFORCE INVESTMENT NETWORK</b> Long Beach and Signal Hill Cities	36	249,200	236,800	12,300	4.9%
<b>ORANGE COUNTY</b> Orange County, except Anaheim and Santa Ana Cities	8	1,295,100	1,259,000	36,100	2.8%
<b>ANAHEIM CITY</b> Anaheim City	11	172,500	167,500	5,000	2.9%
<b>SANTA ANA CITY</b> Santa Ana City	9	160,000	155,500	4,500	2.8%
<b>SAN JOSE - SILICON VALLEY</b> Santa Clara County, except Cupertino, Los Altos, Milpitas, Mountain View, Palo Alto, Santa Clara, and Sunnyvale Cities	4	728,600	710,200	18,500	2.5%
<b>NOVA (NORTH VALLEY CONSORTIUM)</b> Cupertino, Los Altos, Milpitas, Mountain View, Palo Alto, Santa Clara, and Sunnyvale Cities; San Mateo County	1	798,800	781,900	16,900	2.1%
<b>GOLDEN SIERRA CONSORTIUM</b> Alpine, El Dorado, and Placer Counties	12	274,900	266,500	8,400	3.1%
<b>KERN, INYO, MONO CONSORTIUM</b> Kern, Inyo, and Mono Counties	44	406,000	379,800	26,300	6.5%
<b>MOTHER LODE CONSORTIUM</b> Amador, Calaveras, Mariposa, and Tuolumne Counties	23	66,800	64,300	2,400	3.6%
<b>NORTEC (NORTHERN RURAL TRAINING AND EMPLOYMENT CONSORTIUM)</b> Butte, Del Norte, Lassen, Nevada, Modoc, Plumas, Shasta, Sierra, Siskiyou, Tehama, and Trinity Counties	29	313,400	300,400	13,000	4.1%
<b>NCCC (NORTH CENTRAL COUNTIES CONSORTIUM)</b> Colusa, Glenn, Sutter, and Yuba Counties	40	98,900	93,300	5,600	5.6%
<b>WORKFORCE ALLIANCE OF THE NORTH BAY (NORTH BAY CONSORTIUM)</b> Napa, Lake, Marin and Mendocino Counties	6	290,700	282,800	7,800	2.7%
<b>FRESNO COUNTY</b> Fresno County	41	455,400	428,600	26,800	5.9%
<b>HUMBOLDT COUNTY</b> Humboldt County	13	63,770	61,780	1,990	3.1%
<b>IMPERIAL COUNTY</b> Imperial County	46	74,500	60,100	14,400	19.3%
<b>KINGS COUNTY</b> Kings County	43	57,500	54,100	3,500	6.0%
<b>MADERA COUNTY</b> Madera County	39	62,200	58,800	3,400	5.4%
<b>MERCED COUNTY</b> Merced County	42	120,200	113,100	7,200	5.9%
<b>MONTEREY COUNTY</b> Monterey County	26	230,500	221,600	8,900	3.9%
<b>RIVERSIDE COUNTY</b> Riverside County	30	1,091,000	1,043,600	47,500	4.4%
<b>SACRAMENTO CITY/COUNTY</b> Sacramento County	22	706,800	681,400	25,300	3.6%
<b>SAN BENITO COUNTY</b> San Benito County	27	30,700	29,400	1,200	4.0%
<b>SAN BERNARDINO COUNTY</b>	25	966,200	929,400	36,800	3.8%

San Bernardino County					
<b>SAN DIEGO CITY/COUNTY</b> San Diego County	14	1,601,800	1,551,300	50,500	3.2%
<b>SAN FRANCISCO CITY/COUNTY</b> San Francisco County	2	577,500	564,700	12,800	2.2%
<b>SAN JOAQUIN COUNTY</b> San Joaquin County	37	332,400	315,700	16,700	5.0%
<b>SAN LUIS OBISPO COUNTY</b> San Luis Obispo County	7	142,400	138,500	3,900	2.7%
<b>SANTA BARBARA COUNTY</b> Santa Barbara County	16	217,300	210,200	7,100	3.3%
<b>SANTA CRUZ COUNTY</b> Santa Cruz County	20	145,100	140,100	5,000	3.5%
<b>SOLANO COUNTY</b> Solano County	21	211,600	204,200	7,500	3.5%
<b>SONOMA COUNTY</b> Sonoma County	3	271,200	264,600	6,600	2.4%
<b>STANISLAUS COUNTY</b> Stanislaus County	38	246,000	233,100	12,900	5.3%
<b>TULARE COUNTY</b> Tulare County	45	208,000	191,500	16,400	7.9%
<b>VENTURA COUNTY</b> Ventura County	24	426,400	410,800	15,600	3.7%
<b>YOLO COUNTY</b> Yolo County	19	107,500	103,700	3,700	3.5%

**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 2017 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 attached Head Start items.

Staff will be available to answer questions.

PRESENTER: Denise Lee

## **REGULAR MEETING OF THE HEAD START POLICY COUNCIL**

*(Minutes reflect the actual progress of the meeting.)*

SETA Board Room  
925 Del Paso Blvd., Suite 100  
Sacramento, CA 95815

Tuesday, July 24, 2018  
9:00 a.m.

### **I. Call to Order/Roll Call/Review of Board Member Attendance**

Mr. Reginald Castex called the meeting to order at 9:05 a.m. and read the thought of the day. The Pledge of Allegiance was recited. Ms. Henrietta Gutierrez called the roll. Mr. Charles Taylor confirmed that and a quorum was established.

#### **Members Present:**

Andrea Scharnow, Sacramento City Unified School District  
Diana Wriedt, Elk Grove Unified School District  
Kaoyee Xiong, Elk Grove Unified School District  
Charles Taylor, Twin Rivers Unified School District  
Claudett Sanders, Early Head Start, Sacramento City Unified School District  
Henrietta Gutierrez, SETA-Operated Program  
Griselda Cisneros, SETA-Operated Program  
Devon McCracken, SETA-Operated Program  
Marley Schurr, SETA-Operated Program  
Penelope Scott, Grandparent/Community Representative  
Reginald Castex, Men's Activities Affecting Children Committee  
Marcheri Smith, SETA-Operated Program  
Angel Chenault, Past Parent/Community Representative  
Mason Taylor, Birth & Beyond, Community Agency Representative  
Kenneth Tate, Outgoing Chair  
Linda Litka, Past Parent/Community Representative (seated at 9:48 a.m.)

#### **Members Absent:**

Jessica Bradsberry, Sacramento City Unified School District (unexcused)

#### **Members to be seated but absent:**

Gloria Hager, Women's Civic Improvement Club (unexcused)

### **II. Consent Item**

#### **A. Approval of the Minutes of the June 26, 2018 Policy Council Meeting**

Moved/Scharnow, second/Tate, to approve the June 26, 2018 minutes.

Show of hands vote:

Aye: 14 (Chenault, Cisneros, Gutierrez, McCracken, Sanders, Scott, Scharnow, Schurr, Smith, Tate, C. Taylor, M. Taylor, Wriedt, Xiong)

Nay: 0  
Abstentions: 1 (Castex)  
Absent: 2 (Bradsberry, Litka)

### III. Action Items

#### A. CLOSED SESSION PERSONNEL- PURSUANT TO GOVERNMENT CODE SECTION 54957

The board went into closed session at 9:07 a.m. At 9:25 a.m., Mr. Castex called the meeting back to open session and reported that the following eligible lists were approved: Associate Teacher/Infant Toddler, Home Visitor, Accountant II, and Accountant III (Fiscal Manager).

#### B. TIMED ITEM 9:00 A.M. AND PUBLIC HEARING: Approval of Revision to the Job Specification for Children and Family Services Program Specialist

Ms. Allison: this updates some modifications to the job specification; in addition, it brings it into ADA compliance. Staff is in the process of ensuring all SETA Head Start job classifications are ADA compliant.

Mr. Castex opened a public hearing and asked for public comments.

Moved/Xiong, second/Scott, close the public hearing and approve the revised job specification for Children and Family Services Program Specialist.

Roll call vote:

Aye: 12 (Chenault, Cisneros, Gutierrez, McCracken, Sanders, Scott, Scharnow, Schurr, C. Taylor, M. Taylor, Wriedt, Xiong)

Nay: 0

Abstentions: 3 (Castex, Smith, Tate)

Absent: 2 (Bradsberry and Litka)

Ms. Linda Litka was seated at 9:48 a.m.

### IV. Information Items

#### A. Standing Information Items

- PC/PAC Calendar of Events: Ms. Gutierrez reviewed the calendar of events.
- Parent/Staff Recognitions: None.
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account: Ms. D'et Saurbourne reviewed the fiscal report for the 11-month program year. The SETA budget is not quite expended; will have almost everything expended. The in-kind is under reported but there are a lot of Scantron sheets yet to be processed. Ms. Saurbourne stated that it is expected that \$200,000 will be transferred into the new year.



- PC/PAC Parent Activity Reports: Mr. Castex asked for reports out on the recent bonding activity. Ms. Angel Chenault enjoyed the Aerospace Museum tour and found it very educational.
- Community Resources – Parents/Staff: Ms. Belinda Malone reviewed some community resources available to parents.
- Birth & Beyond: Mr. Mason Taylor announced that there are a lot of events coming up in August including some back to school backpack events.

B. Governing Board Minutes – April 26, 2018: No questions.

C. Fiscal Monitoring Reports: No questions.

D. Countywide Parent Activities: Ms. Marie Desha asked for input on potential parent activities. The activities have had low participation over the past years. A new process is being implemented to include all stakeholders including board members and staff. There will be increased countywide advertisement of all activities. Ms. Desha requested ideas of activities. Board members provided the following ideas:

- County-wide BBQ at McKinley (Rose Garden)
- Powerhouse science museum
- Effie Yeaw nature center
- Sacramento children’s museum
- Nimbus Dam Fish Hatchery
- McGeorge School of Law
- Los Rios Colleges
- State Capitol
- Guild Theater
- Sutter Club
- Seaquest (in Folsom)
- Sutter’s Fort
- Sacramento or Folsom Zoo
- Fog Willows Farm
- Art Beast

V. **Committee Reports**

- Executive Committee Meeting Critique: Mr. Castex reviewed the critique.
- Social/Hospitality Committee: Ms. Gutierrez reported on the most recent meeting. Eight parents attended the last meeting. The team voted on items for the upcoming End-of-Year Celebration. More details will be finalized tomorrow and all board members are urged to attend.
- Personnel/Bylaws Committee: Ms. Marley Schurr appreciated the large turnout at the most recent meeting. There will be some modifications to the bylaws that will be presented at upcoming meetings.
- Men’s Activities Affecting Children Committee/Parent Ambassadors Committee: No more activities or meetings for the remainder of the fiscal year.

- Sacramento Medi-Cal Dental Advisory Committee: Ms. Scott reviewed some propositions being reviewed by the committee. The stabilization boards utilized by dentists on young children will be prohibited. The next meeting is scheduled for August 2.

Ms. Angel Chenault excused at 10:33 a.m.

- Maternal, Child & Adolescent Health Advisory Board Report: Ms. Linda Litka stated that there is no report since the committee is adjourned for the summer.
- Community Action Board: Mr. Tate reported on the last CAB meeting.

## **VI. Other Reports**

- A. Executive Director's Report: Ms. Kathy Kossick stated that SETA's 40<sup>th</sup> anniversary is scheduled October 10 and urged board members to forward success stories to her. The event will include speakers and written stories. All board members are invited to attend.
- B. SETA Head Start Deputy Director's Report: In the Deputy Director's absence, Ms. Lisa Carr distributed the program improvement plan (PIP) developed to address the one area of non-compliance found during the recent review. The PIP will include a plan for SETA to 'drill down' on how to deal with low attendance and enrollment. Staff will be meeting with the delegate agencies to go through attendance data to find out where and why there may be attendance issues and how to resolve problems. Ms. Robyn Caruso left last week to go to work at San Juan USD.
- C. Chair's Report: Mr. Castex distributed a calendar for possible dates to assist HR in screening/interviewing.
- D. Head Start Managers' Reports
  - Lisa Carr - Family Engagement, Home Base, Health/Oral Health, and ERSEA Services: No report.
  - Vacant - Program Support, Food Services and Save Environments, Quality Assurance, and EHS-CCP Services: No report
  - Karen Griffith - School Readiness, Special Education and Mental Health Services: No comments.
- E. Open Discussion and Comments: Ms. Desha announced that a Play Summit is scheduled for September 15, 9:00 a.m. – 4:00 p.m. Sacramento Central Library Sacramento Play aims to highlight the importance of play. Registration will be paid by SETA. Board members wishing to attend this summit should see Ms. Desha after the meeting.
- F. Public Participation: Ms. Smith announced that she accepted position as resident ambassador at Seavey Circle and will no longer be able to be on any of the boards.

Ms. Kaoyee Xiong reported that last month she had an opportunity to accept \$5,000 seed money from First Five from a community driven grant for parents to provide opportunities for our community. The program she created, "Learn

Hmong with Me,” is a play group for children from 0-5 to tap back into the Hmong language and the culture. She offered assistance to parents who were interested in seeking seed money for their own project.

Mr. Mason Taylor spoke of the community action grants. He said Birth and Beyond would be happy to house the grant recipients but they cannot administer the grants.

Ms. Gutierrez left at 11:15 a.m.

**VII. Adjournment:** The meeting was adjourned at 11:15 a.m.



# SPECIAL EDUCATION REPORT

## Sacramento County Head Start/Early Head Start

**September 2018**

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

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

Agency	AFE (HS)	Total IEPs	% of AFE	AFE (EHS)	Total IFSPs	% AFE
<b>SETA operated</b>	1836	168	9%	439	75	17%
<b>Twin Rivers USD</b>	180	11	6%	16	1	6%
<b>Elk Grove USD</b>	440	26	6%			
<b>Sac City USD</b>	1139	73	6%	152	12	8%
<b>San Juan USD</b>	668	64	10%	160	17	11%
<b>WCIC</b>	100	3	3%			
<b>EHS CCP</b>				120	7	6%
<b>COUNTY TOTAL</b>	<b>4363</b>	<b>345</b>	<b>8%</b>	<b>887</b>	<b>112</b>	<b>13%</b>

*AFE: Annual Funded Enrollment*

**SETA - County Monthly Average Daily Attendance (ADA)  
Program Year 2018-2019**

**Head Start**

<b>Agency</b>	<b>August ADA %</b>	<b>Sept ADA %</b>	<b>October ADA %</b>	<b>Nov ADA %</b>	<b>Dec ADA %</b>	<b>January ADA %</b>	<b>February ADA %</b>	<b>March ADA %</b>	<b>April ADA %</b>	<b>May ADA %</b>	<b>June ADA %</b>	<b>July ADA %</b>
Elk Grove USD	91	89										
Sacramento City USD	73	90										
SETA	78	87										
San Juan USD	N/A	76										
Twin Rivers USD	93	90										
WCIC/ Playmate	N/A	68										
<b>TOTAL</b>	<b>84</b>	<b>83</b>										

**Early Head Start**

<b>Agency</b>	<b>August ADA %</b>	<b>Sept ADA %</b>	<b>October ADA %</b>	<b>Nov ADA %</b>	<b>Dec ADA %</b>	<b>January ADA %</b>	<b>February ADA %</b>	<b>March ADA %</b>	<b>April ADA %</b>	<b>May ADA %</b>	<b>June ADA %</b>	<b>July ADA %</b>
Sacramento City USD	82	92										
SETA	80	86										
San Juan USD	83	84										
Twin Rivers USD	91	88										
<b>TOTAL</b>	<b>84</b>	<b>88</b>										

**Sacramento County Head Start/Early Head Start  
Monthly Enrollment Report  
September 2018**

**Head Start**

Agency	Funded Enrollment	(a) Last Day of Month Enrollment 9/28/18	(b) % Actual to Funded
Elk Grove USD	440	450	102
Sacramento City USD	1,139	939	82
SETA	1,836	1,691	92
San Juan USD	668	691	103
Twin Rivers USD	180	179	99
WCIC/Playmate	100	100	100
<b>Total</b>	<b>4,363</b>	<b>4,050</b>	<b>93</b>

**Early Head Start**

Agency	Funded Enrollment	(a) Last Day of Month Enrollment 9/28/18	(b) % Actual to Funded
Sacramento City USD	152	156	103
SETA	439	443	101
San Juan USD	160	165	103
TRUSD*	16	16	100
<b>Total</b>	<b>767</b>	<b>780</b>	<b>102</b>

**EHS-CC Partnership/Expansion**

Agency	Funded Enrollment	(a) Last Day of Month Enrollment 9/28/18	(b) % Actual to Funded
SETA	40	41	103
Sacramento City USD	40	41	103
<b>Total</b>	<b>80</b>	<b>82</b>	<b>103</b>

- (a) Includes children who have dropped during the month and whose slot will be filled within the 30-day allowable period.
- (b) If enrollment is less than 100%, agency includes corrective plan of action.
- (c) Average Daily Attendance for month, excluding Home Based

## **Head Start Enrollment Challenges and Corrective Action:**

### SETA Operated Program:

Challenge(s):

- Program struggled with replacing children who left at the end of August

Action Step(s):

- Enrollment event scheduled at 3 different centers for 10/13/18.

### Twin Rivers USD:

Challenge(s):

- Slot was kept open for Special Education Dept. to place child in the class.

Action Step(s):

- Program continues to recruit eligible families.

### Sacramento City USD

Challenge

- Classes capped due to majority 3 year olds
- Staff vacancies

Action Step(s):

- 1 Staff has been hired
- Continue with staff application process



**SETA - County Monthly Average Daily Attendance (ADA)  
Program Year 2018-2019**

**EHS-CC Partnership/Expansion**

<b>Agency</b>	<b><u>August</u> ADA %</b>	<b><u>Sept</u> ADA %</b>	<b><u>October</u> ADA %</b>	<b><u>Nov</u> ADA %</b>	<b><u>Dec</u> ADA %</b>	<b><u>January</u> ADA %</b>	<b><u>February</u> ADA %</b>	<b><u>March</u> ADA %</b>	<b><u>April</u> ADA %</b>	<b><u>May</u> ADA %</b>	<b><u>June</u> ADA %</b>	<b><u>July</u> ADA %</b>
<b>Sacramento City USD</b>	74	80										
<b>SETA</b>	84	82										
<b>TOTAL</b>	79	81										

A summary of individual agency Attendance Action Plan(s) are provided below any three (3) consecutive months of ADA below 85%

**Attendance Action Plan(s):**



# MONTHLY PROGRAM INFORMATION REPORT

## October, 2018

### **SCHOOL READINESS UPDATE**

**CLASS** – Pre-K and Toddler CLASS observations will begin across Sacramento County. A group of consultants and SETA Education team members will complete all of the SETA Operated Program and some delegate agency classrooms. The observers will complete a detailed classroom observation, provide a feedback and goal planning session with the classroom teacher. The education team will be meeting with all delegate agencies education administrators in October for their annual content entrance meetings. The content meetings include focusing goals around; coaching and professional development, student assessments, using data to plan, curriculum fidelity, and staff wellness.

Some members of the education team will be participating in the Child Plus Scramble to get additional training on tracking professional development and CLASS scores using the Head Start database.

**Teaching Pyramid** – will complete their final county wide cohort for Module 3 in October. The Teaching Pyramid training team began a new process of training and coaching on Teaching Pyramid in September. The team completed their first two workshops, and will begin utilizing Coaching Companion, a remote coaching pilot program to work with the teachers participating in the workshops. The Teaching Pyramid team will also be going out to sites to do in person check-ins.

**DRPD** - Classrooms across Sacramento County will be completing their first DRDP assessment for the school year this month. Teachers will receive their data in November to meet with parents and develop individual learning goals for each child.

**Staff Development at Sacramento City USD** - A group of education coordinators will meet with the Sacramento City USD (SCUSD) cohort of teachers participating in the lesson planning pilot and visit their classrooms to provide onsite coaching.

*Twin Rivers  
Head Start  
Program Hosts*



The Oakdale site held their annual Back to School Night on September 6<sup>th</sup>, Rio Linda on the 18<sup>th</sup> and Morey on the 27<sup>th</sup> of September. All sites incorporated a literacy focus with each event including a book reading. The Morey Avenue site had the local librarian come and read stories aloud to the students and parents. The students and parents then participated in an exciting scavenger hunt throughout their classrooms to familiarize parents with the centers and activities completed during the daily preschool experience. Afterwards, all participants were treated to free books and a delicious snack from the Nutrition Department.

**UPDATE FROM THE SETA  
HEALTH/NUTRITION UNIT:**

Closed out 152 routings and referrals in July

Food Service accommodated 77 special diet changes

56 open referrals/ routings that are actively being followed-up by HNS.

**Year-to-date completed routings and referrals 152.**

163 Active Medications

195 Active Special Diets

Year-to-date total medications used a centers: 170

Year-to-date special diets: 195



**Calling all Parents – Get Involved by Joining a  
Parent Board!**

As parents and children settle back into the daily routines of going to school, Head Start is actively recruiting parent volunteers to join the Policy Council/Policy Committee (PC) and/or the Parent Advisory Committee (PAC). **No training or experience is necessary.** Staff will work alongside of parent board members and assist with learning how share in decision-making. By joining one of these valuable parent boards, you can gain

experience in making program decisions with staff, having input to the program design, service offerings, and budgets of the Head Start/Early Head Start program. For more information or to express interest, please ask your teacher, Family Services Worker/Community Liaison, or Site Supervisor for more details. New board members will be seating in October/November.

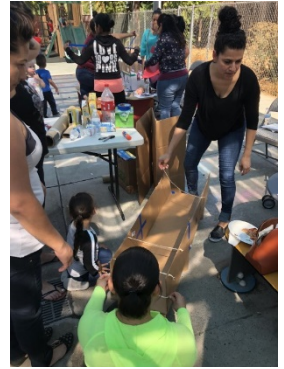
# **CONSTRUCTION** **BEGINS**

The Hopkins Park modular construction has begun. Ground breaking was held on September 19<sup>th</sup>. While the

project is currently ahead of schedule, it is scheduled to be completed by December 14<sup>th</sup>.



# GALT PARENT ACTIVITY



## *Galt Parent Meeting September, 2018*



### What to do?

Use the materials provided to construct a bridge. The bridge you build can be made of any materials that you choose but must meet the following 2 requirements.

The bridge must:

1. Be at least 12 inches long
2. Be able to hold 5 pounds

### Why?

This activity is designed to complement the Creative Curriculum classroom activities and will help children to talk about shapes, engineering and teamwork. All of which will help to develop their cognitive (thinking) and language skills.

# ATTENDANCE WORKS

## Attendance Update October 2018

All sites are one month into implementing our SETA wide Attendance campaign. Site staff have worked together to figure out which attendance activities are right for their families and have made adjustments to fit their needs. Family Service Workers have done their first attendance activity at parent meetings and are encouraging families to come to school daily.

At **Mather**, the teachers, FSWs and Site Supervisor worked together to have a back to school night for their families, which had attendance at the top of the agenda. All classrooms discussed the new activities for attendance (EZ-ID attendance tracking, attendance charts, and treasure boxes), and reminded families why it is important to bring their children to school every day.



Attendance Chart @ Mather



At Galt, the FSWs used an attendance puzzle activity during their parent meeting to show parents how missing just a few days a month can impact their child's learning. The classrooms had a "Favorite T-Shirt Day" and documented it in their hallway for parents to see. The staff encouraged families to make posters that display their child's favorite things about school to remind families why children love coming to school every day.

At North Avenue teaching staff have been implementing theme days regularly, and recently had great success with their "Sports Day". The Teachers and the Site Supervisor set up an obstacle course for all ages that each classroom had opportunities to use. All children were encouraged to dress up in sports attire, and in the full day class children were given a team to be on for the obstacle course (Green or Red Team). Children were excited to be at school and participate in Sports Day!



## ITEM V - REPORTS TO THE BOARD

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

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

- B. EXECUTIVE DIRECTOR'S REPORT: This item is set aside to allow the SETA Executive Director to report to the Board on any items of important information or to deal with special requests which need to be addressed but, because of time constraints, were not included in the formal SETA Governing Board Packet.

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

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

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

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

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