



Sacramento  
Employment and  
Training  
Agency

## **REGULAR MEETING OF THE SETA GOVERNING BOARD**

### **GOVERNING BOARD**

**ERIC GUERRA**  
Councilmember  
City of Sacramento

**PATRICK KENNEDY**  
Board of Supervisors  
County of Sacramento

**DON NOTTOLI**  
Board of Supervisors  
County of Sacramento

**SOPHIA SCHERMAN**  
Public Representative

**MAI VANG**  
Councilmember  
City of Sacramento

**KATHY KOSSICK**  
Executive Director

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

**DATE:** Thursday, August 5, 2021

**TIME:** 10:00 a.m.

**LOCATION:** Zoom login:

<https://us02web.zoom.us/j/84597757541?pwd=Y2hZSXNnRHF5ZzgwTGhQNzU2RTRPUT09>

In response to the Governor's Executive Order N-29-20 relating to the COVID-19 Pandemic, the Sacramento Employment and Training Agency Governing Board is conducting this meeting on Zoom at <https://us02web.zoom.us/j/84597757541?pwd=Y2hZSXNnRHF5ZzgwTGhQNzU2RTRPUT09>. Members of the public may join the meeting by clicking the link above or typing the meeting address above into their web browser, or listen to the meeting on One tap mobile +16699006833,,84597757541# US (San Jose). Meeting ID: 845 9775 7541. Passcode: 634496. Find your local number: <https://us02web.zoom.us/j/84597757541?pwd=Y2hZSXNnRHF5ZzgwTGhQNzU2RTRPUT09>. Members of the public are encouraged to participate in the meeting by submitting written comments by email to: [Nancy.Hogan@seta.net](mailto:Nancy.Hogan@seta.net). Any member of the public who wishes to speak directly to the board regarding any item on the agenda may contact Nancy Hogan at (916) 263-3827, or [Nancy.Hogan@seta.net](mailto:Nancy.Hogan@seta.net). Please include in your request on which item you would like to participate. Additionally, during the meeting any questions or comments may be submitted via the Q&A or chat features on Zoom. Public comments will be accepted until the adjournment of the meeting, distributed to the Governing Board and included in the record.

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

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

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**VI. Adjournment**

**DISTRIBUTION DATE: WEDNESDAY, JULY 28, 2021**

ITEM II-A-CONSENT

APPROVAL OF MINUTES OF THE JULY 1, 2021  
REGULAR BOARD MEETING

BACKGROUND:

Attached are the minutes of the July 1, 2021 meeting for your review.

RECOMMENDATION:

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

PRESENTER: Kathy Kossick

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

Minutes/Synopsis

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

Meeting Held Electronically

Thursday, July 1, 2021  
10:00 a.m.

**I. Call to Order/Roll Call**

Mr. Guerra called the meeting to order at 10:01 a.m. The roll was called.

**Members Present:**

Eric Guerra, Vice Chair; Councilmember, City of Sacramento

Mai Vang, Councilmember, City of Sacramento

Don Nottoli, Member, Board of Supervisors (joined at 10:04 a.m.)

**Members Absent:**

Sophia Scherman, Chair, Public Representative

Patrick Kennedy, Member, Board of Supervisors

While awaiting a quorum, the Information Items were reviewed.

**IV. Information Items**

- A. Fiscal Monitoring Reports: No questions.
- B. Employer Success Stories and Activity Report: No questions.
- C. Dislocated Worker Update: Mr. William Walker provided additional information on services provided in the county.

Mr. Nottoli joined the meeting at 10:04 a.m. and a quorum was achieved.

- D. Unemployment Update/Press Release from the Employment Development Department: No questions.
- E. Head Start Reports: No questions.
- F. Employer Outcomes and Employer Services: Mr. Roy Kim provided an overview of the employer outcomes and the employer services provided by SETA. Mr. William Walker reviewed the city projects and the ways SETA assists local employers.

Ms. Vang thanked Mr. Kim and Mr. Walker for the presentation and will do a follow-up on the data.

## **II. Consent Items**

- A. Approval of Minutes of the June 3, 2021 Regular Board Meeting
- B. Approval of Claims and Warrants
- C. Approval of an Appointment to the Sacramento Works Board

Mr. Nottoli noted a correction on the staff report for Item II-C.

Moved/Nottoli, second/ Vang, to approve the consent items as follows:

- A. Approve the June 3, 2021 minutes.
- B. Approve the claims and warrants for the period 5/27/2021 through 6/23/2021.
- C. Approve the appointment of Ms. Lisa Hutchinson from Revere Packing LLC to fill the seat vacated by Mr. Larry Booth.

Roll call vote:

Aye: 3 (Guerra, Nottoli, Vang)

Nay: 0

Abstentions: 0

Absent: 2 (Kennedy and Scherman)

## **III. Action Items**

### **A. GENERAL ADMINISTRATION/SETA**

- 1. **TIMED ITEM 10:00 A.M. AND PUBLIC HEARING:** Approval of New Job Specification and Salary Schedule for Children and Family Services Eligibility Coordinator (Supervisory)

Mr. Guerra opened a public hearing and asked if there were questions.

Ms. Noren offered to review the staff report; there were no questions.

Moved/Vang, second/Nottoli, to close the public hearing and approve the new job specification and salary schedule for the Children and Family Services Eligibility Coordinator (Supervisory).

Roll call vote:

Aye: 3 (Guerra, Nottoli, Vang)

Nay: 0

Abstentions: 0

Absent: 2 (Kennedy and Scherman)

### **B. WORKFORCE DEVELOPMENT DEPARTMENT**

Refugee Services: No items.

Community Services Block Grant: No items.

One Stop Services

1. Approval of Funding Extension Recommendation for the Fruitridge Job Center Under the Workforce Innovation and Opportunity Act (WIOA), Title I, Adult and Dislocated Worker Programs, Program Year (PY) 2021-2022

Mr. Kim reported that at the last meeting, this board approved extensions and set aside scholarship and support services funding. The Board asked staff to negotiate with Pivot Sacramento and Pro Youth, the host organizations for the Fruitridge Job Center. The recommendation is to extend Fruitridge Job Center for the reduced amount of \$150,000, agree to transfer Pro Youth's roles and responsibilities to Pivot Sacramento, and allocate \$10,000 for scholarships and support services.

Mr. Thatch asked that the staff funding extension recommendation be modified to approve funds for Pivot Sacramento to operate the Fruitridge Job Center.

Mr. Kim reported that a recent performance report showed they had increased their enrollments to 41. Staff has worked to provide technical assistance and will evaluate their performance monthly.

Mr. Nottoli thinks the corrective action is necessary due to the low performance expectations. He is hoping they will continue to receive supportive services and exceed their goals.

Moved/Vang, second/Nottoli, to approve the staff funding extension recommendation for the Fruitridge Job Center under the WIOA Title I, Adult/Dislocated Worker Programs as follows:

1. Extend the Fruitridge Job Center at \$150,000 to provide Career Services for 774 "Registered" and 77 "Enrolled" customers.
2. Agree with the request received from Pro Youth and Families to assign its Job Center responsibilities to Pivot Sacramento.
3. Allocate \$10,000 for Scholarships and supportive services.
4. Standard terms and conditions of the agreement will remain unchanged.

Roll call vote:

Aye: 3 (Guerra, Nottoli, Vang)

Nay: 0

Abstentions: 0

Absent: 2 (Kennedy and Scherman)

**C. CHILDREN AND FAMILY SERVICES: None.**

**V. Reports to the Board**

- A. Chair: Councilman Guerra requested that SETA staff work with Economic Development staff at the City and County to align American Rescue Plan (ARP)

funds. This effort is to pull together resources with local workforce programs to help to decide how to use the ARP funds. Ms. Kossick reported that SETA is already working closely with the city and will reach out to the county.

- B. Executive Director: Ms. Kossick wished everyone a Happy Fourth of July.
- C. Deputy Directors: Ms. Denise Lee reported that SETA concluded its recent Focus Area 1 Federal review. This was a virtual, benchmark review that was largely interview focused with various document reviews. The program also finished a State review in April and received a follow-up letter clearing everything with the exception of one item in eligibility paperwork. Staff will receive a follow-up visit to verify the fixes. Head Start centers are up and running and currently at 66% enrolled. Ms. Lee asked Board members to let her know of any newsletters or e-mail blasts to encourage enrollment. Mr. Guerra suggested that staff perhaps follow up with the City of Sacramento's Public Information Officer to get the family notice out in different languages.
- D. Counsel: None.
- E. Members of the Board: No reports.
- F. Public: No comments.

**VI. Adjournment:** The meeting was adjourned at 10:34 a.m.

ITEM II-B – CONSENT

APPROVAL OF CLAIMS AND WARRANTS

BACKGROUND:

Kathy Kossick, Executive Director, has reviewed the claims for the period 6/24/2021 through 7/28/2021, and all expenses appear to be appropriate.

RECOMMENDATION:

Approve the claims and warrants for the period 6/24/2021 through 7/28/2021.

PRESENTER: Kathy Kossick

## ITEM II-C – CONSENT

### APPROVAL OF THE ONE-STOP SHARE OF COST AGREEMENT WITH THE COUNTY DEPARTMENT OF HUMAN ASSISTANCE, PY 2021-2022 AND AUTHORIZE THE EXECUTIVE DIRECTOR TO SIGN THE AGREEMENT AND ANY REQUIRED DOCUMENTS PERTAINING TO THE AGREEMENT

#### BACKGROUND:

The Workforce Innovation and Opportunity Act (WIOA) requires that One-Stop Required Partners contribute a share of the costs of the One-Stop System proportionate to the use of the system by individuals attributable to the partner program. Since 2003, SETA has entered into an agreement with the County of Sacramento, Department of Human Assistance (DHA) to provide One-Stop Career and Training Services to CalWORKs customers.

SETA has received the final agreement from DHA that will continue the One-Stop Share of Cost contract for an amount up to \$911,743 for PY2021-2022. The agreement will cover Sacramento County's share of cost for the operation of the Sacramento Works America's Job Center System.

#### RECOMMENDATION:

Approve the One-Stop Share of Cost agreement with the Department of Human Assistance for up to \$911,743, and authorize the Executive Director to execute the agreement and any required documents pertaining to the agreement.

PRESENTER: Roy Kim

ITEM III-A – 1 - ACTION

**TIMED ITEM 10:00 A.M. AND PUBLIC HEARING:**  
**APPROVAL OF THE SACRAMENTO EMPLOYMENT AND TRAINING AGENCY**  
**FINAL BUDGET FOR FISCAL YEAR 2021-2022**

**BACKGROUND:**

In June 2021, the Board took action to approve the Recommended Budget for Fiscal Year 2021-2022 and directed that notice of a Public Hearing be posted and published to commence on August 5, 2021 at 10:00 a.m. or as soon thereafter as practicable for purposes of considering and approving the Sacramento Employment and Training Agency Final Budget for Fiscal Year 2021-2022. Staff has posted and caused to be published notice of this Public Hearing as directed by the Board.

The Final Budget for the Fiscal Year 2021-2022 will be sent under separate cover. Staff will be available to answer questions. The approved Final Budget will also be submitted to the County and City for approval.

**RECOMMENDATION:**

Open a public hearing, hear testimony, and take action to close the public hearing and adopt the attached Resolution approving the Sacramento Employment and Training Agency Final Budget for Fiscal Year 2021-2022.

**PRESENTER:** D'et Saurbourne

**RESOLUTION NO.: 2021-03**

**APPROVAL OF FISCAL YEAR 2021-2022 SACRAMENTO EMPLOYMENT AND  
TRAINING AGENCY (SETA) BUDGET**

**WHEREAS**, all necessary estimates of revenues, expenditures and reserves for the 2021-2022 Fiscal Year were prepared and filed, the Recommended Budget was adopted and printed, and hearings thereon were noticed and held as required by Chapter 1 of Division 3, Title 2 of the Government Code (Section 29000, et. seq.), and

**WHEREAS**, all proceedings required by law have been duly had and regularly taken concerning the adoption of the Final Budget for the Sacramento Employment and Training Agency for the Fiscal Year commencing July 1, 2021 and ending June 30, 2022, and

**WHEREAS**, the Governing Board has made such revisions of, deductions from and increases or additions to the Recommended Budget as it deemed advisable, all such increases or additions having been proposed in writing and filed with the Board prior to the conclusion of said hearings on August 5, 2021, and

**WHEREAS**, all proceedings required by law have been duly had and regularly taken concerning the adoption of the Final Budget for the Sacramento Employment and Training Agency for the fiscal year commencing July 1, 2021, and

**NOW, THEREFORE, IT IS HEREBY RESOLVED**, in accordance with Chapter 1 of Division 3, Title 2 of the Government Code (Section 29000, et. seq.), that the Final Budget for the Fiscal Year 2021-2022 be and is hereby adopted in accordance with the following:

(1)	Salaries and employees benefits	\$ 47,669,505
(2)	Services and Supplies	13,888,858
(3)	Other charges	50,166,060
(4)	Fixed Assets	
	(A) Land	0
	(B) Structures and Improvements	1,300,000
	(C) Equipment	0
(5)	Expenditure transfers	0
(6)	Contingencies	0
(7)	Provision for reserve increases	0
	<b>TOTAL BUDGET REQUIREMENTS</b>	<b><u>\$ 113,024,423</u></b>

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

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

**ATTACHMENTS:**

Financing Requirements Summary Schedule  
Fixed Asset Schedule  
Expenditure Detail Schedule  
Revenue Detail Schedule

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

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing resolution is passed and adopted by the Sacramento Employment and Training Agency Governing Board, this fifth day of August, 2021 by the following vote, to wit:

Ayes:

Noes:

Absent:

Abstain:

\_\_\_\_\_  
Chair of the SETA Governing Board

ATTEST: \_\_\_\_\_  
Clerk of the SETA Governing Board

## ITEM III-A – 2 - ACTION

### APPROVAL OF AGREEMENT WITH ADP FOR HUMAN RESOURCES INFORMATION SYSTEM (HRIS) AND AUTHORIZATION FOR EXECUTIVE DIRECTOR TO EXECUTE FINAL AGREEMENT

#### BACKGROUND:

On March 4, 2021, the SETA Governing Board approved the release of a Request For Proposals (RFP) for a Human Resources Information System (HRIS). The RFP was posted to SETA's website and directly solicited to twelve (12) payroll software vendors. Five (5) vendors were represented at the non-mandatory Proposers' Conference held via Zoom on March 11, 2021. The Agency received two (2) proposals by the due date of April 2, 2021. Each proposer was invited to demonstrate their proposed product to the evaluation team on April 15, 2021. The evaluation team was comprised of the Fiscal Department Chief, Human Resources Department Chief, Fiscal Manager, and various staff from each department.

Based upon the criteria established in the RFP, the ranking of the proposals are as follows:

1. ADP
2. NEOGOV

ADP's proposal demonstrated a Human Resources Information System that could replace several current systems that would: streamline Human Resources and Payroll processes; provide better services and access to staff; and provide more robust reporting. ADP is proposing a three-year contract utilizing an ADP Master Services Agreement with an estimated annual cost of \$132,568, plus a one-time initial set-up fee of \$10,700. The pricing model proposed is guaranteed for three years and will be invoiced based on actual employee counts ensuring SETA is paying only for what is utilized.

Staff and Legal Counsel have negotiated extensively with ADP and tentatively agreed, subject to Governing Board approval, to an Addendum to ADP's Master Services Agreement to address several substantive fiscal and legal issues that require revisions and/or additions to the Master Services Agreement. The Addendum addresses these issues to implement SETA and federal funding source requirements, including:

1. Naming SETA as an additional insured party under applicable ADP insurance coverages.
2. Eliminate provisions requiring payment of late fees and extending the time for payment after receipt on invoices
3. Revising the Agreement's governing law from New York to California and providing for jurisdiction of disputes in Sacramento County courts.

ITEM III-A – 2 – ACTION (continued)  
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4. Passing through to ADP SETA's federal grant pass-through contract provision requirements, including a nondiscrimination and equality opportunity clause, a Clean Air and Clean Water Act clause and a clause requiring compliance with federal immigration law concerning discrimination against individuals based on national origin or citizenship status.

A copy of the ADP Agreement, including the Addendum and other attachments, substantially in the final form to be executed by the parties, will be provided under separate cover.

RECOMMENDATION:

That the Governing Board: (1) approve the Master Services Agreement with ADP for a services contract for an initial term of three (3) years, with the option for multiple year extensions; and (2) authorize the Executive Director to execute the Master Services Agreement, substantially in the form provided under separate cover.

PRESENTER: D'et Saurbourne

### ITEM III-B - 1 – ACTION

#### APPROVAL TO SUBMIT AN APPLICATION TO THE U.S. DEPARTMENT OF LABOR FOR NATIONAL DISLOCATED WORKER GRANT FUNDS AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT, SUBGRANT AGREEMENTS, MODIFICATIONS AND ANY OTHER DOCUMENTS REQUIRED TO IMPLEMENT A SUCCESSFUL PROGRAM

#### BACKGROUND:

On June 28, 2021, the Employment and Training Administration with U.S. Department of Labor announced the availability of \$43 million for the Comprehensive and Accessible Reemployment through Equitable Employment Recovery (CAREER) National Dislocated Worker Grants (NDWG's), with award amounts of up to \$3 million. These funds will support the public workforce system in connecting job seekers to employment as the economy recovers from the impacts of COVID.

The solicitation authorizes both state-wide and regional applications. SETA has confirmed that the State of California will not be submitting an application, and is working with the Capital Region's Workforce Boards to submit a regional application as the lead agency for the Capital Region prior to the August 31, 2021 deadline. The CAREER NDWG's aim is to serve dislocated workers from historically-marginalized communities or groups, and those who have been unemployed for an extended period of time or who have exhausted UI or other Pandemic Unemployment Insurance programs. If awarded, SETA plans to subcontract with Golden Sierra, Yolo County, and/or North Central Counties workforce development areas to provide services within the Capital Region. The specific amounts and service levels for subcontracts are currently being negotiated.

The CAREER project will enable successful applicants to address and recover from the unprecedented unemployment and economic impacts of the COVID-19 pandemic. These funds will support and enhance comprehensive employment services, and allow for supporting digitalization of services to unemployed jobseekers as well as the data systems necessary to connect the unemployed to reemployment.

#### RECOMMENDATION:

Approve the submission of an application to the U.S. Department of Labor for up to \$3 million in CAREER NDWG funds and authorize the Executive Director to execute the agreement, subgrant agreements, modifications and any other documents required to implement a successful program.

PRESENTER: Julie Davis-Jaffe

## ITEM III-B - 2 – ACTION

### APPROVAL OF THE 2022-2023 COMMUNITY SERVICES BLOCK GRANT (CSBG) REQUEST FOR PROPOSALS

#### BACKGROUND:

As the designated Community Action Agency for Sacramento County, the Sacramento Employment and Training Agency (SETA) administers CSBG funds to meet locally determined needs. Local needs are determined through a Community Action Plan (CAP) process designated by the State of California, Department of Community Services and Development (CSD), that relies on research into current community conditions, and public testimony and community surveys about unmet community needs.

At the May 25, 2021 Community Action Board (CAB) meeting, the CAB approved the CAP with the following changes:

- Page 9 – Correction on Dates;
- Page 42 – Correction on Indicator(s)/Service(s) Category (CNPI, FNPI, SRV) to read Case managed programs help African American youths demonstrate improved mental and behavioral health and well-being, rather than reduce risky behavior which might lead to arrest; and
- Update Appendix B to include public comments from the May 24, 2021 Public Hearing on the draft Community Action Plan.

On June 3, 2021, the SETA Governing Board approved the 2022/2023 CAP. The CSBG Request for Proposals (RFP) solicits proposals from qualified agencies to address the needs, services and recommendations identified in the CAP.

At this time, the federal government has not approved a budget and the total amount of Community Services Block Grant funding for the 2022 program year is not yet known. For planning purposes, SETA has included in the RFP an estimated amount that is based on the previous year's allocation. A total of \$900,000 is projected for release, on a competitive basis, to public and private non-profit entities with the capacity and experience to meet unmet needs identified in the CAP. The estimated available funding by category for the 2022 CSBG RFP is as follows:

1. Thirty-nine percent (39%), or \$351,000, for Family Self-Sufficiency (FSS) services intended to stabilize in-crisis and vulnerable households in preparation for employment/training-based services through a Sacramento Works America's Job Center, for case-management services to stabilize housing or maintain the independence of persons with disabilities.
2. Thirty-nine percent (39%) or \$351,000, for Safety-Net (SN) services, one-time or limited services to households experiencing an economic shortfall.

ITEM III-B – 2 - ACTION (continued)  
Page 2

3. Twenty-two percent (22%), or \$198,000, for Youth and Senior Support (YSS) services, which are comprehensive, case-managed support services that support homebound seniors wishing to maintain residence in their housing of choice, and that intervenes in the lives of youth expressing pre-gang, reckless, or criminal behavior, or to provide mentoring for youth.

SETA will target the most vulnerable populations in Sacramento County. For the 2022 program year, groups that will receive priority for services include low-income families, single parents with children 0-5, at-risk youth, homebound seniors and people with disabilities, and homeless individuals and families, including homeless youth. Up to \$50,000 in YSS funding will be available to fund proposals for special projects to mentor vulnerable, at-risk African American youth.

The process and criteria for selecting delegate agencies to implement services and activities identified in SETA's Community Action Plan is outlined in the draft CSBG Request for Proposals (RFP) for the 2022 Program Year that has been sent under separate cover.

The SETA Community Action Board approved the CSBG RFP at its July 14, 2021 meeting. If approved, the CSBG RFP will be released on August 6, 2021 at 1:00 p.m.

RECOMMENDATION:

Approve the CSBG 2022-2023 Request for Proposals.

PRESENTER: Julie Davis-Jaffe

### ITEM III-B – 3 - ACTION

#### APPROVAL TO AUGMENT THE SLAVIC ASSISTANCE CENTER, INC. UNDER THE REFUGEE SUPPORT SERVICES (RSS) SET-ASIDE GRANT PROGRAM YEAR (PY) 2020-21

### BACKGROUND

SETA's Refugee Program, operated under Refugee Support Services (RSS) and RSS Set-aside grant funds received from the U.S. Department of Health and Human Services, Administration for Children and Families, Office of Refugee Resettlement (ORR), provides direct employment services intended to result in early economic self-sufficiency and reduced public assistance dependency of refugees through employment and acculturation assistance.

In August, 2020, the Board approved funding for SETA's RSS program providers, including the RSS Set-aside program provider, Slavic Assistance Center, Inc. (SAC) for the provision of Services to Older Refugees (SOR) for refugees 60 years of age or older. At the time of award, preliminary estimates indicated that \$30,000 RSS Set-aside funds to serve 75 older refugees would be available for allocation for services commencing on October 1, 2020 and ending September 30, 2021. SAC is the sole provider funded under the RSS Set-aside program.

On October 19, 2020, SETA received the final RSS Set-aside award notification from the California Department of Social Services, Refugee Programs Bureau. Funds available for allocation totaled \$20,249 higher than initial estimates due to some qualifying counties in the state declining the SOR funding. At the time of the final award, SAC was offered all or a portion of the additional amount of funding received, however, declined any amount of additional funding due to the organization's limited capacity at that time to operate a larger program.

As of July, 2021, SAC is close to meeting its obligation to serve 75 older refugees under the grant and now has capacity to serve an additional 25 older refugees by the program year's end. As a result, staff is recommending augmenting SAC \$10,000 of unallocated RSS Set-aside funds for a new total allocation to SAC of \$40,000 to serve 100 older refugees by September 30, 2021. The remaining, unspent amount of \$10,249 will be carried over and allocated in PY 2021-22, which begins October 1, 2021.

Further, since the augmentation will result in SAC's funding level exceeding the amount requested in their proposal, staff is seeking the Board's approval to sole source since there are no other RSS Set-aside providers. This requested action is consistent with federal regulations and SETA procurement policies, which permit noncompetitive procurement when services are available from only a single source.

ITEM III-B – 3 – ACTION (continued)  
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RECOMMENDATION

Approve the augmentation of the Slavic Assistance Center, Inc. (SAC) Refugee Social Services (RSS) Set-aside funds, with the sole source finding, in the amount of \$10,000 to serve an additional 25 older refugees for PY 2020-2021.

PRESENTER: Michelle O'Camb

ITEM IV-A– INFORMATION  
FISCAL MONITORING REPORTS

BACKGROUND:

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

Staff will be available to answer questions.

PRESENTER: D’et Saurbourne

**MEMORANDUM**

**TO:** Ms. Stephanie Nguyen      **DATE:** June 1, 2021

**FROM:** Tracey Anderson, SETA Fiscal Monitor

**RE:** Fiscal monitoring desk review of Asian Resources, Inc.

<b><u>PROGRAM</u></b>	<b><u>ACTIVITY</u></b>	<b><u>FUNDING</u></b>	<b><u>CONTRACT PERIOD</u></b>	<b><u>PERIOD COVERED</u></b>
RSS	VESL	\$336,000	10/1/2020-9/30/2021	10/1/2020-3/31/21
RSS	ES/Std AI	\$132,000	10/1/2020-9/30/2021	10/1/2020-3/31/21
RSS	OJT	\$96,000	10/1/2020-9/30/2021	10/1/2020-3/31/21
RSS	COVID-19	\$79,800	10/1/2020-9/30/2021	10/1/2020-3/31/21

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

**Date of review:** May, 2021

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

**Program Operator: Asian Resources, Inc.**

**Findings and General Observations:**

- 1) We have reviewed the RSS programs from October 1, 2020 to March 31, 2021. The costs reported for these programs have been traced to the subgrantee's records. The records were verified and appear to be in order.

**Recommendations for Corrective Action:**

None

cc: Kathy Kossick  
Governing Board

**MEMORANDUM**

**TO:** Mr. Mel Demoff **DATE:** July 8, 2021

**FROM:** Tracey Anderson, SETA Fiscal Monitor

**RE:** Desk Fiscal Monitoring of Bach Viet Association, Inc.

<b><u>PROGRAM</u></b>	<b><u>ACTIVITY</u></b>	<b><u>FUNDING</u></b>	<b><u>CONTRACT PERIOD</u></b>	<b><u>PERIOD COVERED</u></b>
RSS	VESL/ES	\$435,000	10/1/2020-9/30/21	10/1/2020-3/31/21
RSS	ES	\$150,000	10/1/2020-9/30/21	10/1/2020-3/31/21
RSS	VESL/OJT	\$320,000	10/1/2020-9/30/21	10/1/2020-3/31/21
RSS	COVID-19	\$109,200	10/1/2020-9/30/21	10/1/2020-3/31/21

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

**Date of review:** June 2021

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

**Program Operator: Bach Viet Association, Inc.**

**Findings and General Observations:**

- 1) The total costs as reported to SETA for the Refugee programs from October 1, 2020 to March 31, 2021 have been traced to the subgrantee's records. The records were verified and appeared to be in order.

**Recommendations for Corrective Action:**

- 1) None

cc: Kathy Kossick  
Governing Board

**MEMORANDUM**

**TO:** Ms. Yvonne Wright                      **DATE:** June 25, 2021

**FROM:** Tracey Anderson, SETA Fiscal Monitor

**RE:** Fiscal Monitoring desk review of Elk Grove Unified School District-Head Start

<b><u>PROGRAM</u></b>	<b><u>ACTIVITY</u></b>	<b><u>FUNDING</u></b>	<b><u>CONTRACT</u> <u>PERIOD</u></b>	<b><u>PERIOD</u> <u>COVERED</u></b>
Head Start	Basic & COLA	\$3,539,436	8/1/2020-7/31/21	8/1/2020-1/31/21
Head Start	T & TA	\$14,040	8/1/2020-7/31/21	8/1/2020-1/31/21
Head Start	Covid-19	\$386,675	8/1/2020-7/31/21	8/1/2020-1/31/21

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

**Date of review:** April 2021, 5/3, 5/10, 5/19, 5/21, 6/25

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

**Program Operator: Elk Grove Unified School District-Head Start**

**Findings and General Observations:**

- 1) The total costs as reported to SETA from August 1, 2020 to March 31, 2021 for the Head Start programs have been traced to the delegate agency records. The records were verified and appeared to be in order.

**Recommendations for Corrective Action:**

None

cc: Kathy Kossick  
Governing Board

**MEMORANDUM**

**TO:** Ms. Kathy Rothberg **DATE:** June 30, 2021

**FROM:** Tracey Anderson, SETA Fiscal Monitor

**RE:** Desk Fiscal Monitoring of Lao Family Community Development

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
RESS	VESL	\$450,000	10/1/2020-9/30/21	10/1/2020-3/31/21
RESS	ES Stand Alone	\$152,000	10/1/2020-9/30/21	10/1/2020-3/31/21
RESS	OJT	\$176,000	10/1/2020-9/30/21	10/1/2020-3/31/21
RESS	COVID	\$104,160	10/1/2020-9/30/21	10/1/2020-3/31/21

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

**Date of review:** June 2021

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

**Program Operator: Lao Family Community Development**

**Findings and General Observations:**

- 1) The total costs as reported to SETA from October 1, 2020 to March 31, 2021 RESS programs have been traced to the delegate agency records. The records were verified and appear to be in order.

**Recommendations for Corrective Action:**

- 1) None

cc: Kathy Kossick  
Governing Board

**MEMORANDUM**

**TO: Mr. Richard Abrusci                      DATE: June 24, 2021**

**FROM: Tracey Anderson, SETA Fiscal Monitor**

**RE: Desk Fiscal Monitoring of Next Move Homeless Services, Inc.**

<b><u>PROGRAM</u></b>	<b><u>ACTIVITY</u></b>	<b><u>FUNDING</u></b>	<b><u>CONTRACT PERIOD</u></b>	<b><u>PERIOD COVERED</u></b>
CSBG	FSS	\$59,582	1/1/19-1/31/2020	7/1/19-1/31/2020
CSBG	Safety Net	\$48,632	1/1/19-1/31/2020	7/1/19-1/31/2020

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

**Date of review: April 2021, 5/14, 5/21, 5/24, 6/24**

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

**Program Operator: Next Move Homeless Services, Inc.**

**Findings and General Observations:**

- 1) We have reviewed the CSBG programs of Family Self-Sufficiency and Safety Net from July 1, 2019 to January 31, 2020. The costs reported for this program have been traced to the subgrantee's records. The records were verified and appear to be in order.

**Recommendations for Corrective Action:**

None

cc: Kathy Kossick  
Governing Board

**MEMORANDUM**

**TO:** Mr. Richard Abrusci      **DATE:** July 8, 2021

**FROM:** Tracey Anderson, SETA Fiscal Monitor

**RE:** Desk Fiscal Monitoring of Next Move Homeless Services, Inc.

<b><u>PROGRAM</u></b>	<b><u>ACTIVITY</u></b>	<b><u>FUNDING</u></b>	<b><u>CONTRACT PERIOD</u></b>	<b><u>PERIOD COVERED</u></b>
CSBG	Safety Net	\$8,762	1/1/2020-12/31/2020	1/1/2020-12/31/2020
CSBG	SN-Augmented	\$36,780	1/1/2020-12/31/2020	1/1/2020-12/31/2020

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

**Date of review:** April 2021, 5/14, 5/21, 5/24, 6/24, 7/2

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

**Program Operator: Next Move Homeless Services, Inc.**

**Findings and General Observations:**

- 1) We have reviewed the CSBG programs of Safety Net and Safety Net Augmentation from January 1, 2020 to December 31, 2020. The costs reported for this program have been traced to the subgrantee's records. The records were verified and appear to be in order.

**Recommendations for Corrective Action:**

None

cc: Kathy Kossick  
Governing Board

**MEMORANDUM**

**TO:** Ms. Aida Buelna-Valenzuela **DATE:** July 21, 2021

**FROM:** David B. Clark, SETA Fiscal Monitor

**RE:** Fiscal Desk Monitoring of Sacramento City Unified School District

<b><u>PROGRAM</u></b>	<b><u>ACTIVITY</u></b>	<b><u>FUNDING</u></b>	<b><u>CONTRACT PERIOD</u></b>	<b><u>PERIOD COVERED</u></b>
Head Start	Basic	\$ 6,153,276	8/1/20 – 7/31/21	8/1/20 – 1/31/21
Head Start	T & TA	\$ 31,200	8/1/20 – 7/31/21	8/1/20 – 1/31/21
Head Start	Covid-19	\$ 646,802	8/1/20 – 7/31/21	8/1/20 – 1/31/21

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

**Date of review:** March 19, 2021  
**Follow Up:** 5/12, 5/13, 5/18, 5/19, 6/1

		<b>SATISFACTORY</b>		<b>COMMENTS/ RECOMMENDATIONS</b>	
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
<b>1</b>	<b>AREAS EXAMINED</b> Accounting Systems/Records	X			
<b>2</b>	Internal Control	X			
<b>3</b>	Bank Reconciliation	N/A			
<b>4</b>	Disbursement Control	X			
<b>5</b>	Staff Payroll/Files	X			
<b>6</b>	Fringe Benefits	X			
<b>7</b>	Participant Payroll	N/A			
<b>8</b>	Davis Bacon Act	N/A			
<b>9</b>	Indirect Cost Allocation	X			
<b>10</b>	Adherence to Contract/Budget	X			
<b>11</b>	In-Kind Contribution	X			
<b>12</b>	Equipment Records	X			

**Program Operator:** Sacramento City Unified School District

**Findings and General Observations:**

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

**Recommendations for Corrective Action:**

None

cc: Kathy Kossick  
Governing Board  
Policy Council

**MEMORANDUM**

**TO:** Mr. Lisa Teal                      **DATE:** June 8, 2021

**FROM:** Tracey Anderson, SETA Fiscal Monitor

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

PROGRAM	ACTIVITY	FUNDING	CONTRACT PERIOD	PERIOD COVERED
Head Start	Basic & COLA	\$8,855,012	8/1/2020-7/31/21	8/1/2020-1/31/21
Head Start	T & TA	\$33,400	8/1/2020-7/31/21	8/1/2020-1/31/21
Head Start	COVID	\$924,506	8/1/2020-7/31/21	8/1/2020-1/31/21
Early HS	Basic & COLA	\$2,000,193	8/1/2020-7/31/21	8/1/2020-1/31/21
Early HS	T & TA	\$30,912	8/1/2020-7/31/21	8/1/2020-1/31/21
Early HS	COVID	\$140,271	8/1/2020-7/31/21	8/1/2020-1/31/21

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

**Date of Review:** April, 2021; 5/4, 5/18, 5/26, 6/2, 6/4

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

**Program Operator:** San Juan Unified School District

**Findings and General Observations:**

- 1) The total costs as reported to SETA from August 1, 2020 to January 31, 2021 for the Head Start and Early Head Start programs have been traced to the delegate agency's records. The records were verified and appeared to be in order.

**Recommendations for Corrective Action:**

None

cc: Kathy Kossick  
Governing Board  
Policy Council

# MEMORANDUM

**TO:** Ms. Vasseliki Vervilos **DATE:** June 23, 2021

**FROM:** David B. Clark, SETA Fiscal Monitor

**RE:** Fiscal Desk Monitoring of Twin Rivers Unified School District

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT</u> <u>PERIOD</u>	<u>PERIOD</u> <u>COVERED</u>
Head Start	Basic	\$ 2,228,078	8/1/20 - 7/31/21	8/1/20 - 1/31/21
Head Start	T & TA	\$ 15,930	8/1/20 - 7/31/21	8/1/20 - 1/31/21
Head Start	Covid-CO	\$ 43,606	8/1/20 - 7/31/21	8/1/20 - 1/31/21
Early HS	Basic	\$ 992,898	8/1/20 - 7/31/21	8/1/20 - 1/31/21
Early HS	T & TA	\$ 13,712	8/1/20 - 7/31/21	8/1/20 - 1/31/21
Early HS	Covid-CO	\$ 370	8/1/20 - 7/31/21	8/1/20 - 1/31/21
Early HS	Prog. Imp.	\$ 146,548	8/1/20 - 7/31/21	8/1/20 - 1/31/21

**Monitoring Purpose:** Initial   X   Interim      Special      Final     

**Date of review:** March 12, 2021

**Follow up:** Follow up: 5/19, 5/25, 5/26

<b>AREAS EXAMINED</b>		<b>SATISFACTORY</b>		<b>COMMENTS/ RECOMMENDATIONS</b>	
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
<b>1</b>	Accounting Systems/Records	<b>X</b>			
<b>2</b>	Internal Control	<b>X</b>			
<b>3</b>	Bank Reconciliation	<b>N/A</b>			
<b>4</b>	Disbursement Control	<b>X</b>			
<b>5</b>	Staff Payroll/Files	<b>X</b>			
<b>6</b>	Fringe Benefits	<b>X</b>			
<b>7</b>	Participant Payroll	<b>N/A</b>			
<b>8</b>	Davis Bacon Act	<b>N/A</b>			
<b>9</b>	Indirect Cost Allocation	<b>X</b>			
<b>10</b>	Adherence to Contract/Budget	<b>X</b>			
<b>11</b>	In-Kind Contribution	<b>X</b>			
<b>12</b>	Equipment Records	<b>X</b>			

**Program Operator:** Twin Rivers Unified School District

**Findings and General Observations:**

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

There are no findings.

**Recommendations for Corrective Action:**

None

cc: Kathy Kossick  
Governing Board  
Policy Council

**MEMORANDUM**

**TO:** Mr. Richard Abrusci                      **DATE:** July 8, 2021

**FROM:** Tracey Anderson, SETA Fiscal Monitor

**RE:** Desk Fiscal Monitoring of WIND Youth Services, Inc.

<b><u>PROGRAM</u></b>	<b><u>ACTIVITY</u></b>	<b><u>FUNDING</u></b>	<b><u>CONTRACT PERIOD</u></b>	<b><u>PERIOD COVERED</u></b>
CSBG	FSS	\$40,000	1/1/20-12/31/20	1/1/20-12/31/20
CSBG	Safety Net	\$20,000	1/1/20-12/31/20	1/1/20-12/31/20
CSBG	SN-Augmented	\$9,000	1/1/20-12/31/20	1/1/19-12/31/20

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

**Date of review:** March 2021, 4/7, 4/21, 6/10, 6/24, 7/1

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

**Program Operator: WIND Youth Services, Inc.**

**Findings and General Observations:**

- 1) We have reviewed the CSBG programs of Family Self-Sufficiency, Safety Net and Safety Net-Augmented from January 1, 2020 to December 31, 2020. The costs reported for these programs have been traced to the subgrantee's records. The records were verified and appear to be in order.

**Recommendations for Corrective Action:**

None

cc: Kathy Kossick  
Governing Board

## 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 June 30, 2021

EMPLOYER	CRITICAL CLUSTER	JOB	# 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>			
All West Coachlines, Inc.	9	Motorcoach Operator Driver	1
AlSCO, Inc.	9	Counter Sorter	1
	9	Route Sales Representative	1
	9	Wash Aisle Operator	1
Amazon.com Services, LLC.	9	Warehouse Team Member	1
Carson Landscape Industries	9	Irrigation Technician	2
Children's Receiving Home of Sacramento	6	Behavioral Health Specialist	1
	6	Clinical Program Manager	1
City of Elk Grove	9	Animal Services Officer	1
	7	Communications Bureau Manager	1
	9	Community Service Officer	1
	9	Dispatcher	2
	9	Human Resources Director	1
	9	Police Officer - Entry Level	1
City of Sacramento	9	Account Clerk I	1
	9	Account Clerk II	1
	9	Accounting Technician	1
	9	Administrative Assistant	1
	9	Administrative Technician	1
	9	Animal Care Technician	1
	9	Animal Control Officer II	1
	9	Aquatics Recreation Supervisor	1
	9	Aquatics Specialist	3
	9	Assistant Camp Caretaker	1
	9	Assistant Camp Chef	1
	9	Assistant Electrical Engineer	1
	9	Assistant Pool Manager	1
	3	Associate Electrical Engineer	1
	9	Building Monitor	1
	9	Building Monitor (Summer Programs)	1
	9	Camp Aide	2
	9	Camp Caretaker	1
	9	Camp Chef	1
	9	Camp Host	1

# SETA- Employer Activity Report

The following is an update of information as of June 30, 2021

EMPLOYER	CRITICAL CLUSTER	JOB	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication Technology; 8=Life Sciences; 9=Non-Critical Occupations			
City of Sacramento	9	Camp Program Director	1
	9	Camp Recreation Leader	1
	9	Cashier - Aquatics	1
	9	Claims Collector	1
	9	Community Service Officer I	1
	9	Community Service Officer I (Limited Term)	1
	9	Contracts and Compliance Specialist	1
	9	Crew Leader, Landscape and Learning	1
	9	Cultural and Creative Economy Manager	1
	9	Customer Service Representative (Limited Term)	1
	9	Deputy City Attorney I	1
	9	Deputy City Attorney II	1
	9	Deputy City Clerk	1
	9	Development Project Manager	1
	9	Director of Finance	1
	9	Dispatcher II	1
	3	Engineering Manager	1
	9	Environment Health & Safety Officer	1
	9	Equipment Mechanic III	1
	9	Events Services Supervisor	1
	9	Fleet Service Coordinator	1
	9	Forensic Investigator I	1
	4	Information Technology Supervisor	1
	9	Information Technology Trainee	1
	9	Integrated Waste Equipment Operator	1
	9	Labor Relations Officer	1
	9	Lifeguard	1
	6	Nurse -Adaptive Recreation	1
	9	Park Maintenance Worker II	1
	9	Parking Enforcement Officer	1
	9	Parking Lot Attendant	1
	9	Payroll Technician	1
	9	Permit Services Supervisor	1

# SETA- Employer Activity Report

The following is an update of information as of June 30, 2021

EMPLOYER	CRITICAL CLUSTER	JOB	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication Technology; 8=Life Sciences; 9=Non-Critical Occupations			
City of Sacramento	9	Personnel Transaction Coordinator	1
	9	Pick-Up Driver	1
	9	Planning Director	1
	1	Plant Operator	1
	9	Police Office	2
	9	Police Officer Recruit	1
	9	Police Recruit	2
	9	Pool Manager	1
	9	Pool Manager	1
	9	Principal Budget Analyst	1
	9	Principal Planner	1
	4	Principal Systems Engineer	1
	9	Program Coordinator (Older Adults)	1
	9	Program Leader	1
	9	Program Manager	1
	9	Program Specialist	3
	9	Program Specialist -Financial Specialist	1
	9	Recreation Aide	3
	9	Recreation General Supervisor	1
	9	Recreation Leader (Adaptive Recreation)(SUMMER PROGRAMS)	1
	9	Senior Accounting Technician	1
	9	Senior Animal Care Technician	1
	4	Senior Applications Developer	1
	9	Senior Camp Aquatics Leader	1
	9	Senior Deputy City Attorney	1
	9	Senior Deputy City Clerk	1
	9	Senior Development Project Manager	1
	9	Senior Engineer	3
	9	Senior Lifeguard	1
	9	Senior Recreation Aide	1
	9	Senior Staff Assistant	1
	9	Senior Tree Maintenance Worker	1

# SETA- Employer Activity Report

The following is an update of information as of June 30, 2021

EMPLOYER	CRITICAL CLUSTER	JOB	# 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	Storekeeper	1
	3	Structural Maintenance Supervisor	1
	9	Student Trainee-Police Department	1
	9	Traffic Control And Lighting Supervisor	1
	3	Utility Construction Coordinator	1
	9	Utility Worker	2
	9	Utility Worker (PARK OPS)	2
	9	Worker's Compensation Claims Assistant I	1
Clerprem USA Corporation	1	Cutting Machine Operator	2
	1	Foaming Machine Operator	2
	1	Mechanical Assembler	2
	1	Sewing Machine Operator	2
	1	Upholstering Operator	2
Comfort Keepers	6	Caregiver	10
	6	CNA	10
	6	Home Care Aide	10
	6	Home Health Aide	10
	6	Personal Care Aide	10
Cordova Recreation & Parks District	9	Park Maintenance Worker	4
Cornerstone Staffing Solutions	9	Warehouse/General Labor	20
Cosumnes Community Service District	9	Fire Chief	1
Elite Pressure Washing Services, LLC	9	Pressure Washing Technician	2
Ertec Environmental Systems LLC	1	Manufacturing Assembler	6
	1	Sewer	6
EVO Emergency Vehicle Outfitters	6	Automotive Technician	5
Folsom Cordova Unified School District	4	Welding Instructor	1
Food 4 Less	9	General Clerk	10
Good Times Motorsports	9	Motorcycle Mechanic	1
	9	Parts Counter Sales Person	1
Habitat for Humanity of Greater Sacramento	9	Homeowner Services Manager	1
Health Advocates	9	Coordinator- Sacramento	1

# SETA- Employer Activity Report

The following is an update of information as of June 30, 2021

EMPLOYER	CRITICAL CLUSTER	JOB	# 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>			
HealthNow Administrative Services	6	Customer Service Representative 1	4
HR TO GO	9	Shelter Worker	5
	6	Specimen Accessioner	1
Independent Electric Supply, Inc.	9	Vendor Managed Inventory Coordinator	1
KinderCare Education LLC	4	Teacher	8
Law office of William R Orr	9	Receptionist Secretary	1
Leadstart Security Inc.	9	Customer Facing Armed Security	1
	9	Mobile Patrol Officer	1
	9	Unarmed Security Guard	1
Los Rios Community College District	4	Administrative Assistant I	1
	4	Agriculture Mechanized Agriculture Technology Adjunct Assistant Professor	1
	4	Alternate Media Design Specialist	1
	4	Assistant Athletic Trainer	1
	4	Associate Vice Chancellor of Human Resources	1
	4	Certified Nursing Assistant Adjunct Professor	1
	4	Clerk III	1
	4	College Safety Officer	1
	4	Counseling Clerk I	1
	4	Counseling Clerk II	1
	4	Dean, Behavioral & Social Science	1
	4	Dean of Instruction	2
	4	Dean, Outreach, First Year Experience (FYE) and	1
	4	Director I, Enterprise Services	1
	4	Director (VII) Refugee Career Pathways	1
	4	Disabled Students Programs and Services Clerk	1
	4	Faculty Diversity Internship Program	1
	4	Fiscal Services Supervisor	1
	4	Grant Coordination Clerk	1
	4	History Assistant Professor	1
	7	Information Technology Technical Services	1
	4	McClellan/Sacramento Regional Public Safety	1
	4	Medical-Surgical Nursing Assistant Professor	1
	4	Nursing Assistant Professor	3
	4	Nursing (Registered Nurse-RN) Assistant	1
	4	Police Officer	1

# SETA- Employer Activity Report

The following is an update of information as of June 30, 2021

EMPLOYER	CRITICAL CLUSTER	JOB	# 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 District	4	Senior Information Technical Business/Technical Analyst	1
	4	Special Projects Beacon Supplemental Instructions	1
	4	Special Projects - Education Coach II	1
	4	Student Personnel Assistant - Counseling	1
	4	Student Personnel Assistant - Student Services	5
	4	Tutorial Services Assistant	1
	4	Student Support Specialist	3
	4	Vice President, Administrative Services	1
	4	Vice President, Instruction	1
Maleko Personnel	9	Delivery Driver	1
	9	Production Packaging	3
	9	Production Packer	5
	9	Shipping Clerk	1
	9	Shipping/Receiving Clerk	2
Mark Seeding Services & Erosion Control Tech	3	Erosion Control Applicator	2
Masters Team Mortgage	9	Front Desk Receptionist	1
McLane Company, Inc	9	Reset Specialist	1
Panera Bread	5	Catering Coordinator	1
	5	Shift Supervisor	1
Options In Supported Living, LLC	9	Personal Support Staff	5
Remetronix	9	Customer Service Engineer	1
	9	Warehouse Technician	1
Rx HealthCare Services	6	In-Home Caregiver	
Sacramento LGBT Community Center	6	Assistant Director of Health Services	1
Sierra Waste Recycling & Transfer Station	9	Equipment Maintenance Supervisor	1
	9	Heavy Equipment Operator	2
	9	Laborer/ Sorter	1
	9	Tire Technician/ Maintenance Shop Technician	1

# SETA- Employer Activity Report

The following is an update of information as of June 30, 2021

EMPLOYER	CRITICAL CLUSTER	JOB	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication Technology; 8=Life Sciences; 9=Non-Critical Occupations			
SunStone Home Services	9	Appointment Setter	5
	9	Sales Consultant	5
Tesco Controls, Inc.	9	Engineering Manager	1
	9	Field Service Technician	1
	9	General Application	1
	9	Industrial Maintenance Technician	1
The Panther Group	9	Bilingual Customer Service Representative	50
USCB, Inc.	9	Representative I, Customer Service	1
UC Davis Health System	6	Academic HR Personnel Analyst	1
	6	Administrative Analyst	1
	6	Clinical Applications Professional 4	1
	6	Clinical Pharmacist-Per Diem-Ambulatory Care	1
	6	Decision Support Specialist 3	1
	6	Dietitian 2	1
	6	Senior Clinical Research Coordinator	1
Utiliquet, LLC	9	Utility Line Locator	5
Van Dermeyden Makus Law Corporation	9	Executive Assistant	1
Villara Corporation	1	Base Fabricator	1
	9	Delivery Driver	1
	3	HVAC Installer - Tradesman Journeyman	20
	9	Material Handler	1
	3	Plumbing Base Fabricator	1
	3	Plumbing Installer Tradesman	20
	3	Plumbing Installer/Tradesman	1
	9	Warehouse Worker	1
Walgreens DC	9	Warehouse Worker	70
Walmart	9	Freight Handler	30
	9	Power Equipment Operators	10
Westcoast Car Audio	9	12 Volt Trainee	2
Western Range Association	9	Range Sheepherder	1
<b>Total</b>			<b>576</b>

# SETA- Employer Activity Report

The following is an update of information as of July 16, 2021

EMPLOYER	CRITICAL CLUSTER	JOB	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication Technology; 8=Life Sciences; 9=Non-Critical Occupations			
Alsco, Inc	9	Delivery Driver	5
	9	Office Clerk	1
	9	Production Associate	1
City of Sacramento	9	Camp Aide	1
	9	Community Service Officer I	1
	9	Events Services Supervisor	1
	9	Police Officer	1
	7	Senior Applications Developer -PeopleSoft	1
	9	Senior Recreation Aide-Summer Programs	1
Cordova Recreation & Parks District	9	Recreation Leader I - Teen Center	3
Department of Housing and Community Development	9	Housing Elements, Planning Grants & Incentives Manager	1
HR TO GO	9	Administrative Assistant	1
Los Rios Community College District	4	Building Inspection Technology Adjunct Assistant Professor	1
	4	Special Projects-Undocuscholars Liaison	1
	4	Student Personnel Assistant - Contract Education	1
	4	Student Support Supervisor	1
Pacful, Inc.	9	Deliver Driver	1
	9	Order Puller/ Warehouse Associate	1
Packaging Corporation of America	1	Assistant Machine Operator	1
	1	General Labor Helper	5
	1	Machine Operator	1
<b>Total</b>			<b>31</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 2020/2021

The following is an update of information as of June 30, 2021

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKERS	REGION/ LOCATION	Contacted	COVID-19 Related
<b>King's Casino Management Corporation</b> 6508 Antelope Rd. Citrus Heights, CA 95621	Gambling	7/1/2020	Temporary	319	Citrus Heights, CA	Yes	Y
<b>Philz Coffee Inc.</b> 1725 R Street Sacramento, CA 95811	Restaurant	7/10/2020	Permanent	2	Sacramento, CA	Yes	Y
<b>Paradies Shops, LLC</b> 6900 Airport Blvd. Sacramento, CA 95837	Retail	7/16/2020	Temporary	40	Sacramento, CA	Yes	Y
<b>Torrid</b> Sacramento County	Retail	7/20/2020	Temporary	13	Sacramento, CA	Yes	Y
<b>Goodwill Industries of Sacramento Valley and Northern Nevada, Inc.</b> Sacramento County, CA	Retail	7/22/2020	Permanent	178	Sacramento, CA	Yes	Y
<b>Hawaiian Airlines</b> 6900 Airport Blvd. Sacramento, CA 95837	Transportation	7/29/2020	Temporary	2	Sacramento, CA	No	Y
<b>Adesa, Inc. dba Adesa Brasher's</b> 233 Blacktop Rd. Rio Linda, CA 95673	Retail	8/1/2020	Permanent	113	Sacramento, CA	Yes	Y
<b>Embassy Suites by Hilton</b> 100 Capitol Mall Sacramento, CA 95814	Hospitality	8/7/2020	Temporary	46	Sacramento, CA	Yes	Y
<b>Champs Store 14539</b> 1689 Arden Way Sacramento, CA 95815	Retail	8/7/2020	Temporary	47	Sacramento, CA	Yes	Y
<b>Aramark</b> Sacramento, CA	Uniform Services	8/13/2020	Permanent	91	Sacramento, CA	Yes	Y
<b>Hertz</b> 6327 Aviation Dr. Sacramento, CA 95837	Retail	8/17/2020	Permanent	63	Sacramento, CA	Yes	Y
<b>The Niello Company</b> All Dealer in Sacramento County Sacramento, CA	Retail	8/18/2020	Temporary	139	Sacramento, CA	Yes	Y
<b>Decore-ative Specialties, Inc</b> 10481 E. Stockton Blvd. Elk Grove, CA 95624	Retail	8/21/2020	Permanent	133	Elk Grove, CA	Yes	Y

## Dislocated Worker Information PY 2020/2021

The following is an update of information as of June 30, 2021

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKERS	REGION/ LOCATION	Contacted	COVID-19 Related
<b>Food Source-Raley's</b> 430 Elkhorn Blvd. Rio Linda, CA 95673	Retail	8/25/2020	Permanent	53	Sacramento, CA	Yes	Y
<b>Food Source-Raley's</b> 3547 Bradshaw Rd. Sacramento, CA 95827	Retail	8/25/2020	Permanent	48	Sacramento, CA	Yes	Y
<b>Pier 1 Imports</b> 7440 Laguna Blvd Elk Grove, CA 95758	Retail	8/31/2020	Permanent	12	Elk Grove, CA	Yes	Y
<b>Pier 1 Imports</b> 2775 E. Bidwell Folsom, CA 95630	Retail	8/31/2020	Permanent	12	Folsom, CA	Yes	Y
<b>Pier 1 Imports</b> 1874 Arden Way Sacramento, CA 95815	Retail	8/31/2020	Permanent	12	Sacramento, CA	Yes	Y
<b>Coca Cola Company</b> 826 National Dr. Ste 200 Sacramento, CA 95834	Distribution	8/31/2020	Permanent	17	Sacramento, CA	Yes	Y
<b>Taste, Inc.</b> 6900 Airport Blvd. Sacramento, CA 95837	Restaurant	9/1/2020	Temporary	8	Sacramento, CA	Yes	Y
<b>Nordstrom</b> 1651 Arden Way Sacramento, CA 95815	Retail	9/10/2020	Permanent	296	Sacramento, CA	Yes	Y
<b>Crescent Resorts &amp; Hotel, LLC dba Residence Inn</b> 112115th St. Sacramento, CA 95814	Hospitality	9/23/2020	Permanent	30	Sacramento, CA	Yes	Y
<b>Parkwest Casino Cordova</b> 2801 Prospect Park Dr. Rancho Cordova, CA 95670	Gambling	9/23/2020	Temporary	6	Rancho Cordova, CA	Yes	Y
<b>Parkwest Casino Lotus</b> 6100 Stockton Blvd. Sacramento, CA 95824	Gambling	9/23/2020	Temporary	30	Sacramento, CA	Yes	Y
<b>SSP America</b> 6900 Airport Blvd. Sacramento, CA 95837	Restaurant	9/27/2020	Temporary	171	Sacramento, CA	Yes	N
<b>WASH Laundry Systems, LLC</b> 8130-40 37th Avenue Sacramento, CA 95824	Commercial Laundry	9/30/2020	Permanent	1	Sacramento, Ca	Yes	Y

## Dislocated Worker Information PY 2020/2021

The following is an update of information as of June 30, 2021

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKERS	REGION/ LOCATION	Contacted	COVID-19 Related
<b>Phillips Image Guided Therapy Corporation</b> 2870 Kilgore Rd. Rancho Cordova, CA 95670	Medical	9/30/2020	Permanent	120	Rancho Cordova, CA	Yes	N
<b>Deja Vu Showgirls-Sacramento, LLC</b> 11252 Trade Center Dr. Rancho Cordova, CA 95742	Entertainment	9/30/2020	Permanent	90	Rancho Cordova, CA	Yes	Y
<b>Coit Cleaning and Restoration</b> 3499 Business Dr. Sacramento, CA 95820	Cleaning	10/6/2020	Temporary	6	Sacramento, CA	Yes	Y
<b>HMS Host</b> 6850 Airport Blvd Ste 28 Sacramento, CA 95837	Hospitality	10/15/2020	Permanent	78	Sacramento, CA	Yes	Y
<b>Liquid-box Corporation</b> 5000 Warehouse Way Sacramento, CA 95826	Packaging	11/2/2020	Permanent	22	Sacramento, CA	Yes	N
<b>Spare Time Sports Club</b> 2450 Natomas Park Dr. Sacramento, CA 95833	Health/Fitness	11/5/2020	Permanent	89	Sacramento, CA	Yes	Y
<b>Kaiser Permanente</b> Sacramento, CA	Medical	11/30/2020	Permanent	7	Sacramento, CA	Yes	N
<b>PT Gaming, LLC dba Capitol Casino</b> 411 N.16th St. Sacramento, CA 95811	Gambling	12/10/2020	Permanent	30	Sacramento, CA	Yes	Y
<b>Pavilion Car Wash, Quick Lube &amp; Detail Center</b> 2334 Fair Oaks Blvd. Sacramento, CA 95825	Retail	12/11/2020	Temporary	68	Sacramento, CA	Yes	N
<b>Southwestern &amp; Pacific Specialty Finance, Inc.</b> 4886 San Juan Ave. Fair Oaks, CA 95628	Finance	12/11/2020	Permanent	2	Sacramento, CA	Yes	Y
<b>LIFETIME</b> Sacramento County	Health/Fitness	12/12/2020	Temporary	17	Sacramento, CA	Yes	Y
<b>Knighted Ventures, LLC</b> 6010 Stockton Blvd. Sacramento, CA 95824	Gambling	12/21/2020	Temporary	108	Sacramento, CA	Yes	Y
<b>McClatchy Company, LLC</b> 2100 Q St. Sacramento, CA 95816	Publishing	12/27/2020	Permanent	199	Sacramento, CA	Yes	N

## Dislocated Worker Information PY 2020/2021

The following is an update of information as of June 30, 2021

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKERS	REGION/ LOCATION	Contacted	COVID-19 Related
<b>Public House Downtown LLC</b> 1132 16th Street Sacramento, CA 95814	Restaurant	12/31/2020	Temporary	45	Sacramento, CA	Yes	Y
<b>Sun G. Wong Enterprises, Inc. dba Iron Horse Tavern</b> 1800 15th Street Sacramento, CA 95811	Restaurant	12/31/2020	Temporary	101	Sacramento, CA	Yes	Y
<b>Tavern on the Hill, LLC, dba Iron Horse Tavern</b> 460 Palladio Parkway Folsom, CA 95630	Restaurant	12/31/2020	Temporary	69	Sacramento, CA	Yes	Y
<b>Tres Hermanas Y Amigo 3, LLC</b> Sacramento, County	Restaurant	12/31/2020	Temporary	179	Sacramento, CA	Yes	Y
<b>Wok in the Park, LLC</b> 1116 15th Street Sacramento, CA 95814	Restaurant	12/31/2020	Temporary	69	Sacramento, CA	Yes	Y
<b>Godiva Chocolatier, Inc.</b> 1689 Arden Way Sacramento, CA 95815	Retail	3/26/2021	Permanent	7	Sacramento, CA	Yes	Y
<b>Hyatt Regency Hotel</b> 1209 L Street Sacramento, CA 95814	Hospitality	1/22/2021	Temporary	18	Sacramento, CA	No	Y
<b>GroceryWorks.com</b> Sacramento County	Transportation	2/27/2021	Permanent	76	Sacramento, CA	Yes	Y
<b>Southwest Airlines</b> 6733 Lindbergh Dr. Sacramento, CA 95837	Transportation	3/15/2021	Temporary	107	Sacramento, CA	Yes	Y
<b>First Transit</b> 5621 Alan Boyd Dr. Sacramento, CA 95837	Transportation	3/31/2021	Permanent	105	Sacramento, CA	Yes	N
<b>Sutter Health</b> 3707 Schriever Ave. Mather, CA 95655	Health	4/2/2021	Permanent	277	Sacramento, CA	Yes	Y
<b>Sears</b> 1601 Arden Way Sacramento, CA 95815	Retail	4/18/2021	Permanent	110	Sacramento, CA	Yes	N
<b>ART Asset Adjustes, LLC</b> 5286 Auburn Blvd. Suite B Sacramento, CA 95841	Property Redemption	4/23/2021	Temporary	6	Sacramento, CA	Yes	Y

## Dislocated Worker Information PY 2020/2021

The following is an update of information as of June 30, 2021

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKERS	REGION/ LOCATION	Contacted	COVID-19 Related
<b>Centene Management Company, LLC</b> 1054 White Rock Rd. Rancho Cordova, CA 95670	Health	5/14/2021	Permanent	54	Sacramento, CA	Yes	N
<b>Elk Grove Restoration LLC -Chick-fil-A</b> 8430 Bond Rd., Elk Grove, CA 95624	Restaurant	5/15/2021	Temporary	138	Sacramento, CA	Yes	N
<b>Fli-Lo Falcon, LLC</b> 8249 Freeport Blvd. Sacramento, CA 95832	Transportation	5/15/2021	Permanent	60	Sacramento, CA	Yes	N
<b>Provenance dba ThinkSuite</b> 3840 Rosin Ct Suite 100 & 200 Sacramento, CA 95834	Education	6/30/2021	Permanent	17	Sacramento, CA	Yes	N
<b>Turning Point Community Programs</b> 10850 Gold Center Dr. Ste. 325 Rancho Cordova, CA 95760	Mental Health	5/15/2021	Permanent	7	Sacramento, CA	No	N
<b>Pep Boys</b> Sacramento County	Retail	6/10/2021	Permanent	100	Sacramento, CA	Yes	N
<b>TOTAL</b>				<b>4,263</b>			

## Dislocated Worker Information PY 2021/2022

The following is an update of information as of July 16, 2021

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKERS	REGION/ LOCATION	Contacted	COVID-19 Related
<b>Sacramento Mattress King</b> 4160 14th Avenue Sacramento, CA 95820	Manufacturing/Distribution	7/4/2021	Temporary	30	Sacramento, CA	Yes	N
<b>Bag King</b> 230 Palladio Parkway #1217 Folsom, CA 95630	Retail	7/12/2021	Permanent	12	Folsom, CA	Yes	N
<b>TOTAL</b>				<b>42</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 June was 6.8%.

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

Staff will be available to answer questions.

PRESENTER: Roy Kim

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

Contact: Sheila Stock  
(916) 651-5914

**SACRAMENTO—ROSEVILLE—ARDEN-ARCADE METROPOLITAN STATISTICAL AREA (MSA)  
(EL DORADO, PLACER, SACRAMENTO, AND YOLO COUNTIES)  
Nonfarm payrolls up 9,800 over the month; 44,800 over the year**

The unemployment rate in the Sacramento--Roseville--Arden-Arcade MSA was 6.8 percent in June 2021, up from a revised 6.2 percent in May 2021, and below the year-ago estimate of 12.1 percent. This compares with an unadjusted unemployment rate of 8.0 percent for California and 6.1 percent for the nation during the same period. The unemployment rate was 6.0 percent in El Dorado County, 5.4 percent in Placer County, 7.4 percent in Sacramento County, and 6.1 percent in Yolo County.

**Between May 2021 and June 2021**, combined employment in the counties of El Dorado, Placer, Sacramento, and Yolo increased by 10,100 to total 1,002,400 jobs.

- Leisure and hospitality employment continued to rise in the region, picking up 3,100 jobs. Accommodation and food services (up 2,100 jobs) accounted for a majority of the job growth. Arts, entertainment, and recreation added 1,000 jobs.
- Trade, transportation, and utilities advanced payrolls by 2,400 jobs, with more than half of the gain occurring in transportation, warehousing, and utilities (up 1,300 jobs). Wholesale trade increased by 600 jobs, and retail trade picked up 500 jobs.
- Additional gains of over a thousand jobs were reported in other services (up 1,900 jobs), government (up 1,700 jobs), and construction (up 1,500 jobs).
- Education and health services (down 2,300 jobs) was the only industry sector to record month-over decline. Losses occurred in health care and social assistance (down 1,800 jobs) and educational services (down 500 jobs).

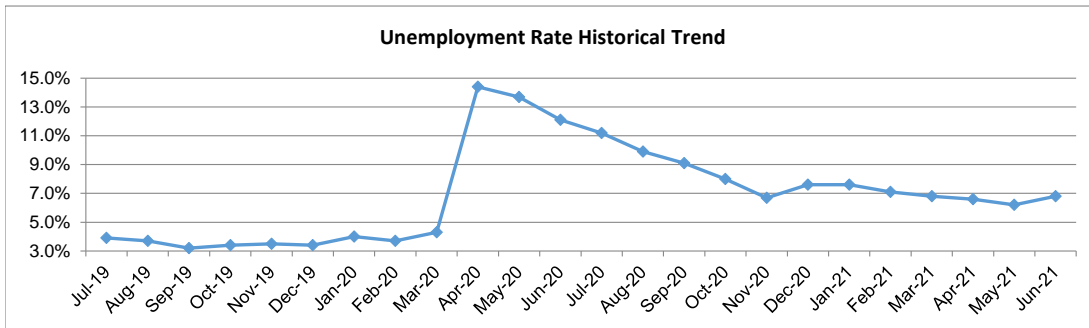
**Between June 2020 and June 2021**, total jobs in the region increased by 45,800 or 4.8 percent.

- Trade, transportation, and utilities (up 11,000) recorded the largest employment increase over the year. Retail trade added 6,600 jobs. Transportation, warehousing, and utilities grew by 3,800 jobs. Wholesale trade was up 600 jobs.
- Government advanced by 9,100 jobs. Employment additions were reported in local government (up 7,800 jobs), state government (up 1,100 jobs), and federal government (up 200 jobs).
- Construction picked up 8,000 jobs since last June. Specialty trade contractors (up 6,100 jobs) was responsible for 76 percent of the growth.
- Leisure and hospitality advanced payrolls by 6,100 jobs, with gains in accommodation and food services (up 3,600) and arts, entertainment, and recreation (up 2,500).

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 6.8 percent in June 2021, up from a revised 6.2 percent in May 2021, and below the year-ago estimate of 12.1 percent. This compares with an unadjusted unemployment rate of 8.0 percent for California and 6.1 percent for the nation during the same period. The unemployment rate was 6.0 percent in El Dorado County, 5.4 percent in Placer County, 7.4 percent in Sacramento County, and 6.1 percent in Yolo County.



Industry	May-2021	Jun-2021	Change		Jun-2020	Jun-2021	Change
	Revised	Prelim				Prelim	
Total, All Industries	992,300	1,002,400	10,100		956,600	1,002,400	45,800
Total Farm	9,600	9,900	300		8,900	9,900	1,000
Total Nonfarm	982,700	992,500	9,800		947,700	992,500	44,800
Mining, Logging, and Construction	77,200	78,700	1,500		70,700	78,700	8,000
Mining and Logging	600	600	0		600	600	0
Construction	76,600	78,100	1,500		70,100	78,100	8,000
Manufacturing	35,700	36,600	900		35,900	36,600	700
Trade, Transportation & Utilities	159,700	162,100	2,400		151,100	162,100	11,000
Information	9,700	9,800	100		9,600	9,800	200
Financial Activities	51,700	51,900	200		50,900	51,900	1,000
Professional & Business Services	132,200	132,500	300		129,100	132,500	3,400
Educational & Health Services	164,300	162,000	(2,300)		161,300	162,000	700
Leisure & Hospitality	81,000	84,100	3,100		78,000	84,100	6,100
Other Services	32,200	34,100	1,900		29,500	34,100	4,600
Government	239,000	240,700	1,700		231,600	240,700	9,100

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

Labor force data are revised month to month

Gov. Board. Additional data are available on line at [www.laborinfo.edd.ca.gov](http://www.laborinfo.edd.ca.gov)

July 16, 2021

Employment Development Department  
Labor Market Information Division  
(916) 262-2162

**Sacramento--Roseville--Arden-Arcade MSA**  
**(El Dorado, Placer, Sacramento, and Yolo Counties)**  
Industry Employment & Labor Force  
March 2020 Benchmark

Data Not Seasonally Adjusted

	Jun 20	Apr 21	May 21 Revised	Jun 21 Prelim	Percent Change Month	Year
Civilian Labor Force (1)	1,087,600	1,077,500	1,082,100	1,092,800	1.0%	0.5%
Civilian Employment	956,000	1,006,700	1,014,900	1,018,200	0.3%	6.5%
Civilian Unemployment	131,600	70,800	67,200	74,600	11.0%	-43.3%
Civilian Unemployment Rate	12.1%	6.6%	6.2%	6.8%		
(CA Unemployment Rate)	14.1%	8.1%	7.5%	8.0%		
(U.S. Unemployment Rate)	11.2%	5.7%	5.5%	6.1%		

Total, All Industries (2)	956,600	988,500	992,300	1,002,400	1.0%	4.8%
Total Farm	8,900	8,800	9,600	9,900	3.1%	11.2%
Total Nonfarm	947,700	979,700	982,700	992,500	1.0%	4.7%
Total Private	716,100	742,400	743,700	751,800	1.1%	5.0%
Goods Producing	106,600	111,600	112,900	115,300	2.1%	8.2%
Mining, Logging, and Construction	70,700	76,400	77,200	78,700	1.9%	11.3%
Mining and Logging	600	600	600	600	0.0%	0.0%
Construction	70,100	75,800	76,600	78,100	2.0%	11.4%
Construction of Buildings	14,700	15,000	15,100	15,200	0.7%	3.4%
Specialty Trade Contractors	48,100	52,400	52,900	54,200	2.5%	12.7%
Building Foundation & Exterior Contractors	12,700	14,800	14,900	15,200	2.0%	19.7%
Building Equipment Contractors	19,800	20,400	20,700	21,100	1.9%	6.6%
Building Finishing Contractors	10,300	10,700	10,900	11,300	3.7%	9.7%
Manufacturing	35,900	35,200	35,700	36,600	2.5%	1.9%
Durable Goods	22,900	22,400	22,600	23,300	3.1%	1.7%
Computer & Electronic Product Manufacturing	4,500	4,500	4,500	4,600	2.2%	2.2%
Nondurable Goods	13,000	12,800	13,100	13,300	1.5%	2.3%
Food Manufacturing	4,500	4,500	4,600	4,600	0.0%	2.2%
Service Providing	841,100	868,100	869,800	877,200	0.9%	4.3%
Private Service Providing	609,500	630,800	630,800	636,500	0.9%	4.4%
Trade, Transportation & Utilities	151,100	159,200	159,700	162,100	1.5%	7.3%
Wholesale Trade	26,300	25,800	26,300	26,900	2.3%	2.3%
Merchant Wholesalers, Durable Goods	15,800	15,300	15,500	15,600	0.6%	-1.3%
Merchant Wholesalers, Nondurable Goods	9,100	9,300	9,500	9,600	1.1%	5.5%
Retail Trade	91,500	97,000	97,600	98,100	0.5%	7.2%
Motor Vehicle & Parts Dealer	12,800	14,100	14,100	14,300	1.4%	11.7%
Building Material & Garden Equipment Stores	9,000	9,300	9,600	9,500	-1.0%	5.6%
Grocery Stores	20,100	20,100	20,000	20,000	0.0%	-0.5%
Health & Personal Care Stores	4,700	5,300	5,300	5,300	0.0%	12.8%
Clothing & Clothing Accessories Stores	5,300	7,200	7,400	7,600	2.7%	43.4%
Sporting Goods, Hobby, Book & Music Stores	2,900	3,100	3,100	3,100	0.0%	6.9%
General Merchandise Stores	17,900	18,100	17,800	18,200	2.2%	1.7%
Transportation, Warehousing & Utilities	33,300	36,400	35,800	37,100	3.6%	11.4%
Information	9,600	9,700	9,700	9,800	1.0%	2.1%
Publishing Industries (except Internet)	2,100	2,100	2,100	2,100	0.0%	0.0%
Telecommunications	2,900	2,800	2,800	2,800	0.0%	-3.4%
Financial Activities	50,900	51,700	51,700	51,900	0.4%	2.0%
Finance & Insurance	34,700	35,600	35,600	35,500	-0.3%	2.3%
Credit Intermediation & Related Activities	10,400	11,600	11,600	11,600	0.0%	11.5%
Depository Credit Intermediation	6,100	6,000	5,900	5,900	0.0%	-3.3%
Nondepository Credit Intermediation	2,300	3,000	3,000	3,000	0.0%	30.4%
Insurance Carriers & Related	20,500	19,500	19,300	19,300	0.0%	-5.9%
Real Estate & Rental & Leasing	16,200	16,100	16,100	16,400	1.9%	1.2%
Real Estate	13,200	13,200	13,300	13,400	0.8%	1.5%
Professional & Business Services	129,100	134,600	132,200	132,500	0.2%	2.6%
Professional, Scientific & Technical Services	56,800	59,700	57,800	57,600	-0.3%	1.4%
Architectural, Engineering & Related Services	10,300	10,400	10,500	10,500	0.0%	1.9%
Management of Companies & Enterprises	13,100	13,300	13,200	13,500	2.3%	3.1%
Administrative & Support & Waste Services	59,200	61,600	61,200	61,400	0.3%	3.7%
Administrative & Support Services	56,300	58,600	58,300	58,400	0.2%	3.7%
Employment Services	19,000	20,400	20,700	20,700	0.0%	8.9%

**Sacramento--Roseville--Arden-Arcade MSA**  
**(El Dorado, Placer, Sacramento, and Yolo Counties)**  
Industry Employment & Labor Force  
March 2020 Benchmark

Data Not Seasonally Adjusted

	Jun 20	Apr 21	May 21 Revised	Jun 21 Prelim	Percent Change	
					Month	Year
Services to Buildings & Dwellings	18,000	18,300	18,200	18,500	1.6%	2.8%
Educational & Health Services	161,300	163,800	164,300	162,000	-1.4%	0.4%
Education Services	10,500	11,000	11,100	10,600	-4.5%	1.0%
Health Care & Social Assistance	150,800	152,800	153,200	151,400	-1.2%	0.4%
Ambulatory Health Care Services	52,500	53,800	54,200	53,600	-1.1%	2.1%
Hospitals	24,800	25,200	25,100	25,000	-0.4%	0.8%
Nursing & Residential Care Facilities	17,300	16,900	16,900	16,700	-1.2%	-3.5%
Leisure & Hospitality	78,000	80,300	81,000	84,100	3.8%	7.8%
Arts, Entertainment & Recreation	9,100	10,500	10,600	11,600	9.4%	27.5%
Accommodation & Food Services	68,900	69,800	70,400	72,500	3.0%	5.2%
Accommodation	5,300	5,800	6,000	6,500	8.3%	22.6%
Food Services & Drinking Places	63,600	64,000	64,400	66,000	2.5%	3.8%
Restaurants	61,500	61,300	61,600	63,200	2.6%	2.8%
Full-Service Restaurants	24,200	25,700	26,200	27,100	3.4%	12.0%
Limited-Service Eating Places	37,300	35,600	35,400	36,100	2.0%	-3.2%
Other Services	29,500	31,500	32,200	34,100	5.9%	15.6%
Repair & Maintenance	9,800	10,100	10,300	10,400	1.0%	6.1%
Government	231,600	237,300	239,000	240,700	0.7%	3.9%
Federal Government	14,500	14,500	14,600	14,700	0.7%	1.4%
Department of Defense	1,700	1,800	1,800	1,800	0.0%	5.9%
State & Local Government	217,100	222,800	224,400	226,000	0.7%	4.1%
State Government	122,400	122,800	123,400	123,500	0.1%	0.9%
State Government Education	28,000	27,100	27,500	27,200	-1.1%	-2.9%
State Government Excluding Education	94,400	95,700	95,900	96,300	0.4%	2.0%
Local Government	94,700	100,000	101,000	102,500	1.5%	8.2%
Local Government Education	49,700	55,400	55,900	56,700	1.4%	14.1%
Local Government Excluding Education	45,000	44,600	45,100	45,800	1.6%	1.8%
County	19,200	19,000	19,000	19,100	0.5%	-0.5%
City	9,200	9,500	9,800	10,100	3.1%	9.8%
Special Districts plus Indian Tribes	16,600	16,100	16,300	16,600	1.8%	0.0%

**Notes:**

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

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

These data are produced by the Labor Market Information Division of the California Employment Development Department (EDD). Questions should be directed to: Cara Welch 916-227-0298 or Sheila Stock 916-651-5914

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**  
**June 2021 - Preliminary**  
 Data Not Seasonally Adjusted

COUNTY	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
<b>STATE TOTAL</b>	<b>---</b>	<b>19,003,600</b>	<b>17,481,000</b>	<b>1,522,700</b>	<b>8.0%</b>
ALAMEDA	23	803,500	750,900	52,600	6.5%
ALPINE	47	470	430	40	8.9%
AMADOR	24	14,700	13,680	1,020	6.9%
BUTTE	31	92,600	85,900	6,700	7.3%
CALAVERAS	10	21,670	20,410	1,260	5.8%
COLUSA	57	11,070	9,760	1,300	11.8%
CONTRA COSTA	24	536,000	499,100	36,800	6.9%
DEL NORTE	42	9,390	8,650	750	7.9%
EL DORADO	14	90,800	85,300	5,500	6.0%
FRESNO	51	448,700	406,600	42,100	9.4%
GLENN	28	13,050	12,140	910	7.0%
HUMBOLDT	19	59,900	56,100	3,800	6.4%
IMPERIAL	58	68,100	56,200	11,900	17.5%
INYO	14	8,270	7,770	500	6.0%
KERN	55	381,300	340,100	41,200	10.8%
KINGS	52	55,600	50,000	5,700	10.2%
LAKE	33	29,670	27,460	2,210	7.4%
LASSEN	7	9,750	9,200	560	5.7%
LOS ANGELES	53	5,080,000	4,547,800	532,200	10.5%
MADERA	49	63,000	57,200	5,700	9.1%
MARIN	1	131,800	125,600	6,200	4.7%
MARIPOSA	30	7,730	7,190	550	7.1%
MENDOCINO	19	36,670	34,320	2,340	6.4%
MERCED	54	116,600	104,100	12,400	10.7%
MODOC	14	3,440	3,230	210	6.0%
MONO	33	7,620	7,060	570	7.4%
MONTEREY	31	225,900	209,300	16,500	7.3%
NAPA	14	70,700	66,500	4,300	6.0%
NEVADA	12	46,560	43,820	2,740	5.9%
ORANGE	19	1,564,400	1,464,000	100,400	6.4%
PLACER	5	185,600	175,500	10,100	5.4%
PLUMAS	39	8,130	7,510	620	7.6%
RIVERSIDE	42	1,113,500	1,026,000	87,500	7.9%
SACRAMENTO	33	709,800	657,300	52,500	7.4%
SAN BENITO	36	31,300	29,000	2,300	7.5%
SAN BERNARDINO	44	976,400	898,300	78,100	8.0%
SAN DIEGO	28	1,527,300	1,421,000	106,300	7.0%
SAN FRANCISCO	5	551,500	521,400	30,000	5.4%
SAN JOAQUIN	49	332,600	302,400	30,100	9.1%
SAN LUIS OBISPO	10	130,800	123,200	7,600	5.8%
SAN MATEO	3	432,700	411,200	21,500	5.0%
SANTA BARBARA	12	221,800	208,700	13,100	5.9%
SANTA CLARA	4	1,013,300	961,700	51,600	5.1%
SANTA CRUZ	24	134,300	125,100	9,200	6.9%
SHASTA	24	74,900	69,700	5,200	6.9%
SIERRA	2	1,390	1,320	70	4.9%
SISKIYOU	39	16,900	15,610	1,290	7.6%
SOLANO	41	202,400	186,800	15,700	7.7%
SONOMA	7	246,200	232,100	14,100	5.7%
STANISLAUS	45	239,200	218,000	21,100	8.8%
SUTTER	48	46,800	42,600	4,200	9.0%
TEHAMA	36	25,700	23,770	1,930	7.5%
TRINITY	7	4,800	4,520	270	5.7%
TULARE	56	202,000	179,800	22,200	11.0%
TUOLUMNE	36	19,830	18,340	1,490	7.5%
VENTURA	19	408,800	382,600	26,300	6.4%
YOLO	18	106,600	100,100	6,500	6.1%
YUBA	45	30,200	27,600	2,700	8.8%

**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 2020 benchmark and Census 2010 population controls at the state level.

Aug. 5, 2021

## 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 provide an update on the process of re-opening Head Start centers.

Staff will be available to answer questions.

PRESENTER: Denise Lee

**Sacramento County Head Start/Early Head Start  
Monthly Enrollment Report  
June 2021**

**Head Start**

<b>Agency</b>	<b>Funded Enrollment</b>	<b>(a) Last Day of Month Enrollment 6/30/21</b>	<b>(b) % Actual to Funded</b>
Elk Grove USD	440 (120)	98	82
Sacramento City USD	736	400	54
SETA	1,736	1,594	92
San Juan USD	1,044	891	89
Twin Rivers USD	160	182	113
WCIC/Playmate	120	92	77
<b>Total</b>	<b>4,236 (3,916)</b>	<b>3,257</b>	<b>83</b>

**Early Head Start**

<b>Agency</b>	<b>Funded Enrollment</b>	<b>(a) Last Day of Month Enrollment 6/30/21</b>	<b>(b) % Actual to Funded</b>
SETA	573	506	88
San Juan USD	163	163	100
TRUSD	56	52	93
<b>Total</b>	<b>792</b>	<b>721</b>	<b>91</b>

**EHS-CC Partnership/Expansion**

<b>Agency</b>	<b>Funded Enrollment</b>	<b>(a) Last Day of Month Enrollment 6/30/21</b>	<b>(b) % Actual to Funded</b>
SETA	80	77	96
<b>Total</b>	<b>80</b>	<b>77</b>	<b>96</b>

(a) Includes children who have dropped during the month and whose slot will be filled within the 30-day allowable period.

(b) If enrollment is less than 100%, agency includes corrective plan of action.

**Reasons for Under-enrollment**

- Difficulty recruiting families for Distance Learning. Most are seeking in-person services. Some are taking distance learning until centers can re-open. Some asked to be called back when the program re-opens.
- Recruitment efforts have been strengthened, but promoting the program under SIP orders and limited access to community agencies and storefronts has been challenging.
- Limited/no access to enrollment staff/offices during closures.

**Strategies for Addressing Under-Enrollment in the New Program Year**

- Engage in regular recruitment and outreach activities upon re-opening
- Expand recruitment and outreach activities (i.e. include registration/enrollment information in program/district-wide communications to families, offer virtual registration, drop off/mail packets, TK/K referrals, reach out to families with siblings, revisit recruitment lists for families who rejected/had limited participation in distance learning, etc.)
- Open on-site registration and educational services
- Track and monitor student rosters and recruitment log/activities weekly
- Recruit through current and past parents
- Place advertisements in various media outlets, targeting special sub-groups
- Recruit through partners and community-based organizations

# SPECIAL EDUCATION REPORT

## Sacramento County Head Start/Early Head Start

**June 2021**

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>	1756	247	<b>14%</b>	589	116	<b>20%</b>
<b>Twin Rivers USD</b>	140	50	<b>36%</b>	40	2	<b>5%</b>
<b>Elk Grove USD</b>	440	43	<b>10%</b>			
<b>Sac City USD</b>	736	43	<b>6%</b>			
<b>San Juan USD</b>	1052	98	<b>9%</b>	160	15	<b>9%</b>
<b>WCIC</b>	120	9	<b>8%</b>			
<b>EHS CCP</b>				80	22	<b>28%</b>
<b>COUNTY TOTAL</b>	<b>4244</b>	<b>490</b>	<b>12%</b>	<b>869</b>	<b>156</b>	<b>18%</b>

*AFE: Annual Funded Enrollment*



# SETA Head Start Food Service Operations Monthly Report \*June 2021

**June 7th** - Part-days open, that includes Bannon Creek, Galt, Parker, and Strizek.

## Meetings and Trainings

Total Number of Meals and Snacks Prepared for All Kitchens:

Lunch	PM Snack	Breakfast	Field Trips
22,160	23,468	22,300	0

Total Amount of Meals and Snacks Prepared 67,928

## Purchases:

Food	\$79,386.42
Non - Food	\$10,066.31

Building Maintenance and Repair: \$0.00

Janitorial & Restroom Supplies: \$0.00

Kitchen Small Wares and Equipment: \$0.00

Vehicle Maintenance and Repair : \$406.07

Vehicle Gas / Fuel:	\$1,880.78
Normal Delivery Days	22

## 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 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.