



**HELPING OTHERS, INC.**

“Promoting and supporting services to the economically disadvantaged residents of Sacramento County.”

## **ANNUAL MEETING OF HELPING OTHERS, INC.**

**Date:** Thursday, November 3, 2022

**Time:** 10:30 a.m.

**Location:**

<https://us02web.zoom.us/j/81554892458?pwd=SDICaVErZDdvQ2lmd0VRWmUvSk11Zz09>

### **BOARD OF DIRECTORS**

**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

### **ADMINISTRATION**

**DENISE LEE**

Interim Executive Director

**ROY KIM**

Deputy Director

In response to the AB361 (Brown Act Section 54953) relating to the COVID-19 Pandemic, the Sacramento Employment and Training Agency Helping Others, Inc. is conducting this meeting on Zoom immediately after the November 4, 2021 Governing Board meeting, join the meeting at

<https://us02web.zoom.us/j/81554892458?pwd=SDICaVErZDdvQ2lmd0VRWmUvSk11Zz09>.

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/u/kc4hMtEQcd>. 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 Helping Others, Inc. and included in the record.

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

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

## **AGENDA**

1. Call to Order/Roll Call
2. Consent Item:
  - A. Approval of the November 4, 2021 Minutes
  - B. Approval of Finding 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)
3. Action Item
  - A. Designation of President and Secretary-Treasurer
4. Information Item
  - A. Fiscal Status of the Organization
5. Adjournment

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

**ANNUAL MEETING OF HELPING OTHERS, INC.**

Minutes/Synopsis

Meeting held electronically

Thursday, November 4, 2021  
10:30 a.m.

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

Ms. Scherman called the meeting to order at 11:18 a.m.; a quorum was established.

**Members Present:**

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

**2. Consent Item: Approval of the November 5, 2020 Minutes**

The minutes were reviewed; no questions or corrections.

Moved/Kenned, second/Guerra, to approve the November 5, 2020 minutes.

Roll call vote:

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

Nay: 0

Abstentions: 0

Mr. Thatch reviewed the purpose of Helping Others, Inc. It is a 501.C.3 corporation formed by SETA in order to apply for certain grants that had to have a 501.C.3 applicant. It also allows for donations under the 501.C.3. An annual meeting is required by state law.

**3. Action Item**

- A. Approval of Finding 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

Mr. Thatch reviewed this item, to continue virtual meetings during the state of emergency.

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

Roll call vote:

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

Nay: 0

Abstentions: 0

B. Designation of President and Secretary-Treasurer

Mr. Thatch reviewed the bylaws. Whoever serves as Chair of the SETA Governing Board is by designation the President of Helping Others, Inc. Whoever is Vice Chair is by designated the Secretary/Treasurer. So designated, Mr. Guerra as President and Mr. Kennedy as Secretary-Treasurer.

Moved/Kennedy, second/Guerra, to designate Mr. Guerra as the President and Mr. Kennedy as the Secretary-Treasurer of Helping Others, Inc.

Roll call vote:

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

Nay: 0

Abstentions: 0

4. **Information Item**

A. Fiscal Status of the Organization – No Questions

5. **Adjournment**: The meeting was adjourned at 11:23 a.m.

## ITEM 2-B-CONSENT

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

#### BACKGROUND:

California Governor Gavin Newsom has issued long-existing state of emergency related to COVID-19, which remains in effect. Governor Newsom had previously authorized local agencies, by Executive Order, to conduct meetings under the Brown Act utilizing Zoom or other remote procedures to conduct meeting by modified teleconference procedures. In September 2021, the legislature signed and passed into law AB 361, which amended Section 54953 of the Brown Act to similarly authorize teleconferencing of Board Meetings, provided necessary procedures are followed.

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

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

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

RECOMMENDATION:

Authorize the continued use of teleconferencing for Helping Others, Inc. meetings under AB 361, occasioned by the continuing state of emergency issued by Governor Newsom that directly impacts the ability of the members to meet safely in person and the continuation of Cal OSHA recommendations promoting physical distancing in places of employment and, based thereon, make the following findings in support of this action:

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

PRESENTER: Legal Counsel

## ITEM 3-A – ACTION

### DESIGNATION OF PRESIDENT AND SECRETARY-TREASURER

#### BACKGROUND:

The Bylaws that govern Helping Others, Inc., provide that the Chair and Vice-Chair of the SETA Governing Board will be designated to serve as the President and Secretary-Treasurer, respectively, of Helping Others, Inc. Due to changes in the composition of the SETA Governing Board, it is now appropriate to designate new corporate officers for Helping Others, Inc.

#### RECOMMENDATION:

Designate Patrick Kennedy as the President and Mai Vang as the Secretary- Treasurer of Helping Others, Inc.

ITEM 4-A – INFORMATION

FISCAL STATUS OF THE ORGANIZATION

BACKGROUND:

Attached please find the latest financial report on the status of Helping Others, Inc.



**HELPING OTHERS**  
**4/1/2021 - 3/31/2022**

Beginning Balance	\$	8,338
Contributions	\$	-
Expenses	\$	-
Balance as of 3/31/2022	<u>\$</u>	<u>8,338</u>

Variance from last year: \$ -