



Sacramento
Employment and
Training
Agency

**REGULAR MEETING OF THE
SETA GOVERNING BOARD**

GOVERNING BOARD

ERIC GUERRA
Vice Mayor
City of Sacramento

PATRICK KENNEDY
Board of Supervisors
County of Sacramento

RICH DESMOND
Board of Supervisors
County of Sacramento

SOPHIA SCHERMAN
Public Representative

MAI VANG
Mayor Pro Tem
City of Sacramento

JENNIFER HERNANDEZ
Executive Director

925 Del Paso Blvd., Suite 100
Sacramento, CA 95815

Main Office
(916) 263-3800

Head Start
(916) 263-3804

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

DATE: Thursday, June 1, 2023

TIME: 10:00 a.m.

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

ZOOM LOCATION:

<https://us02web.zoom.us/j/87593454372?pwd=dmI0c2RnL3ZuTkNlZ0J3amc0UENmdz09>

In response to AB 2449, the Sacramento Employment and Training Agency Governing Board is conducting this meeting utilizing a hybrid approach, permitting members of the public to participate in person or via Zoom. In-person attendance by members of the public is on a first come, first-serve basis. Members of the public may also participate in the meeting via Zoom by clicking the Zoom Location link above, typing the Zoom link address into their web browser, or listening to the meeting on One tap mobile +16699006833,,87593454372# US (San Jose). Meeting ID: 875 9345 4372. Passcode: 157042. Find your local number: <https://us02web.zoom.us/j/87593454372?pwd=dmI0c2RnL3ZuTkNlZ0J3amc0UENmdz09>. Members of the public are encouraged to participate in the meeting by submitting written comments by email to: Anzhelika.Simonenkova@seta.net. Any member of the public who wishes to speak directly to the Board regarding any item on the agenda may contact Anzhelika Simonenkova at (916) 263-3753, or Anzhelika.Simonenkova@seta.net. Please include in your request the item(s) on which you would like to participate. Additionally, during the meeting any questions or comments may be submitted via the chat features on Zoom. Public comments will be accepted until the adjournment of the meeting, distributed to the members of the Board and included in the record. In the event of disruption that 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.

Request for Assisted Listening Devices or other considerations should be made through the Clerk’s office at (916) 263-3753. Closed captioning will be available. This meeting is digitally recorded and available to members of the public upon request. This document and other Board meeting information may be accessed through the Internet by accessing the SETA home page: www.seta.net.

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

AGENDA

Page Number

- I. **Call to Order/Roll Call/Pledge of Allegiance**
- II. **CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR**
Pursuant to Government Code Section 54957.6
Agency Negotiator: Dee Contreras
Employee Organization: AFSCME Local 146
- III. **Consent Items**
 - A. Approval of Minutes of the April 27, 2023 Special Board Meeting 1-11
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- IV. **Action Items**
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 - B. **WORKFORCE DEVELOPMENT DEPARTMENT**
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 2. Approval of the Appointment of Low-Income Organizations to Democratically Elect Low Income Sector Representatives and Alternates to Serve on the Community Action Board (CAB), and Authorize the Executive Director to Select From the List to Backfill Vacancies (Julie Davis-Jaffe) 22-29
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One Stop Services:

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| 4. | Agree with the Sacramento Works, Inc. Workforce Development Board to Approve the Funding Recommendations for the Workforce Innovation and Opportunity Act (WIOA), Title I, Youth Program, for Program Year 2023-2024 (Lauren Mechals) | 36-43 |
| 5. | Agree with the Sacramento Works, Inc. Board to Approve the Workforce Innovation and Opportunity Act (WIOA) Resource Allocation Plan for Program Year 2023-2024 (Roy Kim) | 44-45 |
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Refugee Services: No Items

C. CHILDREN AND FAMILY SERVICES:

- | | | |
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V. Information Items

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| | <ul style="list-style-type: none"> • Elk Grove Unified School District • Opening Doors, Inc. • The Salvation Army • Twin Rivers Unified School District • Waking the Village • Women’s Civic Improvement Club • World Relief Corporation | |
| B. | Employer Success Stories and Activity Report (William Walker) | 69-84 |
| C. | Dislocated Worker Update (William Walker) | 85-88 |
| D. | Unemployment Update/Press Release from the Employment Development Department (Roy Kim) | 89-94 |
| E. | Head Start Reports (Karen Griffith) | 95-101 |

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| A. | Chair |
| B. | Executive Director |

- C. Deputy Directors
- D. Counsel
- E. Members of the Board
- F. Public

VII. Adjournment

DISTRIBUTION DATE: Friday, May 26, 2023

ITEM III-A-CONSENT

APPROVAL OF MINUTES OF THE APRIL 27, 2023
SPECIAL BOARD MEETING

BACKGROUND:

Attached are the minutes of the April 27, 2023 meeting for your review.

RECOMMENDATION:

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

PRESENTER: Jennifer Hernandez

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

Minutes/Synopsis

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

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

Thursday, April 27, 2023
1:00 p.m.

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

Mr. Kennedy called the meeting to order at 1:03 p.m. The roll was called and a quorum was established.

Members Present:

Sophia Scherman, Member, Public Representative
Patrick Kennedy, Chair, Board of Supervisors
Rich Desmond, Member, Board of Supervisors

Members Absent:

Eric Guerra; Vice Mayor, City of Sacramento
Mai Vang, Vice Chair, Mayor Pro Tem, City of Sacramento

II. CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Government Code Section 54957.6

Agency Negotiator: Dee Contreras

Employee Organization: AFSCME Local 146

Closed Session was entered at 1:08 p.m. Returned from Closed Session at 1:24 p.m. There was nothing to report out.

III. Consent Items

- A. Approval of Minutes of the April 6, 2023 Regular Board Meeting
- B. Approval of Claims and Warrants
- C. Approval to Adjust Zones in the Broadband/Performance Management Policy
- D. Approval to Accept the Storm Project Funding from the Employment Development Department, and Authorize the Executive Director to Execute the Funding Agreement, Modifications, or Other Documents Required by the Funding Source
- E. Approval of Out-Of-State Travel to Attend a U.S. Department of Labor Employment and Training Administration (ETA) Convening

Moved/Desmond, second/Scherman, to approve the following consent items:

- A. Approval of Minutes of the April 6, 2023 Regular Board Meeting
- B. Approval of Claims and Warrants for the period 3/24/2023 through 4/21/2023
- C. Approval to Adjust Zones in the Broadband/Performance Management Policy
- D. Approval to Accept the Storm Project Funding from the Employment Development Department, and Authorize the Executive Director to Execute the Funding Agreement, Modifications, or Other Documents Required by the Funding Source
- E. Approval of Out-Of-State Travel to Attend a U.S. Department of Labor Employment and Training Administration (ETA) Convening

Roll call vote:

Aye: 3 (Scherman, Kennedy, Desmond)

Nay: 0

Abstention: 0

Absent: 2 (Guerra, Vang)

IV. Action Items

A. GENERAL ADMINISTRATION/SETA:

1. A Resolution for the 2022-2025 Labor Agreements Covering the Head Start Unit, the Clerical, Technical, and Analytical Unit and the Supervisory Unit

Ms. Saurbourne reviewed the item. The American Federation of State, County, and Municipal Employees (AFSCME) and the Sacramento Employment and Training Agency (SETA) met on March 30, 2023 regarding the application of the Federal Cost Of Living Adjustment (COLA) and Quality Improvement (QI) for Head Start and the implementation of the same benefit to all represented employees. A tentative agreement was reached on March 30, 2023 with the three bargaining units represented by AFSCME, including the Head Start Unit, the Clerical, Technical and Analytical Unit and the Supervisory Unit.

Specifically, consistent with the Memoranda of Understanding the parties have agreed that effective Pay Period 14 (pay period dates of 6/11/2023 through 6/24/2023) with the pay date of July 7, 2023, the Agency shall increase salary and benefits as follows:

- A. The salary schedule for all represented classifications shall increase by seven percent (7%), or by one dollar and fifty cents (\$1.50) per hour, whichever is greater; and
- B. The Agency health insurance contribution for employee only will increase by forty dollars (\$40.00) per month from \$645.00 to \$685.00 and the family contribution will increase by two hundred fifty-five dollars (\$255.00) from \$1,225.00 to \$1,480.00.

Ms. Saurbourne further advised that on April 20, 2023, AFSCME voted to ratify the agreement reached on March 30, 2023. The ratification has passed for the Clerical, Technical, Analytical, and Supervisory units but not Head Start. Ms. Saurbourne stated that the Resolution needs to be amended, and Head Start needs to be struck out from the Resolution. SETA hopes to reach an agreement with the Head Start unit and bring it to this Board in the near future.

Moved/Scherman, second/Desmond, to approve the Resolution and the negotiated salary and health insurance contribution increases effective Pay Period 14, 2023, and strike out the Head Start portion from the Resolution.

Roll call vote:

Aye: 3 (Scherman, Kennedy, Desmond)

Nay: 0

Abstention: 0

Absent: 2 (Guerra, Vang)

2. Approval of the Personnel Resolution Covering Unrepresented Confidential and Management

Ms. Saurbourne reviewed the item. Consistent with the Tentative Agreement (TA) for represented employees, SETA is recommending the following provisions to the Unrepresented Resolution to be effective Pay Period 14 (pay dates 6/11/2023 through 6/24/2023):

A. The salary schedule for all unrepresented classifications shall increase by seven percent (7%), or by one dollar and fifty cents (\$1.50) per hour, whichever is greater; and

B. The Agency health insurance contribution for employee only will increase by forty dollars (\$40.00) per month from \$645.00 to \$685.00 and the family contribution will increase by two hundred fifty-five dollars (\$255.00) from \$1,225.00 to \$1,480.00; and

C. Removal of Consultant Range I Step B from Salary Schedule. Step B was \$15 per hour which falls below the California minimum wage. No individuals are affected by this change.

Moved/Desmond, second/Scherman, to approve the Personnel Resolution Covering Unrepresented Employees and salary schedule Pay Period 14, 2023.

Roll call vote:

Aye: 3 (Scherman, Kennedy, Desmond)

Nay: 0

Abstention: 0

Absent: 2 (Guerra, Vang)

B. WORKFORCE DEVELOPMENT DEPARTMENT

1. Approval of Appointment to the Sacramento Works Board

Mr. Kim reviewed this item to appoint Ms. Crystal Bethke, Director of Economic Development with the County of Sacramento, to the Workforce Board.

Moved/Desmond, second/Kennedy, to approve an appointment of Ms. Crystal Bethke to be an Economic Development representative on the Sacramento Works Board.

Roll call vote:

Aye: 3 (Scherman, Kennedy, Desmond)

Nay: 0

Abstention: 0

Absent: 2 (Guerra, Vang)

Community Services Block Grant: No Items

One Stop Services: No Items

Refugee Services:

2. Approval of the Draft 3-Year Plan for the Provision of Refugee Support Services (RSS), and RSS Set-Aside Funded Services to Refugees, Program Years (PYs) 2023-2026, and Authorize the Executive Director to Make Revisions Required by the State

Ms. O’Camb introduced herself and reviewed the item. She advised that every three years, new strategic plans are required by the Office of Refugee Resettlement’s (ORR) Refugee Support Services for those counties that reach a certain threshold of refugee arrivals. Sacramento County’s current 3-year Refugee Services Plan, approved by the Governing Board in 2020, will end on September 30, 2023. If approved today, the draft plan will be submitted to the Department of Social Services Refugee Programs Bureau (RPB) for certification. Policy guidance was issued by RPB in March outlining the requirements of county plans, asking that they account for changes in refugee arrivals (demographics and numbers), for changes in the labor market and economic conditions, and respond to federal and state policy direction of refugee resettlement. In addition, the guidance provides conditions and processes for soliciting input from stakeholder and community member engagement in the development of the plan and asks counties to include plan addendums that address the continued impact of COVID-19, strategic co-enrollment, and integration with other workforce programs, including America’s Job Centers; address services to older Afghans arriving in the U.S. under Operation Allies Welcome (OAW); and addresses the impact of a large influx of Ukrainian

humanitarian parolees to the Sacramento region as well as the actions taken as a result of that influx. The new draft 3-Year Refugee Services Plan was drafted in consideration of the current demographic and population trends. It was developed consistent with RPB policy guidance and the input received from stakeholders within the Sacramento Refugee Resettlement network. The draft plan has been posted for the required 30-day public comment period, and only one comment was received. The comment was positive and supportive of the plan and will be submitted along with the plan for certification.

Moved/Scherman, second/Desmond, to approve the draft 3-Year Plan for the Provision of Refugee Support Services (RSS), and RSS Set-aside Services to Refugees, Program Year 2023-2026, and authorize the Executive Director to make revisions by the State.

Mr. Desmond commented on supporting this plan and providing services to the older Afghan population.

Mr. Kennedy asked when the formal allocations will be received. Ms. O’Camb stated that the preliminary estimates will be available in August.

Roll call vote:

Aye: 3 (Scherman, Kennedy, Desmond)

Nay: 0

Abstention: 0

Absent: 2 (Guerra, Vang)

3. Approval of the Release of the Request for Proposals (RFP) for the Refugee Support Services (RSS), and RSS Set-Aside Funded Programs, Program Year (PY) 2023-2026

Ms. O’Camb reviewed the item. She stated that in anticipation of approval of the draft 3-year Refugee Services Plan, approval to release the Refugee Support Services (RSS) and RSS Set-aside RFP on May 1, 2023, is requested. She advised that the intent of the RFP is to solicit proposals from qualified agencies with the capacity and experience to meet the needs of eligible Sacramento County refugees by providing the services contained in Sacramento’s draft plan. It is estimated that funding available for allocation under this RFP will be: \$8,300,000 for RSS and \$150,000 for RSS Set-Aside, and approximately 2,100 refugees will be served in the employment-related programs, as well as about 15 refugees aged 60 and over will receive services under Services to Older Refugees (SOR). The proposals will be due on June 16, 2023, and staff will return to the Board in September with funding recommendations for the new 3-year funding cycle, which will begin on October 1, 2023.

Moved/Scherman, second/Desmond, to the release of the Request of Proposals (RFP) for the Refugee Support Services (RSS), and RSS Set-aside Funded Programs, Program Year 2023-2026.

Roll call vote:

Aye: 3 (Scherman, Kennedy, Desmond)

Nay: 0

Abstention: 0

Absent: 2 (Guerra, Vang)

C. CHILDREN AND FAMILY SERVICES:

Ms. Griffith provided combined presentation for Item IV-C-1-7:

- 2022-2023 Self-Assessment Program Strengths:
 - CLASS observation data is used to build teaching skills and to continue to raise CLASS scores and quality teaching;
 - SETA has strong partnerships in the community to help carry out its mission and services;
 - SOP enrollment was at 90% for HS and 90% for EHS in available classes. (excludes classes capped for staffing);
 - 99% of parent survey respondents stated the program helps them prepare their children and family for transition into Kindergarten;
 - Support staff, such as Intervention Specialists and Teachers on Special Assignment are highly valued by the teaching staff;
 - In Early Head Start, Self-Assessment showed strengths in Creative Curriculum fidelity;
 - Parent boards (PAC and PC) continue to provide critical feedback to strengthen the program;
 - Commitment to providing personal care for children, including special diets, medication administration, and special education for children with disabilities.

- The following area of improvement were identified:
 - Utilize routine monitoring protocols to increase compliance with health requirements;
 - Continue to improve on current recruitment, marketing plan and community outreach to meet full enrollment;
 - Continue with Math and STEM curriculum enhancement;
 - Continue to evaluate and improve the recruitment plan for PAC/PC and incorporate different strategies to reach out to parents;
 - More training for staff and parents on specialized services including trauma-informed care;
 - Increase staff recruitment and retention strategies to attract and maintain employees in a highly competitive hiring market.

- SETA continues to work on Five-Year Goals and those are:

- School Readiness (Increase child outcomes by developing and strengthening social/emotional competencies, family partnerships and staff development);
 - Health and Wellness (Increase the health and well-being of children birth to age 5 by improving the number of children who are up-to-date on a schedule of age-appropriate preventive and primary health care);
 - Attendance (Improve the rate of attendance for children in the Head Start and Early Head Start program);
 - Family Engagement (Improve and promote parent and family engagement that is culturally responsive, reflective, and goal-oriented in order to support families).
- **Funded Enrollment 2023-2024:**
A detailed chart on funded enrollment was provided. Ms. Griffith stated that there is a decrease in pre-school (Women’s Civic Improvement Club of Sacramento (WCIC)) funded enrollment and increase in Early Head Start (EHS) funded enrollment (Sacramento City Unified School District will add two EHS classrooms in 2023-2024).
 - **Budget 2023-2024:**
A detailed chart on budget for 2023-2024 was provided. It included budget amount for SETA Operated Program as well as SETA’s Partners and Delegate Agencies. The total budget amount is \$65,666,004 (Basic grant and Training/Technical Assistance).
 - **Program Changes:**
 - Voluntary relinquishment and redistribution of 176 enrollment slots from Delegates to Grantee (SJUSD-156, WCIC-20);
 - HS-EHS conversion of 328 preschool enrollment slots to 55 infant/toddler enrollment slots (Delegates-176, Grantee-152);
 - 6 new centers; 2 centers closing.
 - **Head Start (HS) and Early Head Start (EHS) Program Options:**
A detailed chart on HS and EHS Program Options for 2023-2024 was provided. Ms. Griffith noted the reduction of part-day program options (4 hours per day) and the increase in full-day program options (6,5; 7; 8 hours per day) due to the increased need for working HS/EHS parents.
 - **Cost of Living (COLA) and Quality Improvement (QI) 2023-2024:**
Ms. Griffith shared that SETA was notified by the Office of Head Start about 5.6% COLA adjustment and additional funds for QI. This is the highest COLA SETA ever received. Countywide COLA and QI is \$5,185,044.
 - **2023-2024 Training/Technical Assistance Plan for the SETA Head Start and Early Head Start Program highlights:**

- Parent Services/Training
 - Tuition, reimbursement;
 - Family Literacy Project (FLIP);
 - Conferences
 - Parent/Child Service Consultants;
 - Disaster Preparedness Training;
 - CPR/FA Aide Training
- Staff Training/Development
 - Tuition Reimbursement;
 - ECE Apprenticeship Program;
 - Staff Coaching and Training;
 - Conferences
 - Curriculum Fidelity Training;
 - Trauma Informed Care/Approaches;
 - Parents as Teachers Training
- 2023-2024 Grant Highlights:
 - Expansion of Head Start full day classes from 77% in 2022-2023 to 85% in 2023-2024;
 - Expansion of Early Head Start classes from 55 to 62 classes;
 - Expansion of Head Start, Transitional Kindergarten and State Preschool Partnership (HS-TK-CSPP) from two classrooms to a total of nine;
 - Added Intervention and Social Work Staffing to support increased need for Mental Health Services;
 - Increased wages and increased employer medical insurance contributions for staff

Moved/Scherman, second/Desmond, to approve the following action items:

1. Approval of Annual Self-Assessment for 2022-2023 and Resulting Program Improvement Plan for the SETA-Operated Program
2. Approval of Program Year 2023-2024 Head Start and Early Head Start Refunding Applications
3. Approval of the SETA Head Start and Early Head Start Budgets for Program Year 2023-2024
4. Approval of the 2023-2024 Head Start and Early Head Start Program Options and Center Locations for Sacramento County
5. Approval of 2023-2024 Training/Technical Assistance Plan for the SETA Head Start and Early Head Start Program, as Aligned with Established Five-Year Goals and Objectives

6. Approval of Selection Criteria for Enrollment in Head Start or Early Head Start Programs
7. Approval of the Submission of the Head Start/Early Head Start Cost of Living Adjustment (COLA) and Quality Improvement Application for Program Year 2023-2024

Roll call vote:

Aye: 3 (Scherman, Kennedy, Desmond)

Nay: 0

Abstention: 0

Absent: 2 (Guerra, Vang)

V. Information Items

- A. Fiscal Monitoring Reports: No Questions
- 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: No Questions

VI. Reports to the Board

- A. Chair:
Mr. Kennedy requested that Legal Counsel review the Joint Powers Agreement regarding the selection of the Executive Director in the future and report back to the Board on how the Board can play a more significant role in this process.
- B. Executive Director:
Ms. Hernandez advised on the support of the Community Economic Resilience Fund. It's an effort that has brought investments into various communities across the state to help bring together various workforce partners in support of creating equitable opportunities for jobs in the clean energy space. SETA will be serving as one of those partners in the governance structure. She also shared that SETA has partnered with the City of Sacramento to explore opportunities to partner with the National League of Cities to promote "The Good Jobs, Great Cities" initiative.
- C. Deputy Directors: No Report

D. Counsel: No Report

E. Members of the Board:

Ms. Scherman asked about protocols that ensure the children's safety at the centers.

Ms. Griffith stated that some sites are piloting key-lock safety where parents are given the code to enter the center, which can be changed as needed. SETA's centers can go on soft or strong lockdowns if required. The parents will be notified accordingly.

Ms. Scherman advised inviting County officers trained in safety to consult SETA on safety matters.

E. Public: None

VII. Adjournment: The meeting adjourned at 2:30 p.m.

ITEM III-B-CONSENT

APPROVAL OF CLAIMS AND WARRANTS

BACKGROUND:

D'et Saurbourne, Administrative Services Deputy Director, has reviewed the claims for the period 4/21/2023 through 5/19/2023, and all expenses appear to be appropriate.

RECOMMENDATION:

Approve the claims and warrants for the period 4/21/2023 through 5/19/2023.

PRESENTER: D'et Saurbourne

ITEM III-C-CONSENT

APPROVAL TO EXTEND THE AGREEMENT WITH COMMUNITY LINK CAPITAL REGION FOR THE 2-1-1 SACRAMENTO HUMAN SERVICES DATABASE

BACKGROUND:

SETA partners with the County of Sacramento Departments of Human Assistance and Health and Human Services to fund the 2-1-1 Sacramento Human Services Database, the central resources database administered by the Community Link Capital Region. Each department or agency pays a portion of the Community Link cost for the database through a master contract held by the County of Sacramento. SETA has shared the cost of maintaining the database with the County for over 20 years.

The 2-1-1 Sacramento Human Services Database is an important information resource for Sacramento County service providers and residents. Community Link maintains a searchable, comprehensive, human services database of more than 2,400 non-profit and public health and human services organizations. It is the information resource used extensively by SETA for developing the required plans for the Community Service assessment data for grant applications. The information also helps to:

- Connect residents with community resources
- Highlight gaps in services
- Plan emergency services
- Assist with outreach efforts
- Develop neighborhood profiles

Under the master agreement, the amount of \$150,601 is shared among the three benefiting agencies or departments at an allocation of 25% from SETA, 25% from the County Department of Human Services, and 50% from the County Department of Human Assistance. SETA's share will be \$37,650 for fiscal year 2023-2024.

Approval is requested to provide Community Link \$37,650, through the County of Sacramento Master Contract, as SETA's share of the cost of maintaining the 2-1-1 Sacramento Human Services Database for the 2023-2024 fiscal year.

Federal regulations and SETA's procurement policies permit non-competitive procurement when services are available from only a single source. The 2-1-1 Sacramento Human Services Database is only available through the County of Sacramento's central resources database administered under a County Master Agreement by the Community Link Capital Region and this vital service is used

extensively by SETA to develop community service assessment data for various plans, policies and grant applications. Therefore, staff is requesting that the Governing Board funds that these services, provided under the County's Master Agreement, are only available from a single source and justifies SETA's 25% contribution for its share of the costs to administer the Master Agreement.

RECOMMENDATION:

1. Find that 2-1-1 services, provided under the County's Master Agreement, are only available from a single source and justifies SETA's 25% contribution for its share of costs to administer the Master Agreement.
2. Approve \$37,650 for Community Link to update and maintain the 2-1-1 Sacramento Human Services Database for fiscal year 2023-2024.

PRESENTER: Julie Davis-Jaffe

ITEM IV-A-1-ACTION

APPROVAL OF SACRAMENTO EMPLOYMENT AND TRAINING AGENCY
RECOMMENDED BUDGET FOR FISCAL YEAR 2023-2024

BACKGROUND:

Under applicable procedures set forth in the California Government Code, the SETA Governing Board is required to approve a Recommended Budget prior to June 30th of each year, with the adoption of the Final Agency Budget occurring no later than October 2nd of each Fiscal Year. The Recommended Budget, as approved by the Governing Board, provides authority to operate in the new fiscal year until adoption of a Final Budget for that fiscal year.

As funding becomes more definite in several programs, the Final Budget presented at the August Governing Board meeting will reflect actual available funding. A public hearing on the Final Budget should commence on August 3, 2023 at 10:00 a.m. or as soon thereafter as is practicable in the Governing Board meeting room at 925 Del Paso Boulevard, Suite 100, Sacramento, California 95815, and staff should cause to be posted and published notice of that meeting. The final budget will be submitted to the County and City after SETA Governing Board approval.

A copy of the Recommended Budget will be sent under separate cover.

RECOMMENDATION:

Approve the Recommended Budget and direct staff to print the Recommended Budget and make it available to the public; schedule a Public Hearing on the Final Budget; and direct staff to post and publish notice of that Public Hearing on the Final Budget to commence on August 3, 2023 at 10:00 a.m. or as soon thereafter as is practicable in the Governing Board meeting room at 925 Del Paso Boulevard, Sacramento, California.

PRESENTER: D'et Saurbourne

BUDGET ADOPTION RESOLUTION
BEFORE THE GOVERNING BOARD OF

Sacramento Employment and Training Agency
Joint Powers Agency of the City and the County of Sacramento
State of California

RESOLUTION ADOPTING RECOMMENDED BUDGET

WHEREAS, hearings have been terminated during which time all additions and deletions to the recommended budget for 2023-24 were made, and

THEREFORE, IT IS HEREBY RESOLVED in accordance with Chapter 1 of Division 3, Title 2 of the Government Code (Section 29000, et. seq.), the recommended budget for the Fiscal Year 2023-24 be and is hereby adopted in accordance with the following:

(1) Salaries and employees benefits	\$55,929,971
(2) Services and Supplies	12,331,340
(3) Other charges	52,781,415
(4) Fixed Assets	
(A) Land	0
(B) Structures and improvements	1,157,975
(C) Equipment	689,000
(5) Expenditure transfers	0
(6) Contingencies	0
(7) Provision for reserve increases	0
TOTAL BUDGET REQUIREMENTS	<u>\$ 122,889,701</u>

BE IT FURTHER RESOLVED that means of financing the expenditures program will be by monies derived from Current Financing and Fund Balance.

BE IT FURTHER RESOLVED that the recommended budget be and is hereby adopted in accordance with the listed attachments which show in detail the approved appropriations, revenues and methods of financing, appropriations limit, total annual appropriations subject to limitations attached hereto and by reference made a part hereof.

BE IT FURTHER RESOLVED AND ORDERED, that the Auditor-Controller be hereby authorized and directed to transfer funds and adjust the reserve accounts in the amounts as shown in the recommended budget adopted herewith.

On a motion by _____, seconded by _____, the foregoing resolution is passed and adopted by the Sacramento Employment and Training Agency Governing Board, this first day of June, 2023 by the following vote, to wit:

Ayes:

Noes:

Absent:

Abstain:

Chair of the SETA Governing Board

ATTACHMENTS:

- Schedule of Changes – FY22-23 to FY23-24
- Schedule of Appropriations
- Schedule A – WIOA Grants
- Schedule of Out-of-State Travel
- Schedule of Fixed Assets
- Schedule of Personnel
- Schedule of Appropriations by Line Item
- Financing Requirements Summary Schedule

ITEM IV-A-2-ACTION

A RESOLUTION FOR THE 2022 – 2025 LABOR AGREEMENTS COVERING THE HEAD START UNIT

BACKGROUND

The American Federation of State, County, and Municipal Employees (AFSCME) and the Sacramento Employment and Training Agency (SETA) met on March 30, 2023 regarding the application of the Federal Cost of Living Adjustment (COLA) and Quality Improvement (QI) for Head Start and the implementation of the same benefit to all represented employees. A tentative agreement was reached on March 30, 2023 with the three bargaining units represented by AFSCME, including the Head Start Unit, the Clerical, Technical and Analytical Unit and the Supervisory Unit.

The tentative agreement is pursuant to Section 6.1(b), Salary Adjustments, which reads that “The parties agree that the Union may request to reopen the Agreement to negotiate increases if the Agency receives increased or additional funding specifically to provide wage or benefit increases. The application of such funding shall include salary, health contribution and retirement contribution.”

Specifically, consistent with the Memoranda of Understanding the parties have agreed that effective Pay Period 14 (pay period dates of 6/11/2023 through 6/24/2023) with the pay date of July 7, 2023, the Agency shall increase salary and benefits as follows:

- A. The salary schedule for all represented classifications shall increase by seven percent (7%), or by one dollar and fifty cents (\$1.50) per hour, whichever is greater; and
- B. The Agency health insurance contribution for employee only will increase by forty dollars (\$40.00) per month from \$645.00 to \$685.00 and the family contribution will increase by two hundred fifty-five dollars (\$255.00) from \$1,225.00 to \$1,480.00.

The fiscal impact for represented staff is anticipated to be approximately \$3,147,000 for Children and Family Services and \$500,000 for Workforce Development for a total estimated annual agency cost of \$3,647,000. The increased costs will be paid for by utilizing funds received from ACF for COLA and QI, and identified cost savings from position vacancies across the agency.

On April 20, 2023, AFSCME held a ratification vote. The proposal was approved and ratified by the Clerical, Technical and Analytical Unit and the Supervisory Unit. The Head Start Unit did not ratify the tentative agreement. SETA and AFSCME representatives met again on May 25, 2023 to discuss COLA increases as it relates to the Head Start Unit.

ITEM IV-A-2-ACTION (continued)

Page 2

This action is contingent on the ratification process by the Head Start Unit tentatively scheduled for May 31, 2023.

RECOMMENDATION:

Approve the Resolution and the negotiated salary and health insurance contribution increases effective Pay Period 14, 2023.

PRESENTER: D'et Saurbourne

RESOLUTION NO.: 2023-04

Adopted by the Sacramento Employment and Training
Agency Governing Board on the Date of

April 27, 2023

**A RESOLUTION ADOPTING THE TENTATIVE AGREEMENT FOR EMPLOYEES
REPRESENTED BY THE AMERICAN FEDERATION OF STATE, COUNTY
AND MUNICIPAL EMPLOYEES, LOCAL 146
DATED JUNE 1, 2023**

WHEREAS, this Board pursuant to Government Code Section 3500, et seq., enacted by resolution an employer-employee relations policy; and,

WHEREAS, under the terms of that policy, the representatives of the Executive Director have met and conferred with the representatives of the United SETA Employees, American Federation of State, County, and Municipal Employees, Local 146, the recognized employee organization for the employees in the Head Start Unit as designated in said policy; and,

WHEREAS, these parties have reached agreement on salary increases of seven percent (7%) or one dollar and fifty cents (\$1.50) per hour whichever is greater, effective Pay Period 14, as reflected by the written letter of understanding entered into by them on April 15, 2023; and,

WHEREAS, these parties have also reached agreement on an increase of forty dollars (\$40.00) to the Agency health insurance contribution for employee only, and two hundred fifty-five dollars (\$255.00) for family coverage, to be effective Pay Period 14, and;

WHEREAS, this Board finds that the provisions and agreements contained in the letter of understanding are fair and proper and in the best interests of the Sacramento Employment and Training Agency; as reflected by the written letter of understanding entered into by them,

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE SACRAMENTO EMPLOYMENT AND TRAINING AGENCY, that it adopt in full the terms and conditions contained in the said tentative agreement as presented herein.

Patrick Kennedy, Chair

ATTEST:

Anzhelika Simonenkova
Clerk of the Boards

ITEM IV-B-1-ACTION

RATIFICATION OF THE ACCEPTANCE OF PRISON TO EMPLOYMENT (P2E)
FUNDS FROM THE GOLDEN SIERRA JOB TRAINING AGENCY AND THE
EXECUTION OF THE FUNDING AGREEMENT, AND AUTHORIZE THE EXECUTIVE
DIRECTOR TO EXECUTE MODIFICATIONS TO THE AGREEMENT OR OTHER
DOCUMENTS REQUIRED BY THE FUNDING SOURCE

BACKGROUND:

In August 2022, the Golden Sierra Job Training Agency submitted a regional application to the California Workforce Development Board (CWDB) on behalf of the Capital Region's Workforce Boards - Golden Sierra Job Training Agency, Yolo County, North Central Counties Consortium and the Sacramento Employment and Training Agency.

In April 2023, the Region was awarded \$1,111,298 to serve the formerly-incarcerated and other justice-involved individuals; SETA's subaward is \$566,762 and the subgrant agreement was executed on April 24, 2023. Under the agreement, SETA will subcontract with Asian Resources, Inc., the Greater Sacramento Urban League, La Familia Counseling Center, and the Elk Grove Unified School District. Each subcontractor is subawarded \$47,250 to serve 16 participants.

Services will consist of case management, needs assessments, job readiness training/assistance, Pre-Apprenticeship Training and Vocational Training.

RECOMMENDATION:

Ratify the acceptance of \$566,762 in P2E Funds and the execution of the funding agreement, and authorize the Executive Director to execute modifications or other documents required by the funding source.

PRESENTER: William Walker

ITEM IV-B-2-ACTION

APPROVAL OF THE APPOINTMENT OF LOW-INCOME ORGANIZATIONS TO DEMOCRATICALLY ELECT LOW INCOME SECTOR REPRESENTATIVES AND ALTERNATES TO SERVE ON THE COMMUNITY ACTION BOARD (CAB), AND AUTHORIZE THE EXECUTIVE DIRECTOR TO SELECT FROM THE LIST TO BACKFILL VACANCIES

BACKGROUND:

SETA's Community Action Board (CAB) has been working to fill all Board member seats in accordance with its bylaws and in compliance with Government Code Section 12751 which describes the tripartite board requirements of the Community Services Block Grant program. Guidance from both sources dictates a one-third division of CAB members between elected public officials or their appointive representatives, low-income community members democratically elected by their communities, and private sector representation. The bylaws governing the operation of the SETA CAB describe the process by which Low-Income sector members of this tripartite board shall be selected, as follows:

“At a public meeting and via the democratic process, the SETA Governing Board will appoint up to four (4) low income organizations to select a member or members to serve on the Community Action Board. No low income organization shall be designated to select more than two (2) members to serve on the Community Action Board. Upon designation, each low income organization shall democratically elect an individual or individuals, who is/are a resident of the appropriate low income target area, to serve on the Community Action Board as a representative of low income persons who reside in the same target area. Each organization shall elect an alternate representative for each member elected at the same time. The elected representatives and alternates must be low income individuals themselves, must reside in a target area, but need not necessarily reside in the same target area.”

(Section 2.4, Representation of the Low-Income Sector, CAB By-Laws (revised 1/3/19))

The current CAB bylaws were revised and approved in January 2019, and the selection process for members has been ongoing. The CAB is currently in the process of selecting a low-income sector member in accordance with Board composition requirements. To ensure ongoing compliance with the CAB bylaws, staff has returned to the Governing Board for approval of an additional qualified organization.

The staff recommendation below will implement the appointment process described in the CAB bylaws for low income sector representatives. Staff have conducted a review of

the organizations serving low-income groups in target areas and have attached a chart listing these organizations. Two agencies on the chart were approved by the Governing Board in December 2018, and have elected members to the CAB who continue to serve in that capacity. These agencies are Mutual Housing of California and Head Start. Staff recommends that Our Kid's Community Breakfast Club, a 501(c)3 organization, be added to the list of approved agencies who can elect a low-income representative to the CAB.

Criteria used to develop the recommendation include:

- The Agency is located in the Community Action Plan Target Area(s)
- The Agency has experience with serving low-income groups
- The Agency has capacity to elect representatives
- The stability of the Agency is high

RECOMMENDATIONS:

Approve the appointment of Our Kids Community Breakfast Club as a low-income sector organization to democratically elect Low-Income Sector representatives and alternates to serve on the Community Action Board, as indicated on the attached chart, and authorize the Executive Director to select from the list to backfill vacancies.

PRESENTER: Julie Davis-Jaffe

**Community-based Organizations Listed by High-Poverty Target Areas
Identified in the 2024-2025 SETA Community Action Plan**

(Community-based organizations under CSBG contract with SETA are not included in this list)

SETA STAFF RECOMMENDATIONS

COMMUNITY-BASED ORGANIZATION	PROGRAMS	TARGET AREAS
<p>Mutual Housing California (incumbent member) 8001 Fruitridge Road, Suite A Sacramento, CA 95820</p>	<p>Affordable housing complex which fosters strong communities through resident participation and leadership development</p>	<p>Florin Foothill Farms Lemon Hill North Sacramento</p>
<p>SETA Head Start Policy Council (incumbent members) 925 Del Paso Blvd., Suite 100 Sacramento, CA 95815</p>	<p>Head Start is a federally funded program for preschool children from low income families. In Sacramento County, SETA is the Head Start grantee, providing direction and support to the Head Start program</p>	<p>Sacramento County</p>
<p>Our Kid’s Community Breakfast Club 4195 Taylor St. Sacramento, CA 95838</p>	<p>Nonprofit which promotes educational, wellness, and self-reliance activities in Del Paso Heights. Initially formed to provide breakfast to area primary & secondary youth in summer months.</p>	<p>North Sacramento Del Paso Heights</p>
<p>ADDITIONAL ORGANIZATIONS TO CONSIDER</p>		

COMMUNITY-BASED ORGANIZATION	PROGRAMS	TARGET AREAS
Advocates for Arden Arcade 3129 Pennland Dr. Sacramento, CA 95825	Charitable and Educational Organization.	Arden Arcade
ARI Community Services, Inc. 5100 El Paraiso Ave, Sacramento, CA 95824	Social and workforce services for the limited English-speaking community	Lemon Hill
Assistance League of Sacramento 2751 Fulton Ave. Sacramento, CA 95821	Provides school clothing to youth; clothes for careers; scholarships to youth with barriers; vision screening for preschoolers; senior friendship; apartment starter kits for aging youth in need	Arden Arcade
Birth & Beyond N. Sacramento FRC 1217 Del Paso Blvd., Ste. B Sacramento, CA 95815	Offering a range of services, activities, and opportunities that respond comprehensively to the needs and hopes of local residents and families.	North Sacramento
Bread of Life Center 1260 Fulton Avenue, Suite A Sacramento, CA 95825	Training and Experiential Learning Services for Individuals, Families and Organizations	Arden Arcade
California Human Development Corp. Field Office (incumbent member) 150 Camellia Way Galt, CA 95632	Seasonal Farm Workers, affordable housing, treatment and recovery, disability services, community services including immigration and citizenship assistance, and workforce development.	Walnut Grove River Delta Galt

COMMUNITY-BASED ORGANIZATION	PROGRAMS	TARGET AREAS
California Indian Manpower Consortium 738 North Market Blvd. Sacramento, CA 95834	Training and employment activities primarily directed to member tribes; WIOA-funded	North Sacramento
Center for Fathers and Families	Adult programs: parent support; drug testing Youth services: after-school and at-risk youth programs	North Sacramento
Community Resource Project 2143 Hurley Way, Suite 150, Sacramento, CA 95825	Improves opportunities for people in need throughout the Greater Sacramento Region through energy efficiency, health education, and career development.	Sacramento County
Connections for Youth, Inc. 2620 Hurley Way B Sacramento, CA 95864	Day trip adventures; overnight camping; senior year activities; scholarships for qualified foster youth	Arden Arcade
Dunlap House Birth and Beyond FRC 4322 4 th Avenue Sacramento, CA 95817	Nurturing Parenting Program - prenatal through school age (court approved) Make Parenting a Pleasure Dare to Be You - anti-bullying program	City of Sacramento
Evolve You Foundation 3407 Arden Way Sacramento, CA 95825	Job training for foster youth	Arden Arcade

COMMUNITY-BASED ORGANIZATION	PROGRAMS	TARGET AREAS
Health and Life Organization 5524 Assembly Ct, Sacramento, CA 95823	Community Health Clinic	Florin
Helping Hands Senior Network 3644 Elkhorn Blvd. North Highlands, CA 95660	Senior Centers and Services	La Riviera
Inter-Tribal Council of California 3425 Arden Way Sacramento, CA 95825	Child Care Development Fund Program; Services For Victims of Domestic Violence	Arden Arcade
Jewish Federation 2351 Wyda Way Sacramento, CA 95825	Community social worker, kosher food pantry, support groups, senior programs, transportation	Arden Arcade
KAVANAH 4704 Roseville Road, Ste. 105 North Highlands, CA 95660	Public Housing Facilities	North Highlands
Liberty Towers Church Black Child Legacy Campaign 5132 Elkhorn Blvd. Sacramento, CA 95842	Black Child Legacy Campaign	Foothill Farms
Loaves and Fishes 1321 North C Street Sacramento, CA 95811	Homeless Services	City of Sacramento

COMMUNITY-BASED ORGANIZATION	PROGRAMS	TARGET AREAS
Love Action Int. 5848 Santa Fe Way North Highlands, CA 95660	Youth camp and choir	Foothill Farms North Highlands
Meadowview Family Resource Center and Birth & Beyond FRC 2251 Florin Road, Ste. 158 Sacramento, CA 95822	Intervention services, court-approved parenting education, home visitation, engagement services, and school readiness	City of Sacramento
NAMI 1851 Heritage Ln. Sacramento, CA 95825	For mental health issues: raise awareness and provide support and education that was not previously available to those in need	Arden Arcade
Panacea 5437 Palm Ave, Sacramento, CA 95841	Offers evidence based substance abuse prevention, education & treatment, co-occurring services, anger management, family education and support, gang prevention and other counseling services.	Foothill Farms
River Oak Center for Children 5445 Laurel Hills Drive Sacramento, CA 95841	Mental health services for youth, family resource center, and early Head Start	North Highlands
Roberts Family Development Center 770 Darina Ave. Sacramento, CA 95815	Parent Empowerment Program	North Sacramento
Sacramento ACT 9249 Folsom Blvd, Sacramento, CA 95826	Vision to build a community that prioritizes racial and economic equity in all decision making and allocation of resources. Services for youth services, jobs and quality education for youth and adults, including community	La Riviera

COMMUNITY-BASED ORGANIZATION	PROGRAMS	TARGET AREAS
	members returning after incarceration, immigrants, and refugees, health and mental health care, addiction treatment, re-entry services, and environmental health.	
Sacramento Self-Help Housing, Inc. P.O. Box 188445 Sacramento, CA 95818	Serving homelessness and those in danger of losing their housing	Sacramento County
Sierra Health Foundation 1321 Garden Highway Sacramento, CA 95833	Private welfare/Social services agency	Sacramento County
Stanford Youth Solutions 8912 Volunteer Lane Sacramento, CA 95826	Workforce and counseling programs for at-risk and foster youth	Foothill Farms
Valley Hi Birth & Beyond FRC 7000 Franklin Blvd., Ste. 820 Sacramento, CA 95823	Intervention services, court-approved parenting education, home visitation, engagement services, and school readiness	City of Sacramento
Youth Development Network 5320 Hemlock St room 17, Sacramento, CA 95841	Programs to nurture strong youth leaders and teams	Foothill Farms

ITEM IV-B-3-ACTION

APPROVAL OF THE 2024-2025 COMMUNITY SERVICES BLOCK GRANT (CSBG) COMMUNITY ACTION PLAN

BACKGROUND:

Enclosed (under separate cover) for approval is the draft 2024-2025 Community Services Block Grant (CSBG) Community Action Plan. A locally-determined plan for the use of CSBG funding is required by the State Department of Community Services and Development (CSD) prior to the release of funds. This two-year draft Community Action Plan presents the Community Services Block Grant service priorities for the period of January 1, 2024 through December 31, 2025; however, SETA's contract with CSD is executed on an annual basis. The current annual funding level is \$2,089,669 for calendar year 2023, but the funding level for 2024 is unknown at this time. The draft Community Action Plan has been made available for public comment on the SETA website at www.seta.net.

The draft Community Action Plan was developed through an extensive needs assessment process utilizing multiple information and data sources including public testimony, a community-wide survey on needs from current and past clients as well as community members, an analysis of the latest available demographic Census data and studies, a review of publications on trends and issues in Sacramento County, an evaluation of the most recently available Homeless Point-In-Time Count for Sacramento County, and other sources of information depicting the most recent conditions affecting low-income households in Sacramento County.

Based on key findings emerging during the development of the 2024-2025 Community Action Plan, SETA recommends a continued or expanded effort to stabilize in-crisis, vulnerable and homeless families for employment and other services which promote self-sufficiency; to provide employment and other services to help single parents and their children attain a higher standard of living; to continue support services to help homebound older adults and people with disabilities maintain independence; to continue economic and social equity support systems for youth and people of color; provide educational support to regain learning from pandemic losses; provide guidance and support for refugees and New Americans in adjusting to American society; and maintenance of a safety net program providing vital household and family resources for working poor households facing immediate economic shortfalls and households unable to benefit from family self-sufficiency services.

A summary of the findings is attached.

ITEM IV-B-3-ACTION (continued)

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RECOMMENDATION:

Review and approve the 2024-2025 Community Services Block Grant Community Action Plan.

PRESENTER: Julie Davis-Jaffe

COMMUNITY SERVICES BLOCK GRANT
2024-2025 DRAFT COMMUNITY ACTION PLAN (CAP)

KEY FINDINGS V2

The Sacramento County Needs Assessment describes the problems and causes of poverty in the SETA Community Action Area based on public testimony, community surveys, and verifiable data and information. Most of the statistical data found in the 2024-2025 CAP was drawn from the 2021 American Community Survey, a product of the U.S. Census Bureau. The document below, entitled Community Action Plan: At a Glance, provides a summary of the key findings from the CAP. This document is also available on the SETA website at www.seta.net.



COMMUNITY ACTION PLAN: AT A GLANCE

2024/2025

PURPOSE

The Community Action Plan (CAP) is a comprehensive study of the causes and conditions of poverty in Sacramento County. Beginning with an assessment of risk factors, the document identifies priority needs and the populations which would most benefit from intervention and support in attaining self-sufficiency.

SETA AND THE CSBG PROGRAM

The Sacramento Employment and Training Agency (SETA) is a public agency that aims to build self-sufficiency by addressing barriers to success and creating opportunities in education and work. As a designated Community Action Agency, SETA oversees Community Services Block Grant (CSBG) funding and services for Sacramento County.

CSBG was established as a national program in the 1960s with the goal of reducing the incidence and effects of poverty and empowering low-income families and individuals to become self-sufficient.

SETA's CSBG program works with local community-based organizations to provide a network of resources and services. Our goal is to produce measurable impacts on the causes and conditions of poverty experienced by individuals and families. CSBG provides a range of services to assist low-income persons with employment, housing, training and other services that promote self-sufficiency. CSBG funding also provides eligible participants with immediate life necessities such as emergency food, shelter, rental assistance, transportation and access to available community resources.

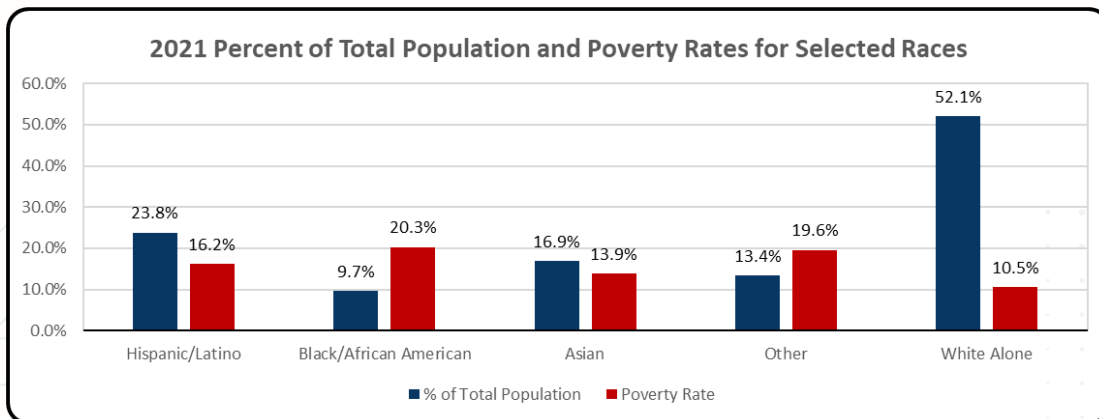
METHODOLOGY

SETA has gathered both qualitative and quantitative data, within Sacramento County, to complete the Community Needs Assessment (CNA). Data from the CNA has formed the basis for the proposed Community Action Plan. The following sources were used for data collection purposes:

- Community Forum
- Community Service Gap Survey
- U.S. Census Bureau
- Dept. of Health and Human Services
- Dept. of Education
- Various Online Data Resources
- Local Employers
- Local Labor Market
- Community Action Partnership Data Hub
- 2022 Point-In-Time Count
- National Low-Income Housing Coalition

NEEDS ASSESSMENT OVERVIEW

With a total population of 1,157,767, Sacramento County encompasses urban, suburban and rural environments. As of 2021, 13.3% of the total population (205,590) were living below the federal poverty line. While the poverty rate has decreased for most age groups in Sacramento County, a larger number of people over the age of 65 are living in poverty. As demonstrated in the chart below, the poverty rate is also highest among people of color.



There continues to be a high number of people in poverty who are experiencing extreme poverty, or living below 50% of the federal poverty level. As of the most recent statistics available, 86,057 people are living in extreme poverty -- at risk of not meeting daily needs, much less achieving self-sufficiency. Key takeaways from the needs assessment are:

- * 13.3% of Sacramento County residents are living in poverty
- * Of the adult population 65 years and older, 9.8% are living in poverty
- * 17.4% of youth under the age of 18 are living in poverty
- * Of the single parent households with children under the age of 18, 28.7% are living in poverty
- * 31.9% of the children in families headed by single mother are living in poverty
- * In October 2022, there were 1,674 children in the Sacramento County foster care system: 28% exited without a high school diploma or equivalent, and 39% had no employment
- * Despite making up 9.7% of the population, Black/African American youth represented 47.5% of male felony arrests and 68.3% of female felony arrests in 2021
- * On average, the hourly wage needed to afford a one-bedroom apartment is 30% more than minimum wage and 70% more for a two-bedroom apartment
- * 64% of renters are paying more than 50% of their income towards rent
- * From the 2022 PIT count, 9,278 people were experiencing homelessness
- * 8.8% (89,700) adults, and 7.8% (27,500) children are experiencing food insecurity

IDENTIFIED COMMUNITY NEEDS

SETA recognizes that there are barriers to equity, along racial, gender and other identities stemming from historical and systemic structures that have implemented racist practices. Applying and embedding an equity lens allows SETA to accurately prioritize the needs within the community to promote long-standing change and stabilization. With marginalized communities being more disproportionately represented across all categories addressed in the CNA, funding will prioritize programs that address these concerns. SETA has identified the following needs within the community and has prioritized them accordingly below:

#	SETA Identified Priorities
1	Persons experiencing homelessness need shelter and permanent housing, as well as supportive services for substance use and physical and mental health concerns to reduce chronic homelessness.
2	Disadvantaged communities are in need of economic and social equity focused support systems.
3	Low-income people need financial assistance with rent, utilities, food, shelter/housing, transportation, and obtaining a driver's license, clothing, and employment.
4	Single parents, especially female-led households, need help attaining self-sufficiency for themselves and their families.
5	Opportunity youth, especially those of color, need mentoring and support in attaining healthy behaviors and stability.
6	Older adults, especially those of color, need support to maintain healthy and independent lives.
7	Persons with disabilities need help attaining self-sufficiency in work and housing.
8	Youth need support in regaining and maintaining educational attainment that was lost during the pandemic.
9	Refugees and New Americans need guidance and support in adjusting to American Society through language competency and employment.

Interested in reading more? Please visit our website to read the full 2024/2025 Community Action Plan

[Visit Here](#)

ITEM IV-B-4-ACTION

AGREE WITH THE SACRAMENTO WORKS, INC. WORKFORCE DEVELOPMENT BOARD TO APPROVE THE FUNDING RECOMMENDATIONS FOR THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA), TITLE I, YOUTH PROGRAM, FOR PROGRAM YEAR 2023-2024

BACKGROUND:

In November 2022, the Sacramento Works, Inc. Youth Committee began the planning and public input process for developing a Request for Proposals (RFP) to procure the WIOA Youth Program Services for program years 2023-2027.

Based on committee discussions, and community and youth input, the WIOA Youth Program RFP focused on the following:

- Increased flexibility and innovation in service delivery/program design
- Access to services in high need areas
- Develop diverse work-based learning opportunities and industry sector partnerships
- Provide Earn & Learn opportunities including pre-apprenticeships and apprenticeships
- Alignment of Initiatives such as Public Service Pathways, Digital Equity and Inclusion, Aggie Square, Climate Action, Future of Work, California Apprenticeship Initiative

The SETA Governing Board approved the release of the WIOA Youth Services RFP on February 2, 2023. On February 3, 2023, the RFP was released to the public with a proposal deadline of March 23, 2023. The following 17 proposals were received by the deadline.

1. Elk Grove Unified School District
2. City of Sacramento, Department of Parks & Recreation
3. Second Chance Education Inc.- In-School
4. Second Chance Education Inc.- Out-of-School
5. California Human Development Corporation
6. Lao Family Community Development, Inc.
7. Folsom Cordova Community Partnership
8. La Familia Counseling Center, Inc.
9. Asian Resources, Inc.
10. Ukrainian American House
11. JUMA Ventures

12. Lutheran Social Services
13. Goodwill Industries of Sacramento Valley & Northern Nevada, Inc.
14. Greater Sacramento Urban League
15. North State Building Industry Foundation
16. California Indian Manpower
17. Sacramento City USD

Selection/Evaluation Procedure/Criteria

A proposal Evaluation team comprised of staff, partners, and Youth Committee members evaluated and scored each proposal. Staff assigned performance points based on past program performance, then ranked all proposals by total score and developed funding recommendations.

Proposal evaluation criteria included program summary, target area, target group, program design, performance benchmarks, statement of capabilities/references, financial management and budget. Total proposal points possible were 100.

All applicants who are either current or recent SETA-funded program operators were evaluated based upon their ability to meet contractual performance standards for up to the last three fiscal years. Other organizations not currently or previously funded by SETA, and service providers who received SETA funds prior to 2020, were evaluated based on information obtained from references submitted in their proposal. Total performance points possible were 40.

A summary of Youth Program performance is included as an attachment.

FUNDING ALLOCATIONS

SETA's WIOA Youth allocation for PY2023-2024 increased by \$246,024 from PY2022-2023, and the total youth funding estimated to be available for allocation for PY 2023-2024 is approximately \$2,700,000. The remaining funds are allocated to program administration, support, monitoring and fiscal management. Additionally, the funding recommendation includes an allocation of \$50,000 to support the Youth Committee and Sacramento Works Board initiative to increase the youth voice on the Board.

The Sacramento WIOA youth funds are allocated in two categories: Individualized Services for In-School Youth and Individualized Services for Out-of-School Youth.

Individualized Services:

The WIOA identifies specific program elements to be incorporated into the delivery of youth services.

1. Secondary School Completion Services
2. Alternative Secondary School Services
3. Paid or unpaid work experience that have academic and occupation education as a component of the work experience
4. Occupational Skills Training that lead to recognized post-secondary credentials that align with in-demand industry occupations
5. Education offered concurrently with and in the same context as workforce activities and training for a specific occupation
6. Leadership development opportunities, including community service and peer-centered activities encouraging responsibility and other positive and civic behaviors
7. Supportive Services
8. Adult Mentoring
9. Comprehensive Guidance and Counseling
10. Follow-up Services for not less than 12 months after program completion
11. Financial literacy education
12. Entrepreneurial skills training
13. Career awareness, career counseling and career exploration services about in-demand industry sectors/occupations
14. Activities that help youth prepare for and transition to post-secondary education and training.

The WIOA Youth Program requires that these elements be part of a comprehensive and community-focused program design providing an age continuum of services to the target population. Program services will address the barriers of the targeted youth and prepare them to obtain employment in a high wage/high growth industry or in an occupation with future career advancement opportunity, enter an education or training program, attain a degree/certificate, achieve measureable skill gains or return to/remain in secondary/alternative secondary school.

FUNDING RECOMMENDATIONS BASED ON AVAILABLE FUNDING AND WIOA PROGRAM REQUIREMENTS

Included in attachments: (1) Funding recommendation chart for In-School and Out-of-School WIOA youth services, (2) WIOA Youth Program Performance Scores.

In-School Youth Total	\$ 222,263
Out-of-School Youth Total	\$ 2,484,753
Youth Committee Initiatives	\$ 50,000

The Youth Committee met on May 4, 2023 and reviewed the 2023-2024 WIOA Youth Funding Recommendations. The committee did not attain a quorum, so the committee as a whole agreed with the staff funding recommendations, and moved the recommendations forward to the Sacramento Works, Inc. Board for approval.

After the Youth Committee Meeting, staff identified several discrepancies in the amounts requested and costs per participant. The recommendation was corrected, resulting in the total funding recommendation increasing to \$2,707,016. The revised recommendations were posted on May 12, 2023.

At the May 24, 2023, Sacramento Works Workforce Development Board (WDB) Meeting, the WDB approved the 2023-2024 WIOA Youth Funding Recommendations, with the exception of Goodwill Industries. WDB members expressed concerns over Goodwill Industries history of health and safety issues. As a result, the WDB set aside the funds recommended for Goodwill Industries, directed legal counsel to work with staff to review and make a determination as to whether the historical health and safety issues had been addressed, and if so, to proceed with a recommendation to fund Goodwill Industries to the SETA Governing Board, and report back at the July WDB Meeting on action taken.

Staff will provide a verbal update regarding Goodwill Industries at the Governing Board Meeting.

RECOMMENDATION:

Agree with the Sacramento Works, Inc Workforce Development Board to approve the staff funding recommendation for the WIOA Title I, Youth Program, PY 2023-2024. Approve with the stipulation that all funding recommendations are contingent upon satisfactory year-end program performance.

PRESENTER: Lauren Mechals

**WIOA OSY YOUTH FUNDING RECOMMENDATION
PY 2023-2024, Revised 5-8-23**

Rank	Total Points	Out of School Youth Provider	Amount Requested	Proposed Number to be Served	2022-2023 Funding	2023-2024 Funding Recommendation	% of Total Funding	Cost Per Participant	# to Serve	Area/Location
1	131	Elk Grove Unified School District	\$329,792	50	\$215,904	\$329,792	12%	\$6,596	50	Located at EGACE's Job Center South Sacramento, Sacramento County Jail Facilities, and Elk Grove/Florin.
1	130	Sacramento City USD	320,130	50	172,588	320,130	12%	6,403	50	Located at the Charles A. Jones Career and Education Center in South Sacramento/Meadowview, Fruitridge, Florin, Florin-Perkins, East & North Sacramento, Downtown Sacramento, Rancho Cordova, Arden Arcade, Del Paso Heights and SCUSD AJCC.
1	128	California Human Development	166,000	25	132,000	166,000	6%	6,640	25	Located at California Human Development AJCC, South-City of Galt and Surrounding Areas, West-Delta River Region (cities of Courtland, Walnut Grove, Isleton), East- City of Herald, and North-City of Wilton.
1	127	Lutheran Social Services	495,000	75	NA	132,000	5%	6,600	20	Located throughout Sacramento's Housing Programs, Downtown & East Sacramento, Waking the Village, LGBTQ Center, and Wind Center.
1	125	North State Building Industry Foundation	352,316	35	191,438	352,316	13%	10,066	35	Foothill Farms, North Highlands, Rancho Cordova, Arden Arcade, Meadowview, South Sacramento, Rosemont, Antelope, and Hillsdale AJCC.
2	123	Folsom Cordova Community Partnership	265,504	40	70,944	112,839	4%	6,638	17	Rancho Cordova, Rosemont, Folsom/Folsom Cordova Community Partnership AJCC Mather, Fair Oaks, Gold River, North Highlands and surrounding neighborhoods.
2	123	La Familia Counseling Center	514,275	65	189,976	253,182	9%	7,912	32	Downtown, Midtown, South Sacramento/Florin, Franklin Blvd, Maple Neighborhood Center, and La Familia AJCC
2	123	Asian Resources, Inc.	450,000	48	156,726	243,750	9%	9,375	26	Asian Resources AJCC located in Oak Park, Downtown, Midtown, South Sacramento, Citrus Heights, North Highlands, Fair Oaks, Folsom, Arden-Arcade, and Del Paso Heights.
2	122	Greater Sacramento Urban League	266,658	40	127,854	173,328	6%	6,666	26	Del Paso Heights, Oak Park/Greater Sacramento, North Highlands, McClellan Park, Rio Linda, and GSUL AJCC.
2	121	California Indian Manpower	305,978	25	NA	183,587	7%	12,239	15	Wilton Rancheria/Elk Grove, South Sacramento, West Sacramento, North Sacramento, Citrus Heights, Folsom, North Highlands, Rosemont, Rancho Cordova, Tribal Offices located throughout Sacramento County, and AJCCs-GSUL, LAFCC, Hillsdale.
2	120	Goodwill Industries *	149,758	19	149,188	118,230	4%	7,882	15	Located in Downtown Sacramento at the Wind Center, Midtown/ Mark Sanders AJCC.
2	114	Lao Family Community Development	332,000	50	132,748	99,600	4%	6,640	15	Located at Arden Arcade Campus in North Sacramento, South Sacramento/Florin Rd, Highlands Success Center AJCC.
3	106	Juma Ventures	106,758	16	106,758	0	0%	0	0	Co-located at Wind Youth Center, Downtown Sacramento, Oak Park, Meadowview, Del Paso Heights, Mather and Hillsdale AJCC.
4	88	Ukrainian American House	260,000	40	NA	0	0%	0	0	McClellan Park, Arden-Arcade, Rio Linda/North Highlands, Florin, and Foothill Farms.
4	85	Second Chance Education Inc.	600,000	100	NA	0	0%	0	0	Sacramento County- Non-Specified
Subtotal Out of School Youth			\$4,914,169	678		\$2,484,753		\$7,622	326	

At least 20% of funds must be expended on paid work experience.

* Goodwill Industries- Recommendation pending review and determination regarding health and safety issues.

PY 2023-2024, Revised 5-8-23

Rank	Total Points	In School Youth Provider	Amount Requested	Proposed Number to be Served	2022-2023 Funding	2023-2024 Funding Recommendation	% of Total Funding	Cost Per Participant	# to Serve	Area/Location
1	124	City of Sacramento Dept of Parks and Rec	\$222,263	32	\$89,216	\$222,263	8%	\$6,946	32	Co-located at Charles A. Jones Education and Career Center, City of Sacramento includes 12 services areas: Hagginwood, Dixieanne, Noralto, North Sacramento, Del Paso Heights, Gardenland, South Natomas, Oak Park, Avondale, Glen Elder, South East Sacramento, Valley High, North Laguna, Midtown, and South Sacramento/SCUSD AJCC.
3	90	Second Chance Education Inc.	600,000	100	NA	0	0	0	0	Sacramento County- Non-Specified
Subtotal In School Youth			\$822,263	132	\$89,216 0	\$222,263		\$6,945.72	32	

At least 20% of funds must be expended on paid work experience.

WIOA YOUTH PERFORMANCE SCORES FOR RFP 2023-2027

Agency Name:	Actual/Goal Enrollment 2019-2023	Enrollment Score	Employment/Ed ucation 2020-2022	(MSG) 2020-2022	WEX Expenditures 2020-2022	Total
Juma Ventures	PY 1: 21/19 PY 2: 18/19 PY 3: 17/17 PY 4: 14/18	8	7	0	4	20
Goodwill	PY 1:18/19 PY 2:19/19 PY 3:16/18 PY 4: 5/19*	3	10	7	10	30
GSUL	PY 1: 22/19 PY 2: 19/19 PY 3: 14/16 PY 4: 19/18*	5	10	10	10	35
FCCP	PY 1: 27/28 PY 2: 26/28 PY 3: 12/24 PY 4: 11/12	8	7	5	10	30
Lao Family	PY 1: 23/19 PY 2: 20/19 PY 3: 19/20 PY 4: 23/22	10	6	0	10	26
SCUSD	PY 1: 28/25 PY 2: 26/28 PY 3: 26/25 PY 4: 26/26	10	10	10	8	38
NSBIA	PY 1: 25/19 PY 2: 24/19 PY 3: 30/24 PY 4: 31/26	10	10	6	10	36
EGUSD	PY 1: 46/47	10	9	9	10	38

WIOA YOUTH PERFORMANCE SCORES FOR RFP 2023-2027

	PY 2: 42/47 PY 3: 38/42 PY 4: 41/39					
CHD	PY 1: 18/19 PY 2: 19/19 PY 3: 22/25 PY 4: 24/22	10	10	6	10	36
LAFCC	PY 1: 22/23 PY 2: 23/23 PY 3: 24/24 PY 4: 20/23	10	8	6	10	34
ARI	PY 1:17/19 PY 2:19/19 PY 3:17/18 PY 4: 19/18	10	10	5	10	35
City of Sac	PY 1: 14/14 PY 2: 14/14 PY 3: 18/16 PY 4: 16/16	10	10	0	10	30
<u>NEW PROVIDERS**</u>	Based on References					
Lutheran Social Services	Verified					40
Ukrainian American House	Verified					21
California Indian Manpower	Verified					40
Second Chance Education	Verified					30

* Received extension of enrollment deadline.

**Completed references from organization agencies that respondent has had direct involvement with funding for program of similar size and scope. Evaluated references based on these criteria.

-Total Performance is out of 40

-2 providers including FCCP and Goodwill were on Corrective Action for not meeting 85% enrollments goals for 1 out of the 4 years. (Goodwill-27% with multiple extensions, FCCP-50%).

ITEM IV-B-5-ACTION

AGREE WITH THE SACRAMENTO WORKS, INC. BOARD TO APPROVE THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) RESOURCE
ALLOCATION PLAN FOR PROGRAM YEAR 2023-2024

BACKGROUND:

The Resource Allocation Plan (RAP) establishes how funds, allocated to Sacramento County through the Workforce Innovation and Opportunity Act (WIOA), Adult and Dislocated Worker programs, will support services, activities and functions within the Sacramento Works Job Center System (SWJC). Funds allocated provide activities and services that assist unemployed and underemployed individuals gain the skills necessary to enter high demand careers in the region and offer employers the services they need to hire qualified candidates. On an annual basis, Sacramento Works, Inc. (SWI) reviews the RAP and approves the funds allocated to each activity for the next fiscal year.

The allocation for Program Year (PY) 2023-2024 for the WIOA Adult and Dislocated Worker program is \$7,261,589, an increase of \$138,874 over PY 2022-2023.

Over the past year, the Sacramento Works, Inc. Board (SWI) held in-depth discussions on the RAP at several Board and Committee meetings. At its January 25, 2023 meeting, SWI approved a recommendation to maintain the current RAP categories and percentages as follows:

63.8%	Career Services
22.4%	Training Services
6.7%	Job Center Support
5.6%	Administration
<u>1.5%</u>	<u>Board Initiatives</u>
100%	Total

The proposed RAP chart and definitions are attached.

RECOMMENDATION:

Agree with the Sacramento Works, Inc. Board to approve the WIOA Resource Allocation Plan for Program Year 2023-2024.

PRESENTER: Roy Kim

Recommended Resource Allocation Plan, FY 2023-2024

Job Center Services Activities and Functions	Allocation % for Fiscal Year 2022-2023	Allocation % for Fiscal Year 2023-2024	WIOA Adult and Dislocated Worker Funding 2022-2023	WIOA Adult and Dislocated Worker Funding 2022-2023	Increase/Decrease from last year
Career Services: Costs associated with outreach, intake, orientation, registration, eligibility determination, skill review, initial/vocational assessments, career planning/coaching, short-term pre-vocational services, workforce preparation activities, financial literacy, English language acquisition, referral/coordination, information workshops, labor market information, and technology resources. This activity also includes ongoing comprehensive casemanagement services, business services, and facilities/operational costs.	63.8%	63.8%	\$ 4,542,683	\$ 4,631,253	\$ 88,570
Training Services: Costs associated with customers in training activities, including Scholarships/Individual Training Accounts for occupational skills training, On-the-Job Training, pre-apprenticeship and apprenticeship, customized training, incumbent worker training, entrepreneurial training, job readiness training, and ongoing comprehensive case management services for customers in training activities.	22.4%	22.4%	\$ 1,597,097	\$ 1,628,237	\$ 31,139
Job Center Support: Program Monitoring and Quality Control; SacWorks support, Client tracking, reporting and follow-up; capacity building.	6.7%	6.7%	\$ 477,222	\$ 486,526	\$ 9,305
Administration: General Administration, HR, Payroll, Information Systems, Fiscal and Contracts.	5.6%	5.6%	\$ 398,872	\$ 406,649	\$ 7,777
Board Initiatives: Sacramento Works, Inc., Board initiatives, including employer outreach, research, and participation in workforce initiatives.	1.5%	1.5%	\$ 106,841	\$ 108,924	\$ 2,083
Total	100.0%	100.0%	\$ 7,122,715	\$ 7,261,589	\$ 138,874

ITEM IV-B-6-ACTION

APPROVAL OF FUNDING EXTENSION RECOMMENDATIONS FOR THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA), TITLE I, ADULT AND
DISLOCATED WORKER PROGRAMS, PROGRAM YEAR 2023-2024

BACKGROUND:

On an annual basis, SETA receives Workforce Innovation and Opportunity Act, Title I, Adult and Dislocated Worker (DW) funding from the California Employment Development Department (EDD). These funds are utilized as established in a Resource Allocation Plan (RAP) approved annually by the Sacramento Works, Inc. (SWI) Board, Sacramento's Local Workforce Development Board (LWDB), and the SETA Governing Board. A portion of the WIOA Adult and DW funds are reserved by SETA to fund SETA-hosted Sacramento Works America's Job Centers of California (Job Centers); administrative and support staff, and a portion of the funds are allocated through a Request for Proposals (RFP) process to organizations to host Job Centers. The WIOA, Title I, RFP process is required to be conducted at least once every four years.

On June 4, 2020, the SETA Governing Board approved funding ten organizations to host Job Centers that responded to the Sacramento Works America's Job Centers System Services RFP released on March 6, 2020. The Job Centers are strategically located throughout Sacramento County and provide job seekers with universal access to a variety of tools and services intended to result in entry into career pathways in high demand occupations. Services include in-depth assessments, career coaching, computer and financial literacy, labor market information and career exploration, job search assistance, adult education and literacy, vocational and entrepreneurial training, and apprenticeship opportunities.

Contracts were negotiated and executed with the funded Job Centers for one-year, which began July 1, 2020. All contracts contain language that provides SETA the sole discretion to extend contracts for up to three additional one-year terms based on program performance and funding availability. All contracts were extended for Program Year (PY) 2022-2023.

As established in the Resource Allocation Plan, the allocation for WIOA Adult and Dislocated Worker programs has increased \$138,874 (1.95%) from PY 2022-2023 funding levels at \$7,261,589. After setting aside the allocations for SWI Board Initiatives (\$108,924), Administration (\$406,649) and Job Center Support (\$486,526), the funds available for direct services to customers are as follows:

Career Services: \$4,631,253

ITEM IV-B-6-ACTION (continued)
Page 2

Training Services: \$1,628,237

Of the amounts allocated for direct services to customers, staff is recommending setting aside a total of \$3,191,807 (51%) to provide the following direct services to customers via:

SETA/Partner-hosted Job Center Services:	\$ 3,091,807
Individual Training Accounts/Support Services:	\$ 100,000

The remaining amounts allocated for direct services to customers, \$3,067,683 (49%), are covered in this funding recommendation.

The purpose of this item is to request the Board's approval to extend contracts for the subcontracted Job Centers to cover PY2023-2024 services beginning July 1, 2023, as indicated in the attached funding charts. Recommended allocations are based on current program performance and funding allocations for the WIOA Adult and Dislocated Worker programs. If approved, the staff funding extension recommendations would increase Job Center contracts by \$90,009.

Through May 19, 2023, the Job Centers have provided Basic Career Services to approximately 28,000 customers and Individualized Career Services to approximately 1,400 customers. The subcontracted Job Centers account for approximately 37 percent of the Basic Career Services provided, and 80 percent of the Individualized Career Services provided system-wide.

SETA met or exceeded all WIOA core performance measures and actual outcomes were as follows:

	<u>Adult</u>	<u>Dislocated Worker</u>
Employment Rate (Q2):	69.4%	81.0%
Median Earnings (3 Mo.):	\$6,230	\$7,581

System-wide, the Job Centers have continued to successfully serve customers despite the pandemic, experiencing a 33 percent increase for Basic customers and a 7 percent decrease for Individualized customers.

The system continues to struggle to meet the State-added requirement that local areas expend at least 20 percent of all WIOA funds on training services. Therefore, staff is recommending that all Job Center contracts continue to include the provision requiring that a minimum of 20 percent of the funds be expended on training services.

ITEM IV-B-6-ACTION (continued)

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SETA staff have monitored and evaluated Job Centers on overall past program performance and their ability to meet planned performance levels. Evaluation criteria reviewed for performance include:

- Achievement of planned performance goals
- Ability to enroll and serve target populations
- Achievement of WIOA Adult and Dislocated Worker Performance Outcomes
- Documentation of services and client progress towards goal attainment in the CalJOBS case management system
- Ability to provide required WIOA program elements and adhere to policies and program guidelines

A summary of Job Center program performance has been sent under separate cover. Staff have ranked the Job Centers based on overall performance. Job Centers in Rank 1 are recommended for a 10 percent increase in their Career Services allocations, with the exception of Elk Grove USD which is recommended for the maximum amount requested in its original proposal. Job Centers in Rank 2 are recommended for level funding in their Career Services allocations.

RECOMMENDATIONS:

Approve staff funding extension recommendations for the WIOA Title I, Adult/Dislocated Worker Programs as listed on the attached chart, and approve the stipulation that all Job Center contracts will include the requirement that a minimum of 20 percent of the funds be expended on training services.

PRESENTER: Roy Kim

Sacramento Employment and Training Agency
Workforce Innovation and Opportunity Act (WIOA) Title I, Adult/Dislocated
Worker Sacramento Works Job Center Services
Staff Funding Extension Recommendation
FY 2023 - 2024

Performance Ranking	Applicant Agency	CURRENT WIOA FUNDING 2022-23		WIOA FUNDING EXTENSION RECOMMENDATIONS 2023-24				
		Total Funding (Includes Scholarships)	Numbers to be Served (Basic)	Funding Amounts (Basic and Individualized Career Services)	Scholarship Funds*	Total Funding	Cost Per Customer	Number to be Served** (Basic Career Services)
Subcontracted Sacramento Works America's Job Center System Services								
1	Elk Grove USD	\$406,500	1,186	\$398,241	\$40,000	\$438,241	\$265	1,500
1	La Familia Counseling Center, Inc.	305,000	1,168	297,000	35,000	332,000	214	1,388
1	Asian Resources, Inc.	347,677	1,470	343,945	35,000	378,945	181	1,900
2	Lao Family Community Development	300,000	1,250	270,000	30,000	300,000	200	1,350
2	Fruitridge (Pivot Sac)	205,000	774	170,000	35,000	205,000	194	878
2	Folsom Cordova Community Partnership	355,000	1,402	320,000	35,000	355,000	214	1,495
2	Sacramento City USD	291,000	1,167	251,000	40,000	291,000	180	1,394
2	California Human Development Corporation	256,681	786	226,681	30,000	256,681	239	950
2	PRIDE Industries	197,385	1,120	162,385	35,000	197,385	132	1,227
2	Greater Sacramento Urban League	313,431	1,444	278,431	35,000	313,431	179	1,555
Total Subcontracted		\$2,977,674	11,767	\$2,717,683	\$350,000	\$3,067,683	\$199	13,638

****A minimum of 10% of Total Customers must be served under Individualized Career Services.**

ITEM IV-B-7-ACTION

AGREE WITH THE SACRAMENTO WORKS, INC. BOARD TO APPROVE AN APPLICATION TO THE CALIFORNIA WORKFORCE DEVELOPMENT BOARD FOR LOCAL AREA SUBSEQUENT DESIGNATION AND WORKFORCE DEVELOPMENT BOARD RECERTIFICATION

BACKGROUND:

On behalf of the Governor, the California Workforce Development Board (CWDB) is responsible for subsequent designation of local workforce development areas and recertifying Local Workforce Development Boards under the Workforce Innovation and Opportunity Act, and is requiring the submission of a Local Area Subsequent Designation and Local Board Recertification Application no later than May 26, 2023.

The CWDB understands that some local areas may be unable to obtain the necessary approvals by the submission deadline, and is permitting local areas to submit unsigned copies of the application with an explanation for the absent signature(s).

The Local Area Subsequent Designation and Local Board Recertification Application has been sent under separate cover.

The Sacramento Works, Inc. Board will approve the application at its May 24, 2023 meeting. Staff will be available to answer questions.

RECOMMENDATION:

Agree with the Sacramento Works, Inc. Board to approve the submission of an application to the CWDB for local area subsequent designation and recertification of the local workforce development board, Sacramento Works, Inc.

PRESENTER: Roy Kim

ITEM IV-C-1-ACTION

APPROVAL OF BUDGET MODIFICATION FOR
HEAD START/EARLY HEAD START PROGRAM YEAR 2022-2023

BACKGROUND:

This agenda item provides the opportunity for the Governing Board to approve a budget modification for the SETA Operated Program Head Start and Early Head Start program in the amount of \$3,156,783.

Due to the lasting effects of the pandemic and a highly competitive hiring market, SETA had various personnel vacancies throughout the program year. As a result, under-spent funds from Personnel and Fringe Benefits will be reprogrammed to T/TA Travel (Out-of-State), Equipment, Supplies, Contractual and Other. Funds will be reprogrammed from:

1. FY' 2022-23 Head Start/Early Head Start Basic Grant #09CH011763

A detailed budget and budget justification will be sent under separate cover.

SETA staff will be available to answer questions.

RECOMMENDATION:

Approve a Head Start/Early Head Start budget modification in the amount of \$3,156,783 from Personnel, Fringe Benefits, Equipment, Supplies and Other to Construction from the 2022-2023 Basic funding.

PRESENTER: Karen Griffith

ITEM V-A-INFORMATION FISCAL
MONITORING REPORTS

BACKGROUND:

Attached for your information are copies of the latest fiscal monitoring reports.

Staff will be available to answer questions.

PRESENTER: D'et Saurbourne

MEMORANDUM

TO: Ms. Gina Wandell **DATE:** April 20, 2023

FROM: Tracey Anderson, SETA Fiscal Monitor

RE: Desk Fiscal Monitoring of EGUSD Adult & Community Education

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIOA	Adult	\$260,000	7/1/22-6/30/23	7/1/22-12/31/22
WIOA	DW	\$65,000	7/1/22-6/30/23	7/1/22-12/31/22
WIOA	OSY	\$232,512	7/1/22-6/30/23	7/1/22-12/31/22
RSS	ELL	\$366,850	10/1/21-9/30/22	7/1/22-09/30/22
RSS	ELL COVID	\$4,770	10/1/21-9/30/22	7/1/22-09/30/22
RSS	Add'l SS	\$39,560	10/1/21-9/30/22	7/1/22-09/30/22
RSS	ELL	\$334,950	10/1/22-9/30/23	10/1/22-12/31/22
RSS	Add'l SS	\$48,300	10/1/22-9/30/23	10/1/22-12/31/22
CSBG	FSS	\$63,847	1/1/22-12/31/22	1/01/22-12/31/22
CSBG	SN	\$54,489	1/1/22-12/31/22	1/01/22-12/31/22

Monitoring Purpose: **Initial:** X **Follow-up:** **Special:** **Final:** X

Date of review: March 2023, 4/1, 4/10

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

Program Operator: EGUSD Adult & Community Education

Findings and General Observations:

We have reviewed the WIOA Adult, Dislocated Worker, Out-of-School Youth and Refugee ELL Navigator programs from July 1, 2022 to December 31, 2022, and the CSBG Family Self-Sufficiency and Safety Net programs from January 1, 2022 to December 31, 2022. The costs reported for these programs have been traced to the delegate agency records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

1) None

cc: Jennifer Hernandez
Governing Board

MEMORANDUM

TO: Ms. Jessie Tientcheu DATE: April 4, 2023

FROM: Tracey Anderson, SETA Fiscal Monitor

RE: Desk Fiscal Monitoring of Opening Doors, Inc.

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
CSBG	Safety Net	\$60,000	1/1/2022-12/31/2022	1/1/2022-12/31/2022

Monitoring Purpose: Initial Follow-up Special Final X

Date of review: March 2023

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

Program Operator: Opening Doors, Inc.

Findings and General Observations:

- 1) We have reviewed the CSBG-Safety Net program from January 1, 2022 to December 31, 2022. The costs reported for this program have been traced to the subgrantee's records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

None

cc: Jennifer Hernandez
Governing Board

MEMORANDUM

TO: Lt. Larry Carmichael **DATE:** April 13, 2023
FROM: Tracey Anderson, SETA Fiscal Monitor
RE: Desk Fiscal Monitoring of The Salvation Army

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
CSBG	Safety Net	\$60,000	1/1/2022-12/31/2022	1/1/2022-12/31/2022

Monitoring Purpose: Initial Follow-up Special Final: X

Date of review: March 2023

	AREAS EXAMINED	COMMENTS			
		SATISFACTORY		RECOMMENDATIONS	
		YES	NO	YES	NO
1	Accounting Systems/Records	X			
2	Internal Control	X			
3	Bank Reconciliations	X			
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	N/A			
10	Adherence to Budget	X			
11	In-Kind Contribution	N/A			
12	Equipment Records	N/A			

Program Operator: The Salvation Army

Findings and General Observations:

- 1) We have reviewed the CSBG Safety Net program from January 1, 2022 to December 31, 2022. The costs reported for these programs have been traced to the subgrantee's records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

None

cc: Jennifer Hernandez
Governing Board

MEMORANDUM

TO: Ms. Vasseliki Vervilos **DATE:** May 9, 2023

FROM: David B. Clark, SETA Fiscal Monitor

RE: Fiscal Desk 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	ES/SA	\$ 185,455	10/1/22 - 9/30/23	10/1/22 – 1/31/23
RSS	VESL/ES	\$ 414,300	10/1/22 - 9/30/23	10/1/22 – 1/31/23
RSS	C-19 Addt'l Supp	\$ 204,700	10/1/22 - 9/30/23	10/1/22 – 1/31/23

Monitoring Purpose: Initial Interim Special Final
Date of review: February 24, 2023
Follow up: 3/2, 3/8, 3/9, 3/13, 3/21

AREAS EXAMINED	SATISFACTORY		COMMENTS/ RECOMMENDATIONS	
	YES	NO	YES	NO
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		

Program Operator: Twin Rivers Unified School District

Findings and General Observations:

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

Recommendations for Corrective Action:

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

cc: Jennifer Hernandez
Governing Board

MEMORANDUM

TO: Ms. Vasseliki Vervilos **DATE:** May 9, 2023
FROM: David B. Clark, SETA Fiscal Monitor
RE: Fiscal Desk 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	\$ 2,315,127	8/1/22 - 7/31/23	8/1/22 – 1/31/23
Head Start	T & TA	\$ 15,930	8/1/22 - 7/31/23	8/1/22 – 1/31/23
Head Start	ARP	\$ 191,440	4/1/21 - 3/31/23	8/1/22 – 1/31/23
Head Start	CRRSA	\$ 48,920	4/1/21 – 3/31/23	8/1/22 – 1/31/23
Early HS	Basic	\$ 1,032,337	8/1/22 - 7/31/23	8/1/22 – 1/31/23
Early HS	T & TA	\$ 13,712	8/1/22 - 7/31/23	8/1/22 – 1/31/23
Early HS	ARP	\$ 67,004	4/1/21 – 3/31/23	8/1/22 – 1/31/23
Early HS	CRRSA	\$ 17,122	4/1/21 – 3/31/23	8/1/22 – 1/31/23

Monitoring Purpose: Initial X Interim X Special ___ Final ___

Date of review: February 24, 2023
Follow up: Follow up: 3/2, 3/8, 3/13, 3/21

	AREAS EXAMINED	SATISFACTORY		COMMENTS/RECOMMENDATIONS	
		YES	NO	YES	NO
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 costs as reported to SETA 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:

None

cc: Jennifer Hernandez
Governing Board
Policy Council

MEMORANDUM

TO: Ms. Bridget Alexander **DATE:** April 18, 2023

FROM: Tracey Anderson, SETA Fiscal Monitor

RE: Desk Fiscal Monitoring of Waking the Village

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIOA	OSY	\$128,326	7/1/2022-6/30/2023	7/1/2022-12/31/2022
CSBG	FSS	\$80,000	1/1/2022-12/31/2022	1/1/2022-12/31/2022

Monitoring Purpose: Initial Follow-up Special Final

Date of review: March 2023, 4/4, 4/18

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

Program Operator: Waking the Village

Findings and General Observations:

- 1) We have reviewed the WIOA Out-of-School Youth program and the CSBG Family Self-Sufficiency program from January 1, 2022 to December 31, 2022. The costs reported for this program have been traced to the subgrantee's records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

None

cc: Jennifer Hernandez
Governing Board

MEMORANDUM

TO: Ms. Edenaussegboye Davis **DATE:** April 28, 2023
FROM: Tracey Anderson, SETA Fiscal Monitor
RE: Fiscal Monitoring Desk Review of Women’s Civic Improvement Club

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
Head Start	Basic & Cola	\$1,460,345	8/1/2022-7/31/2023	8/01/2022-1/31/2023
Head Start	T & TA	\$11,700	8/1/2022-7/31/2023	8/01/2022-1/31/2023
Head Start	ARP/CRRSA	\$180,270	4/1/2021-3/31/2024	4/1/2021-1/31/2023

Monitoring Purpose: Initial: Follow-up: Special: Final:

Date of review: April 2023, 4/10, 4/17

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

Program Operator: Women’s Civic Improvement Club

Findings and General Observations:

- 1) We have reviewed the Head Start Basic, T & T/A and ARP/CRRSA programs from August 1, 2022 to January 31, 2023. The costs reported for these programs have been traced to the subgrantee’s records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

None

cc: Jennifer Hernandez
Governing Board
Policy Council

Program Operator: World Relief Corporation - Sacramento

Findings and General Observations:

The total costs as reported to SETA for the Community Services Block Grants from August 1, 2022 to December 31, 2022 have been traced to the subgrantee's fiscal records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

None

cc: Jennifer Hernandez
Governing Board

ITEM V-B-INFORMATION

EMPLOYER SUCCESS STORIES AND ACTIVITY REPORT

BACKGROUND:

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

Mr. William Walker will be available to answer questions.

PRESENTER: William Walker

SETA- Employer Activity Report

The following is an update of information as of May 19, 2023

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication Technology; 8=Life Sciences; 9=Non-Critical Occupations			
Acara Solutions, Inc.	1	Assembler	1
Age in Place Sacramento	6	Life Enhancement Caregivers	5
Atelier Staffing LLC	9	Room Attendant	10
Bagatelos Glass Systems, Inc.	3	Journeyman Glazier	1
	3	Shop Production Worker	1
Blue White Robotics US Inc.	7	Robotic Field Technician	1
Brand Image Care Inc	9	Pressure Washer Technician	5
Brooke Meadow Community	9	Maintenance and Repair Worker	1
California Department of Social Services	9	Licensing Program Analyst	5
	7	Information Technology Specialist II	1
	9	Research Data Supervisor I	1
Carlton Senior Living, LLC	6	Licensed Vocational Nurse	3
ChildCare Careers	9	Teacher Aide/Assistant	20
City of Elk Grove	9	Administrative Analyst I	1
	9	Administrative Assistant	1
	9	Animal Services Officer	1
	3	Assistant Engineer/Associate Engineer	3
	9	Associate Civil Engineer	1
	9	Code Enforcement Manager	1
	9	Code Enforcement Officer I	1
	9	Community Center Attendant	1
	9	Engineering Technician I	1
	9	Engineering Technician I/II	1
	9	Finance and Budget Analyst I	1
	9	Human Resource Specialist	1
	9	Maintenance Technician I/II	3
	9	Management Analyst	1
	9	Police Officer	1
	9	Police Recruit	1
	9	Animal Services Officer	1
9	Public Works Division Manager-Engineering Traffic Engineering Manager	1	
9	Real Time Information Center Specialist	1	
9	Senior Administrative Assistant	1	

SETA- Employer Activity Report

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City of Elk Grove	9	Senior Code Enforcement Officer	1
	9	Senior Engineering Technician	1
	9	Senior Human Resources Specialist	1
	9	Senior Maintenance Technician	1
	9	Senior Payroll Technician	1
	9	Traffic Control and Street Lighting Supervisor	1
	9	Senior Deputy City Clerk	1
	9	Account Clerk I -Fiscal Operations Unit	2
	9	Account Clerk II	1
	9	Account Clerk II-Parking	1
	9	Accounting Technician	1
	9	Accounting Technician -Fiscal Operations	1
	9	Accounting Technician -Parking	1
	9	Administrative Analyst	8
	9	Administrative Analyst-Community Engagement Analyst	1
	9	Administrative Assistant	3
	9	Administrative Officer	1
	9	Administrative Technician	3
	9	Animal Care Technician	1
	9	Animal Control Officer I	2
	9	Animal Control Officer II	1
	4	Applications Developer	1
	9	Aquatics Specialist	1
	9	Archivist	1
	9	Arts Program Coordinator	1
	3	Assistant Architect	1
	9	Assistant Civil Engineer	1
	9	Assistant Code Enforcement Officer	1
	9	Assistant Director	2
	3	Assistant Electrical Engineer	1
	9	Assistant Pool Manager	1
	9	Associate Civil Engineer	3
	9	Associate Curator of Art	1
9	Associate Planner-Park Development Services	1	

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City of Sacramento	9	Building Inspector I	1
	9	Building Maintenance Worker	1
	9	Cashier	1
	9	Cashier - Aquatics	1
	9	Chief Building Official	1
	9	City Housing Manager	1
	3	Code Enforcement Officer	1
	9	Community Center Attendant I	1
	9	Community Center Attendant I	1
	9	Community Center Attendant II	1
	9	Community Service Officer I	1
	9	Community Service Representative I	1
	3	Construction Inspector I	1
	3	Construction Inspector II	1
	3	Construction Inspector III	1
	9	Contracts and Compliance Specialist	1
	9	Council Representative	3
	9	Council Representative - District 6	1
	9	Crew Leader-Landscaping & Learning	1
	9	Cultural and Creative Economy Manager	1
	9	Curator of Education	1
	9	Customer Service Assistant -Aquatics	1
	9	Customer Service Representative	3
	9	Customer Service Supervisor -Revenue Services	1
	9	Deputy City Attorney I	2
	9	Deputy City Clerk	1
	9	Deputy City Clerk-Administrative Support	1
	9	Deputy Fire Chief	1
	9	Development Project Manager	1
	9	Development Services Technician I	1
	9	Development Services Technician II	1
	9	Development Services Technician III	1
	9	Director of Public Works	1

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City of Sacramento	7	Dispatcher I- Recruit	2
	7	Dispatcher II	2
	3	Electrician	1
	9	Electronic Maintenance Technician	1
	9	Electronic Maintenance Technician II	1
	9	Engineering Technician I	1
	9	Equipment Mechanic I	1
	9	Equipment Mechanic II	1
	9	Equipment Mechanic III	1
	9	Equipment Service Worker	1
	9	Events Coordinator -Events Associate Schedule Coordinator	1
	9	Events Duty Person	1
	9	Evidence and Property Technician	1
	9	Executive Assistant	1
	9	Fiscal Policy Analyst	1
	9	Forensic Investigator I	1
	9	HVAC Systems Mechanic	1
	7	Information Technology Supervisor (eGov)	1
	3	Junior Engineer	1
	9	Junior Planner	1
	9	Junior Plant Operator	1
	9	Labor Relations Administrative and EEO Investigator	1
	9	Labor Relations Officer	1
	9	Legal Secretary	1
	9	Lifeguard	1
	9	Machinist Helper	1
	9	Mayor Council Intern - District 3	1
	9	Meter Reader	1
	9	Neighborhood Resources Coordinator I	1
	9	Neighborhood Resources Coordinator II	1
9	Office Specialist	1	
9	Operations General Supervisor	1	
9	Park Maintenance Worker	1	
9	Park Maintenance Worker II	1	

SETA- Employer Activity Report

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City of Sacramento	9	Park Planning, Design And Development Manager	1
	9	Parking Enforcement Supervisor	1
	9	Parking Facilities Maintenance Supervisor	1
	9	Parking Meter Coin Collector	1
	9	Parking Meter Collection Supervisor	1
	9	Personnel Technician	1
	9	Plant Operator	1
	9	Plant Operator-Water Division	1
	9	Police Clerk II	1
	9	Police Clerk II-Office of Investigations	1
	9	Police Clerk II-Office of the Chief	1
	9	Police Officer	2
	9	Police Officer -Lateral	1
	9	Police Officer-Recruit	2
	9	Police Records Specialist I	1
	9	Police Records Specialist III	1
	9	Pool Manager	1
	9	Program Coordinator	1
	9	Program Coordinator-Adaptive Recreation	1
	9	Program Developer	1
	9	Program Manager -Code Enforcement	1
	9	Program Specialist	2
	9	Program Specialist -Senior Business Analyst-Budget	1
	7	Program Specialist -Senior Business Analyst-PeopleSoft Finance	1
	9	Program Specialist -Security, Emergency Preparedness & Safety	1
	9	Program Specialist-Contracts	1
	9	Program Specialist-Fiscal & Management Services	1
	9	Program Specialist-Sustainability	1
	9	Program Supervisor	1
	9	Real Property Agent II	1
	9	Recreation General Supervisor	1
	9	Recreation Manager	1
	9	Recreation Superintendent	1

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City of Sacramento	9	Registered Veterinary Technician	1
	9	Senior Accounting Technician	2
	9	Senior Accounting Technician -Parking	1
	4	Senior Applications Developer	1
	7	Senior Applications Developer-PeopleSoft	1
	9	Senior Architect -Facilities	1
	9	Senior Code Enforcement Officer	1
	9	Senior Engineer	1
	9	Senior Fiscal Policy Analyst	1
	9	Senior Lifeguard	1
	9	Senior Office Specialist	1
	9	Senior Personnel Transactions Coordinator	1
	9	Senior Recreation Aide	1
	9	Senior Staff Assistant	2
	7	Senior Systems Engineer	1
	7	Senior Telecommunications Technician	1
	3	Street Construction Laborer	1
	3	Street Construction Laborer Trainee	1
	9	Supervising Architect-Facilities	1
	9	Supervising Community Center Attendant	1
	9	Supervising Engineer	1
	9	Supervising Forensic Investigator	1
	9	Ticket Seller	1
	9	Traffic Control And Lighting Supervisor	1
	9	Traffic Control and Lighting Technician I	1
	9	Traffic Control and Lighting Technician II	1
	9	Traffic Control And Lighting Technician Trainee	1
	9	Utilities Operations and Maintenance Lead worker	2
	9	Utilities Operations and Maintenance Service Worker	2
	9	Utilities Operations and Maintenance Serviceworker Apprentice -Wastewater, Water & Drainage	1
9	Utility Worker	2	
9	Vehicle Service Attendant	1	

SETA- Employer Activity Report

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City of Sacramento	9	Veterinarian	1
	9	Youth Aide	1
	9	Youth Aide-Graffiti Abatement Program	1
Cooperative Agricultural Support Services Authority	9	Human Resources/ Office Technician	1
DaSaMi Inc	9	Tow Truck Operator	1
Department of Health Care Access and Information	4	Information Technology Supervisor II - Development Services Group Supervisor	1
Department of Managed Healthcare	9	Associate Governmental Program Analyst	1
	9	Attorney	1
	9	Staff Services Analyst	1
	9	Staff Services Managerial	1
Department of Water Resources	9	Seasonal Clerk JC# 356628	1
Easter Seals Society of Superior California	9	Credential Specialist	1
	9	Direct Support Professional	10
	9	Employment Specialist	2
	9	Job Coach Vocational Crew Lead	2
	9	Occupational Therapist	2
	6	Physical Therapist	2
	9	Program Support Trainer	1
	6	Speech and Language Pathologist	1
Elevator Controls Corporation	9	Continuous Improvement Specialist	1
	7	Embedded Software Engineer	1
	9	Printed Circuit Board Test and Repair Technician	1
	9	Shipping and Receiving Clerk	3
	9	Test Technician	3
	9	Wire Assembler	4
	9	Wire Puller	1
Eskaton Properties, Inc	4	Licensed Vocational Nurse	20
Health and Life Organization, Inc.(HALO)	9	Credential Specialist	1
HealthQuest, Inc.	9	Assistant Store Manager	1
	9	Sales Associate	1
Kaiser Permanente	6	Environmental Specialist	4
	6	Lab Technician	4
Leadpoint Business Services	9	Recycling Sorter	15

SETA- Employer Activity Report

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Los Rios Community College District	4	Account Clerk I	1
	4	Account Clerk II	2
	4	Account Clerk III	1
	4	Accountant	1
	4	Adapted Physical Education Adjunct Assistant Professor Pool	1
	4	Administrative Assistant I	2
	4	Administrative Assistant II	2
	4	Administrative Assistant III	3
	4	Administrative Services Analyst	1
	4	Admissions/Records Evaluator I	1
	4	Admissions/Records Evaluator II - Veterans Affairs	1
	4	Alternate Media Design Specialist	1
	4	Articulation Officer/ Counselor	2
	4	Assistant Financial Aid Officer	1
	4	Associate Dean of Student Success and Equity	1
	4	Associate Vice Chancellor of Human Resources	1
	4	Associate Vice President of Instruction	1
	4	Associate Vice President of Student Resources and Financial Aid	1
	4	Associate Vice President, Guided Pathways Implementation	1
	4	Athletic Trainer	2
	4	Black Student Success Counselor	1
	4	Building Automation and Systems Integration Analyst	1
	4	Business Services Supervisor	1
	4	Campus Patrol	1
	4	Certified Nursing Assistant Adjunct Professor Pool	1
	4	Chemistry Adjunct Assistant Professor Pool	1
	4	Child Development Center Lead Teacher	1
	4	Child Development Center Teacher	1
	4	Clerk III	4
	4	College Nurse Clinician	1
	4	College Safety Officer	1

SETA- Employer Activity Report

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Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication Technology; 8=Life Sciences; 9=Non-Critical Occupations			
Los Rios Community College District	4	Confidential Administrative Assistant III	1
	4	Confidential Human Resources Specialist II	1
	4	Confidential Human Resources Specialist III	1
	4	Control Center Technician	1
	4	Counseling Clerk II	1
	4	Custodial Supervisor	1
	4	Custodian	6
	4	Dean of Business and Computer Science	1
	4	Dean of Health & Education	1
	4	Dean of Health and Human Services/Agriculture, Food and Natural Resources	1
	4	Dean of Health and Wellness Services	1
	4	Dean of Institutional Effectiveness and Innovation	1
	4	Dean of Institutional Effectiveness, Research and Planning	1
	4	Dean of McClellan/Sacramento Regional Public Safety Training Center	1
	4	Dean of Natural Sciences	1
	4	Dean of Outreach and Pathway Communities	1
	4	Dean of Student Services and Enrollment	1
	4	Dean of Student Wellness and Support Services	1
	4	Dental Assisting Assistant Professor	1
	4	Design & Digital Media Animation and Game Design Adjunct Assistant Professor Pool	1
	4	Design & Digital Media Graphic Design & Web Design Adjunct Assistant Professor Pool	1
	4	Developing Hispanic-Serving Institutions Grant Project Director (VII)	1
	4	Digital Communications and Web Specialist - Web and Media Design	1
	4	Director (III) of Administrative Services	1
	4	Director (VI) of Degree Planning and Graduation Initiatives	1
	4	Director (VII) of Employer Partnership for Automation	1
	4	District Financial Aid Specialist	1
	4	Drafting CADD- Adjunct Assistant Professor Pool	1
	4	Educational Center Clerk	1
	4	Educational Center Supervisor	1
4	Educational Center Supervisor - Natomas Center	1	
4	Electronic Calibration and Repair Technician	1	

SETA- Employer Activity Report

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Los Rios Community College District	4	Employee Benefits Specialist	1
	4	Ethnic Studies Adjunct Assistant Professor Pool	1
	4	Facilities Maintenance-Heating/Ventilation/Air Conditioning/Plumbing Supervisor	1
	4	Facilities Planning and Engineering Specialist	1
	4	Financial Aid Clerk II	1
	4	Fire Technology Assistant Professor/Coordinator	1
	4	Fitness Adjunct Assistant Professor Pool	1
	4	Fitness Swimming Adjunct Assistant Professor Pool	1
	4	Funeral Service Education Assistant Professor	1
	4	Geography Adjunct Assistant Professor Pool	1
	4	Groundskeeper	1
	4	Head Grounds Maintenance Technician	1
	4	Health Services Assistant	1
	4	Information Technology Business/Technical Analyst I	1
	4	Information Technology Business/Technical Analyst I- Customer Relationship Management	1
	4	Information Technology Business/Technical Analyst II	2
	4	Information Technology Business/Technical Analyst II (Financials)	1
	4	Information technology Business/Technical Analyst II- Customer Relationship Management	2
	4	Information Technology Business/Technical Analyst II- Systems Integration Developer	1
	4	Information Technology Systems/Database Administrator Analyst I	1
	4	Instructional Assistant - Accounting	1
	4	Instructional Assistant - Costuming and Makeup	2
	4	Instructional Assistant - Early Childhood Education	1
	4	Instructional Assistant - Health Occupations	1
	4	Instructional Assistant - Health Occupations -Dental	1
	4	Instructional Assistant - Mechanical Electrical Technology	1
	4	Instructional Assistant - Theatre Music	1
	4	Instructional Assistant- Writing/English/Reading	1
	4	Instructional Laboratory Supervisor - Health Programs	1
	4	Instructional Services Assistant II	2
	4	Interior Design Assistant Professor	1
	4	IT Systems/Database Administrator Analyst II	1

SETA- Employer Activity Report

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Los Rios Community College District	4	Kinesiology, Health, and Athletics Professor and Athletic Coordinator	1
	4	Laboratory Technician - Builder/Maker	1
	4	Laboratory Technician - Science	1
	4	Laboratory Technician - Science-Chemistry	1
	4	Laboratory Technician - Science-Physics	1
	4	Lead Instructional Services Assistant	1
	4	Lead Laboratory Technician - Mechanics	1
	4	Lead Maintenance Painter	1
	4	Librarian	1
	4	Library Technician	1
	4	Maintenance Electronic/Alarm Technician	1
	4	Maintenance HVAC Mechanic	1
	4	Maintenance Painter	1
	4	Maintenance Roofer/Carpenter	1
	4	Music Adjunct Assistant Professor Pool	1
	4	Nursing Assistant Professor	4
	4	Occupational Therapy Adjunct Assistant Professor Pool	1
	4	Occupational Therapy Assistant Professor	1
	4	Outreach Specialist	3
	4	Outreach Specialist-Upward Bound TRIO	1
	4	Payroll Specialist	1
	4	Payroll Technician	2
	4	PEACE (Peer Engagement for Achievement, Culture, Connection and Excellence) Adjunct Counselor	1
	4	Personal Activity (Badminton, Pickleball, Table Tennis) Adjunct Assistant Professor Pool	1
	4	Physical Therapy Adjunct Assistant Professor Pool	1
	4	Physics/Astronomy Assistant Professor	1
	4	Police Captain	1
	4	Police Communication Dispatcher	1
	4	Police Detective	1
	4	Police Officer	1
4	President of American River College	1	
4	President of Folsom Lake College	1	

SETA- Employer Activity Report

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Los Rios Community College District	4	President of Sacramento City College	1
	4	Programmer I	1
	4	Public Information Officer - Communications	1
	4	Railroad Operations Adjunct Assistant Professor	1
	4	Regional Director (VII) of Philanthropy	1
	4	Registered Nurse Clinical Adjunct Assistant Professor Pool	1
	4	Senior Information Technology Business/Technical Analyst	1
	4	Senior Information Technology Business/Technical Analyst- Human Resources and Finance	1
	4	Senior Information Technology Technician - Lab/Area Microcomputer Support	1
	4	Senior IT Technician	1
	4	Senior IT Technician-Lab/Area Microcomputer Support	1
	4	Special Projects - Test Proctor	1
	4	Special Projects - Education Coach I	1
	4	Special Projects - Education Coach II	1
	4	Special Projects - Emergency Medical Technician Assistant	1
	4	Special Projects - Events Coordinator	1
	4	Special Projects - Events Coordinator	1
	4	Special Projects - Open Educational Resources Specialist	1
	4	Special Projects - Piano Accompanist	1
	4	Staff Resources Center Assistant	1
	4	Student Personnel Assistant - Career & Job Opportunity Services	1
	4	Student Personnel Assistant - Counseling	1
	4	Student Personnel Assistant - Disabled Student Programs and Services	1
	4	Student Personnel Assistant - Internship Developer	1
	4	Student Personnel Assistant - Outreach Services	1
	4	Student Personnel Assistant - Student Services	2
	4	Student Personnel Assistant - Student Services -Pride Center	1
	4	Student Personnel Assistant - Workforce and Economic Development	1
	4	Student Support Specialist	19
	4	Student Support Supervisor	2
4	Theater Technician	1	

SETA- Employer Activity Report

The following is an update of information as of May 19, 2023

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication Technology; 8=Life Sciences; 9=Non-Critical Occupations			
Los Rios Community College District	4	Transfer Center Counselor/Transfer Center Coordinator	1
	4	Utility Worker	1
	4	Vice President of Administration	1
	4	Vice President of Administrative Services	1
McKenry Drapery Service	9	Blind Cleaner	1
McLaughlin Ranch, LLC	9	Women's Basketball Adjunct Faculty Head Coach	3
Montessori in the City	9	Infant/Toddler/Preschool Teacher	5
PrimeFlight Aviation Services	9	Overnight Aircraft Cleaner	3
Resource Staffing Group	9	Assistant Bank Branch Manager	1
	9	Bank Teller	5
Sacramento Children's Home	9	Family Facilitator Supervisor II	1
	6	Family Finding Permanency Specialist	1
	6	Family Specialist	1
	9	Lead Child Care Worker	1
	6	Lead Residential Counselor	1
	6	Residential Counselor	2
	4	Skills Trainer	1
	6	Therapeutic Behavioral Services Supervisor	1
	6	Therapist-Counseling Center and Wraparound	2
	6	Urgent Response Supervisor	2
Sacramento City Unified School District	4	Assistant In-House Legal Counsel	1
	4	Campus Monitor	1
	4	Coordinator II, Curriculum & Instruction History-Social Science	1
	4	Coordinator II, Health Services	1
	4	Coordinator II, Student Information Systems @ Technology Services -	1
	4	Coordinator III, Curriculum & Instruction - Science	1
	4	Custodian	1
	4	Custodian, Special Education	4
	4	Director III, Summer School and Extended Learning Opportunities	1
	4	Fiscal Services Technician I at Accounting Services	1
	4	Food Service Assistant	29
	4	Food Service Assistant at Nutrition Services	15

SETA- Employer Activity Report

The following is an update of information as of May 19, 2023

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication Technology; 8=Life Sciences; 9=Non-Critical Occupations			
Sacramento City Unified School District	4	Health Aide at Health Services	1
	4	In-House Counsel	1
	4	Instructional Aid	3
	4	Instructional Aid -Special Education	5
	4	Instructional Aide Special Ed at Bowling Green McCoy	1
	4	Instructional Aide Special Ed at Theodore Judah	2
	4	Instructional Aide, Special Ed at Special Education	3
	4	School Nurse, Special Education	7
	4	School Plant Operations Manager I	3
	4	School Social Worker, Special Education	2
	4	School Social Worker, Student Support & Health Services	5
	4	Speech-Language Pathology Assistant at Special Education	3
	4	Substitute Campus Monitor	1
	4	Substitute Children Center Aide	1
	4	Substitute Clerical	1
	4	Substitute Custodian	1
	4	Substitute Special Education Aide	1
4	Youth & Family Mental Health Advocate	1	
Sacramento County Office of Education	4	Para Educator SH	19
Sacramento Employment and Training Agency	9	Clerk of the Boards	1
	9	Family Services Worker - Ranges II and III	2
	9	Fiscal Department Chief	1
	5	Registered Dietician Consultant	1
	4	Head Start Infant Toddler Lead	1
	9	Workforce Development Professional - Range III	1
Sacramento Regional Transit	9	Attorney II -Transactional and Advisory Emphasis	1
	9	Bus Operator	6
	9	Director, Community & Contract Bus Services	1
	9	Director, Light Rail Operations	1
	9	Director, Planning	1
	9	Grants Analyst/Senior Grants Analyst	1
	9	Lead Community Outreach Specialist	1

SETA- Employer Activity Report

The following is an update of information as of May 19, 2023

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication Technology; 8=Life Sciences; 9=Non-Critical Occupations			
Sacramento Regional Transit	9	Materials Management Supervisor	1
	9	Mechanic A	1
	9	Network Operations Engineer	1
	9	Operator-Elk Grove Service	1
	9	Paratransit Operator	6
	9	Paratransit Operator/Trainer	6
	9	Paratransit Service Worker	6
	9	Program Analyst	1
	9	Security Operations Center Specialist	1
	9	Senior Manager, Budget	1
	9	Senior Manager, Data Center & Network Operations	1
	9	Transit Ambassador	6
Solarjuice Technology Inc.	1	Operator, Production - All Levels I-III	100
	9	Recruiter	1
Southgate Recreation and Park District	9	Lifeguard	50
	9	Parks Maintenance	3
Tesla	1	Production Associates	200
	9	Bilingual Healthcare Customer Service Representative - Arabic-English	50
TTEC Government Solutions, LLC.	9	Bilingual Healthcare Customer Service Representative - Armenian-English	50
	9	Bilingual Healthcare Customer Service Representative - Cambodian-English	50
	9	Bilingual Healthcare Customer Service Representative - Cantonese-English	50
	9	Bilingual Healthcare Customer Service Representative - Farsi-English	50
	9	Bilingual Healthcare Customer Service Representative - Hmong-English	50
	9	Bilingual Healthcare Customer Service Representative - Korean-English	50
	9	Bilingual Healthcare Customer Service Representative- Laotian-English	50
	9	Bilingual Healthcare Customer Service Representative - Mandarin-English	50
	9	Bilingual Healthcare Customer Service Representative - Russian-English	50
	9	Bilingual Healthcare Customer Service Representative - Spanish-English	50
	9	Bilingual Healthcare Customer Service Representative - Vietnamese-English	50
	9	Bilingual Healthcare Customer Service Representative- Tagalog-English	50
	9	Healthcare Customer Service Representative	50
	Trashlogic LLC	9	Waste Flow Technician
Van Dermyden Makus Law Corporation	9	HR Specialist	1
Total			1,833

ITEM-V-C-INFORMATION
DISLOCATED WORKER UPDATE

BACKGROUND:

Attached is a copy of the most current dislocated worker updates. Staff will be available to answer questions.

PRESENTER: William Walker

Dislocated Worker Information PY 2022/2023

The following is an update of information as of May 19, 2023

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKERS	REGION/ LOCATION	Contacted	COVID-19 Related
Senate Rules Sacramento, CA	Government	6/5/2022	Permanent	80	Sacramento, CA	No	N
VoxPro 255 Parkshore Dr. Folsom, CA 95630	Data Management	7/7/2022	Permanent	180	Folsom, CA	Yes	N
Silgan Containers 6200 Franklin Blvd. Sacramento, CA 95824	Manufacturing	8/15/2022	Temporary	58	Sacramento, CA	No	N
JSL Transportation LLC 2315 Stockton Blvd. Sacramento, CA 95817	Transportation	8/31/2022	Permanent	18	Sacramento, CA	Yes	N
Shift Technologies, Inc. 175 Commerce Circle Sacramento, CA 95815	Retail	10/8/2022	Permanent	81	Sacramento, CA	Yes	N
Direct Deliveries Services Inc. 2400 McClellan Park Dr. McClellan Park, CA 95652	Delivery Service	11/8/2022	Permanent	49	Sacramento, CA	Yes	N
Summit Funding 3900 Lennane Dr. Ste. 210 Sacramento, CA 95834	Finance	11/23/2022	Permanent	72	Sacramento, CA	Yes	N
Reverse Mortgage Funding LLC. 2355 Gold Meadow Way, Ste.150 Gold River, CA 95670	Finance	11/29/2022	Permanent	44	Sacramento, CA	Yes	N
Acuity Brands Lighting, Inc. dba Sunoptics 6201 27th Street Sacramento, CA 95822	Manufacturing	12/9/2022	Permanent	98	Sacramento, CA	Yes	N
McClellan Park Exchange 5443 Dudley Blvd. McClellan Park, CA 95652	Retail	1/13/2023	Permanent	25	Sacramento, CA	Yes	N
Big Lots 8525 Auburn Blvd. Citrus Heights, CA 95610	Retail	1/18/2023	Permanent	21	Citrus Heights, CA	Yes	N
Blue Shield of CA 3300 Zinfandel Dr. Rancho Cordova, CA 95670	Healthcare	1/25/2023	Permanent	24	Rancho Cordova, CA	Yes	N

Dislocated Worker Information PY 2022/2023

The following is an update of information as of May 19, 2023

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKERS	REGION/ LOCATION	Contacted	COVID-19 Related
Elliot's Fine Nutrition 641 E. Bidwell Folsom, CA95630	Retail	2/3/2023	Permanent	11	Folsom, CA	Yes	N
Doordash, Inc. 5201 Mission Street, 12th Floor San Francisco, CA 94103	Retail	3/1/2023	Permanent	3	San Francisco	Yes	N
Bed Bath & Beyond 3611 N. Freeway Sacramento, CA 95834	Retail	3/1/2023	Permanent	17	Sacramento, CA	Yes	N
Intel Corporation 1900 Prairie City Dr. Folsom, CA 95630	Electronics	3/15/2023	Permanent	343	Sacramento, CA	Yes	N
JCrew 1689 Arden Way Sacramento, CA 95815	Retail	3/26/2023	Permanent	12	Sacramento, CA	Yes	
Tuesday Morning 685 E. Bidwell Folsom, CA 95630	Retail	3/31/2023	Permanent	17	Folsom, CA	Yes	N
Tuesday Morning 7255 Greenback Ln Citrus Heights, CA 95621	Retail	3/31/2023	Permanent	13	Citrus Heights, CA	Yes	N
Triple Canopy 9500 Micron Avenue, Suite 136 Sacramento , CA 95827	Security	4/31/23	Permanent	226	Sacramento, CA	Yes	N
Anthem-Blue Cross 11030 White Rock Rd. Rancho Cordova, CA 95828	Healthcare	4/1/2023	Permanent	29	Rancho Cordova, CA	Yes	N
Cornerstone Building Brands 2377 Gold Meadow Way Gold River, CA 95670	Construction	4/17/2023	Permanent	128	Gold River, CA	Yes	N
Markstein Beverage Company 60 Main Avenue Sacramento , CA 95838	Beverage	4/22/2023	Permanent	439	Sacramento, CA	Yes	N
CVS Pharmacy 1701 K Street Sacramento, CA 95814	Retail	4/25/2023	Permanent	23	Sacramento, CA	Yes	N
Special Industry Specialist 2911 Laguna Blvd. Elk Grove, CA 95758	Public Administration	4/28/2023	Permanent	47	Elk Grove, CA	Yes	N

Dislocated Worker Information PY 2022/2023

The following is an update of information as of May 19, 2023

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKERS	REGION/ LOCATION	Contacted	COVID-19 Related
Bed Bath & Beyond 2382 Iron Point Way Folsom, CA 95630	Retail	4/30/2023	Permanent	22	Folsom, CA	Yes	N
Bed Bath & Beyond 9145 W. Stockton Blvd Elk Grove, CA 95758	Retail	4/30/2023	Permanent	25	Elk Grove, CA	Yes	N
Intel Corporation 1900 Prairie City Dr. Folsom, CA 95630	Electronics	5/31/2023	Permanent	62	Sacramento, CA	Yes	N
Greenheck Fan Corporation (Unison Comfort Technologies) 3034 Peacekeeper Way McClellan, CA 95652	Manufacturing	5/31/2023	Permanent	25	McClellan, CA	Yes	N
Sacramento Self Help Housing 1010 Hurley Way Ste. 500 Sacramento, CA 95825		6/21/2023	Permanent	168	Sacramento, CA	Yes	No
Patriot Transport 860 National Dr. Ste. 100 Sacramento, CA 95834	Transportation	7/2/2023	Permanent	7	Sacramento, CA	Yes	No
TOTAL				2,367			

ITEM V-D - INFORMATION

UNEMPLOYMENT UPDATE/PRESS RELEASE FROM THE EMPLOYMENT
DEVELOPMENT DEPARTMENT

BACKGROUND:

The unemployment rate for the Sacramento MSA for the month of April was 3.8%.

Attached is a copy of a press release from the Employment Development Department breaking down the job losses and job creations for the regional area.

Staff will be available to answer questions.

PRESENTER: Roy Kim

EMPLOYMENT DEVELOPMENT DEPARTMENT
 Labor Market Information Division
 2901 50th Street
 Sacramento, CA 95817

Contact: Cara Welch
 (916) 227-0298

**SACRAMENTO—ROSEVILLE—ARDEN-ARCADE METROPOLITAN STATISTICAL AREA (MSA)
 (EL DORADO, PLACER, SACRAMENTO, AND YOLO COUNTIES)**

Total jobs in the Sacramento region up 14,600 over the month and up 28,000 over the year

The unemployment rate in the Sacramento--Roseville--Arden-Arcade MSA was 3.8 percent in April 2023, down from a revised 4.4 percent in March 2023, and above the year-ago estimate of 3.4 percent. This compares with an unadjusted unemployment rate of 4.3 percent for California and 3.1 percent for the nation during the same period. The unemployment rate was 3.6 percent in El Dorado County, 3.3 percent in Placer County, 3.9 percent in Sacramento County, and 4.3 percent in Yolo County.

Between March 2023 and April 2023, combined employment in the counties of El Dorado, Placer, Sacramento, and Yolo increased by 14,600 to total 1,098,100 jobs.

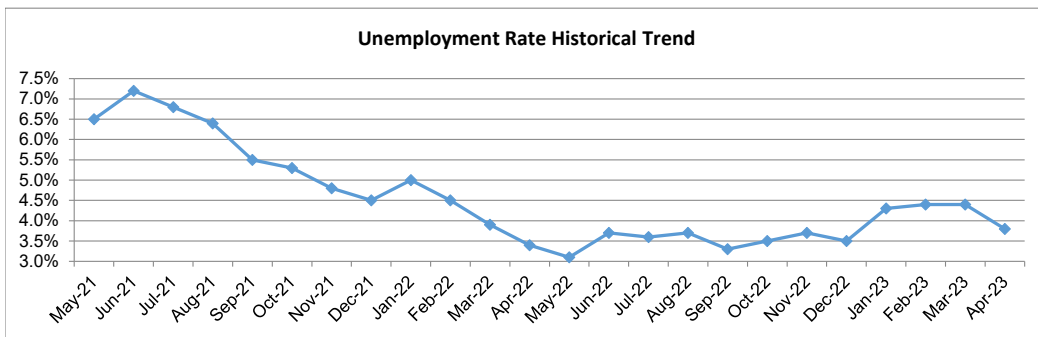
- Construction led month-over employment gains from March to April, adding 4,100 jobs. Specialty trade contractors (up 3,900 jobs) was responsible for most of the growth. Construction of buildings picked up 200 jobs.
- Private education and health services payrolls continued to trend up in April with the addition of 3,700 jobs. Healthcare and social assistance (up 3,500 jobs) accounted for 95 percent of the growth. Private educational services reported an additional 200 jobs.
- Over the month, leisure and hospitality rose by 2,300 jobs. Accommodation and food services increased by 2,000 jobs while arts, entertainment, and recreation gained 300 jobs.
- Employment in professional and business services increased by 1,400 jobs. Job gains were spread across professional, scientific, and technical services (up 700 jobs), administrative and support and waste services (up 600 jobs), and management of companies and enterprises (up 100 jobs).
- Meanwhile, financial activities was the only industry sector to report month-over decline, shedding 200 jobs. Employment reductions were reported in real estate and rental and leasing, which dropped by 400 jobs. Job declines were offset by an increase of 200 jobs in finance and insurance.

Between April 2022 and April 2023, total jobs in the region increased by 28,000 or 2.6 percent.

- Private education and health services continued to lead the region in year-over gains with an increase of 12,900 jobs. Within the industry, healthcare and social assistance rose by 11,900 jobs, while private educational services added 1,000 jobs.
- Government employment expanded by 6,300 jobs when compared to last April. Local government (up 4,900 jobs) and state government (up 1,600 jobs) were responsible for the expansion. Meanwhile, federal government declined by 200 jobs.
- On the downside, three industries reported year-over declines: construction (down 2,900 jobs), financial activities (down 1,300 jobs), and information (down 100 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 3.8 percent in April 2023, down from a revised 4.4 percent in March 2023, and above the year-ago estimate of 3.4 percent. This compares with an unadjusted unemployment rate of 4.3 percent for California and 3.1 percent for the nation during the same period. The unemployment rate was 3.6 percent in El Dorado County, 3.3 percent in Placer County, 3.9 percent in Sacramento County, and 4.3 percent in Yolo County.



Industry	Mar-2023	Apr-2023	Change		Apr-2022	Apr-2023	Change
	Revised	Prelim				Prelim	
Total, All Industries	1,083,500	1,098,100	14,600		1,070,100	1,098,100	28,000
Total Farm	8,000	9,000	1,000		8,900	9,000	100
Total Nonfarm	1,075,500	1,089,100	13,600		1,061,200	1,089,100	27,900
Mining, Logging, and Construction	70,600	74,700	4,100		77,600	74,700	(2,900)
Mining and Logging	500	500	0		500	500	0
Construction	70,100	74,200	4,100		77,100	74,200	(2,900)
Manufacturing	40,000	40,100	100		39,800	40,100	300
Trade, Transportation, and Utilities	168,700	169,600	900		168,100	169,600	1,500
Information	10,400	10,400	0		10,500	10,400	(100)
Financial Activities	51,400	51,200	(200)		52,500	51,200	(1,300)
Professional and Business Services	149,800	151,200	1,400		146,700	151,200	4,500
Private Education and Health Services	183,400	187,100	3,700		174,200	187,100	12,900
Leisure and Hospitality	109,500	111,800	2,300		107,800	111,800	4,000
Other Services	37,600	38,400	800		35,700	38,400	2,700
Government	254,100	254,600	500		248,300	254,600	6,300

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

Data Not Seasonally Adjusted

	Apr 22	Feb 23	Mar 23	Apr 23	Percent Change	
			Revised	Prelim	Month	Year
Civilian Labor Force (1)	1,113,900	1,137,500	1,141,500	1,132,600	-0.8%	1.7%
Civilian Employment	1,075,600	1,087,700	1,091,000	1,089,300	-0.2%	1.3%
Civilian Unemployment	38,200	49,800	50,600	43,400	-14.2%	13.6%
Civilian Unemployment Rate	3.4%	4.4%	4.4%	3.8%		
(CA Unemployment Rate)	4.0%	4.8%	4.8%	4.3%		
(U.S. Unemployment Rate)	3.3%	3.9%	3.6%	3.1%		

Total, All Industries (2)	1,070,100	1,081,800	1,083,500	1,098,100	1.3%	2.6%
Total Farm	8,900	7,100	8,000	9,000	12.5%	1.1%
Total Nonfarm	1,061,200	1,074,700	1,075,500	1,089,100	1.3%	2.6%
Total Private	812,900	823,900	821,400	834,500	1.6%	2.7%
Goods Producing	117,400	111,500	110,600	114,800	3.8%	-2.2%
Mining, Logging, and Construction	77,600	71,800	70,600	74,700	5.8%	-3.7%
Mining and Logging	500	500	500	500	0.0%	0.0%
Construction	77,100	71,300	70,100	74,200	5.8%	-3.8%
Construction of Buildings	15,100	15,300	15,200	15,400	1.3%	2.0%
Specialty Trade Contractors	53,900	49,100	48,000	51,900	8.1%	-3.7%
Foundation, Structure, and Building Exterior						
Contractors	14,400	12,900	12,800	14,000	9.4%	-2.8%
Building Equipment Contractors	22,300	20,300	19,900	21,300	7.0%	-4.5%
Building Finishing Contractors	11,800	11,100	10,700	11,700	9.3%	-0.8%
Manufacturing	39,800	39,700	40,000	40,100	0.3%	0.8%
Durable Goods	25,600	25,800	26,100	26,100	0.0%	2.0%
Computer and Electronic Product Manufacturing	4,300	4,400	4,400	4,400	0.0%	2.3%
Non-Durable Goods	14,200	13,900	13,900	14,000	0.7%	-1.4%
Food Manufacturing	5,400	5,500	5,600	5,600	0.0%	3.7%
Service-Providing	943,800	963,200	964,900	974,300	1.0%	3.2%
Private Service Providing	695,500	712,400	710,800	719,700	1.3%	3.5%
Trade, Transportation, and Utilities	168,100	169,800	168,700	169,600	0.5%	0.9%
Wholesale Trade	28,200	28,700	28,700	29,200	1.7%	3.5%
Merchant Wholesalers, Durable Goods	16,200	16,200	16,200	16,500	1.9%	1.9%
Merchant Wholesalers, Nondurable Goods	10,300	10,700	10,700	10,700	0.0%	3.9%
Retail Trade	100,400	99,700	99,300	99,300	0.0%	-1.1%
Motor Vehicle & Parts Dealer	15,500	15,200	15,300	15,300	0.0%	-1.3%
Building Material and Garden Equipment and						
Supplies Dealers	9,600	8,700	8,800	8,800	0.0%	-8.3%
Grocery and Convenience Retailers	20,400	20,500	20,400	20,400	0.0%	0.0%
General Merchandise Retailers	19,700	20,100	19,900	19,800	-0.5%	0.5%
Health and Personal Care Retailers	5,600	5,400	5,300	5,300	0.0%	-5.4%
Clothing, Clothing Accessories, Shoe, and Jewelry	6,300	6,400	6,300	6,300	0.0%	0.0%
Sporting Goods, Hobby, Musical Instrument, Book,						
and Miscellaneous Retailers	10,800	11,400	11,200	11,300	0.9%	4.6%
Transportation, Warehousing, and Utilities	39,500	41,400	40,700	41,100	1.0%	4.1%
Information	10,500	10,400	10,400	10,400	0.0%	-1.0%
Publishing Industries	2,500	2,500	2,400	2,500	4.2%	0.0%
Telecommunications	2,700	2,600	2,600	2,600	0.0%	-3.7%
Financial Activities	52,500	52,000	51,400	51,200	-0.4%	-2.5%
Finance and Insurance	33,600	33,100	32,500	32,700	0.6%	-2.7%
Credit Intermediation and Related Activities	10,200	9,700	9,500	9,500	0.0%	-6.9%
Depository Credit Intermediation	5,700	5,800	5,800	5,700	-1.7%	0.0%
Nondepository Credit Intermediation	2,500	2,100	2,100	2,100	0.0%	-16.0%
Insurance Carriers and Related Activities	19,900	19,900	19,600	19,800	1.0%	-0.5%
Real Estate and Rental and Leasing	18,900	18,900	18,900	18,500	-2.1%	-2.1%
Real Estate	15,300	15,300	15,100	14,900	-1.3%	-2.6%
Professional and Business Services	146,700	150,500	149,800	151,200	0.9%	3.1%
Professional, Scientific, and Technical Services	68,800	73,800	73,200	73,900	1.0%	7.4%
Architectural, Engineering, and Related Service	10,900	11,400	11,300	11,400	0.9%	4.6%
Management of Companies and Enterprises	13,000	13,300	13,300	13,400	0.8%	3.1%
Administrative and Support and Waste Management						
and Remediation Services	64,900	63,400	63,300	63,900	0.9%	-1.5%
Administrative and Support Services	61,500	59,900	59,800	60,400	1.0%	-1.8%
Employment Services	22,100	21,700	21,400	21,300	-0.5%	-3.6%

Data Not Seasonally Adjusted

	Apr 22	Feb 23	Mar 23	Apr 23	Percent Change	
			Revised	Prelim	Month	Year
Services to Buildings and Dwellings	19,400	19,600	19,500	20,200	3.6%	4.1%
Private Education and Health Services	174,200	183,300	183,400	187,100	2.0%	7.4%
Private Educational Services	13,700	14,700	14,500	14,700	1.4%	7.3%
Health Care and Social Assistance	160,500	168,600	168,900	172,400	2.1%	7.4%
Ambulatory Health Care Services	58,100	61,600	62,000	63,700	2.7%	9.6%
Hospitals	25,900	26,400	26,600	27,000	1.5%	4.2%
Nursing and Residential Care Facilities	16,400	17,500	17,600	18,000	2.3%	9.8%
Leisure and Hospitality	107,800	109,500	109,500	111,800	2.1%	3.7%
Arts, Entertainment, and Recreation	17,000	19,000	18,800	19,100	1.6%	12.4%
Accommodation and Food Services	90,800	90,500	90,700	92,700	2.2%	2.1%
Accommodation	8,500	9,400	9,400	9,400	0.0%	10.6%
Food Services and Drinking Places	82,300	81,100	81,300	83,300	2.5%	1.2%
Restaurants and Other Eating Places	77,600	76,400	76,600	78,400	2.3%	1.0%
Full-Service Restaurants	33,600	32,900	33,300	34,000	2.1%	1.2%
Limited-Service Restaurants and Other Eating						
Places	44,000	43,500	43,300	44,400	2.5%	0.9%
Other Services	35,700	36,900	37,600	38,400	2.1%	7.6%
Repair and Maintenance	10,800	10,700	10,700	11,100	3.7%	2.8%
Government	248,300	250,800	254,100	254,600	0.2%	2.5%
Federal Government	14,400	14,100	14,200	14,200	0.0%	-1.4%
Department of Defense	1,700	1,700	1,700	1,700	0.0%	0.0%
Total State and Local Government	233,900	236,700	239,900	240,400	0.2%	2.8%
State Government	130,600	130,000	131,700	132,200	0.4%	1.2%
State Government Educational Services	28,400	27,900	28,900	28,900	0.0%	1.8%
State Government Excluding Education	102,200	102,100	102,800	103,300	0.5%	1.1%
Local Government	103,300	106,700	108,200	108,200	0.0%	4.7%
Local Government Educational Services	57,800	58,100	59,500	59,400	-0.2%	2.8%
Local Government excluding Educational Services	45,500	48,600	48,700	48,800	0.2%	7.3%
County Government	19,100	19,700	19,700	19,600	-0.5%	2.6%
City Government	9,800	10,100	10,200	10,100	-1.0%	3.1%
Special Districts plus Tribes	16,600	18,700	18,800	19,100	1.6%	15.1%

Notes:

(1) Civilian labor force data are by place of residence; include self-employed individuals, unpaid family workers, household domestic workers, & workers on strike. Data may not add due to rounding. The unemployment rate is calculated using unrounded data.

(2) Industry employment is by place of work; excludes self-employed individuals, unpaid family workers, household domestic workers, & workers on strike. Data may not add due to rounding.

These data are produced by the Labor Market Information Division of the California Employment Development Department (EDD). Questions should be directed to: Cara Welch 916-227-0298 or Luis Alejo 916-931-9596

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.

REPORT 400 C
Monthly Labor Force Data for Counties
April 2023 - Preliminary
 Data Not Seasonally Adjusted

COUNTY	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
STATE TOTAL	---	19,307,900	18,481,800	826,100	4.3%
ALAMEDA	11	824,100	795,800	28,300	3.4%
ALPINE	40	530	500	30	6.0%
AMADOR	28	14,210	13,520	690	4.9%
BUTTE	28	92,100	87,600	4,500	4.9%
CALAVERAS	19	21,970	21,110	860	3.9%
COLUSA	58	10,230	8,710	1,520	14.8%
CONTRA COSTA	13	549,500	530,000	19,600	3.6%
DEL NORTE	34	9,180	8,690	490	5.3%
EL DORADO	13	94,000	90,600	3,400	3.6%
FRESNO	49	462,300	427,900	34,400	7.4%
GLENN	43	12,500	11,730	770	6.2%
HUMBOLDT	23	59,400	56,900	2,500	4.2%
IMPERIAL	57	69,100	59,400	9,700	14.1%
INYO	12	8,200	7,910	290	3.5%
KERN	52	395,600	362,900	32,800	8.3%
KINGS	52	57,600	52,800	4,800	8.3%
LAKE	35	27,750	26,270	1,490	5.4%
LASSEN	32	8,730	8,280	450	5.1%
LOS ANGELES	26	4,990,800	4,765,300	225,500	4.5%
MADERA	49	65,800	60,900	4,900	7.4%
MARIN	3	130,600	126,900	3,700	2.8%
MARIPOSA	32	7,140	6,770	370	5.1%
MENDOCINO	27	35,970	34,330	1,640	4.6%
MERCED	55	116,900	105,600	11,300	9.7%
MODOC	47	3,150	2,930	220	6.8%
MONO	13	8,440	8,130	310	3.6%
MONTEREY	48	232,500	215,500	17,000	7.3%
NAPA	7	71,500	69,200	2,300	3.2%
NEVADA	17	47,220	45,480	1,740	3.7%
ORANGE	5	1,595,300	1,546,800	48,500	3.0%
PLACER	9	195,300	189,000	6,400	3.3%
PLUMAS	54	7,060	6,440	620	8.7%
RIVERSIDE	21	1,142,400	1,095,100	47,300	4.1%
SACRAMENTO	19	733,100	704,200	28,900	3.9%
SAN BENITO	36	32,700	30,800	1,900	5.8%
SAN BERNARDINO	21	1,000,400	959,700	40,700	4.1%
SAN DIEGO	9	1,599,200	1,546,500	52,700	3.3%
SAN FRANCISCO	2	574,900	559,300	15,500	2.7%
SAN JOAQUIN	36	344,700	324,600	20,100	5.8%
SAN LUIS OBISPO	5	139,100	134,900	4,200	3.0%
SAN MATEO	1	454,700	443,300	11,500	2.5%
SANTA BARBARA	17	228,200	219,700	8,400	3.7%
SANTA CLARA	4	1,044,400	1,013,700	30,700	2.9%
SANTA CRUZ	40	134,400	126,400	8,100	6.0%
SHASTA	31	73,400	69,800	3,700	5.0%
SIERRA	36	1,270	1,200	70	5.8%
SISKIYOU	45	16,200	15,190	1,010	6.3%
SOLANO	23	201,900	193,400	8,500	4.2%
SONOMA	7	249,300	241,500	7,900	3.2%
STANISLAUS	43	243,600	228,500	15,100	6.2%
SUTTER	51	47,200	43,400	3,800	8.1%
TEHAMA	36	25,190	23,720	1,460	5.8%
TRINITY	40	4,340	4,080	260	6.0%
TULARE	55	213,700	192,900	20,800	9.7%
TUOLUMNE	28	19,300	18,360	940	4.9%
VENTURA	13	416,900	402,100	14,900	3.6%
YOLO	25	110,200	105,500	4,800	4.3%
YUBA	46	32,200	30,100	2,100	6.4%

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 2022 benchmark and Census Vintage 2021 population controls at the state level.

ITEM V-E-INFORMATION

HEAD START REPORTS

BACKGROUND:

This agenda item provides an opportunity for the Governing Board to review the most current Head Start fiscal report sent under separate cover and the Head Start Deputy Director's monthly report.

Staff will be available to answer questions.

PRESENTER: Karen Griffith



Seta Head Start Food Service Operations Monthly Report *April, 2023

- 4/5/23 - Grizzly Hollow had a Field Trip to the park we prepared 35 meals for them.
- 4/10/23 - Mather Class B closed due to staffing issues.
- 4/12/23 - Kennedy closed due to staffing issues and Northview class A closed due to staffing issues.
- 4/18/23 - Capital City Class U closed due to staffing issues.
- 4/24/23 - Freeport Closed due to staffing issues and Elkhorn Class U closed due to staffing issues.
- 4/26/23 - Alder Grove IT Classes U & M closed due to staffing issues.
- 4/27/23 - Alder Grove IT Classes U & M closed due to staffing issues.
- 4/27/23 - Homebase had a Field Trip to the Sacramento Zoo we prepared 170 meals for them.
- 4/28/23 - Homebase had a Field Trip to Fairy Tale Town we prepared 70 meals for them.

Lunch	PM Snack	Breakfast	Field Trips
31,830	27,810	29,170	3

Total Amount of Meals and Snacks Prepared **89,085**

Purchases:

Food	\$123,750.36
Non - Food	\$14,884.55

Building Maintenance and Repair:

Janitorial & Restroom Supplies:

Kitchen Small Wares and Equipment:

Vehicle Maintenance and Repair: **\$1,970.71**

Vehicle Gas / Fuel: **\$2,562.40**
Normal Delivery Days **22**

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start

April 2023

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
SETA operated	1696	208	12%	660	138	21%
Twin Rivers USD	160	47	29%	56	3	5 %
Elk Grove USD	480	110	23%			
Sac City USD	676	108	16%			
San Juan USD	1044	81	8%	164	9	5%
WCIC	120	9	8%			
COUNTY TOTAL	4176	563	13%	880	150	17%

AFE: Annual Funded Enrollment

**Sacramento County Head Start/Early Head Start
Monthly Enrollment Report
April 2023**

Head Start

Agency	Funded Enrollment	(a) Last Day of Month Enrollment (04/30/23)	(b) % of capped/closed	(c) % Actual to Funded
Elk Grove USD	480	446	0	93%
Sacramento City USD	676	663	0	98%
San Juan USD	1,044	785	236 (97%)	75%
SETA	1,696	1546	72 (95%)	91%
Twin Rivers USD	160	154	0	96%
WCIC/Playmate	120	81	40 (101%)	67%
Total	4,176	3,667	348 (96%)	88%

Early Head Start

Agency	Funded Enrollment	(a) Last Day of Month Enrollment (04/30/23)	(b) % of capped/closed	(c) % Actual to Funded
San Juan USD	164	165	0	101%
SETA	660	613	4 (94%)	93%
Twin Rivers USD	56	28	20 (78%)	50%
Total	880	806	24 (94%)	92%

- (a) Includes children who have dropped during the moth and whose slot will be filled within 30-day allowable period.
- (b) Demonstrates enrollment percentages if classes were not capped/closed due to staffing shortage and or other programmatic challenges.
- (c) If enrollment is less than 100%, agency includes corrective plan of action.

Reasons for Program Under Enrollment

Elk Grove USD

- Staffing shortage continues to effect Head Start Program with 11 vacant positions, across 7 sites.
- 5% of the eligible families within 95823 and 95828 zip code when contacted for enrollment, have opted to remain on the waitlist if preferred school.

Sacramento City USD

- Due to staffing shortage, enrollment is under by 14 students. Goal to have all sites at 100% by the end of May.

San Juan USD

- Current staff shortages in positions that support classroom ratio and enrolment. Content Specialist positions are still open due to HR policies not allowing current staff apply until May 1st.
- Classroom(s) continue to be capped at across 10 sites due to limited staffing: Coleman; Davie; Garfield; Howe; Mariposa; Ralph Richardson; Skycrest; Sunrise- totaling 236 enrollment slots.

SETA

- The following sites have classroom(s) capped due to limited staff: Alder ELC; Bright Beginnings; Florin Grammar; Hiram; Northview - totaling 72 enrollment slots.
- Vacancies in the following positions that support classroom ratio or enrollment: 3 Family Services Worker II & III; 1 Home Visitor; 35 Education positions (HS Associate Teacher/Teacher, Lead Teacher/Infant Toddler, Site Supervisor); 1 Home Visitors combined for partners SCOE and River Oak.

Twin Rivers USD

- Classroom(s) capped at the following locations due to limited staffing in teacher and paraeducator positions: Morey; Oakdale; Rio Linda; Village- totaling 20 enrollment slots.

WCIC/Playmate

- Limited staffing in the following positions that support classroom ratio and enrollment: 2 Teachers, 2 Associated Teachers.
- The following classroom(s) remain closed due to limited staff: 1601W and 1601Y- totaling 40 enrollment slots.
- Reduction in eligible families within neighborhood surrounding Oak Park due to changes in community demographics over the past year.

Strategies/Action Step(s) for Under Enrollment

Elk Grove USD

- To fill vacancies, the PreK Program Specialist will use informational business card with PreK information and QR code printed on it for quick access to our applications. This business card will be handed out during community events to families interested in applying for our PreK program.
- Families on the waiting list are being contacted via email, follow up process for next steps is being provided.
- As we get through this enrollment process, we will be able to make modifications and changes to be more efficient for the upcoming 23-24 school year.

Sacramento City USD

- Continuing to attend community events within a variety of organization to bring awareness of services we provide and the programs we have available to families. SCUSD has community event on Saturday, May 20, 2023.
- Collaborating with SCUSD Communications Department and Matriculation and Orientation Center (MOC) to create unique ways to advertise our preschool programs and have preschool flyers created in multiple languages.
- Following up on translation services for the enrollment team to better assist the families with the enrollment process, and with families who are on our sites wait list to inform them of classroom openings that becomes available.
- The Enrollment staff will be collaborating with the District's Technology Services so we can find ways to streamline our preschool enrollment process.

San Juan USD

- Program Manager and School Community Worker were interviewed by Telemundo—for future television publicity regarding the ECE department of San Juan Unified School District.
- ERSEA and Family Engagement Content tabled at San Juan Unified Family Matter's Conference ran by the Family and Community Engagement department on April 15th.
- ERSEA and Family Engagement Content had an art activity table at Fair Oaks Art Festival and gave out information about the San Juan program.
- SCWs attended the Food Distribution Event at the District Office ran by the McKinney-Vento Department—putting ECE recruitment postcards in each food box/bag. This event provided food support to 400 households.
- Program manager and ECE admin are continuing to meet regularly with HR to ensure that positions are posted.
- Program manager and ECE admin are working with communications to get a ROBO call/Text/and email to the entire TK -12 Families to announce current open enrollment and the new school year enrollment starting.
- Onboarded 2 SCWs, support recruiting of new families.

SETA

- Human Resources listed job openings within employment search websites and partnered with the following agencies to fill vacancies: CA Head Start Assoc., Cal JOBS, ZipRecruiter, and Indeed. Employment offers were accepted during March for the following positions: 1 Teacher; 2 Associate Teachers; 2 Family Services Worker.
- Recruitment and networking opportunities to increase awareness of Head Start services and community visibility: South Sacramento Earth Day, Spring Extravaganza, Resource Fair and Tax Preparation Services, Earth Day Community Health Fair, Holistic Health Fair, Kids Day in Hagginwood Park, 35 Interest Forms were completed by families to inquiring of Head Start services.
- Family Services Workers received training on First Impressions-Waiting List to Enrollment. Trainings are designed to support practices when engaging families inquiring of services and methods to minimize obstacles during the enrollment process.
- SETA Head Start is in the beginning stages of formulating ideas for redesigning the website. When complete, the responsive web design will increase traffic and conversion with updated content, while provide families with more user-friendly experience.

Twin Rivers USD

- Use of marquee signage increased awareness of Early Head Start openings by 3%. Recent inquiries have transitioned into enrollment appointments, and confirmation these families will fill slots for 23-24 Program Year.

WCIC/Playmate

- SETA will continue to provide list of families that completed on-line inquiries within the 95817-zip code to support recruitment.
- Enrollment recruitment flyers provided to Oak Park Community Health Center.
- During parent conferences, teachers are informing families of openings and providing flyers to share with family and friends.

ITEM VI - 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'S 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.