

AGENDA

Sacramento Employment and Training Agency COMMUNITY ACTION BOARD Regular Meeting

Wednesday February 11, 2026, 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. 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. 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, 87867553264# US (San Jose).

Meeting ID: 878 6755 3264

Passcode: 505765

[Join Instructions](#)

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.

GOVERNING BOARD

Rich Desmond

BOARD OF SUPERVISORS
County of Sacramento

Eric Guerra

MAYOR PRO TEM
City of Sacramento

Patrick Kennedy

BOARD OF SUPERVISORS
County of Sacramento

Devoun Stewart

PUBLIC REPRESENTATIVE

Mai Vang

COUNCILMEMBER
City of Sacramento

Anita Maldonado, Ph. D.

EXECUTIVE DIRECTOR

CALL TO ORDER
ROLL CALL
Introduction of New Members

I.	CONSENT ITEM:	
	A. Approval of Minutes of January 14, Regular Board Meeting	2-5
II.	PRESENTATION:	
	A. Capitol Area Development Authority (CADA)	
III.	ACTION/DISCUSSION ITEMS:	
	A. Discussion Based on CADA Presentation (Julie Davis-Jaffe)	6
IV.	INFORMATION ITEMS:	
	A. Community Services Block Grant (CSBG) Fourth Quarter Report (Julie Davis-Jaffe)	7-11
	B. Satisfaction Survey Report – 4th Quarter (Julie Davis-Jaffe)	12-13
	C. CSBG 2026 Monitoring Calendar	14-15
	D. Annual Strategic Plan Report (Anita Maldonado)	16
V.	REPORTS TO THE BOARD:	17
	A. Chair	
	B. Executive Director	
	C. Deputy Director/Program Manager	
	D. Members of the Board	
	E. Public	
VI.	ADJOURNMENT	

DISTRIBUTION DATE: Wednesday, February 4, 2026

Community Action Board meeting hosted by:
Leslie Taylor (Chair), Wilfredo Cruz (Vice Chair),
and Debra Cummings (Secretary/Treasurer)

**COMMUNITY ACTION BOARD
MEETING ATTENDANCE
2026**

X – Present; A – Absent

BOARD MEMBER	Represented Sector	1/14	2/11	3/11	4/8	5/13	6/10	7/8	8/12	9/9	10/14	11/11	12/9	# of meetings attended
Peter Coyl (Appointed 5/11/22)	Public Sector	X												
Wilfredo Cruz (Appointed 3/6/25)	Private Sector	X												
Franschelle Brown (Appointed 10/28/25) Alt: Craig Fowler	Low Income Sector	X												
Debra Gipson (Appointed 6/30/23)	Low Income Sector	X												
Dominique Espinosa (Appointed 8/1/19)	Low Income Sector	A												
Graciela Garduno (Appointed 2/23/24) Alt: Yaneika James	Low Income Sector	X												
Renee John (Appointed 4/9/22) Alt.: Yzabelle De La Cruz	Private Sector	X												
Chloe Pan (Appointed 10/2/25)	Private Sector	X												
Leslie Taylor (Appointed 8/1/24)	Public Sector	X												

*Special meeting
ALT – Alternative Representative present

CONSENT ITEM I-A
Approval of Minutes of January 14, 2026, Regular Board Meetings

Presenter: Julie Davis-Jaffe

RECOMMENDATION:

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

BACKGROUND:

Attached are the minutes of January 14, 2026, regular Board meetings.

MINUTES/SYNOPSIS

Sacramento Employment and Training Agency COMMUNITY ACTION BOARD Regular Meeting

Wednesday January 14, 2026. 10:00 a.m.

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

Ms. Taylor called the meeting to order at 10:01 a.m. The roll was called and a quorum was not established and no actions were taken.

Members Present:

Leslie Taylor, Chair, Child Action, Inc.
Wilfredo Cruz, Vice Chair, Community Resource Project
Debra Gipson, Secretary/Treasurer, Our Kids Community Breakfast Club
Peter Coyl, Library Director & CEO, Sacramento Public Library
Franschelle Brown, Head Start Policy Council
Chloe Pan, Valley Vision
Renee John, Valley Vision
Graciela Garduno, Head Start Policy Council

Members Absent:

Dominique Espinosa; Mutual Housing California

I. CONSENT ITEM:

- A. Approval of Minutes of November 12 and December 10, 2025, Regular Board Meetings

The minutes were reviewed; there were no corrections.

Moved/Coyle, second/Gipson to approve the minutes of November 12 and December 10, 2025, regular meetings as distributed.

Roll call vote:

Aye: 6 (Coyle, Taylor, Pan, Garduno, Brown, Gipson)

Nay: 0

Abstention: 2 (John, Cruz)

Absent: 1 (Espinosa)

II. ACTION/DISCUSSION ITEMS:

- A. Election of Officers to the Community Action Board (CAB)

Ms. Gipson nominated herself for Secretary/Treasurer. There were no other nominations at this time.

Ms. Taylor nominated herself for Chair. There were no other nominations at this time.

Mr. Cruz nominated himself for Vice Chair. There were no other nominations at this time.

Moved/Coyl, second/Brown to elect Ms. Taylor as Chair, Mr. Cruz as Vice Chair, and Ms. Gipson as Secretary/Treasurer to CAB.

Roll call vote:

Aye: 8 (Coyl, Taylor, John, Pan, Brown, Garduno, Cruz, Gipson)

Nay: 0

Abstention: 0

Absent: 1 (Espinosa)

B. Discussion and Recommendations on Actively Engaging the Community Action Board

Ms. Davis-Jaffe stated that this item provides the Board with an opportunity to discuss the needs of Sacramento County residents and identify potential changes to help address those concerns.

Ms. Brown shared her research on community members, including 20 individuals living in affordable housing communities that are not truly affordable due to high Area Median Income (AMI) levels that do not adjust for residents' actual earnings. To access units with lower AMI requirements, individuals must join a long waiting list, as only a limited number of such units are available. Ms. Brown found that the individuals she spoke with would like to see truly affordable housing, better-paying jobs, and increased access to high school training and trade programs. She also noted that this is a state, federal, and local issue and that progress can begin by engaging with lawmakers.

Mr. Coyl expressed interest in gaining a better understanding of these issues and requested a presentation on the topic. He suggested that staff prepare information for the next meeting on strategic planning for the Board and the needs assessment.

Ms. Taylor mentioned that housing emerged as a key essential in the needs assessment. She asked staff to identify a subject-matter expert to speak to the Board about affordable housing and to clarify SETA's capacity to advocate, given its status as a joint powers authority.

Ms. Davis-Jaffe plans to reach out to the Sacramento Housing and Redevelopment Agency (SHRA) to invite a representative to serve on the Board again to increase affordable housing representation.

Members emphasized the importance of advocating, if possible, and getting the word out about this issue, then taking it to the policy level and to councilmembers.

III. INFORMATION ITEMS:

A. CSBG Fiscal Monitoring Reports:

Ms. Taylor requested to have an annual monitoring schedule in the next month's agenda packet.

IV. REPORTS TO THE BOARD:

A. Chair:

Ms. Taylor emphasized the importance of continuing discussions on key topics focused on reducing poverty.

B. Executive Director: No report

C. Deputy Director/Program Manager:

Ms. Davis-Jaffe stated that she is looking forward to this year and to continuing work on the needs of the community, and she appreciates the hard work the staff have done. The Department of Community Services and Development (CSD) has provided a contract through the end of March 2026, and she is hopeful they will hear back by the end of the month regarding the next nine months of funding.

D. Members of the Board: No report

E. Public: None

VI. ADJOURNMENT: The meeting adjourned at 10:28 a.m.

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

ACTION/DISCUSSION ITEM III-A
Discussion Based on CADA Presentation

Presenter: Julie Davis-Jaffe

RECOMMENDATION:

Further the discussion on providing resources for housing as part of the bigger picture on the causes and conditions of poverty.

BACKGROUND:

At the CAB meeting on November 12, 2025, the Board members discussed the importance of the Board understanding the complexities of poverty and its impact on Sacramento County. Based on information gathered by one of the CAB members, the Board identified housing affordability as an area meriting further discussion and possible action. The Board asked staff to identify a subject-matter expert, and invite them to speak to the Board about affordable housing at the next Board meeting. SETA asked a representative of CADA, Capitol Area Development Authority, to speak to the Board at this meeting.

INFORMATION ITEM IV-A
Community Services Block Grant (CSBG) Fourth Quarter Report

Presenter: Julie Davis-Jaffe

BACKGROUND:

The Fourth Quarter Program Report is included for review by the CAB.
Staff will be available to answer questions.

**Community Services Block Grant Delegate Agency Report:
Family Self-Sufficiency and Family Self-Sufficiency Special Projects
Fourth Quarter through December 31, 2025**

Employment																			
	Enrollments						Employed in 2025				Employed 90 days				Employed 180 days				
	Annual Goal	YTD Goal	Carry-overs	2025 Enrollments	YTD Actual	YTD Rate	Annual Goal	YTD Goal	YTD Actual	YTD Rate	Annual Goal	YTD Goal	YTD Actual	YTD Rate	Annual Goal	YTD Goal	YTD Actual	YTD Rate	
Elk Grove Adult and Community Education	36	36	13	23	36	100%	31	31	20	65%	31	31	19	61%	20	20	22	110%	
World Relief Sacramento	56	56	0	56	56	100%	39	39	38	97%	35	35	26	74%	33	33	7	21%	
Housing																			
	Enrollments						Housed in 2025				Housed 90 Days				Housed 180 Days				
	Annual Goal	YTD Goal	Carry-overs	2025 Enrollments	YTD Actual	YTD Rate	Annual Goal	YTD Goal	YTD Actual	YTD Rate	Annual Goal	YTD Goal	YTD Actual	YTD Rate	Annual Goal	YTD Goal	YTD Actual	YTD Rate	
Saint John's Program for Real Change	135	135	38	117	155	115%	40	40	117	293%	60	60	50	83%	48	48	30	63%	
Waking the Village	45	45	9	44	53	118%	68	68	44	65%	45	45	30	67%	34	34	18	53%	
Youth																			
	Enrollments						Service Goals												
	Annual Goal	YTD Goal	Carry-overs	2025 New Enrollments	YTD Actual	YTD Rate	Annual Goal	YTD Goal	YTD Actual	YTD Rate	Comments								
La Familia Counseling Center	60	60	8	56	64	107%	20	20	17	85%	Goal: youth engaged in program services for 180 days								
Saint John's Program for Real Change (FSS-SP)	115	115	26	102	128	111%	86	86	80	93%	Goal: youth engaged in program services for 180 days								

Definitions

Annual Goal: Subgrantee Projected Goals for 2025

Carryovers: Clients Enrolled in 2024 who the Subgrantee Continued to Work With in 2025

YTD Actual: Total number achieved (Carryovers + New Enrollments) to date for the quarter

YTD Goal: Projected target number for the quarter

YTD Rate: Percentage of Total YTD Enrollments Compared to Projected YTD Enrollments

Employed/Housed 90 and 180 Days: Represents the number of people who reached the benchmark in the current year

**Community Services Block Grant Delegate Agency Report
Fourth Quarter Through December 31, 2025**

SAFETY-NET	Households	Food				Utilities				First Month's Rent				Eviction Avoidance				Off-Site Shelter (Motel)				Transportation				(Includes Hygiene Items & Move-In Expenses)			
		Annual Goal	YTD Goal	Actual	%	Annual Goal	YTD Goal	Actual	%	Goal	YTD Goal	Actual	%	Annual Goal	YTD Goal	Actual	%	Annual Goal	YTD Goal	Actual	%	Goal	YTD Goal	Actual	%	Annual Goal	YTD Goal	Actual	%
Elk Grove Adult and Community Education	67	50	50	50	100%	15	15	16	107%					57	57	60	105%					50	50	50	100%	10	10	10	100%
First Step Communities	30									30	30	19	63%																
Folsom Cordova	83	19			100%	28	28	46	164%					33	33	33	100%												
Francis House Center	46									5	8	3	38%	32	20	43	215%												
Opening Doors	56									56	56	56	100%																
River City Food Bank		1,200	1,200	690	58%																								
The Salvation Army	93					27	27	29	107%	8	8	11	138%	35	35	46	131%	15	15	11	73%								

**Community Services Block Grant Delegate Agency Report
Fourth Quarter Through December 31, 2025**

SETA's CSBG In-House Programs		Food	Utilities	Eviction Avoidance	Transportation	Employment Supports	Training	Clothing	ID Recovery	Vehicle Repair
Program	Total Households Served YTD	Number Served	Number Served	Number Served	Number Served	Number Served	Number Served	Number Served	Number Served	Number Served
Mather Comm. Campus	26	2			12	4	7	1		
CSBG Job Centers	292	2	22	271	2					

**Community Services Block Grant Delegate Agency Report
Fourth Quarter Through December 31, 2025**

EXPENDITURES				EXPENDITURES			
DELEGATE AGENCIES	2025 BUDGET	Expended Through 4th Qtr.	% Expended	DELEGATE AGENCIES	2025 BUDGET	Expended Through 4th Qtr.	% Expended
Elk Grove Adult and Community Education (FSS)	\$111,066	\$105,216	95%	River City Food Bank (SN)	\$30,000	\$15,000	50%
Elk Grove Adult and Community Education (SN)	\$100,000	\$99,206	99%	Saint John's Program for Real Change (FSS)	\$85,000	\$85,000	100%
First Step Communities (SN)	\$60,000	\$24,525	41%	Saint John's Program for Real Change (FSS-SP)	\$98,928	\$98,928	100%
Folsom Cordova Community Partnership (SN)	\$85,000	\$84,743	100%	The Salvation Army (SN)	\$75,000	\$71,273	95%
Francis House (SN)	\$36,146	\$35,256	98%	World Relief (FSS)	\$99,660	\$95,831	96%
La Familia Counseling Center (FSS)	\$102,335	\$102,335	100%	Waking the Village (FSS)	\$85,000	\$85,000	100%
Opening Doors (SN)	\$75,000	\$70,228	94%				

Definitions: Family Self-Sufficiency (FSS); Family Self-Sufficiency-Special Projects (FSS-SP); Safety-Net (SN)

INFORMATION ITEM IV-B
Satisfaction Survey Report – 4th Quarter

Presenter: Julie Davis-Jaffe

BACKGROUND:

Attached for your information is the CSBG Satisfaction Survey report with data from the 4th Quarter, covering the period of October 1 through December 31, 2025.

Staff will be available to answer questions.

2025 CSBG Satisfaction Survey Report

Survey Questions:

1. It was easy to connect with an agency worker to discuss my situation.
2. I was treated with respect during my contacts with the agency.
3. I was informed of other services that could also assist me.
4. **(Safety-net only)** I received emergency assistance within three (3) working days of my initial request.
(FSS/FSS-SP only) My case manager was engaged and seemed to understand my situation.
5. On a scale of 1 through 10 (“1” being the least and “10” being the highest), how satisfied were you with the services you received?

CSBG Delegate Agency	Program	Number of Surveys Received	Q 1-4 Number of “Yes” responses	Q 1-4 Number of “No” responses	Q 1-4 Number of “N/A”	Q 5; Average score (out of 10 Possible)
Elk Grove Adult and Education Center	FSS					
Elk Grove Adult and Education Center	SN					
Folsom Cordova Community Partnership	SN	20	58	2	0	8.8
First Step Housing	SN	10	35	0	5	9.3
La Familia Counseling Center	FSS	18	72	0	0	9.8
Next Move- Francis House Center	SN	4	16	0	0	10
Opening Doors	SN					
River City Food Bank	SN					
Saint Johns Program for Real Change	FSS	12	44	2	2	8.3
Saint Johns Program for Real Change	FSS-SP					
The Salvation Army	SN	19	73	1	2	9.8
World Relief	FSS					
Waking the Village	FSS	2	6	2	0	5

Analysis:

Example: For Questions 1-4, responders were given a Yes, No, or N/A option. Program participants say they were able to connect with an agency contact to discuss their situation, were treated with respect, were informed of additional or other services, received emergency assistance within three (3) working days, and received full engagement from their assigned case manager. Question 5 provided customers the opportunity to rate their satisfaction experience on a scale of 1 through 10; 1 being least and 10 being highest. On average, delegate agencies were given a rating of (8.7) out of 10. Overall, a high number of customers were highly satisfied with the CSBG services they received. A total of 85 surveys were received for this report; blank spaces indicate that no surveys were completed for the given agency. *Due to the brief nature of the exchange, food banks were not included in this survey.*

* Customer Comments:

INFORMATION ITEM IV-C
CSBG 2026 Monitoring Calendar

Presenter: Julie Davis-Jaffe

BACKGROUND:

2026 SETA Review and Monitoring Process for CSBG Funded Delegate Agencies Pre-monitoring visits will be conducted virtually in 2026.

Staff are available for questions.

2026 SETA Review and Monitoring Process
for CSBG Funded Delegate Agencies
Pre-monitoring visits will be conducted virtually in 2026

Dates	Action
February 23 rd through March 2 nd	Monitors contact all delegate agencies to invite them to virtual pre-monitoring visits via Zoom – two for Safety-Net, two for case-managed programs – to be held no earlier than March 16 th . Requested RSVPs will ensure that all programs receive the information. All programs will receive a copy of the Monitoring Expectations.
March 16 th through March 27 th	Monitors conduct group pre-monitoring visits via zoom, to discuss what will be reviewed in the actual monitoring visits, and identify any areas where additional TA would be advisable.
June 1 st through June 26 th	Contact delegate agencies by email to set appointments for monitoring visits. Send a letter confirming the pending monitoring visit date and time, stating the purpose of the visit and letting them know to expect, an explanation and list of everything that will be reviewed, and a list of client names for files to be reviewed, two weeks prior to the visit. The template to be sent is the <u>2026 Visit.Confirm.CltNames.MonitorLtr</u> after personalizing for agency information and client names.
June 29 th through July 17 th	All delegate agency desk audits, monitoring visits and any subsequent follow-up activities are completed.
By August 3 rd	Deadline for the submission of all draft monitoring reports
By August 14 th	Deadline for the submission of all final monitoring reports
By August 28 th	Deadline for monitoring reports to be sent to delegate agencies, with any corrective action plans required for follow-up activity.
By September 16 th	Deadline for delegate agencies to submit corrective action plans required for programs not meeting standards.

INFORMATION ITEM IV-D
Annual Strategic Plan Report

Presenter: Anita Maldonado

BACKGROUND:

This item allows the Executive Director to provide the Annual Strategic Plan Report to the Board.

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 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.