



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

DENISE LEE
Interim Executive Director

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

Main Office
(916) 263-3800

Head Start
(916) 263-3804

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

DATE: Thursday, October 6, 2022

TIME: 10:00 a.m.

LOCATION: Zoom Location

<https://us02web.zoom.us/j/84437024906?pwd=WDRpcVRWd2RJY1Z2YzlrTWtvK0F0Zz09>

In response to the AB361 (Brown Act Section 54953) 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/84437024906?pwd=WDRpcVRWd2RJY1Z2YzlrTWtvK0F0Zz09>. 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,,84437024906# US (San Jose). Meeting ID: 844 3702 4906. Passcode: 750917. Find your local number: <https://us02web.zoom.us/j/84437024906?pwd=WDRpcVRWd2RJY1Z2YzlrTWtvK0F0Zz09>. Members of the public are encouraged to participate in the meeting by submitting written comments by email to: Monica.Newton@seta.net. Any member of the public who wishes to speak directly to the board regarding any item on the agenda may contact Monica Newton at (916) 263-3753, or Monica.Newton@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.

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

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.

A G E N D A

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

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

II.	<u>Consent Items</u>	<u>Page Number</u>
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C.	Approval of Findings and Authorization to Extend Use of Teleconferencing Procedures for Board Meetings During Declared State of Emergency and/or While State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing (Legal Counsel)	8-9
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E.	Approval of Retiree Medical Insurance Subsidy for Calendar Year 2023 (D'et Saurbourne)	17-18
F.	Approval of the Private Sector and Low-Income Sector Lists and the Appointment of Low-Income and Private Sector Organizations to Select Representatives and Alternates to Serve on SETA's Community Action Board (Julie Davis-Jaffe)	19-30
III.	<u>Action Items</u>	
A.	GENERAL ADMINISTRATION/SETA: None	
B.	WORKFORCE DEVELOPMENT DEPARTMENT <u>Community Services Block Grant: No Items</u> <u>One Stop Services:</u>	
1.	Approval to Submit an Application to the California Workforce Development Board for Workforce Innovation and Opportunity Act (WIOA), Regional Plan Implementation 5.0 Funds, and Authorize the Executive Director to Execute the Funding Agreement, Modifications, and any Other Documents Required by the Funding Source (Roy Kim)	31-32
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C.	CHILDREN AND FAMILY SERVICES:	
1.	Approval to Submit Annual Refunding Application for Fiscal Year 2023-24 to the California Department of Social Services (Denise Lee)	33
2.	Approval to Submit Annual Refunding Application for Fiscal Year 2023-24 to the California Department of Education (Denise Lee)	34

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| 3. | Ratification of the Head Start and Early Head Start Budget Modification Submission and Approval to Carry Over Funds from Program Year 2021-2022 to Program Year 2022-2023 (Denise Lee) | 35-37 |
| 4. | Approval of Revised Head Start Budget Modification and Carryover Request from Program Year 2020-2021 to Program Year 2022-2023 (Denise Lee) | 38 |

IV. Information Items

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| A. | Early Childhood Education Workforce Needs Assessment for the Sacramento Region | 39-40 |
| B. | Fiscal Monitoring Reports (D'et Saurbourne) <ul style="list-style-type: none"> • California Human Development • Goodwill Industries of Sacramento Valley • JUMA Ventures, Inc. • North State Building Industry Foundation • Sacramento Unified School District • South County Services, Inc. • St. John's Program for Real Change | 41-55 |
| C. | Employer Success Stories and Activity Report (William Walker) | 56-60 |
| D. | Dislocated Worker Update (William Walker) | 61-62 |
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| F. | Head Start Reports (Denise Lee) | 69-80 |

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

VII. Adjournment

DISTRIBUTION DATE: Thursday, September 29, 2022

SETA Governing Board meeting hosted by:
Councilmember Eric Guerra (Chair) & Supervisor Patrick Kennedy (Vice Chair)

ITEM II-A-CONSENT

APPROVAL OF MINUTES OF THE SEPTEMBER 1, 2022
REGULAR BOARD MEETING

BACKGROUND:

Attached are the minutes of the September 1, 2022 meeting for your review.

RECOMMENDATION:

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

PRESENTER: Denise Lee

**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, September 1, 2022
10:00 a.m.

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

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

Members Present:

Don Nottoli, Member, Board of Supervisors
Patrick Kennedy, Vice Chair, Board of Supervisors
Sophia Scherman, Member, Public Representative
Mai Vang, Councilmember, City of Sacramento
Eric Guerra, Chair; Councilmember, City of Sacramento

Members Absent:

II. Consent Items

- A. Approval of Minutes of the August 4, 2022 Regular Board Meeting
- B. Approval of Claims and Warrants
- C. Approval of the One-Stop Share of Cost Agreement with the County Department of Human Assistance, PY 2022-2023 and Authorize the Executive Director to Sign the Agreement and any Required Documents Pertaining to the Agreement

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

- A. Approval of Minutes of the August 4, 2022 Regular Board Meeting
- B. Approval of Claims and Warrants for 7/27/2022 to 8/24/2022
- C. Approval of the One-Stop Share of Cost Agreement with the County Department of Human Assistance, PY 2022-2023 and Authorize the Executive Director to Sign the Agreement and any Required Documents Pertaining to the Agreement

Roll call vote:

Aye: 5 (Guerra, Nottoli, Kennedy, Scherman, Vang)

Nay: 0

Abstention: 0

Absent: 0

III. Action Items

A. GENERAL ADMINISTRATION/SETA

1. Approval of Findings and Authorization to Extend Use of Teleconferencing Procedures for Board Meetings During Declared State of Emergency and/or While State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing

Mr. Thatch reviewed this item.

Mr. Guerra asked if this item could be moved under consent items. Mr. Thatch replied he will look into it.

Moved/Kennedy, second/Scherman, to approve the Findings and Authorization to Extend Use of Teleconferencing Procedures for Board Meetings During Declared State of Emergency and/or While State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing

Roll call vote:

Aye: 5 (Guerra, Nottoli, Kennedy, Scherman, Vang)

Nay: 0

Abstention: 0

Absent: 0

B. WORKFORCE DEVELOPMENT DEPARTMENT

Community Services Block Grant: No Items

One Stop Services: No Items

Refugee Services:

1. Approval of Funding Extension Recommendations for Refugee Support Services (RSS) and RSS Set-Aside Programs, and Additional Support Services, Program Year (PY) 2022-2023

Ms. O'Camb reviewed the funding is for the refugee program year October 1, 2022 through September 30, 2023. Funds available for allocation including carryover funds are approximately \$8.2 million to serve 2,700 refugees and employment program. This includes half a million dollars in additional funding for provision of housing, technology and utility support. Waiting for final notification for the 2023 RSS Set-aside awards from the state to provide services to older refugees. The estimated allocation is \$50,000 to serve 125 older refugees, 65 years of age or older and have been in the county for five or more years.

Moved/Nottoli, second/Kennedy, to approve the funding extensions for the RSS and RSS Set-Aside programs, and the recommended funding for "additional"

support services for PY 2022-23, as indicated in the charts. Approve the listed funding stipulations.

Roll call vote:

Aye: 5 (Guerra, Nottoli, Kennedy, Scherman, Vang)

Nay: 0

Abstention: 0

Absent: 0

C. CHILDREN AND FAMILY SERVICES:

1. Approval of Head Start and Early Head Start Budget Modification and Carryover Request from Program Year 2020-2021 to Program Year 2022-2023

Ms. Lee reviewed that this budget modification and carryover is for under-spent funds from Program Year 2020-2021 which can be re-programmed for other priority projects. The Office of Head Start is giving programs the opportunity to carryover funds for deferred maintenance/supplies. Funds cannot be used to enhance personnel or fringe benefits. There are two activities going on in this request 1) to move money from personnel and fringe for other projects, and 2) to move funds from Program Year 1 to Program Year 3. There is a difference in dollar amounts between the carryover and the budget modification due to funds already being in the correct cost category and not requiring a budget modification.

Mr. Guerra asked if there are other opportunities besides deferred maintenance where this money could be utilized.

Ms. Lee replied funds can be used to purchase new indoor/outdoor supplies/materials/furniture, purchase/renovate a building, replace vehicles, etc..

Moved/Nottoli, second/Scherman, to approve the budget modification request for Head Start and Early Head Start, in the amount of \$956,525 and a subsequent carryover request in the amount of \$2,866,947, for various deferred maintenance projects and classroom supply purchases

Roll call vote:

Aye: 5 (Guerra, Nottoli, Kennedy, Scherman, Vang)

Nay: 0

Abstention: 0

Absent: 0

IV. Information Items

Mr. Don Nottoli left the meeting at 10:17 a.m.

- A. Fiscal Monitoring Reports:

Mr. Guerra asked how is communication and assistance going with Pivot Sacramento.

Ms. Saurbourne replied our fiscal monitoring staff work closely with Pivot Sacramento staff.

Mr. Kim commented that Pivot's agreement has been extended for an additional year; staff is working with them on the program side and has seen improvement.

B. Employer Success Stories and Activity Report:

Mr. Walker shared we are working with Kaiser Permanente to staff two positions. They wanted to work with individuals from the community with barriers. Six individuals have been hired at an hourly rate of \$28.

C. Dislocated Worker Update: No Questions

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

E. Head Start Reports:

Ms. Lee shared there are three vaccine clinics scheduled, more to be scheduled soon. One clinic will be held at Galt on September 9, 2022, one at the SETA main office on September 16, 2022, and one at Capital City on September 24, 2022 in partnership with CDC Foundation and MobileMed. The clinics will have available vaccines for children and adults, boosters and information services to the community. The Head Start Report includes updates on childcare landscape and potential funds.

Mr. Guerra commented there was an effort by Head Start employees to increase salaries statewide. Did that come to fruition in this year's budget?

Ms. Lee replied yes, wage increases were applied across all classifications, along with medical contribution increases.

Mr. Kennedy suggested we look at our marketing and public relations program to help with visibility and increase enrollment.

Ms. Lee replied we had a media campaign in the spring that picked back up mid-August. She will start to report on the outcomes of the campaign in the monthly report. The labor market study will be completed soon and presented to the Board on October 6th.

Ms. Scherman expressed concern on how strong of a relationship between City of Elk Grove and SETA. Mr. Guerra agreed.

Ms. Lee replied she will start to share the community events staff attend to promote SETA Head Start and enrollment opportunities. The department has updated the website to collect data on how families heard about SETA Head Start. Thus far, data shows word of mouth is the number one way families are hearing about us, second is the social media campaign.

Ms. Scherman suggested a focus on the community events, such as music in the park, etc. The attendees of these events are more of the demographic that captures SETA.

V. Reports to the Board

A. Chair:

Mr. Guerra thanked the County and City childcare task force staff. The City has allocated \$1.5 million for an apprenticeship program and provider stipends for early childhood education.

B. Interim Executive Director: No Report

C. Deputy Directors: No Report

D. Counsel: No Report

E. Members of the Board:

Ms. Scherman suggested to update SETA logo so that it stands out similar to the rotary or City logo.

Ms. Vang gave appreciation to William Walker and Lorna Devine to hosting job fair. Will reach out for the South Sacramento Festival.

F. Public: None

VI. Adjournment: The meeting adjourned at 10:35 a.m.

ITEM II-B – CONSENT

APPROVAL OF CLAIMS AND WARRANTS

BACKGROUND:

Denise Lee, Interim Executive Director, has reviewed the claims for the period 8/24/2022 through 9/28/2022, and all expenses appear to be appropriate.

RECOMMENDATION:

Approve the claims and warrants for the period 8/24/2022 through 9/28/2022.

PRESENTER: Denise Lee

ITEM II-C-CONSENT

APPROVAL OF FINDINGS AND AUTHORIZATION TO EXTEND USE OF TELECONFERENCING PROCEDURES FOR BOARD MEETINGS DURING DECLARED STATE OF EMERGENCY AND/OR WHILE STATE OR LOCAL OFFICIALS CONTINUE TO IMPOSE OR RECOMMEND MEASURES TO PROMOTE SOCIAL DISTANCING

BACKGROUND:

California Governor Gavin Newsom has issued long-existing state of emergency related to COVID-19, which remains in effect. Governor Newsom had previously authorized local agencies, by Executive Order, to conduct meetings under the Brown Act utilizing Zoom or other remote procedures to conduct meeting by modified teleconference procedures. In September 2021, the legislature signed and passed into law AB 361, which amended Section 54953 of the Brown Act to similarly authorize teleconferencing of Board Meetings, provided necessary procedures are followed.

Under AB 361, in the event of disruption which 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 legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting is restored.

AB 361 also authorizes public agencies to continue to hold subsequent meetings via teleconference procedures during any state of emergency that directly impacts the ability of the members to meet safely in person or while State or local officials continue to impose or recommend measures to promote social distancing. The Governor's declared continuing state of emergency remains active and continues to serve to protect members of the public from unnecessary risk and exposure to COVID-19. In addition, Cal OSHA continues to recommend physical distancing in places of employment as a measure to protect employees against the spread of COVID-19. Given these circumstances, in order to allow for the next Board meeting to be held by teleconference procedures consistent with AB 361, the Board must make the following findings no later than 30 days after the first teleconferencing meeting and every 30 days thereafter by majority vote:

- a. The legislative body has reconsidered the circumstances of the state of emergency.
- b. Any of the following circumstances exists:
 - i. The state of emergency continues to directly impact the ability of the members to meet safely in person.
 - ii. State or local officials continue to impose or recommend measures to promote social distancing.

RECOMMENDATION:

Authorize the continued use of teleconferencing for Governing Board meetings under AB 361, occasioned by the continuing state of emergency issued by Governor Newsom that directly impacts the ability of the members to meet safely in person and the continuation of Cal OSHA recommendations promoting physical distancing in places of employment and, based thereon, make the following findings in support of this action:

- a. The Board has reconsidered the circumstances of the state of emergency.
- b. The following circumstances exist:
 - i. The state of emergency continues to directly impact the ability of the members to meet safely in-person.
 - ii. State officials continue to recommend measures to promote social distancing.

PRESENTER: Legal Counsel

ITEM II- D- CONSENT

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

BACKGROUND:

Pursuant to the Political Reform Act, SETA is required to adopt, maintain and amend, as appropriate, a Conflict of Interest Code. The last modification was approved by the Board on September 2, 2021.

Staff and legal counsel reviewed the list of job classifications required to file and have made modifications. The Appendix needs to be modified to reflect one new classification.

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

RECOMMENDATION:

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

PRESENTER: Legal Counsel

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

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

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

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

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

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

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

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

APPENDIX

Sacramento Employment and Training Agency Conflict of Interest Code Designated Employees

The following persons are designated employees of SETA:

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

** Includes both supervisory and non-supervisory staff

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

All persons holding positions listed above shall disclose:

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

**CONFLICT OF INTEREST CODE
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Children and Family Services Deputy Director	Children and Family Services Administrative Program Officer
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Fiscal Department Chief	Workforce Development Operational Program Officer
Information Systems Department Chief	Purchasing Analyst
Administration Services Deputy Director	Staff Support Officer
Executive Coordinator	Workforce Development Professional I, II, III
Senior Personnel Analyst**	Head Start Site Director
Accountant I	Head Start Coordinator (Education)
Accountant II**	Head Start Coordinator (Food Service)
Accountant III	Head Start Coordinator (Health/Nutrition)
Senior Accountant	Head Start Coordinator (Social Services/Parent Involvement Services)
Programmer Analyst	Head Start Education Specialist**
Workforce Development Professional Supervisor	Network Engineer
Human Resources Manager	Head Start Facilities Analyst
Information Technology Analyst I and II	Head Start Facilities Specialist
Information Technology Services Facilitator	Head Start Head Cook
Information Technology Engineering Analyst	Head Start Manager
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** Includes both supervisory and non-supervisory staff

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Conflict of Interest Disclosure Categories**

All persons holding positions listed above shall disclose:

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

ITEM II-E – CONSENT

APPROVAL OF RETIREE MEDICAL INSURANCE SUBSIDY FOR CALENDAR YEAR 2023

BACKGROUND:

Since 1980, medical and dental insurance premiums for retired annuitants have been subsidized by the Sacramento County Employees Retirement System (SCERS). These were declared not to be vested benefits, with no promise of continuing. SETA, as a Special District of the Sacramento County Employees Retirement System (SCERS) is required to take action for its retirees on the subsidy for health care insurance premiums. This action is independent and separate from the County Board of Supervisors who act on behalf of their retired employees.

SETA has never vested retirees with a health care insurance benefit. Beginning with Fiscal Year 2004-05, SCERS funding was no longer available and SETA began to subsidize health care insurance premiums with SETA funds.

On May 4, 2006, the SETA Governing Board took action to continue paying medical and dental subsidies to current retired employees at the current rates and limit future program enrollment to new retirees, who, as of January 1, 2007, were SETA/SCERS members that have ten years of SCERS service as of that date. These payments would continue through December 2007.

For calendar year 2008 and 2009, the SETA Governing Board took action to continue paying medical and dental subsidies to current retired employees and limit future program enrollment to eligible employees who retired on or before August 31, 2007. The subsidy was eliminated for all participants who retired after August 31, 2007. This included the continuation of the \$25/month towards retiree – only dental plan premiums.

For calendar years 2010 - 2022, the SETA Governing Board took action to continue paying medical subsidies to current retired employees at reduced rates depicted in the chart below and eliminated the dental subsidy. The Board continued to limit future program enrollment to eligible employees who retired on or before August 31, 2007. The subsidy was eliminated for all participants who retired after August 31, 2007.

Current subsidy/offset payments are as follows:

Years of SCERS service credit	Amount of subsidy
Less than 10 years	\$72
10 years but <15 years	\$90
15 years but <20 years	\$108
20 years but <25 years	\$126
25 years or more	\$144
Dental coverage	\$0

ITEM II-E – CONSENT (continued)
Page 2

Three options are presented for your consideration.

- OPTION A: maintain the current subsidy; see table above (\$18,360 for 15 individuals)
- OPTION B: eliminate the medical subsidy to retirees (\$0)
- OPTION C: approve a subsidy at a lesser amount than the table above

RECOMMENDATION:

Staff is recommending that the Board take action to approve Option A for the next calendar year effective January 1, 2023.

PRESENTER: D'et Saurbourne

ITEM II-F – CONSENT

APPROVAL OF THE PRIVATE SECTOR AND LOW-INCOME SECTOR LISTS AND THE APPOINTMENT OF LOW-INCOME AND PRIVATE SECTOR ORGANIZATIONS TO SELECT REPRESENTATIVES AND ALTERNATES TO SERVE ON SETA'S COMMUNITY ACTION BOARD

BACKGROUND:

The SETA Community Action Board (CAB) is an advisory body to the SETA Governing Board on matters relating to the Community Services Block Grant program. The CAB is a tripartite board that is composed of twelve members with four members representing each of the three constituent groups:

1. Public Officials or their representatives
2. Private Sector
3. Low-Income Sector

The bylaws governing the operation of the SETA Community Action Board (CAB) describe the process by which Private and Low-Income sector members of this tripartite board shall be selected, as follows:

Private Sector

“The SETA Governing Board, in February of every third year commencing in 2006, shall consider the names of private organization identified on the list mentioned in Section 1.4 as appropriate for designation. The SETA Governing Board shall ensure that in the selection process a broad spectrum of the above-identified private sector groups and interests will be represented, with special emphasis given to organizations that are well suited toward providing support and guidance to the Community Action Board in its effort to actualize Community Action Program goals. Private organizations shall be selected so as to ensure the Community Action Board will benefit from broad community involvement. The SETA Governing Board shall designate up to four (4) organizations, each of which shall select a member or members. No private organization shall be designated to select more than two (2) members to serve on the Community Action Board. Within thirty (30) days of designation, each designated private sector organization shall select a member or members to serve on the Community Action Board. At the same time, each private organization shall also select an alternate to attend Community Action Board meetings when the representative is unable to attend.” (Section 2.2, Representation of the Private Sector, CAB Bylaws (revised 1/3/2019))

ITEM II-F-CONSENT (continued)
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To apply for membership on the CAB, Private Sector organizations must be from any of the following six categories:

1. Business/Industry
2. Labor
3. Religious groups
4. Private welfare/social service agencies
5. Private educational institutions
6. Other major groups or interests in the community as determined by the SETA Governing Board

Low-Income Sector

“The SETA Governing Board, in February of every third year commencing in 2006, shall consider the names of low-income organizations identified on a list mentioned in Section 1.5 as appropriate for designation. The SETA Governing Board shall ensure that in the selection process of the low-income residents, each of the low-income target areas identified in Section 1.2 are adequately represented.

At a public meeting and via the democratic process, the SETA Governing Board will appoint up to four (4) low income organizations to select a member or members to serve on the Community Action Board. No low-income organization shall be designated to select more than two (2) members to serve on the Community Action Board. Upon designation, each low-income organization shall democratically elect an individual or individuals, who is/are a resident of the appropriate low-income target area, to serve on the Community Action Board as a representative of low-income persons who reside in the same target area.” (Section 2.4, Representation of the Low-Income Sector, CAB Bylaws (revised 1/3/2019)

SETA staff have attached lists of recommended organizations based on the above bylaws requirements for both the Private Sector and Low-Income Sector. These changes are being made due to current vacancies on the CAB.

In addition, staff is recommending the following appointments to the CAB:

Private Sector

Child Action, Inc. – incumbent member
Community Resource Project – new member
Sacramento Self Help Housing – incumbent member
Valley Vision – new member

ITEM II-F-CONSENT (continued)
Page 3

Low-income Sector

California Human Development – incumbent member

Mutual Housing California – incumbent member

SETA Head Start Policy Council – incumbent with 2 members

RECOMMENDATION:

Approve the Private Sector and Low-Income Sector lists and the appointment of Private Sector and Low-income Sector organizations to select representatives and alternates to serve on the Community Action Board.

PRESENTER: Julie Davis-Jaffe

Community-based Organizations Listed by High-Poverty Target Areas Identified in the 2020-2021 SETA Community Action Plan

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

SETA STAFF RECOMMENDATIONS

COMMUNITY-BASED ORGANIZATION	PROGRAMS	TARGET AREAS
California Human Development Corp. Field Office (incumbent member) 150 Camellia Way Galt, CA 95632	Seasonal Farm Workers, affordable housing, treatment and recovery, disability services, community services including immigration and citizenship assistance, and workforce development.	Walnut Grove River Delta Galt
Mutual Housing California (incumbent member) 8001 Fruitridge Road, Suite A Sacramento, CA 95820	Affordable housing complex which fosters strong communities through resident participation and leadership development	Florin Foothill Farms Lemon Hill North Sacramento
SETA Head Start Policy Council (incumbent members) 925 Del Paso Blvd., Suite 100 Sacramento, CA 95815	Head Start is a federally funded program for preschool children from low income families. In Sacramento County, SETA is the Head Start grantee, providing direction and support to the Head Start program	Sacramento County
ADDITIONAL ORGANIZATIONS TO CONSIDER		

COMMUNITY-BASED ORGANIZATION	PROGRAMS	TARGET AREAS
Advocates for Arden Arcade 3129 Pennland Dr. Sacramento, CA 95825	Charitable and Educational Organization.	Arden Arcade
ARI Community Services, Inc. 5100 El Paraiso Ave, Sacramento, CA 95824	Social and workforce services for the limited English-speaking community	Lemon Hill
Assistance League of Sacramento 2751 Fulton Ave. Sacramento, CA 95821	Provides school clothing to youth; clothes for careers; scholarships to youth with barriers; vision screening for preschoolers; senior friendship; apartment starter kits for aging youth in need	Arden Arcade
Birth & Beyond N. Sacramento FRC 1217 Del Paso Blvd., Ste. B Sacramento, CA 95815	Offering a range of services, activities, and opportunities that respond comprehensively to the needs and hopes of local residents and families.	North Sacramento
Bread of Life Center 1260 Fulton Avenue, Suite A Sacramento, CA 95825	Training and Experiential Learning Services for Individuals, Families and Organizations	Arden Arcade
California Indian Manpower Consortium 738 North Market Blvd. Sacramento, CA 95834	Training and employment activities primarily directed to member tribes; WIOA-funded	North Sacramento
Center for Fathers and Families	Adult programs: parent support; drug testing Youth services: after-school and at-risk youth programs	North Sacramento

COMMUNITY-BASED ORGANIZATION	PROGRAMS	TARGET AREAS
Community Resource Project 2143 Hurley Way, Suite 150, Sacramento, CA 95825	Improves opportunities for people in need throughout the Greater Sacramento Region through energy efficiency, health education, and career development.	Sacramento County
Connections for Youth, Inc. 2620 Hurley Way B Sacramento, CA 95864	Day trip adventures; overnight camping; senior year activities; scholarships for qualified foster youth	Arden Arcade
Dunlap House Birth and Beyond FRC 4322 4 th Avenue Sacramento, CA 95817	Nurturing Parenting Program - prenatal through school age (court approved) Make Parenting a Pleasure Dare to Be You - anti-bullying program	City of Sacramento
Evolve You Foundation 3407 Arden Way Sacramento, CA 95825	Job training for foster youth	Arden Arcade
Health and Life Organization 5524 Assembly Ct, Sacramento, CA 95823	Community Health Clinic	Florin
Helping Hands Senior Network 3644 Elkhorn Blvd. North Highlands, CA 95660	Senior Centers and Services	La Riviera

COMMUNITY-BASED ORGANIZATION	PROGRAMS	TARGET AREAS
Inter-Tribal Council of California 3425 Arden Way Sacramento, CA 95825	Child Care Development Fund Program; Services For Victims of Domestic Violence	Arden Arcade
Jewish Federation 2351 Wyda Way Sacramento, CA 95825	Community social worker, kosher food pantry, support groups, senior programs, transportation	Arden Arcade
KAVANAH 4704 Roseville Road, Ste. 105 North Highlands, CA 95660	Public Housing Facilities	North Highlands
Liberty Towers Church Black Child Legacy Campaign 5132 Elkhorn Blvd. Sacramento, CA 95842	Black Child Legacy Campaign	Foothill Farms
Loaves and Fishes 1321 North C Street Sacramento, CA 95811	Homeless Services	City of Sacramento
Love Action Int. 5848 Santa Fe Way North Highlands, CA 95660	Youth camp and choir	Foothill Farms North Highlands
Meadowview Family Resource Center and Birth & Beyond FRC 2251 Florin Road, Ste. 158 Sacramento, CA 95822	Intervention services, court-approved parenting education, home visitation, engagement services, and school readiness	City of Sacramento

COMMUNITY-BASED ORGANIZATION	PROGRAMS	TARGET AREAS
NAMI 1851 Heritage Ln. Sacramento, CA 95825	For mental health issues: raise awareness and provide support and education that was not previously available to those in need	Arden Arcade
Panacea 5437 Palm Ave, Sacramento, CA 95841	Offers evidence based substance abuse prevention, education & treatment, co-occurring services, anger management, family education and support, gang prevention and other counseling services.	Foothill Farms
River Oak Center for Children 5445 Laurel Hills Drive Sacramento, CA 95841	Mental health services for youth, family resource center, and early Head Start	North Highlands
Roberts Family Development Center 770 Darina Ave. Sacramento, CA 95815	Parent Empowerment Program	North Sacramento
Sacramento ACT 9249 Folsom Blvd, Sacramento, CA 95826	Vision to build a community that prioritizes racial and economic equity in all decision making and allocation of resources. Services for youth services, jobs and quality education for youth and adults, including community members returning after incarceration, immigrants, and refugees, health and mental health care, addiction treatment, re-entry services, and environmental health.	La Riviera
Sacramento Self-Help Housing, Inc. P.O. Box 188445 Sacramento, CA 95818	Serving homelessness and those in danger of losing their housing	Sacramento County
Sierra Health Foundation 1321 Garden Highway	Private welfare/Social services agency	Sacramento County

COMMUNITY-BASED ORGANIZATION	PROGRAMS	TARGET AREAS
Sacramento, CA 95833		
Stanford Youth Solutions 8912 Volunteer Lane Sacramento, CA 95826	Workforce and counseling programs for at-risk and foster youth	Foothill Farms
Valley Hi Birth & Beyond FRC 7000 Franklin Blvd., Ste. 820 Sacramento, CA 95823	Intervention services, court-approved parenting education, home visitation, engagement services, and school readiness	City of Sacramento
Youth Development Network 5320 Hemlock St room 17, Sacramento, CA 95841	Programs to nurture strong youth leaders and teams	Foothill Farms

PRIVATE SECTOR ORGANIZATIONS LIST
FOR SETA COMMUNITY ACTION BOARD MEMBERSHIP CONSIDERATION
(Community-based organizations under CSBG contract with SETA are not included in this list)

Private Sector Selection Criteria Summary

- A. The organization must be from any of the following six (6) categories:
 ✓ Business Industry ✓ Labor ✓ Religious Groups ✓ Private welfare/Social services agencies ✓ Private educational institutions ✓ Other major groups or interests in the community as determined by the SETA Governing Board
- B. Any member selected to represent a particular geographical area, must reside in that area.
- C. The SETA Governing Board may choose to reappoint private sector organizations, with an emphasis on replacing private organizations that have been represented on the Community Action Board for three (3) years or more, so that the opportunity to participate will be shared equitably among all interested, qualified private organizations.

PRIVATE SECTOR ORGANIZATIONS	PRIVATE SECTOR CATEGORY	Target Area
Child Action, Inc. <i>(Incumbent Member)</i> 9800 Old Winery Place, Suite A Sacramento, CA 95827-1700	Private welfare/Social services agency	La Riviera - Sacramento County
Community Resource Project <i>(new member)</i> 2143 Hurley Way, Suite 150, Sacramento, CA 95825	Improves opportunities for people in need throughout the Greater Sacramento Region through energy efficiency, health education, and career development.	Sacramento County
Sacramento Self-Help Housing, Inc. <i>(incumbent member)</i> P.O. Box 188445 Sacramento, CA 95818	Serving homelessness and those in danger of losing their housing	Sacramento County
Valley Vision <i>(new member)</i> 3333 Third Avenue Sacramento, CA 95817	Civic leadership supporting healthy communities, supporting access to housing and digital inclusion. Multiple system partners to tackle tough, systemic issues by breaking down silos to build better solutions.	Sacramento County

PRIVATE SECTOR ORGANIZATIONS	PRIVATE SECTOR CATEGORY	Target Area
Sierra Health Foundation 1321 Garden Highway Sacramento, CA 95833	Private welfare/Social services agency	Sacramento County
Sacramento Area Congregations Together (ACT) 2409 15th Street. Sacramento, CA 95818	Religious Groups/Private welfare/social services agency	Sacramento County
Easter Seals 3205 Hurley Way Sacramento, CA 95864	Private welfare/Social services agency	Arden Arcade - Sacramento County
Sacramento Bee 2100 Q Street Sacramento, CA 95816	Business Industry	Sacramento County
Service Employees International Union 1130 K Street Sacramento, CA 95814	Labor	Sacramento County
Catholic Charities of Sacramento 2110 Broadway Sacramento, CA 95818	Religious Groups/Private welfare/Social services agency	Sacramento County
University of the Pacific, McGeorge School of Law 3200 Fifth Avenue Sacramento, CA 95817	Private educational institution	Sacramento County
Lutheran Social Services 4390 47 th Avenue Sacramento, CA 95817	Private welfare/Social services agency	Sacramento County
American Red Cross 1565 Exposition Blvd., Suite 100 Sacramento, CA 95815	Private welfare/Social services agency	North Area - Sacramento County

PRIVATE SECTOR ORGANIZATIONS	PRIVATE SECTOR CATEGORY	Target Area
Eskaton Senior Care & Services 5105 Manzanita Avenue Carmichael, CA 95608	Business Industry	Sacramento County
Aegis Living of Carmichael 4050 Walnut Avenue Carmichael, CA 95608	Business Industry	Sacramento County
Stanford Youth Home 8912 Volunteer Lane Sacramento, CA 95826	Private welfare/Social services agency	La Riviera - Sacramento County
Mercy Housing 2512 River Plaza Drive, Suite 200 Sacramento, CA 95833	Business Industry/ Private welfare/Social services agency	Sacramento County
Youth Development Network 5320 Hemlock Street, Room 17 Sacramento, CA 95841	Private welfare/Social services agency	Arden Arcade - Sacramento County
Big Brothers Big Sisters 800 Howe Avenue, Suite 440 Sacramento, CA 95825	Private welfare/Social services agency	Arden Arcade - Sacramento County

ITEM III-B-1- ACTION

APPROVAL TO SUBMIT AN APPLICATION TO THE CALIFORNIA WORKFORCE DEVELOPMENT BOARD FOR WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA), REGIONAL PLAN IMPLEMENTATION 5.0 FUNDS, AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE FUNDING AGREEMENT, MODIFICATIONS, AND ANY OTHER DOCUMENTS REQUIRED BY THE FUNDING SOURCE

BACKGROUND:

In August 2017 and August 2021, the California Workforce Development Board (CWDB) approved the Capital Region's WIOA Plan, designating SETA as the lead workforce development area for the Capital Region.

In December 2017, the CWDB awarded Regional Plan Implementation funds to implement activities that support the regional plan. In April 2019, April 2020, and October 2020, the CWDB awarded additional rounds of Regional Plan Implementation funds to continue to implement activities that support the regional plan.

In September 2022, the CWDB released a Request for Applications for a new round of Regional Plan Implementation funds for regional capacity building activities. In addition, applicants must include the costs of a Regional Organizer in their application.

In response, staff of the Capital Region's local workforce boards (SETA/Sacramento Works, Golden Sierra, North Central Counties, and Yolo) are preparing an application requesting \$150,000 for an 18-month project duration that includes the following:

1. Regional Organizer to act as the liaison between local workforce boards, the CWDB, and regional partners. This includes coordinating regional initiatives with labor, industry, education, economic development, community and other leaders that encourage regional alignment and enhance regional communication.
2. Training and related activities that build the capacity of regional staff and partners.
3. Other regional initiatives that foster demand-driven skill attainment, enable upward mobility for populations with barriers to employment, and/or align, coordinate, and integrate programs and services.

Applications are due to the State by October 10, 2022. Staff will be available to answer questions.

ITEM III-B-1-ACTION (continued)
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RECOMMENDATION:

Approve the submission of an application for \$150,000 to the CWDB for WIOA Regional Plan Implementation 5.0 funds; and authorize the Executive Director to execute the funding agreement, modifications, and any other documents required by the funding source.

PRESENTER: Roy Kim

ITEM III-C-1 – ACTION

APPROVAL TO SUBMIT ANNUAL REFUNDING APPLICATION
FOR FISCAL YEAR 2023-24 TO THE CALIFORNIA DEPARTMENT
OF SOCIAL SERVICES

BACKGROUND:

This agenda item provides an opportunity for the Governing Board to approve the submission of the annual refunding application to the California Department of Social Services (DSS) with a maximum reimbursement amount of approximately \$3.9M for fiscal year 2023-2024. These funds will provide services to 272 infants/toddlers in full-day, full-year child development programs at the centers listed below. Changes from last year: enrollment slots were moved from 16th Avenue (8) and American Legion (16) and were added to CP Huntington (8), Hiram Johnson (8) and Northview (8). American Legion was replaced with infant/toddler services provided by Sacramento City USD.

Center Name (# of children)		
<i>CCTR – General Child Care – Infants/Toddlers</i>		
16 th Avenue (18)	Elkhorn (16)	Mather (15)
Alder Grove IT (16)	Freedom Park (16)	Norma Johnson (8)
Bret Harte (8)	Hillsdale (8)	North Avenue (8)
Capital City (16)	Hiram Johnson (32)	Northview (16)
CP Huntington (16)	Job Corps (24)	Phoenix Park (8)
Crossroad Gardens (15)	Marina Vista (8)	Sharon Neese (24)

Deputy Director Denise Lee will be available to answer questions.

RECOMMENDATION:

Approve the submission of the application for continued funding for fiscal year 2023-2024 to the California Department of Social Services with a maximum reimbursement amount of approximately \$3.9M.

PRESENTER: Denise Lee

ITEM III-C-2 – ACTION

APPROVAL TO SUBMIT ANNUAL REFUNDING APPLICATION FOR
FISCAL YEAR 2023-24 TO THE CALIFORNIA DEPARTMENT OF EDUCATION

BACKGROUND:

This agenda item provides an opportunity for the Governing Board to approve the submission of the annual refunding application to the California Department of Education (CDE) for the State Preschool Program (CSPP) with a maximum reimbursement amount of approximately \$4.0M for fiscal year 2023-2024. These funds will provide services to 500 preschoolers in full-day and part-day, year-round child development programs at the centers listed below. There are no proposed changes from program year 2022-23.

Center Name (# of children)		
<i>CSPP – State Preschool – Preschoolers</i>		
16 th Avenue (40)	Freeport (20)	Northview (20)
Bret Harte (20)	Hillsdale (40)	Phoenix Park (20)
Capital City (20)	Job Corps (20)	Sharon Neese (40)
CP Huntington (20)	Marina Vista (60)	
Crossroad Gardens (40)	Mather (20)	
Elkhorn (20)	Norma Johnson (20)	
Freedom Park (40)	North Avenue (40)	

Staff will be available to answer questions.

RECOMMENDATION:

Approve the submission of the application for continued funding for fiscal year 2023-2024 to the California Department of Education with a maximum reimbursement amount of approximately \$4.0M.

PRESENTER: Denise Lee

ITEM III-C-3 – ACTION

RATIFICATION OF THE HEAD START AND EARLY HEAD START BUDGET MODIFICATION SUBMISSION AND APPROVAL TO CARRY OVER FUNDS FROM PROGRAM YEAR 2021-2022 TO PROGRAM YEAR 2022-2023

BACKGROUND:

This agenda item provides the opportunity for the Governing Board to ratify the submission of a budget modification (Part III) to the Office of Head Start/Administration for Children and Families (OHS-ACF) and to approve a carryover request for Grant Number 09CH011763-02.

On July 29, 2022, SETA submitted a budget modification to the OHS/ACF to reprogram under-spent funds in Program Year 2021-2022 (Year 2) to replace old and worn supplies/materials/furniture and perform various deferred maintenance projects that may otherwise not be afforded with regular base funding. A preliminary request was sent to OHS/ACF prior to Governing Board review/approval due to a July 31, 2022 deadline. Final numbers were not available in time for the Governing Board meeting prior to submission.

BUDGET MODIFICATION

The total amount of the budget modification is **\$1,660,000**, of which \$1,490,000 is for Head Start and \$170,000 is for Early Head Start. Under-spent funds will be reprogrammed from Personnel and Fringe Benefits to Supplies.

Under-spent funds in Personnel and Fringe Benefits was largely due to staff vacancies during the program year. These funds are not eligible to be used for future personnel and fringe benefit expenses and therefore will be reprogrammed to support the SETA early learning centers. Supplies/projects include, but are not limited to:

- Replacement indoor/outdoor classroom supplies
- Replacement staff computers
- Updated Parent Areas at the centers
- Security gate (16th Avenue ELC)
- Replacement staff uniforms
- Various health/safety repair projects (i.e. tree removal, interior/exterior paint, cement pathways, canvas replacements on shade structures, fencing, artificial turf, tuff shed replacements, security/key pad systems, water heater replacements, lights/ballast, toilets, sinks/countertops, etc.)

Head Start Basic Budget Modification (\$1,490,000)

Cost Category	Budget	Budget Modification	Updated Budget
Personnel	\$13,237,414	(\$880,000)	\$12,357,414
Fringe Benefits	8,042,871	(610,000)	7,432,871
Travel	-	-	-
Equipment	695,000	-	695,000
Supplies	581,000	745,000	1,326,000
Contractual	22,450,865	-	22,450,865
Construction	129,200	-	129,200
Other	5,893,982	745,000	6,638,982
Total	51,030,332	-	51,030,332

Early Head Start Basic Budget Modification (\$170,000)

Cost Category	Budget	Budget Modification	Updated Budget
Personnel	\$4,809,731	(\$100,000)	\$4,709,731
Fringe Benefits	2,872,172	(70,000)	2,802,172
Travel	-	-	-
Equipment	-	-	-
Supplies	209,500	135,000	344,500
Contractual	4,381,920	-	4,381,920
Construction	-	-	-
Other	975,930	35,000	1,010,930
Total	13,249,253	-	13,249,253

Non-Federal Share for these funds are currently on an ACF-approved waiver.

CARRYOVER REQUEST

Because projects were not be completed prior to the end of the fiscal year, July 31, 2022, a carryover request will extend 2021-2022 funding, including the budget modification changes, for an additional 12-month period.

The total amount of the carryover request is not to exceed **\$5,284,025**, from Program Year 2021-2022 (Year 2) to Program Year 2022-2023 (Year 3). These amounts do not match the budget modification because some of the under-spent funds are in the appropriate cost category and do not require a budget modification to continue use under a carryover approval.

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Carryover funds in the amount not to exceed **\$5,284,025** will be used to complete the purchase of supplies/materials/furniture and various deferred maintenance projects as identified in this budget modification and previous budget modifications submitted during the 2021-2022 program year.

SETA is also requesting to carryover previously approved equipment requests including three (3) replacement vehicles (two for facilities and one for food services), four (4) HVAC units, a shade structure for Walnut Grove and an office pod at Northview ELC.

Carryover of the Head Start and Early Head Start Training and Technical Assistance (T&TA) funding is being requested to continue to provide parent training and staff development activities as identified in SETA's 2022-2023 Training and Technical Assistance Plan.

Carryover – Program Year 2021-2022 to 2022-2023 (\$5,284,025)

Head Start	Head Start T&TA	Early Head Start	Early Head Start T&TA
\$4,487,474	\$18,996	\$757,262	\$20,293

Staff will be available to answer questions.

RECOMMENDATION:

Ratify the budget modification submission for Head Start and Early Head Start Basic in the amount of \$1,660,000 and approve the request to carryover funds from Program Year 2021-2022 (Year 2) to Program Year 2022-2023 (Year 3) in the amount not to exceed \$5,284,025, to complete purchases, deferred maintenance projects and parent training and staff development activities.

PRESENTER: Denise Lee

ITEM III-C-4 – ACTION

APPROVAL OF REVISED HEAD START BUDGET MODIFICATION AND CARRYOVER REQUEST FROM PROGRAM YEAR 2020-2021 TO PROGRAM YEAR 2022-2023

BACKGROUND:

This agenda item provides the opportunity for the Governing Board to approve a revised budget modification and carryover request for Grant Number 09CH011763-01 (Year 1).

On September 1, 2022, the Governing Board approved SETA to submit a budget modification and carryover request for under-spent funds in Program Year 2020-2021 (Year 1). At that time, the Governing Board also approved a carryover request to move funds from Program Year 2020-2021 (Year 1) to Program Year 2022-2023 (Year 3).

In the September request, Elk Grove USD, a SETA delegate agency, requested to utilize under-spent funds to purchase and install a new shade structure at the Irene B. West Head Start program. In this revised budget modification, Elk Grove USD would also like to purchase/install a shade structure at the Beitzel Elementary School Head Start program. The estimated cost is \$78,706.

The Beitzel shade structure requires a budget modification and carryover approval since it is an added request and a fixed asset (Equipment). This action will reprogram 2020-2021 (Year 1) Head Start Basic funds for the Beitzel share structure and carry over the funds to complete the project in Program Year 2022-2023.

The total amount of the budget modification (\$956,525) and carryover request (\$2,866,947) previously approved on September 1, 2022 will not change because the funds will remain in the Contractual cost category of the budget.

Non-Federal Share for these funds are currently on an ACF-approved waiver.

RECOMMENDATION:

Approve the revised Head Start budget modification and carryover request from Program Year 2020-2021 to Program Year 2022-2023 to include the purchase/installation of the shade structure for Elk Grove USD's Beitzel Elementary Head Start program.

PRESENTER: Denise Lee

ITEM IV-A – INFORMATION

EARLY CHILDHOOD EDUCATION WORKFORCE NEEDS ASSESSMENT FOR THE SACRAMENTO REGION

BACKGROUND:

On November 4, 2021, the SETA Governing Board approved the launch of an Early Childhood Education and Childcare Sector Initiative and authorized staff to identify and pursue funding, execute agreements, and take other action in furtherance of the initiative. One of the identified projects was to perform a thorough workforce needs assessment of the childcare sector and identify recommendations to improve access to affordable and quality childcare, and to increase access to self-sufficient career pathways in the early childhood education/childcare sector.

Over the past six months, SETA, Valley Vision, Los Rios Community College District/Center of Excellence, the City of Sacramento, the Sacramento County Office of Education, and Child Action, met regularly to develop methodology, provide input, distribute surveys, discuss data results and develop recommendations to support this work. The study emphasizes workforce and provides an overview of the policies and industry to make recommendations for workforce education and training interventions.

This agenda item provides the opportunity for the Governing Board to hear the results of the workforce study for the childcare industry in the greater Sacramento region.

Mr. Aaron Wilcher will be presenting the results of the study.

PRESENTER: Aaron Wilcher
Los Rios Community College District
Center of Excellence for Labor Market Research,
Greater Sacramento Region

EXECUTIVE SUMMARY



Even before the onset of the Covid-19 pandemic in March 2020, California faced a child-care provision crisis. Many employers reported worsening recruitment and retention situations as the industry lost nearly 34% of its jobs in early 2020. By early 2022, the industry had recovered just 65% of the jobs lost during the pandemic, setting it on a 10-year path of job reductions. Many employers continue to report that licensed child care capacity goes unused because they cannot find qualified workers.

The city of Sacramento and the Sacramento Employment and Training Agency (SETA) convened the Early Learning and Child Care Task Force to coordinate efforts and address issues in the industry. A working group within the task force commissioned the Center of Excellence for the Greater Sacramento region and Valley Vision to undertake a study that illuminates major issues facing the early childhood education (ECE) workforce in Sacramento County and the Sacramento region. They include the need to increase the supply of the qualified ECE workforce, to consider ways to overcome existing disparities in access to education and advancement opportunities, and to support measures that will improve job quality and wages alongside workforce expansion.

The research resulted in the following main findings:

- The Sacramento County and the Sacramento regional ECE industry held steady or slightly increased during the pandemic. But its resiliency owed mostly to child care centers; family child care homes have seen an overall decline. In interviews, small businesses reported challenges in providing retention supports and advancement opportunities for workers. These findings point to the need to enhance training and permitting supports for small business operators and workforce and retention supports for employees.
- The supply of qualified workers must be increased to reverse the chronic workforce shortage facing the industry in the county and the region. ECE-licensed capacity to serve children was roughly the same in 2021 as it was in 2014. However, in 2020, Sacramento County's child care services industry had 21% fewer jobs than it did in 2010. The region's deficit was similar. Age demographics indicate that retirements pose a threat. The state's promise to triple the number of children served in transitional kindergarten could worsen shortages.
- The industry struggles to offer education, training, and advancement opportunities to workers and students in nonwhite groups, especially Latinas. Seven of 10 family child care home providers and center teachers are in nonwhite categories, but just 4 of 10 center directors are nonwhite. The report recommends enhancing supports for underrepresented students and workers in the ECE field to encourage advancement along education and career pathways. These supports can include mentorship, work-based learning opportunities, assistance with math and English, and alternative modes of delivery that better accommodate working students.
- Preschool teachers' median hourly earnings (\$16.86) are just 45% of the living wage for a one-adult, one-child household and only 47% of the wage levels of kindergarten teachers. ECE stakeholders should support the movement for universal prekindergarten and transitional kindergarten as a way to increase living-wage job opportunities within the field. But they will have to improve wages and working conditions for ECE workers who will occupy positions beyond the reach of these programs. Other mechanisms, including reimbursement reform and local public finance initiatives, merit attention from workforce development stakeholders.
- ECE and training assets are robust at the community colleges in the Sacramento region and at the California State University–Sacramento. These institutions have steadily increased the output of ECE certificates and degrees in the last decade. The region's community colleges have robust offerings that correspond to the job requirements stipulated under Title 5 regulations for state preschool. All eight community colleges have associate degrees for transfer to the California State University system, which well-positions them to support the expansion of universal prekindergarten and transitional kindergarten. Additional investment in these and other teacher preparation programs is needed to address forecasted demand for ECE teacher positions that require bachelor's degrees and multiple-subject teaching credentials.
- Demographic data, employer interviews, and stakeholders concur that the industry has struggled to recruit younger entrants to the field. Workforce stakeholders will need to enhance marketing campaigns and outreach. In particular, the field and workforce developers should improve resources to help career explorers, students, and workers navigate education and training programs and permitting requirements. Existing resources are confusing and often conflicting. Materials and online resources must better help students and workers to navigate requirements and course sequences.

Education and training institutions and workforce development organizations will be called on to expand their role to address the industry impacts of Covid-19, historical workforce shortages, and multiple threats and opportunities.

ITEM IV-B– 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: Mr. Thomas Stuebner **DATE:** September 20, 2022

FROM: Tracey Anderson, SETA Fiscal Monitor

RE: Fiscal Monitoring Desk Review of California Human Development

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT</u> <u>PERIOD</u>	<u>PERIOD</u> <u>COVERED</u>
WIOA	Adult	\$158,314	7/1/21-6/30/22	1/1/2022-6/30/2022
WIOA	Dislocated Worker	\$39,578	7/1/21-6/30/22	1/1/2022-6/30/2022
WIOA	Out-of-School Youth	\$120,000	7/1/21-6/30/22	1/1/2022-6/30/2022

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

Date of review: August 2022, 9/2, 9/9

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

Program Operator: California Human Development

Findings and General Observations:

- 1) We have reviewed the WIOA Adult, Dislocated Worker and Out of School Youth programs from January 1, 2022 to June 30, 2022. The costs reported for this program have been traced to the subgrantee's records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

None

cc: Denise Lee
Governing Board

MEMORANDUM

TO: Ms. Brenda Pate DATE: August 29, 2022

FROM: Tracey Anderson, SETA Fiscal Monitor

RE: Fiscal Monitoring Desk Review of Goodwill Industries

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIOA	OSY	\$141,336	7/1/2021-6/30/2022	7/1/2021-12/31/2021

Monitoring Purpose: Initial X Follow-up Special Final

Date of review: June 2022, 6/9, 6/22, 8/1, 8/8, 8/29

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

Program Operator: Goodwill Industries

Findings and General Observations:

- 1) We have reviewed the WIOA Out-of-School Youth program from July 1, 2021 to December 31, 2021. 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:

cc: Denise Lee
Governing Board

MEMORANDUM

TO: Mr. Stephen Norris DATE: September 15, 2022

FROM: Tracey Anderson, SETA Fiscal Monitor

RE: Desk Fiscal Monitoring of JUMA Ventures, Inc.

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIOA	OSY	\$100,827	7/1/2021-6/30/2022	1/1/2022-6/30/2022

Monitoring Purpose: Initial Follow-up Special Final X

Date of review: August 2022

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

Program Operator: JUMA Ventures, Inc.

Findings and General Observations:

- 1) We have reviewed the WIOA Out-of-School Youth program from January 1, 2022 to June 30, 2022. The costs reported for this program have been traced to the subgrantee's records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

None

cc: Denise Lee
Governing Board

MEMORANDUM

TO: Ms. Amanda Reynaud DATE: September 20, 2022

FROM: Tracey Anderson, SETA Fiscal Monitor

RE: Desk Fiscal Monitoring of North State Building Industry Foundation

PROGRAM	ACTIVITY	FUNDING	CONTRACT PERIOD	PERIOD COVERED
WIOA	OSY	\$176,712	7/1/2021-6/30/2022	1/1/2022-6/30/2022

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

Date of review: August 2022, 9/9

AREAS EXAMINED		SATISFACTORY		COMMENTS RECOMMENDATIONS	
		YES	NO	YES	NO
1	Accounting Systems/Records	X			
2	Internal Control	X			
3	Bank Reconciliations	X			
4	Disbursement Control	X			
5	Staff Payroll/Files	X			
6	Fringe Benefits	X			
7	Participant Payroll	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: North State Building Industry Foundation

Findings and General Observations:

- 1) The total costs as reported to SETA for the review period of January 1, 2022 to June 30, 2022 for the WIOA Out-of-School Youth program 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: Denise Lee
Governing Board

MEMORANDUM

TO: Gloria Chung **DATE:** September 2, 2022

FROM: David B. Clark, SETA Fiscal Monitor

RE: Fiscal Desk Monitoring of Sacramento City Unified School District

PROGRAM	ACTIVITY	FUNDING	CONTRACT PERIOD	PERIOD COVERED
WIOA	Adult/BI	\$ 176,000	7/1/21 - 6/30/22	7/1/21 – 1/31/22
WIOA	DW/BI	\$ 44,000	7/1/21 - 6/30/22	7/1/21 – 1/31/22
WIOA	OSY	\$ 165,950	7/1/21 - 6/30/22	7/1/21 – 1/31/22
RSS	ELL	\$ 208,000	10/1/21 – 9/30/22	10/1/21 – 1/31/22
RSS	COVID-19	\$ 4,770	10/1/21 – 9/30/22	10/1/21 – 1/31/22
RSS	Supportive Services	\$ 22,360	12/2/21 – 9/30/22	12/2/21 – 1/31/22
RSS	ELL	\$ 75,840	10/1/20 – 9/30/21	7/1/21 – 9/30/21
RSS	COVID-19	\$ 9,240	10/1/20 – 9/30/21	7/1/21 – 9/30/21

Monitoring Purpose: Initial X Follow-Up Special Final X

Date of review: 4/7/2022

Follow up: 4/14, 4/19, 5/4, 5/5, 5/10, 5/19, 5/25

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	X			
8	OJT Contracts/Files/Payment	N/A			
9	Indirect Cost Allocation	X			
10	Adherence to Contract/Budget	X			
11	In-Kind Contribution	N/A			
12	Equipment Records	N/A			

Program Operator: Sacramento City Unified School District

Findings and General Observations:

The total costs as reported to SETA for the WIOA and RSS grants from July 1, 2021 to January 31, 2022 have been traced to the subgrantee's fiscal records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

N/A

cc: Denise Lee
Governing Board

MEMORANDUM

TO: Ms. Maria Rosales **DATE:** September 2, 2022

FROM: David B. Clark, SETA Fiscal Monitor

RE: Fiscal Desk Monitoring of South County Services, Inc.

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
CSBG	SN -CARES	\$ 33,286	11/2/20 - 3/31/22	11/2/20 - 3/31/22
CSBG	SN	\$ 61,768	1/1/21 – 12/31/21	1/1/21 – 12/31/21

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

Scheduled Desk Monitoring Due Date: 4/27/22

Follow up: 5/4, 5/12, 5/16, 5/19, 7/8, 7/19

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

Memorandum
Fiscal Monitoring Findings
Page 2

Program Operator: South County Services, Inc.

Findings and General Observations:

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

Recommendations for Corrective Action:

None.

cc: Denise Lee
Governing Board

MEMORANDUM

TO: Ms. Julie Hirota **DATE:** September 2, 2022

FROM: David Benjamin Clark, SETA Fiscal Monitor

RE: Fiscal Desk Monitoring of St. John's Program for Real Change

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
CSBG	FSS	\$35,218	1/1/21 - 12/31/21	1/1/21 - 12/31/21
CSBG	YSS	\$37,030	1/1/21 - 12/31/21	1/1/21 - 12/31/21
CSBG	CARES-FSS	\$65,008	11/2/20 – 3/31/22	11/2/20 – 3/31/22

Monitoring Purpose: Initial Follow-Up Special Final X

Date of review: May 12, 2022

Follow Up Date: 5/21, 5/23, 5/26, 7/14, 7/29, 8/5

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

Program Operator: St. John's Program for Real Change

Findings and General Observations:

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

Recommendations for Corrective Action:

1) None

cc: Denise Lee
Governing Board

ITEM IV–C– 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 September 23, 2022

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			
Age in Place Sacramento	6	Life Enhancement Caregivers	5
Atelier Staffing LLC	9	Room Attendant	10
Blue White Robotics US Inc.	7	Robotic Field Technician	1
California Department of Social Services	9	Research Data Supervisor I	1
City of Elk Grove	9	Administrative Analyst I	1
	9	Associate Civil Engineer	1
	9	Public Works Division Manager-Engineering Traffic Engineering Manager	1
	9	Senior Code Enforcement Officer	1
	9	Senior Administrative Assistant	1
	9	Senior Human Resources Specialist	1
City of Sacramento	9	Account Clerk II	1
	9	Accounting Technician	1
	9	Administrative Analyst	1
	9	Administrative Officer	1
	9	Administrative Technician	1
	9	Animal Control Officer I	2
	4	Applications Developer	1
	9	Aquatics Specialist	1
	9	Arts Program Coordinator	1
	3	Assistant Architect	1
	9	Assistant Civil Engineer	1
	3	Assistant Electrical Engineer	1
	9	Assistant Pool Manager	1
	9	Associate Civil Engineer	2
	9	Associate Curator of Art	1
	9	Building Inspector I	1
	9	Cashier - Aquatics	1
	9	Chief Building Official	1
	9	Community Center Attendant I	1
	9	Community Service Officer I	1
	9	Community Service Representative I	1
	3	Construction Inspector I	1

SETA- Employer Activity Report

The following is an update of information as of September 23, 2022

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	3	Construction Inspector II	1
	3	Construction Inspector III	1
	9	Council Representative	3
	4	Department Systems Specialist I	1
	9	Deputy City Attorney I	2
	9	Deputy City Clerk	1
	7	Dispatcher I- Recruit	1
	7	Dispatcher II	1
	9	Electronic Maintenance Technician	1
	9	Electronic Maintenance Technician II	1
	9	Equipment Service Worker	1
	9	HVAC Systems Mechanic	1
	9	Junior Planner	1
	9	Junior Plant Operator	1
	9	Legal Secretary	1
	9	Lifeguard	1
	9	Machinist Helper	1
	9	Meter Reader	1
	9	Neighborhood Resources Coordinator I	1
	9	Neighborhood Resources Coordinator II	1
	9	Park Maintenance Worker II	1
	9	Plant Operator-Water Division	1
	9	Pool Manager	1
	9	Program Coordinator	1
	9	Program Specialist	1
	9	Program Supervisor	1
	9	Recreation Superintendent	1
	4	Senior Applications Developer	1
	9	Senior Engineer	1
	9	Senior Staff Assistant	1
	3	Street Construction Laborer	1
	3	Street Construction Laborer Trainee	1

SETA- Employer Activity Report

The following is an update of information as of September 23, 2022

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	Supervising Engineer	1
	9	Utilities Operations and Maintenance Service Worker	2
	9	Vehicle Service Attendant	1
	9	Veterinarian	1
DaSaMi Inc	9	Tow Truck Operator	1
Eskaton Properties, Inc	4	Licensed Vocational Nurse	20
Kaiser Permanente	6	Environmental Specialist	4
Leadpoint Business Services	9	Recycling Sorter	15
Los Rios Community College District	4	Account Clerk II	1
	4	Accountant	1
	4	Administrative Assistant III	2
	4	Admissions/Records Evaluator II - Veterans Affairs	1
	4	Athletic Trainer	2
	4	Business Services Supervisor	1
	4	College Nurse Clinician	1
	4	College Safety Officer	1
	4	College Safety Officer	1
	4	Confidential Human Resources Specialist III	1
	4	Custodian	5
	4	Dean of Institutional Effectiveness and Innovation	1
	4	Director (VII) of Employer Partnership for Automation	1
	4	Educational Center Clerk	1
	4	Educational Center Supervisor	1
	4	Employee Benefits Specialist	1
	4	Financial Aid Clerk II	1
	4	Fire Technology Assistant Professor/Coordinator	1
	4	Information technology Business/Technical Analyst II- Customer Relationship Management	2
	4	Instructional Assistant-Theatre Music	1
	4	Instructional Services Assistant II	2
	4	IT Systems/Database Administrator Analyst II	1
	4	Laboratory Technician - Science-Chemistry	1

SETA- Employer Activity Report

The following is an update of information as of September 23, 2022

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			
Los Rios Community College District	4	Laboratory Technician - Scienc-Physics	1
	4	Lead Laboratory Technician - Mechanics	1
	4	Payroll Specialist	1
	4	Police Communication Dispatcher	1
	4	Police Detective	1
	4	President of Folsom Lake College	1
	4	Railroad Operations Adjunct Assistant Professor	1
	4	Senior Information Technology Business/Technical Analyst	1
	4	Senior Information Technology Technician - Lab/Area Microcomputer Support	1
	4	Staff Resources Center Assistant	1
	4	Student Personnel Assistant - Counseling	1
	4	Student Personnel Assistant - Disabled Student Programs and Services	1
	4	Student Personnel Assistant - Internship Developer	1
	4	Student Personnel Assistant - Student Life	1
	4	Student Personnel Assistant - Student Services	1
	4	Student Personnel Assistant - Student Services -Pride Center	1
	4	Student Support Specialist	3
	4	Vice President of Administrative Services	1
	4	Women's Basketball Adjunct Faculty Head Coach	1
McLaughlin Ranch, LLC	5	Equine Ranch Manager	1
Sacramento County Office of Education	4	Para Educator SH	19
Tesla	1	Material Handler	1
	1	Production Associates	200
Van Dermeyden Makus Law Corporation	9	HR Specialist	1
Total			401

ITEM IV-D– INFORMATION

DISLOCATED WORKER UPDATE

BACKGROUND:

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

PRESENTER: William Walker

Dislocated Worker Information PY 2022/2023

The following is an update of information as of August 15, 2022

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKERS	REGION/ LOCATION	Contacted	COVID-19 Related
Senate Rules Sacramento, CA	Government	6/5/2022	Permanent	80	Sacramento, CA	No	N
VoxPro 255 Parkshore Dr. Folsom, CA 95630	Data Management	7/7/2022	Permanent	180	Folsom, CA	Yes	N
Silgan Containers 6200 Franklin Blvd. Sacramento, CA 95824	Manufacturing	8/15/2022	Temporary	58	Sacramento, CA	No	N
JSL Transportation LLC 2315 Stockton Blvd. Sacramento, CA 95817	Transportation	8/31/2022	Permanent	18	Sacramento, CA	Yes	N
Shift Technologies, Inc. 175 Commerce Circle Sacramento, CA 95815	Retail	10/8/2022	Permanent	81	Sacramento, CA	Yes	N
Direct Deliveries Services Inc. 2400 McClellan Park Dr. McClellan Park, CA 95652	Delivery Service	11/8/2022	Permanent	49	Sacramento, CA	Yes	N
McClellan Park Exchange 5443 Dudley Blvd. McClellan Park, CA 95652	Retail	1/13/2023	Permanent	25	Sacramento, CA	Yes	N
TOTAL				491			

ITEM IV–E– INFORMATION

UNEMPLOYMENT UPDATE/PRESS RELEASE FROM THE EMPLOYMENT
DEVELOPMENT DEPARTMENT

BACKGROUND:

The unemployment rate for the Sacramento MSA for the month of August was 3.5%.

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

Staff will be available to answer questions.

PRESENTER: Roy Kim

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

Contact: Cara Welch
(916) 227-0298

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

Total wage and salary jobs down 200 over the month; up 29,000 over the year

The unemployment rate in the Sacramento--Roseville--Arden-Arcade MSA was 3.5 percent in August 2022, up from a revised 3.3 percent in July 2022, and below the year-ago estimate of 6.3 percent. This compares with an unadjusted unemployment rate of 4.1 percent for California and 3.8 percent for the nation during the same period. The unemployment rate was 3.0 percent in El Dorado County, 2.8 percent in Placer County, 3.8 percent in Sacramento County, and 3.4 percent in Yolo County.

Between July 2022 and August 2022, combined employment in the counties of El Dorado, Placer, Sacramento, and Yolo decreased by 200 to total 1,061,200 jobs.

- Education and health services recorded the largest payroll decrease from July to August with the reduction of 1,000 jobs. Healthcare and social assistance (down 1,100 jobs) was responsible for the decline. Meanwhile, educational services gained 100 jobs.
- Trade, transportation, and utilities employment fell by 700 over the month. Within the industry sector, retail trade shed 500 jobs, and wholesale trade lost 200 jobs. Transportation, warehousing, and utilities remained unchanged.
- On the upside, government (up 2,600 jobs) reported the largest payroll increase over the month. Local government led the growth by adding 4,300 jobs, with 95 percent of the gains in local government educational services. These gains offset declines in state government (down 1,600 jobs) and federal government (down 100 jobs).
- Additional month-over jobs gains occurred in manufacturing (up 400 jobs) and financial activities (up 400 jobs).

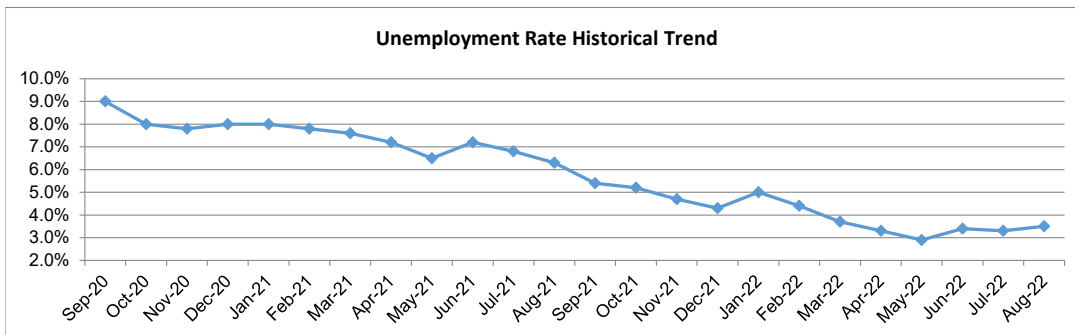
Between August 2021 and August 2022, total jobs in the region increased by 29,000, or 2.8 percent.

- Leisure and hospitality (up 7,200 jobs) continued to lead year-over employment growth for the region. Accommodation and food services added 5,100 jobs. Arts, entertainment, and recreation grew by 2,100 jobs.
- Education and health services advanced by 6,100 jobs since the previous August. Employment increases were reported in health care and social assistance (up 5,800 jobs) and educational services (up 300 jobs).
- Additional year-over employment gains occurred in the following sectors: trade, transportation, and utilities (up 4,300 jobs), government (up 3,400 jobs), professional and business services (up 3,300 jobs), other services (up 2,100 jobs), construction (up 2,000 jobs), manufacturing (up 700 jobs), and information (up 200 jobs).
- Meanwhile, farm (down 200 jobs) and financial activities (down 100 jobs) experienced year-over job reductions.

IMMEDIATE RELEASE

SACRAMENTO--ROSEVILLE--ARDEN-ARCADE METROPOLITAN STATISTICAL AREA (MSA)
(El Dorado, Placer, Sacramento, and Yolo Counties)

The unemployment rate in the Sacramento--Roseville--Arden-Arcade MSA was 3.5 percent in August 2022, up from a revised 3.3 percent in July 2022, and below the year-ago estimate of 6.3 percent. This compares with an unadjusted unemployment rate of 4.1 percent for California and 3.8 percent for the nation during the same period. The unemployment rate was 3.0 percent in El Dorado County, 2.8 percent in Placer County, 3.8 percent in Sacramento County, and 3.4 percent in Yolo County.



Industry	Jul-2022	Aug-2022	Change		Aug-2021	Aug-2022	Change
	Revised	Prelim				Prelim	
Total, All Industries	1,061,400	1,061,200	(200)		1,032,200	1,061,200	29,000
Total Farm	10,900	10,400	(500)		10,600	10,400	(200)
Total Nonfarm	1,050,500	1,050,800	300		1,021,600	1,050,800	29,200
Mining, Logging, and Construction	80,400	79,700	(700)		77,700	79,700	2,000
Mining and Logging	700	700	0		700	700	0
Construction	79,700	79,000	(700)		77,000	79,000	2,000
Manufacturing	39,100	39,500	400		38,800	39,500	700
Trade, Transportation & Utilities	170,000	169,300	(700)		165,000	169,300	4,300
Information	10,500	10,400	(100)		10,200	10,400	200
Financial Activities	51,800	52,200	400		52,300	52,200	(100)
Professional & Business Services	141,600	141,200	(400)		137,900	141,200	3,300
Educational & Health Services	175,600	174,600	(1,000)		168,500	174,600	6,100
Leisure & Hospitality	108,000	107,800	(200)		100,600	107,800	7,200
Other Services	35,900	35,900	0		33,800	35,900	2,100
Government	237,600	240,200	2,600		236,800	240,200	3,400

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

Labor force data are revised month to month

SETA Governance Board decisions are available on line at www.labormarketinfo.edd.ca.gov

Thursday, October 6, 2022

Sacramento--Roseville--Arden-Arcade MSA
(El Dorado, Placer, Sacramento, and Yolo Counties)
Industry Employment & Labor Force
March 2021 Benchmark

Data Not Seasonally Adjusted

	Aug 21	Jun 22	Jul 22 Revised	Aug 22 Prelim	Percent Change Month Year	
Civilian Labor Force (1)	1,105,500	1,109,400	1,120,200	1,122,800	0.2%	1.6%
Civilian Employment	1,035,400	1,071,900	1,083,300	1,083,000	0.0%	4.6%
Civilian Unemployment	70,100	37,500	36,900	39,800	7.9%	-43.2%
Civilian Unemployment Rate	6.3%	3.4%	3.3%	3.5%		
(CA Unemployment Rate)	7.2%	4.0%	3.9%	4.1%		
(U.S. Unemployment Rate)	5.3%	3.8%	3.8%	3.8%		
Total, All Industries (2)	1,032,200	1,062,500	1,061,400	1,061,200	0.0%	2.8%
Total Farm	10,600	10,000	10,900	10,400	-4.6%	-1.9%
Total Nonfarm	1,021,600	1,052,500	1,050,500	1,050,800	0.0%	2.9%
Total Private	784,800	805,500	812,900	810,600	-0.3%	3.3%
Goods Producing	116,500	117,500	119,500	119,200	-0.3%	2.3%
Mining, Logging, and Construction	77,700	78,900	80,400	79,700	-0.9%	2.6%
Mining and Logging	700	700	700	700	0.0%	0.0%
Construction	77,000	78,200	79,700	79,000	-0.9%	2.6%
Construction of Buildings	15,300	17,300	17,400	17,200	-1.1%	12.4%
Specialty Trade Contractors	53,200	51,500	52,900	52,400	-0.9%	-1.5%
Building Foundation & Exterior Contractors	14,900	14,400	14,800	14,600	-1.4%	-2.0%
Building Equipment Contractors	21,600	21,100	21,400	21,300	-0.5%	-1.4%
Building Finishing Contractors	11,300	11,200	11,900	11,700	-1.7%	3.5%
Manufacturing	38,800	38,600	39,100	39,500	1.0%	1.8%
Durable Goods	23,700	23,800	24,000	23,900	-0.4%	0.8%
Computer & Electronic Product Manufacturing	4,500	4,500	4,500	4,500	0.0%	0.0%
Nondurable Goods	15,100	14,800	15,100	15,600	3.3%	3.3%
Food Manufacturing	6,000	5,700	6,100	6,300	3.3%	5.0%
Service Providing	905,100	935,000	931,000	931,600	0.1%	2.9%
Private Service Providing	668,300	688,000	693,400	691,400	-0.3%	3.5%
Trade, Transportation & Utilities	165,000	169,400	170,000	169,300	-0.4%	2.6%
Wholesale Trade	27,000	27,300	27,600	27,400	-0.7%	1.5%
Merchant Wholesalers, Durable Goods	15,800	16,400	16,600	16,500	-0.6%	4.4%
Merchant Wholesalers, Nondurable Goods	9,800	9,700	9,800	9,800	0.0%	0.0%
Retail Trade	100,700	102,500	102,100	101,600	-0.5%	0.9%
Motor Vehicle & Parts Dealer	14,700	14,900	14,800	14,800	0.0%	0.7%
Building Material & Garden Equipment Stores	9,400	9,400	9,100	8,500	-6.6%	-9.6%
Grocery Stores	19,800	19,900	20,300	20,400	0.5%	3.0%
Health & Personal Care Stores	5,500	5,900	5,700	5,800	1.8%	5.5%
Clothing & Clothing Accessories Stores	6,000	6,600	6,500	6,700	3.1%	11.7%
Sporting Goods, Hobby, Book & Music Stores	3,700	4,000	4,000	4,000	0.0%	8.1%
General Merchandise Stores	20,000	20,300	20,400	20,400	0.0%	2.0%
Transportation, Warehousing & Utilities	37,300	39,600	40,300	40,300	0.0%	8.0%
Information	10,200	10,400	10,500	10,400	-1.0%	2.0%
Publishing Industries (except Internet)	2,200	2,200	2,200	2,200	0.0%	0.0%
Telecommunications	2,800	2,700	2,700	2,700	0.0%	-3.6%
Financial Activities	52,300	51,900	51,800	52,200	0.8%	-0.2%
Finance & Insurance	34,000	33,800	33,700	34,000	0.9%	0.0%
Credit Intermediation & Related Activities	10,700	10,300	10,200	10,300	1.0%	-3.7%
Depository Credit Intermediation	5,500	5,300	5,400	5,400	0.0%	-1.8%
Nondepository Credit Intermediation	2,600	2,600	2,600	2,600	0.0%	0.0%
Insurance Carriers & Related	19,900	20,300	20,200	20,300	0.5%	2.0%
Real Estate & Rental & Leasing	18,300	18,100	18,100	18,200	0.6%	-0.5%
Real Estate	14,700	15,100	15,100	15,100	0.0%	2.7%
Professional & Business Services	137,900	140,600	141,600	141,200	-0.3%	2.4%
Professional, Scientific & Technical Services	60,400	60,700	61,100	61,000	-0.2%	1.0%
Architectural, Engineering & Related Services	10,600	11,200	11,300	11,400	0.9%	7.5%
Management of Companies & Enterprises	13,700	13,700	13,900	14,100	1.4%	2.9%
Administrative & Support & Waste Services	63,800	66,200	66,600	66,100	-0.8%	3.6%
Administrative & Support Services	60,600	62,900	63,200	62,700	-0.8%	3.5%
Employment Services	21,300	22,900	23,000	23,100	0.4%	8.5%

Sacramento--Roseville--Arden-Arcade MSA
(El Dorado, Placer, Sacramento, and Yolo Counties)
Industry Employment & Labor Force
March 2021 Benchmark

Data Not Seasonally Adjusted

	Aug 21	Jun 22	Jul 22 Revised	Aug 22 Prelim	Percent Change	
					Month	Year
Services to Buildings & Dwellings	18,900	19,900	20,200	20,200	0.0%	6.9%
Educational & Health Services	168,500	174,800	175,600	174,600	-0.6%	3.6%
Education Services	11,600	11,900	11,800	11,900	0.8%	2.6%
Health Care & Social Assistance	156,900	162,900	163,800	162,700	-0.7%	3.7%
Ambulatory Health Care Services	56,400	59,800	60,000	60,200	0.3%	6.7%
Hospitals	25,500	26,500	26,600	26,600	0.0%	4.3%
Nursing & Residential Care Facilities	16,800	17,400	17,500	17,500	0.0%	4.2%
Leisure & Hospitality	100,600	105,100	108,000	107,800	-0.2%	7.2%
Arts, Entertainment & Recreation	14,800	16,600	17,200	16,900	-1.7%	14.2%
Accommodation & Food Services	85,800	88,500	90,800	90,900	0.1%	5.9%
Accommodation	7,600	8,300	8,600	8,600	0.0%	13.2%
Food Services & Drinking Places	78,200	80,200	82,200	82,300	0.1%	5.2%
Restaurants	74,200	76,500	78,600	78,700	0.1%	6.1%
Full-Service Restaurants	32,500	33,800	35,400	35,600	0.6%	9.5%
Limited-Service Eating Places	41,700	42,700	43,200	43,100	-0.2%	3.4%
Other Services	33,800	35,800	35,900	35,900	0.0%	6.2%
Repair & Maintenance	10,400	11,600	11,700	11,600	-0.9%	11.5%
Government	236,800	247,000	237,600	240,200	1.1%	1.4%
Federal Government	14,500	14,300	14,400	14,300	-0.7%	-1.4%
Department of Defense	1,700	1,700	1,700	1,700	0.0%	0.0%
State & Local Government	222,300	232,700	223,200	225,900	1.2%	1.6%
State Government	125,900	129,500	127,600	126,000	-1.3%	0.1%
State Government Education	28,600	30,800	28,800	27,600	-4.2%	-3.5%
State Government Excluding Education	97,300	98,700	98,800	98,400	-0.4%	1.1%
Local Government	96,400	103,200	95,600	99,900	4.5%	3.6%
Local Government Education	50,600	56,500	48,100	52,200	8.5%	3.2%
Local Government Excluding Education	45,800	46,700	47,500	47,700	0.4%	4.1%
County	19,000	19,300	19,400	19,300	-0.5%	1.6%
City	10,100	10,100	10,600	10,500	-0.9%	4.0%
Special Districts plus Indian Tribes	16,700	17,300	17,500	17,900	2.3%	7.2%

Notes:

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

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

These data are produced by the Labor Market Information Division of the California Employment Development Department (EDD). Questions should be directed to: Cara Welch 916-227-0298 or 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
August 2022 - Preliminary
Data Not Seasonally Adjusted

COUNTY	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
STATE TOTAL	---	19,288,300	18,505,600	782,700	4.1%
ALAMEDA	13	831,500	805,500	26,000	3.1%
ALPINE	49	470	440	30	5.6%
AMADOR	29	14,500	13,920	580	4.0%
BUTTE	31	92,200	88,400	3,800	4.1%
CALAVERAS	16	22,340	21,640	710	3.2%
COLUSA	56	11,590	10,710	880	7.6%
CONTRA COSTA	17	555,600	537,000	18,600	3.3%
DEL NORTE	41	9,580	9,130	450	4.7%
EL DORADO	10	93,000	90,300	2,800	3.0%
FRESNO	52	457,800	431,100	26,800	5.9%
GLENN	43	12,760	12,130	630	4.9%
HUMBOLDT	24	59,800	57,600	2,200	3.7%
IMPERIAL	58	70,500	59,100	11,400	16.2%
INYO	13	8,380	8,120	260	3.1%
KERN	54	392,300	366,100	26,300	6.7%
KINGS	53	56,300	52,800	3,500	6.3%
LAKE	38	29,610	28,300	1,310	4.4%
LASSEN	24	9,140	8,800	340	3.7%
LOS ANGELES	43	4,945,900	4,702,700	243,200	4.9%
MADERA	49	63,600	60,000	3,500	5.6%
MARIN	4	131,100	128,000	3,100	2.4%
MARIPOSA	28	7,550	7,250	300	3.9%
MENDOCINO	18	38,410	37,090	1,320	3.4%
MERCED	55	117,100	109,200	8,000	6.8%
MODOC	29	3,320	3,180	130	4.0%
MONO	18	8,950	8,650	310	3.4%
MONTEREY	38	222,000	212,100	9,900	4.4%
NAPA	6	70,400	68,400	2,000	2.8%
NEVADA	10	48,680	47,220	1,470	3.0%
ORANGE	10	1,593,900	1,545,600	48,300	3.0%
PLACER	6	193,300	187,900	5,300	2.8%
PLUMAS	45	7,730	7,340	390	5.0%
RIVERSIDE	37	1,165,500	1,115,600	49,900	4.3%
SACRAMENTO	26	727,000	699,100	27,900	3.8%
SAN BENITO	32	33,300	31,900	1,400	4.2%
SAN BERNARDINO	32	1,020,000	977,500	42,500	4.2%
SAN DIEGO	18	1,587,400	1,534,200	53,200	3.4%
SAN FRANCISCO	2	577,400	563,900	13,500	2.3%
SAN JOAQUIN	46	340,000	322,400	17,600	5.2%
SAN LUIS OBISPO	5	136,200	132,500	3,700	2.7%
SAN MATEO	1	456,800	447,000	9,800	2.1%
SANTA BARBARA	9	225,000	218,500	6,600	2.9%
SANTA CLARA	2	1,059,600	1,035,000	24,600	2.3%
SANTA CRUZ	26	138,600	133,400	5,300	3.8%
SHASTA	32	72,600	69,600	3,100	4.2%
SIERRA	13	1,390	1,350	40	3.1%
SISKIYOU	42	16,520	15,730	790	4.8%
SOLANO	32	201,500	193,100	8,500	4.2%
SONOMA	6	250,400	243,400	7,000	2.8%
STANISLAUS	46	244,000	231,400	12,600	5.2%
SUTTER	49	46,600	44,000	2,600	5.6%
TEHAMA	40	25,960	24,790	1,170	4.5%
TRINITY	22	4,690	4,530	170	3.5%
TULARE	57	206,300	189,900	16,400	7.9%
TUOLUMNE	32	20,100	19,270	840	4.2%
VENTURA	22	411,200	396,800	14,300	3.5%
YOLO	18	109,500	105,800	3,700	3.4%
YUBA	48	31,100	29,400	1,600	5.3%

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

ITEM IV–F– 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



Monthly Program Information Report

August 2022

Updates from the Office of Head Start Child Health and Safety Is Top Priority

On August 31st Acting Director of the Office of Head Start, Katie Hamm, sent a message to programs regarding the highest priority of and commitment to keep all children safe and secure while attending Head Start.

Child safety data shows that adverse child safety incidents can be higher at the beginning of the program year and are more likely to occur when staff are stressed and classrooms are understaffed. Staff may experience that stress exponentially when they are new and when they do not have appropriate support for mental health and wellness, including the ability to take regular classroom breaks.

When child safety incidents do occur, grant recipients should report all significant incidents affecting the health and safety of children to the appropriate state licensing or child welfare agencies and their OHS Regional Office immediately. This includes any violations of supervision, unauthorized release, or inappropriate discipline. Grant recipients who do not report to OHS situations that endanger the health or safety of children will have monitoring findings as a result.

All staff in Head Start programs are mandated reporters and are legally obligated to report suspected child abuse or neglect to the appropriate child protection agency. Programs must have internal procedures in place when a staff member or volunteer causes an incident or suspected incident.

One important part of preventing incidents that pose a risk to children is a stable and well-trained workforce.

Programs are encouraged to create and foster a program culture that supports staff well-being and maintains high standards of conduct.

Some of the Ways Head Start Sacramento is Preparing and Responding to Child Safety:

- Maintaining appropriate teacher-child ratios in each classroom to ensure child safety and supervision at all times;
- Providing staff detailed Safety/SUPERvision training during pre-service and mid-school year;
- 24-hour reporting requirements within the grantee and delegate agencies;
- Continuous staff recruitment/on-boarding; increased wages and sign-on/retention bonuses to be more competitive in a tight hiring market
- Investing in intentional, engaging, and relevant staff development/training programs;
- Unannounced Safety/Supervision on-site monitoring reviews once per quarter in every classroom by the grantee and once per quarter by the delegate agency, totaling eight unannounced visits per year;
- Staff wellness and mental health programs and supports such as *Modern Health* resources, classes, and counseling sessions; training on self-care/stress reduction/relaxation techniques; and individual/small group coaching and mentoring for staff and leadership;
- Responding to staffing shortages with conscious decision making; ensuring staff wellness and stress levels are considered when making a decision about program operations;
- Managerial decision-making under competing expectations. This may include balancing the decision of full enrollment with staffing shortages and/or full enrollment and significant challenging behaviors in a classroom. Some decisions may result in lower performance indicators than planned/expected. While these decisions may be difficult to make, they may be necessary to ensure child/staff health and safety.



Early Smiles Sacramento Program:
Early Smiles Sacramento Program is currently providing dental screenings and fluoride varnishes for all Head Start children.

Updates from the Office of Head Start Public Services Student Loan Forgiveness

Last week President Biden announced that the Department of Education (ED) will provide targeted debt relief to address the financial harms of the pandemic and ensure a smooth transition back to regular payment as pandemic-related support expires. This will provide important financial relief for members of the early childhood workforce who too often face low compensation for their critical work.

Borrowers with annual income during the pandemic of under \$125,000 (for individuals) or under \$250,000 (for married couples or heads of households) who received a Pell Grant in college will be eligible for up to \$20,000 in debt cancellation. Borrowers who met those income standards but did not receive a Pell Grant will be eligible for up to \$10,000 in relief.

To find out whether you qualify for debt cancellation and to be notified when the process has officially opened, sign up at the Department of Education's subscription page at www.ed.gov/subscriptions.

Details about the announcement to include information on eligibility and forms will be made available at: www.studentaid.gov/debtrelief.

Guidance for Use of Funds Appropriated in the American Rescue Plan Act of 2021 (ARP)

ACF-IM-HS-22-05

Issued: August 29, 2022

The purpose of this Information Memorandum (IM) is to provide an overview and guidance on funds made available through the ARP. Grant recipients have the flexibility to determine which one-time investments best support the needs of staff, children, and families while adhering to federal, state and local guidance. In making these determinations, grant recipients should consider how the use of the one-time funds could meet both short- and long-term needs and determine whether purchasing, leasing, or contracting for services is more prudent. A list of suggested spending ideas is included at:

<https://eclkc.ohs.acf.hhs.gov/policy/im/acf-im-hs-22-05>

Upcoming COVID-19 Vaccine/Booster Clinic

SETA, in partnership with CDPH, CDC Foundation, and Mobile*Med, will be hosting the next vaccine and testing clinic.

Thursday, September 22, 2022
Capital City Early Learning Center
7220 24th Street
Sacramento, CA 95822
9:00 a.m. – 4:00 p.m.



English



Spanish

Everyone 6 months or older is now eligible for the COVID-19 vaccine. Boosters and vaccines are available. Walk-ins are available to reduce wait times, please make an appointment by pre-registering online. www.seta.org

SETA Head Start/ Early Head Start in the Community



Earlier this year, SETA launched a Head Start enrollment campaign through the support of EMRL. The campaign was designed to increase public awareness of the Head Start/Early Head Start programs and to ensure full enrollment in each center across Sacramento County. The campaign included a social media blast on *Facebook*, *Google* and *YouTube*; a 30-second commercial broadcast on *Comcast* TV and social media; rolling advertisements at the DMV; booths at in-person community events; easy click QR codes for enrollment; new marketing materials and signage for the SETA centers; and a new county-wide brand name “Head Start Sacramento”.

Results of the Campaign to Date

Leads generated from Social Media and Ad campaign = 568

	IMPRESSIONS (How many times the ad was seen)	VIEWS (How many watched the full ad)	AD CLICKS (How many clicked the link)	CLICK RATE (% of clicks)
<i>Facebook</i>	243,121	1,618	4,770	1.96%
<i>Google</i>	13,990	N/A	1,906	13.62%
<i>YouTube – Spanish</i>	148,234	76,693	305	.21%
<i>YouTube - English</i>	143,938	81,086	78	.05%
<i>Comcast</i>	10,687	8,679	N/A	
Total	569,501	168,076	7,059	--

Notes about the Campaign

- Youtube* and *Comcast* ads are video-only. They were launched primarily to help expand brand awareness for Head Start/Early Head Start. However, TV ads are generating some website traffic.
- Facebook* and *Google* (Pay Per Click or PPC ads) were launched primarily to generate enrollment leads. *Google* consistently out -performs *Facebook*, but that may be because people are seeing *Google* PPC ads when they are already searching for childcare. Their intent to select some sort of childcare is potentially higher than people who see a *Facebook* ad in their feed.
- Zip code specific postcard mailers were launched to support both brand awareness and enrollment leads. They were last sent in the spring, but the program continues to get website hits from them in August and September. The DMV advertisement and word of mouth also contributed to website visits in this reporting period.
- Each week the ads gained more traction/views. Data is as follows:

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7
Total Leads	28	120	216	321	407	486	568
Net from Last Week	28	92	96	105	86	79	82



SETA Head Start/ Early Head Start in the Community (continued)

Enrollment Leads

Applicants are asked how they heard about the program and here is what they say:

Word of Mouth	245
DMV Advertisement	10
Facebook or Instagram	192
Google	134
Previous Head Start relationship	12
Online Advertisement	63
Postcard/Mailer	7
Comcast/TV Commercial	38
Other	<u>24</u>
Total	701



Community Events Attended During the Summer

Staff participated in the following community events during the summer to recruit new enrollees and share information about the Head Start/Early Head Start program.

June

Tahoe Park Food Truck event- 3501 59th Street (95820)
Juneteenth Festival - William Land Park (95822)

July

Community Baby Shower - 700 Benton Avenue (95838)
Valley High resource Fair – 7833 Center Parkway (95823)

August

Network café – via Zoom
National Night Out - 9485 Handfield Drive (95829)
National Night Out - 4141 Winters Street (95828)
Family and Friends Community event - 4350 Taylor Street (95838)
Backpack Giveaway - 3525 Norwood Avenue (95838)
Galt Job Fair- 900 Caroline Avenue (95632)



Next Campaign Blast

CFS staff are working with EMRL to highlight a success story on the *CW31/Good Day Sacramento*. Stay tuned.

Emergency and Disaster Preparedness Training For Parents

On September 8, 2022, SETA hosted an Emergency and Disaster Preparedness Training for PAC and PC parent board members. Participants learned about safety precautions in the home and developed an emergency response plan for their families/children. Each participant left the training with a preparedness backpack, emergency resources, and safety materials. The training was a result of parent input at the Budget/Planning Committee meeting.



COVID Incident Report

D A T A

	Jan	Feb	Mar	April	May	June	July	Aug
Number of school days	20	19	23	16	20	22	20	23
Site Staff confirmed positive	59	12	2	3	18	24	31	25
Site Staff exposed in class	132	41	10	17	54	66	65	22
Children confirmed positive	94	27	9	4	10	25	18	8
Children exposed in class	565	271	78	96	391	383	285	239
Children exposed at home (reported)	420	11	1	5	17	27	14	10
Children not exposed, but whose services were delayed	283	0	0	0	0	0	0	0
Total children quarantining	1,268	11	1	5	17	27	14	10
Classroom days closed (total, all sites)	287	0	0	0	0	0	0	0
Number of distinct classrooms affected	67	30	8	7	38	44	28	23
Number of sites closed	4	0	0	0	0	0	0	0
Number of out-breaks	0	0	0	0	0	1	2	3

Note: [children exposed] + [children not exposed but whose services were delayed] = [total children quarantining]



SETA Head Start Food Service Operations Monthly Report *August, 2022

8/9/22 - Alder Grove ELC closed due to plumbing issues.
 8/15/22 - Elkhorn AM & PM classes closed due to staffing issues.
 8/17/22 - Freedom Park PM class closed due to staffing issues.
 8/18/22 - Norma Johnson class B closed due to staffing issues.
 8/18/22 - Parker closed due to water being shut off.
 8/22/22 - Dudley closed due to staffing issues.
 Sharon Neese class V closed due to staffing issues.
 Norma Johnson class A closed due to staffing issues.
 8/24/22 - Parker closed due to water being shut off.
 8/25/22 - Parker closed due to water being shut off.
 Bret Harte EHS class U closed due to staffing issues.
 8/29/22 - Alder Grove ELC closed due to staffing issues.
 Walnut Grove class W closed due to staffing issues.
 8/31/22 - Bright Beginnings closed due to staffing issues.

	Lunch	PM Snack	Breakfast	Field Trips
	32,860	28,280	30,390	0
Total Amount of Meals and Snacks Prepared				91,530

Purchases:

Food	\$120,089.92
Non - Food	\$32,663.06

Building Maintenance and Repair:	\$0.00
Janitorial & Restroom Supplies:	\$0.00
Kitchen Small Wares and Equipment:	\$0.00
Vehicle Maintenance and Repair :	\$101.04
Vehicle Gas / Fuel:	\$2,972.51
Normal Delivery Days	22

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start

August 2022

The Special Education Report shows the percentage of enrolled preschool aged children with a diagnosed disability receiving services through an Individualized Education Plan (IEP). For Early Head Start, the Special Education Report shows the number of children ages 0-3 who are receiving early intervention services through an Individualized Family Services Plan (IFSP).

Head Start Program Performance Standards Reference: 1302.14 (b)(1) states *a program must ensure at least 10 percent of its total funded enrollment is filled by children eligible for services under IDEA, unless the responsible HHS official grants a waiver.*

Agency	AFE (HS)	Total IEPs	% of AFE	AFE (EHS)	Total IFSPs	% AFE
SETA operated	1696	113	7%	660	81	12%
Twin Rivers USD	160	20	13%	56	2	4 %
Elk Grove USD	480	44	9%			
Sac City USD	676	NA*	0%			
San Juan USD	1044	56	5%	164	2	1%
WCIC	120	NA*	0%			
COUNTY TOTAL	4176	233	6%	880	85	10%

*Program Not Open

AFE: Annual Funded Enrollment

**Sacramento County Head Start/Early Head Start
Monthly Enrollment Report
August 2022**

Head Start

Agency	Funded Enrollment	(a) Last Day of Month Enrollment (8/31/22)	(b) % Actual to Funded
Elk Grove USD	480	379	79%
Sacramento City USD	676 (48) ¹	40	83%
SETA	1696	1,212	71%
San Juan USD	1044	637	61%
Twin Rivers USD	160	141	88%
WCIC/Playmate	120(0) ¹	0	N/A%
Total	4176 (3428)²	2409	70%

Early Head Start

Agency	Funded Enrollment	(a) Last Day of Month Enrollment (8/31/22)	(b) % Actual to Funded
SETA	660	586	89%
San Juan USD	164	146	89%
TRUSD	56	28	50%
Total	880	760	86%

¹ Reduced funded enrollment, due to classes/centers closed during Summer.

² Total funded enrollment in the summer months.

- (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 Program Under Enrollment

SETA

- Classroom(s) capped due to limited staffing and/or child health and safety concerns at the following sites: Bright Beginnings; Dudley; Freedom; Marina Vista; Norma Johnson - totaling 65 enrollment slots.
- SETA continues to experience staffing shortages in the following positions that support classroom ratio and/or enrollment: There are currently 36 openings within Education, 3 Home Visitors (Partners), and 4 Family Services Workers.

Elk Grove USD

- Site(s) closed due to staffing shortages -William Daylor and Miwok Village: totaling 48 enrollment slots.
- There are currently openings in the following positions that support direct classroom functions and the direct enrollment of families and review of eligibility documents and data entry: 3 Teachers (Pleasant Grove and Irene B West); 5 Special Para Educators; 7 General Ed Para Educators; 4 Office Assistant, 1 Program Specialist; and Bilingual Advocate position.

Sacramento City USD

- Two 12-month sites open during summer months. Return to full services September 1, 2022.
- Hiram Johnson was under enrolled due to a health and safety issue regarding plumbing at the location. Facilities identified the issue, work to repair the pipes would relocate students to Elder Creek to continue services. Eight families due to transportation, choose to continue the enrollment once the plumbing issue is resolved at Hiram Johnson.

San Juan USD

- Majority of families that submit PEL's (Preschool Eligibility List) are over income and ineligible for our programs. With the recent addition of SNAP benefits as a qualifier for eligibility, we are seeing a very small increase in the number of eligible families.
- Staffing has been difficult with the increase in opportunities in TK in the K-12 school district. Higher pay compared to K-12 is minimizing our candidate pool. SJUSD is down 2 overall program Secretaries; 1 Content Specialist; 12 Teachers, 10 Child Development Assistants due to retirement or transition to K-12 position; and 23 Non-Instructional Support Aids.
- All positions are difficult to fill due to the backlog at HR supporting all open positions across the district and overall staffing shortages across the state.
- New TK openings are hindering enrollment.

Twin Rivers USD

- Staffing shortage in the following areas of education and enrollment: 3 Teachers, 2 Para Educators and 2 ERSEA positions.
- The following classroom(s) are closed due to limited staff: Village and Rio Linda totaling 16 enrollment slots.
- The following classroom(s) are capped due to limited staff: Morey; Oakdale; Rio Linda totaling 26 enrollment slots.

Strategies/Action Step(s) for Under Enrollment

SETA

- The following employment search websites and postings were used for recruitment: CA Head Start Assoc., CalJOBS, Indeed, Zip Recruiter, SETA website, Ed Join, Handshake, PC and PAC announcements. From recruitment efforts, 19 staff on-boarded and 4 left the Agency in August within the following classification(s): Associate Teacher and Child Care Teacher Assistant.
- For the month of August, SETA engaged in the following partnerships to increase awareness of Head Start services and community visibility: Birth and Beyond Diaper Fair; National Night Out, Taylor Street Family and friends Community Event, Robertson Center Backpack Giveaway.
- Revised enrollment flyers to include SNAP/CalFresh logo and QR codes to provide families with new eligibility requirements and convenient access to the online inquiry form.
- Currently using a temporary staff to contact families from inquiry list, support families with uploading eligibility documents and follow-up with status of enrollment for preferred locations.

Elk Grove USD

- Continuing community outreach and recruitment with advertisement of programs through the district website and social media platforms.
- Continuing to recruit parents for the Para positions and conducting interviews frequently as possible when candidates have been screened in by the HR Dept.

Sacramento City USD

- Continuing recruitment, going out into the community to pass out flyers at different events.
- Created business cards for all staff to recruit while out in the community.
- Hired six per diem staff during summer to focus full enrollment for the upcoming school year, and help recruit parents with high needs for the full day programs.

San Juan USD

- School Community workers, admin, and ERSEA content will be doing Flyer Fridays where areas are identified by enrollment data and recruitment flyers in 4 languages are distributed to schools, community agencies, and businesses in the surrounding areas. Targeted low enrollment areas on the west side of the district 95662 and 95610.
- Distribute class sets of flyers to district schools without a preschool to send home with Kinder and 1st grade families on the first days of school to educate about preschool opportunities.
- Registration team attended four events to partner with San Juan's Family and Community Engagement (FACE) department at various family engagement and enrollment events. At these events, staff greet families, share information about our programs and assist them with completing PEL's.
- Partnering with the HR department to host hiring events to fill vacancies. We had 2 hiring events in August and have 3 scheduled for September. In the front offices, staff post informational flyers about hiring opportunities as well as the recruitment bonus offered by the district. Staff have weekly meetings with the HR department to discuss vacancies, interviews, on-boarding, and orientations.
- AFST's are traveling to schools in other regions of the district to enroll families who have transportation issues and to meet with new families.
- School Community Workers, Admin, and ERSEA Content met with McKinney Vento San Juan Unified team and are creating a shared spreadsheet for recruiting and referrals.
- Updating the website to help educate families on the programs and make it more user friendly.

- Using a temp for inputting enrollment data in order to allow AFSTs for more time to recruit and enroll.

Twin Rivers USD

- Continuing community outreach and recruitment during program closure in summer months: Mail recruitment flyer to zip codes with low enrollment, post on various social media platforms.
- The Office Manager (ERSEA) position was filled on 8/28/22. This position is being trained and working on access to all systems. The Admin Clerk (ERSEA) position is being negotiated by HR to ensure that the work calendar includes the summer months. The summer months are the most essential to completing ERSEA registration.
- All other positions are posted on Edjoin/Team Tailor. Staff screens, interviews, and recommendation of staffing to HR for hiring.

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. INTERIM EXECUTIVE DIRECTOR'S REPORT: This item is set aside to allow the SETA Interim 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 Interim Executive Director's Report also allows the opportunity for the SETA Interim 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.