



**REGULAR MEETING OF THE  
SETA GOVERNING BOARD**

**GOVERNING BOARD**

**ERIC GUERRA**  
Councilmember  
City of Sacramento

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

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

**SOPHIA SCHERMAN**  
Public Representative

**MAI VANG**  
Councilmember  
City of Sacramento

**DENISE LEE**  
Interim Executive Director

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Sacramento, CA 95815

Main Office  
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(916) 263-3804

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

**DATE:** Thursday, November 3, 2022

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

**LOCATION:** Zoom Location  
<https://us02web.zoom.us/j/81554892458?pwd=SDICaVErZDdvQ2lmd0VRWmUvSk1Zz09>

In response to the AB361 (Brown Act Section 54953) relating to the COVID-19 Pandemic, the Sacramento Employment and Training Agency Governing Board is conducting this meeting on Zoom at <https://us02web.zoom.us/j/81554892458?pwd=SDICaVErZDdvQ2lmd0VRWmUvSk1Zz09>. Members of the public may join the meeting by clicking the link above or typing the meeting address above into their web browser, or listen to the meeting on One tap mobile +16699006833,,81554892458# US (San Jose). Meeting ID: 815 5489 2458. Passcode: 902483. Find your local number: <https://us02web.zoom.us/j/81554892458?pwd=SDICaVErZDdvQ2lmd0VRWmUvSk1Zz09>. Members of the public are encouraged to participate in the meeting by submitting written comments by email to: [Monica.Newton@seta.net](mailto:Monica.Newton@seta.net). Any member of the public who wishes to speak directly to the board regarding any item on the agenda may contact Monica Newton at (916) 263-3753, or [Monica.Newton@seta.net](mailto:Monica.Newton@seta.net). Please include in your request on which item you would like to participate. Additionally, during the meeting any questions or comments may be submitted via the Q&A or chat features on Zoom. Public comments will be accepted until the adjournment of the meeting, distributed to the Governing Board and included in the record.

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

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

**REVISED  
A G E N D A**

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

<b>II. <u>Consent Items</u></b>	<b><u>Page Number</u></b>
A. Approval of Minutes of the October 6, 2022 Regular Board Meeting	1-6
B. Approval of Claims and Warrants	7
C. Approval of Findings and Authorization to Extend Use of Teleconferencing Procedures for Board Meetings During Declared State of Emergency and/or While State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing (Legal Counsel)	8-9
D. Approval to Add RH Squared Consultant, LLC to SETA's Vendor Services List	10-14
<b>III. <u>Action Items</u></b>	
<b>A. GENERAL ADMINISTRATION/SETA:</b>	
1. <i>Reappointment of the Public Representative Member to the SETA Governing Board</i>	
2. <b><u>TIMED ITEM 9:00 A.M. AND PUBLIC HEARING</u></b> Approval of Revisions to the Hourly Rate of Pay for the Head Start Substitute Teacher Assistant and On-Call Cook/Driver Classifications	15
3. Election of Officers of the Sacramento Employment and Training Agency Governing Board	16
4. Approval to Purchase Agency Insurance for General Liability, Vehicle Liability, Umbrella Liability, Property, Crime, Inland Marine, Professional Liability, Employee Benefits, Sexual/Physical Abuse, Directors and Officer's Liability, Employment Practices Liability, Participant Accident, Flood, and Cyber (D'et Saurbourne)	17
5. Approval to Release a Request for Proposals (RFP) for Building Maintenance, Repair and Construction Projects (Denise Lee)	18-19
<b>B. WORKFORCE DEVELOPMENT DEPARTMENT</b>	
<u>Community Services Block Grant:</u> No Items	
<u>One Stop Services:</u> No Items	
<u>Refugee Services:</u> No Items	
<b>C. CHILDREN AND FAMILY SERVICES:</b> No Items	

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

- |    |   |       |
|----|---|-------|
| A. | Fiscal Monitoring Reports (D'et Saurbourne)   | 20-36 |
|    | <ul style="list-style-type: none"><li>• Asian Resources, Inc.</li><li>• Elk Grove Unified School District Adult and Community Education</li><li>• Lao Family Community Development</li><li>• My Sister's House</li><li>• PRIDE Industries</li><li>• Waking the Village</li><li>• WIND Youth Services, Inc.</li><li>• Women's Civic Improvement Club</li></ul> |       |
| B. | Employer Success Stories and Activity Report (William Walker)   | 37-43 |
| C. | Dislocated Worker Update (William Walker)   | 44-45 |
| D. | Unemployment Update/Press Release from the Employment Development Department (Roy Kim)  | 46-51 |
| E. | Head Start Reports (Denise Lee)   | 52-60 |

#### **V. Reports to the Board**

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

#### **VII. Adjournment**

**REVISED DISTRIBUTION DATE: Monday, October 31, 2022**

**DISTRIBUTION DATE: Thursday, October 27, 2022**

SETA Governing Board meeting hosted by:  
Councilmember Eric Guerra (Chair) & Supervisor Patrick Kennedy (Vice Chair)

ITEM III-A-1 - ACTION

REAPPOINTMENT OF THE PUBLIC REPRESENTATIVE MEMBER  
TO THE SETA GOVERNING BOARD

BACKGROUND:

Under the provisions of the Joint Exercise of Powers Agreement forming SETA, the Sacramento City Council and the Board of Supervisors jointly appoint the public representative of the Governing Board in November of even-numbered years. In the past, an individual has been selected by the members of the SETA Governing Board who have then sought confirmation of the appointment from the City Council and Board of Supervisors.

Ms. Sophia Scherman was selected through this process in January, 1999 to serve the two-year term that expired in November, 2000. Her term was extended to November, 2002, and has been extended every two years to this year. Ms. Scherman has indicated a willingness and desire to continue serving on the SETA Governing Board. A letter will be sent to the City Council and Board of Supervisors recommending this reappointment upon the Board's approval.

RECOMMENDATION:

Approve the reappointment of Ms. Sophia Scherman as a public representative to the SETA Governing Board for the current term ending in November, 2024 and forward this nomination for approval to the City Council and Board of Supervisors.

PRESENTER: D'et Saurbourne