



Sacramento  
Employment and  
Training  
Agency

**GOVERNING BOARD**

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

**ALLEN WARREN**  
Councilmember  
City of Sacramento

**JAY SCHENIRER**  
Councilmember  
City of Sacramento

**SOPHIA SCHERMAN**  
Public Representative

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

**KATHY KOSSICK**  
Executive Director

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**SPECIAL MEETING OF THE  
SETA GOVERNING BOARD**

**DATE:** Thursday, April 30, 2015

**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:

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

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A. Chair

B. Executive Director

C. Deputy Directors

D. Counsel

E. Members of the Board

F. Public

**VI. Adjournment**

**DISTRIBUTION DATE: THURSDAY, APRIL 23, 2015**

ITEM II-A - CONSENT

MINUTES OF THE APRIL 2, 2015 REGULAR BOARD MEETING

BACKGROUND:

Attached are the minutes of the April 2, 2015 Governing Board meeting for your review.

RECOMMENDATION:

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

STAFF 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 Board Room  
925 Del Paso Blvd.  
Sacramento, CA 95815

Thursday, April 2, 2015  
10:00 a.m.

- I. **Call to Order/Roll Call/Pledge of Allegiance:** Mr. Nottoli called the meeting to order at 10:03 a.m.

Members Present:

Don Nottoli, Chair, Governing Board; Member, Board of Supervisors  
Sophia Scherman, Vice Chair, Governing Board; Public Representative  
Patrick Kennedy, Member, Board of Supervisors  
Jay Schenirer, Councilmember, City of Sacramento

Members Absent:

Allen Warren, Councilmember, City of Sacramento

- ➔ **Recognition of Long-term Employee:** Reta Keirse, CFS Program Officer: Ms. Lisa Carr acknowledged Reta Keirse, a 25 year employee with SETA.
- ➔ **Jerry Gomez: Head Start Presentation on Governing Board Roles and Responsibilities:** Mr. Gomez provided an update and overview of the roles and responsibilities of the Governing Board and the Policy Council and the Board Oversight Role over the Head Start and Early Head Start programs. He also discussed the new Governance, Leadership, and Oversight Capacity Screener. The Appendix A+ was shared and discussed as back-up evidence that all governance requirements are adhered to for a successful Governance Capacity certification. Head Start funding has consistently gone up since 1965 with the exception of budget reductions in 2013. The program will enter a five-year contract period on August 1. Federal Reviews will be done over the five year grant period rather than once every three years.

Mr. Schenirer left at 10:28 a.m.

Mr. Gomez answered questions from the board.

II. **Consent Items**

- A. Minutes of the February 5, 2015 Regular Board Meeting  
B. Approval of Claims and Warrants

- C. Approval to Extend Audit Services Agreement for Fiscal Year Ending June 30, 2015 and Authorize the Executive Director to Sign the Agreement
- D. Approval of Private Sector Member to the Sacramento Works, Inc. Board
- E. Appointment of Member to the Community Action Board
- F. Approval of Staff Recommendation for the Adult, Youth, and the Child Development and Family Services (VS) List

Ms. Kossick stated that there was just one applicant for the WIB position. The Board Development Committee will be actively recruiting for the other Private Business vacancies. The BDC is looking at the various critical industries to fill potential vacancies; they are targeting the managers of specific industries.

Mr. Kennedy inquired how long vendors remain on the Vendor Services list and whether the Agency evaluates the vendors. Ms. Kossick replied that the services may never be used or used depending upon how the career centers need it. The vendors can stay on the list as long as they keep their insurance current. Every time they are utilized, staff evaluates the program to ensure they are compliant and meeting contracted goals.

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

- A. Approve the February 5, 2015 minutes.
- B. Approve the claims and warrants for the period 1/30/15 through 3/26/15.
- C. Approve the extension of the agreement with Gilbert Associates, Inc. for audit services for the fiscal year ending June 30, 2015, in the amount of \$46,228 and authorize the Executive Director to sign the agreement.
- D. Approve the appointment of Peter Tateishi, Sacramento Metro Chamber of Commerce to the Sacramento Works, Inc. Board
- E. Appoint the Sacramento Housing and Redevelopment Agency (SHRA) to represent the Public Sector on the SETA Community Action Board.
- F. Approve the addition of Bread of Life Center to the Adult, Youth, and the Child Development and Family Services (VS) List.

Voice Vote: Unanimous approval.  
Absent: Schenirer and Warren.

### **III. Action Items**

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

- 1. **TIMED ITEM 10:00 A.M. AND PUBLIC HEARING:** Approval of Classification of Head Start Intervention Specialist and Establish the Salary Ranges for the Classifications

Mr. Nottoli opened a public hearing.

Mr. John Allen reported that this item requests the blending of two classifications to make one deep classification. The Head Start Policy Council reviewed and approved this at their March 24 meeting.

Ms. Scherman referenced a letter the board received from a former employee and asked how employees can be assured that things are not being hidden from them regarding the hiring and promotion process. Mr. Nottoli stated that all agendas are a matter of public record and the board takes action in a public forum.

Mr. Allen stated that with this new classification the agency was not opening the job; it is the combining of classifications.

Moved/Kennedy, second/Scherman, to close the public hearing and approve the job classification of Head Start Intervention Specialist and the related salary ranges as noted in the board packet.

Roll Call Vote:

Aye: 3 (Kennedy, Scherman, Nottoli)

Nay: 0

Abstentions: 0

Absent: 2 (Schenirer & Warren)

2. Approval to Reclassify Head Start Social Services Specialists (Tier II and III) and Head Start Special Education Field Technicians to Head Start Intervention Specialists (Tier I, II, III)

Mr. Allen reviewed this item and stated that the annual fiscal impact is around \$16,500.

Moved/Scherman, second/Kennedy, to approve the reclassification of two Social Services Specialists and four Special Education Field Technicians to the Head Start Intervention Specialist classification.

Roll Call Vote:

Aye: 3 (Kennedy, Scherman, Nottoli)

Nay: 0

Abstentions: 0

Absent: 2 (Schenirer & Warren)

## **B. WORKFORCE DEVELOPMENT DEPARTMENT**

Refugee Services: None.

Community Services Block Grant: None.

### One Stop Services

1. Approval to Submit an Application for Specialized American Job Center Services to Offenders and Authorize the Executive Director to Sign the Agreement and any Required Documents Pertaining to the Agreement

Mr. William Walker reviewed this item which requests approval to submit a proposal in the amount of \$500,000 to assist Rio Consumnes Correctional Center (RCCC) inmates in their transition process. Services are provided to the inmates while they are still incarcerated.

The County Department of Child Support Services has agreed to work with SETA on this program. Many incarcerated people are not forgiven their child support payments.

Staff will reach out to the Department of Human Assistance to get a letter of support; they are not a required partner.

Mr. Walker stated that this population requires a lot of wrap-around services for them to be successful. A lot of the money will be geared toward providing support services when they are released. .

Mr. Kennedy commended staff for going after this grant.

Moved/Kennedy/Scherman, to approve the submission of an application for up to \$500,000 to DOL for a Specialized American Job Center at the RCCC, and authorize the Executive Director to sign the agreement and any required documents pertaining to the agreement.

Roll Call Vote:

Aye: 3 (Kennedy, Scherman, Nottoli)

Nay: 0

Abstentions: 0

Absent: 2 (Schenirer & Warren)

2. Approval to Submit an Application to the California Workforce Investment Board (CWIB) for Initial Local Area Designation and Local Board Certification Under the Workforce Innovation and Opportunity Act (WIOA)

Ms. Michelle O’Camb stated that this is a concurrence item requesting local area designation. The initial designation will be approved by Governor Brown for those designated areas with fiscal integrity. The Federal government was expected to issue regulations for WIOA in February. EDD and the California Workforce Investment Board intend to do periodic check-ins to see how Local Areas are working on the transition to the new WIOA.

Moved/Scherman, second/Kennedy, to approve the submission of the application for Initial Local Area Designation and Initial Board Certification under WIOA to the California Workforce Investment Board.

Roll Call Vote:

Aye: 3 (Kennedy, Scherman, Nottoli)

Nay: 0



Abstentions: 0  
Absent: 2 (Schenirer & Warren)

### **C. CHILDREN AND FAMILY SERVICES**

1. Approval of Annual Self-Assessment for 2014-2015 and Resulting Program Improvement Plan and Governance, Leadership, and Oversight Capacity Screener

Ms. Denise Lee reviewed this agenda item which is the result of the annual self-assessment process. Parents, staff and management participated in the process to determine what needs improvement. There was a heavy focus on safe environments. Evaluators visited every classroom to look at education services and management systems. There are areas that need improvement such as school readiness.

At the April 30 meeting, the board will review the grant application which will have increased emphasis on technical assistance. Ms. Lee will keep the board informed regarding the janitorial/cleanliness issues.

Mr. Kennedy requested a breakdown of parent participation in the self-assessment process. There was discussion of the lead testing and Ms. Lee stated that the lead testing can be done by utilizing litmus strips to test things.

Moved/Kennedy, second/Scherman, to approve Program Year 2014-2015 Self-Assessment and resulting Program Improvement Plan and governance, leadership capacity screener.

Roll Call Vote:

Aye: 3 (Kennedy, Scherman, Nottoli)

Nay: 0

Abstentions: 0

Absent: 2 (Schenirer & Warren)

### **IV. Information Items**

- A. Fiscal Monitoring Reports: Mr. Kennedy requested the written corrective action plan for SCUSD. He also requested written corrective action plans with future reports.
- B. Final PY 2013-14 Workforce Investment Act Performance Results: Mr. Roy Kim reviewed the report.
- C. Update on the Priority Apprenticeship Program: Mr. Walker reported that the Sacramento Kings are in the process of building an arena and construction on the framework has begun. From the beginning, SETA has been a partner with

Turner Construction and Kings to develop a preconstruction program to help people learn basic skills to become a tradesperson. SETA has worked with trades in a partnership and the results have been very impressive. Currently, there are 110 people in the pipeline; 30 are working on the project and 32 are working on other projects in the region. We are working to get people involved in multi-trades across the region. Nine people went through IBEW training and have begun working as electricians.

- D. Employer Success Stories and Activity Report: Mr. Walker reported that Smart and Final is increasing their presence in the area.
- E. Dislocated Worker Update: Mr. Walker stated that the number of dislocations seems larger but there were no job losses because the employees were moved to other locations.

Ms. Scherman asked whether it is the agency policy to have an employee at each of the “state of the city” speeches throughout the county. Ms. Kossick replied that staff keeps in touch with the local economic development people. Ms. Scherman thinks it is important to have a staff member attend these “state of the city” speeches.

- F. Unemployment Update/Press Release from the Employment Development Department: No questions.
- G. Head Start Reports: Ms. Denise Lee stated that staff recently received a letter from the Office of Head Start clearing our review. Staff continues to work on health, safety and supervision issues.

**V. Reports to the Board**

- A. Chair: No report. Mr. Nottoli encouraged everyone to be cognizant of their water consumption.
- B. Executive Director: Ms. Kossick reminded board members that our May meeting is actually April 30 which is to approve our Head Start grant application.
- C. Deputy Directors: No report.
- D. Counsel: No report.
- E. Members of the Board: No report.
- F. Public: No comments.

**VI. Adjournment: The meeting was adjourned at 11:38 a.m.**

ITEM II-B – CONSENT

APPROVAL OF CLAIMS AND WARRANTS

BACKGROUND:

Kathy Kossick, Executive Director, has reviewed the claims for the period 3/27/15 through 4/22/15, and all expenses appear to be appropriate.

RECOMMENDATION:

Approve the claims and warrants for the period 3/27/15 through 4/22/15.

STAFF PRESENTER: Kathy Kossick

## ITEM II-C – CONSENT

### APPROVAL OF RESOLUTION AND RATIFICATION OF THE SUBMISSION OF A PROPOSAL FOR THE COMMUNITY SERVICES BLOCK GRANT (CSBG) DISCRETIONARY FUNDING FOR TARGETED INITIATIVES TO THE STATE OF CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT, AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT AND ANY OTHER DOCUMENTS REQUIRED BY THE FUNDING SOURCE

#### BACKGROUND:

The State of California Department of Community Services and Development recently released a solicitation for grant applications for Community Services Block Grant (CSBG) Discretionary Funding with a targeted initiative of Childhood Poverty Reduction. Programs funded will demonstrate opportunities to increase financial stability, promote access to early childhood education, and build parenting skills. This “Two-Generation Strategy” is an approach used across the country that provides support including quality early childhood education, job training, and wrap-around family services, to reduce childhood poverty rates.

Due to the short application window, SETA submitted an application by the April 21, 2015 deadline requesting \$75,000 to serve 20 low-income single parent families living in Sacramento County. The project’s timeframe would be June 30, 2015 through May 31, 2016.

The goals of the project are to:

- Provide single parent families with multiple pathways to gain unsubsidized employment and achieve financial stability/self-sufficiency.
- Increase access to education and training programs, financial coaching, and soft-skills, including the Earned Income Tax Credit (EITC) and Supplemental Nutrition Assistance Program (SNAP).
- Promote access to high-quality early childhood education that prepares preschoolers for a successful primary school experience.
- Provide parents with the skills to reduce stress and anxiety and to take care of their own emotional, mental and physical health, and to better understand and meet their children’s emotional developmental needs.

ITEM II-C – CONSENT (continued)  
Page 2

The project is a partnership between the Sacramento Employment and Training Agency's Children and Family Services and Workforce Development Departments, Waking the Village, and the Birth & Beyond program.

RECOMMENDATION:

Approve the resolution and ratify the submission of a proposal for the Community Services Block Grant (CSBG) Discretionary Funding to the State of California, Department of Community Services and Development, and authorize SETA's Executive Director to execute the agreement and any other documents required by the funding source.

STAFF PRESENTER: Julie Davis-Jaffe

**RESOLUTION NO: 2015-01 of the  
SETA GOVERNING BOARD**

**TO APPLY FOR CSBG TARGETED INITIATIVES AND INNOVATIVE PROJECT  
FUNDING THROUGH THE CALIFORNIA DEPARTMENT OF COMMUNITY  
SERVICES AND DEVELOPMENT**

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Upon a motion duly made, seconded and unanimously carried by a quorum of the SETA Governing Board, be it RESOLVED:

That Kathy Kossick, the Executive Director of the Agency, is authorized to apply for the following on behalf of the SETA Governing Board:

Community Services and Development 2015 NOFA-40, in the amount of \$75,000, for the targeted initiative titled: Child Enrichment Parent Employment Project (CEPEP).

The Board hereby authorizes the Executive Director to submit this application on behalf of the agency and to negotiate and execute any contracts, agreements, or amendments resulting from/pertaining to this application.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Don Nottoli, Chair, SETA Governing Board

The undersigned, Nancy L. Hogan, certify that I am the Clerk of the Boards of this agency, and that the above is a true and correct copy of the resolution that was duly adopted at the April 30, 2015 meeting of the SETA Governing Board held in accordance with state law and the bylaws of the Agency.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Nancy L. Hogan, Clerk of the Boards

ITEM II-D- CONSENT

RATIFICATION OF THE SUBMISSION OF AN APPLICATION TO THE EMPLOYMENT  
DEVELOPMENT DEPARTMENT FOR THE SUPERVISED POPULATION  
WORKFORCE TRAINING GRANT PROGRAM  
AND AUTHORIZE THE EXECUTIVE DIRECTOR TO SIGN THE AGREEMENT AND  
ANY OTHER REQUIRED DOCUMENTS PERTAINING TO THE AGREEMENT

BACKGROUND:

The California Workforce Investment Board and the Employment Development Department (EDD) recently announced the availability of grants of up to \$200,000 in Recidivism Reduction Funds to implement and support recidivism reduction workforce training and development programs targeting the supervised population. The supervised population includes all persons who are on probation, mandatory supervision, or post release community supervision and are supervised by or are under the jurisdiction of a county.

Due to the short application timeframe, SETA submitted a proposal prior to the April 17, 2015, deadline requesting \$200,000 to serve 40 individuals under County supervision.

SETA is an active member and will work closely with the Community Correction Partnership (CCP) which includes the following agencies:

- County Sheriff's Department
- County Probation Department
- County District Attorney's Office
- County Department of Mental Health
- Sacramento Police Department

RECOMMENDATION:

Ratify the submission of an application for up to \$200,000 to the California Workforce Investment Board and the Employment Development Department (EDD) for a Supervised Population Workforce Training Grant Program, and authorize the Executive Director to sign the agreement and any other required documents pertaining to the agreement.

STAFF PRESENTER: William Walker

## ITEM II-E - CONSENT

### RATIFICATION OF THE SUBMISSION OF AN APPLICATION TO THE EMPLOYMENT DEVELOPMENT DEPARTMENT FOR WORKFORCE INVESTMENT ACT 15% AND 25% 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

#### BACKGROUND:

The Employment Development Department in coordination with the California Workforce Investment Board and the California Labor and Workforce Development Agency on April 13, 2015, sent an Invitation for Proposals to current VEAP 12/13 grantees to allow these entities to continue refining service models. VEAP 14/15 projects must focus on strengthening linkages and engaging businesses in high-demand industries to develop training and service strategies that ensure veterans have the skills to be successful with businesses that provide competitive, integrated employment. The goal of this initiative is to promote the use of industry sector strategies as the framework for addressing the needs of veterans to transition to high-wage, high-growth occupations using their skills obtained in the military.

Due to the short application timeframe, SETA submitted a proposal prior to the April 22 deadline requesting \$500,000 to serve 65 veterans., Staff is requesting approval to ratify the submission of the proposal to continue a successful program that includes the Sacramento Employment and Training Agency (SETA), American River College, the Pacific Gas & Electric (PG&E) Company and the Sacramento Municipal Utility District (SMUD). The submitted VEAP Proposal adds Siemens of Sacramento to the network of employers who will be actively participating in Welding Pre-Apprenticeship Boot Camps. SETA will provide the staff and facilities required to provide orientation, assessment, pre-screening, and interviewing to select 65 veterans for the Power Pathway Program and Welding Pre-Apprenticeship Boot Camp along with case management, supportive services, and follow-up and retention services for trainees. For this proposal, SETA will continue to collaborate with the Sacramento Veterans Resource Center for intensive case management services and Post-Traumatic Stress Disorder (PTSD) counseling.

Previous VEAP Project successes include:

- In June of 2012, award of \$500,000 which trained 34 utility line workers and trained 25 pipefitter/pipe layer-gas line workers.
- In April of 2013, award of \$400,000 to train 60 veterans as utility line workers. The primary focus of the program continues to emphasize the recruitment of recently separated veterans (released from duty in the past 48 months) and provide intensive case management along with PTSD assessment as needed.



ITEM II-E – CONSENT (continued)  
Page 2

RECOMMENDATION:

Ratify the submission of the Veterans Employment Assistance Program application to the California Employment Development Department requesting \$500,000 to provide services to 65 veterans, and authorize the SETA Executive Director to execute the agreements, modifications and any other documents required by the funding sources.

STAFF PRESENTER: William Walker

ITEM III-A - 1- ACTION

**TIMED ITEM 10:00 A.M. AND PUBLIC HEARING: APPROVAL TO ADJUST THE PAY RANGES FOR THE CLASSIFICATIONS OF ASSOCIATE TEACHER, ASSOCIATE TEACHER – INFANT/TODDLER, AND HEAD START CHILD CARE TEACHER ASSISTANT**

**BACKGROUND:**

The Children and Family Services Department has had a challenge recruiting, attracting, and maintaining qualified Associate Teachers and Associate Teachers-Infant/Toddler. With the expansion of State preschool and transitional kindergarten, the candidate pool in the past two years has become very limited, resulting in many vacancies throughout the school year. Additionally, some recent candidates have declined a SETA job offering and/or requested higher starting wages due to higher earned wages with current employers.

The shortage has also affected the substitute pool as well. In an effort to keep pace with increased employment opportunities in Early Care and Education (ECE) and to attract a viable candidate pool, the Children and Family Services Department is recommending to increase the pay rates for classifications of Associate Teacher (Tier I, II and III); Associate Teacher – Infant/Toddler; and Head Start Child Care Teacher Assistant by 3%. New pay rates are comparable with other ECE organizations in the community.

The Proposed Pay Ranges would be as follows:

	<b>Step A</b>	<b>Step B</b>	<b>Step C</b>	<b>Step D</b>	<b>Step E</b>
Associate Teacher – Tier I	\$10.67	\$11.20	\$11.76	\$12.36	\$12.97
Associate Teacher – Tier II	\$11.74	\$12.33	\$12.94	\$13.59	\$14.27
Associate Teacher – Tier III	\$12.88	\$13.52	\$14.20	\$14.92	\$15.67
Associate Teacher – Infant/Toddler	\$13.20	\$13.86	\$14.55	\$15.31	\$16.06
HS Child Care Teacher Assistant	\$9.31	\$9.77	\$10.27	\$10.76	\$11.32

The Agency has met and discussed this action with the PC/PAC Budget/Planning Committee and the Union, separately, and has come to consensus.

The Policy Council will take action at their meeting on April 28, 2015.

**STAFF PRESENTER:** Denise Lee

ITEM III-A – 1 - ACTION (continued)  
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Increases have been budgeted for in the 2015-2016 refunding application and will be effective August 1, 2015 upon final approval of the grant application by ACF.

RECOMMENDATION

Open a public hearing, take testimony, close the public hearing and approve the proposed pay range as listed above for the classifications of Associate Teacher (Tier I, II and III), Associate Teacher – Infant/Toddler, and Head Start Child Care Teacher Assistant.

STAFF PRESENTER: Denise Lee

## ITEM III-B - 1- ACTION

### APPROVAL OF THE SUBMISSION OF THE CAPITAL REGION SLINGSHOT COMPACT DEVELOPMENT PLAN/PROPOSAL TO THE CALIFORNIA WORKFORCE INVESTMENT BOARD AND AUTHORIZATION FOR THE EXECUTIVE DIRECTOR TO EXECUTE THE FUNDING AGREEMENT, ANY MODIFICATIONS, OR OTHER DOCUMENTS REQUIRED BY THE FUNDING SOURCE

#### BACKGROUND:

The California Workforce Investment Board (CWIB) has set aside funds as part of its Slingshot Strategy to develop innovative regional projects under which successful applicants could be funded up to \$1,000,000 for approved projects. In October, 2014, the SETA Governing Board approved the submission of an initial proposal to the CWIB to grow jobs and support economic mobility by creating an ecosystem of services and resources for entrepreneurs, start-ups and small businesses throughout the region, which includes four regional workforce development areas: SETA/Sacramento Works, Inc., Golden Sierra, North Central Counties Consortium and Yolo County. The initial application was submitted to access an initial \$20,000 in seed funding, for the “Slingshot Design” phase, where regional collaborative research and development efforts by workforce, economic development, education and business partners would lead to the development of a Compact Development Plan/Proposal, which could be submitted to CWIB for approval in an effort to secure the remainder of the \$1,000,000 that the CWIB has set aside for the project.

The Capital Region’s Compact Development Plan/Proposal, sent under separate cover, builds on the work of the regional Next Economy Prosperity Plan and describes the next phase in the project, which will result in the development of a “Compact” that articulates commitments from partners and launches the implementation phase of the project. The Compact Development Plan/Proposal focuses on the following three areas:

- Developing Shared Outcomes/Metrics
- Engaging Industry/Business Champions
- Integrating Assets/Resources

The regional boards engaged Valley Vision to plan and coordinate the initial design phase and would like Valley Vision to continue to plan and coordinate the compact development and implementation phases. SETA’s procurement policies authorize the agency to procure services without competition in certain circumstances, including when the services are only available from a single source or when such procurement has

STAFF PRESENTER: Roy Kim

ITEM III-B – 1 - ACTION (continued)

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been authorized by the funding source. To that end, the regional boards recommend proceeding with noncompetitive procurement based on the finding that Valley Vision is the sole local entity available to provide independent, unbiased research on regional issues and apply that research to drive regional initiatives. Valley Vision planned and coordinated the Next Economy Prosperity Plan, a regional endeavor involving the region's education, workforce and economic development leadership organizations that outlined initial strategies for fostering a strong innovation environment. As such, Valley Vision possesses the unique experience, knowledge and information required to build on the Next Economy initial strategies through the Slingshot project. Staff proposes to include this justification for noncompetitive procurement in its application to CWIB and request its approval of that noncompetitive procurement for the reasons stated.

RECOMMENDATION:

Find that noncompetitive procurement of the services of Valley Vision is appropriate for the reasons set forth in the Background and approve the submission of the Capital Region Slingshot Compact Development Plan/Proposal to the CWIB, and authorize the Executive Director to execute the funding agreement, any modifications, or other documents required by the funding source.

ITEM III-C – 1 - ACTION

APPROVAL TO SUBMIT A HEAD START BUDGET MODIFICATION  
REQUEST FOR PROGRAM YEAR 2014-2015

BACKGROUND:

The Children and Family Services Department projects that the 2014-2015 Head Start budget will be under-spent by \$600,000 in personnel and fringe due to various vacant positions not being replaced during the program year. Some vacant positions were not replaced in anticipation of restructuring and new projects in the upcoming 2015-2016 program year.

Cost savings will be re-programmed from the "Personnel" and "Fringe" cost categories to the "Other" cost category in the amount of \$600,000 to perform deferred maintenance projects at various Head Start Early Learning Centers that base funding often does not afford to perform. Deferred maintenance items include, but are not limited to, carpet replacement with VCT, playground equipment/rubber surface replacement, interior and exterior paint, outdoor play house and picnic table replacement, artificial grass, concrete repair, drainage upgrade, office equipment, and vehicle replacement.

The Office of Head Start requires that funds be obligated by July 31, 2015, and that all obligations be liquidated by October 29, 2015.

Deputy Director Denise Lee is available to answer questions.

RECOMMENDATION:

Approve the submission of a Head Start budget modification to the Administration for Children and Families (ACF) in the amount of \$600,000.

STAFF PRESENTER: Denise Lee

ITEM III-C – 2 - ACTION

APPROVAL OF FISCAL YEAR 2015-2016  
HEAD START/EARLY HEAD START BUDGET

BACKGROUND:

This agenda item provides an opportunity for the Governing Board to approve the Head Start/Early Head Start Budget for Fiscal Year 2015-2016 in the amount of \$51,057,991, which includes Basic and Training and Technical Assistance funds. Budget details are as follows:

Head Start Basic (serves 4,700 children)	\$42,836,113
Head Start Training and Technical Assistance	\$ 383,269
Early Head Start Basic (serves 673 children)	\$ 7,647,423
Early Head Start Training and Technical Assistance	<u>\$ 191,186</u>
TOTAL	\$51,057,991

The Budget/Planning Committee met during March and April, including Ms. Denise Lee, Deputy Director/Children and Family Services; Ms. Loretta Su, Fiscal Chief; Head Start Managers Ms. Brenda Campos, Ms. Lisa Carr, Ms. Karen Gonzales and Ms. D’et Patterson; Governance/Social Services/Parent Involvement Coordinator, Ms. Marie Desha and Head Start parents to provide input on the budget and program design.

A copy of the 2015-2016 Head Start/Early Head Start Budget will be sent under separate cover.

RECOMMENDATION:

Approve the Fiscal Year 2015-2016 Head Start/Early Head Start Budget in the amount of \$51,057,991 for Basic and Training/Technical Assistance.

STAFF PRESENTER: Denise Lee

ITEM III-C – 3 - ACTION

APPROVAL OF FISCAL YEAR 2015-2016  
HEAD START/EARLY HEAD START REFUNDING APPLICATION

BACKGROUND:

This agenda item provides an opportunity for the Governing Board to approve the Fiscal Year 2015-2016 Head Start/Early Head Start Refunding Application.

A copy of the Fiscal Year 2015-2016 Head Start/Early Head Start Refunding Application will be sent under separate cover. A listing of SETA-Operated Program and delegate agency center locations, part of the refunding application, is attached for your review.

RECOMMENDATION:

Approve the Fiscal Year 2015-2016 Head Start/Early Head Start Refunding Application.

STAFF PRESENTER: Denise Lee



**SACRAMENTO COUNTY HEAD START/EARLY HEAD START SITE LOCATIONS 2015-2016**

**SETA OPERATED HEAD START PROGRAM**  
**Funded enrollment: 2,028**

**Administrative Office:**  
 925 Del Paso Blvd.,  
 Suite 100  
 Sacramento, CA 95815

**Alder Grove ELC**  
 816 Revere Street  
 Sacramento, CA 95818

**Auberry Park**  
 8120 Power Inn  
 Sacramento, CA 95828

**Bannon Creek**  
 2775 Millcreek Drive  
 Sacramento, CA 95833

**Bright Beginnings**  
 10487 White Rock Road, P52  
 Rancho Cordova, CA 95670

**Crossroad Gardens**  
 7322 Florinwood Dr.  
 Sacramento, CA 95823

**Elkhorn**  
 5249 Elkhorn Blvd.  
 Sacramento, CA 95660

**Freedom Park**  
 6015 Watt Ave., S #5  
 North Highlands, CA 95660

**Fruitridge**  
 5746 40th Street  
 Sacramento, CA 95824

**Galt**  
 615 2<sup>nd</sup> Street  
 Galt, CA 95632

**Grizzly Hollow**  
 805 Elk Hills Drive  
 Galt, CA 95632

**Hillsdale**  
 5665 Hillsdale Ave., Bldg. 4  
 Sacramento, CA 95842

**Hopkins Park**  
 2317 Matson Drive  
 Sacramento, CA 95822

**Illa Collin Center**  
 3530 41<sup>st</sup> Avenue  
 Sacramento, CA 95824

**Job Corps**  
 3100 Meadowview  
 Sacramento, CA 95832

**Kennedy Estates**  
 6501 Elder Creek  
 Sacramento, CA 95824

**LaVerne Stewart**  
 5545 Sky Parkway  
 Sacramento, CA 95823

**Marina Vista ELC**  
 263 Seavey Circle  
 Sacramento, CA 95818

**Mather**  
 Mather Air Force Base  
 10546 Peter A. McCuen Rd.  
 Mather, CA 95655

**Nedra Court**  
 #60 Nedra Court  
 Sacramento, CA 95822

**Norma Johnson Early Learning Center**  
 3265 Norwood Avenue  
 Sacramento, CA 95838

**North Avenue Elem. School**  
 1281 North Avenue  
 Sacramento, CA 95838

**Northview**  
 2401 Northview  
 Sacramento, CA 95833

**Parker Avenue**  
 4516 Parker Avenue  
 Sacramento, CA 95820

**Phoenix Park**  
 4400 Shining Star Dr.  
 Sacramento, CA 95823

**Sharon Neese Early Learning Center**  
 925 Del Paso Blvd., Suite 300  
 Sacramento, CA 95815

**Solid Foundation**  
 7505 Franklin Blvd.  
 Sacramento, CA 95823

**Strizek Park**  
 3829 Stephen Drive  
 North Highlands, CA 95660

**Vineland**  
 6450 20<sup>th</sup> Street  
 Rio Linda, CA 95673

**Walnut Grove**  
 14273 River Road  
 Walnut Grove, CA 95690

**SETA Home Base Program (96)**

**ELK GROVE UNIFIED SCHOOL DISTRICT HEAD START**  
**Funded Enrollment: 440**

**Administrative Office:**  
 9510 Elk Grove-Florin Rd.,  
 Room 214  
 Elk Grove, CA 95624  
 (916) 686-7595

**David Reese Elementary**  
 7600 Lindale Drive  
 Sacramento, CA 95828

**Florence Markofer Elementary**  
 9759 Tralee Way  
 Elk Grove, CA 95624

**Franklin Elementary**  
 4611 Hood Franklin Road  
 Elk Grove, CA 95757

**Florin Elementary**  
 7300 Kara Drive  
 Sacramento, CA 95828

**Herman Leimbach Elementary**  
 8010 Grandstaff Drive  
 Room B2  
 Sacramento, CA 95823

**James McKee Elementary**  
 8701 Halverson Drive  
 Elk Grove, CA 95624

**John Reith**  
 8401 Valley Lark Drive  
 Sacramento CA 95823

**Maeola Beitzel**  
 8140 Caymus Drive  
 Sacramento CA 95829

**Prairie Elementary**  
 5251 Valley Hi Drive  
 Sacramento, CA 95823

**Samuel Kennedy Elementary**  
 7037 Briggs Drive  
 Sacramento, CA 95828

**Sierra Enterprise Elementary**  
 9115 Fruitridge Road  
 Sacramento, CA 95826

**Union House Elementary**  
 7850 Deer Creek Dr.  
 Sacramento, CA 95823

**William Daylor Continuation High School**  
 6131 Orange Ave.  
 Sacramento, CA 95823

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT HEAD START**  
**Funded Enrollment: 1,211**

**Administrative Office:**  
 Serna Center  
 5735 47<sup>th</sup> Ave.  
 Sacramento, CA 95824

**Abraham Lincoln Children's Center**  
 3324 Glenmoor Drive  
 Sacramento, CA 95827

**Bear Flag Children's Center**  
 6620 Gloria Drive  
 Sacramento, CA 95831

**Bowling Green Elementary-Chacon**  
 6807 Franklin Blvd.  
 Sacramento, CA 95823

**Bowling Green Elementary-McCoy**  
 4211 Turnbridge Drive  
 Sacramento, CA 95823

**Bret Harte Children's Center**  
 2761 9th Avenue  
 Sacramento, CA 95818

**Capital City (Ext Day)**  
 7220 24<sup>th</sup> Street  
 Sacramento, CA 95822

**Charles A. Jones Skills Children's Center**  
 5451 Lemon Hill Ave.  
 Sacramento, CA 95824

**Collis P. Huntington Elementary**  
 5917 26th Street  
 Sacramento, CA 95822

**Earl Warren Elementary**  
 5420 Lowell Street  
 Sacramento, CA 95820

**Edward Kemble Elementary**  
 7495 29th Street  
 Sacramento, CA 95822

**Elder Creek Elementary**  
 7800 Lemon Hill Avenue  
 Sacramento, CA 95824

**Ethel I. Baker Elementary**  
 5717 Laurine Way  
 Sacramento, CA 95824

**Ethel Phillips Elementary**  
 2930 21st Avenue  
 Sacramento, CA 95820

**Fr. Keith B. Kenny**  
 3525 MLK Jr. Blvd.  
 Sacramento, CA 95817

**Freeport**  
 2118 Meadowview Drive  
 Sacramento, CA 95832

**Fruitridge Elementary**  
 4625 44<sup>th</sup> Street  
 Sacramento, CA 95820

**Golden Empire Elementary (Ext Day)**  
 9045 Canberra Drive  
 Sacramento, CA 95826

**H. W. Harkness Elementary (Wrap Around)**  
 2147 54th Avenue  
 Sacramento, CA 95822

**Hiram Johnson**  
 3535 65<sup>th</sup> Street  
 Sacramento, CA 95820

**Hollywood Park**  
 4915 Harte Way  
 Sacramento, CA 95822

**SACRAMENTO COUNTY HEAD START/EARLY HEAD START SITE LOCATIONS 2015-2016**

**Isador Cohen Elementary**  
9025 Salmon Falls Drive  
Sacramento, CA 95826

**James Marshall Elementary**  
9525 Goethe Road  
Sacramento, CA 95827

**John Bidwell Elementary**  
1730 65th Avenue  
Sacramento, CA 95822

**John Cabrillo Elementary**  
1141 Seamas Avenue  
Sacramento, CA 95822

**John Sloat**  
7525 Candlewood Way  
Sacramento, CA 95822

**Leataata Floyd**  
401 McClatchy Way  
Sacramento, CA 95818

**Lisbon**  
7555 S. Land Park Dr.  
Sacramento, CA 95831

**Marian Anderson**  
2850 49<sup>th</sup> Street  
Sacramento, CA 95817

**Mark Twain Elementary**  
4914 58<sup>th</sup> Street  
Sacramento, CA 95820

**Martin Luther King Jr.**  
480 Little River Way  
Sacramento, CA 95831

**Nicholas Elementary**  
6601 Steiner Drive  
Sacramento, CA 95823

**Oak Ridge Elementary**  
4501 Martin L King Jr. Blvd.  
Sacramento, CA 95820

**Pacific Elementary**  
6201 41<sup>st</sup> Street  
Sacramento, CA 95824

**Parkway Elementary**  
4720 Forest Parkway  
Sacramento, CA 95823

**Peter Burnett Elementary**  
6032 36th Avenue  
Sacramento, CA 95824

**Rosa Parks Elementary**  
2250 68<sup>th</sup> Avenue  
Sacramento, CA 95822

**Susan B. Anthony Elementary**  
7864 Detroit Blvd.  
Sacramento, CA 95832

**Washington Elementary**  
520 18<sup>th</sup> Street  
Sacramento, CA 95814

**Woodbine**  
2500 52<sup>nd</sup> Ave.  
Sacramento, CA 95822

**SCUSD Home Base (24)**

**SAN JUAN UNIFIED  
SCHOOL DISTRICT HEAD  
START  
668**

**Administrative Office:**  
5309 Kenneth Avenue  
Carmichael, CA 95608

**Coleman Elementary**  
6545 Beech Avenue  
Orangevale, CA 95662

**Cottage Elementary**  
2221 Morse Avenue  
Sacramento, CA 95825

**Dyer Kelly**  
2236 Edison Avenue  
Sacramento, CA 95821

**General Davie Jr. Primary Center**  
1500 Dom Way  
Sacramento, CA 95864

**Encina**  
1400 Bell Street  
Sacramento, CA 95825

**Garfield**  
3700 Garfield Avenue  
Carmichael, CA 95608

**Grand Oaks**  
7901 Rosswood Dr.  
Citrus Heights, CA 95621

**Howe Elementary**  
2404 Howe Avenue  
Sacramento, CA 95825

**Kingswood Elementary**  
5700 Primrose Drive  
Fair Oaks, CA 95610

**Lichen Elementary**  
8319 Lichen Drive  
Citrus Heights, CA 95621

**Marvin Marshall**  
5309 Kenneth Avenue  
Carmichael, CA 95608

**Pasadena Elementary**  
4330 Pasadena Avenue  
Sacramento, CA 95821

**Ralph Richardson Elementary**  
4848 Cottage Way  
Carmichael CA 95608

**Skycrest Elementary**  
5641 Mariposa Ave.  
Citrus Heights, CA 95610

**Sunrise Elementary**  
7322 Sunrise Blvd.  
Citrus Heights, CA 95610

**TWIN RIVERS USD  
ECD CENTER  
HEAD START  
Funded Enrollment:  
238**

**Morey Avenue**  
155 Morey Avenue  
Sacramento, CA 95838

**Oakdale Preschool Center**  
3708 Myrtle Avenue  
North Highlands, CA 95660

**Rio Linda Preschool Center**  
631 L Street  
Rio Linda, CA 95673

**WOMEN'S CIVIC  
IMPROVEMENT CLUB/  
PLAYMATE HEAD START  
Funded Enrollment:  
120**

**Administrative Office:**  
W.C.I.C./Playmate #2  
3555 3rd Avenue  
Sacramento, CA 95817

**Playmate**  
3930 8th Avenue  
Sacramento, CA 95817

**SETA OPERATED EARLY  
HEAD START  
Funded enrollment:  
369**

**SETA Early Head Start  
Administrative Office:**  
925 Del Paso Blvd.,  
Suite 100  
Sacramento, CA 95815

**Alder Grove Infant/Toddler Center**  
2640 A/B Muir Way  
Sacramento, CA 95818

**Crossroad Gardens**  
7322 Florinwood Dr.  
Sacramento, CA 95823

**Elkhorn**  
5249 Elkhorn Blvd.  
Sacramento, CA 95660

**Job Corps**  
3100 Meadowview  
Sacramento, CA 95832

**Marina Vista ELC**  
263 Seavey Circle  
Sacramento, CA 95818

**Mather Air Force Base**  
10546 Peter A. McCuen Rd.  
Mather, CA 95655

**Norma Johnson  
Early Learning Center**  
3265 Norwood Avenue  
Sacramento, CA 95838

**Northview**  
2401 Northview  
Sacramento, CA 95833

**Phoenix Park**  
4400 Shining Star Dr.  
Sacramento, CA 95823

**Sharon Neese  
Early Learning Center**  
925 Del Paso Blvd., S. 300  
Sacramento, CA 95815

**SETA/Partners  
Early Head Start  
Home Base (249)**

**SACRAMENTO CITY USD  
EARLY HEAD START  
Funded Enrollment:  
144**

**Sacramento City USD  
Administrative Office**  
Hiram Johnson Family  
Education Center  
3535 65<sup>th</sup> Street  
Sacramento, CA 95820

**Capital City**  
7220 24<sup>th</sup> Street  
Sacramento, CA 95822

**SCUSD EHS Home Base  
(120)**

**SAN JUAN USD EARLY  
HEAD START  
Funded Enrollment:  
160**

**San Juan Unified School  
District Early Head Start  
Administrative Office**  
5309 Kenneth Avenue  
Carmichael, CA 95608

**Encina Infant/Toddler  
Center**  
1400 Bell Street  
Sacramento, CA 95825

**Fair Oaks Infant/Toddler  
Center**  
10700 Fair Oaks Blvd.  
Fair Oaks, CA 95628

**General Davie Jr. Primary  
Center**  
1500 Dom Way  
Sacramento, CA 95864

**Marvin Marshall Toddler  
Center**  
5309 Kenneth Avenue  
Carmichael, CA 95608

**San Juan Infant/Toddler  
Center**  
7551 Greenback Lane  
Citrus Heights, CA 95610

**SJUSD Home Base (72)**

ITEM III-C – 4 - ACTION

APPROVAL OF FISCAL YEAR 2015-2016 HEAD START/EARLY HEAD START TRAINING/TECHNICAL ASSISTANCE GRANT APPLICATION TO BE IN ALIGNMENT WITH ESTABLISHED FIVE-YEAR GOALS AND OBJECTIVES

BACKGROUND:

This agenda item provides an opportunity for the Governing Board to approve the Fiscal Year 2015-2016 Head Start/Early Head Start Training/Technical Assistance Plan in the amount of \$383,269 for Head Start, and \$191,186 for Early Head Start. The Budget/Planning Committee met several times with Deputy Director/Children and Family Services Ms. Denise Lee; Loretta Su, Fiscal Chief; Head Start Managers Ms. Brenda Campos, Ms. Lisa Carr, Ms. Karen Gonzales and Ms. D'et Patterson; Governance/Social Services/Parent Involvement Coordinator Ms. Marie Desha and the parents to provide input on the plan and correlating budget.

RECOMMENDATION:

Approve the Fiscal Year 2015-2016 Head Start/Early Head Start Training/Technical grant application as aligned with established five-year goals and objectives.

STAFF PRESENTER: Denise Lee



## Summary of 5-Year Goals and Objectives

**Goal 1 – School Readiness:** Increase school readiness outcomes by engaging families and staff in implementing effective, research-based strategies that support the Five Essential Domains of the Early Learning Framework to ensure a high quality learning experience.

### Objectives:

- 1) Implement a math curriculum that will increase children’s level of skill and knowledge as well as provide parents with information on supporting math in the home.

#### *Objective 1 - Activities:*

- Provide resources/ training on math curriculum (Math Works) linked to math indicators on DRDP;
- Schedule Make and Take sessions to produce the materials needed to carry out math activities;
- Increase the number of planned math activities that children participate in to 3 per week;
- Increase math materials in classrooms;
- Provide coaching on effective teaching practices with both individualized coaching and TLC (Teachers Learning and Collaborating) Group;
- Train School Readiness Aides (parents) on the how they will be able to support math activities during their volunteer hours;
- Provide home connection activities in the area of math. Time spent on home activities will be tracked.

#### *Objective 1 - Expected Outcomes:*

- Increase in numbers of classrooms that include math activities in daily lesson plans
- 5% improvement in child assessment data, particularly in the measures that assess Math knowledge and skills;
- Improvement in CLASS scores, particularly in Instructional Support;
- Increase in ECER scores, specifically in Math Activities;
- Parents will report increased awareness on supporting Math activities in the home.

- 2) Implement an effective approach to promote positive, significant and sustained outcomes for children by improving the quality of Instructional Support.

#### *Objective 2 – Activities:*

- Provide resources/training on problem solving, prediction/experimentation, classification/comparison as well as increasing how/why questions;
- Provide individualized mentor/coaching to teachers through the use of internal coaching as well as collaboration with Race to the Top;
- Facilitate two groups using the TLC (Teachers Learning and Collaborating) coaching model;
- Increase the use of video-recording in the classroom to improve teacher feedback;

- Provide resources/ training on utilizing small groups to introduce higher level concepts and activities.

*Objective 2 – Expected Outcomes:*

- Improvement in child assessment data, particularly in the measures that assess Approaches to Learning, Science and Math skills;
  - Improvement in CLASS scores, particularly in Concept Development;
  - Increase in ECER scores specifically in Language- Reasoning and Activities-Math, Science;
  - 16 Teachers (each year) will complete the TLC sessions.
-



**Goal 2 – Mental health/Social Services:** Assist families, children and staff with accessing mental health and social services through communication, advocacy, and education.

**Objectives:**

- 1) Increase formal collaborations with community agencies and professionals to improve access to culturally-responsive mental health and social services.

*Objective 1 - Activities:*

- Seek and formalize relationships with current and potential SETA Workforce and community partners with Memorandum of Understanding (MOU);
- Maintain, cultivate and evaluate active SETA Head Start membership and participation in various boards and collaborative groups;
- Engage HS/EHS parents as program ambassadors by sharing personal successes;
- Disseminate information to SOP leadership and staff (FSWs, Home Base Educators) to utilize services with partners.

*Objective 1 - Expected Outcomes:*

- SETA will have stronger collaborations which will lead to routine referrals and recommendations for enrollment in Head Start;
- Parents will share testimonial stories to encourage other parents to enroll in the program;
- Community collaborations will be strengthened to support families during their time in Head Start and thereafter.

- 2) Deepen and support the use of Reflective Practice strategies for effective communication and collaboration between staff members, families and community agencies.

*Objective 2 - Activities:*

- Coordinate at least 4 delegate consultation meetings between grantee consultant and delegates on the use of Reflective Practice within their programs;
- Grantee to host 2 countywide combined content meetings per year with the objectives of fostering collaboration and networking; promoting inclusion and deepening awareness of diversity;
- Assess delegate strengths and improvement areas in Parent Family and Community Engagement (PFCE) utilizing OHS materials.

*Objective 1 - Expected Outcomes:*

- Small group opportunities will be created to engage in critical reflection for personal and professional development;
- PFCE Outcomes reviewed and discussed at all content area meetings

- 3) Develop a program plan to evaluate and improve current Parent Family and Community Engagement (PFCE) program strategies using guidelines and resources provided by Office of Head Start.

*Objective 3 - Activities:*

- Content Coordinators will include the review and discussion of PFCE framework and training materials related to building Relationship-based Competencies for support staff (health, mental health, family service workers, etc.)
- Grantee will host 2 countywide combined content meetings annually (February and May) with the objectives of fostering collaboration and networking; promoting inclusion and deepening awareness of diversity.

*Objective 3 - Expected Outcomes:*

- Countywide training plan will be developed on how PFCE Outcomes are used to inform and guide practice in health, mental health, family engagement, disabilities, etc.
  - Summary of recommendations for agency strategic planning process
-



**Goal 3 – Enrollment/Recruitment:** Create innovative marketing/recruitment strategies to ensure full enrollment by increasing the community’s awareness of the value of earl education programs and Head Start comprehensive services.

**Objective:**

- 1) SETA Head Start/Early Head Start will have greater name recognition in the community and increase enrollment and referral opportunities for families being served by other community agencies.

*Objective - Activities:*

- Identify community agencies in high need areas in which Family Services Workers IIIs can collaborate by 1) being on a community board, 2) by presenting information at a monthly meeting, or 3) being included in enrollment packets for the identified agencies;
- Through outreach opportunities, recruitment staff will identify and commit to participate in more community sponsored events;
- Work with the Parent Ambassador group to provide representation at community events;
- Head Start Managers will reach out and present information to content specific professional groups and organizations;
- Work with marketing agency to develop marketing materials that target high needs clients as identified in the program’s community assessment and enhance the website to ensure ease of use for clients;
- Increase SETA Head Start and Early Head Start’s participation in community events.

*Objective - Expected Outcomes:*

- Each year, 25% of Family Service Workers will have made contact with at least one of the identified community agencies;
  - Each year, the program will increase by 10% the number of community events that staff participate in;
  - 10% of all community events will include at least one parent ambassador annually;
  - Within each area of responsibility, each Head Start Manager will develop two content specific relationships each year in order to increase awareness of the Head Start and Early Head Start Program in their professional circles;
  - 35% of the professional relationships developed with FSWIIIs and Managers will result in a formal MOU with community agencies annually.
-



# TRAINING AND TECHNICAL ASSISTANCE PLAN 2015-2016

## PHILOSOPHY

SETA Head Start's program philosophy is based on the premise that all families share certain basic needs and that the Head Start population, in particular, can reap even greater benefits from a comprehensive service delivery system that ensures their needs are met. SETA's program mission is to improve the lives of low-income children by providing comprehensive child development services that are family focused, including education, health, nutrition, mental health and social services. SETA Head Start's goals are accomplished by involving parents in the complete operation and administration of the program and by supporting the growth of families and staff through the development of advocacy skills, enhanced self-esteem and empowerment. The overall goal is to develop a greater degree of independence among families and the decisions which impact their lives. Finally, SETA Head Start has established as its vision, "Touching Families, Making A Difference."

SETA continually strives to recruit, train and retain the highest quality staff. Ongoing training and technical assistance ensures that all staff are knowledgeable about the Head Start philosophy, goals and objectives, mission, values and Performance Standards of the Head Start and Early Head Start programs.

## PLANNING PROCESS

SETA employs an exacting strategic planning process to identify and accomplish the training, professional development and coaching needs of Head Start staff, parents, delegate agencies and partners. This process results in a T/TA Plan which carefully incorporates needs identified through PIR, OHS Monitoring Protocol, Self Assessment, Community Assessment, on-going quality assurance results, Desired Results and child outcomes, as well as analysis of embedded program and operational reporting systems such as ERSEA reports, ADA reports, disabilities reports, etc., and established countywide goals. Ultimately, under the direction of SETA's strong parent organizations (PC/PAC), specific dollars are allocated to these prioritized needs (see attached budget) to ensure staff, parents, delegate agencies and partners receive the necessary training and professional development to move SETA's organization forward.

Several T/TA planning sessions take place in late winter. Participants in the T/TA planning include the SETA Leadership team, Policy Council and Parent Advisory Committee members and delegate agency directors. Participants share information about their community assessment results, Program Self Assessment, most recent ERSEA and health and child outcomes reports, i.e., DRDP. Participants identify program strengths and service gaps. A number of areas are identified through these meetings as priorities for T/TA and countywide goal statements are formulated.

Sub-committees which include staff, parents and countywide content coordinators update written service plans and modify or develop policies and procedures for key management systems.

The Training and Technical Assistance Plan was the direct result of an exhaustive and highly collaborative partnership between Head Start grantee staff, parents, delegate agencies and partners. The plan was adjusted to align with The Five Year Goals and Objectives, and the Self-Assessment Action Plan. Items which were modified on the current T/TA to support specific PIP goals are denoted with an asterisk \*.

## OUTCOMES AND TIMETABLES

Outcomes and timetable attainment of the Program Improvement Plan will be tracked and measured on a monthly basis. Leadership Team and Management meetings are conducted weekly with specific agenda content.

**TRAINING AND TECHNICAL ASSISTANCE PLAN  
2015-2016**

[NOTES LEGEND: M=Mandated; GNO= Goals and Objectives; PIP= Program Improvement Plan; BP=Best Practice

Training or Technical Assistance Strategy	Participants	T & TA Provider	Content/Expected Outcome	Timeline	Estimated Cost		Notes
					T/TA Budget Source	HS EHS	
<b>Child Services and Consultants</b>							
<b>A. Consultants</b>							
Assistance to pregnant woman and new mothers on issues ranging from feeding to self-care. On-call consultants are also used to develop training for EHS staff on a variety of topics.	EHS Parents and EHS Staff	Consultants	Depending on the consultants used and the audience, the expected outcomes range from increased knowledge on how to care for a newborn, or self-care techniques for the new parent. For staff, the expected outcomes include increased knowledge around topics important to EHS and how to provide quality services.	Consultants will be scheduled as needed in the program year 15/16		\$4,519	PIP
<b>Parent Services</b>							
<b>A. Parent Intern Training</b>							
Parents will be recruited to train for a variety of apprentice type jobs, including working with facilities, office work, working in the kitchen.	HS/EHS parents	Head Start staff SETA Workforce Job Coaches	HS/EHS parents will be offered the opportunity to learn skills, including soft skills that potentially may lead to permanent employment opportunities in the community.	August 2015-July 2016	\$11,100		BP
<b>B. Family Literacy Involvement Project</b>							
Parents will be provided books and other school readiness activities to do at home with their child(ren) monthly	HS/EHS parents	SS/PI Specialist	Parents will be given a book monthly along with activity sheets to do monthly with their child. Activity sheets will focus on literacy and	August 2015-July 2016	\$13,000		PIP

**TRAINING AND TECHNICAL ASSISTANCE PLAN  
2015-2016**

Training or Technical Assistance Strategy	Participants	T & TA Provider	Content/Expected Outcome	Timeline	Estimated Cost		Notes
					T/TA Budget Source HS	EHS	
			math skills that parents can easily do at home with their child. The expected outcome will be increased literacy scores in children's assessment data, and increased knowledge about the importance of parent participation in school readiness activities.				
<b>Training or Staff Development</b>							
<b>Teaching Pyramid Center-based training</b>	Grantee and Delegate Staff	Certified Teaching Pyramid Trainers	Consultants will be used to provide 4-full-day training of all modules of the Teaching Pyramid.	Oct 2015-March 2016	\$10,000		GNO
<b>Curriculum Training</b>	Grantee and Delegate Staff	Teaching Solutions	Teaching Strategies will be contracted to provide in-service workshops for staff in the area of Creative Curriculum for Preschool. The expected outcome is for staff to have increased confidence in their ability to implement this curriculum in their classroom.	To be determined	\$6,000		BP
<b>Practice-Based Coaching</b>	Grantee and Delegate Staff	Education Coordinators and other identified trainers	Staff will work in a group format which provided support to teachers and aims to improve teaching practices and child outcomes.	To be determined	Costs covered under Mentor/Coaching line item		BP GNO
<b>Career Incentive Plan Funds</b>	HS/EHS Staff	Community College and	Staff will have the opportunity to be reimbursed	August 2015-July 2016	\$28,159	\$2,000	BP

**TRAINING AND TECHNICAL ASSISTANCE PLAN  
2015-2016**

Training or Technical Assistance Strategy	Participants	T & TA Provider	Content/Expected Outcome	Timeline	Estimated Cost		Notes
					T/TA Budget Source HS	EHS	
		Universities and Teacher Credentialing	a set amount of money annually to continue their education and to keep up required teaching credentials.				
<b>CLASS Train-the Trainer</b>	Education Coordinators	Consultants	Staff will be trained as CLASS Trainers to certify reliable observers. This will ensure that there is trained staff to support CLASS countywide.	August 2015	\$9,000		
<b>CLASS Reliability Observer Training</b>	Grantee and Delegate Staff	Education Coordinators	Two CLASS Reliability Observer Training sessions for program staff. This cost will include Teachstone registration, materials, and CLASS Trainer Fees.	TBA	\$7,000		
<b>CLASS Observation Assessment</b>	Delegate Staff	Consultants	Consultants will be hired in order to meet the countywide goal of 100% of Head Start classrooms to have received at least one CLASS Observation each year.	Through out Program year	\$2,000		
<b>Mentor Coaches</b> One-on-one assigned coaches for staff in HS/EHS classrooms	HS/EHS Staff	Mentor Coaches	Coaches will work individually with teachers in a practice based coaching model to improve curriculum implementation resulting in increased CLASS scores.	October 2014-July 2015	\$42,105	\$2,500	PIP
<b>Reflective Practice</b>	Education Coordinators	Consultants	Staff will have the opportunity to be trained in implementation of Reflective Practice. This will give teaching staff the opportunity to participate in learning	TBA	\$2,000	\$1,000	PIP

**TRAINING AND TECHNICAL ASSISTANCE PLAN  
2015-2016**

Training or Technical Assistance Strategy	Participants	T & TA Provider	Content/Expected Outcome	Timeline	Estimated Cost		Notes
					T/TA Budget Source HS	EHS	
			mental health strategies for families they work with.				
<b>Out-of State Travel/ Conferences</b>	Grantee Staff	WIPFLI, ChildPlus and Int'l Playground Certification	Staff will participate in the annual conferences to learn new information about fiscal, technology tracking systems, and playground certification.	Nov 2015 July 2016	\$12,000		
<b>Other Conference, Training, Resources</b>	Grantee Staff	To Be Determined	Staff and supervisors will have the opportunity to access training and resource funds throughout the program year in order to enhance and support services to children.	TBA	\$13,000		
<b>EHS Teaching Pyramid For EHS Home Visitors</b>	Grantee and Delegate Home Visitors	WestED	The entire county will now be using the Teaching Pyramid model to ensure continuity practice. This will reduce the need for outside referrals for mental health services, and better outcomes for children transitioning to preschool services.	Nov 2015- May 2016		\$18,092	
<b>Delegate/Partner Support Services</b>							
Delegate Kick-off and on-site training	Delegate Staff	Delegate Support Staff	The expected outcomes include continued support on policies and procedures and monitoring processes between the Grantee and delegate and partner agencies.	November 2015	\$3,200		BP

ITEM III-C – 5 - ACTION

APPROVAL OF FISCAL 2015-2016 SACRAMENTO COUNTY PROGRAM  
OPTIONS/GRANTEE AND DELEGATE AGENCIES

BACKGROUND:

This agenda item provides an opportunity for the Governing Board to approve Fiscal Year 2015-2016 Sacramento County Program Options/Grantee and Delegate Agencies.

RECOMMENDATION:

Approve Fiscal Year 2015-2016 Sacramento County Program Options/Grantee and Delegate Agencies.

STAFF PRESENTER: Denise Lee

## HEAD START – Page 1 of 2

### SACRAMENTO COUNTY HEAD START PROGRAM OPTIONS / GRANTEE & DELEGATE AGENCIES FY 2015-2016

AGENCY	Total Funded Enrollment*	OPTION 1 (CB) Full-Day Collab. 5 days/week 9-10 hrs/day 46-49 weeks	OPTION 2 (CB) Full-Day Collab 5 days/week 8 hrs/day 43-49 weeks	OPTION 3 (CB) Full Day Collab. 5 days/week 6.5 hrs/day 32-36 weeks	OPTION 4 (CB) Full Day Collab 5 days/week 8-9 hrs/day 35-36 weeks	OPTION 5 (CB) Full Day Collab 4 days/week 6.5 hrs/day 32 weeks	OPTION 6 (CB) Part-Day 4 days/week 3.5-4 hrs/day 32-35 weeks	OPTION 7 (CB) Part-Day/DS** 4 days/week 3.5 hrs/day 32 weeks
SETA	2,028	220	132				360	
Elk Grove	440						440	
Sac. City	1,211	72	72	503	96		402	42
San Juan	668					240	54	374
Twin Rivers	233				20			213
WCIC	120						120	
<b>TOTALS</b>	<b>4,700</b>	<b>292</b>	<b>204</b>	<b>503</b>	<b>116</b>	<b>240</b>	<b>1,376</b>	<b>629</b>
<b>Comments</b>								
*Funded enrollment includes a proposed Head Start enrollment reduction of 99 slots and a HS-EHS conversion of 58 slots								
**DS = Double Session (same teacher teaches the AM and the PM class)								

*Please refer to individual Program Approach forms for specific detail of the above options.*

## HEAD START – Page 2 of 2

<b>SACRAMENTO COUNTY HEAD START PROGRAM OPTIONS /GRANTEE &amp; DELEGATE AGENCIES FY 2014-2015</b>
---

AGENCY	Total Funded Enrollment*	<u>OPTION 8</u> (CB) Part-Day 5 days/week 4 hrs/day 46 weeks	<u>OPTION 9</u> (HB) Home Base 48 weeks					
SETA	2,028	1,220	96					
Elk Grove	440							
Sac. City	1,211		24					
San Juan	668							
Twin Rivers	233							
WCIC	120							
<b>TOTALS</b>	<b>4,700</b>	<b>1,220</b>	<b>120</b>					

**Comments**

\*Funded enrollment includes a proposed Head Start enrollment reduction of 99 slots and a HS-EHS conversion of 58 slots

\*\*DS = Double Session (same teacher teaches the AM and the PM class)

*Please refer to individual Program Approach forms for specific detail of the above options.*



## EARLY HEAD START

### SACRAMENTO COUNTY PROGRAM OPTIONS / GRANTEE & DELEGATE AGENCIES

FY 2015-2016

PROGRAM OPTIONS							
AGENCY	Total Funded Enrollment	OPTION 1 (CB) Full Day 5 days/week 6.5 hrs/day 48-49 weeks	OPTION 2 (CB) Full Day 5 days/week 7.5-8 hrs/day 48-49 weeks	OPTION 3 (CB) Full Day 5 days/week 9 hrs/day 48-49 weeks	OPTION 4 (CO) 2 days/week 6.5 hrs/day 48 weeks	OPTION 5 (CO) 1 day/week 6.5 hrs/day 48 weeks	OPTION 6 (HB) 48 weeks
SETA	369	8	72	40			249
Sacramento City	144		8			16 <sup>2</sup>	120
San Juan	160		80 <sup>3</sup>		8 <sup>4</sup>		72
<b>TOTALS</b>	<b>673<sup>1</sup></b>	<b>8</b>	<b>160</b>	<b>40</b>	<b>8</b>	<b>16</b>	<b>441</b>
<b>Comments</b>		<sup>1</sup> Funded enrollment includes 20 additional EHS slots due to request for conversion. <sup>2</sup> For combination option, 37 center-based days are offered during the school year, bi-weekly home visits are offered during the school year and weekly visits are offered during the summer. <sup>3</sup> For center based option, 173 center-based service days are offered, then the option becomes a home-based model with 14 home visits provided during the summer months (for 32 of the 80 children). <sup>4</sup> For combination option, 84 center-based service days are offered during the school year, bi-weekly home visits are offered during the school year and weekly home visits are offered during the summer.					

*Please refer to individual Program Approach forms for specific detail on the above options.*

ITEM IV-A - INFORMATION

REVIEW OF FISCAL MONITORING REPORT FOR PROGRAM YEAR 2014-15

BACKGROUND:

Attached for your review is a copy of the fiscal monitoring report from the Employment Development Department.

Ms. Loretta Su will be available to answer questions.

STAFF PRESENTER: Loretta Su

RECEIVED APR 02 2015



Edmund G. Brown Jr.  
Governor

March 25, 2015

A handwritten signature in cursive script, appearing to read "Loretta Ha".

Ms. Kathy Kossick, Executive Director  
Sacramento Employment and Training Agency  
925 Del Paso Boulevard  
Sacramento, CA 95815

Dear Ms. Kossick:

**WORKFORCE INVESTMENT ACT  
FISCAL AND PROCUREMENT REVIEW  
FINAL MONITORING REPORT  
PROGRAM YEAR 2014-15**

This is to inform you of the results of our review for Program Year (PY) 2014-15 of the Sacramento Employment and Training Agency's (SETA) financial management and procurement activities funded by the Workforce Investment Act (WIA). This review was conducted by Mr. David Jansson from March 16, 2015, through March 20, 2015. For the fiscal portion of the review, we focused on the following areas: expenditures charged to WIA grants, cost allocation, oversight of your subrecipients, and subrecipient audits. For the procurement portion of the review, we examined procurement transactions and property management.

Our review was conducted under the authority of Section 667.400(c) and Section 667.410(b)(1), (2) & (3) of Title 20 of the Code of Federal Regulations (20 CFR). The purpose of this review was to determine the level of compliance by SETA with applicable federal and state laws, regulations, policies, and directives related to the WIA grant regarding financial management and procurement for PY 2014-15.

We collected the information for this report through interviews with representatives of SETA, a review of applicable policies and procedures, and a review of documentation retained by SETA for a sample of expenditures and procurements for PY 2014-15.

**BACKGROUND**

The SETA was awarded WIA funds to administer a comprehensive workforce investment system by way of streamlining services through the America's Job Center of California<sup>SM</sup> delivery system. For PY 2014-15, SETA was allocated: \$3,847,449 to serve adult participants; \$4,026,085 to serve youth participants; and \$3,975,399 to serve dislocated worker participants.

Ms. Kathy Kossick  
March 25, 2015  
Page two

For the quarter ending December 31, 2014, SETA reported the following WIA expenditures: \$2,727,769 for adult participants; \$1,389,027 for youth participants; and \$654,494 for dislocated worker participants. In addition, SETA reported the following WIA enrollments: 2,199 adult participants; 460 youth participants; and 816 dislocated worker participants.

### **FISCAL REVIEW RESULTS**

We conclude that, overall, SETA is meeting applicable WIA requirements concerning financial management.

### **PROCUREMENT REVIEW RESULTS**

We conclude that, overall, SETA is meeting applicable WIA requirements concerning procurement.

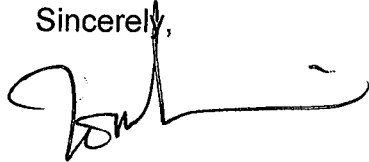
This report contains no findings or concerns; therefore, we are issuing this report as the final report.

Because the methodology for our monitoring review included sample testing, this report is not a comprehensive assessment of all of the areas included in our review. It is SETA's responsibility to ensure that its systems, programs, and related activities comply with the WIA grant program, federal and state regulations, and applicable state directives. Consequently, any deficiencies identified in subsequent reviews, such as an audit, would remain SETA's responsibility.

Ms. Kathy Kossick  
March 25, 2015  
Page three

Please extend our appreciation to your staff for their cooperation and assistance during our review. If you have any questions regarding this report or the review that was conducted, please contact Mr. David Jansson at (916) 654-7690 or Mr. D. Vance Cannedy at (916) 654-7005.

Sincerely,



JESSIE MAR, Chief  
Compliance Monitoring Section  
Compliance Review Office

cc: Gabriel Garcia, MIC 50  
Greg Gibson, MIC 50  
Francene Kennedy, MIC 50  
Daniel Patterson, MIC 45

dej:5103:5104

ITEM IV-B – INFORMATION

SACRAMENTO WORKS QUARTERLY DASHBOARD

BACKGROUND:

Attached please find the Sacramento Works quarterly dashboard report covering activities for the quarter ending March 31, 2015.

Staff will be available to answer questions.

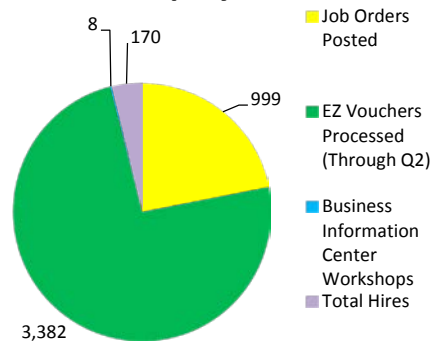
STAFF PRESENTER: Ralph Giddings

## Sacramento Works System 3rd Quarter (7/1/2014- 3/31/2015) Report

Dashboard Question	Answer
<p><b>Sacramento Works Job &amp; Training Center</b>  <b>Universal Access:</b>                      Is the Sacramento Works system meeting the goal of providing universal access services to 16,617 job seekers this quarter?</p>	<p>Reporting Quarter: 26,224                      Benchmark: 16,617</p>
<p><b>Intensive &amp; Training Services: Adult/Dislocated Worker:</b>                      Is the Sacramento Works system meeting the enrollment goal?</p>	<p>Total Customers, Who Received Intensive Services, Percent Enrolled of Plan: 115%                      Benchmark: 85%</p> <p>3,639 customers received intensive services.</p>
<p><b>Youth:</b>                      Is the Sacramento Works system meeting the enrollment goal?</p>	<p># of New Enrollments Quarter 3 Goal (Out of School Youth): Reporting Quarter 256, Benchmark 241                      # of New Enrollments Quarter 3 Goal (In School Youth): Reporting Quarter 207, Benchmark 190</p>
<p><b>Common Measures:</b>                      Did the Sacramento Works system meet common measure performance goals for customers completing services? <b>Yes, met all performance measures.</b></p>	<p>DW % Entered Employment: Reporting Quarter 75%, Benchmark 63%                      Adult % Entered Employment: Reporting Quarter 66%, Benchmark 55%</p>
	<p>DW % Employment Retention: Reporting Quarter 88%, Benchmark 83%                      Adult % Employment Retention: Reporting Quarter 80%, Benchmark 79%</p>
	<p>DW Average Six-Months Earnings: Reporting Quarter \$19,145, Benchmark \$17,800                      Adult Average Six-Months Earnings: Reporting Quarter \$13,536, Benchmark \$13,450</p>
	<p>Literacy/Numeracy Gains: Reporting Quarter 65%, Benchmark 60%                      Youth % Attained Degree/Certificate: Reporting Quarter 64%, Benchmark 64%                      Youth % Entered Employment or Education: Reporting Quarter 81%, Benchmark 65%</p>
<p><b>Job Seeker Customer Satisfaction Survey:</b>                      Are customers satisfied with the services received? (On a scale from 1-5 with 5 being the highest. Cumulative total from Q2 with Q1 revised survey format.)</p>	<p>423                      4.16</p> <p>● Number of Surveys Completed                      ● Collective Job Center Average Satisfaction Rating</p>

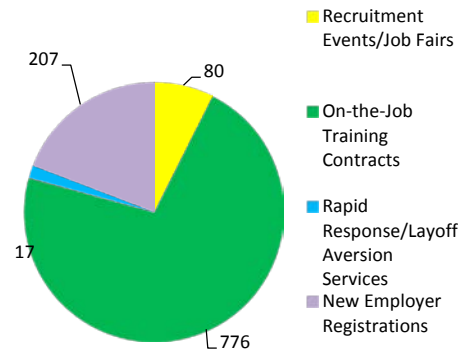
**Employer Services:**  
Is the Sacramento Works system meeting the needs of the region's employers?

### Total Services To Employers



Average Wage: \$13.90

### Total Employers Served





ITEM IV-C – 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.

STAFF PRESENTER: William Walker

**Employment Recruitment Activity Report**  
July 1 - April 22, 2015

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			
A Choice Health Center	1	Office Assistant	2
A Plus Construction	3	Finish Carpenter	4
	7	Window Installer	4
A+ Pro Cleaning LLC	1	Janitorial/House Cleaner	1
	1	Office Assistant	1
Aamcom	1	Customer Service Representative	3
Able Building Maintenance	1	Janitor/Porter	70
Able Force	1	Customer Service Representative	11
	1	Intake Rep III	10
Acorn Aboricultural Services, Inc.	10	Tree Climber/Trainee	2
Action Military Surplus	1	eBay Technician	1
	10	Retail Clerk	1
Active Network LLC	1	Seasonal Reservation Agent	50
Adams and Associates	1	Administrative Assistant	1
Adecco Employment Services	9	Almond Sorter	50
	9	Certified Forklift Driver	25
	1	Call Center Customer Service Representative	20
	4	Clinical Coordinator Coverage Determination	1
	1	Customer Service Representative	1
	9	Factory Laborer	10
	3	General Laborer	50
	9	Lift Truck Driver - DC	25
	9	Lift Truck Driver - Production	25
	1	Quality Control Inspector	1
1	Sanitation Worker	25	
Advanced Call Center Technologies	1	Customer Service & Sales Advocates	50
Aerospace Museum of California	1	Director of Education	1
Alchemist Community Development Corporation	1	Administrative Manager	1
All In Energy	1	Account Manager	1
Alpha Des Security	1	Security Patrol Driver	2
ALSCO, INC	7	Maintenance Worker	1
Area 4 Agency on Aging	1	Office Specialist II	1
Asian Resources, Inc.	1	Youth Employment Service Specialist	1
Autobahn Performance Inc.	1	Receptionist Bi-Lingual Spanish/English	1
Aztec Solar Inc	7	Plumbers, Pipefitters, and Steamfitters	3
B&R Head & Block Repair		Diesel/Auto Engine Head and Block Repair	2
	7	Technician/Machinist	
Backflow Distributors	3	Warehouse/Forklift Operator	1
Better Life Children Services	5	Social Worker	1
Beutler Corporation	1	Administrative Assistant	1
	10	Career Developer	1
	1	Customer Service Representative	1
	10	Inventory Controller	1
	9	Manufacturing	10
	7	Retrofit Installer	1
	3	Solar Engineer & Planning Tech	1
Big O Tires	7	Tire/Lube Technician	1
Breathe California	1	Communications Associate	1
BrightStar Care	4	Caregiver/CNAs/CHHAs	50
Building Materials Distribution Inc.	9	Class A Truck Driver	1
	9	Part-Time Warehouse Worker	1
	7	Service Technician and Carpenter	1
	10	Stock Cutter	1
Butte County Office-Education	1	Family Support Paraprofessional	1
Caballo Bronco Barber Styling	10	Barber/Styling Salon Cosmetologist	1
Cal Pac Gutters	7	Gutter Installer	1

**Employment Recruitment Activity Report**  
July 1 - April 22, 2015

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			
California Custom Coatings	7	Installer	2
California CareGivers	4	Caregiver	50
California Fairs Financing Authority	1	Accounting Assistant	1
California Learning Center	1	Tutor	1
California Retail Management	1	Entry-Level Administrative Assistant	1
California Special Districts Association	1	Member Services Representative	1
California Workforce Association	1	Program Manager	1
Capital Social Services	1	ILS Instructor	2
Capitol Area Indian Resources	1	Tutor	6
Carillos Tax, Inc..	1	Bilingual Receptionist	1
Center for Employment Training	1	Industrial Relations Specialist	1
Certified Property Rescue	7	Property Damage Restoration Production Team Leader or Technician	1
CEVA Logistics US INC	1	Customer Service Representative II	1
Child Action	1	Administrative Assistant	1
	6	Programmer	1
Children All Around	1	Children Assistant to Teacher	1
Chime Solutions	10	Customer Service Representatives	40
Class A Powdercoat, Inc.	10	Operations Manager	1
Clean World	9	Material Handler	2
ClearPlex Corporation	9	Film Molder and Packer	50
Cokeva, Inc.	3	Associate Engineer	1
Colbert/Ball Tax Service	1	Tax Professional	1
Combined Insurance Company	1	Territory Manager	2
Community Link Capital Region	6	Database Program Manager	1
Cooperative Agricultural Support Services Authority	10	Agricultural Assistant - Plant Pest	19
Country Oaks Pet Hospital	10	Veterinary Technician (Vet Tech)	2
CPS Security Solutions	1	Security Guard	10
Craig Cares	4	Caregiver/ Personal Attendant	10
Creative Living Options	1	Direct Support Professional/Personal Attendant	50
	1	General Administrative Assistant	1
Crossroads Facility Services	1	Community Support Specialist	1
	1	Employment Specialist I	1
	1	Janitor Custodian	1
	1	Job Developer	1
	10	Landscape Crew Lead	1
	1	Landscape Supervisor	1
	1	Office Coordinator	1
	1	On Call Job Coach	1
	1	On-Call Janitor	1
1	Payroll Specialist	1	
Curves Jenny Craig	10	Health and Wellness Consultant	1
D3 LED, LLC	1	Buyer/Planner	1
	3	Drafting Specialist	1
Delta Protective Services	1	Security Guard	10
Developmental Disabilities Service Organization	1	Direct Support Professional	1
	7	Maintenance Technician I	1
Dickeys Barbecue	10	Assistant Manager	1
	10	Food Service Counter Clerk	15
E&E Foods, LLC	9	Seafood Processor	30
Eastman Building Products	9	Driver/Yardman--Lumber Yard	1
	1	Lumber Sales	1
Elevate Learning	1	Tutor	31
Elica Health Center	4	Medical Assistant	8
Elite Air Interiors	7	Aircraft/Auto/Boat Upholstery Repair Technician	2
	2	Technician Apprentice	2
Engineered Monitoring Systems	2	Journeyman / Lead Tech	2

**Employment Recruitment Activity Report**  
**July 1 - April 22, 2015**

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			
Excel Managed Care & Disability Services, Inc.	1	Intake/Bookkeeping Support	1
	1	Office Clerk	1
Eventus Solutions Group	1	Call Center Representative	2
EverRae Association Services, Inc.	7	General Maintenance	1
eVerifile	1	Customer Service Representative	2
Express Employment Professionals	9	Class A Flatbed Driver Local Routes	1
	9	Production Worker	150
	10	Registered Veterinary Technician	1
FedEx Ground 958	1	Line haul Coordinator	1
	1	Maintenance Service Manager	1
	1	Operations Manager	1
	9	Package Handler	50
	1	Special Assignment Clerk	2
Floor & Decor	1	Customer Service Associate	8
	1	Inventory Control Specialist	1
	9	Warehouse Specialist	1
FolioDynamix	10	DB2DBA	1
	10	Overlay Manager I	1
Forney Industries	10	Retail Account Representative	1
Fortune Energy, Inc.	10	Sales Representative	10
Fowler Enterprise LLC	1	Transportation Telephone Operator	1
Frito-Lay	9	Detailer	1
	10	Merchandiser	1
	1	Route Sales Representative	1
G&K Services	9	Route Relief	1
General Produce Company	1	Order Selectors	6
	9	Commercial Driver	5
	1	Receptionist	1
Genesis ATC	10	Resource Recovery Specialist	5
	9	Warehouse Attendant	1
Glass One Windows & Doors	10	Flyer Distributor	2
Global Touchpoints Inc.	1	HR Assistant	1
Gourmet Demo Svc	10	Demo Associate	6
Great Clips	10	Hair Stylist	2
GroundWorks Campaigns	1	Canvasser	50
GSI	10	Telemarketing Fundraiser	10
H.O.P.E Consulting, LLC	4	Behavior Therapist	5
Harris Miller & Hanson	10	Aviation Environmental Services Consultant	2
Hedy Holmes Staffing Services	9	Winery Worker	10
Hialeah Terrace	4	Caregiver	2
Horizon Personnel Services	9	Class A Driver	10
	9	Class C Driver	50
	7	Maintenance Mechanic	2
	9	Order Picker	10
	9	Receiving Lead	1
	9	Truck Driver	5
	9	Warehouse Worker	10
HP Hood	9	Dairy Manufacturing	3
	9	Aseptic Control Room Operator	2
	2	Controls Engineer	1
	9	ESL Filler Operator	3
	7	Maintenance Engineer	1
	1	Parts/Purchasing Assistant	1
	9	Warehouse/Forklift Operator	1
	1	Yard Jockey	2
	7	Maintenance Engineer	1
HR Management, Inc.	1	Admissions/Records Clerk III	1
	1	Office Clerk	50
Hunter Douglas Fabrication	9	Entry Level Production Associate	50
Hylton Security Incorporated	1	Security Guard	1

**Employment Recruitment Activity Report**  
**July 1 - April 22, 2015**

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			
Ignition Interlock Service Centers of California	1	Customer Service Representative	1
In-Shape Health Clubs	1	Housekeeping Lead	1
	1	Membership Counselor	3
Infinity Energy	10	Canvasser	4
Ingenuity Films LLC	10	Editor/Film Maker	2
Innovative Maintenance Solutions, Inc.	1	Custodial Quality Control	1
	7	Facility and Roofing Technician	1
	7	General Maintenance & Lighting Technician	1
	7	General Maintenance & Lighting Technician	1
	1	Janitor	1
	1	Janitorial Manager	1
	3	Licensed Roofing Contractor	1
	7	Lighting/Electrical Technician	1
	7	Roofing Technician	2
	1	Special Service Manager (Natomas)	1
	7	Utility Worker: Carpet & Floor Cleaner	1
	7	Utility/Carpet & Floor Lead	3
InSync Consulting Services LLC	1	Customer Service Professional	100
IUOE NTF	1	Heavy Equipment Operator Instructor	1
Kirkland's	1	Senior Assistant Manager	1
J4 Systems	6	Microsoft Dynamics AX 2013	1
	6	Network Engineer	3
John Muir Charter School	1	Career Pathways Coach/Tutor	1
J Williams Staffing	1	Community Manager	1
Kings Arena Limited Partnership, LP	1	Box Office Attendant	10
	1	Janitor Custodian	10
	10	Merchandise Seller	7
	10	Parking Attendant	10
	10	Security Officer	25
Kirkland's	1	Senior Assistant Manager	1
L-3 Narda Microwave-West	1	Program Manager	1
LCA SERVICES	1	Lead Case Manager	1
Learn It Systems Llc	1	Program Specialist	1
Liberty Home Equity Solutions	1	Call Screener - Inside Sales	4
	1	Inside Sales Advisor	4
Los Rios Community College District	1	Account Clerk II	1
	1	Administrative Assistant I	2
	1	Admissions/Records Clerk II	1
	1	Admissions/Records Clerk III	2
	1	Admissions/Records Evaluator I	3
	1	Admissions/Records Evaluator II	1
	1	Admissions/Records Evaluator/Degree Auditor	1
	1	Anthropology Adjunct Assistant Professor Pool	1
	1	Architectural Design Technology Assistant Professor	1
	1	Associate Vice Chancellor, Instruction	1
	1	Athletic Counselor	1
	1	Athletic Trainer	1
	7	Audio/Visual Production and Maintenance Technician II	1
	1	Bookstore Stock Clerk	1
	10	Buyer III	1
	1	CalWORKs District-Wide Coordinator	1
	1	Certified Nurse Assistant/Aide and Home Health Aide - Assistant Professor	1
	1	Chemistry Assistant Professor	3
	1	Child Development Center Supervisor	1
	1	Clerk II	1
	1	Clerk III	7

**Employment Recruitment Activity Report**  
July 1 - April 22, 2015

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			
Los Rios Community College District	1	College Information Technology Systems Supervisor	1
	1	College Receiving Clerk/Storekeeper	2
	1	Computer Information Science Adjunct Assistant Professor Pool	1
	1	Confidential Human Resources Specialist I	1
	1	Confidential Human Resources Specialist III	1
	1	Confidential Internal Auditor	1
	1	Counseling Clerk II	1
	1	Counselor	1
	1	Counselor/ Articulation Officer	1
	1	Custodian	1
	1	Dean of Counseling and Student Services	1
	1	Dean of Mathematics	1
	1	Dean of Science, Mathematics and Engineering	1
	1	Dean of Student Services	1
	1	Dean of Technical Education	1
	1	Diesel Technology Assistant Professor	1
	1	Director of Institutional Research	1
	1	Director of Technical Services Information Technology	1
	1	Director, Administrative Services	1
	1	Disabled Students Programs & Services Coordinator	1
	1	Disabled Students Programs and Services (DSP&S) Counselor	1
	1	Educational Center Supervisor	1
	1	Electronics Technology Assistant Professor	1
	1	Extended Opportunity Programs and Services (EOPS) Counselor	2
	1	Facilities Projects Supervisor	1
	1	Financial Aid Clerk II	1
	1	Grant Coordination Clerk	1
	10	Graphic Designer	1
	1	Groundskeeper	1
	1	Head Coach for Intercollegiate Softball	1
	1	Head Groundskeeper	1
	1	Health Information Technology Assistant Professor	1
	1	Horticulture Assistant Professor	1
	1	Hospitality Management/Culinary Arts Assistant Professor	1
	1	Information Technology Application Systems Supervisor	1
	1	Information Technology Business/Technical Analyst II	2
	6	Information Technology Specialist I - Microcomputer Support	1
	1	Information Technology Technical Services Supervisor	1
	1	Instructional Assistant - Aeronautics	1
	1	Instructional Assistant - Chemistry	1
	1	Instructional Assistant - Communication, Visual and Performing Arts	1
	1	Instructional Assistant - Foreign Language	1
	1	Instructional Assistant - Learning Resources	2
	1	Instructional Assistant - Music	1
	1	Instructional Assistant - Sign Language Studies	1
	1	Instructional Assistant - Writing/English/Reading	2
	1	Instructional Services Assistant II	2
	1	Laboratory Technician - Science	4
1	Lead Library Media Technical Assistant	1	

**Employment Recruitment Activity Report**  
**July 1 - April 22, 2015**

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Los Rios Community College District	1	Librarian (Technical Services) Adjunct Pool	1
	1	Library Area - Special Project - Instructional Assistant - Library	1
	1	Library/Media Technical Assistant	1
	1	Mathematics Adjunct Assistant Professor Pool	1
	1	Nursing (RN/LVN) Assistant Professor	1
	1	Outreach Clerk	1
	1	Police Officer	1
	1	President, Cosumnes River College	1
	6	Programmer I	1
	6	Programmer II	1
	1	Real Estate/Management (Business) Assistant Professor	1
	1	Research Analyst	1
	1	Senior Information Technology Systems/Database Administrator	1
	6	Senior Information Technology Technician - Lab/Area Microcomputer Support	4
	1	Sign Language Assistant Professor	1
	1	Speech Communication Assistant Professor	1
	1	Student Life Supervisor	1
	1	Student Personnel Assistant - Assessment/Testing	1
	1	Student Personnel Assistant - Davis Outreach Program	1
	1	Student Personnel Assistant - Disabled Student Programs and Services	1
	1	Student Personnel Assistant - Extended Opportunity Programs and Services	1
	1	Student Personnel Assistant - Internship Developer	1
	1	Student Personnel Assistant - Student Services	1
	1	Student Success and Support Program	1
1	Vice President of Student Services	1	
1	Welding Technology Assistant Professor	1	
MACY'S	1	Cosmetic Beauty Advisor	6
	1	Retail Cosmetics Sales - Counter Manager	1
Markstein Beverage Co.	9	Class A Commercial Delivery Driver	1
	9	Delivery Helper	1
	1	Executive Assistant	1
	10	Merchandiser	1
	9	Night Warehouse Associate	1
McConnell Jones Lanier & Murphy LP	10	Sales Trainee	1
	1	Accountant	1
	1	Bookkeeper	1
	1	Bookkeeper and Clerk	1
	1	Cook	
	1	Inventory	1
	1	On-Call Safety/Security Advisor	6
	1	Substitute Academic Instructor	3
10	Substitute Cook	1	
1	Substitute Vocational Instructor	3	
Mexifoods Inc.	9	Delivery Driver	2
Michael's Transportation Service	9	Bus Driver	20
MJ Communications, INC	7	Installers	1
Mutual Housing California	1	Accounting Supervisor	1
N T Engineering	7	CNC Machine Setup	2
New Hope Baptist Church	1	Receptionist	1
Northern Landscape Management, Inc.	1	Crew Leader and Laborer	2
Nurses PRN	1	Caregiver	30
Office of Environmental Health Hazard Assessment	6	Staff Programmer Analyst	1
Old Dominion Freightlines	9	Short line & Team Drivers	16

**Employment Recruitment Activity Report**  
**July 1 - April 22, 2015**

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Opening Doors, Inc.	1	Accounting Clerk/Office Associate	1
	1	Anti-Trafficking Coalition Manager	1
	1	Director of Operations	1
	1	Prosperity Economic Development Coordinator	1
	1	Prosperity Program Assistant	1
	1	Prosperity Project Coordinator	1
	1	Survivors of Human Trafficking Case Coordinator	1
Patriot National Insurance Group	1	Senior Claims Adjuster	2
Pennell Consulting, Inc.	6	Low Voltage Security Electronics Engineer	1
Pinnacle Workforce Logistics	9	Freight Handlers	15
	1	Janitor	5
PRIDE Industries	1	Custodian	3
Pro Pacific Fresh	9	Class A or B Route Driver	2
ProctorU	1	Exam Proctor	25
	1	French Language Proctor	25
Puddles	1	Manager	1
Ready-Set-Go Children's Center	1	Preschool Teacher	4
	1	Sales Associate	1
Resource Staffing Group	1	Accounts Payable Administrator	1
	10	Incoming/Outgoing Mail Courier	1
	1	Team Leader	
Ryder Transportation	9	Class A Driver	15
Sacramento Children's Home	1	Youth Peer Mentor	1
Sacramento Covered	1	Health Navigator/Certified Enrollment Counselor	5
Sacramento Loaves & Fishes	1	Montessori Preschool And Nap Assistant	1
	1	Teacher	1
Sacramento Employment and Training Agency	1	Accountant I	1
	1	Consultant: Head Start Mentor Coach	1
	1	Early Head Start Educator	1
	1	Family Services Worker Range III	1
	1	Head Start Teacher	1
	1	Head Start/Early Head Start Coordinator	1
	1	Personnel Analyst	1
	1	Personnel/Human Resources Department Chief - Exempt	1
	1	Senior Accountant	1
	1	Site Supervisor	1
	1	Workforce Development Analyst Supervisor	1
	1	Workforce Development Professional	1
	Sacramento Regional Transit District	1	Administrative Technician
10		Attorney I/Attorney II/Attorney III	1
9		Bus Operator - Community Bus Services (CBS) and Fixed Route (FR)	1
7		Facilities Maintenance Mechanic	1
9		Light Rail Vehicle Technician	1
1		Maintenance Supervisor - Light Rail	1
1		Pension and Retirement Administrator	1
1		Senior Human Resources Analyst	1
1		Senior Information Technology Business Systems Analyst	1
Samarrah Independent Living Services	1	Life Skills Educator/ILS	2
SCIS	1	Armed Security Officer	30
Safety Dynamics Corporation	1	Unarmed security guard	10
San Juan Unified School District	1	Substitute Instructional Assistant II & III	20
Segovia Carehome	4	Direct Care Staff	3



**Employment Recruitment Activity Report**  
July 1 - April 22, 2015

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Select Staffing	9	Assembler	5
	1	Call Center Representative & Data Entry Clerk	200
	9	Graveyard Forklift Driver	1
	10	Sorter	5
Serenity Respite	4	Respite Care Provider	10
	4	Respite Caregiver	25
Sierra Asphalt Inc.	7	Heavy Duty Mechanic/Welder	1
Sierra Pacific	10	Sales Associates	10
Sierra Wes Wall Systems Inc.	3	Drywall and Insulation Installers	10
Smart & Final Stores	1	Cashier or Checker Stock Clerk	20
	1	Scan Coordinator, Pricing Clerk	10
	1	Service Clerk	30
	1	Store Associate	40
Softsol Resources INC.	1	Document Preparation & Scanning Operator	1
Solar City	3	Site Surveyor	4
	1	Solar Sales - Energy Specialist	50
Solution Soft Systems Inc.	1	International Sales Executive	2
South Side Art Center	1	Community Skills Trainer	1
Spartan Staffing	9	Electro-Mechanical Assembler	30
SSP America	10	Food Preparation Worker	4
	10	Food Service Worker	12
	10	Line Cook	4
Stans Auto & Towing	9	Tow Operator	2
Starbucks Corporation	1	Barista	10
	1	Shift Supervisor	1
Strategies To Empower People STEP	1	Job Coach	10
Subway #25628	1	Sandwich Artist	1
Sullivan Learning Systems	1	Tutor	20
Supply Hardware & Building	1	Assistant Manager Retail	1
	10	Inside Industrial Contractor Sales	1
	1	Sales Team Associate Hardware	2
Tahoe Lodging	1	Night Clerk	1
Teledyne Microwave Solutions	9	Assembler I	1
	9	Assembler 2	1
	1	Assistant Controller	1
	2	Drafter/CAD Operator 2	1
	2	Electronic Engineer	2
	9	Machinist 3	1
	9	Product Finisher	1
	9	Stockroom Clerk	1
	4	Technical Support 2	1
9	Technician/Brazing Furnace Operator	1	
The Spanish Immersion Program	1	Office Assistant (Bilingual)	1
	1	Preschool Teacher	2
The Staffing Solutions Group	6	CNC Programmer I, II, III	1
	9	Machinist I, II	1
	1	Planner/Scheduler I, II	1
	1	Precision Inspector I, II, III	1
	3	Welder I - III	1
Therapeutic Pathways	1	Behavior Technician	20
THR Cleaning Services		House Cleaning Specialist/Housekeeping Associate	2
	1		
Thunder Valley Casino Resort	10	Gourmet Food Server	10
Timco Construction Inc	3	Carpenter Helper	10

**Employment Recruitment Activity Report**  
**July 1 - April 22, 2015**

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Tony's Fine Foods, Inc.	1	Accounts Receivable Specialist	1
	9	Class A Route Driver - West Sacramento	5
	9	Class C Delivery Driver	1
	9	Crane Support	3
	1	Dispatcher	1
	9	Forklift Operator	2
	1	Human Resources Generalist	1
	1	Inventory Clerk	1
	6	IT Support Specialist II	1
	9	Loader	1
	9	Night Shipping Supervisor	1
	9	Order Selector	18
	1	Pricing Analyst	1
	1	Pricing Specialist	1
	9	Regional Route Driver	1
	10	Retail Support Specialist	1
	10	Sales Account Manager	1
Trinity Fresh	6	Class A Truck Driver	5
United Site Services	1	Administrative Clerk I	1
	1	Fence Manager	1
	1	Operations Supervisor	1
US Solar Distributing	1	Account Manager	1
Voice Empowered Tech Org	1	Business Operational Professional	3
	1	Teacher/Tutor	1
W C Stein Construction Corp	7	Service Plumber	2
Wealth Strategies Retirement Asset Management Services	1	Receptionist	1
Wendy's	7	Maintenance Technician	1
West Coast Frame & Collision	7	Journeyman Bodyman	1
Western States Fire Protection	10	Design and Project Management Internship	1
	10	Designer	1
	10	Fire Extinguisher Technician	1
	7	Residential Fire Sprinkler Fitter	1
	1	Senior Designer / Project Manager	1
Wind Youth Services	5	On-Call Shelter Worker	1
	5	Shelter Program Coordinator	1
	5	Street Outreach Worker	1
Wollborg Michelson	9	Group Level Processor	50
Women's Empowerment	1	Childcare Coordinator	1
Woodmack Products, Inc.	1	Accountant	1
	9	Entry-Level Production Machine Operator	1
	3	Entry Level Production Welder	1
	9	Janitor & Machine Operator	1
Yellow Cab of Sacramento	1	Dispatcher	4
Yolo County Children's Alliance	1	STAR Readers Reading Coordinator	1
Z Squared Construction	3	Rough and Finish Carpenter	3
ZETA Communities	3	Carpenter - Rough & Finish	15
	3	Dry Wall Installer	5
	3	Electrician	5
	3	Plumber	5
<b>Total</b>			<b>2849</b>

ITEM IV-D – INFORMATION  
DISLOCATED WORKER UPDATE

BACKGROUND:

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

This report covers the fiscal year beginning July 1, 2014.

STAFF PRESENTER: William Walker

## Dislocated Worker Information PY 2014/2015

The following is an update of information as of April 22, 2015 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	6/6/2014	<b>North Sacramento Chrysler Jeep Dodge, LLC</b> 3610 Fulton Blvd. Sacramento, CA 95821	8/3/2014	66	No Job Loss
Official	7/15/2014	<b>Intuit Inc.</b> 620 Coolidge Dr. Suite 200 Folsom, CA 95630	9/15/2014	15	7/30/2014
Official	7/16/2014	<b>Video Products Distributors Inc.</b> 150 Parkshore Dr. Folsom, CA 95630	10/12/2014	90	8/19/2014 8/20/2014
Unofficial	7/16/2014	<b>Orchard Supply Hardware</b> 3350 Arden Way Sacramento, CA 95825	10/10/2014	50	8/26/2014 8/27/2014
Official	8/27/2014	<b>Verizon Wireless</b> 295 Pakshore Dr. Folsom, CA 95630-4716	1/27/2014	372	Relocated
Official	10/6/2014	<b>Prometheus</b> 2345 Northrop Ave. Sacramento, CA 95825	12/31/2014	2	Declined
Official	10/14/2014	<b>Harrold Ford</b> 1535 Howe Avenue Sacramento, CA 95825	12/16/2014	120	No Job Loss
Official	10/15/2014	<b>Volcano</b> 2870 Kilgore Rd Rancho Cordova, CA 95670	12/16/2014	170	12/3/2014 1-7-2015
Official	2/23/2015	<b>Albertsons Safeway</b> 2935 West Ramco West Sacramento, CA	4/25/2015	213	Partnering with Yolo County
Official	3/11/2015	<b>United Airlines, Inc.</b> Sacramento Airport 6900 Airport Blvd Sacramento, CA 95837	5/17/2015	54	3/6/15 3/16/15
Official	3/11/2015	<b>eHealth Insurance Services, Inc.</b> 11919 Foundation Place, Ste.100 Gold River, CA 95670	3/10/2015	72	Pending
Official	3/16/2015	<b>Scarborough Management Corporation</b> 526 Fairway Dr. Galt, CA 95632	5/1/2015	22	No Job Loss
			<b>Total # of Affected Workers</b>	1,246	

ITEM IV-E – INFORMATION  
UNEMPLOYMENT UPDATE/PRESS RELEASE FROM THE EMPLOYMENT  
DEVELOPMENT DEPARTMENT

BACKGROUND:

The unemployment rate for Sacramento County for the month of March was 6.0%.

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.

Also attached is information breaking down the fastest growing job classifications and regional highlights.

Staff will be available to answer questions.

STAFF PRESENTER: Roy Kim

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

April 17, 2015

Contact: George Marley  
 (916) 227-0298

**SACRAMENTO—ROSEVILLE—ARDEN-ARCADE METROPOLITAN STATISTICAL AREA  
 (MSA)  
 (EL DORADO, PLACER, SACRAMENTO, AND YOLO COUNTIES)  
Professional and business services and construction lead month-over job gains**

The unemployment rate in the Sacramento-Roseville-Arden Arcade MSA was 6.0 percent in March 2015, down from a revised 6.3 percent in February 2015, and below the year-ago estimate of 8.1 percent. This compares with an unadjusted unemployment rate of 6.5 percent for California and 5.6 percent for the nation during the same period. The unemployment rate was 5.8 percent in El Dorado County, 5.1 percent in Placer County, 6.0 percent in Sacramento County, and 7.0 percent in Yolo County.

**Between February 2015 and March 2015**, combined employment located in the counties of El Dorado, Placer, Sacramento, and Yolo increased by 7,400 to total 915,400 jobs.

- Construction was one of two industries to see a month-over gain of 1,900 jobs. The increase in jobs from construction was the largest February to March improvement since 2004. Specialty trade contractors accounted for a bulk of the gains with an increase of 1,800 jobs. Construction of buildings added 100 jobs.
- Professional and business services expanded by 1,900 jobs. Professional, scientific, and technical services increased by 1,400 jobs. Administrative and support and waste services added 400 jobs, and management of companies and enterprises ticked up 100 jobs.
- Leisure and hospitality grew by 1,600 jobs month over. Food services and drinking places accounted for all the job growth, adding 1,700 jobs. Arts, entertainment, and recreation edged lower by 100 jobs.
- Three industries saw month-over declines in March. Information, other services, and trade, transportation, and utilities each dipped by 100 jobs.

**Between March 2014 and March 2015**, total jobs in the region increased by 27,200 or 3.1 percent.

- Professional and business services led year-over growth with an expansion of 5,500 jobs. Administrative and support and waste services improved by 3,200 jobs. Professional, scientific, and technical services rose by 1,900 jobs, and management of companies and enterprises advanced by 400 jobs for the year.
- Educational and health services continued its positive year-over job trend with an increase of 5,100 jobs. Health care and social assistance carried the industry with a gain of 4,500 jobs. Private education picked up 600 jobs over the year.
- Construction added 3,700 jobs since March 2014. Specialty trade contractors led the industry with a gain of 2,800 jobs. Construction of buildings augmented the job gains with 400 jobs.
- Two industries saw year-over job declines. Total farm dropped 300 jobs, while information edged down 100 jobs.

#####

State of California  
 April 17, 2015  
 March 2014 Benchmark

Employment Development Department  
 Labor Market Information Division  
<http://www.labormarketinfo.edd.ca.gov>  
 (916) 262-2162

**REPORT 400 C**  
**Monthly Labor Force Data for Counties**  
**March 2015 - Preliminary**  
 Data Not Seasonally Adjusted

COUNTY	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
<b>STATE TOTAL</b>	---	<b>18,879,200</b>	<b>17,656,100</b>	<b>1,223,000</b>	<b>6.5%</b>
ALAMEDA	9	810,900	772,300	38,500	4.8%
ALPINE	24	540	500	40	6.5%
AMADOR	27	14,510	13,490	1,020	7.0%
BUTTE	30	101,600	94,000	7,600	7.5%
CALAVERAS	26	20,130	18,780	1,360	6.7%
COLUSA	58	10,840	8,610	2,230	20.6%
CONTRA COSTA	10	543,600	516,300	27,300	5.0%
DEL NORTE	38	9,900	8,980	920	9.3%
EL DORADO	17	89,000	83,900	5,100	5.8%
FRESNO	49	441,900	392,200	49,700	11.2%
GLENN	40	12,640	11,440	1,200	9.5%
HUMBOLDT	18	62,700	59,000	3,700	5.9%
IMPERIAL	57	82,800	67,300	15,400	18.6%
INYO	20	9,010	8,440	570	6.3%
KERN	48	385,300	342,400	42,800	11.1%
KINGS	52	56,700	49,900	6,800	11.9%
LAKE	32	29,990	27,660	2,330	7.8%
LASSEN	33	10,530	9,650	880	8.4%
LOS ANGELES	29	5,044,400	4,679,300	365,100	7.2%
MADERA	51	61,700	54,600	7,100	11.5%
MARIN	2	140,800	136,000	4,900	3.5%
MARIPOSA	38	7,500	6,800	700	9.3%
MENDOCINO	20	40,820	38,240	2,580	6.3%
MERCED	54	115,400	100,600	14,800	12.9%
MODOC	46	3,180	2,850	330	10.4%
MONO	13	8,520	8,060	450	5.3%
MONTEREY	44	211,600	190,100	21,500	10.2%
NAPA	6	73,000	69,600	3,400	4.6%
NEVADA	16	48,670	45,960	2,720	5.6%
ORANGE	5	1,590,900	1,521,300	69,600	4.4%
PLACER	11	177,200	168,100	9,000	5.1%
PLUMAS	55	7,670	6,670	1,000	13.0%
RIVERSIDE	25	1,019,500	952,500	67,000	6.6%
SACRAMENTO	19	683,700	642,300	41,300	6.0%
SAN BENITO	33	29,700	27,200	2,500	8.4%
SAN BERNARDINO	23	916,700	858,200	58,500	6.4%
SAN DIEGO	11	1,551,900	1,472,900	79,000	5.1%
SAN FRANCISCO	3	540,500	520,900	19,600	3.6%
SAN JOAQUIN	40	309,700	280,200	29,600	9.5%
SAN LUIS OBISPO	6	141,400	134,900	6,600	4.6%
SAN MATEO	1	436,800	422,000	14,800	3.4%
SANTA BARBARA	13	220,500	208,800	11,700	5.3%
SANTA CLARA	4	1,018,200	976,400	41,900	4.1%
SANTA CRUZ	37	141,300	128,300	13,000	9.2%
SHASTA	35	74,100	67,800	6,300	8.5%
SIERRA	44	1,460	1,310	150	10.2%
SISKIYOU	49	17,420	15,470	1,950	11.2%
SOLANO	20	203,500	190,700	12,800	6.3%
SONOMA	6	256,600	244,800	11,800	4.6%
STANISLAUS	46	239,200	214,300	24,900	10.4%
SUTTER	53	44,100	38,500	5,600	12.7%
TEHAMA	35	24,960	22,850	2,110	8.5%
TRINITY	42	4,780	4,310	470	9.7%
TULARE	56	195,500	169,600	25,900	13.2%
TUOLUMNE	31	21,500	19,870	1,630	7.6%
VENTURA	15	432,200	408,700	23,500	5.4%
YOLO	27	102,000	94,900	7,100	7.0%
YUBA	43	27,900	25,100	2,800	10.0%

**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 2014 benchmark and Census 2010 population controls at the state level.

State of California  
 April 17, 2015  
 March 2014 Benchmark

Employment Development Department  
 Labor Market Information Division  
<http://www.labormarketinfo.edd.ca.gov>  
 (916) 262-2162

**REPORT 400 M**  
**Monthly Labor Force Data for California**  
**Counties and Metropolitan Statistical Areas**  
**March 2015 - Preliminary**  
 Data Not Seasonally Adjusted

Area	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
<b>STATE TOTAL</b>	<b>---</b>	<b>18,879,200</b>	<b>17,656,100</b>	<b>1,223,000</b>	<b>6.5%</b>
ANAHEIM-SANTA ANA-IRVINE MD (Orange Co.)	7	1,590,900	1,521,300	69,600	4.4%
BAKERSFIELD MSA (Kern Co.)	53	385,300	342,400	42,800	11.1%
CHICO MSA (Butte Co.)	35	101,600	94,000	7,600	7.5%
EL CENTRO MSA (Imperial Co.)	63	82,800	67,300	15,400	18.6%
FRESNO MSA (Fresno Co.)	54	441,900	392,200	49,700	11.2%
HANFORD CORCORAN MSA (Kings Co.)	58	56,700	49,900	6,800	11.9%
LOS ANGELES LONG BEACH GLENDALE MD (Los Angeles Co.)	34	5,044,400	4,679,300	365,100	7.2%
MADERA MSA (Madera Co.)	56	61,700	54,600	7,100	11.5%
MERCED MSA (Merced Co.)	60	115,400	100,600	14,800	12.9%
MODESTO MSA (Stanislaus Co.)	51	239,200	214,300	24,900	10.4%
NAPA MSA (Napa Co.)	8	73,000	69,600	3,400	4.6%
OAKLAND HAYWARD BERKELEY MD	12	1,354,500	1,288,700	65,800	4.9%
Alameda Co.	11	810,900	772,300	38,500	4.8%
Contra Costa Co.	13	543,600	516,300	27,300	5.0%
OXNARD THOUSAND OAKS VENTURA MSA (Ventura Co.)	18	432,200	408,700	23,500	5.4%
REDDING MSA (Shasta Co.)	40	74,100	67,800	6,300	8.5%
RIVERSIDE SAN BERNARDINO ONTARIO MSA	28	1,936,200	1,810,700	125,500	6.5%
Riverside Co.	30	1,019,500	952,500	67,000	6.6%
San Bernardino Co.	27	916,700	858,200	58,500	6.4%
SACRAMENTO ROSEVILLE ARDEN ARCADE MSA	22	1,051,900	989,300	62,600	6.0%
El Dorado Co.	20	89,000	83,900	5,100	5.8%
Placer Co.	14	177,200	168,100	9,000	5.1%
Sacramento Co.	22	683,700	642,300	41,300	6.0%
Yolo Co.	32	102,000	94,900	7,100	7.0%
SALINAS MSA (Monterey Co.)	49	211,600	190,100	21,500	10.2%
SAN DIEGO CARLSBAD MSA (San Diego Co.)	14	1,551,900	1,472,900	79,000	5.1%
SAN FRANCISCO REDWOOD CITY SOUTH SAN FRANCISCO MD	2	977,400	943,000	34,400	3.5%
San Francisco Co.	4	540,500	520,900	19,600	3.6%
San Mateo Co.	1	436,800	422,000	14,800	3.4%
SAN JOSE SUNNYVALE SANTA CLARA MSA	6	1,048,000	1,003,600	44,400	4.2%
San Benito Co.	38	29,700	27,200	2,500	8.4%
Santa Clara Co.	5	1,018,200	976,400	41,900	4.1%
SAN LUIS OBISPO PASO ROBLES ARROYO GRANDE MSA (San Luis Obispo Co.)	8	141,400	134,900	6,600	4.6%
SAN RAFAEL MSA (Marin Co.)	2	140,800	136,000	4,900	3.5%
SANTA CRUZ WATSONVILLE MSA (Santa Cruz Co.)	42	141,300	128,300	13,000	9.2%
SANTA MARIA SANTA BARBARA MSA (Santa Barbara Co.)	16	220,500	208,800	11,700	5.3%
SANTA ROSA MSA (Sonoma Co.)	8	256,600	244,800	11,800	4.6%
STOCKTON LODI MSA (San Joaquin Co.)	45	309,700	280,200	29,600	9.5%
VALLEJO FAIRFIELD MSA (Solano Co.)	24	203,500	190,700	12,800	6.3%
VISALIA PORTERVILLE MSA (Tulare Co.)	62	195,500	169,600	25,900	13.2%
YUBA CITY MSA	57	72,000	63,600	8,400	11.7%
Sutter Co.	59	44,100	38,500	5,600	12.7%
Yuba Co.	48	27,900	25,100	2,800	10.0%
Alpine Co.	28	540	500	40	6.5%
Amador Co.	32	14,510	13,490	1,020	7.0%
Calaveras Co.	31	20,130	18,780	1,360	6.7%
Colusa Co.	64	10,840	8,610	2,230	20.6%
Del Norte Co.	43	9,900	8,980	920	9.3%
Glenn Co.	45	12,640	11,440	1,200	9.5%
Humboldt Co.	21	62,700	59,000	3,700	5.9%
Inyo Co.	24	9,010	8,440	570	6.3%
Lake Co.	37	29,990	27,660	2,330	7.8%
Lassen Co.	38	10,530	9,650	880	8.4%
Mariposa Co.	43	7,500	6,800	700	9.3%
Mendocino Co.	24	40,820	38,240	2,580	6.3%
Modoc Co.	51	3,180	2,850	330	10.4%
Mono Co.	16	8,520	8,060	450	5.3%
Nevada Co.	19	48,670	45,960	2,720	5.6%
Plumas Co.	61	7,670	6,670	1,000	13.0%
Sierra Co.	49	1,460	1,310	150	10.2%
Siskiyou Co.	54	17,420	15,470	1,950	11.2%
Tehama Co.	40	24,960	22,850	2,110	8.5%
Trinity Co.	47	4,780	4,310	470	9.7%
Tuolumne Co.	36	21,500	19,870	1,630	7.6%

**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 2014 benchmark and Census 2010 population controls at the state level.



State of California  
 April 17, 2015  
 March 2014 Benchmark

Employment Development Department  
 Labor Market Information Division  
<http://www.labormarketinfo.edd.ca.gov>  
 (916) 262-2162

**Monthly Labor Force Data for Cities and Census Designated Places (CDP)  
 March 2015 - Preliminary  
 Data Not Seasonally Adjusted**

Area Name	Labor Force	Employment	Unemployment		Census Ratios	
			Number	Rate	Emp	Unemp
El Dorado County	89,000	83,900	5,100	5.8%	1.000000	1.000000
Cameron Park CDP	8,800	8,400	400	5.0%	0.099797	0.085585
Diamond Springs CDP	5,000	4,700	400	7.2%	0.055621	0.070626
El Dorado Hills CDP	21,400	20,600	900	4.1%	0.245026	0.169084
Georgetown CDP	1,000	900	100	10.0%	0.010742	0.019402
Placerville city	4,600	4,300	400	7.8%	0.050742	0.070172
Pollock Pines CDP	3,100	2,900	100	4.6%	0.034801	0.027652
Shingle Springs CDP	2,600	2,400	100	4.8%	0.029098	0.024025
South Lake Tahoe city	11,700	10,900	700	6.4%	0.130188	0.145059

CDP is "Census Designated Place" - a recognized community that was unincorporated at the time of the 2013 Census.

**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 and CDP labor force data are derived by multiplying current estimates of county employment and unemployment by the employment and unemployment shares (ratios) of each city and CDP at the time of the 2013 Census. Ratios for cities of 25,000 or more persons were developed from special tabulations based on household population only from the Bureau of Labor Statistics. For smaller cities and CDP, ratios were calculated from published census data.

City and CDP unrounded employment and unemployment are summed to get the labor force. The unemployment rate is calculated by dividing unemployment by the labor force. Then the labor force, employment, and unemployment are rounded.

This method assumes that the rates of change in employment and unemployment, since 2013, are exactly the same in each city and CDP as at the 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.

State of California  
 April 17, 2015  
 March 2014 Benchmark

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**Monthly Labor Force Data for Cities and Census Designated Places (CDP)  
 March 2015 - Preliminary  
 Data Not Seasonally Adjusted**

Area Name	Labor Force	Employment	Unemployment		Census Ratios	
			Number	Rate	Emp	Unemp
Placer County	177,200	168,100	9,000	5.1%	1.000000	1.000000
Auburn city	6,900	6,500	400	5.9%	0.038529	0.045307
Colfax city	1,200	1,100	100	9.6%	0.006640	0.013181
Dollar Point CDP	500	500	0	1.1%	0.003152	0.000685
Foresthill CDP	900	900	0	4.3%	0.005264	0.004451
Granite Bay CDP	11,300	10,800	500	4.7%	0.064164	0.058659
Kings Beach CDP	2,500	2,300	200	6.6%	0.013845	0.018260
Lincoln city	18,200	17,200	1,000	5.6%	0.102185	0.112183
Loomis town	3,100	3,000	100	3.5%	0.017866	0.011926
Meadow Vista CDP	1,400	1,400	100	4.0%	0.008042	0.006163
North Auburn CDP	5,600	5,300	300	5.1%	0.031381	0.031155
Rocklin city	30,200	28,600	1,600	5.2%	0.170128	0.172268
Roseville city	63,300	60,200	3,000	4.8%	0.358148	0.336890
Sunnyside Tahoe City CDP	1,100	1,000	100	5.6%	0.006069	0.006676
Tahoe Vista CDP	1,000	1,000	0	4.6%	0.005670	0.005136

CDP is "Census Designated Place" - a recognized community that was unincorporated at the time of the 2013 Census.

**Notes:**

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- 2) These data are not seasonally adjusted.

**Methodology:**

Monthly city and CDP labor force data are derived by multiplying current estimates of county employment and unemployment by the employment and unemployment shares (ratios) of each city and CDP at the time of the 2013 Census. Ratios for cities of 25,000 or more persons were developed from special tabulations based on household population only from the Bureau of Labor Statistics. For smaller cities and CDP, ratios were calculated from published census data.

City and CDP unrounded employment and unemployment are summed to get the labor force. The unemployment rate is calculated by dividing unemployment by the labor force. Then the labor force, employment, and unemployment are rounded.

This method assumes that the rates of change in employment and unemployment, since 2013,

**Data Not Seasonally Adjusted**

<b>Area Name</b>	<b>Labor Force</b>	<b>Employment</b>	<b>Unemployment Number</b>	<b>Unemployment Rate</b>	<b>Census Ratios Emp</b>	<b>Unemp</b>
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are exactly the same in each city and CDP as at the 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.

State of California  
 April 17, 2015  
 March 2014 Benchmark

Employment Development Department  
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**Monthly Labor Force Data for Cities and Census Designated Places (CDP)  
 March 2015 - Preliminary  
 Data Not Seasonally Adjusted**

Area Name	Labor Force	Employment	Unemployment		Census Ratios	
			Number	Rate	Emp	Unemp
Sacramento County	683,700	642,300	41,300	6.0%	1.000000	1.000000
Arden Arcade CDP	43,900	40,900	3,000	6.9%	0.063708	0.073225
Carmichael CDP	29,600	27,600	2,000	6.9%	0.042896	0.049253
Citrus Heights city	43,400	40,600	2,800	6.4%	0.063202	0.066743
Elk Grove CDP	76,300	72,700	3,500	4.6%	0.113216	0.085809
Fair Oaks CDP	16,300	15,500	800	5.2%	0.024089	0.020444
Florin CDP	19,600	17,800	1,800	9.2%	0.027683	0.043810
Folsom city	35,100	33,700	1,400	3.9%	0.052468	0.033253
Foothill Farms CDP	15,800	14,800	1,000	6.2%	0.023006	0.023675
Galt city	10,900	10,100	800	7.1%	0.015711	0.018695
Gold River CDP	4,100	4,000	100	2.6%	0.006200	0.002541
Isleton city	300	300	0	10.5%	0.000411	0.000751
La Riviera CDP	5,700	5,300	400	6.5%	0.008235	0.008869
North Highlands CDP	17,500	16,500	1,000	5.4%	0.025707	0.022985
Orangevale CDP	17,100	16,000	1,100	6.2%	0.024970	0.025527
Rancho Cordova City	32,500	30,300	2,200	6.7%	0.047165	0.052545
Rancho Murieta CDP	2,700	2,600	100	3.8%	0.004112	0.002552
Rio Linda CDP	6,600	6,200	400	5.8%	0.009698	0.009363
Rosemont CDP	11,400	10,700	700	5.8%	0.016685	0.015989
Sacramento city	227,200	212,700	14,500	6.4%	0.331159	0.351507
Vineyard CDP	12,500	11,900	600	4.6%	0.018491	0.013869
Walnut Grove CDP	600	600	100	10.6%	0.000889	0.001656
Wilton CDP	1,700	1,700	100	3.0%	0.002610	0.001224

CDP is "Census Designated Place" - a recognized community that was unincorporated at the time of the 2013 Census.

**Notes:**

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- 2) These data are not seasonally adjusted.

**Methodology:**

Monthly city and CDP labor force data are derived by multiplying current estimates of county employment and unemployment by the employment and unemployment shares (ratios) of each city and CDP at the time of the 2013 Census. Ratios for cities of 25,000 or more persons

**Data Not Seasonally Adjusted**

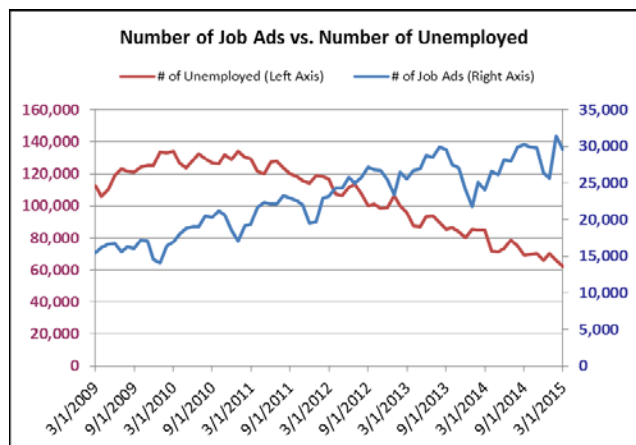
<b>Area Name</b>	<b>Labor Force</b>	<b>Employment</b>	<b>Unemployment Number</b>	<b>Unemployment Rate</b>	<b>Census Ratios</b>	
					<b>Emp</b>	<b>Unemp</b>

were developed from special tabulations based on household population only from the Bureau of Labor Statistics. For smaller cities and CDP, ratios were calculated from published census data.

City and CDP unrounded employment and unemployment are summed to get the labor force. The unemployment rate is calculated by dividing unemployment by the labor force. Then the labor force, employment, and unemployment are rounded.

This method assumes that the rates of change in employment and unemployment, since 2013, are exactly the same in each city and CDP as at the 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.

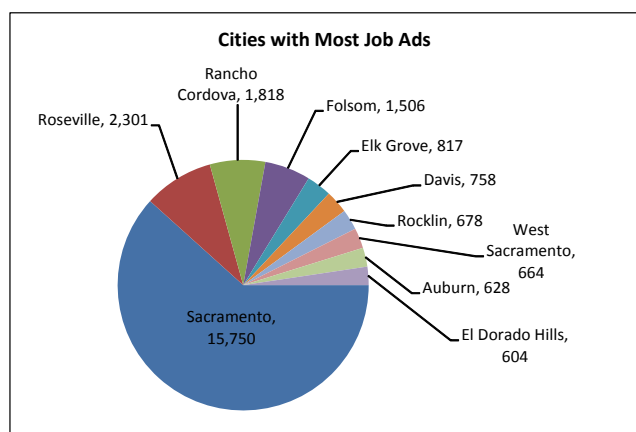
# Recent Job Ads for Sacramento Roseville Arden Arcade MSA March 2015



- ### Occupations with Most Job Ads
- Registered Nurses - 1571
  - Heavy and Tractor-Trailer Truck Drivers - 594
  - Customer Service Representatives - 574
  - First-Line Supervisors of Office and Administrative Support - 516
  - First-Line Supervisors of Retail Sales Workers - 511
  - Retail Salespersons - 511
  - Medical and Health Services Managers - 485
  - Computer Systems Analysts - 448
  - Computer User Support Specialists - 447
  - Sales Representatives, Wholesale and Manufacturing - 408

- ### Employers with Most Job Ads
- Sutter Health - 620
  - Kaiser Permanente - 482
  - Dignity Health - 478
  - Robert Half International - 303
  - Intel - 297
  - Randstad - 280
  - University of California, Davis - 269
  - Anthem, Inc. - 263
  - Blue Shield of California - 213
  - Wells Fargo - 168

Sources: Employment Development Department, Labor Market Information Division; Help Wanted Online from The Conference Board and WANTED Technologies



Sources: Employment Development Department, Labor Market Information Division; Help Wanted Online from The Conference Board and WANTED Technologies

April 17, 2015

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 2014 Benchmark

Data Not Seasonally Adjusted

	Mar 14	Jan 15	Feb 15 Revised	Mar 15 Prelim	Percent Change	
					Month	Year
Civilian Labor Force (1)	1,051,800	1,052,300	1,051,500	1,051,900	0.0%	0.0%
Civilian Employment	966,800	981,900	985,300	989,300	0.4%	2.3%
Civilian Unemployment	84,900	70,400	66,200	62,600	-5.4%	-26.3%
Civilian Unemployment Rate (CA Unemployment Rate)	8.1%	6.7%	6.3%	6.0%		
(U.S. Unemployment Rate)	8.3%	7.3%	6.8%	6.5%		
	6.8%	6.1%	5.8%	5.6%		

Total, All Industries (2)	888,200	904,300	908,000	915,400	0.8%	3.1%
Total Farm	8,100	7,200	7,400	7,800	5.4%	-3.7%
Total Nonfarm	880,100	897,100	900,600	907,600	0.8%	3.1%
Total Private	651,500	667,600	669,800	675,700	0.9%	3.7%
Goods Producing	76,800	80,000	79,900	81,900	2.5%	6.6%
Mining and Logging	400	500	500	500	0.0%	25.0%
Construction	42,500	44,600	44,300	46,200	4.3%	8.7%
Construction of Buildings	9,700	9,900	10,000	10,100	1.0%	4.1%
Specialty Trade Contractors	28,300	29,700	29,300	31,100	6.1%	9.9%
Building Foundation & Exterior Contractors	7,200	7,700	7,800	8,500	9.0%	18.1%
Building Equipment Contractors	11,200	11,500	11,600	11,800	1.7%	5.4%
Building Finishing Contractors	6,700	6,800	6,900	7,100	2.9%	6.0%
Manufacturing	33,900	34,900	35,100	35,200	0.3%	3.8%
Durable Goods	24,200	25,200	25,300	25,400	0.4%	5.0%
Computer & Electronic Product Manufacturing	6,600	6,700	6,800	6,800	0.0%	3.0%
Nondurable Goods	9,700	9,700	9,800	9,800	0.0%	1.0%
Food Manufacturing	3,400	3,300	3,200	3,300	3.1%	-2.9%
Service Providing	803,300	817,100	820,700	825,700	0.6%	2.8%
Private Service Providing	574,700	587,600	589,900	593,800	0.7%	3.3%
Trade, Transportation & Utilities	140,900	144,000	143,100	143,000	-0.1%	1.5%
Wholesale Trade	24,800	24,300	24,400	24,400	0.0%	-1.6%
Merchant Wholesalers, Durable Goods	13,100	12,800	13,100	13,100	0.0%	0.0%
Merchant Wholesalers, Nondurable Goods	9,100	9,100	9,200	9,200	0.0%	1.1%
Retail Trade	93,400	97,000	96,100	96,100	0.0%	2.9%
Motor Vehicle & Parts Dealer	12,600	12,600	12,700	12,700	0.0%	0.8%
Building Material & Garden Equipment Stores	7,800	7,500	7,600	8,000	5.3%	2.6%
Grocery Stores	17,700	18,500	18,500	18,400	-0.5%	4.0%
Health & Personal Care Stores	5,300	5,200	5,200	5,200	0.0%	-1.9%
Clothing & Clothing Accessories Stores	7,000	6,900	6,700	6,600	-1.5%	-5.7%
Sporting Goods, Hobby, Book & Music Stores	4,000	4,400	4,200	4,200	0.0%	5.0%
General Merchandise Stores	19,400	20,600	20,200	20,100	-0.5%	3.6%
Transportation, Warehousing & Utilities	22,700	22,700	22,600	22,500	-0.4%	-0.9%
Information	13,600	13,500	13,600	13,500	-0.7%	-0.7%
Publishing Industries (except Internet)	2,400	2,400	2,400	2,400	0.0%	0.0%
Telecommunications	6,600	6,500	6,500	6,500	0.0%	-1.5%
Financial Activities	48,200	49,500	49,500	49,900	0.8%	3.5%
Finance & Insurance	35,200	36,000	35,900	36,200	0.8%	2.8%
Credit Intermediation & Related Activities	12,200	12,200	12,100	12,200	0.8%	0.0%
Depository Credit Intermediation	7,500	7,300	7,200	7,300	1.4%	-2.7%
Nondepository Credit Intermediation	2,600	2,700	2,700	2,700	0.0%	3.8%
Insurance Carriers & Related	19,100	19,400	19,400	19,600	1.0%	2.6%
Real Estate & Rental & Leasing	13,000	13,500	13,600	13,700	0.7%	5.4%
Real Estate	10,200	10,300	10,300	10,400	1.0%	2.0%
Professional & Business Services	117,100	120,300	120,700	122,600	1.6%	4.7%
Professional, Scientific & Technical Services	53,500	54,300	54,000	55,400	2.6%	3.6%
Architectural, Engineering & Related Services	8,800	9,100	9,200	9,300	1.1%	5.7%
Management of Companies & Enterprises	10,200	10,600	10,500	10,600	1.0%	3.9%
Administrative & Support & Waste Services	53,400	55,400	56,200	56,600	0.7%	6.0%
Administrative & Support Services	50,800	52,400	53,200	53,600	0.8%	5.5%



April 17, 2015

Employment Development Department  
 Labor Market Information Division  
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**Sacramento Roseville Arden Arcade MSA**  
**(El Dorado, Placer, Sacramento, and Yolo Counties)**  
 Industry Employment & Labor Force  
 March 2014 Benchmark

Data Not Seasonally Adjusted

	Mar 14	Jan 15	Feb 15 Revised	Mar 15 Prelim	Percent Change	
					Month	Year
Employment Services	20,000	19,400	20,100	20,300	1.0%	1.5%
Services to Buildings & Dwellings	10,500	11,100	11,100	11,200	0.9%	6.7%
Educational & Health Services	133,600	136,600	138,400	138,700	0.2%	3.8%
Education Services	14,000	13,700	14,400	14,600	1.4%	4.3%
Health Care & Social Assistance	119,600	122,900	124,000	124,100	0.1%	3.8%
Ambulatory Health Care Services	41,800	42,700	43,500	43,200	-0.7%	3.3%
Hospitals	23,300	23,600	23,500	23,700	0.9%	1.7%
Nursing & Residential Care Facilities	15,800	16,200	16,300	16,300	0.0%	3.2%
Leisure & Hospitality	91,600	92,400	93,400	95,000	1.7%	3.7%
Arts, Entertainment & Recreation	15,600	14,100	14,300	14,200	-0.7%	-9.0%
Accommodation & Food Services	76,000	78,300	79,100	80,800	2.1%	6.3%
Accommodation	8,800	8,200	8,200	8,200	0.0%	-6.8%
Food Services & Drinking Places	67,200	70,100	70,900	72,600	2.4%	8.0%
Full-Service Restaurants	30,800	33,600	33,200	34,600	4.2%	12.3%
Limited-Service Eating Places	32,900	33,300	34,200	34,500	0.9%	4.9%
Other Services	29,700	31,300	31,200	31,100	-0.3%	4.7%
Repair & Maintenance	8,500	8,500	8,600	8,700	1.2%	2.4%
Government	228,600	229,500	230,800	231,900	0.5%	1.4%
Federal Government	13,200	13,200	13,200	13,200	0.0%	0.0%
Department of Defense	1,600	1,700	1,700	1,700	0.0%	6.3%
State & Local Government	215,400	216,300	217,600	218,700	0.5%	1.5%
State Government	114,000	115,500	115,500	116,100	0.5%	1.8%
State Government Education	29,200	29,500	29,300	29,800	1.7%	2.1%
State Government Excluding Education	84,800	86,000	86,200	86,300	0.1%	1.8%
Local Government	101,400	100,800	102,100	102,600	0.5%	1.2%
Local Government Education	57,700	56,400	57,300	57,900	1.0%	0.3%
Local Government Excluding Education	43,700	44,400	44,800	44,700	-0.2%	2.3%
County	18,200	18,200	18,200	18,200	0.0%	0.0%
City	9,600	9,600	9,900	9,800	-1.0%	2.1%
Special Districts plus Indian Tribes	15,900	16,600	16,700	16,700	0.0%	5.0%

**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: George Marley 916/227-0298 or Nati Martinez 209/941-6551

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.

#####

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

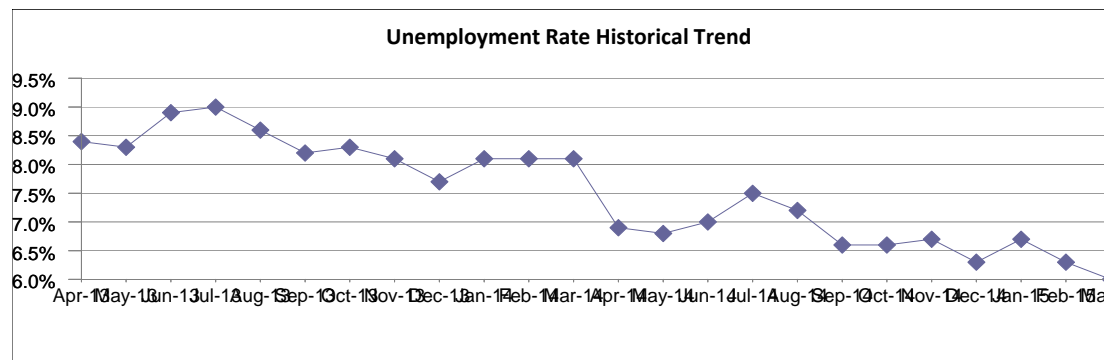
April 17, 2015

George Marley  
 916/227-0298

IMMEDIATE RELEASE

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

The unemployment rate in the Sacramento-Roseville-Arden Arcade MSA was 6.0 percent in March 2015, down from a revised 6.3 percent in February 2015, and below the year-ago estimate of 8.1 percent. This compares with an unadjusted unemployment rate of 6.5 percent for California and 5.6 percent for the nation during the same period. The unemployment rate was 5.8 percent in El Dorado County, 5.1 percent in Placer County, 6.0 percent in Sacramento County, and 7.0 percent in Yolo County.



Industry	Feb-2015	Mar-2015	Change		Mar-2014	Mar-2015	Change
	Revised	Prelim				Prelim	
Total, All Industries	908,000	915,400	7,400		888,200	915,400	27,200
Total Farm	7,400	7,800	400		8,100	7,800	(300)
Total Nonfarm	900,600	907,600	7,000		880,100	907,600	27,500
Mining and Logging	500	500	0		400	500	100
Construction	44,300	46,200	1,900		42,500	46,200	3,700
Manufacturing	35,100	35,200	100		33,900	35,200	1,300
Trade, Transportation & Utilities	143,100	143,000	(100)		140,900	143,000	2,100
Information	13,600	13,500	(100)		13,600	13,500	(100)
Financial Activities	49,500	49,900	400		48,200	49,900	1,700
Professional & Business Services	120,700	122,600	1,900		117,100	122,600	5,500
Educational & Health Services	138,400	138,700	300		133,600	138,700	5,100
Leisure & Hospitality	93,400	95,000	1,600		91,600	95,000	3,400
Other Services	31,200	31,100	(100)		29,700	31,100	1,400
Government	230,800	231,900	1,100		228,600	231,900	3,300

Notes: Data not adjusted for seasonality. Data may not add due to rounding  
 Labor force data are revised month to month  
 Additional data are available on line at [www.labormarketinfo.edd.ca.gov](http://www.labormarketinfo.edd.ca.gov)

State of California  
 April 17, 2015  
 March 2014 Benchmark

Employment Development Department  
 Labor Market Information Division  
<http://www.labormarketinfo.edd.ca.gov>  
 (916) 262-2162

**Monthly Labor Force Data for Cities and Census Designated Places (CDP)  
 March 2015 - Preliminary  
 Data Not Seasonally Adjusted**

Area Name	Labor Force	Employment	Unemployment		Census Ratios	
			Number	Rate	Emp	Unemp
Yolo County	102,000	94,900	7,100	7.0%	1.000000	1.000000
Davis city	34,600	32,800	1,900	5.4%	0.345390	0.261124
Esparto CDP	1,300	1,200	100	7.8%	0.012881	0.014454
West Sacramento city	24,300	22,400	2,000	8.1%	0.235558	0.276712
Winters city	3,700	3,500	200	6.2%	0.036611	0.032404
Woodland city	28,800	26,600	2,100	7.4%	0.280544	0.298914

CDP is "Census Designated Place" - a recognized community that was unincorporated at the time of the 2013 Census.

**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 and CDP labor force data are derived by multiplying current estimates of county employment and unemployment by the employment and unemployment shares (ratios) of each city and CDP at the time of the 2013 Census. Ratios for cities of 25,000 or more persons were developed from special tabulations based on household population only from the Bureau of Labor Statistics. For smaller cities and CDP, ratios were calculated from published census data.

City and CDP unrounded employment and unemployment are summed to get the labor force. The unemployment rate is calculated by dividing unemployment by the labor force. Then the labor force, employment, and unemployment are rounded.

This method assumes that the rates of change in employment and unemployment, since 2013, are exactly the same in each city and CDP as at the 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.

## ITEM IV-F – INFORMATION

### HEAD START REPORTS

#### BACKGROUND:

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

- Fiscal Report (sent under separate cover)
- Policy Council Minutes
- Program Report

Staff will be available to answer questions.

STAFF PRESENTER: Denise Lee

# Head Start Monthly Report

## April 2015



### **SETA Operated Program**

#### **Program Support Services Unit**

*Quality Assurance and Monitoring Unit* WCIC Head Start and TRUSD Head Start were monitored in the month of March. Summary Reports are being finalized for submission to SETA and Delegate administrators.

*Health, Nutrition and Safe Environments Self-Assessment Follow-Up* All Delegates have submitted their Corrective Action Plans in response to the results of the self-assessment review conducted in January-February. Plans are currently in review. Delegates that had immediate concerns already received follow-up onsite visits to clear and/or monitor progress.

#### **Program Operations Unit**

SETA is continuing on the path to creating a culture of mentor coaching in our program. The Office of Head Start sponsored a 2 day coaching training in Sacramento and SETA sent over 25 participants. Those that participated included teachers, site supervisors, education coordinators, program officers, management, and mental health and special education staff.

A flyer and applications were distributed to teachers and teaching site supervisors to participate in the two (2) TLC (Teachers Learning and Collaborating) cohorts that will begin in May. This will be a great opportunity for teachers to support each other through topics that reflect best teaching practices.

#### **Family Support Services Unit**

Our Social Service/Parent Involvement Specialist (SS/PI), Bob Silva, has been working with parents to tell their Head Start success story. These stories will be collected into a book for all the sites and shared at parent meetings. There is nothing more powerful than hearing how Head Start has impacted the lives of the families we serve in their own voices. We are also working to get a few of the success stories on our web page so families can click the link to hear and see families talk about their experiences with Head Start and Early Head Start.

Our other SS/PI Specialist, Belinda Malone, has been working with our community partners on parent workshops. One is the Grocery project, where families are invited to meet at a neighborhood grocery store. They are given a tour of the grocery store, along with low cost, healthy meal planning ideas. At the end of the tour, the stores give each family a gift card to spend at the store.

The other parent workshop, which will be coming up soon, is our Snap-Ed program. This is also about healthy eating ideas on a budget. A representative from the Snap-Ed program works with a group of parents to teach them how to select fruits, vegetables, whole grains, and low fat dairy products for a healthy diet.

Families also learn to use limited resources to plan, purchase and prepare food for the family, to be physically active every day and to store and handle food so it is safe to eat. At the end of the workshop, a nutritious meal is made and the families are able to eat together.

As always, SETA is proud to bring parent education to the families.

### **Program Governance**

The governance self-assessment was conducted Thursday, March 5 at SETA. An overview of the OHS Aligned Monitoring System was provided and explained. The new system supports transition from a definite grant period to a 5 year grant cycle and measures a HS/EHS program's quality and accountability. The assessment tool used was the Governance, Leadership and Oversight Capacity Screener. It determines an agency's compliance with federal regulation practices. "The Appendix A+ Chart: Governance and Management Responsibilities" (road map to program planning) was provided to show evidence the SETA Governing Board and Policy Council received all HS/EHS approval items, annual reports and all other program information as required.

After discussion, sharing and reviewing many governance documents, a team of parents and staff determined all agency program governance and federal laws are implemented and practiced.

Governance strengths:

- Documentation of agenda, minutes, and training materials,
- Training opportunities for PC and PAC members, and
- Timely and useful monthly reports that contribute and support PC's decision-making.

Mr. William Walker, Workforce Development Manager, provided an excellent presentation at the March PC meeting on the Sacramento King's Apprenticeship Program. The Sacramento King's, in partnership with the Sacramento Works, Greater Sacramento Urban League, Center for Employment Inc., Asian Resources Inc., and La Familia Counseling Center Inc., have created employment opportunities for community members who are disadvantaged and low income (includes foster youth, ex-offender and veterans). Job training and employment opportunities include construction, plumbing, pipe fitting, electrician etc. Parents were very interested in the apprenticeship program and thanked Mr. Williams for shared information.

Mr. Jerry Gomez, former Associate Director for Federal Office of Head Start in San Francisco, provided SETA Governing Board training on their role and responsibilities Thursday, April 2 at 10 a.m., in the SETA Board Room. Two delegate governing board liaisons attended board orientation.

## **Elk Grove Unified School District**

### **Education Services Update**

Gerri LaCalle, Jennifer Ramirez, Yukkuen Ha, Carolyn Harvey, and Jaime Aguilar, PreK teachers, shared their findings from *The Creative Curriculum for Preschool* after piloting the program in their classrooms this school year. Each of them remarked that when using this curriculum, their students were excited about learning and appeared to be engaged in the lessons. They stated that the curriculum aligned well with the Head Start Child Development and Early Learning Framework as well as the California Preschool Learning Foundations. A vote will be taken the beginning of April regarding whether teachers want to move forward with presenting the curriculum to the Head Start Policy Committee and the Elk Grove Unified School District Board of Education for consideration for adoption in the 2015-2016 school year.

### **Enrollment**

The Elk Grove Unified School District is funded to serve 480 students and is fully enrolled. The average daily attendance (ADA) was 85%.

### **Disabilities Services and Mental Health Services Update**

Our program educators and clerks have worked closely with Kate Barbero, PreK social worker and Alicia Valero-Kerrick, PreK psychologist, to place students with an active IEP into the Head Start program. There are 44 students with active IEPs being served, which is nine percent (9%) of our Head Start student population.

### **Health Services Update**

Program Educators are monitoring files and providing additional support to ensure that children in need of further dental treatment receive those services.

### **USDA Meals/Snacks**

Head Start students were served 11,418 meals during the month of March.

This month's Elk Grove Meals/Snack calendars are attached.

### **Fiscal Update**

This month's Fiscal report is attached.

### **Family and Community Partnerships Update**

Family education opportunities are offered in conjunction with the School Readiness grant funded by First 5 California. Class offerings are dictated, in part, by the desires and needs of families expressed in a yearly survey and, in part, by the School Readiness grant. Every opportunity is utilized to inform parents of upcoming parent meetings and to encourage their attendance. Parents are informed of education opportunities during monthly classroom parent meetings, by publication of a monthly parent calendar, by their child's classroom teacher, and by the Academic Program Coordinator at their school site.

The following classes or workshops were held in March:

"Latino Family Literacy" classes were held on March 5, 12, 19, and 26 at Herman Leimbach Elementary School. These classes provide Spanish speaking parents with strategies for working with their children in the area of literacy and ways to establish a reading routine in their home. An average of ten (10) families attended these classes.

“English Family Literacy” classes were held at Samuel Kennedy Elementary School on March 3, 10, 17, and 24. This presentation provided our English speaking families with the same information on literacy, techniques and strategies as those provided in “Latino Family Literacy”. An average of three (3) families attended these workshops.

“Financial Fitness” was presented in partnership with KVIE, Sacramento at Charles Mack Elementary on March 4, at David Reese Elementary on March 11, and at Florin Elementary on March 18. Five (5) parents attended the class at Charles Mack Elementary, two (2) parents attended the class at David Reese Elementary, and three (3) parents attended the class at Florin Elementary. “Financial Fitness” is a workshop designed to help parents develop their children’s knowledge

about spending, saving, and giving money away. In addition, parents learned strategies that can be applied to their money management.

Proper car seat installation and use is important to keep children safe. On March 12, a “Car Seat Safety” workshop was held at Herman Leimbach Elementary School. Parents were taught the proper way to install a car seat and were provided information on the laws and requirements regarding car seat usage. Sixteen (16) parents took advantage of this wonderful learning opportunity. The workshop is presented in collaboration with the Valley Hi Resource Center which receives 20 car seats each month. Ten (10) of those car seats were allocated to PreK and raffled off at the end of the workshop.

“I Am Moving, I Am Learning” was held at Samuel Kennedy Elementary School on March 25. This class teaches parents that children who have daily physical activity perform better in school and how to use simple materials found at home to create fun, physically active experiences for their children. Six (6) families attended this class.

### **Recruitment**

Individual registrations are taking place and thirteen (13) students are on the wait list for the Head Start program.

An internal office calendar with registration dates for January through June has been created to ensure sufficient time is allotted to have full enrollment by the end of June for the 2015 -2016 school year.

## **Sacramento City Unified School District**

### **Health and Nutrition**

At the March Parent Council meeting, PC representatives were notified that supervisors from the Nutrition Services Department will be in attendance at the April PC meeting. Preschool menus will be shared and this will be an opportunity for parents to give feedback regarding meal service, ask nutritional questions and make suggestions for menu changes. All PC representatives were encouraged to speak to their site parents to see if there are any specific questions or comments they want shared related to meal service.

Nutrition Consultant, Karen Ito, is continuing to provide Parent Nutrition classes at preschool sites. Seven (7) workshops were offered in the month of March. Besides a cooking demonstration, parents engaged in conversation related to anemia/obesity prevention, adverse effects of junk food



and sugars, health benefits of fresh produce, label reading and portion control.

Preschool Nurses have been busy visiting classrooms to follow-up on any areas of concern related to health, to ensure all corrective actions from Self-Assessment are being addressed.

During the month of March, Preschool Nurses, our Facilities Specialist and Health/Nutrition Content Coordinator attended training on Lead Poisoning at SETA. Delegate agencies were given the name and phone number of the presenter and were encouraged to arrange similar trainings for parents and/or staff. This will be discussed at our next agency Health/Nutrition Content meeting.

### **Mental Health and Family Engagement**

EHS social workers attended a CSEFEL Teaching Pyramid Coaching Training, facilitated by West Ed at SETA.

Selected EHS staff finished the Infant/Toddler Family Coaching Teaching Pyramid training and social workers continue to attend the countywide Leadership Team Meetings to plan for the next steps for sustainability and continued home visiting staff training.

Selected EHS home visitors continue to attend the monthly Family Development Credentialing Training and have expressed how they are really learning from the class.

The social workers presented a parent workshop at the EHS School Readiness Day/Socialization on topic: Making a Connection, focusing on social emotional development for young children and relationship building between parent and child (CA CSEFEL materials).

Social workers are working collaboratively with Youth Development Department to create a more streamlined Pregnant and Parenting Teen program within SCUSD.

EHS staff has completed their second FPA goals with the families and responding to needs and providing support.

Social workers continue to monitor and support the FPA process.

Social workers continue to provide support and consultation/case management to staff.

Social workers continue to provide mental health support to referred children and families in EHS families through consultation with families.

### **Family and Community Engagement**

The Positive Solution for Families parenting evening workshop series was completed on March 19<sup>th</sup>. The workshop was provided in English and Spanish.

Social Workers and School Community Liaisons have been collecting and following up on goals established by families by the end of February.

Diversity was the topic for this month's Family Development Credential Training.

### **Special Education**

SCUSD served 151 Head Start Preschoolers with IEPs and 14 Early Head Start children with IFSPs in March.

A group of our full inclusion staff, which includes Head Start and Special Education staff, attended a social emotional training on Individualized Intensive Intervention Practices hosted at SETA on March 20<sup>th</sup>. The staff will be taking the new information back to their classrooms and collaborate on utilizing this new information with their students as needed.

We are beginning to hold many transition IEPs for many of our students who are going to be leaving our programs and attending kindergarten in the Elementary schools this fall, 2015. Families and Head Start staff have been working on “Kinder transition” all year long in a variety of ways, and are now determining the most appropriate placement for students providing the least restrictive environment for children with disabilities.

Special Education partners at SCUSD and SCOE, along with the Head Start staff and Coordinators are continuing to meet quarterly to make sure enrollment practices and ongoing planning for our full inclusion sites remain strong and seamless for our children and families, ensuring needs are being met for all.

### **Early Head Start and Home-Based**

Early Head Start had a successful socialization. Eight (8) families attended and parents learned about language and literacy for infants and toddlers. Each family received a board book to keep and read at home.

One of the home visitors, Yesenia Curiel, encouraged one of her families to speak to ALTA, the other agency that serves the family, about motor concerns in the child. ALTA referred the family to Pacific Medical, and they assessed the 20-month old child and will be fitting him for braces for his legs within the next few weeks.

We have assessed the new EHS classroom at Elder Creek and have started requesting work orders and ordering materials.

### **San Juan Unified School District**

#### **Education Services Update**

Teachers continued with the Box Study through March 20<sup>th</sup>, and they began the Let’s Move theme the following week. The letter focus was Jj, Hh, and Ii and the math concepts that were explored were Matching Objects in Sets to Numerals and Adding and Subtracting Hidden Objects in Sets. Home Visits were conducted the week of March 9<sup>th</sup>.

#### **Disabilities Services Update**

There are now 91 children with IEPs being served by the SJUSD preschool programs. It has been determined that the two (2) additional Full Inclusion classes have been a success. With the exception of a few minor staffing hiccups in recruiting/hiring the additional Instructional Assistants for those programs, everything went very well. One of the teachers went out on leave at the beginning of this year, but fortunately a very capable and eager long-term sub came in to cover the Full Inclusion class at Ralph Richardson. The Special Education Department for this district would very much like to add even more of the Full Inclusion classes for next year.

The topic is in discussion. This was the last full month of enrolling for this school year and there were still a small, but continuous, stream of families coming into the screening center. There are still several children in the assessment process for this year.

### **Mental Health Services Update**

The Mental Health Therapist continued to lend extra support to kindergarten-bound children's parents who have concern for the social/emotional readiness of their students. He has also continued to provide resources for counseling cases which are preparing to close in an effort to maintain and promote future mental health services. The parent resource board was also updated with new Post-Partum Depression literature.

### **Health & Nutrition Services Update**

Health maintained a screening schedule of one day per week in the centralized screening room. The health team continued to review students' health, nutrition, and immunization status, complete health screenings, and counsel families in various health areas as needed. The School Nurse completed Individualized Student Health Plans for those children who have health concerns. Health also began preparations for the 2015-2016 enrollment year. Smile Keepers' second round screenings will continue through April 8th.

### **Family and Community Partnerships Update**

The Policy Committee is an enthusiastic group. After the By Laws Sub-committee reviewed the document and made changes, it came to the full board for a first reading. There were several suggestions made at that time, and as a result the By-Laws Sub-committee is reconvening to look at the document again. New chairs have been ordered for the P/C meeting room with Policy Committee funds per the representatives' request. Representatives liked the idea of having a speaker at the last couple of meetings for the school year regarding various programs offered throughout the district. Plans are underway to secure presenters.

### **Transition Services Update**

Classroom teachers have completed the majority of the articulation cards for those students moving on to kindergarten. These will be distributed to the various kindergarten campuses where the preschoolers will attend school next year. Several classes have held their kindergarten readiness parent meetings this month. Others will occur next month. A calendar of readiness activities was made available by the School Readiness teams.

### **Program Support/Staff Training Update**

In the beginning of the month, teachers and assistants received CPR and First Aid training. Mid-month, teachers and assistants received training on expanding students' Depth of Knowledge in their literacy activities and the alignment of this work to the Preschool Learning Foundations and Curriculum Framework.

### **Fiscal Update**

This was a very busy month for the fiscal department. The team began meeting with coordinators and working on budget development for the upcoming 2015-2016 school year. The Head Start and Early Head Start grant applications were submitted. All resources were reconciled, and SETA fiscal reports were filed. Fiscal welcomed the newest team member, an Account Clerk I named Marcellis Shaw.

## **Early Head Start Update**

This month the whole EHS team, including all teachers and support staff, had the opportunity to attend the CAEYC Conference for either one or two days. The registration costs were funded through the district Common Core State Standards (CCSS) professional development monies. Staff chose sessions based on their professional interests and needs, as well as information gathered from ITERS and DRDP action plans. At the conference, teachers were also able to look at and discuss needed materials from both CCSS and STEM perspectives. Once decided upon, teachers were able to order materials for sites and Home Base classes during the month, which were also funded by district CCSS monies. The materials will be used to help supplement the work already being done in the program, using evidence-based practices to support the learning and development of both children and their families.

## **Twin Rivers Unified School District**

### **Events**

All students celebrated Dr. Seuss Read to Achieve Day with special guest readers from the community and the TRUSD District Office. Students were delighted with various Dr. Seuss books and enjoyed a surprise visit from The Cat in the Hat and Things 1 and 2! Guest readers were provided certificates for reading to the students and all participants enjoyed the day!

### **Professional Development**

The ECE workshop on March 26<sup>th</sup> for teaching staff was held at Morey Avenue. The workshop included an introduction by Karen Taylor of SETA related to Practice Based Coaching. Teachers were provided information about the coaching and mentoring program that Ms. Taylor hopes to begin in Spring 2015. The workshop also included work time to develop action plans for the latest CLASS and DRDP assessment scores. The next workshop will be in April 2015.

### **Components**

Each Community Liaison continues working with their respective Complexes including meeting individually with parents to complete the Family Partnership Agreements and following up on the families' goals. The FPAs will permit the families to identify their goals and develop strategies to accomplish their goals. The staffing group also continues providing monthly nutrition activities and the tracking of blood lead results, hemoglobin and lead risk assessments for *Childplus* tracking purposes as well as coordinating the parent involvement events. The Community Liaisons are also finishing the second round of growth assessments.

Our School Social Worker/Counselor is still on maternity leave until August 2015 and the programs have a substitute Social Worker and a MSW Intern. The Social Workers is on all sites from Monday through Thursday and assists with classroom support, behavior plans and facilitates parent meetings. The MSW Intern is on-site two days per week and assists with friendship and social skills groups with the students. He is participating in classroom support for behavioral concerns. The Head Start programs continue with a contracted SLP to assist with the speech screenings and testing while the district still looks for permanent staff. The SLP has started speech services for the students with IEPs and continues the testing process for students with failed screenings.

The Education Component Leader continues completing the classroom observations to assist with classroom management and planning for the monthly Education Component meetings. File checks are also occurring monthly to ensure the teachers' files continue the appropriate documentation and assessment information.

The ERSEA Team continues to be busy ensuring all sites maintain full enrollment. The final date for 2014-15 enrollment was April 7<sup>th</sup>. The ERSEA Team has met and the upcoming enrollment year began on April 13<sup>th</sup> for new students.

### **Policy and Parent Committees**

The monthly meeting was held on March 12, 2015 at Morey. The agenda included the approval of the Grant application and the last meeting minutes. Parent Committee meeting was held at Rio Linda on March 25, 2015 with a great turnout of parents, however, the Oakdale Parent Committee Meeting on March 26, 2015 did not yield any participants. The Head Start Director is working with the Community Liaison and teaching staff to recruit parents to attend the upcoming meetings.

### **Fiscal**

The ordering of appropriate materials and supplies to support the Head Start programs continues as results of the action plans from CLASS observations, DRDP Spring assessments and ECERS have been provided.

## **Women's Civic Improvement Club (WCIC)**

### **Fiscal**

WCIC/Playmate Head Start Program's June 30, 2014 Audit Exit was held on March 19, 2015; the Audit is Unqualified.

### **Enrollment**

During the month of March 2015, WCIC's Enrollment was maintained at 100%.

### **Health**

WCIC/Playmate Head Start Program's children received second Height/Weight measurements on March 16-19, 2015. WCIC/Playmate Head Start Program newly enrolled children received Vision and Hearing Screenings and first Height/Weight measurements.

### **Trainings**

WCIC/Playmate Head Start Program's staff received Practice Based Coaching (PBC) and CLASS Training by Ms. Karen Taylor, Education Coordinator from Sacramento Employment and Training Agency (SETA, Grantee) on March 6, 2015. Ms. Taylor provided a "Practice Based Coaching Planning Agenda"; "Guides to the 15 minutes In-Service Suites"; and "Opened Ended Questions" Handouts. Ms. Taylor stated the PBC Training is aligned to work with the CLASS. The goals for the PBC is to assess the needs and set goals for coaching; create an action plan to guide coaching; and to review update on goals and action plans throughout the coaching partnership. Coaches need to engage in focused observations; record information about the observations; and use support strategies for improving or refining teaching practices; such as, model and prompts. The coaches selected are Ms. Janet, Head Teacher; Ms. Tuwe Mehn, Teacher; and Ms. Yong Yang, Teacher. All WCIC Teaching Staff will be Coaches. Teacher Aides will also be coached along with the Teachers. The Practice Based Coach Training is scheduled for April 8-9, 2015 at SETA from 8:00am -4:00pm.

WCIC/Playmate Head Start Program's staff and parents received the Disability Rights California Training by Ms. Phyllis Preston-Fowler, MCA Advocate on March 18, 2015. Ms. Preston-Fowler addressed the staff and parents on what type of services Disability Rights California has to offer.

Disability Rights California is a Non-Profit Organization. Ms. Phyllis passed out a handout on "An overview of Children's Success Stories". There are several critical services that Disability Rights California provide that is free of charge: To inform people with disabilities about their legal, civil and service rights; Technical assistance, training, publications and advocacy support for Californians with disabilities, their families and representatives; Peer self-advocacy services for people with psychiatric or developmental disabilities; Rights advocacy for clients with developmental disabilities who are receiving services at regional centers; Bring impact litigation and acting as amicus curiae in disability-related cases; and Represent individuals based on their priorities and case selection criteria. Ms. Phyllis gave some examples of what Disability Rights California can help people with are: People with disabilities solve disability-related problems; Rights to basic support, personal care, therapy and health care; Supplemental Security Income (SSI); In-Home Supportive Services (IHSS); Medi-Cal; and California Children's Services (CCS); Discrimination in housing, transportation, employment, and access to public and private programs and services; Abuse, neglect, and rights violations in an institution; Special Education Rights; Mental Health and Support Services that provide individualized treatment; and Regional Center Eligibility and Services that promote Independence such as: supported living and family supports.

WCIC/Playmate Head Start Program's staff and parents received Early Warning Signs of Special Needs Training by Ms. Kim Bonnema, Education Coordinator from Sacramento Employment and Training Agency (SETA, Grantee) on March 18, 2015. Ms. Bonnema addressed the staff and parents on Early Warning Signs of Special Needs. Special Needs can be influenced by a number of factors which include: Genetics; Temperament; Environment; Experience; Individual Growth and Development; Cultural Values; and Gender. The Risk Factors are Prematurity/Low Birth Weight; Parental or other exposures to drugs, alcohol or tobacco; Violence in the Community or Home;

Poor Nutrition; Family Stress; Poor Housing, Homelessness, and Death in the family. Inclusion is a full and active participation of children with disabilities. Inclusion is the program philosophy that promotes acceptance and respect of each child. The programs have a developmental rather than academic focus. Young children are more alike than different. Children with disabilities are children first.

### **Recent Program Instruction or Information Memos from Administration for Children and Families (ACF)**

ACF-IM-HS-15-02 Native Language Preservation, Revitalization, Restoration, and Maintenance in Head Start and Early Head Start Programs

**Sacramento County Head Start/Early Head Start  
Monthly Enrollment Report  
March 2015**

**Head Start**

Agency	Funded Enrollment	(a) Last Day of Month Enrollment 3/31/15	(b) % Actual to Funded	(c) Average Daily Attendance for Month %
Elk Grove USD	480	480	100	85
Sacramento City USD	1,312	1,312	100	90
SETA	2,002	2,062	103	81
San Juan USD	700	712	102	81
Twin Rivers USD	243	243	100	86
WCIC/Playmate	120	120	100	78
<b>Total</b>	<b>4,857</b>	<b>4,929</b>		

\* SJUSD average daily attendance is for February 2015

**Early Head Start**

Agency	Funded Enrollment	(a) Last Day of Month Enrollment 3/31/15	(b) % Actual to Funded	(c) Average Daily Attendance for Month %
Sacramento City USD	144	144	100	74
SETA	349	362	104	74
San Juan USD	160	176	110	81
<b>Total</b>	<b>653</b>	<b>682</b>		

\* SJUSD average daily attendance is for February 2015

- (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.

# SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start  
(March 31, 2015)

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.

<u>Agency/AFE (HS)*(EHS)**</u>	<u>Head Start #IEP (% AFE)</u>	<u>Early Head Start #IFSP ( % AFE)</u>
Twin Rivers USD (243)	24 (9.88 %)	N/A
Elk Grove USD (480)	44 (9 %)	N/A
Sacramento City USD (1312)(144)	151 (11.5 %)	15 (10%)
San Juan USD (700) (160)	94 (13.4%)	20 (12.5 %)
WCIC (120)	12 (10 %)	N/A
SETA (2002) (349)	220 (11 %)	67 (19.43%)
<b>County (4857)* (653)**</b>	<b>545 (10.9%)</b>	<b>102 (15.3%)</b>

\*AFE = Annual Funded Enrollment

\*\*% AFE = Percentage of Annual Funded Enrollment





# SETA Head Start Food Service Operations Monthly Report \*March 2015

**March 6th** - Minimum Day Preschool and EHS Full Day Classes.

**March 13th** - CSEFEL Training Closed Classes: Bannon 1 AM, Hillsdale 2 AM.

**March 30th** - Holiday Cesar Chavez Day

**March 31st** - through April 3rd - Sprink Break Traditional Centers and SCOE Children on Break

**Trainings:**

Cook/Driver Rosa Alatorre attended a CPR Class on March 24th

Cook/Driver Lorena Medina attended an Excel Computer Training on March 25th

**Total Number of Meals and Snacks Prepared for All Kitchens:**

Lunch	PM Snack	Breakfast	Field Trips
40,892	24,404	26,012	400

**Total Amount of Meals and Snacks Prepared** **91,708**

**Purchases:**

Food	\$68,971.95
Non - Food	\$14,037.86

**Building Maintenance and Repair:** **\$80.00**

**Janitorial & Restroom Supplies:** **\$0.00**

**Kitchen Small Wares and Equipment:** **\$0.00**

**Vehicle Maintenance and Repair :** **\$0.00**

**Vehicle Gas / Fuel:** **\$1,529.86**  
**Normal Delivery Days** **21**

**REGULAR MEETING OF THE HEAD START POLICY COUNCIL**

*(Minutes reflect the actual progress of the meeting.)  
(as corrected 2/24/15)*

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

Tuesday, January 27, 2015  
9:00 a.m.

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

Ms. Lynda Williams called the meeting to order at 9:09 a.m. Mr. Tyrone Braxton from Elk Grove was acknowledged. Ms. Dawnna Paniagua called the roll.

**Members Present:**

Lynda Williams, San Juan Unified School District  
Linda Litka, San Juan Unified School District  
Robin Blanks, Elk Grove Unified School District  
Calvin Sheppard, Sacramento City Unified School District  
Josh Shurtz, Sacramento City Unified School District  
Tulani Simpson, Twin Rivers Unified School District  
Natalie Craig, SETA-Operated Program  
Dawnna Paniagua, SETA-Operated Program  
Destini Shepherd, SETA-Operated Program  
Amanda Self, Home Base Option  
Kenneth Tate, Past Parent Representative

**Members Absent:**

Kenny Williams, Men's Activities Affecting Children Committee (excused)  
Toni Espinoza, Past Parent Representative (unexcused)  
Maria Carranza, WCIC/Playmate Child Development Center (unexcused)  
Madiline George, Twin Rivers Unified School District (unexcused)  
Todd Woods, SETA-Operated Program (unexcused)  
Lenda Wheeler, Grandparent Representative (unexcused)

**New Members to be Seated:**

Sabrina Rasmussen, SETA-Operated Program

**New members to be Seated but Absent:**

Alofalusy Baty, SETA-Operated Program (unexcused)  
Melissa Contreras, Sacramento City unified School District (unexcused)

**II. Consent Item**

A. Approval of the Minutes of the December 18, 2014 Special Meeting

Moved/Self, second/Tate, to approve the minutes of the December 18, 2014 meeting.

Show of hands vote:

Aye: 11 (Blanks, Craig, Litka, Paniagua, Rasmussen, Schurz, Self, Shepherd Sheppard, Simpson, Tate)

Nay: 0

Abstentions: 1 (Williams)

### **III. Action Items**

#### **A. TIMED ITEM: 9:00 A.M. AND PUBLIC HEARING: Approval of New Job Classifications of Head Start/Early Head Start Coordinator (Health-Nutrition) and the Related Salary Schedule**

Mr. John Allen stated that these new classifications merge the two job classifications into one classification. The Agency will be using fewer consultants so there will be no fiscal impact. The quality of service will continue to increase. More people in the health industry are taking a more holistic view of health so this is one way to modernize our approach. There will be one or two positions full time.

Ms. Williams opened a public hearing; there was no public testimony.

Moved/Blanks, second/Self, to close the public hearing and approve the job classifications of Head Start/Early Head Start Health/Nutrition Coordinator (supervisory and non-supervisory) and the related salary range.

Show of hands vote:

Aye: 11 (Blanks, Craig, Litka, Paniagua, Rasmussen, Schurz, Self, Shepherd Sheppard, Simpson, Tate)

Nay: 0

Abstentions: 1 (Williams)

#### **B. CLOSED SESSION PERSONNEL- PURSUANT TO GOVERNMENT CODE SECTION 54957**

The board went into closed session at 9:23 a.m. The board went back into open session at 9:42 a.m. and Ms. Williams reported out that the board approve the following eligible lists: 1) Head Start Home Visitor; 2) Associate Teacher, Tier III; 3) Associate Teacher/Infant Toddler; and 4) Senior Personnel Analyst (Supervisory)

#### **C. Approval of Selection Criteria for Enrollment in Early Head Start or Head Start**

Ms. Monica Avila reviewed this item and reviewed the modifications. Each of the Head Start centers has a binder with the selection criteria; this document is utilized when waiting families are sorted and selected according to their selection criteria.

Moved/Rasmussen, second/Blanks, to approve the Early ~~Head~~ **Head** Start Enrollment Selection Criteria and the Head Start Enrollment Selection Criteria for Sacramento County.

Show of hands vote:

Aye: 11 (Blanks, Craig, Litka, Paniagua, Rasmussen, Schutz, Self, Shepherd Sheppard, Simpson, Tate)

Nay: 0

Abstentions: 1 (Williams)

D. Selection of Committee Representatives for Program Year 2014-2015

- 1) Head Start Personnel/Bylaws Committee Representatives: Josh Shurtz, Robin Blanks, Lynda Williams, Kenneth Tate, Linda Litka,
- 2) Head Start Budget/Planning Committee Representatives: Sabrina Rasmussen, Kenneth Tate, Linda Litka, Amanda Self, Lynda Williams, Robin Blanks
- 3) Head Start Social/Hospitality Committee: Dawnna Paniagua, Robin Blanks, Sabrina Rasmussen, Destini Shepherd, Linda Litka, Amanda Self, Lynda Williams, Calvin Sheppard, Josh Shurtz, Natalie Craig
- 4) Head Start Parent Ambassador Committee: Linda Litka, Dawnna Paniagua, Sabrina Rasmussen, Lynda Williams, Amanda Self, Kenneth Tate, Robin Blanks
- 5) Program Area Committees
  - a) Early Child Development and Health Services and Parent, Family and Community Engagement: Ms. Campos reviewed the purpose of this committee. This committee deals with issues coming forward from the Office of Head Start, especially kindergarten readiness. Those interested in serving on the committee: Amanda Self, Calvin Sheppard, Tulani Simpson, Sabrina Rasmussen, Robin Blanks, Linda Litka, Lynda Williams
  - b) Monitoring & Evaluation (aka: Self-Assessment) Committee: Ms. Campos stated that self-assessment is required and part of the self-assessment includes parents. There is also a quality assurance unit that monitors our centers and the delegate agencies.
  - c) Male Involvement Committee: Sabrina Rasmussen, Josh Schutz, Kenneth Tate, Lynda Williams, Linda Litka, Calvin Sheppard

Moved/Blanks, second/Self, to ratify the committee membership.

Show of hands vote:

Aye: 11 (Blanks, Craig, Litka, Paniagua, Rasmussen, Schutz, Self, Shepherd Sheppard, Simpson, Tate)

Nay: 0

Abstentions: 1 (Williams)

Ms. Williams urged board members to attend each committee to which they have agreed to participate.

E. Election of Representative and Alternate to the Community Action Board

Ms. Kathy Kossick reported that this advisory board meets 3-4 times per year and provides input on Community Services Block Grant funding. This year, the board will be reviewing new funding proposals or will review program performance and then approve contract extensions.

Those interested in the CAB: Amanda Self, Calvin Sheppard, Destini Shepherd, Sabrina Rasmussen, and Robin Blanks. Nominees spoke of their interest in this board. Ms. Blanks withdrew her name.

Votes:

Amanda: 2

Calvin: 5

Sabrina: 1

Destini: 3

Moved/Blanks, second/Craig, to ratify the election of Calvin Sheppard and Destini Shepherd as representative and alternate to serve as Low-Income Sector representatives to the Community Action Board.

Show of hands vote:

Aye: 11 (Blanks, Craig, Litka, Paniagua, Rasmussen, Schutz, Self, Shepherd Sheppard, Simpson, Tate)

Nay: 0

Abstentions: 1 (Williams)

F. Selection of Representatives to the SETA Head Start Health Services Advisory Committee (HSAC)

Ms. Brenda Campos, the HSAC is a requirement of the performance standards. This group meets twice a year and the next meeting is tomorrow at 5:30 p.m. The meetings begin promptly at 5:30 p.m. and typically end at 7:00 p.m.; no child care is provided. This is a good opportunity to hear from health professionals what goes on in health services and to share policies and procedures created. Those interested: Calvin Sheppard, Natalie Craig, Amanda Self, Destini Shepherd, Sabrina Rasmussen, Robin Blanks, and Lynda Williams.

Moved/Paniagua, second/Sheppard, to select representatives to serve on the HSAC.

Show of hands vote:

Aye: 11 (Blanks, Craig, Litka, Paniagua, Rasmussen, Schutz, Self, Shepherd Sheppard, Simpson, Tate)

Nay: 0

Abstentions: 1 (Williams)

G. Election of Sacramento Medi-Cal Dental Advisory Committee Representative and Alternate

Ms. Brenda Campos stated that being on this committee would be a good way to advocate on behalf of Head Start families. Whoever is elected is being asked to meet with Ms. Campos to know the expectations of this committee. Those interested in serving: Amanda Self, Calvin Sheppard, Robin Blanks.

The board went off agenda.

H. Selection of Maternal Child & Adolescent Advisory Board Representative and Alternate

Ms. Campos stated that attending this committee would provide a good opportunity to interact with physicians and other professional staff to learn about what is going on in the county. Ms. Campos asked to meet with those interested. Those interested: Natalie Craig, Amanda Self.

Vote:

Natalie: 6

Amanda: 5

Ms. Lynda Williams is the representative and Ms. Natalie Craig is the alternate for the Sacramento County Maternal, Child and Adolescent Health Advisory Board.

Moved/Rasmussen, second/Blanks, to approve the election of an alternate to serve on the Sacramento County Maternal, Child and Adolescent Health Advisory Board.

Show of hands vote:

Aye: 11 (Blanks, Craig, Litka, Paniagua, Rasmussen, Schutz, Self, Shepherd Sheppard, Simpson, Tate)

Nay: 0

Abstentions: 1 (Williams)

The Board took a break from 10:45 a.m. to 10:49 a.m.

G. Election of Sacramento Medi-Cal Dental Advisory Committee Representative and Alternate (continued)

Vote:

Amanda: 4

Calvin: 3

Robin: 2

(Ms. Simpson and Ms. Shepherd were out of the room during the nominee vote.)

Move/Self, second/Blanks, to ratify the committee membership.

Show of hands vote:

Aye: 11 (Blanks, Craig, Litka, Paniagua, Rasmussen, Schutz, Self, Shepherd Sheppard, Simpson, Tate)

Nay: 0

Abstentions: 1 (Williams)

I. Election of Community Agency Representatives

Applications from three community agency representatives were distributed. Ms. Desha stated that the Sacramento Food Bank is interested only in providing information to the Policy Council.

Ms. Lee was very pleased to have such a great response to the community agency application. It is important that we do not turn anyone away because community information is very important. Community representatives can come on a quarterly basis to provide information to the board. Although a group may not be an active board member, they will be invited to speak before the board.

Votes:

KVIE: 3

First 5: 3

Birth and Beyond: 5

There was a vote to break the tie:

KVIE: 6

First 5: 5

Moved/Rasmussen, second/Shepherd, to approve the election of Birth and Beyond and KVIE to serve as Community Representatives.

Show of hands vote:

Aye: 10 (Blanks, Craig, Litka, Paniagua, Rasmussen, Schutz, Self, Shepherd Sheppard, Simpson)

Nay: 0

Abstentions: 2 (Tate and Williams)

Ms. Williams turned the meeting over to Mr. Kenneth Tate and left the meeting at 11:16 a.m.

**IV. Information Items**

A. Standing Information Items

- PC/PAC Calendar of Events: Mr. Tate reviewed the calendar of events.
- Parent/Staff Recognitions: None.
- Community Resources-Parents/Staff: Flyers from River Oak and Sacramento 311 resource were distributed and reviewed.
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account – Ms. D’et Patterson reviewed the fiscal report. Ms. Amanda Self inquired why some supplies were returned and Ms. Patterson replied that when the supplies arrived,

they did not fit in the classroom. Ms. Patterson answered questions regarding the flood insurance payments and explained why buildings had different rates. The Laserfische system is purchased to save hard copies of documents electronically. The documents will be organized by user to ensure security. The next Budget meeting is scheduled for February 10 and the beginning the budget development committee meetings will be held on Fridays during the month of February.

- Toastmasters Training: Mr. Tate reported that he and a few other board members attended the training. Three people provided a presentation and three more were selected to speak next month. There will not be a PAC meeting next month due to ethics training being provided directly after the PC meeting.
- PC/PAC Orientation & Officer Training Reports: Mr. Tate stated that these two trainings provided a great foundation for board members.

## **V. Committee Reports**

- Executive Committee Meeting Critique: Mr. Tate reviewed the meeting critique.

## **VI. Other Reports**

- A. Executive Director's Report: Ms. Kathy Kossick introduced Mr. John Allen the new Human Resources Chief. Ms. Kossick also asked if Council be willing to have a brief 5-10 minute presentation of what is available at the job centers; board members indicated their interest in this presentation.
- B. Head Start Deputy Director's Report: Ms. Lee reported that the Office of Head Start accepted our EHS partnership grant application that was submitted in August; Ms. Lee expects to see a notice of award in the next few weeks. The funding will begin February 1 and will focus on children 3-5 years of age. This was a competitive grant with a goal to partner with another organization to bring Head Start services to a group not otherwise provided. SETA Head Start reached out to four service providers and will be contracting with KinderWorld and National Human Development Foundation in Galt. The original application requested 120 slots and we were funded for 84 slots. The new funding brings in \$1.6 million each year for five years. There were a few things that needed to be remedied with the federal review; everything has been corrected and ACF has cleared the findings. Ms. Lee is expecting a clearance letter in the next few weeks. Ms. Lee stated that the Selection criteria is a way the program can put families in priority order that comes into the center depending upon a waiting list.

As part of the direction to clean up health and safety issue, there are unannounced safety monitoring reviews. Each classroom/center will get four visits every year by the grantee; each delegate is required to do a safety check as well. There are 240 classrooms countywide. This was the first time doing it so the numbers are expected to increase as staff become more familiar with the monitoring system.



Mr. Tate inquired if there were an acceptable percentage for compliance and Ms. Lee replied that for the SETA-Operated Program, 100% compliance is always expected.

C. Head Start Managers' Reports

- Brenda Campos: Ms. Campos stated that the Agency had a visit from a consultant that does reviews for the Office Of Head Start; the consultant provided training on the safe environments checklist. Board members that participate in the safe environments review will be connected with a Quality Assurance staff member.

Ms. Campos stated that the new position of Health/Nutrition Coordinator will work county-wide and with all delegate agencies to ensure that the delegate agencies are adhering to the Head Start performance standards. Every delegate has to comply with the standards but the processes may be different. The coordinator will ensure that the processes will help the delegate meet performance standards.

Board members asked if Head Start had a process to deal with measles. Ms. Campos replied that SETA Head Start is compliant with the Community Care licensing so we cannot have children that do not have immunizations. Each delegate has a procedure in place where there is clear documentation if there is possible exposure to measles. The not immunized child's family will be notified. Of the children in our program, 99.2% of the children in our program are current in vaccinations. The Home Base compliance is often lower. The challenge for home base is ensuring parents are educated and notify parents if there is possible exposure. Ms. Campos feels confident this is not an issue for us.

- Lisa Carr: No report.
- Karen Gonzales: No report.

D. Chair's Report: Mr. Tate stated that there will be a CHSA conference traveling meeting on Friday, January 30, 1:30 p.m. in the Redwood Room for those attending the CHSA conference; please attend since it is an important meeting.

E. Open Discussion and Comments: None.

F. Public Participation: None.

VII. Adjournment: The meeting was adjourned at 11:52 a.m.

## ITEM VI - 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: 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.