



GOVERNING BOARD

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**REGULAR MEETING OF THE
SETA GOVERNING BOARD**

DATE: Thursday, April 6, 2017

TIME: 10:00 a.m.

LOCATION: SETA Board Room
925 Del Paso Blvd., Suite 100
Sacramento, CA 95815

While the SETA Governing Board welcomes and encourages participation in the Governing Board meetings, it would be appreciated if you would limit your comments to five minutes so that everyone may be heard. Matters under jurisdiction of the SETA Governing Board and not on the posted agenda or any off-agenda matters may be addressed by the general public following completion of the regular agenda. The SETA Governing Board limits testimony on matters not on the agenda to five minutes per person and not more than fifteen minutes for a particular subject. Meeting facilities are accessible to persons with disabilities. Requests for Assisted Listening Devices or other considerations should be made through the Clerk's office at (916) 263-3827. This document and other Board meeting information may be accessed through the Internet by accessing the SETA home page: www.seta.net.

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Refugee Services: None.

Community Services Block Grant: None.

One Stop Services

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- B. Executive Director
- C. Deputy Directors
- D. Counsel
- E. Members of the Board
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VI. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Paragraph (1) of Subdivision (d) of Section 54956.9)

Johnson v. SETA – Superior Court Case No. 34-2015-00180341

VII. Adjournment

DISTRIBUTION DATE: TUESDAY, MARCH 28, 2017

ITEM II-A-CONSENT

APPROVAL OF MINUTES OF THE MARCH 2, 2017 REGULAR MEETING

BACKGROUND:

Attached are the minutes of the March 2, 2017 meeting for your review.

RECOMMENDATION:

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

PRESENTER: Kathy Kossick

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

Minutes/Synopsis

(Minutes reflect the actual progression of the meeting.)

SETA Sequoia Room
925 Del Paso Blvd.
Sacramento, CA 95815

Thursday, March 2, 2017
10:00 a.m.

- I. Call to Order/Roll Call/Pledge of Allegiance:** Mr. Schenirer called the meeting to order at 10:00 a.m. The roll was called and a quorum established. The Pledge of Allegiance was recited.

Members Present:

Jay Schenirer, Chair, Governing Board; Councilmember, City of Sacramento
Patrick Kennedy, Vice Chair; Member, Board of Supervisors
Sophia Scherman, Public Representative
Larry Carr, Councilmember, City of Sacramento
Don Nottoli, Member, Board of Supervisors (arrived at 10:21 a.m.)

II. Consent Items

- A. Minutes of the February 2, 2017 Regular Board Meeting
- B. Approval of Claims and Warrants
- C. Appointment of Sacramento Works, Inc. Youth Committee Members
- D. Approval of Request to the California Workforce Development Board for SETA to Continue to Provide Career Services under the Workforce Innovation and Opportunity Act
- E. Approve the Acceptance of Additional Proposition 39 Funding from the California Workforce Development Board (CWDB), and Authorize the Executive Director to Execute the Funding Agreement, Modifications, or other Documents Required by the Funding Source and Enter into Subcontracts with Training Providers
- F. Approval to Submit an Application to the Employment Development Department for Workforce Innovation and Opportunity Act (WIOA) funds for a Veteran's Employment-Related Assistance Program (VEAP) and Authorize the Executive Director to Execute the Agreement and Any Other Documents Required by the Funding Source

Moved/Scherman, second/Kennedy, to approve the consent items as follows:

- A. Approve the February 2, 2017 minutes.
- B. Approve the claims and warrants for the period 1/27/17 through 2/22/17.
- C. Approve the appointment of Mr. Laron Robinson, Ms. Sandra Waterhouse, and Ms. Jane Ross to the Sacramento Works Youth Committee.
- D. Approve the request to the CWDB for SETA to continue to provide career services under the WIOA.

- E. Approve the acceptance of additional Proposition 39 funding from the CWDB in the amount of \$354,750, and authorize the Executive Director to execute the funding agreement, any modifications, or other documents required by the funding source, and enter into subcontracts with the three collaborating organizations mentioned in the board item.
- F. Approve the submission of the Veterans Employment Assistance Program application to the California Employment Development Department requesting \$500,000 to provide services to 70 veterans, and authorize the SETA Executive Director to execute the agreement, modifications, and any other documents required by the funding source.

Roll call vote:

Aye: 4 (Carr, Kennedy, Schenirer, Scherman)

Nay: 0

Abstentions: 0

Absent: 1 (Nottoli)

III. Action Items

A. GENERAL ADMINISTRATION/SETA

1. Approval of Selection of Audit Firm

Ms. Loretta Su offered to answer questions.

Moved/Scherman, second/Carr, to approve the selection of Vavrinek, Trine, Day & Company, LLP for audit services for SETA for the fiscal year ending June 30, 2017 for fees not to exceed \$44,500 for one year with two optional, additional one-year terms.

Roll call vote:

Aye: 4 (Carr, Kennedy, Schenirer, Scherman)

Nay: 0

Abstentions: 0

Absent: 1 (Nottoli)

➔ Recognition of long-term employees:

- Julie Davis-Jaffe, Workforce Development Manager, was recognized by Mr. Roy Kim for her 20 years of service to SETA.
- Debi Ross-Brownell, Site Supervisor, was recognized by Ms. Nikki Brock for her 25 years of service to SETA Head Start.
- Elvina Carrington, Program Officer, was recognized by Mr. William Walker for her 30 years of service to SETA.

Mr. Nottoli arrived at 10:21 a.m.

B. WORKFORCE DEVELOPMENT DEPARTMENT

Refugee Services: None.

Community Services Block Grant: None.

One Stop Services

1. Approval of the Capital Region's Strategic Workforce Development Plan, Program Years 2017-2020 and the Sacramento Area's Strategic Workforce Development Plan - 2017-2020, and Authorize SETA's Executive Director to Make Revisions Required by the State

There were no questions or comments on this item.

Moved/Carr, second/Scherman, to approve the Capital Region's Strategic Workforce Development Plan—Program Years 2017-20 and the Sacramento Area's Strategic Workforce Development Plan – Program Years 2017-2020, and authorize SETA's Executive Director to make revisions required by the state prior to “final” plan submission.

Roll call vote:

Aye: 5 (Carr, Kennedy, Nottoli, Schenirer, Scherman)

Nay: 0

Abstentions: 0

2. Approval to Submit an Employment Training Panel (ETP) Application to Support Mayor Steinberg's Career Work Experience for At-Risk Youth Pilot and Authorize the Executive Director to Execute the Agreement and any Other Documents Required by the Funding Source

Mr. Kennedy inquired how the schools were selected to participate in this program. Ms. Carpenter replied that Mayor Darrell Steinberg chose the schools. Ms. Carpenter stated that the premise is to take juniors and seniors and place them in intensive training. They will be matched and placed with an employer for in a variety of industries, including construction, restaurant, etc.

Mr. Kennedy inquired how the student would be assigned to a provider. Ms. Carpenter stated that the students would be placed based on their relationship with school districts. Mr. Kennedy requested have reports back on this program. Mr. Schenirer stated that it is expected that 500 kids will begin and probably 350 will make it through the program. This program is very complicated due to the ETP regulations. The city will be providing a \$950,000 match for this program.

Ms. Carpenter stated that the amount is continually changing but as of the latest meeting with ETP, the application is seeking \$965,000.

Moved/Scherman, second/Carr, to approve the submission of an Employment Training Panel (ETP) application in the amount of \$965,000 to support Mayor Steinberg's Career Work Experience for At-Risk Youth pilot program and

authorize the SETA Executive Director to execute the agreement and any other documents required by the funding source.

Roll call vote:

Aye: 5 (Carr, Kennedy, Nottoli, Schenirer, Scherman)

Nay: 0

Abstentions: 0

3. Approval to Augment Existing Workforce Innovation and Opportunity Act (WIOA), Title I, Youth Program Providers to Cover Additional Costs Due to an Increase in California's Minimum Wage

There were no questions or comments on this item.

Moved/Carr, second/Nottoli, to approve the augmentation recommendation for the WIOA, Title I, Youth Program providers for PY 2016-17 as reflected in the chart included in the board packet.

Roll call vote:

Aye: 5 (Carr, Kennedy, Nottoli, Schenirer, Scherman)

Nay: 0

Abstentions: 0

Item 4 was continued until Ms. Carpenter could provide additional information from the Request for Proposals.

5. Approval of Project Slingshot - Capital Region Funding Recommendations for Maker Space/Incubator, Business Mentorship and E-Resource Database Services

Mr. Roy Kim stated that a protest letter was received, however, there was no one present to speak before the board.

Moved/Scherman, second/Carr, to approve the funding recommendations, as outlined in the board packet, for Project Slingshot – Capital Region for Maker Space/Incubator, Business Mentorship, and E-resource Database services.

Roll call vote:

Aye: 5 (Carr, Kennedy, Nottoli, Schenirer, Scherman)

Nay: 0

Abstentions: 0

- C. **CHILDREN AND FAMILY SERVICES:** No items.

IV. Information Items

- A. Fiscal Monitoring Reports: No questions.

- B. Employer Success Stories and Activity Report: No questions.

- C. Dislocated Worker Update: No questions.
- D. Head Start Reports: No questions.
- E. Presentation: Overview of Youth Programs for 16-24 year olds; include positive collaborations and SWOT analysis of current programs in the region

Mr. Schenirer reminded the board that there are six workshops scheduled for board members over the next year. Staff has been asked to frame the main strategic issues.

Ms. Teri Carpenter provided an overview of the youth programs

Mr. Kennedy would like to have details on the youth program, especially regarding workers compensation; there may be ways the put employer issues aside by working through other programs. Mr. Schenirer stated that the City is working to make it a turn-key program for employers.

Ms. Scherman urged staff to contact our surrounding cities, Elk Grove, Citrus Heights, Rancho Cordova, to consider utilizing interns. Ms. Carpenter stated that she is already working with the City of Citrus Heights and will reach out to Rancho Cordova.

Ms. Scherman asked if Sacramento County was really that bad regarding the youth unemployment rate and Ms. Carpenter replied that Riverside is #1 and Sacramento is #2. The public sector has not embraced the student internship program but she is working to change that. Ms. Carpenter will forward the report regarding youth unemployment rate.

Mr. Carr thanked Ms. Carpenter for the presentation. He stated this program is headed in the right direction. Youth unemployment is a huge problem.

Mr. Schenirer wants to draw a thread between communities that we have and the programs available; this is a region of governments. The city has significant challenges employing staff that represent the city ethnically and socio-economically. Young people lack the understanding of what the city does and available opportunities is a real challenge. We need to frame out how to assist young people to get into government jobs. Then we can do a better job of getting young people to understand civic engagement and put them on paths to get jobs and recruit from within. Mr. Schenirer wants to put all of the pieces together on how this can be done regionally. Mr. Schenirer wants to make sure that the young people know that if they get a job in one area, it is connected to other areas. Ms. Carpenter stated that most young people think of public sector jobs as a police or fire fighter; they do not think of an analyst because it is not a 'sexy' job.

III. Action Items (continued)

B. WORKFORCE DEVELOPMENT DEPARTMENT (continued)

4. Agreement of Youth Services Provider for the Galt Area

Mr. Nottoli asked why the ranking for Sacramento Empowerment was so much lower. Ms. Carpenter replied that the proposal included housing and housing is not an allowable activity under the youth program. The principal of the organization was involved serving youth in Los Angeles where housing is an issue. Ms. Carpenter stated that housing is always an issue with homeless youth so SETA staff work with other service providers to ensure housing is provided for youth. Mr. Nottoli noted some changes to the ZIP codes to be serviced. Mr. Nottoli wants to make sure the Herald area is included in the service area.

Moved/Nottoli, second/Scherman, to agree with the selection of California Human Development for WIOA Youth Services for the Galt area. In addition, approve with the stipulation that all funding recommendations are contingent upon satisfactory year-end program performance reviews.

Roll call vote:

Aye: 5 (Carr, Kennedy, Nottoli, Schenirer, Scherman)

Nay: 0

Abstentions: 0

V. Reports to the Board

A. Chair: No report.

B. Executive Director: Ms. Kossick stated that by the next meeting, the construction on the board room will be completed; construction continues in the rest of the building.

C. Deputy Directors: Mr. Roy Kim stated that the final contract amount on consent item II (e) is still being negotiated.

D. Counsel: No comment.

E. Members of the Board

F. Public: No comments.

VI. Adjournment: The meeting was adjourned at 11:21 a.m.

ITEM II-B-CONSENT

APPROVAL OF CLAIMS AND WARRANTS

BACKGROUND:

Kathy Kossick, Executive Director, has reviewed the claims for the period 2/23/17 through 3/30/17, and all expenses appear to be appropriate.

RECOMMENDATION:

Approve the claims and warrants for the period 2/23/17 through 3/30/17.

PRESENTER: Kathy Kossick

ITEM II-C – CONSENT

APPROVAL OF SELECTION CRITERIA FOR ENROLLMENT IN HEAD START OR EARLY HEAD START PROGRAMS

BACKGROUND:

On an annual basis the Policy Council is required to review and approve the Countywide Enrollment Selection Criteria for the Head Start and Early Head Start programs. Last year, neither the Head Start (preschool) Selection Criteria nor the Early Head Start Selection Criteria had revisions and was approved by the Parent Advisory Committee, Policy Council, and SETA Governing Board in January/February 2016.

For 2016-2017, the Head Start Selection Criteria has slight modifications to align with the new Head Start Performance Standards. Specifically, changes include:

- Extending the option for families to transfer from one program to another regardless of similar services (i.e. full day to part day, home base to center base, from grantee to delegate, etc.)
- Increasing the priority level for homeless children and/or foster children
- Permitting families who have dropped from the program within the last 60 days to re-enroll into any of the Sacramento County Head Start programs, not just the agency/program in which they dropped
- Adding foster youth with a child as a priority under the High Risk category
- Prioritizing a 3-year old child whose family exceeds the poverty guideline limits within 100-130% over a 4-year old child whose family exceeds the poverty guideline limits without a cap.
- Removing signatures lines on the form since staff document family ranking in the child's file.

A redline and clean copy of the recommended changes are attached for review. There are no recommended changes for the Early Head Start Selection Criteria.

Staff will be available to answer questions.

RECOMMENDATION:

Approve the Early Head Start Enrollment Selection Criteria and the Head Start Enrollment Selection Criteria for Sacramento County as attached.

HEAD START SELECTION CRITERIA SACRAMENTO COUNTY

Instructions: Place an "X" by the category that is applicable to applicant. Selection is based on the "X" that is the highest on the scale.

The following criteria is to be used when prioritizing Waiting Lists for enrollment:

- Within the same priority ranking, selection is based on the application received first.
- If applications are received on the same date, the oldest child will be selected.
- Each delegate/grantee agency has the option to determine transfer criteria within its own program.
- All efforts will be made to enroll children with certified Special Education needs to meet the mandated minimum service level of 10% per program.
- For State Collaborative, families must meet Head Start income and age requirements (unless waived) and State admissions priorities.

1. 2nd year enrollment within Sacramento County. _____
2. Transfer Head Start child to the same or another Sacramento Head Start agency ~~within the same program option (full day, part day, home base)~~. _____
3. Transition from Early Head Start whose family meets Federal Income Guidelines. _____
4. A previously enrolled child (who dropped on good standing) who requests to return ~~to original agency~~ within 60 days whose family meets Federal Income Guidelines. _____
5. Documented High Risk Families (with child 4-years-old) who meet Federal Income Guidelines having one or more of the following situations within the past year, and/or referred by a community/professional agency:
 - abuse (physical, substance, sexual & emotional abuse)
 - homeless
 - foster care
 - death of a parent/guardian, sibling
 - other special circumstances (which shall include a child with diagnosed disability (s)). _____
6. 4-year-old child whose family meets Federal Income Guidelines. _____
7. Documented High Risk families (with child 3-years-old) who meet Federal Income Guidelines having one or more of the following situations within the past year, and/or referred by a community/professional agency:
 - abuse (physical, substance, sexual & emotional abuse)
 - homeless
 - foster care
 - death of a parent/guardian, sibling
 - other special circumstances (which shall include a child with diagnosed disability (s)). _____
8. 3-year-old child whose family meets Federal Income Guidelines. _____
9. 4-year-old child whose family exceeds Federal Income Guidelines 101 to 130% (waiver necessary). _____
10. 4-year-old child whose family exceeds Federal Income Guidelines with no cap (waiver necessary). _____
11. 3-year-old child whose family exceeds Federal Income Guidelines 101 to 130% (waiver necessary). _____
12. 3-year-old child whose family exceeds Federal Income Guidelines with no cap (waiver necessary). _____

Comment [HK1]: Omit

Comment [HK2]: Added new #3

Comment [HK3]: Omit

Comment [HK4]: Added foster youth with a child

Comment [HK5]: Added foster youth with a child

Comment [HK6]: Omit this entire section

~~Head Start Staff Signature~~ _____

~~Date~~ _____

~~Child's Name~~ _____

~~Date of Birth~~ _____

~~Date of Application~~ _____

~~Status Enrolled Date Enrolled: _____ Waiting List~~

7.08

HEAD START SELECTION CRITERIA SACRAMENTO COUNTY

Instructions: Place an “X” by the category that is applicable to applicant. Selection is based on the “X” that is the highest on the scale.

The following criteria is to be used when prioritizing Waiting Lists for enrollment:

- Within the same priority ranking, selection is based on the application received first.
- If applications are received on the same date, the oldest child will be selected.
- Each delegate/grantee agency has the option to determine transfer criteria within its own program.
- All efforts will be made to enroll children with certified Special Education needs to meet the mandated minimum service level of 10% per program.
- For State Collaborative, families must meet Head Start income and age requirements (unless waived) and State admissions priorities.

- | | | |
|-----|--|-------|
| 1. | 2 nd year enrollment within Sacramento County. | _____ |
| 2. | Transfer Head Start child to the same or another Sacramento Head Start agency. | _____ |
| 3. | Transfer Homeless child or child in foster care from outside of Sacramento County.*
* (Now living in Sacramento County) | _____ |
| 4. | Transition from Early Head Start whose family meets Federal Income Guidelines. | _____ |
| 5. | Documented High Risk Families (with child 4-years-old) who meet Federal Income Guidelines having one or more of the following situations within the past year, and/or referred by a community/professional agency: | _____ |
| | <ul style="list-style-type: none"> ▪ abuse (physical, substance, sexual & emotional abuse) ▪ homeless ▪ foster child (age 5 or under) ▪ death of a parent/guardian, sibling ▪ other special circumstances (which shall include a child with diagnosed disability (s)). ▪ Foster youth with a child (AB 12) | |
| 6. | A previously enrolled child (who dropped on good standing) who requests to return within 60 days whose family meets Federal Income Guidelines. | _____ |
| 7. | 4-year-old child whose family meets Federal Income Guidelines. | _____ |
| 8. | Documented High Risk families (with child 3-years-old) who meet Federal Income Guidelines having one or more of the following situations within the past year, and/or referred by a community/professional agency: | _____ |
| | <ul style="list-style-type: none"> ▪ abuse (physical, substance, sexual & emotional abuse) ▪ homeless ▪ foster child (age 5 or under) ▪ death of a parent/guardian, sibling ▪ other special circumstances (which shall include a child with diagnosed disability (s)). ▪ Foster youth with a child (AB 12) | |
| 9. | 3-year-old child whose family meets Federal Income Guidelines. | _____ |
| 10. | 4-year-old child whose family <u>exceeds</u> Federal Income Guidelines 101 to 130% (waiver necessary). | _____ |
| 11. | 3-year-old child whose family <u>exceeds</u> Federal Income Guidelines 101 to 130% (waiver necessary). | _____ |
| 12. | 4-year-old child whose family <u>exceeds</u> Federal Income Guidelines with no cap (waiver necessary). | _____ |
| 13. | 3-year-old child whose family <u>exceeds</u> Federal Income Guidelines with no cap (waiver necessary). | _____ |

**EARLY HEAD START SELECTION CRITERIA:
SACRAMENTO COUNTY**

Unless otherwise indicated, all applicants must meet Head Start Family Income Guidelines

INSTRUCTIONS: Place an "X" by the highest applicable category on the scale (#1 being the highest).

The following criteria is to be used when prioritizing Waiting Lists for enrollment:

- For #1-7, within the same priority ranking, selection is based on age, with the youngest child receiving priority.
- For #8-11, within the same priority ranking, selection is based on the application received first.
- If applications are received on the same date, selection for enrollment will be based on individual family needs.
- Center based availability to be determined by individual child's age and family need.
- For State Collaboratives, families must meet Early Head Start income and age requirements (unless waived) and State admissions priorities.

The Early Head Start program can consider individual child and family needs

1. Transfer Early Head Start child within Sacramento County with documentation.
(copy of Application and Eligibility Verification Form must be attached to wait list) _____
2. Family with a child birth to 36 months of age with a current IFSP.
(up to 10% may exceed Federal Income Guidelines) (waiver necessary) _____
3. A previously enrolled child (who dropped on good standing)
who requests to return to original agency within 60 days. _____
4. Pregnant woman/parent/guardian with a child birth to 12 months of age having
one or more documented family situations within the past year such as:

•Abuse (physical, substance, sexual & emotional)	•Teen Parent
•High Risk Pregnancy (includes moms >35 or <18)	•Homelessness
•Death of a parent/guardian, sibling	•Foster care
•Parent with developmental delay or other disabling condition	•CPS

5. Pregnant woman/parent/guardian with a child 13 to 36 months of age having
one or more documented family situations within the past year such as:

•Abuse (physical, substance, sexual & emotional)	•Teen Parent
•High Risk Pregnancy (includes moms >35 or <18)	•Homelessness
•Death of a parent/guardian, sibling	•Foster care
•Parent with developmental delay or other disabling condition	•CPS

6. Pregnant woman/parent/guardian with a child birth to 12 months of age. _____
7. Pregnant woman/parent/guardian with a child 13 to 36 months of age. _____
8. Pregnant woman/parent/guardian with a child birth to 12 months of age
who exceeds Federal Income Guidelines 101 to 130% (waiver necessary). _____
9. Pregnant woman/parent/guardian with a child birth to 12 months of age
who exceeds Federal Income Guidelines with no cap (waiver necessary). _____
10. Pregnant woman/parent/guardian with a child 13 to 36 months of age who
exceeds Federal Income Guidelines 101 to 130% (waiver necessary). _____
11. Pregnant woman/parent/guardian with a child 13 to 36 months of age who
exceeds Federal Income Guidelines with no cap (waiver necessary). _____

ITEM II-D - CONSENT

RATIFICATION OF THE SUBMISSION OF AN APPLICATION TO THE CALIFORNIA EMPLOYMENT DEVELOPMENT DEPARTMENT'S (EDD) DISABILITY EMPLOYMENT ACCELERATOR (DEA) FUNDING OPPORTUNITY, AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT AND ANY OTHER DOCUMENTS REQUIRED BY THE FUNDING SOURCE

BACKGROUND:

The California Employment Development Department (EDD), in coordination with the California Workforce Development Board (CWDB) and the California Labor and Workforce Development Agency, has released a solicitation for applications to its Disability Employment Accelerator (DEA) grant program. EDD has announced the availability of up to \$2 million in Workforce Innovation and Opportunity Act (WIOA) discretionary funds for the design, development and implementation of projects that accelerate employment and re-employment strategies for people with disabilities.

DEA funds will be available for Local Workforce Development Areas to seek innovative ways to strengthen business partnerships around in-demand jobs, focusing on creating linkages and engaging businesses in high-growth industries. The solicitation encourages “earn and learn” strategies that can assist in ensuring that individuals with disabilities have the necessary skills to obtain and retain competitive, integrated employment. Applicant agencies must identify a minimum of two regional, high-demand businesses and provide clear strategies for engagement to result in increased employment and retention opportunities, including:

- Recognizing the existing skills of individuals with disabilities rather than focusing on the need for additional vocational training;
- Improving one-on-one relationships with hiring managers to increase individualized referrals of qualified individuals with disabilities;
- Creating or expanding “earn and learn” opportunities for individuals such as paid internships in significant work settings, formal apprenticeship, on-the-job training, or other work-based learning possibilities; and
- Educating high-demand industry sectors on the value of hiring skilled individuals with disabilities.

SETA staff prepared and submitted the DEA grant application by the deadline of March 30, 2017, in the amount of \$350,000 to implement employer engagement strategies, develop “earn and learn” opportunities for jobseekers with disabilities, and conduct employer education. The project period is 24 months.

Business partners for the grant opportunity may include Sutter Health, SMUD, Starbucks, The Sacramento River Cats, and Safeway, to name a few. Other partners

ITEM II-D – CONSENT (continued)
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will include the Sacramento City College Disability Resource Center--Disability Student Programs and Services (DSPS), California Department of Rehabilitation (DOR), Crossroads Diversified, and the NorCal Center on Deafness.

RECOMMENDATION:

Ratify the submission of the application to EDD for the Disability Employment Accelerator (DEA) funding opportunity in the amount of \$350,000, and authorize the SETA Executive Director to execute the agreement and any other documents required by the funding source.

STAFF PRESENTER: Michelle O'Camb

ITEM II-E - CONSENT

RATIFICATION OF THE SUBMISSION OF AN APPLICATION TO THE CALIFORNIA EMPLOYMENT DEVELOPMENT DEPARTMENT'S (EDD) WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) ENGLISH LANGUAGE LEARNER (ELL) WORKFORCE NAVIGATOR PILOT FUNDING OPPORTUNITY, AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT, ANY OTHER DOCUMENTS REQUIRED BY THE FUNDING SOURCE AND ENTER INTO SUBCONTRACTS WITH TRAINING PROVIDERS

BACKGROUND:

The California Employment Development Department (EDD), in coordination with the California Workforce Development Board (CWDB) and the California Labor and Workforce Development Agency, has released a solicitation for applications for the Workforce Innovation and Opportunity Act (WIOA) English Language Learner (ELL) Workforce Navigator Pilot. EDD has announced the availability of up to \$1.5 million in Workforce Innovation and Opportunity Act (WIOA) Governor's discretionary funds for Local Workforce Development Boards to develop and implement projects that increase access, create/enhance program structure and availability, and provide supportive services within the workforce system for California's ELLs.

As a result, SETA staff prepared and submitted a grant application by the deadline of March 30, 2017, in the amount of \$500,000 to create, expand/enhance partnerships and implement strategies to increase and improve access to employment, education and employment services for a minimum of 120 ELLs. The project period is 24 months.

If awarded, SETA's pilot will establish navigators with four Adult Education Block Grant (AEBG) and WIOA Title II providers to assist ELLs in navigating workforce system services through enhanced coordination/integration with the WIOA Title I Sacramento Works America's Job Centers of California (SWAJCC), AEBG and WIOA Title II programs, and other workforce development programs and services. Services will include, but are not limited to, vocational English language instruction, Adult Basic Education (ABE), high school completion/equivalency, career exploration, labor market research, career pathways development, work based learning, vocational training, support services, and job placement and retention services. A special focus will be placed on targeting outreach to refugee and Special Immigrant Visa (SIV) holder populations. The pilot will seek to expand partnerships with the Capital Adult Education Regional Consortium, the Sacramento County Department of Human Assistance (DHA), Refugee Social Services (RSS)/Targeted Assistance Grant (TAG) funded refugee program service providers, local refugee resettlement agencies and others.

Subcontracts for this proposed pilot include:

- Elk Grove Unified School District
- Folsom Cordova Community Partnership/Folsom Cordova Unified School District

ITEM II-E – CONSENT (continued)

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- Sacramento City Unified School District
- San Juan Unified School District

Project goals include, but are not limited to:

- Conducting Targeted outreach to and increasing access to workforce services for ELLs
- Enrolling/co-enrolling ELLs in workforce programs
- Aligning/integrating WIOA Title I and Title II programs
- Evaluating the effectiveness and impact of the pilot navigator structure (local coordination and wrap around services)
- Building or enhancing existing collaborations and partnerships with CBOs and other regional partners that can assist in the provision of wrap-around services.

Project outcomes include, but are not limited to:

- Increased referrals, enrollments and co-enrollments of ELLs in the workforce system
- Increased alignment and integration of WIOA Title I and Title II programs
- Increase in ELLs obtaining high school degrees
- Increase in ELL training enrollments
- Increase in ELLs obtaining gainful employment

RECOMMENDATION:

Ratify the submission of the application to EDD for the WIOA ELL Workforce Navigator Pilot funding opportunity in the amount of \$500,000, and authorize the SETA Executive Director to execute the agreement, any other documents required by the funding source and enter into subcontracts with training providers.

STAFF PRESENTER: Michelle O’Camb

ITEM III-A – 1 - ACTION

APPROVAL OF SELECTION OF JANITORIAL COMPANIES AND AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE WITH EACH VENDOR AND EXECUTE EACH AGREEMENT

BACKGROUND:

On January 5, 2017, SETA released a Request for Proposal (RFP) to procure janitorial services for Children and Family Services Department. Under the terms of the RFP, the resulting contract(s) will be of 2-year duration, with three - 1 year extension options, subject to the right of either party to terminate the contract upon ten (10) days written notice. A Public Notice Announcement was posted in the Sacramento Bee and on the SETA website. Additionally, SETA emailed and faxed copies of the Public Notice to 80 local janitorial companies, including SETA's current janitorial contractors, and the RFP was available to download from SETA's website. On January 20, 2017, an Offerors' Conference was held with six janitorial companies in attendance.

The RFP outlined eight Groups of school locations and kitchen services in which proposals could be submitted for evaluation. Eight companies submitted proposals by the deadline of February 16, 2017. The proposal evaluation committee, consisting of individuals from partner-agency SHRA and SETA's Children and Family Services Department, Fiscal Department and Facilities Unit, evaluated and ranked each proposal for each Group submitted. Groups were evaluated independently from other Groups.

The evaluation committee is finalizing recommendations after consideration of each company's prior janitorial experience, size and structure, qualifications of staff, responsiveness and fees. The committee's recommendations will be released on Thursday, March 30 and provided to the board at that time.

Staff will be available to answer questions.

RECOMMENDATION

Approve the selection of companies for each Group for janitorial services for the SETA Head Start/Early Head Start and central kitchen and authorize the Executive Director to negotiate with each vendor and execute each agreement.

PRESENTER: D'et Saurbourne

ITEM III-B- 1 – ACTION

APPROVAL OF APPOINTMENT TO THE SACRAMENTO WORKS WORKFORCE DEVELOPMENT BOARD

BACKGROUND:

The Workforce Innovation and Opportunity Act (WIOA) was passed in 2014 to replace the 1998 Workforce Investment Act (WIA) and to provide state and local areas the flexibility to collaborate across systems in an effort to better address the employment and skills needs of current employees, jobseekers, and employers. WIOA prescribes a stronger alignment of the workforce, education, and economic development systems. The WIOA modifies the structure of State and local workforce boards, allowing them to be smaller and charging them to be more strategic analysts and investors in the labor market.

As SETA continues the transition under the WIOA, the Governing Board has made changes regarding the composition and member requirements of the Sacramento Works Workforce Development Board to provide for consistency with WIOA requirements. The California Employment Development Department issued a directive seeking to have newly-formed local Workforce Development Boards seated by March 31, 2016. On March 3, 2016 the Governing Board took action to appoint members to the Workforce Development Board.

As part of its effort to implement the state directive, the Governing Board has previously taken action to approve an application and appointment process for the new Workforce Development Board. At its January 7, 2016 meeting, the Governing Board approved the application process for appointing members of the Workforce Development Board, identifying five separate categories for Workforce Development Board membership including: Business; Labor/Workforce; Education/Training; Government and Economic/Community Development; and others deemed by the Governing Board to be appropriate.

In order to implement the WIOA, Sacramento Works, Inc., the local Workforce Development Board, approved a series of amendments to Article III of its bylaws at its January 27, 2016 meeting. The SETA Governing Board approved these bylaw changes at its February 4, 2016 meeting. These amendments included modifications to the number of directors and the manner of appointment. The bylaw amendments included the following changes and the changes in Sections 3.01 (number of directors), 3.03 (staggering of terms) and 3.05 (process of appointment to implement staggered terms):

- Section 3.01 reduced the size of the board from a range of 36 to 50 down to a range of 15 to 30 and set the current size of the board at 25, a reduction from the previous size set at 41. The size of the board can be changed by simple board

ITEM III-B – 1 – ACTION (continued)

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resolution any time so long as it stays within the new range set by this amendment

- Section 3.02 changed the references to the qualifying law from the former WIA to the new WIOA.
- Section 3.03 made one change to provide for staggered terms as required under WIOA.
- Section 3.04 changed the reference to the qualifying law from the former WIA to the new WIOA.
- Section 3.05 (a) incorporated the changes needed to set up staggered terms by appointing approximately 1/3 of the directors appointed in March 2016 to two year terms, 1/3 to three year terms and 1/3 to four year terms. After these initial terms, all terms will be three years.

As part of its action on February 4, 2016, the Governing Board satisfied the desire for a smaller Workforce Development Board by setting the size of the Board at twenty-five members and allocated the twenty-five membership positions to the five membership categories in the following manner: Thirteen members were allocated to business (a majority of the membership); four members were allocated to Labor and Apprenticeship (at least 15% of the membership); six members were allocated to specific programs in the workforce system (community based organizations, Adult Education, Higher Education, Economic Development, Wagner-Peyser (EDD) and Vocational Rehabilitation); and two members were allocated to the “Other” category permitted by WIOA to provide the Governing Board with flexibility in appointing members in this catch-all category. Attached to this item is a table showing the allocation of positions as approved by the Governing Board on February 4, 2016.

On March 3, 2016 the Governing Board appointed twenty-five members to the newly formed Sacramento Works Workforce Development Board. Mr. Larry Burkhardt from the City of Sacramento was appointed to a four year term to represent Economic Development. Mr. Burkhardt is no longer employed by the city and the Sacramento Works Workforce Development Board took action on March 22, 2016 to declare his seat vacant.

SETA has received an application from Mr. Troy Givans, the Sacramento County Economic Development Director to become a member of the Board. His application is included under separate cover.

RECOMMENDATION:

Approve the appointment of Mr. Troy Givans, the Sacramento County Economic Development Director, to complete the term of the seat vacated by Mr. Burkhardt to represent Economic Development.

WIA BOARD MEMBERSHIP		WIOA BOARD MEMBERSHIP	
<u>Private Business*</u>	21	<u>Private Business*</u> (must include 2 small business)	13
<u>Labor***</u>	6	<u>Labor/Workforce**</u> Labor Joint Apprenticeship Community Based Organization	3 1 1 1 ***
<u>Education</u>	3	<u>Education /Training</u> Adult Ed Higher Ed	1 1
<u>Economic Development</u>	2		
<u>Required Partners</u> Veterans, Voc Rehab, Migrant and Seasonal Farmworkers, Job Corps Older Americans Act Program, Title I, Wager-Peyser (EDD) Native American, TANF	9	<u>Government and Economic/Community Development</u> Economic Development Wager-Peyser (EDD) Voc Rehab Other	1 1 1 1 2
Total	41	Total	25

* Must be >50%
 ** Must be 20%
 *** Must be 15%

ITEM III-B – 2 - ACTION

APPROVAL TO ACCEPT WORKFORCE INNOVATION AND OPPORTUNITY ACT, REGIONAL ORGANIZER FUNDS, AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE FUNDING AGREEMENT, MODIFICATIONS, OR OTHER DOCUMENTS REQUIRED BY THE FUNDING SOURCE

BACKGROUND:

In March, the California Workforce Development Board (CWDB) notified the lead agency, including SETA, of each of the fourteen Regional Planning Units (RPUs) that it would be providing \$85,714 in “Regional Organizer” funds to each RPU. The stated purpose of the funds is to work with the CWDB staff to deepen the regional coalition and workforce/education/economic development partnership building, engage employers as full partners in the workforce system, and support the implementation of the Slingshot Compacts. SETA, in coordination with the CWDB, to work with the workforce, business, labor, education and economic development partners to encourage and support industry engagement, system alignment, and collaboration across the workforce development system. Specifically, regional organizing will include:

1. Acting as the liaison between the State Board and regional coalitions to ensure alignment of workforce development, education and economic development in efforts to engage employers and promote services to individuals with barriers to employment.
2. Supporting ongoing dialogue between labor, business, education, community, and the public workforce system and communicate results to the State Board.
3. Connecting State Board members and SlingShot Technical Assistance providers with regional partners to assist in implementation opportunities and overcoming challenges, including policy obstacles.
4. Supporting on-going implementation and development of SlingShot Compacts.
5. Identifying promising practices and successful convening efforts that link policy and practice.
6. Identifying related and relevant state and federal grant projects that should be coordinated in a common regional effort.
7. Coordinating with State-level partners (e.g., CDE Regional Consultants, EDD Regional Advisors, CCCCO Deputy Sector Navigators, DOR District Administrators) to identify issues and concerns regarding implementation of regional plans and efforts to support industry engagement. Connect State Board Mentors and Technical Assistance Providers with regional partners to assist in overcoming obstacles.
8. Attending monthly meetings with State Board staff, participate in SlingShot convening, and participate in conference calls with other regional organizers.

PRESENTER: Roy Kim

ITEM III-B – 2 – ACTION (continued)
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9. Working with regional coalitions, the California Workforce Association, and State Board to build capacity/local technical assistance, planning and local board development in order to implement WIOA Regional Plans and capacity of local board staff and partners through cross-training to implement Customer-Centered Design.

RECOMMENDATION:

Approve the acceptance of WIOA Regional Organizer funds, and authorize the Executive Director to execute the funding agreement, modifications, or other documents required by the funding source.

PRESENTER: Roy Kim

ITEM III-B – 3 - ACTION

APPROVAL TO HIRE SETA RETIRED ANNUITANT AS A TEMPORARY SETA CONSULTANT EMPLOYEE

BACKGROUND:

As part of the California Workforce Development Board's (CWDB) "Regional Organizing" initiative discussed in the previous board item, the CWDB informed SETA that it would receive approximately \$53,000 in additional "Regional Coordination" funds to work with CWDB staff to provide the following services:

1. Support regional leadership in identifying targets and trends by working with Business Leadership Councils to determine regional projects and investments and coordinate with regional workforce and education initiatives.
2. Review the Regional Plans submitted by Regional Planning Units, identify gaps and develop plans to address gaps.
3. Plan, schedule, and conduct orientation/planning sessions for Regional Organizers.
4. Convene weekly conference calls and quarterly meetings of Regional Organizers.
5. Mobilize existing resources in support of regional goals and support development of regional compacts to respond to gaps identified in the Regional Plan.
6. Track progress and coordinate with the State Board and technical assistance providers to identify areas where technical assistance is needed.
7. Report and replicate success.
8. Research California and national models for regional decision making/governance
9. Assist in creating a unified regional business outreach/engagement strategy
10. Increase capacity of staff and partners through development of cross-training and cost-sharing strategies
11. Identify areas where regional cooperation would result in administrative efficiencies that reduce duplication and redundancy.

To complete deliverables for the Regional Coordination funds, staff is requesting approval to hire Ms. Robin Purdy to work with the CWDB and the Regional RPUs to provide the above services. The anticipated number of hours for this project is 960.

Ms. Purdy was last on the Agency's payroll as a full time employee in January 2015.

RECOMMENDATION:

Approve hiring Robin Purdy, a retired annuitant, as a temporary SETA Consultant employee at an hourly rate of \$55 for up to 960 hours.

ITEM III-B – 4 - ACTION

RATIFICATION OF THE SUBMISSION OF AN APPLICATION TO THE CALIFORNIA WORKFORCE DEVELOPMENT BOARD FOR WORKFORCE INNOVATION AND OPPORTUNITY ACT, REGIONAL IMPLEMENTATION AND INNOVATION FUNDS, AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE FUNDING AGREEMENT, MODIFICATIONS, OR OTHER DOCUMENTS REQUIRED BY THE FUNDING SOURCE AND ENTER INTO A SUBCONTRACT FOR SERVICES

BACKGROUND:

In March, the California Workforce Development Board (CWDB) notified local areas of the opportunity to apply for Workforce Innovation and Opportunity Act funds to support the development and implementation of regional decision-making structures that will strengthen local board activities and performance at the regional level.

In response, the staff of the Capital Region's local workforce boards (SETA/Sacramento Works, Golden Sierra, North Central Counties, and Yolo) have prepared an application requesting \$164,858, to implement the following two regional decision-making structures:

1. WIOA regional committee focused on reviewing and recommending changes that align WIOA policies, processes, and systems across the Capital Region.
2. Comprehensive system-wide regional committee focused on aligning policies, processes, and systems across all regional partners/funding sources.

The local boards will subcontract with Valley Vision for up to \$125,000 to provide convening, facilitation and coordination services. To that end, the local boards recommend proceeding with noncompetitive procurements based on the finding that Valley Vision is the sole local entity available to provide the independent convening, facilitation and coordination services necessary to engage and align system partners. Valley Vision already plays a central role in multiple regional partner initiatives like the "Slingshot Project," the community college system's "Strong Workforce Initiative," the "Align Capital Region" effort, the "Next Economy Prosperity Plan," and is uniquely positioned to leverage and build upon the relationships, experience, knowledge and information gained from these existing planning efforts to successfully coordinate this project.

Staff will be available to answer question.

PRESENTER: Roy Kim

ITEM III-B – 4 – ACTION (continued)
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RECOMMENDATION:

Find that the services to be provided by Valley Vision are available from no other source based upon the information provided in the Background, ratify the submission of an application to the CWDB for WIOA Regional Implementation and Innovation funds, and authorize the Executive Director to execute the funding agreement, modifications, or other documents required by the funding source and enter into a subcontract with Valley Vision for the independent convening, facilitation and coordination services necessary to engage and align system partners.

PRESENTER: Roy Kim

ITEM IV-A – INFORMATION
FISCAL MONITORING REPORTS

BACKGROUND:

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

Staff will be available to answer questions.

MEMORANDUM

TO: Ms. Webster-Hawkins **DATE:** March 15, 2017
FROM: Mayxay Xiong, SETA Fiscal Monitor
RE: Desk review of the Foundation for California Community Colleges

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIOA	California Cyber Cup	\$95,000	5/19/16-6/30/16	5/19/16-6/30/16

Monitoring Purpose: Initial Follow-up Special Final X
Date of review: 2/1/17

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

Program Operator: Foundation for California Community Colleges

Findings and General Observations:

- 1) The total costs as reported to SETA for the WIOA program contract year of May 19, 2016 to June 30, 2016 has been traced to the delegate agency records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

- 1) There are no findings for corrective action in this fiscal monitoring visit.

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Ms. Rachel Rios **DATE:** February 28, 2017
FROM: Tammi L. Kerch, SETA Fiscal Monitor
RE: On-Site Fiscal Monitoring of La Familia Counseling Center

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIOA	OSY	\$ 293,940	7/1/15-6/30/16	3/1/16-6/30/16
CW	OJT/ESS	\$ 266,761	7/1/15-6/30/16	3/1/16-6/30/16
WIOA	US	\$ 61,000	7/1/15-6/30/16	3/1/16-6/30/16
CSBG	YSS	\$ 55,000	1/1/16-12/31/16	3/1/16-12/31/16
WIOA	OJT/A	\$ 132,963	7/1/15-6/30/16	3/1/16-6/30/16

Monitoring Purpose: Initial Follow-Up Special Final
Date of review: Jan 22-24, 2017

	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	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 Contract/Budget	X			
11	In-Kind Contribution		N/A		
12	Equipment Records		N/A		

Program Operator: La Familia Counseling Center

Findings and General Observations:

The total costs as reported to SETA for CSBG, CalWorks, and WIOA have been traced to the delegate agency records. The records were verified and appear to be in order, and there are no adjustments required.

Recommendations for Corrective Action:

There are no findings for corrective action in this fiscal monitoring visit.

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Ms. Rachel Rios **DATE: February 28, 2017**
FROM: Tammi L. Kerch, SETA Fiscal Monitor

RE: On-Site Fiscal Monitoring of La Familia Counseling Center

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIOA	OSY	\$ 292,072	7/1/16-6/30/17	7/1/16-11/30/16
CW	OJT/ESS	\$ 254,496	7/1/16-6/30/17	7/1/16-11/30/16
CW	OJT/SE	\$ 106,576	7/1/16-6/30/17	7/1/16-11/30/16
WIOA	OJT/A	\$ 93,385	7/1/16-6/30/17	7/1/16-11/30/16
WIOA	OJT/A stand alone	\$ 90,890	7/1/16-6/30/17	7/1/16-11/30/16
WIOA	AD/BIC	\$ 204,187	7/1/16-6/30/17	7/1/16-11/30/16
WIOA	DW/BIC	\$ 68,062	7/1/16-6/30/17	7/1/16-11/30/16

Monitoring Purpose: Initial Follow-Up Special Final
Date of review: Jan 25-27, 2017

	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	X			
5	Staff Payroll/Files	X			
6	Fringe Benefits	X			
7	Participant Payroll		NA		
8	OJT Contracts/Files/Payment	X			
9	Indirect Cost Allocation	X			
10	Adherence to Contract/Budget	X			
11	In-Kind Contribution		N/A		
12	Equipment Records		N/A		

Program Operator: La Familia Counseling Center

Findings and General Observations:

The total costs as reported to SETA for CalWorks, and WIOA have been traced to the delegate agency records. The records were verified and appear to be in order, and there are no adjustments required.

Recommendations for Corrective Action:

There are no findings for corrective action in this fiscal monitoring visit.

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Ms. Michele Steeb **DATE:** March 9, 2017
FROM: Tammi L. Kerch, SETA Fiscal Monitor
RE: On-Site Fiscal Monitoring of St. John's Program for Real Change

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT</u> <u>PERIOD</u>	<u>PERIOD</u> <u>COVERED</u>
CSBG	FSS	\$ 70,000	1/28/16-12/31/16	7/1/16-12/31/16

Monitoring Purpose: Initial Follow-Up Special Final
Date of review: Feb 15, 2017

	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		N/A		
5	Staff Payroll/Files	X			
6	Fringe Benefits	X			
7	Participant Payroll		N/A		
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: St. John's Program for Real Change

Findings and General Observations:

The total costs as reported to SETA for CSBG have been traced to the delegate agency records. The records were verified and appear to be in order, and there are no adjustments required.

Recommendations for Corrective Action:

There are no findings for corrective action in this fiscal monitoring visit.

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Ms. Marylou Powers **DATE:** March 17, 2017
FROM: Tammi L. Kerch, SETA Fiscal Monitor
RE: Fiscal 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	\$ 147,014	1/1/16-12/31/16	1/1/16-12/31/16

Monitoring Purpose: Initial ___ Follow-Up ___ Special ___ Final X
Date of review: March 16, 2017 desk audit

		SATISFACTORY		COMMENTS/ RECOMMENDATIONS	
		YES	NO	YES	NO
	AREAS EXAMINED				
1	Accounting Systems/Records	X			
2	Internal Control	X			
3	Bank Reconciliation	X			
4	Disbursement Control	X			
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		

Memorandum
Fiscal Monitoring Findings
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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:

There are no findings for corrective action in this fiscal monitoring visit.

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Jackie White **DATE: March 3, 2017**
FROM: Tammi L. Kerch, SETA Fiscal Monitor
RE: On-Site Fiscal Monitoring of Twin Rivers Unified School District

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
RSS	VESL/ES	\$ 201,875	10/1/16-9/30/17	10/1/16-12/31/16
TA	ES	\$ 48,218	10/1/16-4/30/17	10/1/16-12/31/16

Monitoring Purpose: Initial X Interim Special Final
Date of review: Feb 6-7, 2017 and follow-up Mar 2, 2017

	AREAS EXAMINED	SATISFACTORY		COMMENTS/RECOMMENDATIONS	
		YES	NO	YES	NO
1	Accounting Systems/Records	X			
2	Internal Control	X			
3	Bank Reconciliation		N/A		
4	Disbursement Control	X			
5	Staff Payroll/Files	X			
6	Fringe Benefits	X			
7	Participant Payroll		N/A		
8	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: Twin Rivers Unified School District

Findings and General Observations:

The total costs as reported to SETA for RSS, and TA have been traced to the subgrantee's fiscal records.

Recommendations for Corrective Action:

There are no findings for corrective action in this fiscal monitoring visit.

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Ms. Ingersoll **DATE:** March 7, 2017
FROM: Tammi L. Kerch, SETA Fiscal Monitor
RE: On-Site Fiscal Monitoring of Twin Rivers Unified School District

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
Head Start	Basic	\$ 1,589,191	8/1/16-7/31/17	9/1/16-12/31/16
Head Start	T & TA	\$ 7,500	8/1/16-7/31/17	9/1/16-9/30/16

Monitoring Purpose: Initial ____ Interim X Special ____ Final T&TA

Date of review: Feb 8-9, 2017 and follow-up Mar 7, 2017

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

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Program Operator: Twin Rivers Unified School District

Findings and General Observations:

The total costs as reported to SETA have been traced to the delegate'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: Kathy Kossick
Governing Board
Policy Council

Program Operator: Twin Rivers Unified School District

Findings and General Observations:

The total costs as reported to SETA for RSS, TA, and TAD have been traced to the subgrantee's fiscal records.

Recommendations for Corrective Action:

There are no findings for corrective action in this fiscal monitoring visit.

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Ms. Bridget Alexander

DATE: March 15, 2017

FROM: Mayxay Xiong, SETA Fiscal Monitor

RE: On-site Fiscal Monitoring of Waking the Village

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
CSBG	Safety Net	\$50,000	1/1/16-12/31/16	1/1/16-12/31/16
CSBG	Safety Net	\$42,500	1/1/15-12/31/15	1/1/15-12/31/15
CSBG	CEPEP	\$34,930.78	6/30/15-5/31/16	6/30/15-5/31/16

Monitoring Purpose: Initial Follow-up Special Final X
Date of review: 1/30/17

	AREAS EXAMINED	SATISFACTORY		COMMENTS/ RECOMMENDATIONS	
		YES	NO	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		N/A		
8	OJT Contracts/Files/Payment		N/A		
9	Indirect Cost Allocation		N/A		
10	Adherence to Budget	X			
11	In-Kind Contribution		N/A		
12	Equipment Records		N/A		

Program Operator: Waking the Village

Findings and General Observations:

The total costs as reported to SETA for the CSBG programs from January 1, 2015 to December 31, 2016 have been traced to the delegate agency records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

There are no findings for corrective action in this fiscal monitoring visit.

cc: Kathy Kossick
Governing Board

ITEM IV-B – INFORMATION

EMPLOYER SUCCESS STORIES AND ACTIVITY REPORT

BACKGROUND:

Staff at Sacramento Works Training 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

ERA
July 1 - March 24, 2017

EMPLOYER	CRITICAL CLUSTERS	JOBS	NO OF POSITIONS
Critical Occupational Clusters Key: 1=Administrative & Support Services; 2=Architecture & Engineering;3=Construction; 4=Healthcare & Supportive Service; 5=Human Services; 6=Information Technology; 7= Installation, Maintenance & Repair; 8=Tourism/Hospitality; 9=Transportation & Production; 10=Non-Critical Occupations			
1STOPlighting	1	Customer Service	1
	1	Warehouse Technician	1
347Group	7	Machine Operator/Laborer	6
Advanced Call Center Technologies, LLC.	1	Call Center Training Administrator	2
	1	Customer Service Representative	125
	1	Human Resources Recruiting Admin Assistant	2
Air National Guard	1	Intelligence Analysis	45
Amador Stage Lines Inc.	9	Motorcoach Operator	20
Aggressive Legal Svc Inc.	1	Court Runner	1
America's Lawns Inc.	1	Landscaping Crew	3
Arcade Creek Manor	1	Groundskeeper	1
Assurance Roofing and Construction	3	Laborer	1
Black Dog Graphics	1	Warehouse Technician	1
Blue Shield of California	1	Case Management Staff	1
	1	Clinical Support Coordinator	1
	1	Customer Experience Management Trainee	1
	6	Cyber Security Engineer	1
	1	EDI Data Analyst	1
	1	Employee Relations Consultant	1
	4	FEP PPO Utilization Management Lead RN	1
	10	Government Affairs (Lobbyist)	10
	6	IT Management/Senior Manager	1
	6	IT Security Cyber Defense Platform Management Team Member	1
	6	IT Senior Project Manager	1
	1	Lead Database Administrator	1
	1	Lead Human Resources Specialist	1
	6	Learning Database Analyst	1
	6	Medical Director, Medical Operations	1
	4	Medicare Supplement Supervisor	1
	1	Operations Management Supervisor CE	2
	1	Product Operations Analyst	1
	1	Program Manager	1
	1	Provider Information & Enrollment Correspondence/Phone Representative	1
	1	Provider Information and Enrollment Correspondence/Phone Representative	1
	1	Provider Product Configuration Analyst, Senior	1
	1	QA Analyst Intermediate	1
	1	Quality Assurance Intermediate Specialist	1
	1	Reconciliation Business Analyst	1
	1	Regulatory Complaint Coordinator, Lead	1
	1	Senior Business Analyst	1
	6	Senior Business Application Developer	1
	1	Senior Business Information Analyst-Traceability	1
	1	Senior Manager, Portfolio Analytics	1
	1	Senior Project Analyst	1
	1	Senior Project Manager	1
	1	Senior Technical Lead-Business Objects	1
	1	Technical Writer	1
	1	Utilization Care Manager Staff	1
California Caregivers	4	Caregiver	20
California Native Plant Society	1	Director of Communications and Marketing	1
Capitol Architectural Production	3	Welder/Shop Helper	1
Carson's Coatings Inc.	3	CADD Tech	1

ERA
July 1 - March 24, 2017

EMPLOYER	CRITICAL CLUSTERS	JOBS	NO OF POSITIONS
Critical Occupational Clusters Key: 1=Administrative & Support Services; 2=Architecture & Engineering;3=Construction; 4=Healthcare & Supportive Service; 5=Human Services; 6=Information Technology; 7= Installation, Maintenance & Repair; 8=Tourism/Hospitality; 9=Transportation & Production; 10=Non-Critical Occupations			
City of Sacramento	1	Accountant Auditor	1
	2	Associate Architect	1
	2	Associate Civil Engineer	1
	1	Deputy City Attorney II	1
	1	Dispatcher II	1
	10	Events Associate	1
	6	Information Technology Support Specialist II	1
	7	Integrated Waste Equipment Operator	1
	1	Junior Development Project Manager	1
	1	Junior Plant Operator	1
	10	Lifeguards, Ski Patrol, and Other Recreational Protective Service Workers	1
	1	Office of Public Safety Accountability Analyst	1
	1	Office of Public Safety Accountability Specialist	1
	1	Operations General Supervisor	1
	1	Paralegal	1
	1	Police Officer	1
	1	Police Recruit	1
	1	Program Analyst	1
	1	Program Analyst	1
	1	Program Manager-ADA & Leave Manager	1
	1	Program Specialist	1
	1	Senior Accountant Auditor	1
	6	Senior Applications Developer	1
	10	Senior Camp Aquatics Leader	1
	2	Senior Engineer	1
	2	Senior Engineer	1
	1	Special Districts Manager	1
	1	Staff Aide Management/Working Title: Marijuana Policy and Enforcement Manager	1
1	Support Services Manager	1	
2	Telecommunications Engineer II	1	
1	Tree Pruner II	1	
7	Water Quality Laboratory Technician	1	
Chico Comcast	7	Installation Technician	1
Children's Law Center-Sacramento	1	Part Time Administrative Assistant	1
Cosumnes River College	1	Instructional Services Assistant II	1
D V Austin Contractors	3	Helpers--Painters, Paperhangers, Plasterers, and Stucco Masons	1
Davis Academy Driving School	1	Driving Instructor	2
Davis Center	1	Administrative Assistant I	1
Denio's Roseville Farmers Market and Auction, Inc.	1	Cashier	4
Electrofreeze of Northern California	1	Office Administrator	1
Elite Cleaning	1	Housecleaner	2
Enterprise Holdings, Inc.	1	Service Agent	4
Essential Healthcare Staffing	4	Occupational Therapist - Home Healthcare	1
	4	Physical Therapist - Home Healthcare	1
	4	Speech Therapist - Home Healthcare	2
Excel Network LLC	1	Core Gas Agent	65
Express Employment Professionals	7	Apartment Maintenance Technician	1
Falafel Corner	8	Line Server	1
Farmers Insurance	1	Bilingual Insurance Sales	1
Fedex Freight	9	City Driver	1
Folsom Dam Car Wash	1	Car Wash Line Work	5

ERA
July 1 - March 24, 2017

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Frito-Lay	9	Route Sales Representative - General	13
Fulton-El Camino Rec-Park District	10	Recreational Leaders	20
Golden State Overnight Delivery	9	Truck Driver	3
Handyman Network	7	Handyman/Contractor	5
Health and Life Organization	1	Member Service I	1
	4	Registered Dental	2
Hialeah Terrace	4	Caregiver	2
Imko Workforce Solutions	7	Automotive Mechanics	1
	3	Mig Welder	1
InSync Consulting Services LLC	1	Customer Service Professional	90
Island Angels	1	Administrative/Care Coordinator	1
	4	Caregiver	1
JUMA Ventures	1	Enterprise Manager	1
Junk King	9	Driver/Loader	1
L - 3 Communications Corporation	1	Contracts Administrator	1
	9	Top Level MIC Assembler	1
	1	Sr. Proposal Administrator	1
Labor Finders	9	Labor	1
La Bou Bakery & Cafe	8	Food Prep/Sandwich Maker/Cashier	1
Lewis Group Of Companies	4	Maintenance Technician	3
LICAP Technologies	9	Maintenance & Facility Technician	1
	2	R & D Engineer	1
Los Rios Community College	1	Account Clerk II	2
	1	Account Clerk III	1
	1	Accountant	2
	1	Administrative Assistant I	8
	1	Administrative Assistant II	5
	1	Admissions/Records Evaluator II	1
	1	Admissions/Records Clerk II	1
	1	Admissions/Records Clerk III	1
	1	Admissions/Records Evaluator I	3
	1	Art Assistant Professor (Studio Art)	1
	1	Associate Vice Chancellor, Resource Development	1
	1	Associate Vice President of Instruction	1
	1	Athletic Trainer	1
	1	Biology Assistant Professor	1
	1	Buyer	1
	1	Clerk II	4
	1	Clerk III	5
	1	College Police Detective	1
	1	Communications and Public Information Officer	1
	1	Computer Information Science Assistant Professor	3
	1	Confidential Human Resources Specialist I	1
	1	Confidential Human Resources Specialist II	1
	1	Confidential Human Resources Specialist III	1
	1	Counseling Clerk I	1
	1	Counseling Clerk II	2
	1	Counselor	3
	1	Culinary Arts Management Adjunct Assistant Professor	1
	1	Custodial/Receiving Supervisor	1
	1	Dean of Career and Technical Education	1

ERA
July 1 - March 24, 2017

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Los Rios Community College	1	Dean of Distance Education, Virtual Education Center	1
	1	Dean of Institutional Effectiveness	1
	1	Dean of Instruction	1
	1	Dean of Workforce and Economic Development	1
	4	Dental Hygiene Assistant Professor	1
	1	Dean of Kinesiology, Health, and Athletics	1
	1	Dean of Student Services Admissions and Transition Services	1
	1	Director of Administrative Services	1
	1	Director of Facilities Planning and Construction	1
	1	Director of Human Resources	1
	1	Director of Marketing and Communication, Harris Center for the Arts	1
	6	Educational Media and Web Design Specialist	1
	1	Electronics Technology Assistant Professor+D160	1
	1	Employee Benefits Specialist	1
	1	Employee Benefits Supervisor	1
	1	Engineering Assistant Professor	1
	2	Facilities Planning and Engineering Specialist	1
	1	Facilities Planning Specialist	2
	1	Fashion Assistant Professor	1
	1	Financial Aid Clerk II	2
	1	Financial Aid Supervisor	1
	1	Foreign Languages Assistant Professor	1
	1	Foster and Kinship Care Education Coordinator	1
	1	Grant Coordination Clerk	1
	1	Grant Program Director Career and Technical Programs	1
	1	Groundskeeper	1
	1	Head Groundskeeper	1
	1	Head Grounds Maintenance Technician	1
	1	Healthcare Interpreting Assistant Professor	1
	1	Horticulture Assistant Professor	1
	6	Information Technology Business/Technical Analyst I	1
	6	Information Technology Business/Technical Analyst II	1
	1	Information Technology Director of Production Services	1
	6	Information Technology Systems/Database Administrator	1
	6	Information Technology Systems/Database Administrator Analyst II	1
	1	Instructional Assistant - Accounting Laboratory	1
	1	Instructional Assistant - Campus Computer Laboratory	1
	1	Instructional Assistant -Costuming and Makeup	1
	1	Instructional Assistant - Disabled Student Program & Services	1
	1	Instructional Assistant - Learning Resources	1
1	Instructional Assistant-Music	1	
1	Instructional Assistant -Tutorial Center	2	
1	Instructional Assistant - Welding Technology	1	
1	Instructional Services Assistant I	1	
1	Instructional Services Assistant II	1	
1	Journalism Assistant Professor	1	

ERA
July 1 - March 24, 2017

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Los Rios Community College	1	Kinesiology Assistant Professor/Head Men's Baseball Coach	1
	1	Laboratory Technician-Science Chemistry	1
	7	Lead Laboratory Technician - Mechanics	1
	1	Lead Library Media Technical Assistant	1
	3	Lead Maintenance Electrician	1
	1	Learning Disabilities Assistant Professor	1
	1	Learning Skills and Tutorial Services Coordinator	1
	1	Legal Assisting Assistant Professor	1
	1	Library Media Technical Assistant	1
	1	Library Technician	2
	1	Maintenance Operations Clerk	1
	7	Maintenance Plumber	1
	1	Mathematics Assistant Professor	2
	1	Mathematics Lab Coordinator	1
	3	Mechanical-Electrical Systems Technician	1
	1	Nursing Assistant Professor	8
	1	Occupational Therapy Assistant Assistant Professor	1
	1	Outreach Specialist	1
	1	Physical Education/Athletic Attendant	1
	1	Physical Therapy Assistant Professor	1
	1	Physics Assistant Professor	1
	1	Physics/Astronomy Assistant Professor	1
	1	Police Officer	1
	1	President, Folsom Lake College	1
	1	President, Sacramento City College	1
	6	Programmer I	1
	1	Project Director for TRIO, Educational Talent Search	1
	1	Project Director for TRIO, Student Support Services, STEM, and Veterans Programs	1
	1	Psychology Assistant Professor	1
	1	Public Relations Technician	1
	1	Research Analyst	2
	1	Researcher/Psychology Assistant Professor	1
	1	Respiratory Care Assistant Professor	1
	6	Senior IT Network Administrator Analyst	3
	6	Senior IT Technician -Lab/Area Microcomputer Support	2
	1	Student Personnel Assistant-Assessment and Testing	1
	1	Student Personnel Assistant-Cultural Awareness	2
	1	Student Personnel Assistant-DSP&S	1
	1	Student Personnel Assistant-EOPS	2
	1	Student Personnel Assistant-Student Life	2
1	Student Personnel Assistant-Student Services	2	
1	Student Personnel Assistant Workforce and Economic Development	2	
1	Student Success and Support Program Specialist	2	
1	Theater Arts (Technical) Adjunct Assistant Professor	2	
1	Universal Design Coordinator	1	
1	Vice Chancellor of Education and Technology	1	
1	Vice President of Instruction	1	

ERA
July 1 - March 24, 2017

EMPLOYER	CRITICAL CLUSTERS	JOBS	NO OF POSITIONS
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Los Rios Community College	1	Vice President of Student Services	1
	1	Women's Basketball Adjunct Faculty Head Coach	1
	1	Women's Track and Field Head Coach	1
McLane Company, Inc.	10	Independent Sales Representative	1
ProWraps, Inc.	1	Office Manager/Project Manager	1
MGO Strategic Staffing	1	Administrative Assistant	1
	1	Senior Accountant	1
Mr. Security Camera	7	Installation Technician	1
Nature Care Landscape, Inc.	1	Landscape Maintenance and Installation Crew Members	5
Nor Cal Mobile Mechanics	7	Auto Technician	1
Ooma, Inc.	1	Outside Sales Representative	10
Pinnacle Telecommunications, Inc.	7	Central Office Installer - Level 2 or Higher	1
	1	CFO/Controller	1
	2	Detail/Field Engineer	1
	1	Engineering Quality Auditor	1
	6	Help Desk Support	1
	6	Network Engineer	1
Public Storage	1	Relief Property Manager	5
Ramos Oil Company	1	Maintenance Worker	1
Randstad U.S., LP	9	Production	200
Ray McCauley Insurance Agency	1	Insurance Sales Agent	1
Resource Staffing Group	1	Document Agent	30
	1	Inbound Customer Service Representative	2
	9	Warehouse Clerk	3
Retail Business Development	1	Wireless Sales Ambassador	8
Rimenetics	9	Manufacturing/Production Worker	5
River City Rickshaw LLC.	9	Pedicab Driver	1
Sacramento Asian/Pacific Chamber	1	Events Coordinator	1
	1	Manager of Membership Relations/Business Development/Programs	1
	1	Marketing and Events Coordinator	1
Sacramento Employment & Training Agency	1	Accountant II	1
	1	Administrative Assistant	1
	1	Children and Family Services Facilities Supply Clerk	1
	1	Payroll Specialist	1
	1	Head Start Site Supervisor	2
	1	Personnel Analyst	1
	1	Senior Payroll Specialist	1
Sacramento LGBT Community Center	1	Development Coordinator	1
	1	Executive and Finance Assistant	1
Sacramento Regional Transit District	1	Director, Office Management and Budget	1
Safety Center Inc.	4	Alcohol and Drug Program Counselor	1
	1	Alcohol and Drug Program Staff I	1
	1	Bi-Lingual Alcohol and Drug Program Counselor	1
Saint Claire's Nursing Home	1	Cook	3
	4	Dietary Aid	3
	1	Laundry Worker/Housekeeper	3
	1	Janitorial Maintenance Worker	3
Saint John's Lutheran Church	1	Church Accountant/Bookkeeper	1
Universal Security & Fire Inc.	1	Alarm Technician Trainee	2
Stonehouse Enterprises Inc.	1	Maintenance Supervisor	1
University Of The Pacific, Mc George School Of Law	1	Legal Advocate	1

ERA
July 1 - March 24, 2017

EMPLOYER	CRITICAL CLUSTERS	JOBS	NO OF POSITIONS
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The Table Community Foundation	1	After School Group Leader	5
Tele Direct	10	Customer Service Representative	30
The Kensington	4	Caregiver	1
	8	Server	1
Tots of Love Child Development Center, LLC.	1	Preschool Teacher	5
Urban Strategies Inc.	1	Education Liaison	1
Victoria S Mosur DDS PC	4	Registered Dental Assistant	1
Villara Corporation	1	Sales	1
Volunteers of America Sacramento	1	Support Staff/Monitor	6
Weidmann-ACTI Inc.	9	Shipping Technician	1
WFVC Contact Centers	1	Phone Banker I	1
Wheel Pros	9	Warehouse Worker	2
	9	Warehouse Driver/Worker	1
Total			1105

ITEM IV-C – INFORMATION
DISLOCATED WORKER UPDATE

BACKGROUND:

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

PRESENTER: William Walker

Dislocated Worker Information PY 2016/2017

The following is an update of information as of March 24, 2017 on the Worker Adjustment and Training Notification (WARN) notices and Non WARN notifications in Sacramento County.

	MONTH RECEIVE NOTICE	COMPANY AND ADDRESS	WARN STATUS	# OF AFFECTED WORKERS	SETA'S INTERVENTION
Unofficial	3/10/2016	Orchard Supply Hardware 905 E. Bidwell St. Folsom, CA 95630	8/1/2016	40	7/7/2016 7/14/16
Unofficial	5/19/2016	Sports Authority 3350 Arden Way Sacramento, CA 95815	8/31/2016	150	7/28/2016
Official	6/10/2016	CVS Health: Financial Services Center 11092 Sun Center Dr. Rancho Cordova, CA 95670	9/30/2016	152	8/29/2016 8/31/16 9/20/16 9/22/16
Unofficial	6/27/2016	Hancock Fabrics 2711 El Camino Sacramento, CA 95821	7/13/2016	22	6/6/16 6/8/16
Official	6/27/2016	CST California Stations 4625 San Juan Avenue Fair Oaks, CA 95628	7/5/2016	6	8/18/2016
Unofficial	6/29/2016	CalStar 4933 Bailey Loop McClellan, CA 95652	9/15/2016	20	8/24/2016
Official	6/30/2016	DCS Facility Services 3731 Metro Dr. Suite 600 Sacramento, CA 95215	8/31/2016	11	Packets Delivered
Unofficial	7/5/2016	California State Senate 1020 N Street Sacramento, CA 95814	11/20/2016	40	8/5/16 9/28/16
Unofficial	7/24/2016	Flapjacks 2721 El Camino Ave. Sacramento, CA 95821	7/23/2016	27	7/29/2016
Unofficial	8/1/2016	Farrell's Ice Cream 1625 Watt Ave Sacramento, CA 95864	8/1/2016	100	8/3/2016
Official	9/6/2016	ITT Technical Institute 10863 Gold Center Dr. Ranch Cordova, CA 95670	9/16/2016	104	Declined Services
Official	10/3/2016	Sutter VNA & Hospice 8330 Ferguson Ave Sacramento, CA 95828	12/2/2016	15	Declined Services
Official	10/10/2016	Red Lion Hotel Woodlake 500 Leisure Ln Sacramento, CA 95815	12/12/2016	120	12/2/2016
Official	10/11/2016	Verizon Wireless 10734 International Dr. Rancho Cordova, CA 95670	1/27/2016	1,180	Job Fair 11/30/16
Unofficial	10/14/2016	AAA 8880 Cal Center Dr. Sacramento, CA 95826	12/31/2016	15	12/8/2016

Dislocated Worker Information PY 2016/2017

The following is an update of information as of March 24, 2017 on the Worker Adjustment and Training Notification (WARN) notices and Non WARN notifications in Sacramento County.

	MONTH RECEIVE NOTICE	COMPANY AND ADDRESS	WARN STATUS	# OF AFFECTED WORKERS	SETA'S INTERVENTION
Official	11/3/2016	Marvell Semiconductor, Inc. 890 Glenn Dr. Folsom, CA 95630	1/27/2017	12	Pending
Unofficial	1/12/2017	TransAmerica 870 Glenn Dr. Folsom, Ca 95670	2/28/2017	30	1-31-17 2/1/2017
Official	1/12/2017	PG&E 10381 Old Placcerville Rd. Suite 150 Rancho Cordova, CA 95670	3/18/2017	12	2/16/2017
Unofficial	2/3/2017	L3 Technologies, Inc. 107 Woodmere Rd. Folsom, CA 95670	2/15/2017	10	2/15/2017
Official	3/24/2017	bebe store, Inc. 13000 Folsom Blvd. #1006 Folsom, CA 95630	5/27/2017	10	Pending
			Total # of Affected Workers	2,076	

ITEM IV-D – INFORMATION

UNEMPLOYMENT UPDATE/PRESS RELEASE FROM THE EMPLOYMENT
DEVELOPMENT DEPARTMENT

BACKGROUND:

The unemployment rate for Sacramento County for the month of February was 5.1%.

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

**SACRAMENTO—ROSEVILLE—ARDEN-ARCADE METROPOLITAN STATISTICAL AREA
(MSA)
(EL DORADO, PLACER, SACRAMENTO, AND YOLO COUNTIES)
Educational and health services led month-over and year-over job growth**

The unemployment rate in the Sacramento--Roseville--Arden-Arcade MSA was 5.1 percent in February 2017, down from a revised 5.3 percent in January 2017, and below the year-ago estimate of 5.5 percent. This compares with an unadjusted unemployment rate of 5.2 percent for California and 4.9 percent for the nation during the same period. The unemployment rate was 4.9 percent in El Dorado County, 4.3 percent in Placer County, 5.2 percent in Sacramento County, and 6.3 percent in Yolo County.

Between January 2017 and February 2017, combined employment in the counties of El Dorado, Placer, Sacramento, and Yolo increased by 5,700 to total 960,100 jobs.

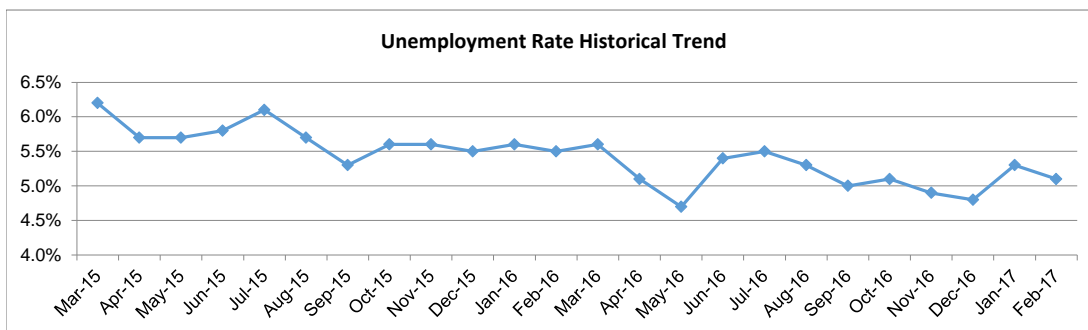
- Educational and health services (up 2,000 jobs) led the region in job growth from January to February. Health care and social assistance accounted for 70 percent of the job additions, picking up 1,400 jobs. Education services added 600 jobs.
- Professional and business services gained 1,800 jobs over the month. A majority of the increase was in administrative and support and waste services (up 1,600 jobs).
- Leisure and hospitality expanded by 1,100 jobs. Accommodation and food services added 900 jobs. Arts, entertainment, and recreation advanced by 200 jobs.
- Trade, transportation, and utilities (down 1,200 jobs) and financial activities (down 100 jobs) were the only two industries to experience month-over declines.

Between February 2016 and February 2017, total jobs in the region increased by 15,900, or 1.7 percent.

- Educational and health services (up 6,200 jobs) continued to lead year-over growth for the fifth consecutive month. Health care and social assistance led the expansion with 6,500 jobs. This gain offset a loss in education services (down 300 jobs).
- Professional and business services added 5,500 jobs from last February. Administrative and support and waste services grew by 4,300 jobs. Professional, scientific, and technical services gained 1,900 jobs. These gains offset a decline in management of companies and enterprises, which dipped by 700 jobs.
- Leisure and hospitality gained 3,300 jobs, with the majority of the increase in accommodation and food services (up 2,800 jobs). Arts, entertainment, and recreation contributed 500 jobs over the year.
- Four major industries experienced job reductions from last February, led by construction (down 1,800 jobs), other services (down 1,300 jobs), manufacturing (down 600 jobs), and information (down 500 jobs).

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 5.1 percent in February 2017, down from a revised 5.3 percent in January 2017, and below the year-ago estimate of 5.5 percent. This compares with an unadjusted unemployment rate of 5.2 percent for California and 4.9 percent for the nation during the same period. The unemployment rate was 4.9 percent in El Dorado County, 4.3 percent in Placer County, 5.2 percent in Sacramento County, and 6.3 percent in Yolo County.



Industry	Jan-2017	Feb-2017	Change		Feb-2016	Feb-2017	Change
	Revised	Prelim			Prelim		

Total, All Industries	954,400	960,100	5,700		944,200	960,100	15,900
Total Farm	7,700	8,400	700		8,300	8,400	100
Total Nonfarm	946,700	951,700	5,000		935,900	951,700	15,800
Mining, Logging, and Construction	49,600	49,900	300		51,600	49,900	(1,700)
Mining and Logging	500	500	0		400	500	100
Construction	49,100	49,400	300		51,200	49,400	(1,800)
Manufacturing	35,500	35,600	100		36,200	35,600	(600)
Trade, Transportation & Utilities	152,900	151,700	(1,200)		148,800	151,700	2,900
Information	13,400	13,500	100		14,000	13,500	(500)
Financial Activities	52,300	52,200	(100)		51,200	52,200	1,000
Professional & Business Services	129,300	131,100	1,800		125,600	131,100	5,500
Educational & Health Services	148,500	150,500	2,000		144,300	150,500	6,200
Leisure & Hospitality	100,900	102,000	1,100		98,700	102,000	3,300
Other Services	29,600	29,700	100		31,000	29,700	(1,300)
Government	234,700	235,500	800		234,500	235,500	1,000

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

Labor force data are revised month to month

March 24, 2017

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

Sacramento--Roseville--Arden-Arcade MSA
(El Dorado, Placer, Sacramento, and Yolo Counties)
 Industry Employment & Labor Force
 March 2016 Benchmark

Data Not Seasonally Adjusted

	Feb 16	Dec 16	Jan 17 Revised	Feb 17 Prelim	Percent Change	
					Month	Year
Civilian Labor Force (1)	1,070,700	1,071,800	1,070,800	1,070,100	-0.1%	-0.1%
Civilian Employment	1,011,900	1,020,200	1,013,600	1,015,500	0.2%	0.4%
Civilian Unemployment	58,700	51,600	57,200	54,600	-4.5%	-7.0%
Civilian Unemployment Rate	5.5%	4.8%	5.3%	5.1%		
(CA Unemployment Rate)	5.8%	5.0%	5.5%	5.2%		
(U.S. Unemployment Rate)	5.2%	4.5%	5.1%	4.9%		
Total, All Industries (2)	944,200	970,500	954,400	960,100	0.6%	1.7%
Total Farm	8,300	8,200	7,700	8,400	9.1%	1.2%
Total Nonfarm	935,900	962,300	946,700	951,700	0.5%	1.7%
Total Private	701,400	728,000	712,000	716,200	0.6%	2.1%
Goods Producing	87,800	89,000	85,100	85,500	0.5%	-2.6%
Mining, Logging, and Construction	51,600	53,500	49,600	49,900	0.6%	-3.3%
Mining and Logging	400	500	500	500	0.0%	25.0%
Construction	51,200	53,000	49,100	49,400	0.6%	-3.5%
Construction of Buildings	10,400	10,700	10,400	10,200	-1.9%	-1.9%
Specialty Trade Contractors	35,800	38,600	35,700	36,400	2.0%	1.7%
Building Foundation & Exterior Contractors	9,300	10,600	9,500	9,800	3.2%	5.4%
Building Equipment Contractors	15,400	16,500	16,200	16,300	0.6%	5.8%
Building Finishing Contractors	7,600	8,300	7,700	7,800	1.3%	2.6%
Manufacturing	36,200	35,500	35,500	35,600	0.3%	-1.7%
Durable Goods	24,800	24,000	24,000	24,000	0.0%	-3.2%
Computer & Electronic Product Manufacturing	6,300	5,800	5,900	5,900	0.0%	-6.3%
Nondurable Goods	11,400	11,500	11,500	11,600	0.9%	1.8%
Food Manufacturing	3,800	3,700	3,700	3,700	0.0%	-2.6%
Service Providing	848,100	873,300	861,600	866,200	0.5%	2.1%
Private Service Providing	613,600	639,000	626,900	630,700	0.6%	2.8%
Trade, Transportation & Utilities	148,800	158,400	152,900	151,700	-0.8%	1.9%
Wholesale Trade	25,300	25,500	25,800	26,200	1.6%	3.6%
Merchant Wholesalers, Durable Goods	13,800	14,000	13,800	14,000	1.4%	1.4%
Merchant Wholesalers, Nondurable Goods	8,900	9,100	9,100	9,200	1.1%	3.4%
Retail Trade	98,700	105,800	101,000	99,600	-1.4%	0.9%
Motor Vehicle & Parts Dealer	14,000	14,500	14,400	14,400	0.0%	2.9%
Building Material & Garden Equipment Stores	8,000	8,100	8,000	8,100	1.3%	1.3%
Grocery Stores	18,500	19,200	18,900	18,900	0.0%	2.2%
Health & Personal Care Stores	5,600	5,800	5,700	5,600	-1.8%	0.0%
Clothing & Clothing Accessories Stores	7,300	8,300	7,300	7,000	-4.1%	-4.1%
Sporting Goods, Hobby, Book & Music Stores	4,200	4,400	4,000	3,800	-5.0%	-9.5%
General Merchandise Stores	20,700	24,500	22,200	21,300	-4.1%	2.9%
Transportation, Warehousing & Utilities	24,800	27,100	26,100	25,900	-0.8%	4.4%
Information	14,000	13,600	13,400	13,500	0.7%	-3.6%
Publishing Industries (except Internet)	2,500	2,600	2,600	2,600	0.0%	4.0%
Telecommunications	5,600	5,200	5,200	5,200	0.0%	-7.1%
Financial Activities	51,200	52,600	52,300	52,200	-0.2%	2.0%
Finance & Insurance	37,100	38,000	37,900	37,800	-0.3%	1.9%
Credit Intermediation & Related Activities	11,600	11,900	11,700	11,700	0.0%	0.9%
Depository Credit Intermediation	6,600	6,500	6,500	6,500	0.0%	-1.5%
Nondepository Credit Intermediation	2,400	2,600	2,500	2,400	-4.0%	0.0%
Insurance Carriers & Related	21,500	21,700	21,800	21,900	0.5%	1.9%
Real Estate & Rental & Leasing	14,100	14,600	14,400	14,400	0.0%	2.1%
Real Estate	10,900	11,300	11,100	11,200	0.9%	2.8%
Professional & Business Services	125,600	132,400	129,300	131,100	1.4%	4.4%
Professional, Scientific & Technical Services	54,600	56,400	56,200	56,500	0.5%	3.5%
Architectural, Engineering & Related Services	8,900	9,600	9,500	9,600	1.1%	7.9%
Management of Companies & Enterprises	11,000	10,400	10,400	10,300	-1.0%	-6.4%
Administrative & Support & Waste Services	60,000	65,600	62,700	64,300	2.6%	7.2%
Administrative & Support Services	57,200	62,200	59,500	60,700	2.0%	6.1%
Employment Services	23,500	24,700	23,100	23,700	2.6%	0.9%

Data Not Seasonally Adjusted

	Feb 16	Dec 16	Jan 17 Revised	Feb 17 Prelim	Percent Change	
					Month	Year
Services to Buildings & Dwellings	11,600	12,400	12,200	12,300	0.8%	6.0%
Educational & Health Services	144,300	150,700	148,500	150,500	1.3%	4.3%
Education Services	12,400	11,700	11,500	12,100	5.2%	-2.4%
Health Care & Social Assistance	131,900	139,000	137,000	138,400	1.0%	4.9%
Ambulatory Health Care Services	46,400	50,000	48,800	49,600	1.6%	6.9%
Hospitals	23,000	23,700	23,700	23,800	0.4%	3.5%
Nursing & Residential Care Facilities	16,800	17,400	17,300	17,500	1.2%	4.2%
Leisure & Hospitality	98,700	101,700	100,900	102,000	1.1%	3.3%
Arts, Entertainment & Recreation	16,100	16,800	16,400	16,600	1.2%	3.1%
Accommodation & Food Services	82,600	84,900	84,500	85,400	1.1%	3.4%
Accommodation	9,200	8,900	8,800	8,900	1.1%	-3.3%
Food Services & Drinking Places	73,400	76,000	75,700	76,500	1.1%	4.2%
Restaurants	68,700	71,600	71,400	72,400	1.4%	5.4%
Full-Service Restaurants	32,400	34,200	33,700	34,200	1.5%	5.6%
Limited-Service Eating Places	36,300	37,400	37,700	38,200	1.3%	5.2%
Other Services	31,000	29,600	29,600	29,700	0.3%	-4.2%
Repair & Maintenance	9,000	9,100	9,100	9,200	1.1%	2.2%
Government	234,500	234,300	234,700	235,500	0.3%	0.4%
Federal Government	13,700	14,400	14,000	14,100	0.7%	2.9%
Department of Defense	1,700	1,700	1,700	1,700	0.0%	0.0%
State & Local Government	220,800	219,900	220,700	221,400	0.3%	0.3%
State Government	116,400	117,700	117,400	117,400	0.0%	0.9%
State Government Education	29,700	30,700	30,400	30,300	-0.3%	2.0%
State Government Excluding Education	86,700	87,000	87,000	87,100	0.1%	0.5%
Local Government	104,400	102,200	103,300	104,000	0.7%	-0.4%
Local Government Education	59,200	56,000	57,300	57,700	0.7%	-2.5%
Local Government Excluding Education	45,200	46,200	46,000	46,300	0.7%	2.4%
County	18,600	18,900	19,000	19,000	0.0%	2.2%
City	9,900	10,200	10,000	10,100	1.0%	2.0%
Special Districts plus Indian Tribes	16,700	17,100	17,000	17,200	1.2%	3.0%

Notes:

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

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

These data are produced by the Labor Market Information Division of the California Employment Development Department (EDD). Questions should be directed to: Cara Welch 916/227-0298 or Elizabeth Bosley 530/741-5191

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.

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**Monthly Labor Force Data for Cities and Census Designated Places (CDP)
 February 2017 - Preliminary
 Data Not Seasonally Adjusted**

Area Name	Labor Force	Employment	Unemployment Number	Unemployment Rate	Census Ratios Emp	Census Ratios Unemp
Sacramento County	694,900	659,100	35,800	5.2%	1.000000	1.000000
Arden Arcade CDP	44,400	41,500	2,900	6.5%	0.063006	0.080844
Carmichael CDP	30,600	28,900	1,700	5.6%	0.043831	0.048219
Citrus Heights city	43,500	41,200	2,400	5.4%	0.062455	0.065958
Elk Grove CDP	79,800	76,600	3,200	4.0%	0.116285	0.088137
Fair Oaks CDP	15,700	15,000	800	4.9%	0.022709	0.021471
Florin CDP	20,900	19,300	1,600	7.5%	0.029260	0.043767
Folsom city	36,100	34,900	1,200	3.3%	0.052893	0.033520
Foothill Farms CDP	15,300	14,600	800	4.9%	0.022136	0.020965
Galt city	11,100	10,400	700	6.1%	0.015836	0.018845
Gold River CDP	3,600	3,600	100	2.5%	0.005387	0.002556
Isleton city	300	300	0	9.1%	0.000470	0.000856
La Riviera CDP	5,800	5,500	300	4.5%	0.008404	0.007373
North Highlands CDP	18,100	17,200	1,000	5.2%	0.026044	0.026548
Orangevale CDP	17,400	16,600	800	4.7%	0.025146	0.022991
Rancho Cordova City	33,900	32,000	1,900	5.7%	0.048496	0.054027
Rancho Murieta CDP	2,500	2,400	0	1.9%	0.003676	0.001354
Rio Linda CDP	6,300	6,100	300	4.4%	0.009202	0.007703
Rosemont CDP	11,800	11,200	700	5.8%	0.016916	0.019069
Sacramento city	229,700	217,200	12,500	5.4%	0.329487	0.349736
Vineyard CDP	12,700	12,200	500	3.8%	0.018487	0.013533
Walnut Grove CDP	600	500	100	18.9%	0.000729	0.003121
Wilton CDP	2,500	2,400	100	2.3%	0.003660	0.001578

CDP is "Census Designated Place" - a recognized community that was unincorporated at the time of the 2011-2015 5-Year American Community Survey (ACS).

Notes:

- 1) Data may not add due to rounding. All unemployment rates shown are calculated on unrounded data.
- 2) These data are not seasonally adjusted.

Methodology:

Monthly city labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each city at the time of the 2009-2013 American Community Survey. Ratios for cities were developed from special tabulations based on ACS employment, unemployment, and population and Census population from the Bureau of Labor Statistics. For smaller cities and CDPs, ratios

Data Not Seasonally Adjusted

Area Name	Labor Force	Employment	Unemployment Number	Unemployment Rate	Census Ratios Emp	Unemp
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were calculated from published census data.

Monthly CDP's labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each CDP at the time of the 2011-2015 ACS survey. Ratios for CDPs' were developed from special tabulations based on ACS employment and unemployment from the Bureau of Labor Statistics.

This method assumes that the rates of change in employment and unemployment since the 2009-2013/2011-2015 American Community Survey are exactly the same in each city and CDP as at county level (i.e., that the shares are still accurate). If this assumption is not true for a specific city or CDP, then the estimates for that area may not represent the current economic conditions. Since this assumption is untested, caution should be employed when using these data.

REPORT 400 C
Monthly Labor Force Data for Counties
February 2017 - Preliminary
 Data Not Seasonally Adjusted

COUNTY	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
STATE TOTAL	---	19,120,600	18,120,300	1,000,300	5.2%
ALAMEDA	7	834,900	802,300	32,600	3.9%
ALPINE	16	620	590	30	4.7%
AMADOR	28	14,670	13,800	870	5.9%
BUTTE	32	103,200	96,200	7,000	6.8%
CALAVERAS	27	20,760	19,600	1,160	5.6%
COLUSA	58	10,720	8,280	2,440	22.8%
CONTRA COSTA	9	554,500	531,600	22,900	4.1%
DEL NORTE	36	9,580	8,870	710	7.4%
EL DORADO	19	89,500	85,000	4,400	4.9%
FRESNO	48	447,300	401,500	45,900	10.3%
GLENN	43	13,110	11,910	1,200	9.1%
HUMBOLDT	14	62,730	59,810	2,910	4.6%
IMPERIAL	57	73,600	60,000	13,600	18.4%
INYO	20	8,880	8,440	440	5.0%
KERN	51	385,000	342,900	42,100	10.9%
KINGS	52	56,600	50,100	6,500	11.5%
LAKE	31	29,660	27,700	1,960	6.6%
LASSEN	39	10,230	9,390	840	8.2%
LOS ANGELES	18	5,081,500	4,837,500	243,900	4.8%
MADERA	46	62,600	56,700	6,000	9.5%
MARIN	2	140,700	136,500	4,300	3.0%
MARIPOSA	37	7,030	6,460	570	8.1%
MENDOCINO	23	39,250	37,140	2,110	5.4%
MERCED	55	114,600	100,400	14,200	12.4%
MODOC	47	3,180	2,870	300	9.6%
MONO	12	8,900	8,530	380	4.3%
MONTEREY	50	216,900	194,100	22,800	10.5%
NAPA	10	72,500	69,500	3,100	4.2%
NEVADA	14	48,390	46,180	2,210	4.6%
ORANGE	5	1,596,400	1,537,600	58,900	3.7%
PLACER	12	179,300	171,600	7,700	4.3%
PLUMAS	56	7,340	6,380	960	13.1%
RIVERSIDE	25	1,058,900	1,000,800	58,200	5.5%
SACRAMENTO	21	694,900	659,100	35,800	5.2%
SAN BENITO	34	30,000	27,800	2,200	7.2%
SAN BERNARDINO	21	943,700	894,900	48,800	5.2%
SAN DIEGO	10	1,566,200	1,499,800	66,500	4.2%
SAN FRANCISCO	2	560,200	543,200	17,000	3.0%
SAN JOAQUIN	40	319,900	293,400	26,500	8.3%
SAN LUIS OBISPO	7	141,400	135,900	5,500	3.9%
SAN MATEO	1	448,800	436,300	12,500	2.8%
SANTA BARBARA	25	215,700	203,800	11,900	5.5%
SANTA CLARA	4	1,021,300	985,600	35,700	3.5%
SANTA CRUZ	41	143,400	131,200	12,200	8.5%
SHASTA	33	74,800	69,500	5,300	7.1%
SIERRA	45	1,300	1,180	120	9.4%
SISKIYOU	48	17,540	15,740	1,800	10.3%
SOLANO	23	207,000	195,900	11,100	5.4%
SONOMA	6	258,500	248,800	9,700	3.8%
STANISLAUS	42	243,800	222,300	21,500	8.8%
SUTTER	52	45,300	40,100	5,200	11.5%
TEHAMA	34	25,370	23,550	1,820	7.2%
TRINITY	37	4,910	4,520	400	8.1%
TULARE	54	206,100	181,300	24,800	12.1%
TUOLUMNE	29	21,770	20,390	1,370	6.3%
VENTURA	16	430,600	410,300	20,300	4.7%
YOLO	29	106,500	99,800	6,700	6.3%
YUBA	44	28,600	25,900	2,700	9.3%

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 2016 benchmark and Census 2010 population controls at the state level.

REPORT 400 M
Monthly Labor Force Data for California
Counties and Metropolitan Areas
February 2017 - Preliminary
 Data Not Seasonally Adjusted

Area	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
STATE TOTAL	---	19,120,600	18,120,300	1,000,300	5.2%
ANAHEIM-SANTA ANA-IRVINE MD (Orange Co.)	7	1,596,400	1,537,600	58,900	3.7%
BAKERSFIELD MSA (Kern Co.)	57	385,000	342,900	42,100	10.9%
CHICO MSA (Butte Co.)	37	103,200	96,200	7,000	6.8%
EL CENTRO MSA (Imperial Co.)	63	73,600	60,000	13,600	18.4%
FRESNO MSA (Fresno Co.)	53	447,300	401,500	45,900	10.3%
HANFORD CORCORAN MSA (Kings Co.)	58	56,600	50,100	6,500	11.5%
LOS ANGELES LONG BEACH GLENDALE MD (Los Angeles Co.)	21	5,081,500	4,837,500	243,900	4.8%
MADERA MSA (Madera Co.)	51	62,600	56,700	6,000	9.5%
MERCED MSA (Merced Co.)	61	114,600	100,400	14,200	12.4%
MODESTO MSA (Stanislaus Co.)	47	243,800	222,300	21,500	8.8%
NAPA MSA (Napa Co.)	13	72,500	69,500	3,100	4.2%
OAKLAND HAYWARD BERKELEY MD	11	1,389,400	1,334,000	55,500	4.0%
Alameda Co.	9	834,900	802,300	32,600	3.9%
Contra Costa Co.	12	554,500	531,600	22,900	4.1%
OXNARD THOUSAND OAKS VENTURA MSA (Ventura Co.)	19	430,600	410,300	20,300	4.7%
REDDING MSA (Shasta Co.)	38	74,800	69,500	5,300	7.1%
RIVERSIDE SAN BERNARDINO ONTARIO MSA	27	2,002,700	1,895,700	107,000	5.3%
Riverside Co.	30	1,058,900	1,000,800	58,200	5.5%
San Bernardino Co.	25	943,700	894,900	48,800	5.2%
SACRAMENTO--ROSEVILLE--ARDEN-ARCADE MSA	24	1,070,100	1,015,500	54,600	5.1%
El Dorado Co.	22	89,500	85,000	4,400	4.9%
Placer Co.	15	179,300	171,600	7,700	4.3%
Sacramento Co.	25	694,900	659,100	35,800	5.2%
Yolo Co.	34	106,500	99,800	6,700	6.3%
SALINAS MSA (Monterey Co.)	55	216,900	194,100	22,800	10.5%
SAN DIEGO CARLSBAD MSA (San Diego Co.)	13	1,566,200	1,499,800	66,500	4.2%
SAN FRANCISCO REDWOOD CITY SOUTH SAN FRANCISCO MD	2	1,009,000	979,500	29,500	2.9%
San Francisco Co.	3	560,200	543,200	17,000	3.0%
San Mateo Co.	1	448,800	436,300	12,500	2.8%
SAN JOSE SUNNYVALE SANTA CLARA MSA	6	1,051,300	1,013,400	37,900	3.6%
San Benito Co.	39	30,000	27,800	2,200	7.2%
Santa Clara Co.	5	1,021,300	985,600	35,700	3.5%
SAN LUIS OBISPO PASO ROBLES ARROYO GRANDE MSA (San Luis Obispo Co.)	9	141,400	135,900	5,500	3.9%
SAN RAFAEL MD (Marin Co.)	3	140,700	136,500	4,300	3.0%
SANTA CRUZ WATSONVILLE MSA (Santa Cruz Co.)	46	143,400	131,200	12,200	8.5%
SANTA MARIA SANTA BARBARA MSA (Santa Barbara Co.)	30	215,700	203,800	11,900	5.5%
SANTA ROSA MSA (Sonoma Co.)	8	258,500	248,800	9,700	3.8%
STOCKTON LODI MSA (San Joaquin Co.)	45	319,900	293,400	26,500	8.3%
VALLEJO FAIRFIELD MSA (Solano Co.)	28	207,000	195,900	11,100	5.4%
VISALIA PORTERVILLE MSA (Tulare Co.)	60	206,100	181,300	24,800	12.1%
YUBA CITY MSA	56	73,900	66,000	7,900	10.6%
Sutter Co.	58	45,300	40,100	5,200	11.5%
Yuba Co.	49	28,600	25,900	2,700	9.3%
Alpine Co.	19	620	590	30	4.7%
Amador Co.	33	14,670	13,800	870	5.9%
Calaveras Co.	32	20,760	19,600	1,160	5.6%
Colusa Co.	64	10,720	8,280	2,440	22.8%
Del Norte Co.	41	9,580	8,870	710	7.4%
Glenn Co.	48	13,110	11,910	1,200	9.1%
Humboldt Co.	17	62,730	59,810	2,910	4.6%
Inyo Co.	23	8,880	8,440	440	5.0%
Lake Co.	36	29,660	27,700	1,960	6.6%
Lassen Co.	44	10,230	9,390	840	8.2%
Mariposa Co.	42	7,030	6,460	570	8.1%
Mendocino Co.	28	39,250	37,140	2,110	5.4%
Modoc Co.	52	3,180	2,870	300	9.6%
Mono Co.	15	8,900	8,530	380	4.3%
Nevada Co.	17	48,390	46,180	2,210	4.6%
Plumas Co.	62	7,340	6,380	960	13.1%
Sierra Co.	50	1,300	1,180	120	9.4%
Siskiyou Co.	53	17,540	15,740	1,800	10.3%
Tehama Co.	39	25,370	23,550	1,820	7.2%
Trinity Co.	42	4,910	4,520	400	8.1%
Tuolumne Co.	34	21,770	20,390	1,370	6.3%

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 2016 benchmark and Census 2010 population controls at the state level.

REPORT 400 R
Monthly Labor Force Data for Regional Planning Units
February 2017 - Preliminary
 Data Not Seasonally Adjusted

REGION	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
STATE TOTAL	---	19,120,600	18,120,300	1,000,300	5.2%
COASTAL REGION	13	717,400	665,000	52,400	7.3%
MONTEREY	---	216,900	194,100	22,800	10.5%
SAN LUIS OBISPO	---	141,400	135,900	5,500	3.9%
SANTA BARBARA	---	215,700	203,800	11,900	5.5%
SANTA CRUZ	---	143,400	131,200	12,200	8.5%
MIDDLE SIERRA	11	64,200	60,300	4,000	6.2%
AMADOR	---	14,670	13,800	870	5.9%
CALAVERAS	---	20,760	19,600	1,160	5.6%
MARIPOSA	---	7,030	6,460	570	8.1%
TUOLUMNE	---	21,770	20,390	1,370	6.3%
HUMBOLDT	5	62,700	59,800	2,900	4.6%
HUMBOLDT	---	62,730	59,810	2,910	4.6%
NORTH STATE	12	305,800	284,300	21,500	7.0%
BUTTE	---	103,200	96,200	7,000	6.8%
DEL NORTE	---	9,580	8,870	710	7.4%
LASSEN	---	10,230	9,390	840	8.2%
MODOC	---	3,180	2,870	300	9.6%
NEVADA	---	48,390	46,180	2,210	4.6%
PLUMAS	---	7,340	6,380	960	13.1%
SHASTA	---	74,800	69,500	5,300	7.1%
SIERRA	---	1,300	1,180	120	9.4%
SISKIYOU	---	17,540	15,740	1,800	10.3%
TEHAMA	---	25,370	23,550	1,820	7.2%
TRINITY	---	4,910	4,520	400	8.1%
CAPITOL REGION	10	1,168,400	1,102,300	66,100	5.7%
ALPINE	---	620	590	30	4.7%
COLUSA	---	10,720	8,280	2,440	22.8%
EL DORADO	---	89,500	85,000	4,400	4.9%
GLENN	---	13,110	11,910	1,200	9.1%
PLACER	---	179,300	171,600	7,700	4.3%
SACRAMENTO	---	694,900	659,100	35,800	5.2%
SUTTER	---	45,300	40,100	5,200	11.5%
YOLO	---	106,500	99,800	6,700	6.3%
YUBA	---	28,600	25,900	2,700	9.3%
EAST BAY	3	1,389,400	1,334,000	55,500	4.0%
ALAMEDA	---	834,900	802,300	32,600	3.9%
CONTRA COSTA	---	554,500	531,600	22,900	4.1%
NORTH BAY	4	747,600	715,400	32,200	4.3%
LAKE	---	29,660	27,700	1,960	6.6%
MARIN	---	140,700	136,500	4,300	3.0%
MENDOCINO	---	39,250	37,140	2,110	5.4%
NAPA	---	72,500	69,500	3,100	4.2%
SOLANO	---	207,000	195,900	11,100	5.4%
SONOMA	---	258,500	248,800	9,700	3.8%
BAY-PENINSULA	1	2,060,300	1,992,900	67,400	3.3%
SAN BENITO	---	30,000	27,800	2,200	7.2%
SAN FRANCISCO	---	560,200	543,200	17,000	3.0%
SAN MATEO	---	448,800	436,300	12,500	2.8%
SANTA CLARA	---	1,021,300	985,600	35,700	3.5%
SAN JOAQUIN VALLEY AND ASSOCIATED COUNTIES	14	1,853,700	1,665,500	188,300	10.2%
FRESNO	---	447,300	401,500	45,900	10.3%
INYO	---	8,880	8,440	440	5.0%
KERN	---	385,000	342,900	42,100	10.9%
KINGS	---	56,600	50,100	6,500	11.5%
MADERA	---	62,600	56,700	6,000	9.5%
MERCED	---	114,600	100,400	14,200	12.4%
MONO	---	8,900	8,530	380	4.3%
SAN JOAQUIN	---	319,900	293,400	26,500	8.3%
STANISLAUS	---	243,800	222,300	21,500	8.8%
TULARE	---	206,100	181,300	24,800	12.1%
SOUTHERN BORDER	8	1,639,800	1,559,800	80,000	4.9%
IMPERIAL	---	73,600	60,000	13,600	18.4%
SAN DIEGO	---	1,566,200	1,499,800	66,500	4.2%
LOS ANGELES BASIN	7	5,081,500	4,837,500	243,900	4.8%
LOS ANGELES	---	5,081,500	4,837,500	243,900	4.8%
ORANGE	2	1,596,400	1,537,600	58,900	3.7%
ORANGE	---	1,596,400	1,537,600	58,900	3.7%
INLAND EMPIRE	9	2,002,700	1,895,700	107,000	5.3%
RIVERSIDE	---	1,058,900	1,000,800	58,200	5.5%
SAN BERNARDINO	---	943,700	894,900	48,800	5.2%
VENTURA	6	430,600	410,300	20,300	4.7%
VENTURA	---	430,600	410,300	20,300	4.7%

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 2016 benchmark and Census 2010 population controls at the state level.

REPORT 400 W
Monthly Labor Force Data for Local Workforce Development Areas
February 2017 - Preliminary
 Data Not Seasonally Adjusted

REGION	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
STATE TOTAL	---	19,120,600	18,120,300	1,000,300	5.2%
ALAMEDA COUNTY Alameda County, except Oakland City	4	622,400	600,200	22,300	3.6%
OAKLAND CITY Oakland City	22	212,500	202,200	10,300	4.8%
CONTRA COSTA COUNTY Contra Costa County, except Richmond City	10	501,200	480,900	20,400	4.1%
RICHMOND CITY Richmond City	21	53,300	50,800	2,500	4.8%
LOS ANGELES COUNTY Los Angeles County, except Los Angeles City, Verdugo Consortium, Foothill Consortium, South Bay Consortium, Southeast Los Angeles County Consortium, and Pacific Gateway Workforce Investment Network	20	1,861,600	1,773,400	88,200	4.7%
LOS ANGELES CITY Los Angeles City	23	2,048,000	1,943,800	104,200	5.1%
VERDUGO CONSORTIUM Burbank, Glendale, and La Cañada Flintridge Cities	15	170,600	163,300	7,300	4.3%
FOOTHILL CONSORTIUM Arcadia, Duarte, Monrovia, Pasadena, Sierra Madre, and South Pasadena Cities	7	160,600	154,500	6,100	3.8%
SOUTH BAY CONSORTIUM Carson, El Segundo, Gardena, Hawthorne, Hermosa Beach, Inglewood, Lawndale, Manhattan Beach, Redondo Beach, Lomita, and Torrance Cities	14	365,700	350,200	15,600	4.3%
SELACO (SOUTHEAST LOS ANGELES COUNTY CONSORTIUM) Artesia, Bellflower, Cerritos, Downey, Hawaiian Gardens, Lakewood, and Norwalk Cities	11	227,900	218,300	9,600	4.2%
PACIFIC GATEWAY WORKFORCE INVESTMENT NETWORK Long Beach and Signal Hill Cities	26	247,000	234,000	13,000	5.3%
ORANGE COUNTY Orange County, except Anaheim and Santa Ana Cities	3	1,267,100	1,222,900	44,100	3.5%
ANAHEIM CITY Anaheim City	18	170,800	162,800	8,000	4.7%
SANTA ANA CITY Santa Ana City	13	158,600	151,800	6,700	4.2%
SAN JOSE - SILICON VALLEY Santa Clara County, except Cupertino, Los Altos, Milpitas, Mountain View, Palo Alto, Santa Clara, and Sunnyvale Cities	5	698,300	672,000	26,200	3.8%
NOVA (NORTH VALLEY CONSORTIUM) Cupertino, Los Altos, Milpitas, Mountain View, Palo Alto, Santa Clara, and Sunnyvale Cities; San Mateo County	1	771,900	749,900	22,000	2.8%
GOLDEN SIERRA CONSORTIUM Alpine, El Dorado, and Placer Counties	16	269,300	257,200	12,100	4.5%
KERN, INYO, MONO CONSORTIUM Kern, Inyo, and Mono Counties	41	402,800	359,800	42,900	10.7%
MOTHER LODE CONSORTIUM Amador, Calaveras, Mariposa, and Tuolumne Counties	31	64,200	60,300	4,000	6.2%
NORTEC (NORTHERN RURAL TRAINING AND EMPLOYMENT CONSORTIUM) Butte, Del Norte, Lassen, Nevada, Modoc, Plumas, Shasta, Sierra, Siskiyou, Tehama, and Trinity Counties	33	305,800	284,300	21,500	7.0%
NCCC (NORTH CENTRAL COUNTIES CONSORTIUM) Colusa, Glenn, Sutter, and Yuba Counties	43	97,700	86,200	11,500	11.8%
WORKFORCE ALLIANCE OF THE NORTH BAY (NORTH BAY CONSORTIUM) Napa, Lake, and Marin Counties	8	242,900	233,600	9,300	3.8%
FRESNO COUNTY Fresno County	39	447,300	401,500	45,900	10.3%
HUMBOLDT COUNTY Humboldt County	17	62,730	59,810	2,910	4.6%
IMPERIAL COUNTY Imperial County	46	73,600	60,000	13,600	18.4%
KINGS COUNTY Kings County	42	56,600	50,100	6,500	11.5%
MADERA COUNTY Madera County	38	62,600	56,700	6,000	9.5%
MENDOCINO COUNTY Mendocino County	28	39,250	37,140	2,110	5.4%
MERCED COUNTY Merced County	45	114,600	100,400	14,200	12.4%
MONTEREY COUNTY Monterey County	40	216,900	194,100	22,800	10.5%
RIVERSIDE COUNTY Riverside County	29	1,058,900	1,000,800	58,200	5.5%
SACRAMENTO CITY/COUNTY Sacramento County	24	694,900	659,100	35,800	5.2%
SAN BENITO COUNTY	34	30,000	27,800	2,200	7.2%

San Benito County					
SAN BERNARDINO COUNTY San Bernardino County	25	943,700	894,900	48,800	5.2%
SAN DIEGO CITY/COUNTY San Diego County	12	1,566,200	1,499,800	66,500	4.2%
SAN FRANCISCO CITY/COUNTY San Francisco County	2	560,200	543,200	17,000	3.0%
SAN JOAQUIN COUNTY San Joaquin County	35	319,900	293,400	26,500	8.3%
SAN LUIS OBISPO COUNTY San Luis Obispo County	9	141,400	135,900	5,500	3.9%
SANTA BARBARA COUNTY Santa Barbara County	30	215,700	203,800	11,900	5.5%
SANTA CRUZ COUNTY Santa Cruz County	36	143,400	131,200	12,200	8.5%
SOLANO COUNTY Solano County	27	207,000	195,900	11,100	5.4%
SONOMA COUNTY Sonoma County	6	258,500	248,800	9,700	3.8%
STANISLAUS COUNTY Stanislaus County	37	243,800	222,300	21,500	8.8%
TULARE COUNTY Tulare County	44	206,100	181,300	24,800	12.1%
VENTURA COUNTY Ventura County	19	430,600	410,300	20,300	4.7%
YOLO COUNTY Yolo County	32	106,500	99,800	6,700	6.3%

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 2016 benchmark and Census 2010 population controls at the state level.

**Monthly Labor Force Data for Cities and Census Designated Places (CDP)
 February 2017 - Preliminary
 Data Not Seasonally Adjusted**

Area Name	Labor Force	Employment	Unemployment Number	Rate	Census Ratios Emp	Unemp
El Dorado County	89,500	85,000	4,400	4.9%	1.000000	1.000000
Cameron Park CDP	9,500	9,000	500	5.0%	0.106286	0.107910
Diamond Springs CDP	5,400	5,000	300	6.4%	0.059082	0.077780
El Dorado Hills CDP	21,000	20,200	800	3.7%	0.237734	0.173400
Georgetown CDP	900	800	100	6.7%	0.009501	0.013200
Placerville city	4,700	4,300	300	6.7%	0.051069	0.070634
Pollock Pines CDP	3,100	3,000	100	3.7%	0.034725	0.025790
Shingle Springs CDP	2,400	2,300	100	4.0%	0.026820	0.021660
South Lake Tahoe city	11,600	11,000	600	5.5%	0.129274	0.144026

CDP is "Census Designated Place" - a recognized community that was unincorporated at the time of the 2011-2015 5-Year American Community Survey (ACS).

Notes:

- 1) Data may not add due to rounding. All unemployment rates shown are calculated on unrounded data.
- 2) These data are not seasonally adjusted.

Methodology:

Monthly city labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each city at the time of the 2009-2013 American Community Survey. Ratios for cities were developed from special tabulations based on ACS employment, unemployment, and population and Census population from the Bureau of Labor Statistics. For smaller cities and CDPs, ratios were calculated from published census data.

Monthly CDP's labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each CDP at the time of the 2011-2015 ACS survey. Ratios for CDPs' were developed from special tabulations based on ACS employment and unemployment from the Bureau of Labor Statistics.

This method assumes that the rates of change in employment and unemployment since the 2009-2013/2011-2015 American Community Survey are exactly the same in each city and CDP as at county level (i.e., that the shares are still accurate). If this assumption is not true for a specific city or CDP, then the estimates for that area may not represent the current economic conditions. Since this assumption is untested, caution should be employed when using these data.

**Monthly Labor Force Data for Cities and Census Designated Places (CDP)
 February 2017 - Preliminary
 Data Not Seasonally Adjusted**

Area Name	Labor Force	Employment	Unemployment Number	Unemployment Rate	Census Ratios Emp	Unemp
Placer County	179,300	171,600	7,700	4.3%	1.000000	1.000000
Auburn city	6,800	6,400	300	5.0%	0.037553	0.044146
Colfax city	1,100	1,000	100	8.1%	0.005785	0.011469
Dollar Point CDP	700	700	0	2.1%	0.004151	0.001897
Foresthill CDP	500	500	0	6.1%	0.002976	0.004268
Granite Bay CDP	10,500	10,000	500	4.6%	0.058186	0.062254
Kings Beach CDP	2,400	2,300	200	7.0%	0.013246	0.022219
Lincoln city	18,600	17,800	900	4.7%	0.103591	0.113720
Loomis town	3,100	3,000	100	2.9%	0.017445	0.011632
Meadow Vista CDP	1,500	1,500	0	1.7%	0.008640	0.003387
North Auburn CDP	5,800	5,600	200	3.9%	0.032365	0.029535
Rocklin city	30,500	29,200	1,300	4.3%	0.170181	0.172311
Roseville city	64,800	62,200	2,600	4.0%	0.362474	0.340944
Sunnyside Tahoe City CDP	800	800	0	5.5%	0.004631	0.006029
Tahoe Vista CDP	900	900	0	5.0%	0.005018	0.005894

CDP is "Census Designated Place" - a recognized community that was unincorporated at the time of the 2011-2015 5-Year American Community Survey (ACS).

Notes:

- 1) Data may not add due to rounding. All unemployment rates shown are calculated on unrounded data.
- 2) These data are not seasonally adjusted.

Methodology:

Monthly city labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each city at the time of the 2009-2013 American Community Survey. Ratios for cities were developed from special tabulations based on ACS employment, unemployment, and population and Census population from the Bureau of Labor Statistics. For smaller cities and CDPs, ratios were calculated from published census data.

Monthly CDP's labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each CDP at the time of the 2011-2015 ACS survey. Ratios for CDPs' were developed from special tabulations based on ACS employment and unemployment from the Bureau of Labor Statistics.

This method assumes that the rates of change in employment and unemployment since the

Data Not Seasonally Adjusted

Area Name	Labor Force	Employment	Unemployment Number	Unemployment Rate	Census Ratios Emp	Unemp
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2009-2013/2011-2015 American Community Survey are exactly the same in each city and CDP as at county level (i.e., that the shares are still accurate). If this assumption is not true for a specific city or CDP, then the estimates for that area may not represent the current economic conditions. Since this assumption is untested, caution should be employed when using these data.

**Monthly Labor Force Data for Cities and Census Designated Places (CDP)
 February 2017 - Preliminary
 Data Not Seasonally Adjusted**

Area Name	Labor Force	Employment	Unemployment Number	Unemployment Rate	Census Ratios Emp	Census Ratios Unemp
Yolo County	106,500	99,800	6,700	6.3%	1.000000	1.000000
Davis city	35,400	33,700	1,700	4.8%	0.337453	0.255159
Esparto CDP	1,600	1,500	100	6.6%	0.015258	0.015930
West Sacramento city	25,900	24,000	1,900	7.3%	0.240385	0.282433
Winters city	3,800	3,600	200	5.6%	0.036114	0.031940
Woodland city	29,800	27,900	2,000	6.7%	0.279191	0.297506

CDP is "Census Designated Place" - a recognized community that was unincorporated at the time of the 2011-2015 5-Year American Community Survey (ACS).

Notes:

- 1) Data may not add due to rounding. All unemployment rates shown are calculated on unrounded data.
- 2) These data are not seasonally adjusted.

Methodology:

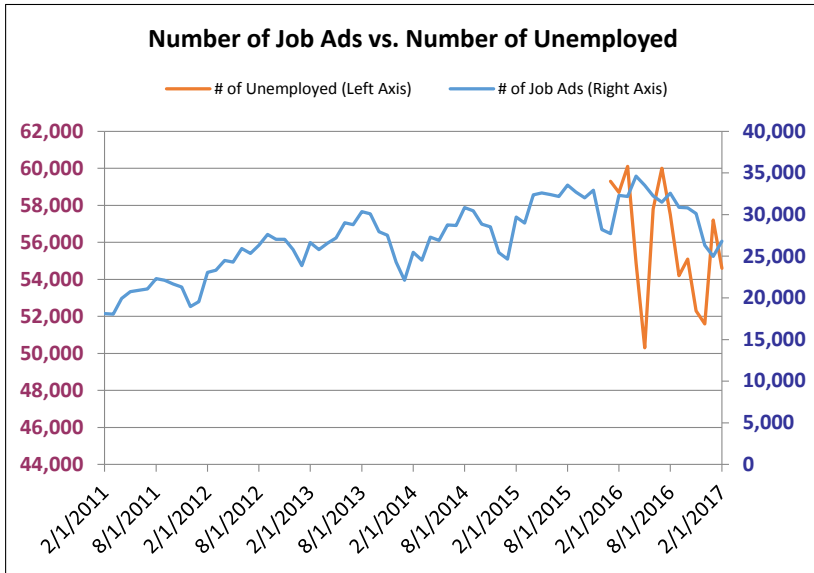
Monthly city labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each city at the time of the 2009-2013 American Community Survey. Ratios for cities were developed from special tabulations based on ACS employment, unemployment, and population and Census population from the Bureau of Labor Statistics. For smaller cities and CDPs, ratios were calculated from published census data.

Monthly CDP's labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each CDP at the time of the 2011-2015 ACS survey. Ratios for CDPs' were developed from special tabulations based on ACS employment and unemployment from the Bureau of Labor Statistics.

This method assumes that the rates of change in employment and unemployment since the 2009-2013/2011-2015 American Community Survey are exactly the same in each city and CDP as at county level (i.e., that the shares are still accurate). If this assumption is not true for a specific city or CDP, then the estimates for that area may not represent the current economic conditions. Since this assumption is untested, caution should be employed when using these data.

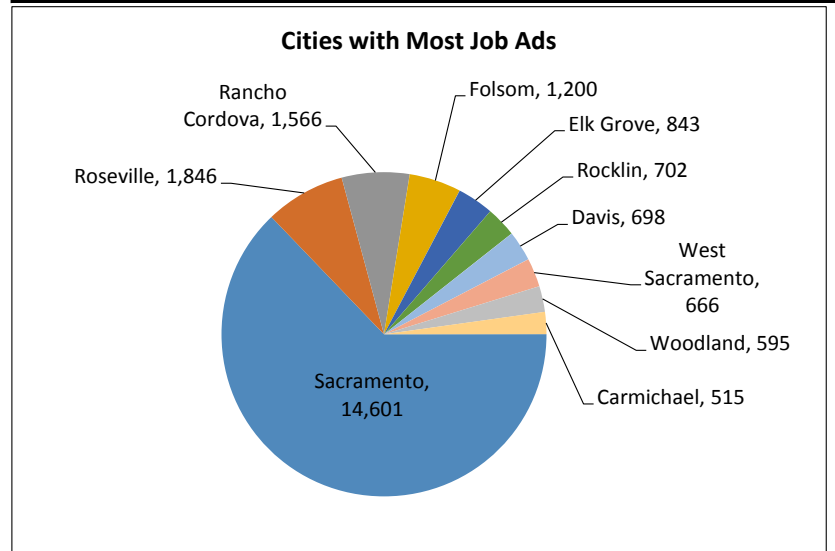
Recent Job Ads for Sacramento Roseville Arden Arcade MSA Not Seasonally Adjusted - February 2017

“Unemployment data for the years 2011 – 2015 are unavailable due to the annual [benchmarking](#) process. Data will be added as it is released by the Bureau of Labor Statistics.”



- ### Employers with Most Job Ads
- Dignity Health - 603
 - Sutter Health - 525
 - Accenture - 302
 - University of California, Davis - 274
 - Randstad - 268
 - Los Rios Community College District - 244
 - Robert Half International - 215
 - Kaiser Permanente - 214
 - Soliant - 197
 - Intel - 177

- ### Occupations with Most Job Ads
- Registered Nurses - 1070
 - Heavy and Tractor-Trailer Truck Drivers - 641
 - Customer Service Representatives - 601
 - First-Line Supervisors of Retail Sales Workers - 543
 - Retail Salespersons - 519
 - First-Line Supervisors of Office and Administrative Support - 474
 - Computer User Support Specialists - 428
 - Computer Systems Analysts - 405
 - Software Developers, Applications - 394
 - Medical and Health Services Managers - 366



ITEM IV-E – INFORMATION

HEAD START REPORTS

BACKGROUND:

This agenda item provides an opportunity for the Governing Board to review the following Head Start items:

- Quality Assurance Report: Twin Rivers Unified School District
- Policy Council Minutes

Staff will be available to answer questions.

PRESENTER: Denise Lee



Quality Assurance Summary Report

TO: SETA Policy Council and Governing Board members
 RE: Quality Assurance/Monitoring Results – March 2017

Agency	Centers Visited	# of Classrooms	# of Files	Monitoring Purpose
Twin Rivers Unified School District	Morey Avenue Oakdale	4 4 facilities inspections	12	<input checked="" type="checkbox"/> Initial <input type="checkbox"/> Follow-up <input type="checkbox"/> Special <input type="checkbox"/> Final

Exemplary Practices (Above Compliance)

- Strong team work and supportive leadership
- Strong organizational support and staffing to provide comprehensive services
- Positive school atmosphere in both sites, with Head Start children, families and staff observed to be happy and engaged. There is strong school or program spirit observed.
- Exemplary follow-up on children’s concerns in the service areas of Health, Nutrition and Family Partnership
- Excellent documentation in children’s files, continuity of services was evident.
- Classroom environment was well-equipped with materials and organized with labels.
- Family engagement activities including parent meetings are well-attended.

Areas Reviewed	Percentage Of Compliance*	Issues/Concerns
Health <i>(Screenings, Tracking, Follow-up, Procedures, Hygiene)</i>	91%	No significant noted findings
Nutrition <i>(Nutrition Tracking and Follow-up, Menus, Meal Service, Special Diets)</i>	99%	No significant noted findings
Safe Environments <i>(Postings, Inspections, Food Prep Area, Restrooms, Classrooms, Playground, Disaster Preparedness)</i>	93%	No significant noted findings

Family, Parent and Community Engagement <i>(Family Partnership Building and Follow-up, Parent Meetings, Trainings, Information Sharing, Volunteer Activities, Transition)</i>	91%	No significant noted findings
Adult Mental Health <i>(Parent/Guardian Mental Health)</i>	100%	No significant noted findings
Education <i>(Screenings, Referrals, Follow-up, Individual Education Plans)</i>	96%	No significant noted findings. However, staff should continue to pay close attention at times when children are using the restroom to ensure no child is unattended.
Written Individualization <i>(Assessments, Individual Development Plans, Home Visits/Parent Conferences)</i>	98%	No significant noted findings
Curriculum/Implementation of Individualization <i>(Ratios, Supervision, Daily Schedule, Lesson Plans, Indoor/Outdoor Environments)</i>	95%	No significant noted findings
ERSEA <i>(Eligibility, Recruitment, Selection, Enrollment, Attendance)</i>	84%	1-Not all funded enrollment slots were filled at the beginning of the program year 2-Recruitment activities and materials were limited 3-Inaccuracies between information in the child's file and the Child Plus tracking system

*Scores between 90-99% will be addressed by the program but do not require a formal Monitoring Response Plan. Scores less than 90% require a written Monitoring Response Plan. Thresholds will be adjusted in the future when historical data is available.

Corrective Action Plans:

The program has 30 days to submit a written Monitoring Response Plan for areas under 90%. Follow-up visits will be scheduled within 120 days or less.

REGULAR MEETING OF THE HEAD START POLICY COUNCIL

(Minutes reflect the actual progress of the meeting.)

SETA Board Room
925 Del Paso Blvd., Suite 100
Sacramento, CA 95815

Tuesday, February 28, 2017
9:00 a.m.

I. Call to Order/Roll Call/Review of Board Member Attendance

Mr. Kenneth Tate called the meeting to order at 9:03 a.m. The Pledge of Allegiance was recited. Mr. Tate read the thought of the day.

Members Present:

Linda Harris, Elk Grove Unified School District
Vocheri Thomas, WCIC/Playmate Child Development Center
Reginald Castex, WCIC/Playmate Child Development Center (seated at 9:06 a.m.)
Andrea Scharnow, Sacramento City Unified School District
Jennifer Lane, Twin Rivers Unified School District
Taneya Zimmerman, Early Head Start, Sac. City Unified School Dist.
Angel Chenault, SETA-Operated Program
Angela Burnell, SETA-Operated Program
David Lesnick, San Juan Unified School District
Henrietta Gutierrez, SETA-Operated Program
April Jean, Birth and Beyond (arrived during closed session)
Terri McMillin, Community Representative
Robin Blanks, Community Representative
Penelope Scott, Community Representative
Linda Litka, Community Representative
Calvin Sheppard, MAACC
Kenneth Tate, Community Representative

Members Absent:

Elnora Nears, Elk Grove Unified School District (excused)
Ezell Humphrey-Grant, Twin Rivers Unified School District (excused)
Brianna Isaac, SETA-Operated Program (unexcused)
Stacey Soloman, Sacramento City Unified School District (excused)

Members to be seated but absent:

Kimberly Mulhern, SETA-Operated Program (unexcused)

II. Consent Item

A. Approval of the Minutes of the January 24, 2017 Regular Meeting

Minutes were reviewed; no questions or corrections.

Moved/Thomas, second/Scharnow, to approve the January 24, 2017 minutes.

Show of hands vote

15, 0, 1

Aye: 15 (Blanks, Burnell, Castex, Chenault, Gutierrez, Harris, Lane, Lesnick, Litka, McMillin, Scharnow, Scott, Sheppard, Thomas, Zimmerman)

Nay: 0

Abstentions: 1 (Tate)

Absent: 5 (Humphrey-Grant, Isaac, Mulhern, Nears, Soloman)

III. Action Item

A. CLOSED SESSION PERSONNEL- PURSUANT TO GOVERNMENT CODE SECTION 54957

- The board went into closed session at 9:11 a.m. At 9:36 a.m., Mr. Tate called the meeting back to order and reported that the following eligible lists were approved in closed session: Associate Teacher, Associate Teacher/Infant Toddler, Lead Infant Toddler Teacher, Head Start Teacher, Family Services Worker III, Site Supervisor, and Personnel Analyst.

Mr. Tate asked board members if they had issues with the distribution of the current roster including board members' names and contact information. Board members unanimously agreed to allow their contact information to be distributed in the form of the PC roster.

IV. Information Items

A. Standing Information Items

- PC/PAC Calendar of Events: Ms. Linda Harris reviewed the calendar of events.
- Parent/Staff Recognition: None.
- Toastmasters Update: Mr. Tate stated the first Toastmaster training of the year will be held on Friday, March 3.
- Committee Reports: Mr. Kenneth Tate
 - ✓ Executive Committee: Ms. Harris reviewed the Executive Committee critique.
 - ✓ Budget/Planning Committee: Mr. Tate urged members to consider attending the upcoming committee meeting.
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account: Ms. D'et Saurbourne announced there are a series of budget planning meetings to review the refunding grant and plan what will happen in the new fiscal year. Ms. Saurbourne reviewed the fiscal report and stated that we are at 29.6% of budget. Administrative costs are at 10.2%, well below the 15% allowable. A board member asked what "various" under WD means. Ms. Saurbourne replied that WD is SETA's Workforce Development; they are funded under a different stream. The agency is

required to provide a full report and 'various' is what is considered WD expenditures.

➤ Community Resources: Parents/Staff: No comments.

B. Governing Board Minutes of December 1 and 20, 2016 Meetings: No questions.

V. Other Reports

A. Head Start Deputy Director's Report: No additional report.

➤ Monthly Head Start Report

B. Chair's Report: None.

C. Open Discussion and Comments: None.

D. Public Participation: No comments.

VI. Training

The Parent Advisory Committee and Head Start Policy Council will participate in AB 1234 Ethics Training.

VII. Adjournment: The meeting was adjourned at 9:53 a.m.

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start

February 2017

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: 1305.6 (c) states *that at least 10% of the total number of enrollment in each grantee and delegate agency must be made available to children with disabilities.*

Agency	AFE (HS)	Total IEPs	% of AFE	AFE (EHS)	Total IFSPs	% AFE
SETA operated	2028	248	12%	369	72	20%
Twin Rivers USD	233	25	11%			
Elk Grove USD	440	52	12%			
Sac City USD	1211	133	11%	144	20	14%
San Juan USD	668	85	13%	160	17	11%
WCIC	120	15	13%			
EHS CCP				80	4	5%
COUNTY TOTAL	4700	558	12%	753	113	15%

AFE: Annual Funded Enrollment

**Sacramento County Head Start/Early Head Start
Monthly Enrollment Report
February 2017**

Head Start

Agency	Funded Enrollment	(a) Last Day of Month Enrollment 2/28/17	(b) % Actual to Funded	Average Daily Attendance for Month %
Elk Grove USD	440	474	107	82
Sacramento City USD	1,211	1,214	100	83
SETA	1,988	2,022	102	75
San Juan USD	668	700	105	84
Twin Rivers USD	233	233	100	85
WCIC/Playmate	120	120	100	77
Total	4,660	4,763		

Early Head Start

Agency	Funded Enrollment	(a) Last Day of Month Enrollment 2/28/17	(b) % Actual to Funded	Average Daily Attendance for Month %
Sacramento City USD	144	151	105	72
SETA	377	380	101	74
San Juan USD	160	173	108	84
Total	681	704		

EHS-CC Partnership/Expansion

Agency	Funded Enrollment	(a) Last Day of Month Enrollment 2/28/17	(b) % Actual to Funded	Average Daily Attendance for Month %
Kinder World	36	39	108	87
Sacramento City USD	40	42	105	71
SETA/Job Corps.*	4	4	100	TBD
Total	80	85		

- (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.
- (c) Average Daily Attendance for month, excluding Home Based



SETA Head Start Food Service Operations Monthly Report *February 2017

February 2nd - Illa Collin limited the number of children in the AM class and closed the PM class due to ill staff and a shortage of substitutes.

February 6th - Bright Beginnings had to limit the number of children in the B Class due to shortage of staff and lack of available substitutes.
North Avenue had to limit the number of children in the part-day classes due to shortage of staff and lack of available substitutes.

February 17th - Northview closed afternoon classes due to a power outage in the area.

Meetings & Trainings:

Head Cook Celia Pina and Cook/Driver Melissa Smith interviewed On-Call Cook/Driver Applications at the SETA Job Fair on February 25th.

Cook/Driver Mario Mauricio attended a Serve Safe training on February 28th.

Total Number of Meals and Snacks Prepared for All Kitchens:

Lunch	PM Snack	Breakfast	Field Trips
36,790	13,780	23,990	0

Total Amount of Meals and Snacks Prepared 74,560

Purchases:

Food	\$70,263.69
Non - Food	\$16,488.63

Building Maintenance and Repair: \$483.40

Janitorial & Restroom Supplies: \$0.00

Kitchen Small Wares and Equipment: \$470.77

Vehicle Maintenance and Repair : \$1,765.41

Vehicle Gas / Fuel: \$1,528.26
Normal Delivery Days 19

ITEM V - REPORTS TO THE BOARD

- A. CHAIR'S REPORT: The Chair of the SETA Governing Board, on a regular basis, receives numerous items of information concerning employment and training legislation, current programs, agency activities, and miscellaneous articles about human service programs throughout the nation, and attends meetings pertinent to SETA business.

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

- B. EXECUTIVE DIRECTOR'S REPORT: This item is set aside to allow the SETA Executive Director to report to the Board on any items of important information or to deal with special requests which need to be addressed but, because of time constraints, were not included in the formal SETA Governing Board Packet.

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

- C. DEPUTY DIRECTORS REPORT: This item is set aside to allow the Deputy Directors to report to the Board any items relative to the program operations.

- D. COUNSEL REPORT: The SETA Legal Counsel is the firm of Gregory D. Thatch, Attorney at Law. This item provides the opportunity for Agency Counsel to provide the SETA Governing Board with an oral or written report on legal activities

- E. MEMBERS OF THE BOARD: This item provides the opportunity for SETA Governing Board members to raise any items for consideration not covered under the formal agenda. It also provides the opportunity for Board members to request or to ask that certain items be placed on the next Governing Board agenda.

- F. PUBLIC PARTICIPATION: Participation of the general public at SETA Governing Board meetings is encouraged. The SETA Governing Board has decided to incorporate participants of the audience as part of its agenda for all meetings. Members of the audience are asked to address their requests to the Chairperson, if they wish to speak.