



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, July 6, 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/81650135490?pwd=K0ErRFRHAngxS1B2cmJzakd2emVhdz09>

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, 81650135490# US (San Jose). Meeting ID: 816 5013 5490.

Passcode: 022551. Find your local number:

<https://us02web.zoom.us/j/81650135490?pwd=K0ErRFRHAngxS1B2cmJzakd2emVhdz09>. 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.

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“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**
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- IV. **Action Items**
- A. **GENERAL ADMINISTRATION/SETA:**
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- B. **WORKFORCE DEVELOPMENT DEPARTMENT: No Items**
- Community Services Block Grant: No Items
- One Stop Services: No Items
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- V. **Information Items**
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A. Chair

B. Executive Director

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D. Counsel

E. Members of the Board

F. Public

VII. Adjournment

DISTRIBUTION DATE: Thursday, June 29, 2023

ITEM III-A-CONSENT

APPROVAL OF MINUTES OF THE JUNE 1, 2023
REGULAR BOARD MEETING

BACKGROUND:

Attached are the minutes of the June 1, 2023 meeting for your review.

RECOMMENDATION:

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

PRESENTER: Jennifer Hernandez

**REGULAR 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, June 1, 2023
10:00 a.m.

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

Ms. Vang called the meeting to order at 10:00 a.m. The roll was called and a quorum was established.

Members Present:

Rich Desmond, Member, Board of Supervisors
Eric Guerra; Vice Mayor, City of Sacramento
Mai Vang, Vice Chair, Mayor Pro Tem, City of Sacramento

Members Absent:

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

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 10:06 a.m. Returned from Closed Session at 10:35 a.m. There was nothing to report out.

III. Consent Items

- A. Approval of Minutes of the April 27, 2023 Special Board Meeting
- B. Approval of Claims and Warrants
- C. Approval to Extend the Agreement with Community Link Capital Region for the 2-1-1 Sacramento Human Services Database

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

- A. Approval of Minutes of the April 27, 2023 Special Board Meeting
- B. Approval of Claims and Warrants for the period 4/21/2023 through 5/19/2023

C. Approval to Extend the Agreement with Community Link Capital Region for the 2-1-1 Sacramento Human Services Database

Roll call vote:

Aye: 3 (Guerra, Vang, Desmond)

Nay: 0

Abstention: 0

Absent: 2 (Scherman, Kennedy)

IV. Action Items

A. GENERAL ADMINISTRATION/SETA:

1. Approval of Sacramento Employment and Training Agency Recommended Budget for Fiscal Year 2023-2024

Ms. Saurbourne introduced herself and reviewed the item. She highlighted the following changes from the prior year:

- Head Start (HS)/Early Head Start (EHS) budget increase due to Cost-of-Living Adjustment (COLA);
- Increases in State funding;
- Reduction in Children and Family Services (CFS) Department budget for HS and EHS due to the end of one-time American Rescue Plan (ARP) and Coronavirus Response and Relief Supplemental Appropriations (CRRSA) funding;
- Slight increase in Workforce Innovation and Opportunity Act (WIOA) funding in Workforce Development Department (WDD);
- Increase in discretionary grants for WDD;
- Refugee Social Services (RSS) funding continues to increase as more refugees are arriving in Sacramento County;
- SETA received Regional Equity and Recovery Partnership (RERP) funds from the California Workforce Development Board (CWDB) in the amount of \$670,313;
- Second round of Prison to Employment (P2E) funding is anticipated;
- The reduction in some of the items on the budget is due to one-time funding sources that are not continued beyond this year.

Ms. Saurbourne advised that 45.5% of the SETA budget is spent on salaries and fringe benefits for SETA's staff; about 43% is sent out to subcontractors and obligations in the community. The budget will be finalized in August as some funding sources are still coming in and might change based on the end of the fiscal year spending as well.

Moved/Guerra, second/Desmond, to 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.

Roll call vote:

Aye: 3 (Guerra, Vang, Desmond)

Nay: 0

Abstention: 0

Absent: 2 (Scherman, Kennedy)

2. A Resolution for the 2022-2025 Labor Agreements Covering the Head Start Unit

This item was removed from the agenda.

B. WORKFORCE DEVELOPMENT DEPARTMENT

1. 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 of Other Documents Required by the Funding Source

Mr. Walker reviewed this item. He advised that in August 2022, the Golden Sierra Job Training Agency submitted a regional application to CWDB on behalf of the Capital Region's Workforce Boards, including Golden Sierra Job Training Agency, Yolo County, North Central Counties Consortium, and SETA. The Region was awarded \$1,111,298 in April 2023 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 jail program. Services will include case management, needs assessments, job readiness training/assistance, Pre-Apprenticeship Training, and Vocational Training.

Moved/Guerra, second/Desmond, to 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.

Roll call vote:

Aye: 3 (Guerra, Vang, Desmond)

Nay: 0

Abstention: 0

Absent: 2 (Scherman, Kennedy)

Community Services Block Grant:

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

Ms. Davis-Jaffe reviewed the item. She advised that the Community Action Board (CAB) is comprised of twelve members. SETA is looking to replace one open seat for low-income individuals. The application was received from Our Kids Community Breakfast Club. The applicant has extensive experience working with low-income individuals and youth in Del Paso Heights in North Sacramento. Approval of this item will help CAB obtain feedback on how to ensure that SETA is serving the whole community of Sacramento with our low-income members representing the community interest.

Ms. Davis-Jaffe requested the following portion of the recommendation previously stated in the item be removed: “, and authorize the Executive Director to select from the list to backfill vacancies”.

3. Approval of the 2024-2025 Community Services Block Grant (CSBG) Community Action Plan

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

- B-2. 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.
- B-3. Approve the 2024-2025 Community Services Block Grant Community Action Plan.

Roll call vote:

Aye: 3 (Guerra, Vang, Desmond)

Nay: 0

Abstention: 0

Absent: 2 (Scherman, Kennedy)

One Stop Services:

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

Ms. Mechals reviewed the item and attachments provided in the packet. She advised that five top-ranked providers are recommended for full funding based on their request. Of seventeen applications received, two are for new providers

(California Indian Manpower and Lutheran Social Services). Ms. Mechals stated that during the last Sacramento Works Board (SWB) meeting on May 24, 2023, this item was approved with the exception of Goodwill Industries. SWB members expressed concerns over Goodwill Industries' history of health and safety issues. They directed legal counsel to work with SETA staff to review and make a determination as to whether the historical health and safety issues had been addressed. To fulfill this recommendation, SETA's team and the legal counsel met with the current President of Goodwill Industries. They confirmed that Goodwill Industries has no current or pending litigation regarding health or safety issues and that the historical health and safety issues had been resolved. In addition, he confirmed to SETA that the organization had recently obtained a three-year Commission on Accreditation of Rehabilitation Facilities (CARF) accreditation that signifies the quality of the certified program operator.

Moved/Desmond, second/Guerra, to approve the staff funding recommendation for the WIOA, Title I, Youth Program, PY 2023-2024; and approve with the stipulation that all funding recommendations are contingent upon satisfactory year-end program performance.

Roll call vote:

Aye: 3 (Guerra, Vang, Desmond)

Nay: 0

Abstention: 0

Absent: 2 (Scherman, Kennedy)

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

Mr. Kim reviewed the item. He advised that this annual agreement with SWB item establishes how funds allocated to Sacramento County through WIOA, Adult and Dislocated Worker programs will support services, activities, and functions within the Sacramento Works Job Center System. Mr. Kim corrected the Recommended Resource Allocation Plan, FY 2023-2024, attached to the item in the packet: the header's program year of the second to last column should read 2023-2024.

Moved/Guerra, second/Desmond, to approve the WIOA Resource Allocation Plan for Program Year 2023-2024.

Roll call vote:

Aye: 3 (Guerra, Vang, Desmond)

Nay: 0

Abstention: 0

Absent: 2 (Scherman, Kennedy)

6. Approval of Funding Extension Recommendations for the Workforce Innovation and Opportunity Act (WIOA), Title I, Adult and Dislocated Worker Programs, Program Year 2023-2024

Mr. Kim reviewed the item. He advised that the purpose of this item is to request the Board's approval to extend contracts for the subcontracted Job Centers to cover the last year under the previous four-year Request for Proposals (RFP), Program Year 2023-2024. Mr. Kim shared that SETA plans to release the new RFP for the next cycle.

Moved/Guerra, second/Desmond, to approve the staff funding recommendation 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.

Roll call vote:

Aye: 3 (Guerra, Vang, Desmond)

Nay: 0

Abstention: 0

Absent: 2 (Scherman, Kennedy)

7. 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

Mr. Kim reviewed the item. He advised that this is another agreement with SWB item to approve the submission of an application to the state requesting approval to continue to designate the Sacramento Works, Inc. Board as the local workforce development board for the City and County of Sacramento.

Moved/Desmond, second/Guerra, to approve the submission of an application to the California Workforce Development Board for Local Area Subsequent Designation and recertification of the local workforce development board, Sacramento Works, Inc.

Roll call vote:

Aye: 3 (Guerra, Vang, Desmond)

Nay: 0

Abstention: 0

Absent: 2 (Scherman, Kennedy)

Refugee Services: No Items

C. CHILDREN AND FAMILY SERVICES:

1. Approval of Budget Modification for Head Start/Early Head Start Program Year 2022-2023

Ms. Griffith introduced herself and reviewed the item. She advised that this item supports the need for the SETA Operated Head Start/Early Head Start program budget modification request for funds from 2023-2023 Basic funding based on new Office of Grant Management guidance established in April 2023. The new process requires an approved Budget Modification from the Administration for Children and Families (ACF) prior to requesting a carryover. This budget modification reflects under-spent Personnel and Fringe Benefits funds due to various personnel vacancies throughout the program year and includes funds from Elk Grove School District and Twin Rivers School District. These funds were reallocated based on the data received from the Safe Environment Specialists, which provided detailed analysis of the centers for risks. The plan being submitted is based on these results. It revealed the following areas for improvement: aging play and shade structures, aging materials in classrooms, and the need for building maintenance and repair in areas such as painting, concrete, drainage, and turf.

Ms. Griffith explained that any carryover funds must be allocated to a project that will be completed in the next fiscal year as a one-time cost and, therefore, cannot be applied toward an ongoing salary increase. The carryover funds will be only available for the next 12 months. Additionally, per federal regulation 45 CFR §75.430 (f) and ACF-IM-HS 22-04, §4, SETA is not in the position to use under-spent funds as incentives for staff due to a lack of written policy(ies) that are agency approved, vetted by the fiscal specialist for Region IX, approved by SETA Policy Council and SETA Governing Board; nor has any such policy(ies) been negotiated with the American Federation of State, County and Municipal Employees (AFSCME).

Ms. Griffith stated that this budget modification is presented to the Board within the required timelines for carrying these funds into the next program year, keeping them in Sacramento County. In the future, once the funds are carried over, if there is a change in scope for these funds due to other decision-making, another budget modification may be submitted, making changes to those funds.

Ms. Norma Johnson, the public participant, introduced herself and stated that she speaks on behalf of staff in the field regarding this budget modification in particular. She noted that the federal government had given programs the option to offer retention bonuses. Ms. Johnson pointed out that most of the money saved is from the Head Start unit in the field. Ms. Johnson insisted retention bonuses should have been included in negotiations on Cost-of-Living Adjustment (COLA) for Head Start with AFSCME. She also stated that COVID-19 funds could be used for retention bonuses and that staff is probably unaware of this. Ms. Johnson shared that all of the programs she knows of gave their staff or at least field staff retention bonuses and that SETA is the only agency that did not

do that. She encouraged giving staff retention bonuses that will use a part of under-spent and COVID-19-related funds. Ms. Norma Johnson requested the Board not approve this item or delay approval of this item while negotiations continue.

Mr. Guerra thanked all Early Childhood Education (ECE) staff and Ms. Johnson for her life dedication to ECE. He stated that this Board had taken an important step forward in the last couple of years by creating a City and County-wide task force on ECE so there is a significant focal point of the effort to help families. Mr. Guerra asked about the consequences of not approving this item today and delaying it. He noted that he would like to have an opportunity to work through this problem. Ms. Griffith responded that if SETA cannot modify the budget, carryover cannot be requested within the timelines required, and the funds will be returned to the federal funding entity. This information was confirmed by Program Special at Region IX in San-Francisco, Dow-Jane Pai.

Ms. Griffith stated that in the last two years, SETA had received a total of 7.7% COLA from the Office of Head Start. SETA has given their teaching staff 16-24% COLA between last years and this year's negotiated terms. She stated that this is more than what SETA was provided by the federal government. SETA made program changes and cuts to give a higher COLA to employees. Ms. Griffith advised that one-time payments don't make a substantial change for employees. SETA is impacting the wage of the employees' long term because wages compound as they build year after year and go towards retirement. The one-time payments were just one of the many retention ideas given by ACF, and the other was to increase wages for sustainability, and that is what SETA has done.

Mr. Guerra thanked SETA's staff for their work. He agreed that increasing the salaries, particularly for those in a retirement system is an important factor because the bonuses don't count towards retirement. However, he stated that a path forward to finding a solution for the field staff should be discussed. Mr. Guerra confirmed with Ms. Griffith that if this budget modification is approved today, the funds will stay with SETA, and another budget modification can be made in the new program year should there be a new intended purpose for such funds. Additionally, he directed staff to have a deeper conversation with labor partners on this matter. Ms. Hernandez agreed that SETA will have a conversation with the labor partners to agree on a possible path to use these funds in the fiscal year 2023-2024 once the policy is in place.

Mr. Desmond agreed with Mr. Guerra and stated that the budget modification should be made to keep the funds in Sacramento County but continue to discuss and possibly modify the use of some of these funds in the future. He expressed his concern that if the decision on budget modification is delayed to get closer to a drop-dead date, it may be challenging for this Board to meet in time to make a decision.

Ms. Vang thanked SETA staff for all of their great work and Ms. Johnson for her passionate public comment on the retention bonuses. She was in support of all the comments made by Board members previously.

Moved/Desmond, second/Guerra, to 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, and direct SETA staff to have the conversation with labor partners on the path forward to responding to the question of retention and bonuses.

Roll call vote:

Aye: 3 (Guerra, Vang, Desmond)

Nay: 0

Abstention: 0

Absent: 2 (Scherman, Kennedy)

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: No Report
- B. Executive Director: No Report
- C. Deputy Directors:
Ms. Saurbourne advised that this past year the auditors in the management letter recommended that SETA formalize an information security policy for the agency. She informed the Board that SETA is putting such policy in place to address the issues on the management letter. Ms. Saurbourne also followed up on the requested reasons for low response levels during the Audit Request for Proposals (RFP) process compared to the last procurement levels. Those reasons included a lack of capacity, inability to make an appropriate proposal, and not being selected in the previous RFP processes.

Ms. Saurbourne introduced a new Fiscal Chief, Mario Maslac, who started today.

Ms. Griffith advised that SETA Children and Family Services (CFS) will have a federal review June 12-16. She reported that the field staff and leadership team are excited to showcase their work to reviewers.

D. Counsel: No Report

E. Members of the Board: No Report

F. Public: None

VII. Adjournment: The meeting adjourned at 11:12 a.m. in memory of Terri Carpenter.

ITEM III-B-CONSENT

APPROVAL OF CLAIMS AND WARRANTS

BACKGROUND:

D'et Saurbourne, Administrative Services Deputy Director, has reviewed the claims for the period 5/19/2023 through 6/16/2023, and all expenses appear to be appropriate.

RECOMMENDATION:

Approve the claims and warrants for the period 5/19/2023 through 6/16/2023.

PRESENTER: D'et Saurbourne

ITEM III-C-CONSENT

APPROVAL TO ADD SOLVERA CONSULTING TO SETA'S VENDOR SERVICES LIST

BACKGROUND:

On December 5, 2005, the SETA Governing Board approved the release of the Vendor Services (VS) Request for Qualifications (RFQ) to recruit qualified vendors on an ongoing basis to provide services to eligible adults and youth in an effort to prepare them for participation in the labor force and to expand SETA's VS List. Since that time, the SETA Governing Board has approved several amended releases of the RFQ to expand the selection of Adult and Youth Workforce Development Services and Child Development (ages 0-5) and Family Services. Vendor services are fee-for-service activities that provide additional options for adults and youth who face challenges to academic success and/or gainful employment, as well as supportive services for Child Development and Family Services.

All vendors recommended for inclusion on SETA's VS List have demonstrated that the services proposed are justified and align with the Sacramento Works America's Job Centers of California (AJCC) system, as well as Children and Family Services.

Solvera Consulting submitted an application in response to SETA's RFQ to offer In-Service Training. After evaluating the application, SETA determined that Solvera Consulting effectively demonstrated its ability to provide the proposed services.

Staff is seeking approval of the attached recommendation.

RECOMMENDATION:

Approve the attached recommendation to add Solvera Consulting to SETA's VS List.

PRESENTER: Lorena Correa

Vendor Services (VS) List

Staff Recommendation

Applicant: Solvera Consulting
Location: 225 30th Street, Suite 306
 Sacramento, CA 95816

Applicant’s Background:

Founded in 2022, Solvera Consulting supports community-based organizations in strengthening their systems, expertise, and resources to make a sustainable impact. Solvera addresses the gap that exists between large national resettlement agencies and the vital work of community-based organizations. It addresses this gap by providing practical support, technical assistance, and capacity-building services. By investing in local organizations' infrastructure, resources, and technical excellence, Solvera works with partners to continuously improve and streamline services for the good of the community.

As an approved vendor, Solvera Consulting will provide In-Service Training for the professional development of SETA and program partner staff served within the Sacramento Works AJCC system and Head Start Child Development and Family Services.

IN-SERVICE TRAINING*:

	Rates	Workshop Rate
Training Topics		
Strategic Planning & Management <i>(3 workshops)</i> <ul style="list-style-type: none"> • Using strategic thinking to reframe problems • Problem identification and analysis • Building an actionable strategic plan 	<p style="text-align: center;"><i>1-3 Participant(s)</i></p> <p><i>Price:</i> First hour at \$325; additional hours at \$250</p> <p><i>Range:</i> 1-4 hrs. per workshop</p> <p style="text-align: center;"><i>(1 Hour min, \$325)</i></p> <p style="text-align: center;"><i>(4 Hour max -\$1,075)</i></p>	<p style="text-align: center;"><i>4 – 50 Participants</i></p> <p><i>Price:</i> First hour at \$650; additional hours at \$350</p> <p style="text-align: center;"><i>Range:</i> 2-6 hrs. per workshop</p> <p style="text-align: center;"><i>(2 Hour min, \$1,000)</i></p> <p style="text-align: center;"><i>(6 Hour max -\$2,400)</i></p>
Diversified Funding Strategies <i>(3 workshops)</i> <ul style="list-style-type: none"> • Elements of a funding Strategy • Cultivating private donors (donor segmentation; developing major gifts; donor stewardship, creating campaigns) • Public funding and grants 		

<p>Assessing Funding Opportunities and Agency Capacity <i>(4 workshops)</i></p> <ul style="list-style-type: none"> • Assessing organizational award capacity • Identifying and crafting responses to common RFP prompts • Funder specific research and review of past rewards • Aligning programs with funder priorities 		
<p>Creating Quality Client Deliverables <i>(3 workshops)</i></p> <ul style="list-style-type: none"> • Communicating problems and solutions • Effective storytelling for your audience • Developing a quality workflow for deliverables 		
<p>Building Effective Teams <i>(3 workshops)</i></p> <ul style="list-style-type: none"> • Foundational concepts of team development • Identifying and overcoming team dysfunctions • Running effective meetings 		
<p>Adaptive Leadership <i>(3 workshops)</i></p> <ul style="list-style-type: none"> • Adaptive leadership principles and best practices • Understanding leadership and team member needs and styles • Using adaptive people management across the employee lifecycle 		

<p>Establishing Compassionate Boundaries with clients (3 workshops)</p> <ul style="list-style-type: none"> • Defining and establishing boundaries • Navigating boundary misunderstandings and violations • Boundary setting practice in common case management scenarios 		
<p>Additional training topics include, but are not limited to:</p> <p>Core Services Tracking Documentation Overview: Identifying ID document, Employment Casefile Training; Interpreters: Scripts and Tools; Resource Mapping & Low-Income Assistance Programs; Delegation Training; De-escalation Techniques; Developing program and individual staff goals; and, Grant Trainings.</p>		

Solvera offers technical assistance to organizations under in-service training, which can be tailored to each organization’s unique needs. The following chart outlines common topics with hours and price ranges. Hours may vary, based on project complexity.

Base Rate: First hour at \$650
Hourly Rate: Additional hours at \$350

	Rates
Technical Assistance Topics	
CAPACITY BUILDING TECHNICAL	
<p>Needs Assessment & Strategic Planning</p> <ul style="list-style-type: none"> • Assessment of organization or situational needs • Recommendations on how to approach a specific problem • Creation of a strategic plan to reach objectives • <i>Best for:</i> Organizations of all sizes seeking external expertise to identify a problem and determine the best way forward 	<p><i>Price:</i> First hour at \$650; additional hours at \$350 <i>Range:</i> 5-10 hours (min \$2,050 – max \$3,800)</p>
<p>Systems Development</p> <ul style="list-style-type: none"> • Assessment of workflow needs and recommended solutions • Automating workflows • <i>Best for:</i> Teams and organizations seeking to improve efficiency 	<p><i>Price:</i> First hour at \$650; additional hours at \$350 <i>Range:</i> 10-19 hrs. (min \$3,800 – max \$6,950)</p>

RESOURCE DEVELOPMENT	
<p>Funding Strategy</p> <ul style="list-style-type: none"> • Assessment of community needs, organizational strengths, community gaps and opportunities, and funding potential • Recommendations on growth strategies, potential funding sources and strategies • Customized prospecting bank with potential funders and compatible projects • <i>Best for:</i> Organizations seeking to grow or diversify their funding 	<p><i>Price:</i> First hour at \$650; additional hours at \$350</p> <p><i>Range:</i> 10-12 hrs. (min \$3,800 - max \$4,500)</p>
<p>Fundraising Support</p> <ul style="list-style-type: none"> • Coaching on pitch development and fundraising • Strategies for social media and individual donor cultivation • <i>Best for:</i> Organizations seeking to raise private donations 	<p><i>Price:</i> First hour at \$650; additional hours at \$350</p> <p><i>Range:</i> 11-13 hrs. (min \$4,150 - max \$4,850)</p>
<p>Partnerships and Subawards</p> <ul style="list-style-type: none"> • Context analysis of opportunities • Pitch development and networking introductions • <i>Best for:</i> Organizations seeking partnerships and subawards 	<p><i>Price:</i> First hour at \$650; additional hours at \$350</p> <p><i>Range:</i> 12-15 hrs. (min \$4,500 - max \$5,550)</p>
<p>Proposal Writing (small-medium)</p> <ul style="list-style-type: none"> • Writing project proposals and letters of interest • <i>Best for:</i> Foundation, private, or local funding requests 	<p><i>Price:</i> First hour at \$650; additional hours at \$350</p> <p><i>Range:</i> 17-21 hrs. (min \$6,250 - max \$7,650)</p>

<p>Grant Writing (medium-large)</p> <ul style="list-style-type: none"> • Writing grant applications including needs statements, program overview, and organizational capacity • <i>Best for:</i> Apply for state or federal awards 	<p><i>Price:</i> First hour at \$650; additional hours at \$350 <i>Range:</i> 19-33 hrs. (min \$6,950 - max \$11,850)</p>
<p>PROGRAM DESIGN</p>	
<p>Needs Assessment and Recommendations</p> <ul style="list-style-type: none"> • Assessment of needs and effective approaches through community listening sessions, staff interviews, etc. • Recommendations on how to approach a specific program or community need • <i>Best for:</i> Organizations seeking to understand a community need and best approaches 	<p><i>Price:</i> First hour at \$650; additional hours at \$350 <i>Range:</i> 12-17 hrs. (min \$4,500 -max \$6,250)</p>
<p>Program Concept</p> <ul style="list-style-type: none"> • Initial program concept with outline of activities and outcomes and a summary program narrative • <i>Best for:</i> Small- to medium-sized programs; pitching programs to funders 	<p><i>Price:</i> First hour at \$650; additional hours at \$350 <i>Range:</i> 14-20 hrs. (min.\$5,200 –max \$7,300)</p>
<p>Full Program Design</p> <ul style="list-style-type: none"> • Full program outline including activities, outcomes, logic model, staff positions, budget, reporting metrics etc. • <i>Best for:</i> Medium- to large-scale programs; preparing for state or federal awards 	<p><i>Price:</i> First hour at \$650; additional hours at \$350 <i>Range:</i> 30-45 hrs. (min \$10,800 –max \$16,050)</p>

<p>Implementation Support</p> <ul style="list-style-type: none"> • Material development for an existing program, such as service delivery templates, client outreach materials, implementation guidelines. • <i>Best for:</i> Organizations preparing to launch a project 	<p><i>Price:</i> First hour at \$650; additional hours at \$350</p> <p><i>Range:</i> 18-25 hrs. (min \$6,600 – max \$9,050)</p>
<p>Monitoring and Evaluation</p> <ul style="list-style-type: none"> • Creation and/or implementation of evaluation plans • <i>Best for:</i> Organizations seeking to assess program effectiveness 	<p><i>Price:</i> First hour at \$650; additional hours at \$350</p> <p><i>Range:</i> 15-20 hrs. (min \$5,550 – max \$7,300)</p>

*All services offered by Solvera Consulting shall be subject to prior approval by SETA management.

ITEM IV-A-1-ACTION

APPROVAL OF 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 16 (pay period dates of 7/09/2023 through 7/22/2023) with the pay date of August 4, 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 annual 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 Head Start Unit did not ratify the tentative agreement. SETA and AFSCME representatives met again on May 25, 2023 and June 7, 2023 to discuss COLA increases. On June 20, 2023, AFSCME held another

ITEM IV-A-1-ACTION (continued)
Page 2

ratification vote for the Head Start Unit at which time the tentative agreement was ratified by members.

RECOMMENDATION:

Approve the Resolution and the negotiated salary and health insurance contribution increases effective Pay Period 16, 2023, pay period dates of 7/09/2023 through 7/22/2023, pay date of August 4, 2023.

PRESENTER: D'et Saurbourne

RESOLUTION NO.: 2023-04

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

July 6, 2023

**A RESOLUTION ADOPTING THE TENTATIVE AGREEMENT FOR EMPLOYEES
REPRESENTED BY THE AMERICAN FEDERATION OF STATE, COUNTY
AND MUNICIPAL EMPLOYEES, LOCAL 146
DATED JULY 6, 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 16, as reflected by the written letter of understanding entered into by them on June 7, 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 16, 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 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: Dr. Tabitha Thompson **DATE:** June 15, 2023
FROM: Tracey Anderson, SETA Fiscal Monitor
RE: Fiscal Monitoring desk review of Elk Grove Unified School District-Head Start

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
Head Start	Basic & COLA	\$4,547,602	8/1/2022-7/31/23	8/1/2022-1/31/23
Head Start	T & TA	\$15,685	8/1/2022-7/31/23	8/1/2022-1/31/23

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

Date of review: May 2023

AREAS EXAMINED		COMMENTS RECOMMENDATIONS			
		SATISFACTORY 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	Indirect Cost Allocation		N/A		
9	Adherence to Budget	X			
10	In-Kind Contribution	X			
11	Equipment Records		N/A		

Program Operator: Elk Grove Unified School District-Head Start

Findings and General Observations:

- 1) The total costs as reported to SETA from August 1, 2022 to January 31, 2023 for the Head Start programs have been traced to the delegate agency records. The records were verified and appeared to be in order.

Recommendations for Corrective Action:

None

cc: Jennifer Hernandez
Governing Board
Policy Council

MEMORANDUM

TO: Ms. Kathy Rothberg **DATE:** June 15, 2023

FROM: Tracey Anderson, SETA Fiscal Monitor

RE: Fiscal Monitoring Desk Review of Lao Family Community Development

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
RSS	VESL	\$930,000	10/1/2022-9/30/2023	10/1/2022-3/31/2023
RSS	ES Stand	\$380,000	10/1/2022-9/30/2023	10/1/2022-3/31/2023
RSS	OJT	\$440,000	10/1/2022-9/30/2023	10/1/2022-3/31/2023
RSS	Add'l SS	\$232,300	10/1/2022-9/30/2023	10/1/2022-3/31/2023
RSS	ESP	\$260,000	4/01/2022-11/30/2023	4/1/2022-3/31/2023

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

Date of review: May 2023

	AREAS EXAMINED	SATISFACTORY		COMMENTS 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: Lao Family Community Development

Findings and General Observations:

- 1) We have reviewed the Refugee VESL, ES Stand Alone, OJT, Additional Support Services and ESP programs from October 1, 2022 to March 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

MEMORANDUM

TO: Ms. Melissa Sigars **DATE:** June 14, 2023
FROM: David B. Clark, SETA Fiscal Monitor
RE: Fiscal Desk Monitoring of Sacramento City Unified School District

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
Head Start	Basic	\$ 6,587,105	8/1/22 – 7/31/22	8/1/22 – 12/31/22
Head Start	T & TA	\$ 31,200	8/1/22 – 7/31/22	8/1/22 – 12/31/22
Head Start	ARP	\$ 880,624	4/1/21 – 3/31/23	8/1/22 – 12/31/22
Head Start	CRRSA	\$ 225,032	4/1/21 – 3/31/23	8/1/22 – 12/31/22

Monitoring Purpose: Initial X Follow-Up X Special ___ Final ___

Date of review: April 5th, 2023
Follow Up: 4/21, 4/27, 5/2

	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: Sacramento City Unified School District

Findings and General Observations:

The total costs as reported to SETA have been traced to the delegate's fiscal records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

None

cc: Jennifer Hernandez
Governing Board
Policy Council

MEMORANDUM

TO: Ms. Lisa Teal **DATE:** June 16, 2023

FROM: Tracey Anderson, SETA Fiscal Monitor

RE: Fiscal Monitoring Desk Review of San Juan U. S. D.

PROGRAM	ACTIVITY	FUNDING	CONTRACT PERIOD	PERIOD COVERED
Head Start	Basic & COLA	\$11,001,605	8/1/22-7/31/23	8/1/22-1/31/23
Head Start	T & TA	\$51,757	8/1/22-7/31/23	8/1/22-1/31/23
Head Start	ARP	\$1,249,126	8/1/22-7/31/23	8/1/22-1/31/23
Head Start	CRRSA	\$319,203	8/1/22-7/31/23	8/1/22-1/31/23
Early HS	Basic & COLA	\$2,170,707	8/1/22-7/31/23	8/1/22-1/31/23
Early HS	T & TA	\$76,638	8/1/22-7/31/23	8/1/22-1/31/23
Early HS	ARP	\$196,226	8/1/22-7/31/23	8/1/22-1/31/23
Early HS	CRRSA	\$49,837	8/1/22-7/31/23	8/1/22-1/31/23

Monitoring Purpose: Initial: Follow Up: Special: Final:

Date of Review: May 2023

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 Program Improvement		N/A		
9 Indirect Cost Allocation	X			
10 Adherence to Budget	X			
11 In-Kind Contribution	X			
12 Equipment Records		N/A		

Program Operator: San Juan Unified School District

Findings and General Observations:

- 1) The total costs as reported to SETA for the Head Start and Early Head Start programs from August 1, 2022 to January 31, 2023 have been traced to the delegate agency's records. The records were verified and appeared to be in order.

Recommendations for Corrective Action:

None

cc: Jennifer Hernandez
Governing Board
Policy Council

Program Operator: Slavic Assistance Center

Findings and General Observations:

The total costs as reported to SETA for the RSS program have been traced to the subgrantee's fiscal records. The recorded expenditures were verified and appear to be in order and there are no adjustments required.

Recommendations for Corrective Action:

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

cc: Jennifer Hernandez
Governing Board

MEMORANDUM

TO: Ms. Maria Rosales **DATE:** June 14, 2023
FROM: David B. Clark, SETA Fiscal Monitor
RE: Fiscal Desk Monitoring of South County Services, Inc.

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
CSBG	SN	\$ 46,967	1/1/22 – 12/31/22	1/1/22 – 12/31/22

Monitoring Purpose: Initial ___ Follow-Up ___ Special ___ Final X

Scheduled Desk Monitoring Due Date: 3/20/23
Follow up: 4/13, 5/9, 5/17, 5/23

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

Memorandum
Fiscal Monitoring Findings
Page 2

Program Operator: South County Services, Inc.

Findings and General Observations:

The total costs as reported to SETA CSBG program have been traced to the subgrantee's fiscal records. The recorded expenditures were verified and appear to be in order and there are no adjustments required.

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 June 26, 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	911 Call Taker	1
	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	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

The following is an update of information as of June 26, 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			
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	Veterinary Assistant	1
City of Sacramento	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	9
	9	Administrative Analyst-Community Engagement Analyst	1
	9	Administrative Assistant	3
	9	Administrative Officer	1
	9	Administrative Technician	4
	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

SETA- Employer Activity Report

The following is an update of information as of June 26, 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			
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	

SETA- Employer Activity Report

The following is an update of information as of June 26, 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			
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

The following is an update of information as of June 26, 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			
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-Cannabis Policy and Enforcement	1
	9	Program Specialist-Security, Emergency Preparedness & Safety	1
	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	

SETA- Employer Activity Report

The following is an update of information as of June 26, 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			
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

The following is an update of information as of June 26, 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			
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
EcoLogic Solutions	9	Jr. Technician	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
IEC/AAI Holding, Inc. dba UEI College-Sacramento	4	Operations Administrator	1
	4	Student Finance Advisor	1
Ironwood Commercial Builders	3	Lather Journeyman or Apprentice Level	2

SETA- Employer Activity Report

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Kaiser Permanente	6	Environmental Specialist	4
	6	Lab Technician	4
Leadpoint Business Services	9	Recycling Sorter	15
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

The following is an update of information as of June 26, 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	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

The following is an update of information as of June 26, 2023

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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
	9	Senior Accounting Technician	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

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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

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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

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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			1,843

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
SK hynix NAND Product Solutions Corp. dba Solidigm 10951 White Rock Rd. Rancho Cordova, CA 95670	Data Storage	8/15/2023	Permanent	98	Sacramento, CA	Yes	No
TOTAL				2,465			

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 May was 3.9%.

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)
Private education and health services carried year-over job recovery**

The unemployment rate in the Sacramento--Roseville--Arden-Arcade MSA was 3.9 percent in May 2023, up from a revised 3.8 percent in April 2023, and above the year-ago estimate of 3.1 percent. This compares with an unadjusted unemployment rate of 4.5 percent for California and 3.4 percent for the nation during the same period. The unemployment rate was 3.6 percent in El Dorado County, 3.4 percent in Placer County, 4.1 percent in Sacramento County, and 4.2 percent in Yolo County.

Between April 2023 and May 2023, combined employment in the counties of El Dorado, Placer, Sacramento, and Yolo increased by 7,100 to total 1,103,200 jobs.

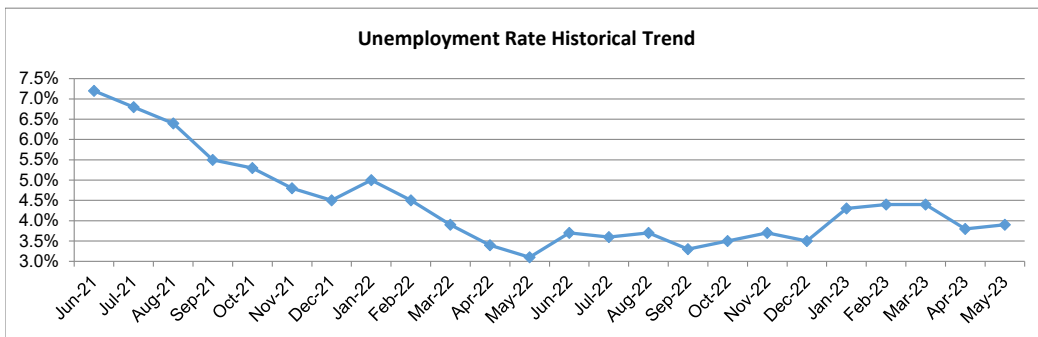
- Government (up 2,400 jobs) led month-over job growth. Local government (up 1,400) made up over fifty percent of the gains while state government picked up 900 jobs and federal government increased by 100 jobs.
- Construction grew by 1,500 jobs. Specialty trade contractors (up 1,200 jobs) accounted for eighty percent of the gains.
- Leisure and hospitality added 1,300 jobs over the month. All the growth came from accommodation and food services (up 1,300 jobs).
- Other services improved by 1,000 jobs.
- Financial activities recovered 500 jobs while professional and business services cut back 500 jobs.

Between May 2022 and May 2023, total jobs in the region increased by 29,700 or 2.8 percent.

- Private education and health services (up 12,900 jobs) hit a record high to total 187,500 jobs. Health care and social assistance (up 12,100) played a key factor in the recovery while private educational services added 800 jobs.
- Government payrolls increased by 7,800 jobs. Local government (up 5,900 jobs) accounted for about 76 percent of the gains while state government picked up 2,000 jobs and federal government lost 100 jobs.
- Other notable year-over growth included: leisure and hospitality (up 4,700 jobs), professional and business services (up 3,300), other services (up 2,800), and trade, transportation, and utilities (up 2,100).
- On the contrary, construction lost 3,500 jobs and financial activities dropped 1,000 positions from its payrolls.

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 3.9 percent in May 2023, up from a revised 3.8 percent in April 2023, and above the year-ago estimate of 3.1 percent. This compares with an unadjusted unemployment rate of 4.5 percent for California and 3.4 percent for the nation during the same period. The unemployment rate was 3.6 percent in El Dorado County, 3.4 percent in Placer County, 4.1 percent in Sacramento County, and 4.2 percent in Yolo County.



Industry	Apr-2023	May-2023	Change		May-2022	May-2023	Change
	Revised	Prelim				Prelim	
Total, All Industries	1,096,100	1,103,200	7,100		1,073,500	1,103,200	29,700
Total Farm	9,000	9,300	300		8,800	9,300	500
Total Nonfarm	1,087,100	1,093,900	6,800		1,064,700	1,093,900	29,200
Mining, Logging, and Construction	74,000	75,500	1,500		79,000	75,500	(3,500)
Mining and Logging	500	500	0		500	500	0
Construction	73,500	75,000	1,500		78,500	75,000	(3,500)
Manufacturing	40,200	40,300	100		40,100	40,300	200
Trade, Transportation, and Utilities	169,600	170,000	400		167,900	170,000	2,100
Information	10,400	10,400	0		10,500	10,400	(100)
Financial Activities	50,700	51,200	500		52,200	51,200	(1,000)
Professional and Business Services	151,200	150,700	(500)		147,400	150,700	3,300
Private Education and Health Services	187,400	187,500	100		174,600	187,500	12,900
Leisure and Hospitality	111,200	112,500	1,300		107,800	112,500	4,700
Other Services	37,800	38,800	1,000		36,000	38,800	2,800
Government	254,600	257,000	2,400		249,200	257,000	7,800

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

Data Not Seasonally Adjusted

	May 22	Mar 23	Apr 23	May 23	Percent Change	
			Revised	Prelim	Month	Year
Civilian Labor Force (1)	1,118,600	1,141,500	1,131,100	1,131,400	0.0%	1.1%
Civilian Employment	1,083,600	1,091,000	1,087,700	1,086,800	-0.1%	0.3%
Civilian Unemployment	34,900	50,600	43,500	44,600	2.5%	27.8%
Civilian Unemployment Rate	3.1%	4.4%	3.8%	3.9%		
(CA Unemployment Rate)	3.7%	4.8%	4.3%	4.5%		
(U.S. Unemployment Rate)	3.4%	3.6%	3.1%	3.4%		

Total, All Industries (2)	1,073,500	1,083,500	1,096,100	1,103,200	0.6%	2.8%
Total Farm	8,800	8,000	9,000	9,300	3.3%	5.7%
Total Nonfarm	1,064,700	1,075,500	1,087,100	1,093,900	0.6%	2.7%
Total Private	815,500	821,400	832,500	836,900	0.5%	2.6%
Goods Producing	119,100	110,600	114,200	115,800	1.4%	-2.8%
Mining, Logging, and Construction	79,000	70,600	74,000	75,500	2.0%	-4.4%
Mining and Logging	500	500	500	500	0.0%	0.0%
Construction	78,500	70,100	73,500	75,000	2.0%	-4.5%
Construction of Buildings	15,300	15,200	15,400	15,700	1.9%	2.6%
Specialty Trade Contractors	55,000	48,000	51,300	52,500	2.3%	-4.5%
Foundation, Structure, and Building Exterior Contractors	15,000	12,800	13,200	13,600	3.0%	-9.3%
Building Equipment Contractors	22,500	19,900	21,300	21,600	1.4%	-4.0%
Building Finishing Contractors	11,800	10,700	11,900	12,000	0.8%	1.7%
Manufacturing	40,100	40,000	40,200	40,300	0.2%	0.5%
Durable Goods	25,800	26,100	26,100	26,100	0.0%	1.2%
Computer and Electronic Product Manufacturing	4,400	4,400	4,400	4,400	0.0%	0.0%
Non-Durable Goods	14,300	13,900	14,100	14,200	0.7%	-0.7%
Food Manufacturing	5,300	5,600	5,500	5,600	1.8%	5.7%
Service-Providing	945,600	964,900	972,900	978,100	0.5%	3.4%
Private Service Providing	696,400	710,800	718,300	721,100	0.4%	3.5%
Trade, Transportation, and Utilities	167,900	168,700	169,600	170,000	0.2%	1.3%
Wholesale Trade	28,200	28,700	29,200	28,800	-1.4%	2.1%
Merchant Wholesalers, Durable Goods	16,200	16,200	16,500	16,200	-1.8%	0.0%
Merchant Wholesalers, Nondurable Goods	10,300	10,700	10,700	10,700	0.0%	3.9%
Retail Trade	100,200	99,300	99,400	99,900	0.5%	-0.3%
Motor Vehicle & Parts Dealers	15,500	15,300	15,300	15,400	0.7%	-0.6%
Building Material and Garden Equipment and Supplies Dealers	9,700	8,800	8,800	8,900	1.1%	-8.2%
Grocery and Convenience Retailers	20,300	20,400	20,400	20,400	0.0%	0.5%
General Merchandise Retailers	19,500	19,900	19,800	19,900	0.5%	2.1%
Health and Personal Care Retailers	5,500	5,300	5,300	5,300	0.0%	-3.6%
Clothing, Clothing Accessories, Shoe, and Jewelry Retailers	6,300	6,300	6,300	6,300	0.0%	0.0%
Sporting Goods, Hobby, Musical Instrument, Book, and						
Miscellaneous Retailers	10,800	11,200	11,300	11,400	0.9%	5.6%
Transportation, Warehousing, and Utilities	39,500	40,700	41,000	41,300	0.7%	4.6%
Information	10,500	10,400	10,400	10,400	0.0%	-1.0%
Publishing Industries	2,500	2,400	2,500	2,400	-4.0%	-4.0%
Telecommunications	2,700	2,600	2,600	2,600	0.0%	-3.7%
Financial Activities	52,200	51,400	50,700	51,200	1.0%	-1.9%
Finance and Insurance	33,200	32,500	32,800	33,200	1.2%	0.0%
Credit Intermediation and Related Activities including						
Monetary Authorities - Central Bank	10,000	9,500	9,500	9,600	1.1%	-4.0%
Depository Credit Intermediation including Monetary						
Authorities	5,600	5,800	5,700	5,800	1.8%	3.6%
Nondepository Credit Intermediation	2,400	2,100	2,100	2,200	4.8%	-8.3%
Insurance Carriers and Related Activities	19,800	19,600	19,800	20,000	1.0%	1.0%
Real Estate and Rental and Leasing	19,000	18,900	17,900	18,000	0.6%	-5.3%
Real Estate	15,300	15,100	14,400	14,500	0.7%	-5.2%
Professional and Business Services	147,400	149,800	151,200	150,700	-0.3%	2.2%
Professional, Scientific, and Technical Services	68,300	73,200	73,800	73,500	-0.4%	7.6%
Architectural, Engineering, and Related Services	10,800	11,300	11,400	11,500	0.9%	6.5%
Management of Companies and Enterprises	13,000	13,300	13,400	13,400	0.0%	3.1%
Administrative and Support and Waste Management and						
Remediation Services	66,100	63,300	64,000	63,800	-0.3%	-3.5%
Administrative and Support Services	62,600	59,800	60,500	60,400	-0.2%	-3.5%

Data Not Seasonally Adjusted

	May 22	Mar 23	Apr 23	May 23	Percent Change	
			Revised	Prelim	Month	Year
Employment Services	22,700	21,400	21,400	21,500	0.5%	-5.3%
Services to Buildings and Dwellings	19,900	19,500	20,200	20,400	1.0%	2.5%
Private Education and Health Services	174,600	183,400	187,400	187,500	0.1%	7.4%
Private Educational Services	13,900	14,500	14,700	14,700	0.0%	5.8%
Health Care and Social Assistance	160,700	168,900	172,700	172,800	0.1%	7.5%
Ambulatory Health Care Services	58,000	62,000	63,900	62,800	-1.7%	8.3%
Hospitals	25,900	26,600	27,100	27,100	0.0%	4.6%
Nursing and Residential Care Facilities	16,400	17,600	18,100	18,200	0.6%	11.0%
Leisure and Hospitality	107,800	109,500	111,200	112,500	1.2%	4.4%
Arts, Entertainment, and Recreation	16,700	18,800	19,000	19,000	0.0%	13.8%
Accommodation and Food Services	91,100	90,700	92,200	93,500	1.4%	2.6%
Accommodation	8,100	9,400	9,400	9,200	-2.1%	13.6%
Food Services and Drinking Places	83,000	81,300	82,800	84,300	1.8%	1.6%
Restaurants and Other Eating Places	78,300	76,600	77,700	79,300	2.1%	1.3%
Full-Service Restaurants	34,100	33,300	33,700	34,000	0.9%	-0.3%
Limited-Service Restaurants and Other Eating Places	44,200	43,300	44,000	45,300	3.0%	2.5%
Other Services	36,000	37,600	37,800	38,800	2.6%	7.8%
Repair and Maintenance	10,800	10,700	11,000	11,300	2.7%	4.6%
Government	249,200	254,100	254,600	257,000	0.9%	3.1%
Federal Government	14,400	14,200	14,200	14,300	0.7%	-0.7%
Department of Defense	1,700	1,700	1,700	1,700	0.0%	0.0%
Total State and Local Government	234,800	239,900	240,400	242,700	1.0%	3.4%
State Government	131,100	131,700	132,200	133,100	0.7%	1.5%
State Government Educational Services	28,600	28,900	28,900	29,000	0.3%	1.4%
State Government Excluding Education	102,500	102,800	103,300	104,100	0.8%	1.6%
Local Government	103,700	108,200	108,200	109,600	1.3%	5.7%
Local Government Educational Services	57,800	59,500	59,400	59,800	0.7%	3.5%
Local Government excluding Educational Services	45,900	48,700	48,800	49,800	2.0%	8.5%
County Government	19,000	19,700	19,700	19,800	0.5%	4.2%
City Government	10,000	10,200	10,200	10,700	4.9%	7.0%
Special Districts plus Tribes	16,900	18,800	18,900	19,300	2.1%	14.2%

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
May 2023 - Preliminary
 Data Not Seasonally Adjusted

COUNTY	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
STATE TOTAL	---	19,308,000	18,443,400	864,600	4.5%
ALAMEDA	14	827,400	797,000	30,400	3.7%
ALPINE	48	490	460	30	6.9%
AMADOR	30	14,310	13,620	690	4.8%
BUTTE	34	92,200	87,700	4,500	4.9%
CALAVERAS	18	22,040	21,190	860	3.9%
COLUSA	57	10,290	8,910	1,390	13.5%
CONTRA COSTA	14	551,300	530,700	20,600	3.7%
DEL NORTE	37	9,200	8,680	520	5.7%
EL DORADO	13	93,800	90,400	3,400	3.6%
FRESNO	51	465,600	430,700	34,800	7.5%
GLENN	45	12,620	11,820	800	6.3%
HUMBOLDT	22	59,700	57,200	2,500	4.3%
IMPERIAL	58	70,800	59,400	11,300	16.0%
INYO	10	8,260	7,970	290	3.5%
KERN	54	397,200	363,000	34,200	8.6%
KINGS	53	58,500	53,800	4,700	8.0%
LAKE	35	28,030	26,480	1,550	5.5%
LASSEN	28	8,810	8,400	410	4.6%
LOS ANGELES	30	4,969,400	4,728,500	240,900	4.8%
MADERA	50	65,800	60,900	4,800	7.3%
MARIN	2	131,400	127,500	3,900	3.0%
MARIPOSA	27	7,600	7,260	340	4.5%
MENDOCINO	22	36,190	34,640	1,550	4.3%
MERCED	55	116,700	105,800	10,800	9.3%
MODOC	43	3,220	3,020	190	6.0%
MONO	18	8,080	7,770	310	3.9%
MONTEREY	45	236,700	221,800	14,900	6.3%
NAPA	5	72,100	69,800	2,300	3.1%
NEVADA	14	47,070	45,320	1,750	3.7%
ORANGE	6	1,594,700	1,543,500	51,200	3.2%
PLACER	9	195,100	188,500	6,600	3.4%
PLUMAS	48	7,380	6,870	510	6.9%
RIVERSIDE	26	1,141,800	1,091,600	50,200	4.4%
SACRAMENTO	20	732,500	702,600	29,900	4.1%
SAN BENITO	40	32,600	30,700	1,900	5.8%
SAN BERNARDINO	22	999,500	956,200	43,400	4.3%
SAN DIEGO	10	1,595,300	1,539,600	55,600	3.5%
SAN FRANCISCO	2	574,900	557,900	17,000	3.0%
SAN JOAQUIN	41	351,800	331,100	20,700	5.9%
SAN LUIS OBISPO	2	139,900	135,600	4,200	3.0%
SAN MATEO	1	454,400	442,100	12,300	2.7%
SANTA BARBARA	10	225,500	217,600	7,900	3.5%
SANTA CLARA	6	1,043,200	1,009,900	33,300	3.2%
SANTA CRUZ	37	135,700	127,900	7,800	5.7%
SHASTA	30	73,400	69,900	3,600	4.8%
SIERRA	28	1,320	1,260	60	4.6%
SISKIYOU	41	16,480	15,500	980	5.9%
SOLANO	22	202,200	193,500	8,700	4.3%
SONOMA	8	248,300	240,000	8,300	3.3%
STANISLAUS	47	245,800	230,200	15,600	6.4%
SUTTER	52	47,800	44,000	3,800	7.9%
TEHAMA	37	25,270	23,820	1,450	5.7%
TRINITY	35	4,430	4,190	240	5.5%
TULARE	56	216,300	194,800	21,600	10.0%
TUOLUMNE	30	19,630	18,700	930	4.8%
VENTURA	14	415,800	400,400	15,400	3.7%
YOLO	21	109,900	105,300	4,600	4.2%
YUBA	44	32,200	30,200	2,000	6.2%

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 2022 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

*May, 2023

- 5/2/23 - Freedom Park Class B was closed due to staffing issues.
- 5/4/23 - Bannon Class W closed due to staffing issues.
- 5/8/23 - North Ave the whole site closed due to pest control.
- 5/10/23 - CP Huntington had a Mother's Day Tea Party @ the site, Kitchen prepared 30 sack lunches.
- 5/25/23 - Grizzly Hollow had a Field Trip to Derr-Okamoto Park, Kitchen prepared 50 sack lunches.
- 5/25/23 - Phoenix Park had a Field Trip to the Science Alliance the whole site, requested no sack lunches.
- 5/26/23 - Marina Vista had a Field Trip to the Sacramento Zoo, Kitchen prepared 60 sack lunches.
- 5/26/23 - Mather had a Field Trip to the Sacramento Zoo, Kitchen prepared 40 sack lunches, lunches.
- 5/26/23 - Spinelli had a Field Trip to the Sacramento Children's Museum, Kitchen prepared 20 sack lunches.
- 5/26/23 - EHS Home Base had a Field Trip to the Sacramento County Fair, Kitchen prepared 75 sack lunches.
- 5/26/23 - Galt Head Start had a Field Trip to the Sacramento Zoo, Kitchen prepared 100 sack lunches.
- 5/31/23 - Fruitridge Field Trip, Kitchen prepared 20 sack lunches.
- 5/31/23 - Strizek Park Field Trip, Kitchen prepared 20 sack lunches.

Lunch	PM Snack	Breakfast	Field Trips
40,460	34,930	36,470	11

Total Amount of Meals and Snacks Prepared 112,435

Purchases:

Food	\$150,589.38
Non - Food	\$24,786.44

Building Maintenance and Repair:

Janitorial & Restroom Supplies:

Kitchen Small Wares and Equipment:

Vehicle Maintenance and Repair: \$1,800.69

Vehicle Gas / Fuel: \$1,919.63
 Normal Delivery Days 20

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start

May 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	226	13%	660	155	23%
Twin Rivers USD	160	48	30%	56	4	7 %
Elk Grove USD	480	112	23%			
Sac City USD	676	116	17%			
San Juan USD	1044	86	8%	164	11	7%
WCIC	120	9	8%			
COUNTY TOTAL	4176	597	14%	880	170	19%

AFE: Annual Funded Enrollment

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

Head Start

Agency	Funded Enrollment	(a) Last Day of Month Enrollment (05/31/23)	(b) % of capped/closed	(c) % Actual to Funded
Elk Grove USD	480	441	0	92%
Sacramento City USD	676	659	0	97%
San Juan USD	1,044	786	236 (97%)	75%
SETA	1,696	1557	72 (96%)	92%
Twin Rivers USD	160	158	0	99%
WCIC/Playmate	120	81	40 (101%)	67%
Total	4,176	3,682	348 (96%)	88%

Early Head Start

Agency	Funded Enrollment	(a) Last Day of Month Enrollment (05/31/23)	(b) % of capped/closed	(c) % Actual to Funded
San Juan USD	164	155	0	95%
SETA	660	627	4 (96%)	95%
Twin Rivers USD	56	29	22 (85%)	52%
Total	880	811	26 (95%)	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

- EGUSD continues to face a staffing shortage within the Head Start Program. There are 14 vacant positions that support classroom ratio, in 12 classes across 11 sites. In addition, the enrollment team had 2 vacant Office Assistant positions.
- Encountering eligible families contacted to enroll, often opted to remain on the waitlist if their preferred school site was not available.

Sacramento City USD

- Due to staffing shortage, enrollment is under by 17 students.

San Juan USD

- Current staff shortages in positions that support classroom ratio and enrolment.
- Classroom(s) continue to be capped at across 10 classrooms 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: 5 Family Services Worker; 2 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 22 enrollment slots.

WCIC/Playmate

- 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 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

- 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.
- Following up with families on our sites wait list to inform them of classroom openings that are coming available.

San Juan USD

- ECE ERSEA Admin and team is plotting priority zip code data to ensure we have centers in needy areas.
- Home-Based socializations are happening at various library and community spaces to showcase our program and information is being distributed through mail to non-attending families.
- Program manager and ECE admin are continuing to meet regularly with HR to ensure that positions are posted.
- School Community workers, admin, and ERSEA content continue to target areas that are identified by enrollment data and recruitment flyers in 5 languages are distributed to schools, community agencies, and businesses in the surrounding areas. Targeted low enrollment areas on the west side of the district 95662 and 95610.

SETA

- Human Resources listed job openings within employment search websites and partnered with the following agencies to fill vacancies: CA Head Start Assoc., CalJOBS, ZipRecruiter, Indeed. Employment offers were accepted during May for the following positions: 1 Family Services Worker.
- Recruitment and networking opportunities to increases awareness of Head Start services and community visibility: Saint Hope 20th Anniversary of the Acres and Art Cultural Center, Del Paso Community Health Fair, WIC, Community Baby Shower, International Kids Day Festival. Through these recruitment events, 28 Interest Forms were completed by families inquiring of Head Start services.

Twin Rivers USD

- All vacant positions are posted on Edjoin and Team Taylor.
- Continuing to use marquees signage to increased awareness of Early Head Start openings.

WCIC/Playmate

- Enrollment team will reach out to St. Hope Public Schools and Father Keith B. Kenny Elementary School, and other agencies within the 95817-zip code.
- SETA will continue to provided list of families that completed on-line inquires 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.