

AGENDA

**Sacramento Employment and Training Agency
COMMUNITY ACTION BOARD
Strategic Planning Committee Meeting**

Thursday April 4, 2024 3:00 p.m.

925 Del Paso Boulevard, Suite 100, Board Room,
Sacramento, CA 95815

PUBLIC COMMENT PROCEDURES

In response to AB 2449, the Sacramento Employment and Training Agency (SETA) Community Action Board Strategic Planning Committee is conducting this meeting utilizing a hybrid approach, permitting members of the public to participate in person or via Zoom. Public comments will be accepted until the adjournment of the meeting, distributed to the members of the Committee 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 Committee shall take no further action on items appearing on the meeting agenda until public access to the meeting is restored.

In-Person Public Comment

Members of the public are encouraged to participate in the meeting by completing a speaker card or submitting written comments by email to SETA's Clerk of the Boards, Anzhelika.Simonenkova@seta.net. Any member of the public who wishes to speak directly to the Committee regarding any item on the agenda may contact Anzhelika Simonenkova at (916) 263-3753, or Anzhelika.Simonenkova@seta.net. Please include in your request the item(s) on which you would like to participate.

Zoom Public Comment

Members of the public may participate in the meeting via Zoom by clicking the [Zoom link](#), or listening to the meeting on one tap mobile +16699006833, 86802531349# US (San Jose).

Meeting ID: 868 0253 1349

Passcode: 965325

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During the meeting any questions or comments may be submitted via the chat features on Zoom.

Accommodations

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 Committee meeting information may be accessed through the Internet by visiting the SETA webpage: www.seta.net/board/board-agendas.

GOVERNING BOARD

Rich Desmond

BOARD OF SUPERVISORS
County of Sacramento

Eric Guerra

COUNCILMEMBER
City of Sacramento

Patrick Kennedy

BOARD OF SUPERVISORS
County of Sacramento

Sophia Scherman

PUBLIC REPRESENTATIVE

Mai Vang

COUNCILMEMBER
City of Sacramento

D'et Saurbourne

INTERIM EXECUTIVE DIRECTOR

CALL TO ORDER
ROLL CALL

- I. **CONSENT ITEM:**
 - A. Approval of Minutes of the March 7, 2024 Regular Meeting

- II. **ACTION/DISCUSSION ITEM:**
 - A. Discussion on the CAB Strategic Plan

- III. **INFORMATION ITEMS:** None

- IV. **ADJOURNMENT**

DISTRIBUTION DATE: Thursday, March 28, 2024

MINUTES/SYNOPSIS

**Sacramento Employment and Training Agency
COMMUNITY ACTION BOARD
Strategic Planning Committee Regular Meeting**

Thursday March 7, 2024 3:00 p.m.
925 Del Paso Boulevard, Suite 100, Board Room,
Sacramento, CA 95815

CALL TO ORDER

ROLL CALL

Members Present:

Anthony Garcia, Child Action, Inc.
Debra Cummings, Our Kids Community Breakfast Club
Fienishia Wash, Chair, Head Start Policy Council

Members Absent:

Dominique Espinosa, Vice Chair; Mutual Housing California

Others Present: Pamela Moore, Roy Kim, Julie Davis-Jaffe, Arys Scott

Ms. Wash called the meeting to order at 3:03 p.m. The roll was called and a quorum was established.

I. **CONSENT ITEM:** None

II. **ACTION/DISCUSSION ITEM:**

A. Discussion on the CAB Strategic Plan

Ms. Moore advised that the Organizational Standards require the Community Action Board's (CAB's) mission, vision, and strategic plan to be reviewed every five (5) years to ensure consistency with the priorities established in the Agency's Community Action Plan.

The SETA CAB Strategic Plan and Community Action Plan: At a Glance (which contains SETA Identified Priorities) were provided as handouts to the committee members.

Ms. Moore emphasized that the SETA Community Action Program prioritizes the education of young children and implementing long-term strategies to help families overcome poverty. She also reminded the Committee members that the Community Service Block Grant (CSBG) program was established in the 1960s to address community needs and fight poverty.

Ms. Moore suggested that changes to the CAB strategic plan should be based on the issues that we saw rise as a result of the 2024-2025 Community Action Plan.

Mr. Garcia stated that the CAB's strategic plan is meant to create a movement toward self-sufficiency. He inquired if any reports were available on the current effectiveness of the program and the metrics being utilized. Mr. Garcia reminded members that the CAB had

recently shifted to a strength-based approach, focusing on five protective factors, which was a significant change from the previous Request for Proposals (RFP) process. He also mentioned that this change provided an opportunity to revise the strategic plan.

Ms. Wash added that in order to evaluate the program's impact, the community should be given an opportunity to speak freely, possibly in a forum-like setting.

Ms. Cummings shared that the agency she represents focuses on addressing cultural appropriateness while providing information to the community. They conduct listening sessions to provide a platform for people to voice their concerns and seek solutions. Additionally, they invite program graduates who can share their experiences and provide testimony. This approach is beneficial in spreading awareness about the available services.

Ms. Moore suggested incorporating a community and stakeholder listening session at SETA's upcoming Community Resource Fair.

Ms. Wash suggested providing information on available community services during the Agency's parents' meetings to spark conversations on community needs.

Mr. Kim stated the strategic plan is intended to provide guidance for the entire CSBG program, and it should be aligned with the adopted Community Action Plan. The strategic plan should focus on defining the strategies that will be used to accomplish the priorities outlined in the Community Action Plan.

Mr. Garcia shared that the First 5 Sacramento Commission has initiated a new process for the upcoming RFP cycle. The applicants were required to conduct surveys of the community they serve and analyze the results to identify the needs of the community. The RFP package had to include the findings and how the funding would be used to address the identified community's needs. This process aimed to focus on the community assessment rather than just fulfilling the grantee requirements. He suggested that SETA, as a grantee, formalize the need for those funded agencies to provide reports on their communication with the served community and the effectiveness of the programs.

Ms. Davis-Jaffe stated that the ultimate goal is not just to provide services as people become dependent on them but to lead the families to self-sufficiency with the help of the services provided.

Ms. Wash suggested that informal spaces should be created where people can feel vulnerable and openly discuss their hardships.

Mr. Garcia shared information about a Parent Café offered by the agency he represents. This is a Peer-to-Peer listening and learning session, where a staff member is present to facilitate the conversation.

The CAB strategic plan (including vision and mission statements) is scheduled for approval at June's CAB meeting. The plan needs to be included with the CSBG organizational standards, which are due on August 31.

The Committee recommended that Mr. Kim and Ms. Davis-Jaffe invite current provider representatives to the next Committee meeting to participate in the discussion.

The Strategic Planning Committee will hold its next meetings on April 4 and May 2, 2024, at 3:00 p.m.

III. INFORMATION ITEM: None

IV. ADJOURNMENT: The meeting adjourned at 3:55 p.m.

Note: The minutes reflect the actual progression of the meeting.

ACTION/DISCUSSION ITEM II-A
Discussion of Strategic Plan

Presenter: Julie Davis-Jaffe

BACKGROUND:

The Special Committee will discuss the various elements of the strategic plan. Staff has prepared a draft with potential edits, which will serve as a model for comparison and provide possible options for adoption. Areas of discussion in the Strategic Plan are as follows:

- A. Discuss mission and vision for current relevance
- B. Review sections of proposed revised Strategic Plan:
 - a. Target Areas
 - b. Target Groups
 - c. Strategic Outcomes
 - d. CAB Strategies
 - e. CAB Implementation Plan
 - f. CAB Program Benchmarks

CAB MISSION

"To Coordinate a Community Response to Address the Root Causes of Poverty in Sacramento County"

TARGET AREAS

On a biennial basis, beginning at the March 2019 CAB meeting, CAB members will identify and designate Sacramento County's highest-poverty communities as Target Areas for the implementation of anti-poverty strategies in ~~Sacramento County~~Sacramento County. SETA staff will assist the CAB by providing a comprehensive community assessment of the most currently available poverty and target area-related data ~~and literature~~and literature, and a slate of staff recommendations for its consideration.

Target area designation criteria informed by staff data and recommendations will include poverty levels, population, pockets of extreme poverty, target group density, geographic designation options (zip codes, communities, cities, school districts, etc.), rates of Free and Reduced Priced Meals, rate of high-poverty household types in designated areas, and poverty trends over time.

TARGET GROUPS

A CSBG target group is any group of low-income households or household types that have been identified and prioritized for investments and services in the design and operation of anti-poverty programs. Target groups may be defined by poverty level, race, head-of-household gender, geography, age, poverty circumstances, or root causes of their poverty. During the development of the biennial SETA Community ~~Action Plan~~Action Plan, target groups are evaluated and prioritized according to their vulnerability ~~to the~~to the symptoms and effects of poverty in ~~Sacramento County~~Sacramento County. A target ~~group's vulnerability~~group's vulnerability will be determined by factors that include the group's average poverty index, group's size as a percentage of the Sacramento County population of persons living below poverty guidelines, potential to reach self-sufficiency, and the level of non-CSBG, Community Action Area target group investment, to identify target group service gaps.

Past/Current Target Groups (not conclusive)

- Children ~~0-5~~ in Impoverished Households

- Single Parent Households
- ~~Homeless~~ Unhoused and Housing-Insecure Adults/Youth
- ~~African American Youth 10-17 Vulnerable to Arrest~~ Youth of Color Needing Support and Mentoring
- ~~Immigrants~~ Refugees and New Americans
- ~~Seniors~~ Older Adults
- People with Physical/Mental/Emotional Disabilities
- Extreme Poverty Households (<50% of Poverty Guidelines)

NOTE: The above list is not prioritized.

STRATEGIC OUTCOMES DEFINITION: Lasting changes in the socio-economic and behavior status of CSBG enrolled households that occur as a result of their participation in the CAB strategies espoused within this SP.

Strategic Outcomes

- High Priority Households Are Stabilized to Seek Self-Sufficiency Through Employment, Housing, and Other Individual Needs
- Stabilized Households Secure and Maintain New Employment for 6 Months, with SETA Delegate Agency Guidance and Supports
- Vulnerable Households Avoid Hunger, Eviction, Utility Disconnections, Unsheltered or Unsafe Conditions, Inadequate Clothing/Hygiene, and Transportation Barriers to Vital Services, Resources, and Places of Employment
- Vulnerable Youth and Foster Youth Obtain Healthy Behaviors and Stability, Learn Life Skills, and Actively Engage in Education
- ~~Vulnerable, Homebound~~ Seniors—Older Adults Maintain Residence ~~i4n~~ Their Housing of Choice
- Refugees and New Americans Receive Guidance and Support in Adjusting to American Society

CAB Strategies to Address the Root Causes of Poverty in Sacramento County

- Partner with Existing Community Entities with Expertise or a Successful History of Implementing Similar Anti-Poverty Strategies, to Coordinate a Response to Poverty in the SETA Community Action Area, Sacramento County
- Provide for the Availability of Emergency Food, Transportation, Housing, and

Other Emergency Resources, when Community-sourced Resources are Not Available

- [Establish Greater Communication and Increased Involvement with the Low-Income Community to More Effectively Respond to Community Needs](#)
- [Increase Focus on Long-Term Strategies to Fight Poverty and Contribute to Improvement in the Lives of Low-Income Community Members](#)

CAB Implementation Plan

- Through a Request-For-Proposals Process, Identify Delegate Agencies Currently Supporting, or with the Capacity to Support, the Achievement of CAB Strategic Outcomes
- Leverage Competitively-Sourced Delegate Agencies with CSBG Funding to Expand their Implementation of CAB Strategies
- Provide for SETA Staff to Direct CSBG-Eligible Households to SETA Delegate or Other Community Agencies for Resources or Services, and to Administer Emergency Food, Transportation, and Other Vital Resources, When Timely Community Resources Are Not Available

CAB Program Benchmarks

Key Family Self-Sufficiency (FSS) Agency Benchmarks

- FSS - 805% of Partner Employment Projections Reached
- FSS - 75% of Partner "180-Days Employed" Projections Reached
- FSS – 80% Partner Projections for Youth Engaged in Behavioral Development Services for at Least 180 days.

~~Key Youth and Senior Support (YSS) Benchmarks~~

- ~~YSS – 90% of Partner Projections for Youth Engaged in Behavioral Development Services for at Least 60 Days~~
- ~~YSS – 95% of Partner Projections for Seniors Maintaining Residence in the Housing of Their Choice~~

Key Safety-Net Agency (SN)

- SN - 98% of Partner's "Direct Participant Costs" Noted in the Agency's Budget is Expended

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