



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, September 7, 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/81263516329?pwd=SmlYanRSNTRBakx0K1ZkMjY3VTRCZz09>

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,,81263516329# US (San Jose). Meeting ID: 812 6351 6329. Passcode: 085172. Find your local number: <https://us02web.zoom.us/j/81263516329>. Members of the public are encouraged to participate in the meeting by submitting written comments by email to: [Anzhelika.Simonenkova@seta.net](mailto: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](mailto:Anzhelika.Simonenkova@seta.net). Please include in your request the item(s) on which you would like to participate. Additionally, during the meeting any questions or comments may be submitted via the chat features on Zoom. Public comments will be accepted until the adjournment of the meeting, distributed to the members of the Board and included in the record.

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

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

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

# A G E N D A

## Page Number

- I. **Call to Order/Roll Call/Pledge of Allegiance**
- II. **Consent Items**
  - A. Approval of Minutes of the August 3, 2023 Regular Board Meeting 1-7
  - B. Approval of Claims and Warrants 8
  - C. Approval to Amend the Conflict of Interest Code for the Sacramento Employment and Training Agency 9-15
  - D. Approval of the Submission of the Student Training and Employment Program (STEPS) Application to the California Department of Rehabilitation and Authorization for the Executive Director to Execute the Agreement and Any Other Documents Required by the Funding Source 16
  - E. Approval to Modify Greater Sacramento Urban League's Vendor Services Contract 17-18
- III. **Action Items**
  - A. **GENERAL ADMINISTRATION/SETA:**
    - 1. Approval of Recommendations for Amendments to the Sacramento Employment and Training Agency Joint Exercise of Powers Agreement (Legal Counsel) 19-21
  - B. **WORKFORCE DEVELOPMENT DEPARTMENT:**
    - General/Discretionary: No Items
    - Community Services Block Grant: No Items
    - One Stop Services: No Items
    - Refugee Services:
      - 1. Approval of Staff Funding Recommendations for the Refugee Support Services (RSS) and RSS Set-Aside Grant Programs, Program Year (PY) 2023-2024 (Michelle O'Camb) 22-33
  - C. **CHILDREN AND FAMILY SERVICES:** No Items

**IV. Information Items**

- A. Uptown Studios Presentation/Update on Re-Branding/Logo Revamp (Tina Reynolds and Noel Michienzi)
- B. Employer Success Stories and Activity Report (William Walker) 34-37
- C. Dislocated Worker Update (William Walker) 38-41
- D. Unemployment Update/Press Release from the Employment Development Department (Roy Kim) 42-47
- E. Head Start Reports (Karen Griffith) 48-56

**V. Reports to the Board 57**

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

**VI. Adjournment**

**DISTRIBUTION DATE: Friday, September 1, 2023**

ITEM II-A-CONSENT

APPROVAL OF MINUTES OF THE AUGUST 3, 2023  
REGULAR BOARD MEETING

BACKGROUND:

Attached are the minutes of the August 3, 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, August 3, 2023  
10:00 a.m.

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

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

Members Present:

Mai Vang, Vice Chair, Mayor Pro Tem, City of Sacramento  
Sophia Scherman, Member, Public Representative  
Patrick Kennedy, Chair, Board of Supervisors  
Rich Desmond, Member, Board of Supervisors

Members Absent:

Eric Guerra; Vice Mayor, City of Sacramento

**II. Consent Items**

- A. Approval of Minutes of the July 6, 2023 Regular Board Meeting
- B. Approval of Claims and Warrants
- C. Approval to Accept Funding from the Sacramento Municipal Utility District (SMUD) to Provide On-The-Job Training Services, and Authorize the Executive Director to Execute the Funding Agreement, Modifications, or Other Documents Required by the Funding Source

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

- A. Approval of Minutes of the July 6, 2023 Regular Board Meeting
- B. Approval of Claims and Warrants for the period 5/19/2023 through 6/16/2023
- C. Approval to Accept Funding from the Sacramento Municipal Utility District (SMUD) to Provide On-The-Job Training Services, and Authorize the Executive Director to Execute the Funding Agreement, Modifications, or Other Documents Required by the Funding Source

Roll call vote:

Aye: 4 (Desmond, Vang, Scherman, Kennedy)

Nay: 0  
Abstention: 0  
Absent: 1 (Guerra)

**III. Action Items**

**A. GENERAL ADMINISTRATION/SETA:**

**1. TIMED ITEM 10:00 A.M. AND PUBLIC HEARING:**

Approval of the Sacramento Employment and Training Agency Final Budget for Fiscal Year 2023-2024

Mr. Maslac introduced himself and reviewed the final SETA fiscal year 2023-2024 budget, which increased by \$11,847,562 over last year. The most significant change from the recommended budget approved on June 1 is an increase to \$2,916,667 in fixed assets due to budget modification approved on June 1, listed under the Schedule of Appropriations. Additionally, there was a significant increase in the refugee support services funding due to additional funding for Ukrainian refugees' housing programs and some carryover changes. The rest of the variance comes from the projections for the rest of the fiscal year versus the actual costs incurred for this fiscal year ending on June 30, 2023.

Moved/Scherman, second/Desmond, to adopt the attached Resolution approving the Sacramento Employment and Training Agency Final Budget for Fiscal Year 2023-2024

Roll call vote:  
Aye: 4 (Vang, Desmond, Scherman, Kennedy)  
Nay: 0  
Abstention: 0  
Absent: 1 (Guerra)

**2. Approval of Reappointment to the Sacramento Works Workforce Development Board**

Mr. Kim reviewed the reappointment of Mr. Jasso to the Sacramento Works Workforce Development Board for a three-year term.

Moved/Vang, second/Scherman, to approve the reappointment of Mr. Jasso to the Sacramento Works Workforce Development Board for a three-year term beginning August 6, 2023

Roll call vote:  
Aye: 4 (Vang, Desmond, Scherman, Kennedy)  
Nay: 0  
Abstention: 0

Absent: 1 (Guerra)

**B. WORKFORCE DEVELOPMENT DEPARTMENT:**

General/Discretionary: No items

Community Services Block Grant:

1. Approval of the Community Services Block Grant (CSBG) Request for Proposals for the 2024 Program Year

Ms. Davis-Jaffe introduced herself and reviewed the item. SETA is the designated Community Action Agency for Sacramento County and takes pride in serving the community. The CSBG Request for Proposals (RFP) solicits proposals from qualified agencies to address needs, services, and recommendations identified in the Community Action Plan that the SETA Governing Board approved on June 1, 2023. The Community Action Board approved the CSBG RFP at its July 12, 2023 meeting, with the following recommended changes:

- Greater emphasis on the promotion of the Strengthening Families Protective Factors Framework Logic Model in the language of the RFP, and;
- Inclusion of an additional statement on the priorities for service not presented in order of importance. Additional language and requirements about being equity-focused and intentional about the intersection of issues facing low-income community members were also included.

Those changes have been made. If approved by the Governing Board today, the CSBG RFP will be released on August 4, 2023, at 1:00 p.m. Proposals are due on September 14, 2023, at 4 p.m.

Moved/Desmond, second/Scherman, to approve the CSBG Request for Proposals for the 2024 Program Year.

Roll call vote:

Aye: 4 (Vang, Desmond, Scherman, Kennedy)

Nay: 0

Abstention: 0

Absent: 1 (Guerra)

One Stop Services: No items

Refugee Services:

2. Non-Competitive Procurement Finding and Approval to Augment Funds to Refugee Program Service Providers Under the Refugee Support Services (RSS) Housing Assistance for Ukrainians (HAU) Grant, Program Year (PY) 2022-2024

Ms. O’Camb introduced herself and reviewed the item. She advised that housing and utility assistance will be limited to individuals enrolled in SETA’s Refugee Support Services (RSS) program. The supporting letter from the Department of Social Services, former State Refugee Coordinator Kathy Yang, as well as individual provider awards, were provided in the packet.

Moved/Scherman, second/Desmond, to find that non-competitive procurement for the augmentations is appropriate, and approve the funding augmentation recommendations for the nine RSS employment program providers for PY 2022-2023, as indicated in the attached funding charts.

In addition, approve the following stipulation:

1. Providers must maintain status as recipients of RSS employment program funding, and must provide case management services to eligible participants.

Roll call vote:

Aye: 4 (Vang, Desmond, Scherman, Kennedy)

Nay: 0

Abstention: 0

Absent: 1 (Guerra)

**C. CHILDREN AND FAMILY SERVICES: No items**

**IV. Information Items**

A. Fiscal Monitoring Reports: No Questions

B. Employer Success Stories and Activity Report: No Questions

C. Dislocated Worker Update:

Mr. Walker advised that the Yellow Freight tracking company is closing all its California locations. SETA will hold a conference call with representatives from the South Sacramento location to assist potential dislocated workers. More information will be provided in the next meeting.

D. Unemployment Update/Press Release from the Employment Development Department: No Questions

E. Head Start Reports: No Questions

**V. Reports to the Board**

A. Chair: No Report



B. Executive Director:

Ms. Hernandez advised that the SETA's All Staff meeting at Citrus Heights Community Center is tomorrow. She extended the invitation to all the members of the Board and hoped to see them at some portion of the program.

Ms. Hernandez shared that SETA was invited to participate in the Good Jobs, Great Cities Learning Network, organized by the National League of Cities. She thanked the City of Sacramento for allowing SETA to join their efforts.

SETA has been conversing with various workforce partners and hearing more and more about professionals coming into Sacramento to work in the clean energy space. A concerted effort is happening to build more connections to complement and supplement each other in that approach. SETA will continue to advocate for a more inclusive placement process emphasizing underserved populations and support the network of partners in workforce development.

Ms. Hernandez advised that the California Workforce Development Board approved the SETA Workforce Development Board's application and was awarded \$5 million through the High Road Training Partnership which will support work around Aggie Square.

This week trainings were held in the Children and Family Services Department for teaching personnel in preparation for a new school year.

Last weekend SETA held a very successful Head Start recruitment event. Over forty job offers were made on the spot. The outreach to partners was very effective, as well, staff efforts on the event day. Ms. Hernandez acknowledged the SETA staff's hard work, especially during the summer months, as they prepare to go back into the rigorous programs, whether in Workforce or in Childhood Education Programs.

C. Deputy Directors:

Ms. Griffith introduced herself and acknowledged UC Davis nurse interns joining today's meeting. They assist SETA by providing health screenings and health activities to children in-service, as well as training and TB tests to SETA's staff. SETA values the great partnership with the UC Davis Betty Irene Moore School of Nursing.

Mr. Kennedy thanked nurse interns for their commitment to embarking on one of the most difficult jobs in serving the community.

D. Counsel:

Mr. Thatch advised on the requested information regarding the selection process used for the agency's Executive Director. The memo was distributed to the Board Members in late May. The Law Office of Gregory Thatch looked at other joint powers agencies with the city and the county. The Governing Board Members at those agencies play a

significant role in selecting the Executive Director. The law office offered the language that could be amended to the current Joint Powers Agreement by the decision of the Board of Supervisors and City Council.

Mr. Kennedy requested Ms. Hernandez to work with the Counsel to agendaize the topic for a future meeting.

E. Members of the Board: No Report

F. Public: None

VI. **Adjournment:** The meeting adjourned at 10:25 a.m.

ITEM II-B-CONSENT

APPROVAL OF CLAIMS AND WARRANTS

BACKGROUND:

D'et Saurbourne, Administrative Services Deputy Director, has reviewed the claims for the period 6/16/2023 through 8/28/2023, and all expenses appear to be appropriate.

RECOMMENDATION:

Approve the claims and warrants for the period 6/16/2023 through 8/28/2023.

PRESENTER: D'et Saurbourne

ITEM II-C-CONSENT

APPROVAL TO AMEND THE CONFLICT OF INTEREST CODE  
FOR THE SACRAMENTO EMPLOYMENT AND TRAINING AGENCY

BACKGROUND:

Pursuant to the Political Reform Act, SETA is required to adopt, maintain and amend, as appropriate, a Conflict of Interest Code. The last modification was approved by the Board on October 6, 2022.

Staff and legal counsel reviewed the list of job classifications required to file and have made modifications to the Appendix to reflect these changes.

If your Board approves the revised Conflict of Interest Code, it will then be forwarded to the Sacramento County Board of Supervisors for ratification pursuant to its responsibility as the Code Reviewing Body under the Political Reform Act. The revised Conflict of Interest Code will become effective thirty (30) days after its ratification by the Sacramento County Board of Supervisors. The proposed revised Conflict of Interest Code, in both clean and markup versions (deletions in ~~strikeout text~~ and additions in ***bold italics***), is attached.

RECOMMENDATION:

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

PRESENTER: Legal Counsel

**CONFLICT OF INTEREST CODE  
FOR THE  
SACRAMENTO EMPLOYMENT AND TRAINING AGENCY**

Pursuant to the Political Reform Act, Government Code Section(s) 81000, et. seq. (“PRA”) the Sacramento Employment and Training Agency (“SETA”) has adopted a Conflict of Interest Code. The PRA requires conforming amendments to be made in Conflict of Interest Codes adopted and promulgated pursuant to the provisions of the PRA.

The Fair Political Practices Commission (“FPPC”) has adopted a regulation, Cal. Adm. Code Section 18730, which contains the terms of a standard model Conflict of Interest Code, which can be incorporated by reference, and which will be amended to conform to amendments in the PRA after public notice and hearings conducted by the FPPC.

Incorporation by reference in terms of the aforementioned regulation and amendments to it in SETA’s Conflict of Interest Code will save SETA time and money by minimizing the actions required by SETA to keep the Code in conformity with the PRA.

SETA’s current Conflict of Interest Code as adopted pursuant to Resolution No. 2008-1010 is hereby repealed. The terms of Cal. Adm. Code Section 18730 and any amendments to it duly adopted by the FPPC are hereby incorporated by reference and, together with the attached APPENDIX, shall constitute the Conflict of Interest Code for SETA.

The designation of SETA employees and the applicable disclosure categories are identified in the attached APPENDIX.

Individuals holding designated positions shall file their statements of economic interests electronically with the Clerk of the Sacramento County Board of Supervisors. All statements are available for public inspection and reproduction by contacting either the Clerk of the SETA Governing Board or the Clerk of the Sacramento County Board of Supervisors (Gov. Code Sec. 81008). All statements will be retained electronically by the Clerk of the Board of Supervisors.

This amended Conflict of Interest Code will become effective upon the date of its adoption by the Sacramento County Board of Supervisors.

## APPENDIX

### **Sacramento Employment and Training Agency Conflict of Interest Code Designated Employees**

The following persons are designated employees of SETA:

Members of the SETA Governing Board	Workforce Development Analyst Supervisor
Members of the Workforce Development Board (WDB) and Committees	Workforce System Administrator
Members of the Head Start Policy Council (PC)	Workforce Development Analyst II and III
Members of the Head Start Parent Advisory Committee (PAC)	Workforce Development Planner I and II
Members of the Community Action Board (CAB)	Workforce Development Quality Control Supervisor
WDB Legal Counsel	Workforce Development Manager
SETA Legal Counsel	Facilities Coordinator
Clerk of the Boards	Children and Family Services Education Program Officer
Executive Director	Children and Family Services Support Services Program Officer
Children and Family Services Deputy Director	Children and Family Services Administrative Program Officer
Workforce Development Deputy Director	Children and Family Services Eligibility Coordinator
Personnel/Human Resources Department Chief	Workforce Development Analytical Program Officer
Fiscal Department Chief	Workforce Development Operational Program Officer
Information Systems Department Chief	Purchasing Analyst
Administration Services Deputy Director	Staff Support Officer
Executive Coordinator	Workforce Development Professional I, II, III
Senior Personnel Analyst**	Head Start Site Director
Accountant I	Head Start Coordinator (Education)
Accountant II**	Head Start Coordinator (Food Service)
Accountant III	Head Start Coordinator (Health/Nutrition)
Senior Accountant	Head Start Coordinator (Governance/Parent Engagement)
Programmer Analyst	Head Start Education Specialist**
Workforce Development Professional Supervisor	Network Engineer
Human Resources Manager	Head Start Facilities Supply Clerk
Information Technology Analyst I and II	Head Start Facilities Specialist
Information Technology Services Facilitator	Head Start Head Cook
Information Technology Engineering Analyst	Head Start Manager
	Web Innovation Engineer

\*\* Includes both supervisory and non-supervisory staff

**Sacramento Employment and Training Agency  
Conflict of Interest Disclosure Categories**

All persons holding positions listed above shall disclose:

1. Investments in any business entity and income from any source which:
  - A. Within the last two years, has contracted, or in the future foreseeably may contract, with SETA to provide SETA or any of its subgrantees and delegate agencies, services, land, leased space, supplies, materials, machinery or equipment. See Government Code Sections 82034, 87103 and 87206.
  - B. Is a subgrantee of SETA, a delegate agency of SETA, or a contractor of SETA, or which, within the last two years was an applicant for a SETA subgrant, delegate agency agreement, or contract. See Government Code Sections 82034, 87103 and 87206.
2. Interests in real property which have a fair market value of \$2,000 or more and interests in real property of any business entity of a ten (10) percent interest or more, which, within the past two years, have been leased or sold or in the future foreseeably may be leased or sold to SETA or any recipient of SETA authorized funds. See Government Code Section 82033.
3. Business positions held in an organization or enterprise operating for profit. See Government Code Sections 82005 and 87302.

**CONFLICT OF INTEREST CODE  
FOR THE  
SACRAMENTO EMPLOYMENT AND TRAINING AGENCY**

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Incorporation by reference in terms of the aforementioned regulation and amendments to it in SETA’s Conflict of Interest Code will save SETA time and money by minimizing the actions required by SETA to keep the Code in conformity with the PRA.

SETA’s current Conflict of Interest Code as adopted pursuant to Resolution No. 2008-1010 is hereby repealed. The terms of Cal. Adm. Code Section 18730 and any amendments to it duly adopted by the FPPC are hereby incorporated by reference and, together with the attached APPENDIX, shall constitute the Conflict of Interest Code for SETA.

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## APPENDIX

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The following persons are designated employees of SETA:

Members of the SETA Governing Board	Workforce Development Analyst Supervisor
Members of the Workforce Development Board (WDB) and <a href="#">Youth Committees</a>	Workforce System Administrator
Members of the Head Start Policy Council (PC)	Workforce Development Analyst II and III
Members of the Head Start Parent Advisory Committee (PAC)	Workforce Development Planner I and II
Members of the Community Action Board (CAB)	Workforce Development Quality Control Supervisor
WDB Legal Counsel	Workforce Development Manager
SETA Legal Counsel	Facilities Coordinator
Clerk of the Boards	Children and Family Services Education Program Officer
Executive Director	Children and Family Services Support Services Program Officer
Children and Family Services Deputy Director	Children and Family Services Administrative Program Officer
Workforce Development Deputy Director	Children and Family Services Eligibility Coordinator
Personnel/Human Resources Department Chief	Workforce Development Analytical Program Officer
Fiscal Department Chief	Workforce Development Operational Program Officer
Information Systems Department Chief	Purchasing Analyst
Administration Services Deputy Director	Staff Support Officer
Executive Coordinator	Workforce Development Professional I, II, III
Senior Personnel Analyst**	Head Start Site Director
Accountant I	Head Start Coordinator (Education)
Accountant II**	Head Start Coordinator (Food Service)
Accountant III	Head Start Coordinator (Health/Nutrition)
Senior Accountant	Head Start Coordinator ( <a href="#">Governance/Parent Engagement</a> <a href="#">Social Services/Parent Involvement Services</a> )
Programmer Analyst	Head Start Education Specialist**
Workforce Development Professional Supervisor	Network Engineer
Human Resources Manager	Head Start Facilities <a href="#">Supply Clerk</a> <a href="#">Analyst</a>
Information Technology Analyst I and II	Head Start Facilities Specialist
Information Technology Services Facilitator	Head Start Head Cook
Information Technology Engineering Analyst	Head Start Manager
	Web Innovation Engineer

\*\* Includes both supervisory and non-supervisory staff

**Sacramento Employment and Training Agency  
Conflict of Interest Disclosure Categories**

All persons holding positions listed above shall disclose:

4. Investments in any business entity and income from any source which:
  - A. Within the last two years, has contracted, or in the future foreseeably may contract, with SETA to provide SETA or any of its subgrantees and delegate agencies, services, land, leased space, supplies, materials, machinery or equipment. See Government Code Sections 82034, 87103 and 87206.
  - B. Is a subgrantee of SETA, a delegate agency of SETA, or a contractor of SETA, or which, within the last two years was an applicant for a SETA subgrant, delegate agency agreement, or contract. See Government Code Sections 82034, 87103 and 87206.
5. Interests in real property which have a fair market value of \$2,000 or more and interests in real property of any business entity of a ten (10) percent interest or more, which, within the past two years, have been leased or sold or in the future foreseeably may be leased or sold to SETA or any recipient of SETA authorized funds. See Government Code Section 82033.
6. Business positions held in an organization or enterprise operating for profit. See Government Code Sections 82005 and 87302.

## ITEM II-D-CONSENT

### APPROVAL OF THE SUBMISSION OF THE STUDENT TRAINING AND EMPLOYMENT PROGRAM (STEPS) APPLICATION TO THE CALIFORNIA DEPARTMENT OF REHABILITATION AND AUTHORIZATION FOR THE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT AND ANY OTHER DOCUMENTS REQUIRED BY THE FUNDING SOURCE

#### BACKGROUND:

On August 14, 2023, The California Department of Rehabilitation (DOR), in coordination with the Foundation for California Community Colleges, announced the availability of \$18 Million in sustainable funding, with up to \$6 Million each year in WIOA Title IV Vocational Rehabilitation funds. The grant initiative is designed for Workforce Development Boards and America's Job Centers of California, in partnership with Local Department of Rehabilitation offices, to empower youth with essential skills and experiences they need to compete in the job market. Through this program, the goal is to design, develop and implement projects that provide a comprehensive range of services, including job preparation, year-round paid work-based learning experiences, self-advocacy training, counseling in postsecondary training opportunities, and career exploration guidance for students with disabilities.

#### RECOMMENDATION

Approve the submission of a STEPS application, and authorize the Executive Director to execute the agreement and any other documents required by the funding source.

PRESENTER: Lauren Mechals or Jessica Medina

ITEM II-E-CONSENT

APPROVAL TO MODIFY GREATER SACRAMENTO  
URBAN LEAGUE'S VENDOR SERVICES CONTRACT

BACKGROUND:

In 2011, the SETA Governing Board approved the Greater Sacramento Urban League for SETA's Vendor Services (VS) List to provide Adult Literacy – GED Preparation services to SETA's Workforce Development programs.

The Greater Sacramento Urban League recently submitted an application to add Financial Literacy/Planning and Computer/Technology Literacy to its VS contract. A SETA evaluation team reviewed the application and determined that the Greater Sacramento Urban League effectively demonstrated its ability to provide the additional services.

Staff is seeking approval of the attached recommendation to modify the Greater Sacramento Urban League's VS contract.

RECOMMENDATION:

Approve the attached recommendation to modify the Greater Sacramento Urban League's Vendor Services Contract to add Financial Literacy/Planning and Computer/Technology Literacy activities.

PRESENTER: Michelle O'Camb

## Vendor Services (VS) List

### Staff Recommendation

**Applicant:** Greater Sacramento Urban League  
**Location:** 3725 Marysville Boulevard  
 Sacramento, CA 95838

#### Applicant's Background:

The Greater Sacramento Urban League, an affiliate of the National Urban League, was established in 1968 and is committed to empowering communities and changing the lives of the most vulnerable throughout the Sacramento region. The three pillars of engagement that anchor the Greater Sacramento Urban League's core programs are: to educate, empower and employ.

The Greater Sacramento Urban League currently offers the Adult Literacy – GED Preparation activity under its VS Contract. If approved to add the Financial Literacy/Planning, and Basic Computer/Technology Literacy services to its VS Contract, the Greater Sacramento Urban League will support families, individuals, and young adults in learning the principles and strategies for financial management and security, and to develop and improve computer skills to expand employment opportunities.

Activities*	Individual Rate
<p><b>Financial Literacy/Planning</b> (2 hours per module)</p> <p>Our Relationship with Money            Organizing your bills with budgeting            Strategies to eliminate your debt for good            Introduction to investments and retirement            Ensuring your income and establishing generational wealth            Business 101: Exploring your side hustle            Improving your tax game            Getting into your home</p>	<p>\$40 per participant/per module</p> <p>Maximum number of modules per participant is eight (8) totaling \$320</p>
<p><b>Computer/Technology Literacy</b></p> <ul style="list-style-type: none"> <li>• Computer Basics (2 hrs. per week for eight weeks)  <i>(16 Hours of instruction per Module)</i></li> <li>• Microsoft Word (3 hrs. per week for eight weeks)  <i>(24 Hours of instruction per Module)</i></li> <li>• Microsoft Excel (3 hrs. per week for eight weeks)  <i>(24 Hours of instruction per Module)</i></li> </ul>	<p>\$500 per participant/per class</p> <p>Maximum number of classes per participant is three (3) totaling \$1,500</p>

\*All services offered by the Greater Sacramento Urban League shall be subject to prior approval by SETA management.

ITEM III-A-1-ACTION

APPROVAL OF RECOMMENDATIONS FOR AMENDMENTS TO THE SACRAMENTO  
EMPLOYMENT AND TRAINING AGENCY  
JOINT EXERCISE OF POWERS AGREEMENT

BACKGROUND:

Staff and Legal Counsel have been investigating the possibility of amending SETA's Joint Exercise of Powers Agreement ("JPA") to address two matters: (1) revising the procedure for appointment of SETA's Executive Director; and (2) increasing the dollar amount of contract authority for the Agency to enter into contracts without first obtaining authorization from the parties. As the only parties to the JPA, the Board of Supervisors and City Council have full authority under the California Joint Exercise of Powers Act (Gov't Code §6500, *et seq.*) to amend the JPA. Staff and Legal Counsel propose that your Board request that the City Council and the Board of Supervisors amend the JPA to address these two issues.

**1. Appointment of Executive Director**

Section 3 of SETA's JPA grants the Governing Board the power to employ personnel, subject to specified limitations in Section 14. Section 14 specifically addresses the process utilized by SETA for the selection of the Executive Director and employment of agency staff and provides that:

"14. STAFF. The County Executive of the County of Sacramento and the City Manager of the City of Sacramento shall jointly appoint a Director of the Joint Powers Agency, subject to confirmation by the Board of Supervisors and City Council. The Director shall serve at the pleasure of the appointing authorities and may be removed from office by the County Executive and City Manager, with the approval of the Board of Supervisors and City Council. The Director shall be responsible for carrying out all staff functions for the Agency and shall hire, supervise and may dismiss all authorized staff of the Agency, except legal counsel and staff necessary to perform the services required under Paragraph 17 of this Agreement. No staff of the agency shall have any employment rights within the Parties solely because of service on the staff of the Agency."

In reviewing this matter, Legal Counsel reviewed the agreements of SAFCA, SACOG, the Cable Commission and the Library Authority. A common theme is that the Director is appointed by the JPA governing board and serves at its pleasure.

To accomplish a similar result for SETA, staff and legal counsel propose that Section 14 be amended to read as follows:

~~“The Governing Board shall appoint an Executive Director who shall serve at the pleasure of the Governing Board.” County Executive of the County of Sacramento and the City Manager of the City of Sacramento shall jointly appoint a Director of the Joint Powers Agency, subject to confirmation by the Board of Supervisors and City Council. The Director shall serve at the pleasure of the appointing authorities and may be removed from office by the County Executive and City Manager, with the approval of the Board of Supervisors and City Council.~~ The Executive Director shall be responsible for carrying out all staff functions for the Agency and shall hire, supervise, and may dismiss all authorized staff of the Agency, except legal counsel and staff necessary to perform the services required under Paragraph 17 of this Agreement. No staff of the agency shall have any employment rights within the Parties solely because of service on the staff of the Agency.”

## **2. Contracts for Goods and Services**

Section 21 of the JPA requires review and approval by the parties of several matters including, in Section 21(4): “Contracts for goods or services the cost of which exceeds \$100,000.” This contracting limitation has been in place since the inception of SETA and has never been increased, notwithstanding substantial inflation. In 1994, The federal government implemented a new “simplified acquisition threshold” (“SAT”) that periodically adjusts for inflation and permits acquisition of goods and services through a simplified procurement procedure. Originally set at \$100,000, in 1994 (the same as SETA’s JPA limitation at the time), the SAT has been periodically adjusted to its current level of \$250,000 and may be periodically adjusted in the future. The Administrative Services Deputy Director has advised that utilization of the SAT for the purchase of goods and services would permit SETA to follow federal procurement guidance and obviate the need for City Council and Board of Supervisor consideration and approval of purchases of goods and services that would exceed the current JPA limitation of \$100,000, but would remain below the SAT. To accomplish this result, staff and legal counsel propose that Section 21(4) be amended to read as follows:

(4) “Contracts for goods or services the cost of which exceeds ~~\$100,000~~ the federal Simplified Acquisition Threshold as it may be periodically adjusted by the federal government from time to time.”

Staff and legal counsel will be available to discuss the matter and address any questions that the Board may have at the meeting.

RECOMMENDATION:

Approve the amendments to the Sacramento Employment and Training Agency Joint Exercise of Powers Agreement to revise procedures for Appointment of the Executive Director and increase the authority of SETA to contract for goods and services up to the amount of the federal Simplified Acquisition Threshold, and authorize staff and legal counsel to present the proposed amendments to the Sacramento County Board of Supervisors and the Sacramento City Council for review and approval.

PRESENTER: Legal Counsel



## ITEM III-B-1-ACTION

### APPROVAL OF STAFF FUNDING RECOMMENDATIONS FOR THE REFUGEE SUPPORT SERVICES (RSS) AND RSS SET-ASIDE GRANT PROGRAMS, PROGRAM YEAR (PY) 2023-2024

#### BACKGROUND:

On May 1, 2023, the Board approved the release of a Request for Proposals (RFP) for the Refugee Support Services (RSS) and RSS Set-aside grants, Program Years (PY) 2023-2026. As the designated administrator of the RSS and RSS Set-aside grant funds for Sacramento County, the Sacramento Employment and Training Agency (SETA) is responsible for the planning, procurement and oversight of the RSS and RSS Set-aside programs to ensure the local employment and social adjustment and acculturation service needs of refugees residing in Sacramento County are met. Local needs are determined through a planning process designated by the California Department of Social Services —Refugee Programs Bureau (RPB).

RSS and RSS Set-aside funds are made available to SETA, through formula allocations from the Department of Health and Human Services, Administration for Children and Families, Office of Refugee Resettlement. Services secured by SETA through this procurement will be available to refugees, asylees, certified victims of human trafficking (VOT), individuals holding Special Immigrant Visas (SIV) who are within five (5) years of arrival in the United States, as well as Afghan and Ukrainian Humanitarian Parolees.

Consistent with SETA's 3-Year Refugee Employment Services Plan PY 2023-26, submitted to the California Department of Social Services, Refugee Programs Bureau for certification, services solicited under the RFP are as follows:

- Vocational English-as-a-Second Language combined with Employment Services (VESL/ES)
- Employment Services (ES) Stand Alone
- Vocational English-as-a-Second Language combined with On-the-Job Training (VESL/OJT)
- English Language Learner (ELL) Workforce Navigator
- Services to Older Refugees (SOR)

On June 16, 2023, SETA received 22 proposals in response to the RFP. The 22 proposals were submitted by 11 applicant agencies requesting a total of \$10,455,595.

## **FUNDING**

### ***Office of Refugee Resettlement (ORR) and State Formula Funding Methodology -***

**RSS Formula** – ORR determines each state’s total RSS allocation based on its refugee arrivals in proportion to total arrivals nationwide for the most recent 12 months. Secondary migration of the populations from the state of initial settlement is also considered in reaching the final formula allocations. Funds received by the RPB are then allocated to eligible counties based on the number of refugees on aid in each county, weighted according to the length of time refugees have been in the U.S.

**RSS Set-aside Formula** - RSS Set-Aside funding to each county is measured by the number of refugees 60 years of age and older reflected in the California Department of Health Care Services Medi-Cal Eligibility Data System (MEDS).

### ***2023-24 RSS and RSS Set-aside Estimated Funding Levels –***

SETA has not yet received its PY 2023-24 RSS and RSS Set-aside formula grant awards from the State. Preliminary estimates indicate the total funding level will be approximately \$8,450,000. In addition to the final award amount, SETA has identified unspent funds from the current PY 2022-23 available for allocation, which should allow for the estimated amount of \$8,640,696 to be awarded. Final notification should be received by SETA no later than mid-September. The breakdown of the funding is recommended as follows:

- RSS \$8,540,696
- RSS Set-aside \$ 100,000

Based on the estimated allocation, 2,459 refugees, asylees, SIVs and federally certified victims of trafficking will be served in an employment component, and 100 older refugees will receive assistance with naturalization/citizenship, as well as social adjustment and acculturation services.

The amounts listed above for allocation are estimates only and are subject to change once final PY 2023-24 allocations are received from the State.

## **PROPOSAL EVALUATION**

### ***Evaluation Process -***

The proposals were reviewed and scored by an evaluation team comprised of nine staff from SETA’s Workforce Development and Fiscal Departments. Proposals were evaluated based on the criteria outlined in the RFP. Areas reviewed and addressed included:

- Demonstrated ability and experience in providing proposed services

- Experience operating, managing, delivering and evaluating all elements of the proposed refugee program
- Attainment of performance goals (target population, services, enrollment, entered employment, job retention)
- Demonstrated ability to serve the priority populations
- Ability to develop jobs for the refugee population
- Ability to provide all elements of case management, including the provision of supportive services, the tracking and documenting of services, including progress towards goal attainment, and providing follow-up and job retention services, if applicable to the proposed activity
- Ability to provide services at a reasonable cost compared to historical costs of similar programs, as well as compared to the costs of the other proposals submitted in response to the RFP
- Ability to partner, coordinate, and collaborate with DHA, Sacramento Works Job Centers (SWJC) system staff and partners, and other organizations serving the refugee population.

In addition, proposed applicant agency service locations, as well as geographic areas targeted, were taken into consideration by the evaluation team.

***Past Performance -***

SETA staff monitor RSS-funded and RSS Set-aside programs on overall performance, including the ability to meet contractual service levels. Evaluation criteria applied for the performance of current, SETA-funded applicants includes:

- Achievement of contractual, planned service levels (enrollment, training completion, entered employment, wage at placement)
- Ability to enroll and serve the targeted population, with focus on eligible recipients of public cash assistance
- Submission of timely and accurate fiscal and program reports, as well as contract documents.

Provider performance detail has been sent under separate cover.

**EVALUATION RESULTS AND RECOMMENDATIONS**

***RSS and RSS Set-aside -***

Staff is recommending that services provided under the 2023-24 RSS and RSS Set-aside funding be delivered through the following applicants to the RFP:

- ✓ Asian Resources, Inc.
- ✓ Bach Viet Association, Inc.
- ✓ Elk Grove Unified School District—Adult School
- ✓ Folsom Cordova Community Partnership, Inc.

- ✓ Folsom Cordova Unified School District—Adult School
- ✓ International Rescue Committee—Sacramento
- ✓ Lao Family Community Development, Inc.
- ✓ Sacramento City Unified School District—Adult School
- ✓ Slavic Assistance Center, Inc.
- ✓ Twin Rivers Unified School District
- ✓ World Relief—Sacramento

Awards for each activity have been recommended based on total proposal and program performance score rankings. Rankings are determined as follows:

- Rank 1 - Total proposal and performance score of 90 percent or greater of total points possible
- Rank 2 – Total proposal and performance score of 85 to 89 percent of total points possible
- Rank 3 – Total proposal and performance score of 80 to 84 percent of total possible points
- Rank 4 – Total proposal and performance score of 79 percent or less than total possible points

Applicants in Ranks 1 through 3 are being recommended for funding, and applicants in Rank 4 are not. See attached charts for funding details.

***New RSS Program Provider -***

Although World Relief is new to the RSS program this funding cycle, they demonstrated through their proposal and existing performance under SETA’s CSBG program that they have the capacity to provide employment services to eligible refugee populations. Launching a new program, World Relief is being recommended at a funding level adequate to resource the program to provide employment services, but at a manageable, entry level amount to allow for the learning needed to successfully implement the program, including the understanding and application of policy directives, processes and procedures, eligibility determination, case management, record documentation, job placement, retention, supportive services, participant and data tracking, and program reporting.

***RSS Additional Support Services -***

As indicated in the RFP, depending on fund availability, “additional” support service awards may be made to RSS providers to provide housing, utilities, and technology supports, including computer equipment or supplies that support virtual/remote learning efforts, virtual case management, and/or access to digital literacy, to enrolled clients. As a result, staff is recommending \$500,108 in RSS funding for “additional” support services as indicated in the attached charts. The recommended amounts of funding are based on the number of refugees to be served by provider under each employment program multiplied by the cost per participant of \$212.

## RECOMMENDATION:

Approve staff funding recommendations for the Refugee Support Services (RSS) and RSS Set-aside programs, PY 2023-2024, as indicated in the attached funding charts. Additionally, approve the following stipulations:

- 1) If the final allocations for RSS and RSS Set-aside are less than the anticipated awards, SETA reserves the right to reduce amounts allocated to providers proportionally.
- 2) If the final allocations for RSS and RSS Set-aside are more than anticipated, staff may return with an augmentation recommendation.
- 3) VESL/ES, ES Stand Alone, VESL/OJT, and ELL Workforce Navigator service providers must ensure open entry and prompt placement into VESL classes for all clients that are assessed in need of English language training.
- 4) All VESL/ES, ES Stand Alone, VESL/OJT, and ELL Workforce Navigator budgets must include a minimum allocation of 5 percent for supportive services.
- 5) Providers with case management and job development staff budgeted for less than 12 months, or budgeted for part-time employment, must ensure program services are available Monday through Friday, at least eight (8) hours a day from October 1, 2023 through September 30, 2024.
- 6) Participants in Match Grant employment services provided by the International Rescue Committee or World Relief are not eligible to participate in RSS-funded programs until all services within the Match Grants have been exhausted.

PRESENTER: Michelle O'Camb

**Refugee Support Services (RSS)  
Funding Extension Recommendations - PY 2022-23  
Vocational English-as-a-Second Language/Employment Services (VESL/ES)**

Total Score (235 possible)	Rank #	PROVIDER NAME	REQUESTED FUNDING, PY 2023-24			FUNDING RECOMMENDATIONS, PY 2023-24	
			Proposed Amount	Proposed Numbers to Serve	Proposed Cost Per Participant	Recommended Numbers to be Served	Recommended Funding*
225.3	1	Twin Rivers USD	\$600,000	300	\$2,000	300	\$600,000
207.0	2	Bach Viet Association, Inc.	1,200,000	300	4,000	270	1,080,000
204.2	2	Asian Resources, Inc.	560,000	140	4,000	126	504,000
203.2	2	Lao Family Community Development, Inc.	1,200,000	300	4,000	270	1,080,000
202.0	2	International Rescue Committee	960,000	240	4,000	216	864,000
<b>Totals</b>			<b>\$4,520,000</b>	<b>1280</b>	<b>\$3,600</b>	<b>1182</b>	<b>\$4,128,000</b>

\* Subject to the final award of 2023-24 RSS funding from ORR.

**Refugee Support Services (RSS)  
Funding Extension Recommendations - PY 2023-24  
Employment Services (ES)**

Total Score (235 possible)	Rank #	PROVIDER NAME	REQUESTED FUNDING, PY 2023-24			FUNDING RECOMMENDATIONS, PY 2023-24	
			Proposed Funding	Proposed Numbers to be Served	Proposed Cost Per Participant	Recommended Numbers to Serve	Recommended Funding*
214.7	1	Twin Rivers USD	\$290,000	145	\$2,000	145	\$290,000
204.9	2	Bach Viet Association, Inc.	600,000	200	3,000	180	540,000
201.0	2	Lao Family Community Development, Inc.	570,000	190	3,000	171	513,000
198.8	3	Folsom Cordova Community Partnership	228,000	76	3,000	61	183,000
191.5	3	Asian Resources, Inc.	225,000	75	3,000	60	180,000
189.1	3	International Rescue Committee	420,000	140	3,000	112	336,000
181.4	3	World Relief**	599,999	200	3,000	40	120,000
<b>Totals</b>			<b>\$2,932,999</b>	<b>1026</b>	<b>\$2,857</b>	<b>769</b>	<b>\$2,162,000</b>

\* Subject to the final award of 2023-24 RSS funding from ORR.

\*\*New program funded at level adequate to operate and provide services while also learning the many aspects of the program.

**Refugee Support Services (RSS)  
Funding Extension Recommendations - PY 2023-24  
Vocational English-as-a-Second Language/On-the-Job Training (VESL/OJT)**

Total Score (255 possible)	Rank #	PROVIDER NAME	REQUESTED FUNDING, PY 2023-24			FUNDING RECOMMENDATIONS, PY 2023-24		
			Proposed Amount	Proposed Numbers to be Served	Proposed Cost Per Participant	Recommended Numbers to be Served	Recommended Funding Amount*	Recommended Cost Per Participant**
235.8	1	Bach Viet Association, Inc.	\$680,000	85	\$8,000	85	\$680,000	\$8,000
211.5	3	Asian Resources, Inc.	242,500	25	9,700	25	200,000	8,000
210.8	3	Lao Family Community Development, Inc.	440,000	55	8,000	44	352,000	8,000
191.4	4	Folsom Cordova Community Partnership	192,000	24	8,000	0	-	-
<b>Totals</b>			<b>\$1,554,500</b>	<b>189</b>	<b>\$8,425</b>	<b>154</b>	<b>\$1,232,000</b>	<b>\$8,000</b>

\* Subject to the final award of 2023-24 RSS funding from ORR.

\*\*Decrease cost per participant for Asian Resources to \$8,000 based on average cost indicated in RFP.



**Refugee Support Services (RSS)  
Funding Augmentation Recommendations - PY 2023-24  
English Language Learner (ELL) Workforce Navigator**

Total Score (245 possible)	Rank #	PROVIDER NAME	REQUESTED FUNDING, PY 2023-24			FUNDING RECOMMENDATIONS, PY 2023-24	
			Proposed Amount	Proposed Numbers to be Served	Proposed Cost Per Participant	Recommended Numbers to be Served	Recommended Funding*
225.3	1	Folsom Cordova USD - Adult School	\$160,000	40	\$4,000	40	\$160,000
209.7	2	Elk Grove USD - Adult School	300,096	75	4,001	75	300,096
201.4	3	Sacramento City USD - Adult School	320,000	80	4,000	76	304,000
199.4	3	International Rescue Committee	268,000	67	4,000	63	254,600
194.5	4	Lao Family Community Development	300,000	75	4,000	0	-
<b>Totals</b>			<b>\$1,348,096</b>	<b>262</b>	<b>\$4,000</b>	<b>254</b>	<b>\$1,018,696</b>

\* Subject to the final award of 2023-24 RSS funding from ORR.

**Refugee Support Services (RSS) Set-aside  
Funding Recommendations - PY 2023-24  
Services to Older Refugees (SOR)**

Total Score (215 possible)	Rank #	PROVIDER NAME	REQUESTED FUNDING, PY 2023-24			FUNDING RECOMMENDATION, PY 2023-24	
			Proposed Amount	Proposed Numbers to be Served	Proposed Cost Per Participant	Recommended Numbers to be Served	Recommended Funding*
200.4	1	Slavic Assistance Center	\$100,000	100	\$1,000	100	\$100,000
<b>Totals</b>			<b>\$100,000</b>	<b>100</b>	<b>\$1,000</b>	<b>100</b>	<b>\$100,000</b>

\* Subject to the final award of 2023-24 RSS Set-aside funding from ORR.

**RSS Additional Support Services  
Funding Recommendations - PY 2023-24**

PROVIDER NAME	VESL/ES SUPPORT SERVICES FUNDING RECOMMENDATIONS, PY 2023-24		
	Cost per Participant	Number of Participants	Recommended Funding Amount
Asian Resources, Inc.	\$212	126	\$26,712
Bach Viet Association, Inc.	212	270	57,240
International Rescue Committee, Inc.	212	216	45,792
Lao Family Community Development, Inc.	212	270	57,240
Twin Rivers USD	212	300	63,600
<b>Totals</b>		<b>1,182</b>	<b>\$250,584</b>

PROVIDER NAME	ES SUPPORT SERVICES FUNDING RECOMMENDATIONS, PY 2023-24		
	Cost per Participant	Number of Participants	Recommended Funding Amount
Asian Resources, Inc.	\$212	60	\$12,720
Bach Viet Association, Inc.	212	180	38,160
Folsom Cordova Community Partnership	212	61	12,932
International Rescue Committee, Inc.	212	112	23,744
Lao Family Community Development, Inc.	212	171	36,252
Twin Rivers USD	212	145	30,740
World Relief	212	40	8,480
<b>Totals</b>		<b>769</b>	<b>\$163,028</b>

**RSS Additional Support Services  
Funding Recommendations - PY 2023-24**

PROVIDER NAME	VESL/OJT SUPPORT SERVICES FUNDING RECOMMENDATIONS, PY 2023-24		
	Cost per Participant	Number of Participants	Recommended Funding Amount
Asian Resources, Inc.	\$212	25	\$5,300
Bach Viet Association, Inc.	212	85	18,020
Lao Family Community Development, Inc.	212	44	9,328
<b>Totals</b>		<b>154</b>	<b>\$32,648</b>

PROVIDER NAME	ELL SUPPORT SERVICES FUNDING RECOMMENDATIONS, PY 2023-24		
	Cost per Participant	Number of Participants	Recommended Funding Amount
Elk Grove USD - Adult School	\$212	75	\$15,900
Folsom Cordova USD - Adult School	212	40	8,480
International Rescue Committee, Inc.	212	63	13,356
Sacramento City USD	212	76	16,112
<b>Totals</b>		<b>254</b>	<b>\$53,848</b>

ITEM IV-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 August 25, 2023

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
<b>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</b>			
City of Sacramento	9	Account Clerk I -Fiscal Operations Unit	2
	9	Associate Planner	1
	9	Cache Logistics Coordinator	1
	9	Environmental Health & Safety Specialist	1
	6	Fire Recruit -EMT	2
	6	Fire Recruit-Paramedic	1
	9	Program Manager -Youth Development Program Manager	1
	9	Senior Animal Care Technician	1
	9	Senior Deputy City Clerk	1
	9	Senior Integrated Waste Equipment Operator	1
	9	Staff Assistant-Worker's Compensation	1
	3	Survey Party Chief	1
City of Elk Grove	9	Administrative Assistant	1
	9	Assistant Engineer/Associate Engineer	1
	9	Budget Technician	1
	9	Community Service Officer	1
	9	Deputy City Attorney/Senior Deputy City Attorney	1
	6	Mental Health Clinician	1
	9	Real-Time Information Center Operator	1
	9	Recycling Coordinator I	1
	9	Senior Administrative Assistant	1
	9	Student Intern	1
Los Rios Community College	4	Account Clerk I	1
	4	Account Clerk II	1
	4	Accountant	1
	4	Administrative Assistant I	1
	4	Administrative Assistant II	1
	4	Admissions/Records Clerk II	1
	4	Aircraft Maintenance Technician-Aeronautics Adjunct Assistant Professor Pool	1
	4	Associate Vice Chancellor of Finance	1
	4	Business Adjunct Assistant Professor Pool	1
	4	Campus Operations Supervisor	1
	4	Chief of Police	1
	4	Clerk II	1

# SETA- Employer Activity Report

The following is an update of information as of August 25, 2023

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
<b>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</b>			
Los Rios Community College	4	Clerk III	3
	4	Confidential Administrative Assistant III	1
	4	Cosmetology Adjunct Assistant Professor Pool	1
	4	Custodian	1
	4	Dean of Public Service	1
	4	Dean of Science, Technology, Engineering, and Math (STEM) - Mathematics	1
	4	Dental Assisting Adjunct Professor Pool	1
	4	Director (IX) of Foundation Accounting	1
	4	Director (VI) of Educational Options	1
	4	Director of Facilities Planning and Construction	1
	4	District Financial Aid Specialist	1
	4	Donor Relations Specialist	1
	4	Economics Adjunct Assistant Professor Pool	1
	4	Electrician Trainee Adjunct Assistant Professor Pool	1
	4	Financial Aid Supervisor	1
	4	French Adjunct Assistant Professor Pool	1
	4	General Services Supervisor, Risk Management	1
	4	Geomatics/Surveying Adjunct Assistant Professor Pool	1
	4	Grant Coordination Clerk	1
	4	Health Information Technology Assistant Professor	1
	4	History Adjunct Assistant Professor Pool	1
	4	Hospitality Management/Culinary Arts Adjunct Assistant Professor Pool	1
	4	Information Technology Specialist II - Microcomputer Support	1
	4	Instructional Assistant - Applied Music-Piano	1
	4	Instructional Assistant - Learning Resources	1
	4	Instructional Assistant - Music	2
	4	Instructional Development Adjunct Coordinator Pool	1
	4	Instructional Laboratory Supervisor - Science Programs	1
	4	Instructional Services Assistant II	1
	4	Laboratory Technician - Builder/Maker	1
4	Learning Disabilities Specialist/Disability Support Programs and Services Counselor	1	
4	Media Systems/Resources Technician II	1	
4	Paramedics/EMT Adjunct Assistant Professor Pool	1	
4	Payroll Technician	1	

## SETA- Employer Activity Report

The following is an update of information as of August 25, 2023

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
<b>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</b>			
Los Rios Community College	4	Police Communication Dispatcher	1
	4	Prison and Reentry Education Program and Special Projects Director II	1
	4	Public Relations Technician	1
	4	Real Estate Adjunct Assistant Professor Pool	1
	4	Registered Veterinary Technician Adjunct Assistant Professor Pool	1
	4	Senior Buyer/Contract Specialist	1
	4	Sociology Adjunct Assistant Professor Pool	1
	4	Student Personnel Assistant Disabled Student Programs and Services	1
	4	Student Personnel Assistant - Student Life	1
	4	Student Personnel Assistant - Student Services	2
	4	Theater Technician	1
	4	Veterinary Technology Assistant Professor and Program Coordinator	1
Lotus Sacramento Corp.	9	Account Executive	1
	9	Social Media Coordinator	1
<b>Total</b>			<b>88</b>



ITEM-IV-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 August 21, 2023

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKERS	REGION/ LOCATION	Contacted	COVID-19 Related
<b>Senate Rules</b> Sacramento, CA	Government	6/5/2022	Permanent	80	Sacramento, CA	No	N
<b>VoxPro</b> 255 Parkshore Dr. Folsom, CA 95630	Data Management	7/7/2022	Permanent	180	Folsom, CA	Yes	N
<b>Silgan Containers</b> 6200 Franklin Blvd. Sacramento, CA 95824	Manufacturing	8/15/2022	Temporary	58	Sacramento, CA	No	N
<b>JSL Transportation LLC</b> 2315 Stockton Blvd. Sacramento, CA 95817	Transportation	8/31/2022	Permanent	18	Sacramento, CA	Yes	N
<b>Shift Technologies, Inc.</b> 175 Commerce Circle Sacramento, CA 95815	Retail	10/8/2022	Permanent	81	Sacramento, CA	Yes	N
<b>Direct Deliveries Services Inc.</b> 2400 McClellan Park Dr. McClellan Park, CA 95652	Delivery Service	11/8/2022	Permanent	49	Sacramento, CA	Yes	N
<b>Summit Funding</b> 3900 Lennane Dr. Ste. 210 Sacramento, CA 95834	Finance	11/23/2022	Permanent	72	Sacramento, CA	Yes	N
<b>Reverse Mortgage Funding LLC.</b> 2355 Gold Meadow Way, Ste.150 Gold River, CA 95670	Finance	11/29/2022	Permanent	44	Sacramento, CA	Yes	N
<b>Acuity Brands Lighting, Inc. dba Sunoptics</b> 6201 27th Street Sacramento, CA 95822	Manufacturing	12/9/2022	Permanent	98	Sacramento, CA	Yes	N
<b>McClellan Park Exchange</b> 5443 Dudley Blvd. McClellan Park, CA 95652	Retail	1/13/2023	Permanent	25	Sacramento, CA	Yes	N
<b>Big Lots</b> 8525 Auburn Blvd. Citrus Heights, CA 95610	Retail	1/18/2321	Permanent	21	Citrus Heights, CA	Yes	N
<b>Blue Shield of CA</b> 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 August 21, 2023

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKERS	REGION/ LOCATION	Contacted	COVID-19 Related
<b>Elliot's Fine Nutrition</b> 641 E. Bidwell Folsom, CA95630	Retail	2/3/2023	Permanent	11	Folsom, CA	Yes	N
<b>Doordash, Inc.</b> 5201 Mission Street, 12th Floor San Francisco, CA 94103	Retail	3/1/2023	Permanent	3	San Francisco	Yes	N
<b>Bed Bath &amp; Beyond</b> 3611 N. Freeway Sacramento, CA 95834	Retail	3/1/2023	Permanent	17	Sacramento, CA	Yes	N
<b>Intel Corporation</b> 1900 Prairie City Dr. Folsom, CA 95630	Electronics	3/15/2023	Permanent	343	Sacramento, CA	Yes	N
<b>JCrew</b> 1689 Arden Way Sacramento, CA 95815	Retail	3/26/2023	Permanent	12	Sacramento, CA	Yes	
<b>Tuesday Morning</b> 685 E. Bidwell Folsom, CA 95630	Retail	3/31/2023	Permanent	17	Folsom, CA	Yes	N
<b>Tuesday Morning</b> 7255 Greenback Ln Citrus Heights, CA 95621	Retail	3/31/2023	Permanent	13	Citrus Heights, CA	Yes	N
<b>Triple Canopy</b> 9500 Micron Avenue, Suite 136 Sacramento , CA 95827	Security	4/31/23	Permanent	226	Sacramento, CA	Yes	N
<b>Anthem-Blue Cross</b> 11030 White Rock Rd. Rancho Cordova, CA 95828	Healthcare	4/1/2023	Permanent	29	Rancho Cordova, CA	Yes	N
<b>Cornerstone Building Brands</b> 2377 Gold Meadow Way Gold River, CA 95670	Construction	4/17/2023	Permanent	128	Gold River, CA	Yes	N
<b>Markstein Beverage Company</b> 60 Main Avenue Sacramento , CA 95838	Beverage	4/22/2023	Permanent	439	Sacramento, CA	Yes	N
<b>CVS Pharmacy</b> 1701 K Street Sacramento, CA 95814	Retail	4/25/2023	Permanent	23	Sacramento, CA	Yes	N
<b>Special Industry Specialist</b> 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 August 21, 2023

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKERS	REGION/ LOCATION	Contacted	COVID-19 Related
<b>Bed Bath &amp; Beyond</b> 2382 Iron Point Way Folsom, CA 95630	Retail	4/30/2023	Permanent	22	Folsom, CA	Yes	N
<b>Bed Bath &amp; Beyond</b> 9145 W. Stockton Blvd Elk Grove, CA 95758	Retail	4/30/2023	Permanent	25	Elk Grove, CA	Yes	N
<b>Intel Corporation</b> 1900 Prairie City Dr. Folsom, CA 95630	Electronics	5/31/2023	Permanent	89	Sacramento, CA	Yes	N
<b>Greenheck Fan Corporation (Unison Comfort Technologies)</b> 3034 Peacekeeper Way McClellan, CA 95652	Manufacturing	5/31/2023	Permanent	25	McClellan, CA	Yes	N
<b>Sacramento Self Help Housing</b> 1010 Hurley Way Ste. 500 Sacramento, CA 95825	Social Services	6/21/2023	Permanent	168	Sacramento, CA	Yes	No
<b>Patriot Transport</b> 860 National Dr. Ste. 100 Sacramento, CA 95834	Transportation	7/2/2023	Permanent	7	Sacramento, CA	Yes	No
<b>YRC Inc. dba YRC Freight</b> 3210 52nd Avenue Sacramento, CA 95823	Transportation	7/30/2023	Permanent	60	Sacramento, CA	Yes	No
<b>SK hynix NAND Product Solutions Corp. dba Solidigm</b> 10951 White Rock Rd. Rancho Cordova, CA 95670	Data Storage	8/15/2023	Permanent	98	Sacramento, CA	Yes	No
<b>Hyatt Centric</b> 1122 &th Street Sacramento, CA 95814	Hospitality	9/4/2023	Temporary	112	Sacramento, CA	Yes	No
<b>Ericsson Inc.</b> 4119 S. Market Ct. Bldg. A, Suite 20 Sacramento, CA 95834	Aviation	9/29/2023	Permanent	94	Sacramento, CA	Yes	No
<b>TOTAL</b>				<b>2,758</b>			

ITEM IV-D - INFORMATION

UNEMPLOYMENT UPDATE/PRESS RELEASE FROM THE EMPLOYMENT  
DEVELOPMENT DEPARTMENT

BACKGROUND:

The unemployment rate for the Sacramento MSA for the month of July was 4.2%.

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 50<sup>th</sup> Street  
 Sacramento, CA 95817

Contact: Cara Welch  
 (916) 530-1700

**SACRAMENTO—ROSEVILLE—ARDEN-ARCADE METROPOLITAN STATISTICAL AREA (MSA)  
 (EL DORADO, PLACER, SACRAMENTO, AND YOLO COUNTIES)**  
**Seasonal cutbacks in education led to month-over job decline**

The unemployment rate in the Sacramento--Roseville--Arden-Arcade MSA was 4.2 percent in July 2023, down from a revised 4.4 percent in June 2023, and above the year-ago estimate of 3.6 percent. This compares with an unadjusted unemployment rate of 4.8 percent for California and 3.8 percent for the nation during the same period. The unemployment rate was 3.8 percent in El Dorado County, 3.7 percent in Placer County, 4.4 percent in Sacramento County, and 4.4 percent in Yolo County.

**Between June 2023 and July 2023**, combined employment in the counties of El Dorado, Placer, Sacramento, and Yolo decreased by 4,600 to total 1,101,300 jobs.

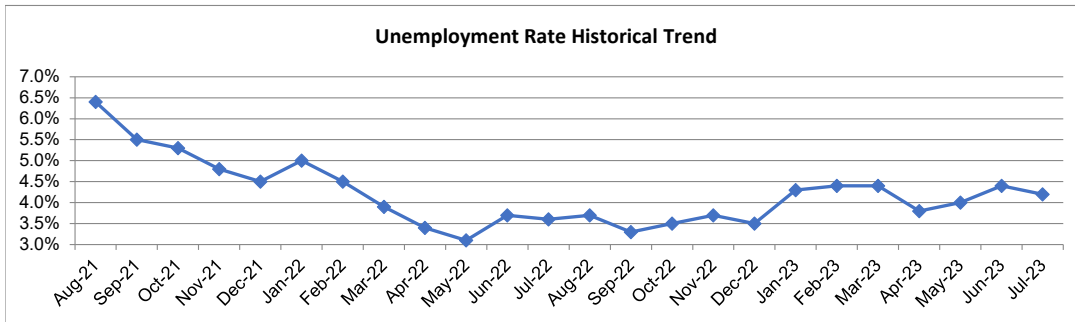
- Government (down 8,300 jobs) experienced a seasonal decline in employment as schools reduced staff for summer recess. Local government educational services accounted for 94 percent of the decrease.
- Over the month, private education and health services fell by 700 jobs. Healthcare and social assistance was responsible for most of the decline, shedding 600 jobs while private educational services dropped by 100 jobs.
- On the upside, leisure and hospitality led month-over employment growth, adding 1,500 jobs. Job gains were reported in accommodation and food services (up 800 jobs) and arts, entertainment, and recreation (up 700 jobs).
- Construction payrolls continued to trend up in July with the gain of 1,200 jobs. Within the industry, specialty trade contractors grew by 600 jobs and construction of buildings picked up 200 jobs.
- Employment in professional and business services increased by 1,100 jobs from June to July. Job gains were spread across professional, scientific, and technical services (up 800 jobs), management of companies and enterprises (up 200 jobs), and administrative and support and waste services (up 100 jobs).

**Between July 2022 and July 2023**, total jobs in the region increased by 26,700 or 2.5 percent.

- Private education and health services continued to lead the region in year-over gains with an increase of 11,800 jobs. Within the industry, healthcare and social assistance rose by 10,400 jobs, while private educational services added 1,400 jobs.
- Government employment expanded by 8,900 jobs when compared to last July. Local government (up 6,200 jobs) and state government (up 2,700 jobs) were responsible for the expansion.
- Other notable year-over employment growth included: professional and business services (up 3,900 jobs), leisure and hospitality (up 3,300 jobs), and other services (up 2,100 jobs).
- Meanwhile, construction (down 1,900 jobs) and financial activities (down 1,000 jobs) experienced a year-over decline of a thousand jobs or more.

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 4.2 percent in July 2023, down from a revised 4.4 percent in June 2023, and above the year-ago estimate of 3.6 percent. This compares with an unadjusted unemployment rate of 4.8 percent for California and 3.8 percent for the nation during the same period. The unemployment rate was 3.8 percent in El Dorado County, 3.7 percent in Placer County, 4.4 percent in Sacramento County, and 4.4 percent in Yolo County.



Industry	Jun-2023	Jul-2023	Change		Jul-2022	Jul-2023	Change
	Revised	Prelim				Prelim	
Total, All Industries	1,105,900	1,101,300	(4,600)		1,074,600	1,101,300	26,700
Total Farm	9,600	9,400	(200)		10,100	9,400	(700)
Total Nonfarm	1,096,300	1,091,900	(4,400)		1,064,500	1,091,900	27,400
Mining, Logging, and Construction	76,900	78,100	1,200		80,000	78,100	(1,900)
Mining and Logging	600	600	0		600	600	0
Construction	76,300	77,500	1,200		79,400	77,500	(1,900)
Manufacturing	40,500	41,100	600		41,400	41,100	(300)
Trade, Transportation, and Utilities	169,800	169,500	(300)		168,700	169,500	800
Information	10,400	10,500	100		10,700	10,500	(200)
Financial Activities	50,800	51,100	300		52,100	51,100	(1,000)
Professional and Business Services	153,000	154,100	1,100		150,200	154,100	3,900
Private Education and Health Services	186,400	185,700	(700)		173,900	185,700	11,800
Leisure and Hospitality	113,500	115,000	1,500		111,700	115,000	3,300
Other Services	38,300	38,400	100		36,300	38,400	2,100
Government	256,700	248,400	(8,300)		239,500	248,400	8,900

Notes: Data not adjusted for seasonality. Data may not add due to rounding  
 Labor force data are revised month to month

**Sacramento--Roseville--Arden-Arcade MSA**  
**(El Dorado, Placer, Sacramento, and Yolo Counties)**  
 Industry Employment & Labor Force  
 March 2022 Benchmark

Data Not Seasonally Adjusted

	Jul 22	May 23	Jun 23 Revised	Jul 23 Prelim	Percent Change	
					Month	Year
Civilian Labor Force (1)	1,128,900	1,130,700	1,126,900	1,135,600	0.8%	0.6%
Civilian Employment	1,088,200	1,086,000	1,077,500	1,087,600	0.9%	-0.1%
Civilian Unemployment	40,700	44,700	49,400	48,000	-2.8%	17.9%
Civilian Unemployment Rate (CA Unemployment Rate)	3.6%	4.0%	4.4%	4.2%		
(U.S. Unemployment Rate)	4.1%	4.5%	4.9%	4.8%		
	3.8%	3.4%	3.8%	3.8%		
<b>Total, All Industries (2)</b>	<b>1,074,600</b>	<b>1,102,500</b>	<b>1,105,900</b>	<b>1,101,300</b>	<b>-0.4%</b>	<b>2.5%</b>
Total Farm	10,100	9,300	9,600	9,400	-2.1%	-6.9%
Total Nonfarm	1,064,500	1,093,200	1,096,300	1,091,900	-0.4%	2.6%
Total Private	825,000	836,100	839,600	843,500	0.5%	2.2%
Goods Producing	121,400	115,800	117,400	119,200	1.5%	-1.8%
Mining, Logging, and Construction	80,000	75,500	76,900	78,100	1.6%	-2.4%
Mining and Logging	600	500	600	600	0.0%	0.0%
Construction	79,400	75,000	76,300	77,500	1.6%	-2.4%
Construction of Buildings	15,400	15,700	16,200	16,400	1.2%	6.5%
Specialty Trade Contractors	55,300	52,500	53,100	53,700	1.1%	-2.9%
Foundation, Structure, and Building Exterior C	14,800	13,600	13,900	14,000	0.7%	-5.4%
Building Equipment Contractors	22,800	21,600	22,200	22,300	0.5%	-2.2%
Building Finishing Contractors	11,900	12,000	12,200	12,300	0.8%	3.4%
Manufacturing	41,400	40,300	40,500	41,100	1.5%	-0.7%
Durable Goods	26,300	26,100	26,300	26,700	1.5%	1.5%
Computer and Electronic Product Manufacturin	4,500	4,400	4,500	4,500	0.0%	0.0%
Non-Durable Goods	15,100	14,200	14,200	14,400	1.4%	-4.6%
Food Manufacturing	5,900	5,600	5,600	5,700	1.8%	-3.4%
Service-Providing	943,100	977,400	978,900	972,700	-0.6%	3.1%
Private Service Providing	703,600	720,300	722,200	724,300	0.3%	2.9%
Trade, Transportation, and Utilities	168,700	170,400	169,800	169,500	-0.2%	0.5%
Wholesale Trade	28,300	29,000	29,200	29,400	0.7%	3.9%
Merchant Wholesalers, Durable Goods	16,200	16,400	16,500	16,600	0.6%	2.5%
Merchant Wholesalers, Nondurable Goods	10,600	10,700	10,800	10,800	0.0%	1.9%
Retail Trade	100,200	99,800	99,600	100,000	0.4%	-0.2%
Motor Vehicle & Parts Dealer	15,400	15,400	15,400	15,600	1.3%	1.3%
Building Material and Garden Equipment and S	9,500	8,900	8,800	8,800	0.0%	-7.4%
Grocery and Convenience Retailers	20,500	20,400	20,300	20,500	1.0%	0.0%
General Merchandise Retailers	19,800	20,000	20,000	20,100	0.5%	1.5%
Health and Personal Care Retailers	5,400	5,300	5,300	5,300	0.0%	-1.9%
Clothing, Clothing Accessories, Shoe, and Jev	6,600	6,300	6,300	6,400	1.6%	-3.0%
Sporting Goods, Hobby, Musical Instrument, B	10,800	11,400	11,400	11,400	0.0%	5.6%
Transportation, Warehousing, and Utilities	40,200	41,600	41,000	40,100	-2.2%	-0.2%
Information	10,700	10,400	10,400	10,500	1.0%	-1.9%
Publishing Industries	2,500	2,400	2,500	2,500	0.0%	0.0%
Telecommunications	2,800	2,600	2,600	2,600	0.0%	-7.1%
Financial Activities	52,100	51,200	50,800	51,100	0.6%	-1.9%
Finance and Insurance	32,700	33,200	32,800	32,900	0.3%	0.6%
Credit Intermediation and Related Activities inc	9,900	9,700	9,500	9,500	0.0%	-4.0%
Depository Credit Intermediation including Mo	5,700	5,800	5,800	5,800	0.0%	1.8%
Nondepository Credit Intermediation	2,300	2,200	2,100	2,100	0.0%	-8.7%
Insurance Carriers and Related Activities	19,700	20,000	19,800	19,800	0.0%	0.5%
Real Estate and Rental and Leasing	19,400	18,000	18,000	18,200	1.1%	-6.2%
Real Estate	15,400	14,400	14,400	14,500	0.7%	-5.8%
Professional and Business Services	150,200	150,900	153,000	154,100	0.7%	2.6%
Professional, Scientific, and Technical Services	70,000	73,500	75,000	75,800	1.1%	8.3%
Architectural, Engineering, and Related Serv	11,100	11,400	11,600	11,800	1.7%	6.3%
Management of Companies and Enterprises	13,300	13,400	13,400	13,600	1.5%	2.3%
Administrative and Support and Waste Manage	66,900	64,000	64,600	64,700	0.2%	-3.3%
Administrative and Support Services	63,400	60,600	61,200	61,300	0.2%	-3.3%
Employment Services	23,600	21,500	21,900	21,300	-2.7%	-9.7%



Data Not Seasonally Adjusted

	Jul 22	May 23	Jun 23 Revised	Jul 23 Prelim	Percent Change	
					Month	Year
Services to Buildings and Dwellings	20,000	20,600	20,800	21,000	1.0%	5.0%
Private Education and Health Services	173,900	187,300	186,400	185,700	-0.4%	6.8%
Private Educational Services	12,400	14,700	13,900	13,800	-0.7%	11.3%
Health Care and Social Assistance	161,500	172,600	172,500	171,900	-0.3%	6.4%
Ambulatory Health Care Services	58,100	62,800	63,300	63,800	0.8%	9.8%
Hospitals	25,900	27,100	27,200	27,200	0.0%	5.0%
Nursing and Residential Care Facilities	16,700	18,500	18,300	18,200	-0.5%	9.0%
Leisure and Hospitality	111,700	111,400	113,500	115,000	1.3%	3.0%
Arts, Entertainment, and Recreation	18,800	18,600	19,500	20,200	3.6%	7.4%
Accommodation and Food Services	92,900	92,800	94,000	94,800	0.9%	2.0%
Accommodation	9,200	9,100	9,600	9,800	2.1%	6.5%
Food Services and Drinking Places	83,700	83,700	84,400	85,000	0.7%	1.6%
Restaurants and Other Eating Places	79,200	78,900	79,400	79,800	0.5%	0.8%
Full-Service Restaurants	35,000	33,700	34,100	34,500	1.2%	-1.4%
Limited-Service Restaurants and Other Eating Places	44,200	45,200	45,300	45,300	0.0%	2.5%
Other Services	36,300	38,700	38,300	38,400	0.3%	5.8%
Repair and Maintenance	10,700	11,200	11,100	11,300	1.8%	5.6%
Government	239,500	257,100	256,700	248,400	-3.2%	3.7%
Federal Government	14,500	14,300	14,400	14,500	0.7%	0.0%
Department of Defense	1,700	1,700	1,700	1,700	0.0%	0.0%
Total State and Local Government	225,000	242,800	242,300	233,900	-3.5%	4.0%
State Government	129,500	133,100	133,200	132,200	-0.8%	2.1%
State Government Educational Services	27,100	29,000	28,800	27,700	-3.8%	2.2%
State Government Excluding Education	102,400	104,100	104,400	104,500	0.1%	2.1%
Local Government	95,500	109,700	109,100	101,700	-6.8%	6.5%
Local Government Educational Services	47,500	59,800	58,100	50,300	-13.4%	5.9%
Local Government excluding Educational Services	48,000	49,900	51,000	51,400	0.8%	7.1%
County Government	19,500	19,800	20,000	20,000	0.0%	2.6%
City Government	10,700	10,700	11,200	11,300	0.9%	5.6%
Special Districts plus Tribes	17,800	19,400	19,800	20,100	1.5%	12.9%

**Notes:**

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

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

These data are produced by the Labor Market Information Division of the California Employment Development Department (EDD). Questions should be directed to: Cara Welch 916-530-1700 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**  
**July 2023 - Preliminary**  
 Data Not Seasonally Adjusted

COUNTY	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
<b>STATE TOTAL</b>	---	<b>19,362,400</b>	<b>18,431,200</b>	<b>931,200</b>	<b>4.8%</b>
ALAMEDA	18	832,700	798,300	34,400	4.1%
ALPINE	49	510	480	40	6.9%
AMADOR	28	14,450	13,760	690	4.8%
BUTTE	37	89,600	85,000	4,600	5.2%
CALAVERAS	15	22,380	21,520	870	3.9%
COLUSA	57	10,330	9,230	1,100	10.7%
CONTRA COSTA	18	554,600	531,600	23,000	4.1%
DEL NORTE	42	9,210	8,690	520	5.6%
EL DORADO	13	94,100	90,500	3,600	3.8%
FRESNO	51	459,900	427,400	32,400	7.1%
GLENN	47	12,070	11,310	760	6.3%
HUMBOLDT	25	58,800	56,100	2,700	4.6%
IMPERIAL	58	69,500	57,200	12,300	17.7%
INYO	10	8,430	8,120	310	3.7%
KERN	54	389,500	356,900	32,500	8.4%
KINGS	53	57,800	53,200	4,600	7.9%
LAKE	38	27,670	26,200	1,480	5.3%
LASSEN	27	8,570	8,160	400	4.7%
LOS ANGELES	39	5,004,300	4,734,100	270,200	5.4%
MADERA	52	63,200	58,600	4,600	7.2%
MARIN	3	133,200	128,800	4,400	3.3%
MARIPOSA	24	7,680	7,340	350	4.5%
MENDOCINO	21	37,030	35,420	1,610	4.3%
MERCED	55	117,500	107,400	10,100	8.6%
MODOC	32	3,210	3,050	160	4.9%
MONO	7	9,230	8,900	330	3.6%
MONTEREY	32	238,400	226,700	11,700	4.9%
NAPA	3	72,700	70,200	2,400	3.3%
NEVADA	13	47,650	45,820	1,830	3.8%
ORANGE	7	1,595,600	1,538,100	57,500	3.6%
PLACER	10	195,900	188,700	7,300	3.7%
PLUMAS	41	7,580	7,170	420	5.5%
RIVERSIDE	35	1,142,500	1,085,700	56,900	5.0%
SACRAMENTO	22	735,400	703,100	32,300	4.4%
SAN BENITO	39	32,700	30,900	1,800	5.4%
SAN BERNARDINO	28	999,200	951,000	48,200	4.8%
SAN DIEGO	15	1,599,100	1,536,300	62,800	3.9%
SAN FRANCISCO	2	583,100	564,200	18,900	3.2%
SAN JOAQUIN	44	345,600	324,500	21,000	6.1%
SAN LUIS OBISPO	3	140,400	135,700	4,700	3.3%
SAN MATEO	1	460,900	447,100	13,800	3.0%
SANTA BARBARA	7	230,100	221,900	8,200	3.6%
SANTA CLARA	6	1,054,300	1,016,900	37,300	3.5%
SANTA CRUZ	28	136,600	130,100	6,600	4.8%
SHASTA	32	71,800	68,200	3,500	4.9%
SIERRA	17	1,360	1,310	50	4.0%
SISKIYOU	43	16,670	15,720	950	5.7%
SOLANO	25	201,900	192,600	9,200	4.6%
SONOMA	10	250,000	240,800	9,100	3.7%
STANISLAUS	48	244,600	228,700	15,800	6.5%
SUTTER	49	47,800	44,500	3,300	6.9%
TEHAMA	44	25,050	23,540	1,520	6.1%
TRINITY	36	4,580	4,350	230	5.1%
TULARE	56	209,000	188,400	20,600	9.8%
TUOLUMNE	28	20,290	19,330	970	4.8%
VENTURA	20	414,300	397,000	17,400	4.2%
YOLO	22	110,200	105,300	4,900	4.4%
YUBA	46	32,100	30,100	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 IV-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



# Summer Summary

## August Monthly Report

Home visitors from SETA, SJUSD, SCOE and ROCC all came together for a countywide homebased conference. Staff spent time learning about personal safety, other home visitors shared about some of the successful activities they have done using their curriculum, and showcased some best practices, the home visitors were able to spend some quality time practicing some self-care activities, including making their own aromatherapy body scrubs, and making a vision board. This was followed up by a catered lunch and an afternoon session from a father and son team on how to build effective teams. The result was very positive and we look forward to making this an annual event.

The Early Head Start homebased families had a socialization at the Sacramento Zoo in April. Over 60 families attended with their families, which ended up being over 150 people who enjoyed a day at the zoo. Our health/nutrition unit coordinated an oral health event and were able to provide dental screens to over 40 of our homebased children.

In our Preschool Homebased program, the children hosted a tea party with their parents during their socialization. Children were able to pour the tea themselves and for their parents, and best of all, no tea cups were broken! This was followed by a story time and a parent meeting.



SETA Head Start in partnership with many community organizations, held a Community Health Event on May 23, 2023 at Pothong Market.

**Thank you to all who participated!**

We look forward to our next event in July so that families have the opportunity to prepare for **Back to School!**

### Participating Partners

Service	Agency
Childhood Immunizations + COVID Vaccines	Sac County - IZ Assistance Program
Medi-Cal Services/Renewals	Sac Covered
Obesity Prevention	Sac County - Health Edu.
Lead Education	Sac County - Childhood Lead Poisoning
Lead Housing Program	Sac Housing and Redevelopment Agency (SHRA)
Oral Health Education	CNSU
Oral - Dental Screenings	Avesis - Access Dental
Oral - Dental Screenings	Smile Dental Services - Dr. Park's Office
Oral Health Education	Sac County - Oral
Oral Health Services Info	Children's CHOICE - Pediatric Dentistry
Head Start Recruitment	Head Start
Health & Nutrition	Head Start



#### The following services were available:

- Childhood immunizations COVID-19 vaccines and boosters
- Health screenings
- Dental screenings and fluoride varnish
- Enrollment into Head Start
- Housing information
- Nutrition information
- Communicable disease prevention education



# Summer Series

SETA hosted a 6 night Summer Series of virtual and in person trainings. Topics included STEM, Purposeful Play, Self Care, Creativity, Art, Brain development, and more! This was a time for educators to come together and learn, play and recharge their caregiver batteries!



SETA Governing Board



Page 51

Thursday, September 7, 2023



# Seta Head Start

## Food Service Operations Monthly Report

### \*July, 2023

- 7/5/23 - Norma Johnson Class 1214 B Closed due to no air.
- 7/10/23 - Hillsdale (whole site) was closed due to replacing toilets and floors.
- 7/14/23 - Freedom Park had a field trip to Freedom Park Recreation and Park District we prepared 80 sack lunches.
  - Mather had a field trip to Stone Creek we prepared 20 sack lunches.
  - 16th Avenue had a field trip to Fairytale Town we prepared 60 sack lunches.
- 7/20/23 - LaVerne Stewart went to Sky Park we prepared 20 sack lunches.
- 7/21/23 - Marina Vista had a field trip to the Marina Vista Park we prepared 40 sack lunches.
  - Capital City had a field trip to the Sacramento Zoo we prepared 40 sack lunches.
  - CP Huntington had a field trip to Artivio Guerrero Park we prepared 40 sack lunches.
  - Crossroads had a field trip to the Sacramento Zoo we prepared 75 sack lunches.
  - Job Corps had a field trip on site we prepared 50 sack lunches.
  - Preschool Homebase had a function to Oasis Park we prepared 130 meals.
- 7/28/23 - EHS Homebase had a function to Swansten Park we prepared 120 meals.
  - North Avenue had a field trip to Meadows Community Park we prepared 80 sack lunches.
  - Northview had a field trip to Fairytale Town we prepared 80 sack lunches.
  - Galt had a field trip to Derr-Okamoto Park we prepared 100 sack lunches.
  - Elkhorn had a field trip to Numbus Fish Hatchery we prepared 100 sack lunches.
  - Sharon Neese had a field trip to Swanston Park we prepared 60 sack lunches.

Lunch	PM Snack	Breakfast	Field Trips
26,552	22,408	22,574	17

Total Amount of Meals and Snacks Prepared 72,669

**Purchases:**

Food	\$77,913.05
Non - Food	\$12,704.08

**Building Maintenance and Repair:**

**Janitorial & Restroom Supplies:**

**Kitchen Small Wares and Equipment:**

**Vehicle Maintenance and Repair:**

Vehicle Gas / Fuel:	\$1,860.15
Normal Delivery Days	21

# SPECIAL EDUCATION REPORT

## Sacramento County Head Start/Early Head Start

**July 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
<b>SETA operated</b>	1696	244	<b>14%</b>	660	174	<b>26%</b>
<b>Twin Rivers USD</b>	160	48	<b>30%</b>	56	4	<b>7 %</b>
<b>Elk Grove USD</b>	480	113	<b>24%</b>			
<b>Sac City USD</b>	676	118	<b>17%</b>			
<b>San Juan USD</b>	1044	88	<b>8%</b>	164	11	<b>7%</b>
<b>WCIC</b>	120	9	<b>8%</b>			
<b>COUNTY TOTAL</b>	<b>4176</b>	<b>620</b>	<b>15%</b>	<b>880</b>	<b>189</b>	<b>21%</b>

*AFE: Annual Funded Enrollment*



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

**Head Start**

<b>Agency</b>	<b>Funded Enrollment</b>	<b>(a) Last Day of Month Enrollment (07/31/23)</b>	<b>(b) % of capped/closed</b>	<b>(c) % Actual to Funded</b>
Elk Grove USD	480 (0) <sup>d</sup>	N/A	N/A	N/A
Sacramento City USD	676 (48) <sup>d</sup>	40	0	83%
San Juan USD	1,044 (0) <sup>d</sup>	N/A	N/A	N/A
SETA	1,696 (1,276) <sup>d</sup>	1,193	34 (96%)	93%
Twin Rivers USD	160 (0) <sup>d</sup>	N/A	N/A	N/A
WCIC/Playmate	120 (0) <sup>d</sup>	N/A	N/A	N/A
<b>Total</b>	<b>4,176 (1,324)<sup>e</sup></b>	<b>1,233</b>	<b>34 (96%)</b>	<b>93%</b>

**Early Head Start**

<b>Agency</b>	<b>Funded Enrollment</b>	<b>(a) Last Day of Month Enrollment (07/31/23)</b>	<b>(b) % of capped/closed</b>	<b>(c) % Actual to Funded</b>
San Juan USD	164	154	0	94%
SETA	660 (651) <sup>d</sup>	604	4 (93%)	93%
Twin Rivers USD	56 (0) <sup>d</sup>	N/A	N/A	N/A
<b>Total</b>	<b>880 (758)<sup>e</sup></b>	<b>797</b>	<b>24 (94%)</b>	<b>92%</b>

- (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.
- (d) Funded enrollment reduced due to classes/center closed during Summer.
- (e) Total funded enrollment in the Summer months.

## **Reasons for Program Under Enrollment**

### ***Elk Grove USD***

- Closed during Summer. Return to services August 10, 2023.

### ***Sacramento City USD***

- Operating at reduced funded enrollment, due to classes/centers closed during Summer. Return to full services September 5, 2023.

### ***San Juan USD***

- Operating at reduced funded enrollment, due classes/centers closed during Summer. Return to full services September 14, 2023.

### ***SETA***

- The following sites have classroom(s) capped due to limited staff: Hiram; Marina Vista; Northview - totaling 38 enrollment slots.
- Vacancies in the following positions that support classroom ratio or enrollment: 3 Family Services Worker; 27 Education positions (HS Associate Teacher/Teacher, Lead Teacher/Infant Toddler, Site Supervisor); 1 Home Visitors combined for partners SCOE.
- Operating at reduced funded enrollment, due classes/centers closed during Summer. Return to full services August 7, 2023.

### ***Twin Rivers USD***

- Closed during Summer. Return to services August 17, 2023.

### ***WCIC/Playmate***

- Closed during Summer. Return to services September 11, 2023.

## **Strategies/Action Step(s) for Under Enrollment**

### ***Elk Grove USD***

- Continuing community outreach and recruitment during program closure in summer months: Advertise programs through the district website and social media platforms.

### ***Sacramento City USD***

- During the summer months and the other Wrap Programs are closed, we will discuss with the Communications Department the dynamics on how we can best advertise for preschool and ensure that our website is updated with detailed information regarding our programs and have updated flyers and posters made.
- Follow-up with families who are on that site's wait list to inform them of classroom openings.

### ***San Juan USD***

- 10-month SCWs have been shifted to 12-month.
- Recruiting through neighborhood canvassing in the following zip codes: 95864; 95608; 95821; 95825, 95610.
- Employment vacancies have been filled for enrollment support, AFST is scheduled to start August 7.

### ***SETA***

- SETA held a Job Fair and job offered 48 positions at that event as well as an additional 13 offers to Teaching/ Home Base staff and 3 FSW's throughout July.
- 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 and ADP WFN Recruitment Portal. Employment offers were accepted during July for the following positions: 1 Family Services Worker, 1 Associate Teachers.
- Recruitment and networking opportunities to increase awareness of Head Start services and community visibility: WIC Breast Feeding Celebration, Super Parent Day, Access Dental Back to School Event, Glo Preemies NICU Community Baby Shower, CJUSD School Community Back to School Resource Fair, Marysville Community Baby Shower. Through these recruitment events, 45 Interest Forms were completed by families inquiring of Head Start services.

### ***Twin Rivers USD***

- Continuing community outreach and recruitment during program closure in summer months: Mail recruitment flyer to zip codes with low enrollment, post on various social media platforms.

### ***WCIC/Playmate***

- Continuing community outreach and recruitment during program closure in summer months: Oak Park Community events, Wellspring Women's Center, Sacramento Food Bank and Family Services.

## ITEM V - REPORTS TO THE BOARD

- A. CHAIR'S REPORT: The Chair of the SETA Governing Board, on a regular basis, receives numerous items of information concerning employment and training legislation, current programs, agency activities, and miscellaneous articles about human service programs throughout the nation, and attends meetings pertinent to SETA business.
- The important information from the material received and meetings attended will be shared with the entire Board and the method proposed by the Chair is to give a verbal report at each regular meeting. It will also allow time for the Board to provide input on items that may require future action.
- B. EXECUTIVE DIRECTOR'S REPORT: This item is set aside to allow the SETA Executive Director to report to the Board on any items of important information or to deal with special requests which need to be addressed but, because of time constraints, were not included in the formal SETA Governing Board Packet. The Executive Director's Report also allows the opportunity for the SETA Executive Director to apprise the Board of upcoming events, significant agency activities, or conferences.
- C. DEPUTY DIRECTORS' REPORT: This item is set aside to allow the Deputy Directors to report to the Board any items relative to the program operations.
- D. COUNSEL'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.