

## AGENDA

### Sacramento Employment and Training Agency COMMUNITY ACTION BOARD Regular Meeting

**Wednesday October 8, 2025, 10:00 a.m.**  
925 Del Paso Boulevard, Suite 100, Board Room,  
Sacramento, CA 95815

#### PUBLIC COMMENT PROCEDURES

In response to AB 2449, the Sacramento Employment and Training Agency (SETA) Community Action Board is conducting this meeting utilizing a hybrid approach, permitting members of the public to participate in person or via Zoom. Public comments will be accepted until the adjournment of the meeting, distributed to the members of the Board and included in the record.

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

#### In-Person Public Comment

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

#### Zoom Public Comment

Members of the public may participate in the meeting via Zoom by clicking the [Zoom link](#), or listening to the meeting on one tap mobile +16699006833, 86395288042# US (San Jose).

Meeting ID: 863 9528 8042

Passcode: 900919

[Find your local number](#)

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

#### Accommodations

Request for Assisted Listening Devices or other considerations should be made through the Clerk's office at (916) 263-3753. Closed captioning will be available.

This meeting is digitally recorded and available to members of the public upon request.

This document and other Board meeting information may be accessed through the Internet by visiting the SETA webpage: [www.seta.net/board/board-agendas](http://www.seta.net/board/board-agendas).

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#### GOVERNING BOARD

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**Rich Desmond**  
BOARD OF SUPERVISORS  
County of Sacramento

**Eric Guerra**  
MAYOR PRO TEM  
City of Sacramento

**Patrick Kennedy**  
BOARD OF SUPERVISORS  
County of Sacramento

**Vacant**  
PUBLIC REPRESENTATIVE

**Mai Vang**  
COUNCILMEMBER  
City of Sacramento

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**Anita Maldonado, Ph. D.**  
EXECUTIVE DIRECTOR

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**CALL TO ORDER**  
**ROLL CALL**  
**Introduction of New Members**

- I. **CONSENT ITEM:**
  - A. Approval of Minutes of August 13, 2025, Regular Board Meeting 2-34
  
- II. **PRESENTATIONS:**
  - A. Next Move Homeless Services Inc.
  - B. First Steps Communities
  - C. St. John's Program for Real Change
  
- III. **ACTION/DISCUSSION ITEMS:** None
  
- IV. **INFORMATION ITEMS:** None
  
- V. **REPORTS TO THE BOARD:** 35
  - A. Chair
  - B. Executive Director
  - C. Deputy Director/Program Manager
  - D. Members of the Board
  - E. Public
  
- VI. **ADJOURNMENT**

**DISTRIBUTION DATE:** Wednesday, September 1, 2025

Community Action Board meeting hosted by:  
Dominique Espinosa (Chair), Leslie Taylor (Vice Chair),  
Debra Cummings (Secretary/Treasurer)

**COMMUNITY ACTION BOARD  
MEETING ATTENDANCE  
2025**

X – Present; A – Absent

| <b>BOARD MEMBER</b>  | <b>Represented Sector</b> | <b>1/8</b> | <b>2/12</b> | <b>3/14</b> | <b>4/9</b> | <b>5/14</b> | <b>6/11</b> | <b>7/9</b> | <b>8/13</b> | <b>9/9</b> | <b>10/8</b> | <b>11/12</b> | <b>12/10</b> | <b># of meetings attended</b> |
|--|---------------------------|------------|-------------|-------------|------------|-------------|-------------|------------|-------------|------------|-------------|--------------|--------------|-------------------------------|
| Peter Coyl<br>(Appointed 5/11/22)                                  | Public Sector             | X          | X           |             |            | X           | A           | X          | A           |            |             |              |              |                               |
| Wilfredo Cruz<br>(Appointed 3/6/25)                                | Private Sector            |            |             |             |            | X           | A           | A          | X           |            |             |              |              |                               |
| <del>Aterious Cuffee</del><br>(Appointed 4/8/25)                   | Low Income Sector         |            |             |             |            | X           | ALT         | X          | A           |            | R           |              |              |                               |
| Debra Gipson<br>(Appointed 6/30/23)                                | Low Income Sector         | X          | X           |             |            | X           | X           | X          | X           |            |             |              |              |                               |
| LaShelle Dozier<br>(Appointed 4/2/15)                              | Public Sector             | A          | A           |             |            | X           | A           | X          | X           |            |             |              |              |                               |
| Dominique Espinosa<br>(Appointed 8/1/19)                           | Low Income Sector         | X          | X           |             |            | A           | A           | A          | X           |            |             |              |              |                               |
| Graciela Garduno<br>(Appointed 2/23/24)<br>Alt.: Franschelle Brown | Low Income Sector         | X          | A           |             |            | X           | X           | A          | X           |            |             |              |              |                               |
| Renee John<br>(Appointed 4/6/23)<br>Alt.: Yzabelle De La Cruz      | Private Sector            | X          | X           |             |            | X           | X           | X          | X           |            |             |              |              |                               |
| Leslie Taylor<br>(Appointed 8/1/24)                                | Public Sector             | X          | X           |             |            | X           | A           | X          | X           |            |             |              |              |                               |

\*Special meeting

ALT – Alternative Representative present

**CONSENT ITEM I-A**  
**Approval of Minutes of August 13, 2025, Regular Board Meeting**

Presenter: Julie Davis-Jaffe

**RECOMMENDATION:**

Review, make any necessary corrections, and approve the minutes.

**BACKGROUND:**

Attached are the minutes of August 13, 2025, regular Board meeting.

## MINUTES/SYNOPSIS

### Sacramento Employment and Training Agency COMMUNITY ACTION BOARD Regular Meeting

Wednesday August 13, 2025. 10:00 a.m.

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

#### CALL TO ORDER

#### ROLL CALL

#### Introduction of New Members

Ms. Espinosa called the meeting to order at 10:06 a.m. The roll was called and a quorum was established.

#### Members Present:

LaShelle Dozier, Sacramento Housing & Redevelopment Agency  
Debra Gipson, Secretary/Treasurer, Our Kids Community Breakfast Club  
Renee John, Valley Vision  
Leslie Taylor, Vice Chair, Child Action, Inc. (*left the meeting at 11:02 a.m.*)  
Graciela Garduno, Head Start Policy Council  
Dominique Espinosa, Chair; Mutual Housing California  
Wilfredo Cruz, Community Resource Project

#### Members Absent:

Aterious Cuffee, Head Start Policy Council  
Peter Coyl, Library Director & CEO, Sacramento Public Library

#### I. CONSENT ITEM:

##### A. Approval of Minutes of July 9, Regular Board Meeting

The minutes were reviewed; there were no corrections.

Moved/Dozier, second/Taylor to approve the minutes of July 9, 2025, regular meeting as distributed.

#### Roll call vote:

Aye: 7 (Dozier, Espinosa, Taylor, Garduno, Cruz, Gipson, John)

Nay: 0

Abstention: 0

Absent: 2 (Coyle, Cuffee)

#### II. PRESENTATION:

##### A. Folsom Cordova Community Partnership

Ms. Marisol Anaya and her colleague presented on the programs of the Folsom Cordova Community Partnership. The presentation is attached to these minutes.

**B. The Salvation Army**

Ms. Jennifer Howard presented on the Salvation Army services. The presentation is attached to these minutes.

The Board expressed gratitude to the presenters for their hard work in the community.

**III. ACTION/DISCUSSION ITEMS: None**

**IV. INFORMATION ITEMS:**

- A.** CSBG Fiscal Monitoring Reports: No questions
- B.** CSBG Fiscal and Program Monitoring Schedules: No questions
- C.** Program Operator Report – 2<sup>nd</sup> Quarter Report: No questions
- D.** Satisfaction Survey Report – 2<sup>nd</sup> Quarter: No questions

Ms. Davis-Jaffe reviewed information items A-D and informed the Board that, due to changes in insurance, River City Food Bank will no longer be able to serve as SETA's provider. The remaining funds will be redirected into direct services through the Mather Community Campus and the Job Center System. SETA has already expended over \$200,000 of the Community Service Block Grant (CSBG) funds through the Job Center System to support individuals with rental assistance, food, and other essential needs.

Ms. John asked for the rationale behind SETA's decision not to authorize deposits within the rental assistance provided at the upcoming meeting. She is particularly interested in understanding the specific conditions within the Community Services Block Grant (CSBG) framework that might be contributing to this decision.

**IV. REPORTS TO THE BOARD:**

- A.** Chair: No report
- B.** Executive Director:  
Ms. Maldonado, along with Ms. Tarianna Perez, presented the 2<sup>nd</sup> Quarter Strategic Plan report. The presentation is attached to these minutes.

Ms. Taylor left the meeting at 11:02 a.m.

- C.** Deputy Director/Program Manager:  
Ms. Davis-Jaffe informed that the Request for Proposals (RFP) for CSBG funding was approved at the last SETA Governing Board meeting. The Offerors Conference will take place tomorrow. She encouraged any interested members to join the reading team once the proposals are submitted. A recommendation will be presented to the Board for approval at the November meeting.
- D.** Members of the Board: None
- E.** Public: None

**VI. ADJOURNMENT:** The meeting adjourned at 11:06 a.m.

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

Safety Net 2025

# Folsom Cordova Community Partnership



# Folsom Cordova Community Partnership



**Who We Are:** The Folsom Cordova Community Partnership is a 501(c)3 non-profit organization dedicated to building strong families and empowering individuals to achieve self-sufficiency and career success.

**Our Mission** We provide vital resources and support through our Family Resource Center and Job Center, offering a "one-stop" experience for families to identify their needs and reach their goals. We believe in building on family strengths to overcome challenges.

**Two Key Focus Areas:**

- Preventing child abuse through parent education, family activities, and essential resources.
- Supporting self-sufficiency by offering job search assistance, career training scholarships, youth leadership programs, and refugee/asylee employment support.

**Our Commitment:**

We predominantly serve families and youth in Rancho Cordova, Folsom, and nearby communities, connected by local schools and the Highway 50 corridor. Together, we foster growth and partnership to meet community needs. However, our agency can provide support to participants that live in Sacramento County.

# History and Geographic Information of the community FCCP serves



Community Action Board

- The Folsom Cordova Community Partnership (FCCP) supports families across various neighborhoods in the greater Sacramento area, including zip codes like 95826, 95827, 95830, 95608, 95610, 95628, 95630, 95655, 95670, and 95742. We provide essential services and resources to help families in both urban and suburban areas. Our goal is to strengthen family well-being through targeted support and outreach.
- Founded in 1992 as a schools foundation, FCCP has grown into a vital community resource. Key milestones include:
  - - 1998: Became a Birth & Beyond Family Resource Center, offering parent education and home visitation for at-risk families.
  - - 2008: Expanded services to include crisis resources and short-term case management.
  - - 2020: Responded to COVID-19 with testing and vaccine outreach in underserved communities.

# FCCP Overview

**Birth & Beyond Home Visitation**- Birth and Beyond Home Visitation offers tailored parenting education and assistance to expectant mothers and families with children, tailoring their support based on the ages of the children within the household. Home visitors provide essential guidance on parenting techniques, nutrition, health, and child development, ensuring that families receive relevant and personalized information. Moreover, they facilitate connections to community resources, establishing a resilient support system to empower families in navigating their parenting journey effectively.

## **Community Support Services**

**Safety-Net services:** offer personalized 1 to 1 crisis assessment, community-based advocacy, resource/referral support, and short-term, solution-focused case management. Assistance extends to various urgent needs such as emergency food and diaper provision, utility shut-off prevention, Regional Transit passes, and eviction avoidance. Additionally, we provide support in navigating short-term housing searches to ensure immediate safety and stability for individuals and families in need.

**Family Resource Center Services:** Empowering Families Services at our Family Resource Center provides parenting workshops, support groups, exercise classes, and community events designed to help families thrive. These free programs offer parents tools to enhance communication, promote child well-being, prevent maltreatment, and foster social support, while also connecting them to valuable community resources.

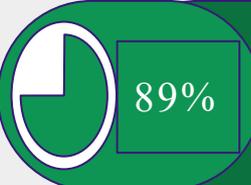
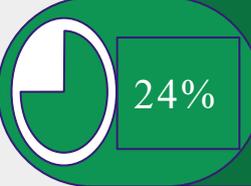
# Accomplishments for FCCP using Safety Net Funds



Community Action Board

## Target Support Services

## Support Provided this far

|  |  |  |
|--|--|--|
|   | <ul style="list-style-type: none"><li>● <b>Food Voucher</b><br/># of households 19</li></ul>       | <ul style="list-style-type: none"><li>● Served 17 households</li></ul> |
|   | <ul style="list-style-type: none"><li>● <b>Eviction Avoidance</b><br/># of Households 33</li></ul> | <ul style="list-style-type: none"><li>● Served 8 households</li></ul>  |
|  | <ul style="list-style-type: none"><li>● <b>Utility Assistance</b><br/># Of Households 28</li></ul> | <ul style="list-style-type: none"><li>● Served 17 households</li></ul> |

# AfterCare Support: Strengthening Long Term Connections:

After providing critical support like utility, eviction, or food vouchers, our Family Resource Center (FRC) stays in touch with participants to help them achieve long-term self-sufficiency and stability.

## Ongoing Participant Engagement:

### - Follow-Up Contact:

- Regular check-ins by phone, email, or in-person to review progress and address any needs.
- Scheduled appointments to manage ongoing support services.

### - Program Participation:

- Encouraging participants to join workshops on skills like financial literacy, job training, and family support.
- Invitations to community events, family activities, and educational sessions.

### - Resource Updates:

- Sharing new information on services, grants, and assistance programs.
- Sending newsletters and updates to keep participants informed.



# Any Questions?

# The Salvation Army Family Services



**3213 Orange Grove Ave., North Highlands Ca., 95660**

CSBG funding at Family Services covers:

- Motel Vouchers
- First Month's Rent
- Eviction Avoidance
- Utility Assistance (SMUD)

# The Salvation Army Family Services



Other service provided at this location include

- SMUD (Energy Assistance)
- PG & E Assistance (Reach)
- Client Choice Food Pantry
- CSFP – Food For Seniors
  - The Diaper Program
  - The Angel Tree Program
- Anti-Displacement funding for those in Oak Park



# The Salvation Army Center of Hope Emergency Shelter

We are a 140-bed emergency shelter. Access to the shelter is through direct referrals from 211 and Veteran's Administration. Clients stay up to 90 days, with possible extensions up to 1 year.

Services Provided include:

- Weekly Case Management
- Meals
- Laundry services
- Housing resources and application assistance
- Employment resources and application/resume assistance, if needed
- Mental Health and Addiction treatment referrals, if needed





# The Salvation Army Next Step Transitional Housing Program

We are a 52 bed men's Transitional housing program which provides a clean and sober environment to assist clients in becoming self sufficient. May be self-referred or directly referred.

Clients are expected to gain and maintain employment within the first 30 days of their stay. After 30 days client will begin to pay Service Fees of \$500 per month. Clients may stay up to 2 years.

Services Provided include:

- Case Management
- Employment resources
- In-house AA/NA and Celebrate Recovery meetings
- Meals
- Access to free laundry services
- Drug/Alcohol testing





# The Salvation Army E. Claire Raley Transitional Housing

We are a 32-unit apartment complex for families. This program is a clean and sober transition housing program that focuses on families becoming self sufficient. Access to this program is through direct referrals from community partners. Clients pay a monthly service fee during their stay and may stay 1 year with possible extension not to exceed 2 years.

Services Provided include:

- Referral to community partners to assist with job placement.
- Case Management
- Drug/Alcohol testing
- Assistance with building a saving account
- Money management skills
- Much more





# The Salvation Army Work Force Development Programs

We offer 2 separate trainings:

- Construction Training Program (CTP) which is 4 weeks in length. Client receive OSHA certification and will be ready to enter the work force in the construction trade.
- Culinary Arts Training Program (CATP) which is 16 weeks in length. Client will be Serve Safe Certified and receive their Food Handlers Card after successfully completing the program. Clients will gain all the skill necessary to enter the work force in the culinary field.





# 2nd Quarter Strategic Plan Report

August 13, 2025

Presented by:  
Anita Maldonado, Ph.D.



# SETA STRATEGY AND DIRECTION



## Vision

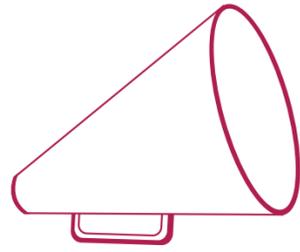
A Sacramento County where all communities facing barriers can achieve their fullest potential in school, work, and life.



## Mission

SETA transforms lives by supporting programs and partners that empower people to thrive.

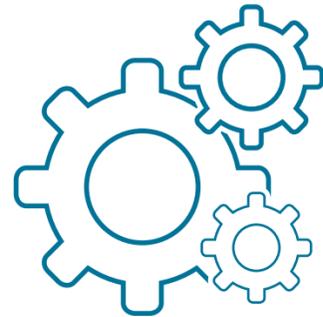
## STRATEGIC INITIATIVE 1



### Awareness

We will enhance the clarity of our messaging for external and internal audiences, ensuring that all stakeholders are well-informed about SETA's activities, purpose, and strategic direction.

## STRATEGIC INITIATIVE 2



### Cohesion

We will invest in our people and processes to increase internal cohesion and culture, particularly by identifying synergies between teams, strengthening equity programs, and better supporting staff.

## STRATEGIC INITIATIVE 3

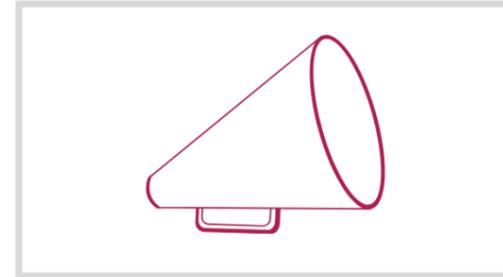


### Partnerships

We will intentionally work to provide the necessary supports and resources for the hundreds of subrecipients and partners SETA works with.

# STRATEGIC PLAN 2025-2028

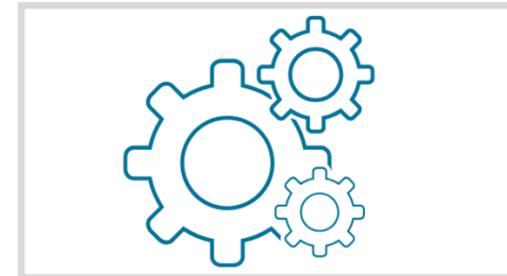
**IMPROVE AWARENESS**



**ACTION STEPS**

- Develop Messaging and Brand Identity
- Back it up with Metrics and Stories
- Invest in Outgoing Outreach
- Track Efforts and Measure Results

**STRENGTHEN COHESION**



**ACTION STEPS**

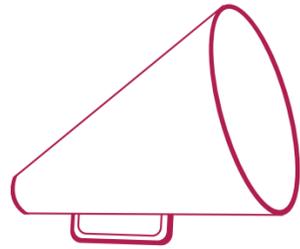
- Enhance Communication
- Promote Collaboration
- Improve Visibility
- Promote Welcoming Culture
- Strengthen Accountability
- Improve Accessibility of Senior Leadership
- Develop Training Program
- Pursue Continuous Improvement

**BUILD PARTNERSHIPS**



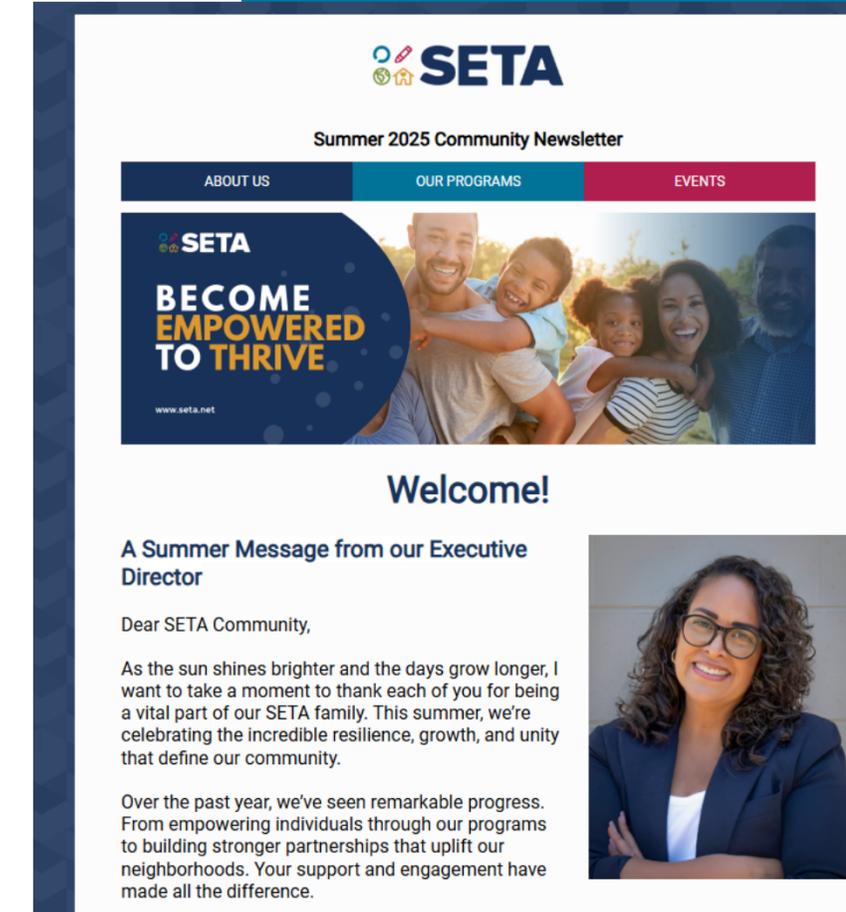
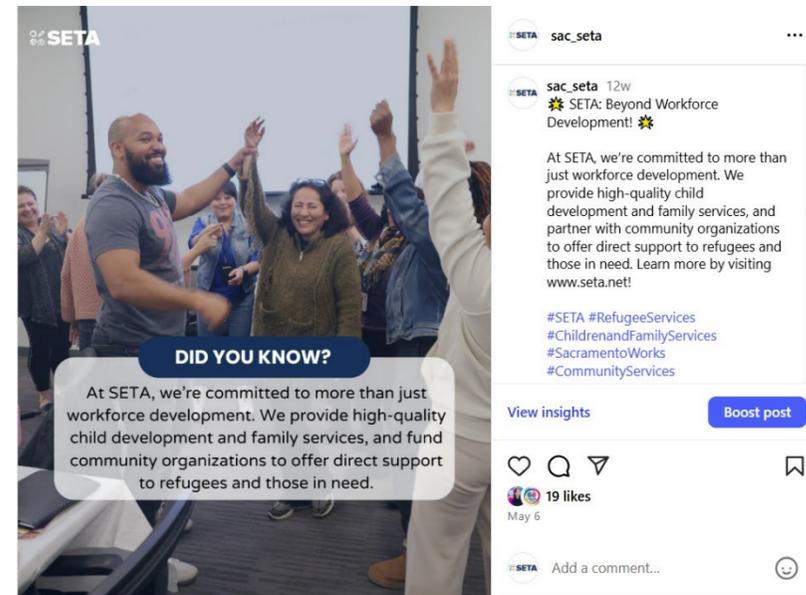
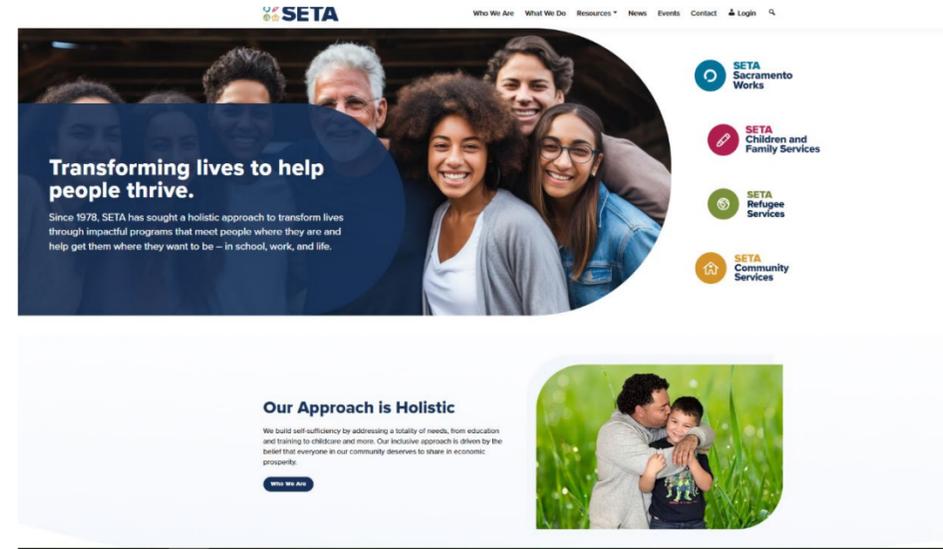
**ACTION STEPS**

- Establish Clear Communication Channels
- Standardize Information and Processes
- Facilitate Partner Interactions

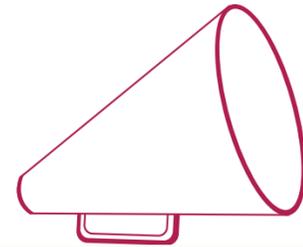


# Awareness

- CAP-to-CAP Hill Visits
- Job Fairs resulting in 34 offers
- Defensive Driver Training for Facilities/Kitchen
- Finalized Agency Website
  - [News Articles/Testimonials](#)
- External Newsletter
- Social Media
- Outreach Training
- [SETA Video](#)



# Social Media



**Top posts**

SETA May 16, 23:00

Happy #FunFriday! SETA is showing our love for #CommunityActionMonth through an array of staff selfies!

Community Action Month is a time to recognize the tireless efforts

6 likes

SETA Apr 25, 23:35

Let's end this week with an #AppreciationPost! We are so thrilled to honor our amazing admin and facilities team! Join us in giving them a huge shoutout for all their hard work and dedication!

6 likes

SETA Jun 16, 16:02

Helping Little Learners Take Big Steps! 📖 At SETA, we believe every child deserves a strong start in their educational journey. One way we do that is by equipping children with essential school

3 likes

**Top posts**

sac\_seta Apr 23, 20:43

The staff within our #SETAHeadStart program love what they do. They love helping children grow and develop, all while empowering parents. The work that we do not only affects the

21 likes

sac\_seta Apr 25, 23:35

Let's end this week with an #AppreciationPost! We are so thrilled to honor our amazing admin and facilities team! Join us in giving them a huge shoutout for all their hard work and dedication!

20 likes

sac\_seta May 06, 19:00

🌟 SETA: Beyond Workforce Development! 🌟 At SETA, we're committed to more than just workforce development. We provide high-quality child development and family services, and partner

19 likes

**Top posts**

SETA Jun 09, 20:30

**DEADLINE: MONDAY, JULY 7TH**

**JOIN OUR GOVERNING BOARD!**

SETA is currently seeking a passionate, community-minded individual to serve as a Community Representative on our Governing Board! This is a rewarding opportunity to help guide

19 reactions

SETA Apr 15, 19:30

We are thrilled to announce our participation in the Capital Region Biotech Talent Partnership, funded by the We Prosper Together Initiative. This partnership aims to build pathways to biotech

17 reactions

SETA Apr 14, 17:30

**JOIN OUR TEAM**

🌟 Join Our Team at SETA! 🌟 Are you passionate about making a difference in your community? SETA is looking for dedicated individuals to join our team and help transform lives through

16 reactions

**Top posts**

sac\_seta Apr 23, 20:30

**#SETAHeadStart**

Our Head Start Program serves over 4,500 kids daily! Through a high quality preschool program, we ensure kids and families have the support they need in nutrition, health, social-emotional learning

7 likes

sac\_seta Jun 12, 20:58

Head Start turned 60 this year! Our Head Start sites did an amazing job celebrating with families. Here's a little recap! Learn more at [www.seta.net](http://www.seta.net)!

6 likes

sac\_seta Jun 16, 16:55

**ASSEMBLY**

Every year, our staff put together over 500 backpacks for our kiddos who are getting ready to transition to Kindergarten! Check out the process and the reasons why we love doing this! #earlylearning

2 likes

SETA May 16 · 🌐

Happy #FunFriday! SETA is showing our love for #CommunityActionMonth through an array of staff selfies!

Community Action Month is a time to recognize the tireless efforts of individuals and organizations who work to uplift others, and build stronger, more resilient communities. Our compassion and commitment are the heartbeat of change. ❤️

Let's continue to support, celebrate, and strengthen our communities—together. 🌍🌟

[CalCAPA Head Start Sacramento Head Start Region 9 Head Start Association Head Start California Sacramento Works](#)

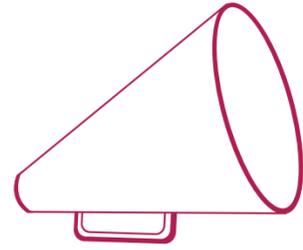
¡Feliz #ViernesDivertido! ¡SETA está mostrando nuestro amor por el #MesDeLaAcciónComunitaria con una serie de selfies del personal!

El Mes de la Acción Comunitaria es un momento para reconocer los incansables esfuerzos de individuos y organizaciones que trabajan para elevar a los demás y construir comunidades más fuertes y resilientes. Nuestra compasión y compromiso son el latido del cambio. ❤️

Sigamos apoyando, celebrando y fortaleciendo nuestras comunidades—juntos. 🌍🌟



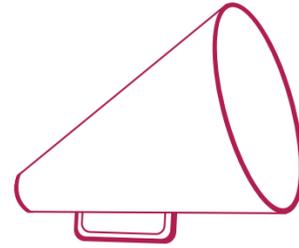
## Outreach



- Created a centralized Excel Sheet on Teams
- Centralized equipment and material tracking sheet



# Community Newsletters



- 326 contacts in Newsletter Distribution List vs. less than 100 in last quarter
  - Partners receive as well
- Spring Newsletter – 62% open rate
- Summer Newsletter – 60% open rate

## Summer

### Email Performance

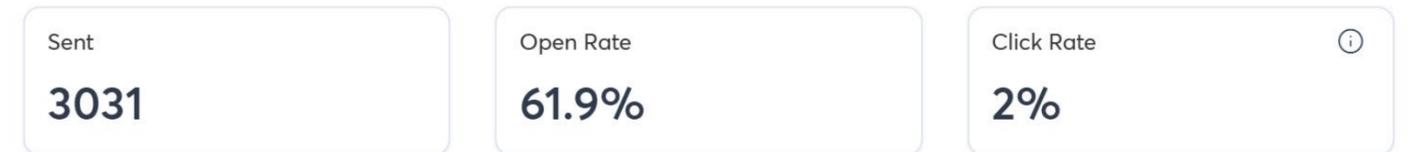
See how your emails are doing with your audience.

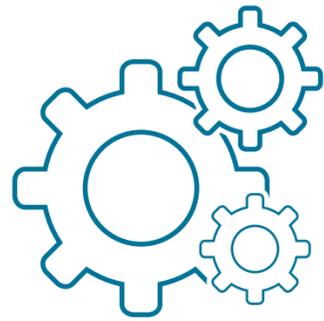


## Spring

### Email Performance

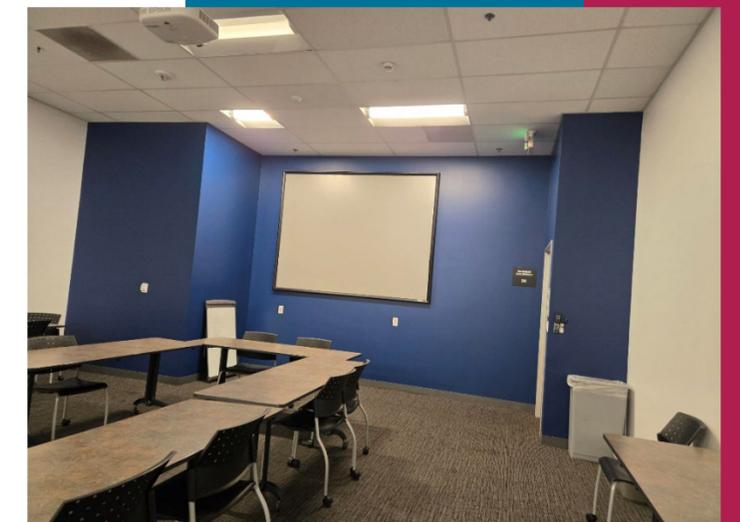
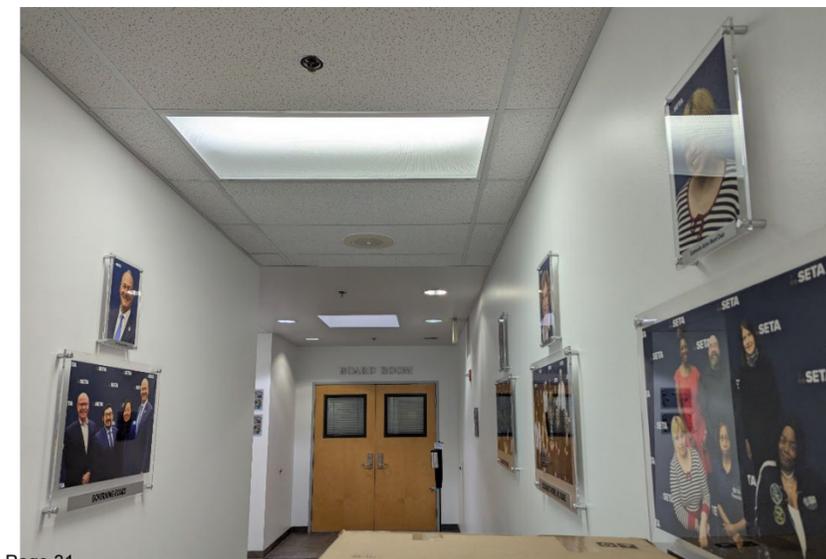
See how your emails are doing with your audience.





## Cohesion

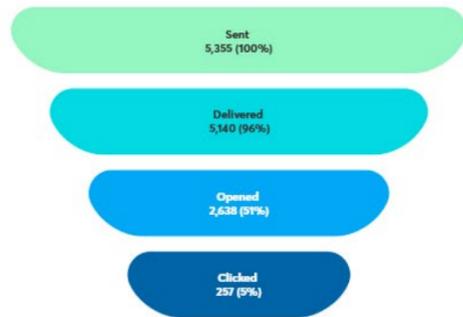
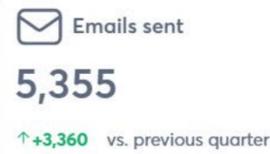
- New Labor Negotiator for Labor Management Committee (LMC)
- Candidate sourcing for Governing Board Community Representative position
- Fiscal “Get to know us” throughout agency
- Fiscal improvements to procedures and processes to increase efficiency
- Increased engagement with Ask Anita Anything Series
- Hired Staff Development and Training Officer
- Building Enhancements
- Increased Safety Efforts
- Started planning for All Staff Meeting
- Streamlined recruitment process
- Implemented new onboarding model
- Onboarding of new WC carrier including site tours
- Third-party Leave Management Platform



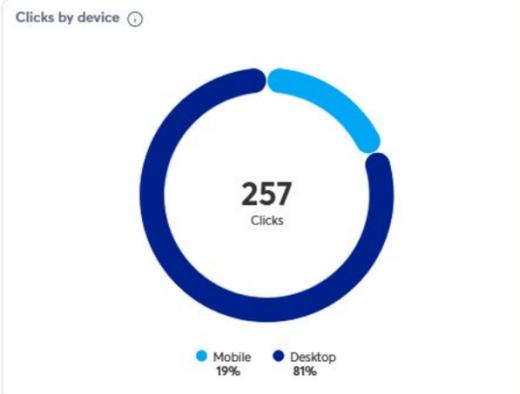
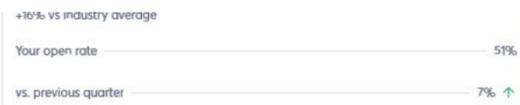
## Staff Newsletters

### Email performance

Download as ▾



\*Percentages are based on total emails sent

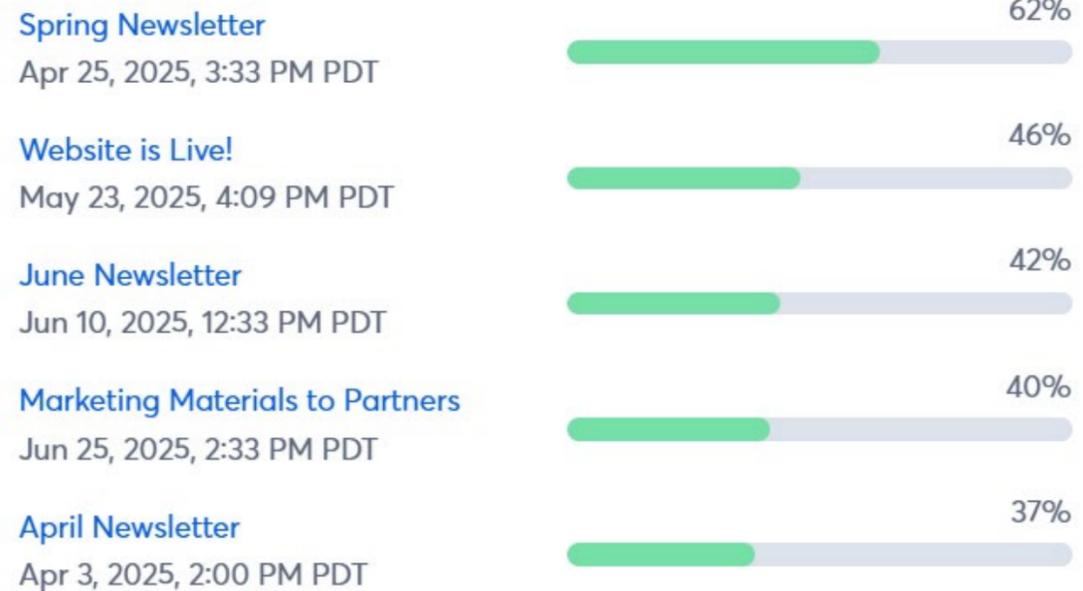


“The visual of the board members were nice.”

“It is a good way to keep all staff informed about what is happening in our agency on an overview monthly newsletter.”

### Top performing campaigns by Open Rate

Open Rate ▾





**Partnerships**

- Cross Advisory Board Grant Award
- Partnership with DHA and Child Support
- Quarterly Delegate Director's Meetings
- Fiscal One on One Meetings with Partners
- Fiscal Weekly Meetings with PAC/PC Parents
- Established new partnership with OH West
- CAP to CAP Networking
- Concluded Job Center Visits (13)
- Partners received all our marketing materials



The **James Irvine**  
Foundation



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## REPORTS TO THE BOARD ITEM V

### A. **Chair**

The Chair of the SETA Community Action Board on a regular basis, receives numerous items of information concerning legislation, current programs, and agency activities.

The important information from the material received and meetings attended will be shared with the entire Board and the method proposed by the Chair is to give a verbal report at each regular meeting. It will also allow time for the Board to provide input on items that may require future action.

### B. **Executive Director**

This item is set aside to allow the Executive Director of the Community Action Program 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 Community Action Board packet.

The Executive Director's Report also allows the opportunity for the Executive Director to apprise the Board of upcoming events, significant agency activities, or conferences.

### C. **Deputy Director/Program Manager**

This item provides an opportunity for Ms. Julie Davis-Jaffe, the CSBG program manager, and Mr. Roy Kim, the Deputy Director, to provide an oral report on issues not included in the agenda packet.

### D. **Members of the Board**

This item provides the opportunity for SETA Community Action Board members to raise any items for consideration not covered under the formal agenda. It also provides the opportunity for Board members to request staff to research or follow up on specific requests or to ask that certain items be placed on the next agenda.

### E. **Public**

Participation of the general public at SETA Community Action Board meetings is encouraged. Members of the audience are asked to address their requests to the Chair, if they wish to speak.