



GOVERNING BOARD

DON NOTTOLI
Board of Supervisors
County of Sacramento

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SOPHIA SCHERMAN
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PATRICK KENNEDY
Board of Supervisors
County of Sacramento

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

**REGULAR MEETING OF THE
SETA GOVERNING BOARD**

DATE: Thursday, August 4, 2016

TIME: 10:00 a.m.

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

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

A G E N D A

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- II. Consent Items**
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- III. Action Items**
 - A. GENERAL ADMINISTRATION/SETA**
 - 1. **TIMED ITEM 10:00 A.M. AND PUBLIC HEARING:** 8-10
Approval of Sacramento Employment and Training Agency Final Budget for Fiscal Year 2016-2017 (Loretta Su)
 - B. WORKFORCE DEVELOPMENT DEPARTMENT**
 - Refugee Services: None.
 - Community Services Block Grant: None.
 - One Stop Services: None.

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- | | | |
|----|---|-------|
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VI. Adjournment

DISTRIBUTION DATE: WEDNESDAY, JULY 27, 2016

ITEM II-A - CONSENT

APPROVAL OF JULY 7, 2016 REGULAR BOARD MEETING

BACKGROUND:

Attached are the minutes of the July 7, 2016 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, July 7, 2016
10:00 a.m.

- I. Call to Order/Roll Call/Pledge of Allegiance:** Ms. Scherman called the meeting to order at 10:25 a.m. Mr. Nottoli led the board in the Pledge of Allegiance. The roll was called and a quorum established.

Members Present:

Sophia Scherman, Chair, Governing Board; Public Representative
Patrick Kennedy, Member, Board of Supervisors
Don Nottoli, Member, Board of Supervisors

Members Absent:

Jay Schenirer, Vice Chair, Governing Board; Councilmember, City of Sacramento
Allen Warren, Councilmember, City of Sacramento

- ➔ Recognition of long-term employees
➤ Mohsen Ghahremani, Workforce Development Professional III: Ms. Julie Davis-Jaffe recognized Mr. Ghahremani for his 25 years of service at SETA.

II. Consent Items

- A. Minutes of the June 2, 2016 Special Board Meeting
- B. Approval of Claims and Warrants
- C. Approval to Add Rancho Cordova Training Center to SETA's Vendor Services (VS) List
- D. Ratification of the Submission of the Application for Discretionary Targeted Assistance Grant Funds to Serve Refugee Women and Underemployed Refugees, PY 2016-2019, and Authorize the Executive Director to Execute the Agreement/Modifications and any Other Documents Required by the Funding Source
- E. Ratification of the Submission of an Application to the AARP Foundation for Continuation Funding of the Back to Work 50+ Program and Authorize the Executive Director to Execute the Agreement/Modifications and any other Documents Required by the Funding Source

The consent items were reviewed; no questions or comments.

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

- A. Approve the June 2, 2016 minutes
- B. Approve the claims and warrants for the period 5/26/16 through 6/28/16.
- C. Approve the recommendation to add Rancho Cordova Training Center to SETA's VS List.
- D. Ratify the submission of the application for Targeted Assistance Discretionary (TAD) Grant funds to the California Department of Social Services—Refugee Programs Bureau (RPB) to serve newly arrived refugee women and underemployed refugees who, for compelling reasons, have been unable to achieve economic self-sufficiency, PY2016-2019. – and -
Authorize the Executive Director to execute the agreement, including modifications, and any other documents required by the funding source.
- E. Ratify the submission of the continuation application for \$50,000 to The AARP Foundation for the Back to Work 50+ Program. – and -
- F. Authorize the Executive Director to execute the agreement, including modifications and any other documents required by the funding source.

Roll Call Vote:

Aye: 3 (Nottoli, Kennedy, Scherman)

Nay: 0

Abstentions: 0

Absent: 2: (Schenirer and Warren)

III. Action Items

A. GENERAL ADMINISTRATION/SETA

1. Approval of Labor Agreements

Ms. Kossick offered to answer questions; there were no questions.

Moved/Kennedy, second/Nottoli, to approve the labor agreements effective July 1, 2016 to June 30, 2018.

Roll Call Vote:

Aye: 3 (Nottoli, Kennedy, Scherman)

Nay: 0

Abstentions: 0

Absent: 2: (Schenirer and Warren)

2. Approval of 2016-17 Compensation Recommendations for Unrepresented Confidential and Management Personnel and the Personnel Resolution Covering Unrepresented Employees

Ms. Kossick offered to answer questions; there were no questions.

Moved/Nottoli, second/Kennedy, to approve the report on 2016-17 compensation recommendations for unrepresented confidential and exempt management

employees on the effective dates given in the report and approve the Personnel Resolution Covering Unrepresented Employees effective July 7, 2016.

Roll Call Vote:

Aye: 3 (Nottoli, Kennedy, Scherman)

Nay: 0

Abstentions: 0

Absent: 2: (Schenirer and Warren)

B. WORKFORCE DEVELOPMENT DEPARTMENT

Refugee Services: None.

One Stop Services: None.

Community Services Block Grant

1. Approval of Community Services Block Grant (CSBG) Funding Augmentation Recommendations for Program Year 2016

Ms. Julie Davis-Jaffe reviewed the funding augmentation recommendations. All Safety Net service providers will be receiving funding with these augmented funds.

Moved/Kennedy, second/Nottoli, to approve the staff funding augmentation recommendations for the CSBG Program Year 2016 as follows:

1. My Sister's House - \$8,000 in CSBG funds to serve an additional 9 households.
2. WIND Youth Services - \$20,381 (includes \$17,000 in CSBG Discretionary funds) to serve 318 households.
3. Elk Grove Food Bank Services - \$20,000 in CSBG funds to serve 333 households.
4. Direct Client Emergency Services - \$69,951 in CSBG funds to serve 1,400 households through the Sacramento Works America's Job Centers.

Roll Call Vote:

Aye: 3 (Nottoli, Kennedy, Scherman)

Nay: 0

Abstentions: 0

Absent: 2: (Schenirer and Warren)

C. CHILDREN AND FAMILY SERVICES

1. Approval to Accept Funding from the Sacramento County of Education for the Quality Rating Improvement System (QRIS)

Ms. Denise Lee stated that this helps to provide professional development opportunities. All funds are state funds with the exception of "Race to the Top". Staff is planning to utilize the funds as enhancements to the classroom and professional development classes.

Moved/Nottoli, second/Kennedy, to approve SETA to accept current funding in the amount of \$110,500 and future funding from Sacramento County Office of Education for the Quality Rating and Improvement System/Raising Quality Together Program.

Roll Call Vote:

Aye: 3 (Nottoli, Kennedy, Scherman)

Nay: 0

Abstentions: 0

Absent: 2: (Schenirer and Warren)

IV. Information Items

- A. Fiscal Monitoring Reports: No questions.
- B. Employer Success Stories and Activity Report: No additional report.
- C. Dislocated Worker Update: No additional report.
- D. Unemployment Update/Press Release from the Employment Development Department: No additional report.
- E. Head Start Reports: No additional report.

V. Reports to the Board

- A. Chair: No report.
- B. Executive Director: Ms. Kossick thanked board members for coming in today. Ms. Kossick introduced the new Human Resources Manager Allison Noren.
- C. Deputy Directors: No report.
- D. Counsel: No report.
- E. Members of the Board: No report.
- F. Public: No report.

VI. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code Section 54956.9, (subdivision (b)):

Two Potential Cases

CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Pursuant to Government Code Section 54956.8.

The Governing Board may discuss negotiations concerning the following property(ies) and person(s):

Address: 444 N. 3rd Street, Sacramento

Agency Negotiator: Kathy Kossick
Negotiating Party: Ravel Rasmussen Properties and Separovich/Domich
Real Estate Development
Under Negotiation: Price and Terms of Payment

Address: 925 Del Paso Boulevard, Sacramento
Agency Negotiator: Kathy Kossick
Negotiating Party: McCuen Acoma Street Investors, LP
Under Negotiation: Price and Terms of Payment

The board went into closed session at 10:55 a.m. Ms. Scherman called the meeting back to order at 11:16 a.m. and stated that there was no report out of closed session.

VII. Adjournment: The meeting was adjourned at 11:16 a.m.

ITEM II-B – CONSENT

APPROVAL OF CLAIMS AND WARRANTS

BACKGROUND:

Kathy Kossick, Executive Director, has reviewed the claims for the period 6/29/16 through 7/28/16, and all expenses appear to be appropriate.

RECOMMENDATION:

Approve the claims and warrants for the period 6/29/16 through 7/28/16.

PRESENTER: Kathy Kossick

ITEM III-A – 1 - ACTION

TIMED ITEM 10:00 A.M. AND PUBLIC HEARING:
APPROVAL OF THE SACRAMENTO EMPLOYMENT AND TRAINING
AGENCY FINAL BUDGET FOR FISCAL YEAR 2016-2017

BACKGROUND:

In June 2016, the Board took action to approve the Recommended Budget for Fiscal Year 2016-2017 and directed that notice of a Public Hearing be posted and published to commence on August 4, 2016 at 10:00 a.m. or as soon thereafter as practicable for purposes of considering and approving the Sacramento Employment and Training Agency Final Budget for Fiscal Year 2016-2017. Staff has posted and caused to be published notice of this Public Hearing as directed by the Board.

The Final Budget for the Fiscal Year 2016-2017 will be sent under separate cover. Staff will be available to answer questions. The approved Final Budget will also be submitted to the County and City for approval.

RECOMMENDATION:

Open a public hearing, hear testimony, close the public hearing and adopt the attached Resolution approving the Sacramento Employment and Training Agency Final Budget for Fiscal Year 2016-2017.

STAFF PRESENTER: Loretta Su

RESOLUTION NO.: 2016-04

APPROVAL OF FISCAL YEAR 2016-2017 SACRAMENTO EMPLOYMENT AND TRAINING AGENCY (SETA) BUDGET

WHEREAS, all necessary estimates of revenues, expenditures and reserves for the 2016-2017 Fiscal Year were prepared and filed, the Recommended Budget was adopted and printed, and hearings thereon were noticed and held as required by Chapter 1 of Division 3, Title 2 of the Government Code (Section 29000, et. seq.), and

WHEREAS, all proceedings required by law have been duly had and regularly taken concerning the adoption of the Final Budget for the Sacramento Employment and Training Agency for the Fiscal Year commencing July 1, 2016 and ending June 30, 2017, and

WHEREAS, the Governing Board has made such revisions of, deductions from and increases or additions to the Recommended Budget as it deemed advisable, all such increases or additions having been proposed in writing and filed with the Board prior to the conclusion of said hearings on August 4, 2016, and

WHEREAS, all proceedings required by law have been duly had and regularly taken concerning the adoption of the Final Budget for the Sacramento Employment and Training Agency for the fiscal year commencing July 1, 2016, and

NOW, THEREFORE, IT IS HEREBY RESOLVED, in accordance with Chapter 1 of Division 3, Title 2 of the Government Code (Section 29000, et. seq.), that the Final Budget for the Fiscal Year 2016-17 be and is hereby adopted in accordance with the following:

(1) Salaries and employees benefits	\$ 37,384,926
(2) Services and Supplies	8,643,592
(3) Other charges	38,589,885
(4) Fixed Assets	
(A) Land	0
(B) Structures and improvements	0
(C) Equipment	279,308
(5) Expenditure transfers	0
(6) Contingencies	0
(7) Provision for reserve increases	0
TOTAL BUDGET REQUIREMENTS	<u>\$84,897,711</u>

BE IT FURTHER RESOLVED that the means of financing the expenditures program will be by monies derived from Current Financing and Fund Balance.

BE IT FURTHER RESOLVED that the Final Budget be and is hereby adopted in accordance with the listed attachments which show in detail the approved appropriations, revenues and methods of financing, appropriations limit, total annual appropriations subject to limitations attached hereto and by reference made a part hereof.

ATTACHMENTS:

- Financing Requirements Summary Schedule
- Fixed Asset Schedule
- Expenditure Detail Schedule
- Revenue Detail Schedule

BE IT FURTHER RESOLVED AND ORDERED, that the Auditor-Controller be hereby authorized and directed to transfer funds and adjust the reserve accounts in the amounts as shown in the budget adopted herewith.

On a motion by _____, seconded by _____, the foregoing resolution is passed and adopted by the Sacramento Employment and Training Agency Governing Board, this fourth day of August, 2016 by the following vote, to wit:

- Ayes:
- Noes:
- Absent:
- Abstain:

Chair of the SETA Governing Board

ATTEST: _____
Clerk of the SETA Governing Board

ITEM III-C – 1 - ACTION

RATIFICATION OF SUBMISSION OF THE REVISED HEAD START
EXTENDED DURATION OF SERVICES APPLICATION TO THE
OFFICE OF HEAD START

BACKGROUND:

This agenda item provides an opportunity for the Governing Board to ratify the submission of a revised application to the Office of Head Start (OHS) to extend the duration of services for Head Start preschool children in Sacramento County. The Policy Council and the SETA Governing Board approved the application on May 24, 2016 and June 2, 2016 respectively. However, additional clarification from the Regional Office of Head Start and final delegate application reviews resulted in modifications to the original application and funding levels submitted and approved by the boards.

The application has been revised to include changes for the SETA Operated Program, San Juan USD and WCIC. There were no changes to the Twin Rivers USD proposal. The chart below outlines the original application presented to the board and the changes that took place for each program in the final submission to OHS/ACF.

Original Proposal	Proposed Changes	Fiscal Impact of the Change
<p>SETA Operated Program:</p> <ul style="list-style-type: none"> - Nedra (20 @ 6 hours) - Marina Vista (20 @ 6 hours) - Parker (13 @ 6 hours) - North Avenue (20 @ 8 hours) - Solid Foundation (20 @ 6 hours) - Walnut Grove (40 @ 6 hours) - Vineland (40 @ 6 hours) - New location/TBD (40 @ 6 hours) <p>213 enrollment slots</p>	<ul style="list-style-type: none"> - Changed total SOP request from 213 to 160 enrollment slots (53 less) due to restrictions of 1,020 hours maximum. Final proposal included: <ul style="list-style-type: none"> - Vineland @ 40 (no change) - Walnut Grove @ 40 (no change) - Illa Collin @ 20 (added) - Kennedy Estates @ 20 (added) - New location @ 40 (no change) - Parker, Marina Vista and North Avenue have been approved for 2016-2017 with base funds. Increased duration will still take place but without new funds. - Solid Foundations and Nedra will be revisited at a later date should base funding be identified. 	<ul style="list-style-type: none"> - Requested amount slightly decreased due to reduction of enrollment slots and associated personnel, fringe and other operating costs
<p>San Juan USD:</p> <ul style="list-style-type: none"> - Pasadena (16 @ 6.5/3.5 hours) - Dyer Kelly (34 @ 6.5/3.5 hours) - Cottage (17 @ 6.5/3.5 hours) - Choices (17 @ 6.5/3.5 hours) <p>84 enrollment slots</p>	<ul style="list-style-type: none"> - The original model was 6.5 hours M-Th and 3.5 hours on Fri. The new model is now 6.5 hours/day M-F. - 5 support staff requested in the budget were eliminated from the request (did not meet funding criteria). 	<ul style="list-style-type: none"> - Requested amount was reduced due to the elimination of the support staff, including salary and fringe.

ITEM III-C - 1 – ACTION (continued)
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Original Proposal	Proposed Changes	Fiscal Impact of the Change
Twin Rivers USD: - Morey Avenue (29 @ 6 hours) - Smythe (12 @ 6 hours) - Joyce (16 @ 6 hours) - Rio Linda (38 @ 6 hours) - Woodlake (20 @ 6 hours) - New location (16 @ 6 hours) 131 enrollment slots	No changes	N/A
Women’s Civic Improvement Club: - Playmate (20 @ 8 hours) - WCIC/Main Office (20 @ 8 hours) 40 enrollment slots	- The proposed model was to increase from 3.5 hours to 8 hours per day. The revised proposal is 7.5 hours/day.	-- Requested budget amount was not affected by the change in service hours

The board approved 468 enrollment slots in the original board action. However, changes to the plan resulted in 415 enrollment slots for the extended duration application. These program changes resulted in the following budget changes:

	Original Budget Presented to the Board	Final Budget Submitted to OHS/ACF
Basic	\$3,201,754	\$2,457,839
Start-up	\$1,060,000	\$1,220,500
TOTAL	\$4,261,754	\$3,678,339

The application was submitted to the Office of Head Start on June 24, 2016. Programs are expected to hear by December 2016 with full implementation by Fall 2017.

Staff will be available to answer questions.

RECOMMENDATION:

Ratify the submission of the revised Head Start Extended Duration of Services application to the Office of Head Start to extend the duration of services to Head Start children in Sacramento County.

STAFF PRESENTER: Denise Lee

ITEM III-C - 2 ACTION

APPROVAL TO SUBMIT THE EARLY
HEAD START-CHILD CARE PARTNERSHIP AND EXPANSION
APPLICATION TO THE OFFICE OF HEAD START

BACKGROUND:

This agenda item seeks approval for the submission of an application in the amount of approximately \$1,616,265 to the Office of Head Start to expand Early Head Start services in Sacramento County.

On June 23, 2016 the Office of Head Start/Administration for Children and Families released a funding opportunity announcement for the availability of \$135 million to be competitively awarded for the purpose of expanding access to high quality, comprehensive early learning services for low-income infants and toddlers and their families.

SETA is proposing to submit an application to serve an additional 47 children and their families. Partnerships include Los Rios Community College/American River College Child Development Program (95841) and three grantee operated school locations – Grizzly Hollow (95632), Parker Avenue (95820) and Vineland Elementary (95673). These target service areas are 90.6% to 97% under-served according to the *Sacramento County Local Child Care Development and Planning Council*.

Estimated funding requests are outlined below with an anticipated implementation date during the 2017-2018 program year. Implementation may vary depending on facility renovation/repair and staffing.

EHS-Expansion Basic	\$1,245,137
EHS Expansion – Start-up	\$ 340,000
EHS Expansion – T and TA	\$ 31,128
TOTAL	\$1,616,265

The application is due to the Office of Head Start by August 24, 2016.

Ms. Denise Lee, Deputy Director, will provide detailed information during her presentation.

RECOMMENDATION:

Approve the submission of the Early Head Start – Child Care Partnership and Expansion application to the Office of Head Start to expand services to infant/toddlers in Sacramento County.

ITEM IV-A – INFORMATION

LABOR MARKET INFORMATION PRESENTATION

BACKGROUND:

Ms. Elizabeth Bosley, EDD Labor Market Consultant, will provide a presentation on regional labor market information.

ITEM IV-B – INFORMATION
FISCAL MONITORING REPORTS

BACKGROUND:

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

Staff will be available to answer questions.

STAFF PRESENTER: Loretta Su

MEMORANDUM

TO: Ms. Karen Malkiewicz **DATE:** June 17, 2016

FROM: Mayxay Xiong, SETA Fiscal Monitor

RE: On-Site Fiscal Monitoring of
EGUSD Adult & Community Education

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIOA	Out-of-School Youth	\$190,000	7/1/15-6/30/16	7/1/15-2/28/16
WIOA	Universal Services Youth	\$61,000	7/1/15-6/30/16	7/1/15-2/28/16
WIA	25% DW	\$150,000	7/1/14-9/30/15	7/1/15-9/30/15

Monitoring Purpose: Initial Follow-up Special Final
Date of review: 5/16-5/17/16

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

Program Operator: EGUSD Adult & Community Education

Findings and General Observations:

- 1) The total costs as reported to SETA from July 1, 2015 to February 28, 2016 for the WIOA Youth and WIA Dislocated Worker programs have been traced to the delegate agency records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

- 1) None.

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Ms. Tricia Rosenbaum **DATE:** July 11, 2016
FROM: Mayxay Xiong, SETA Fiscal Monitor
RE: Fiscal Monitoring of Francis House

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
CSBG	Safety Net	\$70,400	1/1/15-12/31/15	1/1/15-12/31/15

Monitoring Purpose: Initial Follow-up Special Final X
Date of review: 4/28/16

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

Program Operator: Francis House

Findings and General Observations:

- 1) We have reviewed the CSBG programs from January 1, 2015 to December 31, 2015. The costs reported for these programs have been traced to the subgrantee's records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

- 1) None

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Ms. Cassandra Jennings **DATE:** June 30, 2016
FROM: Tammi L. Kerch, SETA Fiscal Monitor
RE: On-Site Fiscal Monitoring of Greater Sacramento Urban League

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
WIOA	US	\$ 61,000	7/1/15-6/30/16	11/1/15-2/29/16
WIA	GED, OSSI	\$ 321,320	7/1/15-6/30/16	11/1/15-2/29/16
CalWorks	TC/GED	\$ 109,800	7/1/15-6/30/16	11/1/15-2/29/16
CalWorks	ESE2/OJT	\$ 67,890	7/1/15-6/30/16	11/1/15-2/29/16

Monitoring Purpose: Initial ___ Follow-Up X Special ___ Final ___
Date of review: April 4-5, 2016 and May 16, 2016

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

Program Operator: Greater Sacramento Urban League

Findings and General Observations:

The total costs as reported to SETA for WIA, WIOA and CalWORKS programs have been reviewed and traced to the subgrantee's fiscal records. Although there are no disallowed costs, the following is a finding and concern that requires corrective action.

GSUL is not in compliance with federal regulations. The agency has expended more than \$500,000 in federal grant funds during the year ending 6.30.15 and is therefore subject to the A-133 audit requirements. Although the CPA firm, Williams and Old has begun the audit, it is still in the final stages of completion. GSUL has not provided a finalized audit report for the fiscal year ending 2015.

Recommendations for Corrective Action:

Immediately upon completion, submit to SETA an A-133 compliant audit for the fiscal year ending June 30, 2015.

cc: Kathy Kossick
Governing Board

MEMORANDUM

TO: Mr. John Foley **DATE:** July 27, 2016
FROM: Mayxay Xiong, SETA Fiscal Monitor
RE: Fiscal Monitoring of Sacramento Self Help, Inc.

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
CSBG	Family Self Sufficiency	\$20,000	1/1/15-12/31/15	1/1/15-12/31/15

Monitoring Purpose: Initial Follow-up Special Final X
Date of review: 6/1/16

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

Program Operator: Sacramento Self Help, Inc.

Findings and General Observations:

- 1) We have reviewed the CSBG program from January 1, 2015 to December 31, 2015. The costs reported for the program has been traced to the subgrantee's records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

- 2) None

cc: Kathy Kossick
Governing Board

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

Entry Level Positions
July 1 , 2015 - June 30, 2016

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			
Ace Cash Express	1	Customer Service	7
	1	Service Associate	7
Advanced Call Center Technologies	1	Customer Service Representatives	50
Allied Barton	1	Security Officer	8
Aggressive Legal Services, Inc.	1	Intake Specialist I	1
Amerigas	1	Customer Care Agent	24
Avis Budget Group	1	Car Cleaner Detailer (Vehicle Service Attendant)	1
Avis Budget Group	1	Rental Sales Associate	1
Avis Budget Group	1	Vehicle Return Associate	1
Barnes & Noble	1	Barista/Cafe Server	2
	1	Bookseller	2
Bell Brothers Plumbing Heating and Air	1	Customer Service Representative	4
Boys & Girls Clubs of Greater Sacramento	1	Program Assistant	10
Bozzuto Insurance Agency	1	Insurance Sales Agent	1
Brashers Sacramento Auto Auction	1	Dealer Registration Clerk-Front Counter Customer Service	1
	1	Transportation Billing/Data Entry Clerk	1
Castle House Distributors	1	Driver/Service Tech	1
Children's Law Center of California	1	Scanning Clerk	1
Comcast	1	Xfinity Sales Associates	9
Community Resource Project	1	Receptionist	1
Cornerstone Staffing Solutions, Inc.	1	Cashier or Checker Stock Clerk	2
Creative Living Options	1	Personal Attendant	50
Culinary Staffing America	1	Food Service Workers	40
Denio's Farmers Market and Swap Meet	1	Cashier	5
	1	Janitor Caretaker	1
Dollar General	1	Sales Associate	20
Elevate Learning	1	English and/or Math Tutors	50
Ephraim Williams Family Life Center	1	Receptionist	1
Evergreen Industries Cleaning Services, LLC	1	Cleaning Laborer	2
Express Employment Professionals	1	Customer Service Representative	1
	1	Receptionist	1
	1	Activities Assistant	1
	1	Sales & Marketing Manager (Salesforce)	1
	1	Inside Sales Representative	2
Fair Oaks Recreation & Park District	1	Recreation Leader I-Camp Counselor	10
Faneuil/InSync Consulting Services LLC	1	Customer Service Representative	500

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July 1 , 2015 - June 30, 2016

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Farmers Insurance - Stacy Cronican Insurance Agency	1	Customer Service Representative	2
	1	Sales Representative	4
First Security Services	1	Security Officer	10
Greater Sacramento Urban League	1	Youth Specialist	1
H&R Block	1	Tax Professional	20
Infinity Energy	1	Appointment Scheduler	5
	1	Solar Sales Representative	10
Itsilog	1	Cook and Prep	3
J's Communications	1	Outside Sales Representative, B2B	1
Kindred Spirits Preschool	1	Teacher Aide	1
Leukemia & Lymphoma Society	1	Part Time Outreach Assistant	15
Liberty Tax Service #8097	1	Tax Preparer	1
Los Rios Community College District	1	Account Clerk I	1
	1	Clerical Assistant	1
	1	Instructional Assistant - Foreign Language	1
	1	Instructional Assistant - Learning Resources	1
	1	Instructional Assistant - Phlebotomy Laboratory	1
	1	Instructional Assistant - Photography	1
	1	Instructional Assistant - Sign Language Studies	1
	1	Instructional Assistant-Writing/English/Reading	1
	1	Instructional Assistant- Costuming and Makeup	1
	1	Instructional Assistant-Medical Laboratory Technician	1
	1	Special Project - Student Personnel Assistant - Health and Wellness Services	1
	1	Student Personnel Assistant-Assessment/Testing	1
	1	Student Personnel Assistant - Career & Job Opportunity Services	1
	1	Student Personnel Assistant Disabled Student Programs and Services (DSP&S)	1
	1	Student Personnel Assistant - Outreach Services	1
	1	Student Personnel Assistant - Student Life	1
	1	Student Personnel Assistant - Student Services	1
	1	Student Personnel Assistant - Student Services - Athletic Program & Transfer Services Program	1
	1	Student Personnel Assistant - TANF	1
	1	Student Personnel Assistant- Student Services	1
	1	Custodian	2
Markstein Beverage Co.	1	Merchandiser	1

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MAXIMUS	1	Enrollment Service Representative	1
Mobile Management LLC (True Connect)	1	Sales Agent/CCR	15
Norcal Janitorial	1	Janitor	2
PowerSchool Group LLC	1	Customer Support Representative (Tier 1)	1
	1	Entry Level Accounts Payable Specialist	1
	1	Entry Level Corporate Development Analyst	1
	1	Entry Level Pricing Analyst	1
	1	Entry-Level Project Manager	1
PowerSchool Group LLC	1	Inside Sales Account Representative	1
PowerSchool Group LLC	1	Human Resources Intern	1
Progressive Insurance	1	Customer Service Call Center Representative- Bilingual Spanish	4
Rancho Murieta Country Club	1	Greens-Keepers	1
Ready4Change	1	AOD Certified Counselor or Intern	4
Red Lion Inn & Suites	1	Housekeeper/Custodian/Laundry Worker	4
Sacramento Employment and Training Agency	1	Associate Teacher- Tier I	1
Sacramento Metro Chamber-Commerce	1	Accounting Clerk	1
SANA Accounting & Tax Services	1	Accounting Assistant	1
	1	Receptionist / Office Assistant	1
Security Tech Protective Services	1	Armed Security Officer	10
Smartguard	1	Security Officer/Patrol Officer	6
Softsol Technologies Inc.	1	Document Prep/Scan Technician	8
Starbucks Corporation	1	Barista	7
Stericycle	1	Customer Service Representative	6
Sun City Roseville Community Association	1	Custodial Worker	1
SVS Group, Inc.	1	Event Staff & Security Guards	30
Swing Cushion Covers & More	1	General Office Assistant	1
Strategies To Empower People STEP	1	Instructor for Supported Living Services	1
Suds Factory Coin Laundry	1	Laundry Attendant	1
The Wheeler Company	1	Office Assistant	1
Training Toward Self Reliance	1	Full Time Independent Living Skills Instructor	7
Villara Building Systems	1	Human Resources Bilingual Receptionist	1
Westlake Charter School	1	Instructional Aide - Substitute	5
Wholesale Outlet, Inc.	1	Will Call/Front Counter	1
Woodmack Products, Inc.	1	Manufacturing Industrial Janitor	1
Yuba Community College District	1	Accounting Assistant	1
	1	Cashier	1
	1	Custodial Maintenance Worker	1
	1	Custodian	1

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Amware Pallet Services	3	Pallet Repairman	4
Express Employment Professionals	3	General Laborer	15
Finished Floors Inc.	3	Floor Technician	2
Jerico	3	Lighting Installer	1
Sacramento Custom Pools Inc	3	Pool Design & Construction Tech.	5
Villara Building Systems	3	Installers (Solar, Plumbing, HVAC, Sheet Metal)	1

All For You Home Care	4	Caregiver	1
Behavioral Education for Children with Autism (BECA)	4	Behavior Technician	1
California MENTOR	4	Caregiver/Direct Support Professional	2
Craig Cares	4	Caregiver/Home Health Aide/CNA	1
Express Employment Professionals - NE Sacramento	4	Floor Technician B493	2
Fowler Enterprise LLC	4	Medical Driver	1
Golden Moments Care Home Inc.	4	Caregiver	1
Oakwood Village	4	Medication Tech	10
Sacramento Home Care	4	Care Giver	6
Serenity Respite	4	Respite Care Provider	10
Visiting Angels Senior Home Care	4	Caregiver	10

Calli Tire & Wheel LLC	7	Custom Whitewall Tire Manufacturer	1
Red Lion Inn & Suites	7	Handyman	1
RPM Automotive	7	Auto Mechanic	1
Villara Building Systems	7	Fire Sprinkler Installer	1
	7	HVAC Apartments Installer	1
	7	HVAC Commercial Installer	1
	7	HVAC Sheet Metal Installer	1
	7	Plumbing Installer	1

Andy Nguyen's	8	Kitchen Helper	1
The Firehouse Restaurant	8	Fine Dining Line Cook	1

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Alhambra	9	Production Operator	5
All Seasons Burial & Cremation	9	Mortuary Transport Driver	1
Avis Budget Group	9	Part-Time Driver	1
Brashers Sacramento Auto Auction	9	Auction Driver	1
Chalet Desserts	9	Entry Level Bakery Production Worker	1
Cornerstone Staffing Solutions, Inc.	9	Warehouse Clerk	20
Dr. Pepper Snapple Group	9	Warehouse Loader	1
Exact Staff Inc.	9	Assembly Line Worker	50
	9	Packaging Associate	25
	9	Warehouse Worker	50
Express Employment Professionals	9	Delivery Driver	2
	9	Production Fabrication	1
Frank's Quality Meats Inc	9	Warehouse/Delivery Driver	1
Frito-Lay	9	Route Sales Representative - General	1
Horizon Personnel Services	9	Order Puller	10
John Jackson Masonry	9	Fleet Mechanic	1
Lamonica's Pizza Dough	9	Packaging Associate	10
Liqui-Box Corporation	9	Inspector/Packers	20
Lofings Lighting Inc.	9	Warehouse and Delivery	1
Lyft	9	Driver	9
Markstein Beverage Co.	9	Night Warehouse Associate	1
MV Transportation	9	Driver	1
Northern Sheets LLC	9	Production Workers	3
Package One	9	Class A Truck Driver	1
Stations	9	Installer	4
Teledyne Microwave Solutions	9	Assembler 1	3
	9	Warehouse Loader	4
Trinity Fresh	9	Warehouse Loader	2
	9	Warehouse Loader/Selector	4
Villara Building Systems	9	Inventory Control Clerk	1
Wholesale Outlet, Inc.	9	Receiving	1
Woodmack Products, Inc.	9	Entry-Level Production Machine Operator	1
	9	Entry Level Production Welder	1
	9	Janitor & Machine Operator	1

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Amazon	10	Part -Time Seasonal Associate	1
Arby's GH Restaurants	10	Team Member	7
Cintas Corporation	10	Route Service Sales Representative	5
Comcast	10	Individual Direct Sales	1
Crossroads Facility Services	10	Event Workers - Sacramento Convention Center	1
Express Employment Professionals	10	Telemarketer	1
Fish Window Cleaning	10	Window Cleaner	2
Frito-Lay	10	Detailer	1
	10	Merchandiser	1
Girl Scouts Heart of Central California	10	Summer Camp Positions	8
Slingshot Connections	10	Outside Sales	5
Rancho Seco Recreation	10	Maintenance/Store/Customer Service	20
Sun City Roseville Community Association	10	Line Cook	2
Thoughtful Food Inc.	10	Dishwasher	2
Total			1,428

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Arcade Creek Manor	1	Groundskeeper	1
Elite Cleaning	1	Housecleaner	2
Los Rios Community College	1	Physical Education/Athletic Attendant	1
347Group	7	Machine Operator/Laborer	6
La Bou Bakery & Cafe	8	Food Prep/Sandwich Maker/Cashier	1
Fulton-El Camino Rec-Park District	10	Recreational Leaders	20
Total			31

July 1 - 13, 2016

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347Group	7	Machine Operator/Laborer	6
Arcade Creek Manor	1	Groundskeeper	1
Elite Cleaning	1	Housecleaner	2
Fulton-El Camino Rec-Park District	10	Recreational Leaders	20
La Bou Bakery & Cafe	8	Food Prep/Sandwich Maker/Cashier	1
Los Rios Community College	1	Administrative Assistant I	1
	1	Counselor	2
	6	Information Technology Systems/Database Administrator Analyst II	1
	1	Mathematics Assistant Professor	1
	1	Physical Education/Athletic Attendant	1
	1	Student Personnel Assistants-Assessment and Testing	1
	1	Vice President of Instruction	1
Pepsico-Frito-Lay	9	Route Sales Representative - General	13
Sacramento Regional Transit District	1	Director, Office Management and Budget	1
Urban Strategies Inc.	1	Education Liaison	1
Weidmann-ACTI Inc.	9	Shipping Technician	1
Total			54

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A1 Heating & Air	3	HVAC Technician	1
	3	Journeyman Plumber	1
ABC Landscaping & Excavation, Inc.	3	Construction Supervisor	1
Accugov Inc.	1	Administrative Assistant	1
Ace Cash Express	1	Customer Service	7
	1	Service Associate	7
Adecco Employment Services	1	Customer Service Representative, Bi-lingual Spanish	10
Advance Disposal Inc.	9	Driver for Roll off Dumpsters	1
Advanced Call Center Technologies	1	Customer Service Representatives	50
	1	Human Resources - Recruiting Admin	1
Aggressive Legal Services, Inc.	1	Intake Specialist I	1
Alhambra	9	Production Operator	5
All For You Home Care	4	Caregiver	1
All Seasons Burial & Cremation	9	Mortuary Transport Driver	1
All State Insurance-Alain Ionescu Office	1	Insurance Sales Representative	1
Allied Barton	1	Security Officer	15
Always Affordable Plumbing	7	Experienced Service Plumber	1
Amazon	10	Part -Time Seasonal Associate	1
American Guard Services	1	Security Officer	5
AmeriGas	1	Customer Care Agent	24
Amware Pallet Services	3	Pallet Repairman	4
Andy Nguyen's	8	Kitchen Helper	1
Anton Building Company	3	Construction Laborer/Project Administrator	1
	1	Leasing Consultant	1
	1	Property Manager	1
Arby's GH Restaurants	10	Team Member	7
Assurance Roofing & Construction	3	Construction Foreman	1
Avis Budget Group	9	Car Cleaner Detailer (Vehicle Service Attendant)	1
	9	Driver	1
	1	Operations Manager Trainee	1
	1	Rental Sales Associate	1
	7	Truck Technician I - Mobile	1
	1	Vehicle Return Associate	1
Badger Daylighting Corporation	7	Hydrovac CDL Operator	1
Barnes & Noble	1	Assistant Store Manager	2
	1	Barista/Cafe Server	2
	1	Bookseller	3
	1	Community Business Development Manager	1
	1	Head Cashier	1
	1	Merchandise Manager	4
BBC Services, Inc.	3	Carpenter	10
	3	Superintendent and Foreman	6
Behavioral Education for Children with Autism	4	Behavior Technician	1
Bell Brothers Plumbing Heating and Air	1	Accounting Supervisor/Sr. Accountant	1
	1	Customer Service Representative	4
	7	HVAC Lead Installer	1
	1	Payroll/Accounting Clerk	1
Biaggio Tile & Stone	1	Sales Associate	1
	9	Warehouse person/Forklift Operator	1
Big Brothers Big Sisters of Greater Sacramento	1	Match Support Specialist	1
BioPhase Solutions Inc.	9	Chemical Operators	7
	9	Material Handlers	7
Bluegreen Vacations	1	Sales Representatives	3
Boys & Girls Clubs of Greater Sacramento	1	Program Assistant	10
Bozzuto Insurance Agency	1	Insurance Sales Agent	1
Brasher's Sacramento Auto Auction	9	Auction Driver	1
	1	Auto Body Condition Report Writer	1
	9	Auto Lot Worker - Fleet & Lease	1
	7	Auto Mechanic	1
	1	Dealer Registration Clerk-Front Counter Customer Service	1
	7	Lot Access Agent/Shift Lead	1
	1	Transportation Billing/Data Entry Clerk	1
California Energy Commission	1	Deputy Director, Fuels and Transportation Division	1
California Human Development	1	Education Coordinator	1

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California MENTOR	4	Caregiver/Direct Support Professional	7
California State Lands Commission	1	Public Land Management Specialist I	1
California Workforce Association	1	Administrative Assistant	1
Calli Tire & Wheel LLC	7	Custom Whitewall Tire Manufacturer	1
Capitol Health Network	1	Office Coordinator	1
Carnahan Electric Ltd	3	Journeyman Electrician	2
Castle House Distributors	1	Driver/Service Tech	1
CBS13/CW31	1	Administrative Assistant	1
Central Wireless	1	Store Manager	1
CEPS	1	Account Manager/Assistant Manager	2
Chalet Desserts	1	Bakery Production Supervisor	2
	1	Customer Service Specialist/Bakery Administrative Support	1
	1	Entry Level Bakery Production Worker	20
Chesapeake Commons Apartments	7	Maintenance Painter	1
	7	Maintenance Technician	1
Child Action	5	Assessment Unit Clerk	1
	1	Human Resources Analyst	1
Children's Law Center of California	1	Scanning Clerk	1
	1	Secretary	1
Clarke & Rush	7	Commercial HVAC Lead Installer	1
	1	Construction Office Coordinator Assistant	1
	1	Customer Service Representative	2
	7	HVAC - Home Performance Technician	1
	7	HVAC Lead Installers/Apprentices	1
	7	HVAC Service Technicians Residential & Commercial	4
	7	Insulation/Window Installers	4
	7	Plumber Service Technician	2
	9	Warehouse/Driver/HVAC Trainee	1
1	Window & Insulation Salesperson	1	
Cintas Corporation	10	Route Service Sales Representative	5
Citizen Corporation	3	Journeyman Electrician	1
City of Sacramento	1	Out of School Time Leader	29
Cokeva, Inc.	9	Logistic Operator	5
	10	Sales Executive	1
	3	Technician II	1
College of Continuing Education, Sacramento State	1	Facilities and Logistics Management Specialist	1
Comcast	10	Individual Direct Sales	1
	1	Xfinity Sales Associates	9
Comfort Systems Construction	7	Apartment Renovator	2
Common Ground Business Brokers	1	Business Broker	4
Community Resource Project	7	Energy Audit Home Inspector	1
	1	Receptionist	1
	7	Weatherization Technician	1
Cooper & Associates Realty	1	Inside Sales Agent	3
Core Commercial	1	Marketing/Graphic Design/Office	1
Cornerstone Staffing Solutions, Inc.	1	Cashier or Checker Stock Clerk	2
	9	Warehouse Clerk	20
Corporate Care	1	Technician	2
Craig Cares	4	Caregiver/Home Health Aide/CNA	1
Creative Living Options	1	Personal Attendant	50
Crossroads Facility Services	1	Community Work Incentive Coordinator (CWIC)	1
	10	Event Workers - Sacramento Convention Center	1
	1	Program Manager	1
	1	Senior Accountant	1
	1	Youth Specialist	1
Culinary Staffing America	1	Food Service Workers	40
Davis Food Co-Op	1	Night Manager	1
Dayles Diesel & Generator Repair	7	Generator Mechanic	1
Del & Joe's Body Shop Inc.	8	Food Service Worker	40
Denio's Farmers Market and Swap Meet	1	Cashier	5
	1	Janitor Caretaker	1
Denton's Custom Woodworks, Inc.	3	Cabinet Maker & Apprentice/Entry Level	2

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Diamond Foods Inc.	9	Engineering Intern	1
	7	Engineering Manager	1
	2	Maintenance Engineer/Supervisor	2
	2	Maintenance Mechanic I	1
	1	Operations Manager	1
	1	Production Supervisor	1
	7	Safety Manager	1
Dollar General	1	Assistant Store Manager	20
	1	DG Market Sales Associate	20
	1	Sales Associate	20
Dr. Pepper Snapple Group	9	Warehouse Loader	1
E3 CA INC.	1	Administrative Assistant	1
	1	Bookkeeper	1
	1	Sales and Marketing Manager	1
Efficient Energy Solutions Inc.	10	Experienced Telemarketer	1
Electrofreeze of Northern California	1	Office Administrator	1
Elevate Learning	1	English and/or Math Tutors	50
Elite HR Logistics	9	Class A CDL Truck Driver with Hazmat!	2
Empower Efficiency, LLC	1	Local Community Outreach Specialist, Energy Efficiency	1
Environmental Quality Management, Inc.	1	Clean-up Technician Nevada	1
	7	Environmental Technician EAFB	2
	9	Equipment Operator - Nevada	1
	9	Truck Driver - Nevada	1
EOS USA	1	Bilingual Debt Collector	1
	1	Legal Clerk	1
Ephraim Williams Family Life Center	1	Receptionist	1
Evergreen Industries Cleaning Services, LLC	1	Cleaning Laborer	2
eVerlife	1	Team Manger	4
Exact Staff Inc.	9	Assembly Line Worker	50
	9	Packaging Associate	25
	9	Warehouse Worker	50
Express Employment Professionals	1	Accounting / Administrative Manager	1
	1	Accounts Payable Clerk	2
	1	Accounts Receivable Assistant	1
	1	Accounts Receivable Clerk B486	1
	1	Accounts Receivable Specialist	1
	1	Activities Assistant	1
	1	Administrative Assistant	3
	1	Apartment Leasing Agent	1
	10	Car Wash Technicians	6
	8	Cook	1
	1	Customer Service Representative	4
	9	Delivery Driver	2
	1	Dispatcher	5
	10	Dishwasher	1
	1	Executive Administrative Assistant, Academics/Higher Education	2
	1	Executive Administrative Assistant, Fundraising	1
	1	Front Office & Marketing Administrative Assistant	1
	3	General Laborer	15
	7	HVAC Maintenance Technician	5
	1	Inside Sales Representative	2
	7	Maintenance Technician	2
	7	Maintenance Technicians and Repair Workers, General	1
	1	Medical Biller A369	1
	1	Medical Records Administrative Assistant	1
	1	Medical Scheduler	1
	1	Office Manager	1
	1	Outside Sales Representative	1
	1	Payroll Accounting Clerk	1
	1	Receptionist	1

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Express Employment Professionals	10	Retail Pricing Collector	5
	1	Sales & Marketing Manager (Salesforce)	1
	1	Service Coordinator / Office Manager	1
	1	Staff Accountant	1
	10	Telemarketer	1
	1	Trust Assistant	1
	1	Workplace Safety Program Instructor A679	1
Fair Oaks Recreation & Park District	1	Recreation Leader I-Camp Counselor	10
	1	Recreation Leader II	1
	1	Recreation Leader III-Lead Camp Counselor	2
	1	Senior Recreation Leader (Camp Director)	1
Faneuil/InSync Consulting Services LLC	1	Customer Service Representative	500
	1	Proposal Writer	1
Farmers Insurance - Stacy Cronican Insurance Agency	1	Customer Service Representative	2
	1	Agency Career Specialist	1
	1	Sales Representative	4
Finished Floors Inc.	7	Floor Technician	2
Fish Window Cleaning	10	Window Cleaner	2
First Security Services	1	Security Officer	10
Florin Hearing Aid	4	Hearing Aid Specialist	2
Fowler Enterprise LLC	9	Medical Driver	1
Frank's Quality Meats Inc.	9	Warehouse/Delivery Driver	1
Frito-Lay	9	Carton Handler	5
	10	Detailer	1
	9	Route Sales Representative - General	7
	10	Merchandiser	1
	9	Route Sales Representative - General	3
Girl Scouts Heart of Central California	10	Summer Camp Positions	8
Golden Moments Care Home Inc.	1	Caregiver	1
Grand Construction	3	Construction Laborers	1
Greater Sacramento Urban League	1	Youth Specialist	1
GRID Alternatives North Valley	1	Outreach Coordinator	1
	3	SolarCorps Construction Fellows	2
	1	SolarCorps Outreach Fellow	1
Grindco, Inc.	3	Concrete Grinding Specialist	1
Grocery Outlet	1	Human Resources Field Specialist	1
H&R Block	1	Office Manager/Lead	20
	1	Tax Professional	20
Headway Workforce Solutions	1	Seasonal Assistant Manager	1
Horizon Personnel Services	9	Order Puller	10
Hp Hood	1	Receptionist - Temporary	4
Hunter Douglas Fabrication	7	Production Associate/Assembler	9
Infinity Energy	1	Appointment Scheduler	5
	1	Solar Sales Representative	10
Integris Management Group	3	Equipment Planner	1
Istair Inc.	3	Stair Installer	1
J's Communications	1	Outside Sales Representative, B2B	1
J. Powers Recruiting Inc.	1	Account Executive	1
Jani-King of California	1	Account Executive	1
Jerico	3	Lighting Installer	1
J&L Teamworks Staffing	4	On-Call Hygienist Assistant	1
	1	Receptionist	1
John Jackson Masonry	9	Fleet Mechanic	1
Juma Ventures	1	Enterprise Manager	1
Kair In-Home Social Svc	1	Foster Family Agency Administrator	1
Kan Heritage Inc.	10	Car Cleaner	1
	1	Car Wash Manager	1
	1	Cashier and Salesperson	1
	1	Manager	1
	8	Mexican Food Cook	1
KCRA/KQCA	7	Operations Technician	1
	1	Reporter	1
	7	Tech Operator	1
Kelly Services	7	Machine Operator/Mail Handler	40
Ken's Bike-Ski-Board, Inc.	1	Bicycle, Ski & Snowboard Sales	1

EMPLOYER	CRITICAL CLUSTERS	JOBS	NO OF POSITIONS
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Kindred Spirits Preschool	1	Teacher Aide	1
Kustum Steel Fabricators Inc.	3	Install Laborer/Maintenance Laborer	3
	3	Layout Fitter/Foreman	1
L-3 Narda Microwave-West	3	Electrical Engineer	1
Lamonica's Pizza Dough	9	Packaging Associate	10
Landscapes by Cochran	7	Install Laborer/Maintenance Laborer	3
Leukemia & Lymphoma Society	1	Part Time Outreach Assistant	15
LG Electronics	7	Field Service Technician-Appliances and HVAC	1
Liberty Tax Service #8097	1	Tax Preparer	1
Liqui-Box Corporation	9	Inspector/Packers	20
Lobel Financial	1	Receptionist	1
	1	Underwriter	1
Lodging Goods LLC	9	Warehouse Shipper	1
Lofings Lighting Inc.	9	Warehouse and Delivery	1
Los Rios Community College District	1	Account Clerk I	1
	1	Account Clerk II	2
	1	Account Clerk III	1
	1	Accountant	1
	1	Accounting Adjunct Assistant Professor	1
	1	Accounting Assistant Professor	1
	1	Accounting Specialist	1
	1	Administrative Assistant I	3
	1	Administrative Assistant II	5
	1	Administrative Secretary I	1
	1	Admissions/Record Clerk II	1
	1	Admissions/Records Clerk III	2
	1	Admissions/Records Evaluator I	1
	1	Aeronautics Assistant Professor	1
	1	American Apprenticeship Initiative Grant Project Director	1
	1	Anthropology Assistant Professor	1
	1	Architecure Assistant Professor	1
	1	Art Assistant Professor (Studio Art)	1
	1	Art History/Humanities Assistant Professor	1
	1	Assistant Financial Aid Officer	1
	1	Associate Vice President of Student Services	1
	7	Audio/Visual Production Maintenance Technician	1
	1	Business Assistant Professor	1
	1	Campus Operations Director - Sutter County Center	1
	1	Career Technical Education Transition Coordinator	1
	1	Chemistry Assistant Professor	2
	1	Child Development Center Teacher	1
	1	Clerical Assistant	1
	1	Clerk II	1
	1	Clerk III	4
	1	Commercial Music & Sound Recording Technology Assistant Professor	1
	1	Computer Information Science Assistant Professor	4
	1	Conditioning Coach Adjunct Pool	1
	1	Confidential Executive Assistant	1
	1	Control Center Technician	1
	1	Counseling Clerk II	1
	1	Counseling Supervisor	1
	1	Counselor	2
	1	Counselor Articulation Officer	1
	1	Counselor/Coordinator-Workability III Program	1
	1	Custodial Supervisor	1
	1	Custodian	2
	1	Custodian/ Stock Clerk	1
	1	Deaf Culture and American Sign Language (ASL) Studies Assistant Professor	1

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Los Rios Community College District	1	Dean of College Planning and Research	1
	1	Dean of Communication Visual Performing Arts	1
	1	Dean of Distance Education, Virtual Education Center	1
	1	Dean of Fine and Applied Arts	1
	1	Dean of Kinesiology and Athletics	1
	1	Dean of Student Services and Enrollment	1
	1	Diagnostic Medical Sonography (DMS) Assistant Professor / Program Coordinator	1
	1	Director, Administrative Services	1
	1	Director of Marketing and Communications	1
	1	Director of Nursing Programs	1
	1	Disabled Students Programs and Services Supervisor	1
	1	Distance Education Coordinator Adjunct Pool	1
	1	Early Childhood Education Assistant Professor	1
	1	Education Admissions/Records Evaluator II	1
	1	Educational Media Design Specialist	2
	1	Engineering Assistant Professor	1
	1	English Assistant Professor	4
	1	Extended Opportunity Programs and Services Coordinator	1
	1	Facilities Planning and Engineering Specialist	1
	1	Faculty Diversity Internship Program Pool	1
	1	Fashion Assistant Professor	1
	1	Financial Aide Clerk I	1
	1	Financial Aid Clerk II	1
	1	Financial Aid Officer	1
	1	Gerontology Assistant Professor	1
	1	Graphic Designer	2
	7	Head Grounds Maintenance Technician	1
	1	Healthcare Interpreting Assistant Professor	1
	1	Hispanic Serving Institution Grant Project Director	1
	1	Horticulture Assistant Professor	1
	1	Hospitality Management/Culinary Arts Assistant Professor	1
	1	Human Resources Assistant III	1
	7	HVAC Mechanic (Heating, Ventilation, Air Conditioning Mechanic)	1
	6	Information Technology Application Systems Supervisor(Student Administration Systems)	1
	6	Information Technology Systems/Database Administrator Analyst II	1
	1	Instructional Assistant - Learning Resources	1
	1	Instructional Assistant - Mathematics	1
	1	Instructional Assistant - Phlebotomy Laboratory	1
	1	Instructional Assistant - Photography	1
	1	Instructional Assistant - Sign Language Studies	1
	1	Instructional Assistant - Writing/English/Reading	1
	1	Instructional Assistant -Foreign Language	1
	1	Instructional Assistant-Campus Computer Laboratory	2
	1	Instructional Assistant-Costuming and Makeup	1
	1	Instructional Assistant-Medical Laboratory Technician	1
	1	Instructional Science Laboratory Supervisor	1
	1	Instructional Services Assistant I	1
	6	IT Business/Technical Analyst I	1
	6	IT Specialist II - Microcomputer Support	1
	6	IT Systems/Database Analyst II	1
1	Kinesiology and Athletics Assistant Professor/Women's Head Volleyball Coach	1	
1	Laboratory Technician - Science	1	
1	Lead Custodian	1	
3	Lead HVAC Mechanic	1	
1	Lead Library Media Technical Assistant	1	
3	Lead Maintenance Electrician	1	
1	Library/Media Technical Assistant	2	
7	Locksmith/Glazier	1	
7	Maintenance Painter-Special Projects	1	

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Los Rios Community College District	1	Mathematics Assistant Professor	5
	1	Mechanical Electrical Technology Professor	1
	1	Media Systems/Resources Specialist	1
	1	Music (Vocal) Assistant Professor	1
	1	Nursing Assistant Professor	1
	7	Operations Technician	1
	1	Outreach Clerk	1
	1	Outreach Specialist	2
	1	Payroll Technician	1
	1	Philosophy Instructor	1
	1	Physical Education/Athletic Attendant	1
	1	Physics Assistant Professor	1
	1	Police Captain	1
	1	Police Communication Dispatcher	1
	1	Police Lieutenant	1
	1	Police Officer	1
	1	Printing Services Operator II	1
	1	Printing Services Operator III	1
	1	Psychology Assistant Professor	1
	1	Public Relations Technician	1
	1	Public Services Librarian	1
	1	Real Estate Assistant Professor	1
	1	Recruit Training Officer	1
	4	Registered Nurse	1
	1	Research Analyst	1
	6	Senior Information Technology Systems/Database Administrator Analyst	1
	6	Senior Information Technology Network Administrator Analyst	1
	6	Senior IT Technician - Lab/Area Microcomputer Support	1
	6	Senior Information Technology Business/Technical Analyst	1
	1	Sociology Assistant Professor	1
	1	Special Project - Student Personnel Assistant - Health and Wellness Services	1
	1	Special Projects- Inmate Education Specialist	1
	1	Special Projects- Laboratory Technical Support Assistant - Health and Education Labs	1
	1	Special Projects- Work-based Learning Specialist	1
	1	Speech Communication Assistant Professor	1
	1	Speech Language Pathology Program Assistant Professor	1
	1	Student Affairs Specialist	1
	1	Student Personnel Assistant - Assessment/Testing	2
	1	Student Personnel Assistant - Career & Job Opportunity Services	1
	1	Student Personnel Assistant Disabled Student Programs and Services (DSP&S)	1
	1	Student Personnel Assistant - Outreach Services	1
	1	Student Personnel Assistant - Student Life	1
	1	Student Personnel Assistant - Student Services	3
	1	Student Personnel Assistant - Student Services - Athletic Program & Transfer Services Program	1
	1	Student Personnel Assistant - TANF	1
	1	Student Services Supervisor	1
	1	Student Success and Support Program Faculty Coordinator	3
	1	Student Success and Support Program Specialist	3
	1	Studio Art Assistant Professor	1
	7	Utility Worker	1
	4	Telecommunications Systems Designer	1
	1	Vice President of Student Services	1
Loss Prevention Specialist LLC	1	Agricultural Loss Control Consultant	1
	1	Construction Loss Control Consultant	1
LYFT	9	Driver	9
Marathon Health	4	Family Nurse Practitioner/Physician Assistant	1
	4	Medical Assistant	1

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Markstein Beverage Co.	9	Class A Commercial Delivery Driver	1
	1	Merchandiser	2
	9	Night Warehouse Associate	1
	10	Retail Service Representative Merchandiser	1
Matriscope Engineering Laboratories, Inc.	1	Assistant Business Development Manager	1
	1	Project Accountant	1
Maximus	1	Enrollment Service Representative	1
Merryhill School	1	Preschool Teacher	2
Metropolitan Van and Storage, Inc.	1	Administrative Assistant/Move Coordinator	1
MGA Healthcare Inc.	1	Recruiter	2
MGO Strategic Staffing	1	Accountant	2
	1	Bookkeeper	1
MJM Facility Support Services	1	Custodian	3
Mobile Management LLC (True Connect)	1	Sales Agent/CCR	15
Modis IT Staffing	6	Group Level Processor	20
ModSquad, Inc.	6	Technical Support Specialist	1
Motivational Systems Inc.	1	Sign Wavers - El Dorado Hills	4
MSUH, Inc.	1	Customer Service Representative	2
	7	Vehicle Service Attendant	2
Mutual Assistance Network	1	AmeriCorps Parent Educator	1
	1	Community Center Assistant - AmeriCorps	1
	1	Parent Educator - AmeriCorps	1
	1	Team Leader	1
Mventix Inc.	1	Lifeline Field Agent	1
MV Transportation	9	Driver	1
National Audubon Society	1	Contracts and Government Grants Manager	1
Nature's Select Pet Food	9	Warehouse Coordinator/Inside Sales	1
Norcal Janitorial	1	Janitor	2
Northcentral Pizza, LLC. dba Domino's Pizza	1	Assistant Manager	1
Northern Sheets LLC	9	Production Workers	3
	9	Stacker Operator	4
Oakwood Village	1	Caregiver	10
	4	Medication Tech	10
Orepac Building Products	9	Driver	4
Pacific Gas and Electric Company	1	Customer Service Representative	25
	7	Entry to Utility Operations	30
Pacific Health & Home	3	Masonry Installer	2
	3	Skilled Tradesman/Craftsman	2
Pacific Protection INC	1	Unarmed Security Officer	10
Pacific Staffing	1	Call Center Manager - Bilingual Spanish	1
	1	Technical Support Agent	1
Package One	9	Class A Truck Driver	1
Payroll on the Web	1	Administrative Assistant	1
	1	Payroll Specialist	1
	1	Payroll Tax Specialist	1
Paradise Oaks Youth Services	4	Residential Counselor	1
Pep Boys	7	Technicians and Mechanics	10
Pilkington North America Inc.	1	Service Center Administrator	1
Pirtek Power Inn	7	Field Service Technician	1
Porter Facilities	7	Hood Cleaning Technician	4
Powerhouse Science Center	1	Director of Finance & Operations	1

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PowerSchool Group LLC	1	Accountant	1
	2	Associate Performance Test Engineer	1
	2	Associate QA Test Engineer	1
	6	Associate Software Engineer	1
	1	Associate Systems Administrator	1
	1	Billing Associate	1
	1	Collections Associate	1
	6	Compliance Application Software Engineer	1
	6	Compliance Database Software Engineer	1
	1	Contracts Administrator	1
	1	Corporate Trainer	2
	1	Customer Support Representative (Tier 1)	1
	6	Desktop Technician	1
	1	Entry Level Accounts Payable Specialist	1
	1	Entry Level Corporate Development Analyst	1
	1	Entry Level Pricing Analyst	1
	1	Entry-Level Project Manager	1
	1	Financial Analyst	1
	1	Human Resources Intern	1
	1	Inside Sales Account Representative	1
	1	Marketing Campaign Coordinator	1
	1	Product Manager-Consumer	1
	1	Product Marketing and Competitive Intelligence Manager	1
	1	Product Marketing Manager	1
	1	Recruiting Manager	1
	1	Renewals Associate	1
	1	Salesforce Administrator	1
	1	Senior Corporate Recruiter	1
	1	Senior Manager of Human Resources	1
	6	Senior Network Engineer	1
	1	Senior Project Manager	1
6	Senior Systems Engineer	1	
6	Senior UI Interface Designer	1	
6	Systems Engineer II	1	
1	Vice President of Customer Operations- School Systems Group	1	
PrideStaff	3	Machine Operator and Woodworking Craftsman	10
	9	Production and Manufacturing Technician	10
	3	Service Technician	1
Progressive Insurance	1	Customer Service Call Center Representative- Bilingual Spanish	4
Puroclean Sacramento	3	General Laborers- Restoration Industry	2
	7	Technician/Project Manager	4
Quality Driver Solutions	9	Class A Driver	15
	9	Commercial Truck Drivers	20
RagingWire Enterprise Solutions	1	Accounting Clerk	1
	1	Benefit Analyst	1
	3	Electrical Apprentice	2
	6	IT Business Analyst (Information Technology Business Analyst)	1
	3	Journeyman Electrician	2
	7	NOC Technician	1
1	Sales Business Analyst	1	
Rancho Murieta Country Club	1	Greens-Keepers and Bunker Workers	2
Rancho Seco Recreation	1	Maintenance/Store/Customer Service	5
Ready-Set-Go Children's Center	1	Preschool Teacher	3
Restoration Hardware	1	Client Service Center Supervisor	2
Ready4Change	1	AOD Certified Counselor or Intern	4
Red Lion Inn & Suites	7	Handyman	1
	1	Housekeeper/Custodian/Laundry Worker	4
	7	Night Auditor	1
Ridge Electric Telecommunications, Inc.	3	Journeyman Electrician/Apprentice	10
RPM Automotive	7	Auto Mechanic	1
Rudy's Hideaway Lobster House	8	Line Cook	1

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Sacramento County Office of Education	1	Coordinator, Adult Re-entry Programs	1
	1	Account Clerk Level I/II	1
	1	Accountant	3
	1	Office Specialist Level I/II	1
Sacramento Custom Pools Inc.	3	Pool Design & Construction Tech.	1
Sacramento Employment and Training Agency	1	Associate Teacher Infant Toddler	1
	1	Associate Teacher- Tier I	1
	1	Associate Teacher Tier III	1
	1	CFS Education Program Officer	1
	1	CFS Program Specialist	1
	1	CFS--Quality Assurance Analyst	1
	1	Early Head Start Educator	1
	1	Family Services Worker Range I	1
	1	Family Services Worker Range III	1
	9	Head Start Courier/Maintenance	1
	1	Head Start Education Coordinator	1
	5	Head Start Home Visitor	1
	1	Head Start On-Call Cook/Driver	1
	1	Head Start Substitute Child Care Teacher	1
	1	Head Start Substitute Teacher Assistant	1
	1	Site Supervisor	1
	1	Workforce Development Professional Range 2	1
Sacramento Home Care	4	Care Giver	6
Sacramento Metro Chamber-Commerce	1	Accounting Clerk	1
Sacramento Regional Transit District	1	Assistant General Manager - Administration	1
	1	Clerk II	1
	1	Community Bus Services (CBS) Dispatcher/Supervisor	1
	1	Customer Service Representative	1
	1	Director, Bus Maintenance	1
	1	Director, Labor Relations	1
	1	Director, Office Management and Budget	1
	7	Facilities Maintenance Mechanic	1
	7	Facilities Service Worker	1
	6	IT Business Systems Analyst / Senior IT Business Systems Analyst - Trapeze	1
	1	Legal Secretary	1
	7	Light Rail Vehicle Technician	1
	7	Lineworker	1
	7	Maintenance Supervisor - Wayside	1
	1	Marketing and Communications Specialist	1
	7	Mechanic A	2
	3	Network Operations Engineer	1
	1	Revenue Clerk	1
	1	Safety Specialist II	1
	1	Senior Human Resources Analyst	1
	6	Senior Information Technology Business Systems Analyst	3
	1	Service Worker - Bus and/or Light Rail	1
	1	Transit Agent Fare Checker	30
Safari Kid	1	Toddler Teacher	1
Safety Center Incorporated	1	Workplace Safety Program Instructor	1
SANA Accounting & Tax Services	1	Accounting Assistant	1
Santa Cruz County Bank	1	SBA Business Development Officer	1
SBS BEAUTY SALON	1	Hair Stylist	1
Sears	1	Member Experience Associate	6
Security Tech Protective Services	1	Armed Security Officer	10
Select Staffing	1	Call Center Representative	30
Serenity Respite	4	Respite Care Provider	10
Serve All Contracting	3	Construction / Maintenance Technician	1
	1	Receptionist / Office Assistant	1
Showmasters Entertainment Company	10	Disc Jockey / Master Em Cee	1
	1	Landscape / Nursery / Gardner / Personnel	1
	1	Sales and Marketing Manager	1
	10	Special Event Staff Member	1

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Sierra Vista Hospital	4	Assessment and Referral Clinician	4
	1	Case Manager	4
	4	Mental Health Technician (MHT)	4
	4	Registered Nurse	5
Silgan Containers	7	Mechanic	5
Slingshot Connections	1	Outside Sales	5
Smartguard	1	Security Officer/Patrol Officer	6
Softsol Technologies Inc.	1	Business Analyst	1
	1	Document Prep/Scan Technician	8
SolarCity	1	Call Center Concierge	20
	3	Electrician	20
	1	Energy Consultant (Inside Sales)	15
	7	PV Installer	20
South Beach Grill	8	Cook/Prep	2
Southeast Asian Assistance Center	1	Executive Director	1
South Side Art Center	1	Ceramic Lead Artist Instructor	1
Stanford Youth Solutions	1	Therapist	4
Staff Management	1	Area Manager	30
STAR, Inc.	10	Armed Private Security	5
Starbucks Corporation	1	Barista	7
Stations	9	Installer	4
Stay Safe Mechanical	7	HVAC Mechanic (Heating, Ventilation, Air Conditioning Mechanic)	1
STC Netcom	2	Civil Hand	2
	7	RF Technician	2
Stericycle	1	Customer Service Representative	6
Strategies To Empower People (STEP)	1	American Sign Language Interpreter (ASL Interpreter)	1
	1	Case Supervisor/Facilitator for Supported Living Services	2
	1	Direct Support Professionals	20
	1	Instructor for Supported Living Services	1
	1	Staffing and Scheduling Coordinator for Human Resources Department	1
Sub Sea Systems Inc.	9	Product Manager--Marine Recreation	1
Suds Factory Coin Laundry	1	Laundry Attendant	1
Sun City Roseville Community Association	1	Custodial Worker	1
	1	Line Cook	2
	10	PT Personal Trainer	1
Sunfinity Solar	7	Solar Energy Specialist	50
SVS Group, Inc.	1	Event Staff & Security Guards	30
	9	Warehouse Worker	25
Swing Cushion Covers & More	1	General Office Assistant	1
Teledyne Microwave Solutions	9	Assembler 1	3
	9	Assembler Collector Line	1
	9	Assembler Electronic Amplifier	1
	3	Brazing Furnace Operator	1
	7	Calibration Lab Technician	1
	7	Calibration Technician	1
	1	Contracts Administrator	1
	1	Contracts/Pricing Manager 4	1
	1	Data Analyst	1
	3	Electrical Engineer 4	1
	7	Electrical Mechanical Calibrations Technician	1
	7	Electronic Bench Technician	1
	3	Electronic Engineer 2	1
	7	Electronic Technician	1
	7	Machinist 4	1
	9	Product Finisher	1
	9	Product Quality Inspector	1
	1	Senior Contracts Administrator	1
	7	Technical Support 2	1
	7	Technician 1	1
	1	Trade Compliance Support Administrator 1	1
	3	TWT Design Engineer	1

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The Firehouse Restaurant	1	Fine Dining Line Cook	1
The Paver Company	3	Construction Foreman	2
The Wheeler Company	1	Office Assistant	1
Therapeutic Pathways	4	Behavior Technician	20
Thoughtful Food Inc.	10	Dishwasher	2
Tidwell Enterprises, Inc.	3	Mason	4
Timco Construction Inc.	3	General Construction Estimator	1
Titan Tree Service Inc.	1	Groundsman	2
Total Clerical Services	1	Bilingual Customer Service Representative	15
	1	Member Service Representative	10
Training Toward Self Reliance	1	Full Time Independent Living Skills Instructor	1
Trinity Fresh	9	Class B Truck Driver	4
	9	Warehouse Loader	2
	9	Warehouse Loader/Selector	4
True Transport Inc.	9	CDL A Truck Driver	4
TruTeam of California	7	Insulation Installer	1
Twin Peaks Restaurant	8	Kitchen Staff	60
UC Davis Health System	1	Administrative Support Assistant	10
	1	Care Coordinator/ ED Analyst	1
	1	Custodian/Senior Custodian	11
	3	Electrician	1
	1	Administrative Assistant II	1
Uinta Brewing Company	9	Brewer I	2
United Cerebral Palsy	1	Direct Support Professional	5
Universal Chiropractic Spine & Sport	10	Certified Massage Therapist (CMT)	2
Utiliquist LLC	3	Utility Line Locator	5
Urban Strategies Inc.	1	Education Liaison	1
Villara Building Systems	9	Class A and Class C Driver	1
	9	Driver	1
	7	Duct Blaster	1
	7	Fire Sprinkler Installer	1
	1	Human Resources Bilingual Receptionist	1
	7	HVAC Apartments Installer	1
	7	HVAC Commercial Installer	1
	7	HVAC Retro-Fit Lead	1
	7	HVAC Sheet Metal Installer	1
	7	HVAC Start-Up Technician	1
	7	HVAC Warranty and Paid Service Technician	1
	3	Installers (Solar, Plumbing, HVAC, Sheet Metal)	1
	9	Inventory Control Clerk	1
	1	Manufacturing Administrative Assistant	1
	7	Plumbing Finish/Service	1
	7	Plumbing Installer	1
7	Quality Control Load Master/Inspector	2	
Vision Industrial Packaging Inc.	1	Field Account Executive	2
Vision Service Plan	1	Customer Care Representative (CCR)	1
Visiting Angels Senior Home Care	4	Caregiver	10
Weidmann Electrical Technology Inc.	7	Laboratory Technician	2
Western States Fire Protection	7	Alarm & Detection Technician	1
	1	Division Administrative Assistant	1
	7	Fire Alarm/Fire Sprinkler Inspector	1
	7	Fire Sprinkler Designer	3
	1	Instructor	1
	1	Service Administrator	1
	9	Shop Foreman	1
Westlake Charter School	1	Instructional Aide - Substitute	5
Wholesale Outlet, Inc.	9	Delivery Driver	1
	1	Front Counter/Will Call	1
	9	Receiving	1
Woodmack Products, Inc.	9	Entry-Level Production Machine Operator	1
	9	Entry Level Production Welder	1
	9	Janitor & Machine Operator	1
	1	Manufacturing Industrial Janitor	1
	9	Machine Operator	3
Yellow Cab of Sacramento	1	Call Center Representative	4

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Yuba Community College District	1	Accounting Assistant	1
	1	Adjunct Instructors	1
	1	Cashier	1
	1	Custodial Maintenance Worker	1
	1	Custodian	1
	1	Director of Financial Aid	1
	1	Director of TRiO Programs	1
	1	Financial Aid Technician	1
	1	Human Resources Analyst/Academic	1
	1	Interim Chief of Police	1
	1	Library Technical Assistant	1
	1	Nursing Instructor	1
	1	Philosophy Instructor	1
	1	Site Supervisor - Child Development Center	1
	1	Testing Technician	1
1	X-Ray Technology Instructor	1	
Zebra Restoration Services	7	Property Damage Restoration Technician	3
Total			2,945

ITEM IV-D – INFORMATION
DISLOCATED WORKER UPDATE

BACKGROUND:

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

STAFF PRESENTER: William Walker

Dislocated Worker Information PY 2015/2016

The following is an update of information as of June 30, 2016 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	5/8/2015	Sutter Medical Foundation 8170 Laguna Blvd Elk Grove, CA 95758	7/1/2015	15	6/25/2015
Unofficial	6/4/2015	Bank of America 10850 White Rock Rd. Rancho Cordova, CA 95670	10/30/2015	35	9/30/2015
Official	6/11/2015	Intel 1900 Prairie City Rd. Folsom, CA 95630	7/15/2015	152	Declined
Official	6/26/2015	Raley's 4551 Mack Road Sacramento, CA 95823	9/12/2015	60	Declined
Official	6/15/2015	Insync 3712 Douglas Blvd. Roseville, CA 95661	9/30/2015	148	7/1/2015 8/14/15
Official	7/27/2015	Hank Fisher Properties, Inc. 610 Fulton Avenue Suite 100 Sacramento, CA 95825	9/30/2015	243	10//15/15
Official	10/27/2015	Isola USA Corporation 233 Dwight Rd. Elk Grove, CA 95758	12/28/2015	72	12/8 & 12/9/15
Unofficial	11/9/2015	L3 Narda 107 Woodmere Folsom, CA 95630	11/18/2015	20	11/18/2015
Unofficial	11/16/2015	Cegment 9738 Lincoln Village Dr. Sacramento, CA 95827	12/31/2015	25	12/11/2015 2/16/16
Official	12/4/2015	Philips Electronics North America 2870 Kilgore Rd. Rancho Cordova, CA 95670	2/16/2016	60	4/4/2016
Official	12/11/2015	The Collective 13000 Folsom Blvd. Folsom, CA 95630	1/7/2016	20	Packets Delivered
Official	1/6/2016	Macy's (Country Club Mall) 3500 El Camino Avenue Sacramento, CA 95821	3/14/2016	111	3/2/16 & 3/4/16 3/9/16 & 3/11/16
Official	1/12/2016	Kmart 8501 Auburn Blvd Citrus Heights, CA 95610	4/3/2016	86	2/3/16 & 2/5/16 2/10/16 & 2/13/16
Official	1/25/2016	Cardinal Health 3238 Dwight Rd. Elk Grove, CA 95158	3/31/2016	58	3/15 /16 3-16-16
Official	1/28/2016	BlueShield of California 3300 Zinfandel Dr. Rancho Cordova, CA 95670	4/28/2016	58	Declined

Dislocated Worker Information PY 2015/2016

The following is an update of information as of June 30, 2016 on the Worker Adjustment and Training Notification (WARN) notices and Non WARN notifications in Sacramento County.

	MONTH RECEIVE NOTICE	COMPANY AND ADDRESS	WARN STATUS	# OF AFFECTED WORKERS	SETA'S INTERVENTION
Unofficial	2/17/2016	Save Mart 2735 Marconi Ave Sacramento, CA 95821	3/3/2016	50	Declined
Unofficial	3/10/2016	Orchard Supply Hardware 905 E. Bidwell St. Folsom, CA 95630	8/1/2016	40	7/7/2016 7/14/16
Official	3/22/2016	ZETA Communications 5321 Luce Avenue McClellan, CA 95652	3/22/2016	122	Declined
Official	4/8/2016	Kohl's Department Store #1375 11051 Olson Dr. Rancho Cordova, CA 95670	6/19/2016	40	Delivered Packets 5/16/16
Official	4/25/2019	Intel 1900 Prairie City Rd. Folsom, CA 95630	5/31/2016	249	7/8/2016
Official	5/5/2016	Maggioano's 1689 Arden Way, Ste. 1148 Sacramento, CA 95815	6/30/2016	85	5/31/2016
Official	6/10/2016	CVS Health: Financial Services Center Rancho Cordova, CA 95670	9/30/2016	152	Pending
Unofficial	6/22/2016	Northridge Music Center 7871 Greenback Lane Citrus Heights, CA 95610	6/30/2016	10	6/28/2016
Unofficial	5/17/2016	Sport Chalet 2401 Butano Dr. Sacramento, CA 95821	6/30/2016	320	Delivered Packets 5/13/16
Unofficial	5/19/2016	Sports Authority 3350 Arden Way Sacramento, CA 95815	8/31/2016	150	Pending
Unofficial	6/27/2016	Hancock Fabrics 2711 El Camino Sacramento, CA 95821	7/13/2016	22	6/6/16 6/8/16
Official	6/27/2016	CST California Stations 4625 San Juan Avenue Fair Oaks, CA 95628	7/5/2016	6	Pending
Unofficial	6/29/2016	CalStar 4933 Bailey Loop McClellan, CA 95652	9/15/2016	20	Pending
Official	6/30/2016	DCS Facility Services 3731 Metro Dr. Suite 600 Sacramento, CA 95215	8/31/2016	11	Pending
			Total # of Affected Workers	2,440	

ITEM IV-E – INFORMATION

UNEMPLOYMENT UPDATE/PRESS RELEASE FROM THE EMPLOYMENT
DEVELOPMENT DEPARTMENT

BACKGROUND:

The unemployment rate for Sacramento County for the month of June was 5.6%.

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

Staff will be available to answer questions.

STAFF PRESENTER: Roy Kim

**SACRAMENTO—ROSEVILLE—ARDEN-ARCADE METROPOLITAN STATISTICAL AREA
(MSA)
(EL DORADO, PLACER, SACRAMENTO, AND YOLO COUNTIES)
Construction led year-over job gains**

The unemployment rate in the Sacramento--Roseville--Arden-Arcade MSA was 5.6 percent in June 2016, up from a revised 4.7 percent in May 2016, and below the year-ago estimate of 5.8 percent. This compares with an unadjusted unemployment rate of 5.7 percent for California and 5.1 percent for the nation during the same period. The unemployment rate was 5.4 percent in El Dorado County, 4.8 percent in Placer County, 5.9 percent in Sacramento County, and 5.9 percent in Yolo County.

Between May 2016 and June 2016, combined employment located in the counties of El Dorado, Placer, Sacramento, and Yolo increased by 11,000 to total 957,400 jobs.

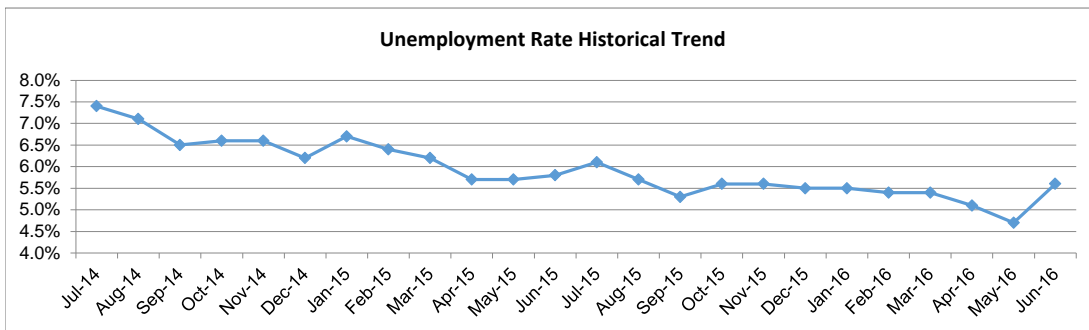
- Leisure and hospitality led the region in month-over job gains (up 3,000 jobs). Food services and drinking places accounted for the majority of the growth (up 1,700 jobs).
- Trade, transportation, and utilities reported an above-average gain of 2,500 jobs compared to its average 500-job gain between May and June over the prior 10 years. All three subsectors of this industry advanced over the month: retail trade (up 1,700 jobs), wholesale trade (up 300 jobs), and transportation, warehousing, and utilities (up 500 jobs).
- Government advanced by 2,000 jobs. Local government was up 1,000 jobs, state government reported a 600-job increase, and federal government contributed 400 jobs.
- Professional and business services advanced by 1,700 jobs, well above its prior 10-year average gain of 700 jobs this time of year. Nearly 65 percent of the growth was concentrated in professional, scientific, and technical services (up 1,100 jobs).
- Meanwhile, private education and health services reported a seasonal decline of 600 jobs, largely in private educational services (down 500 jobs).

Between June 2015 and June 2016, total jobs in the region increased by 26,600 or 2.9 percent.

- Construction led year-over growth, up 5,700 jobs compared to last June. Specialty trade contractors accounted for almost 80 percent of the growth with 4,500 jobs.
- Government payrolls advanced by 5,500 jobs. Local government added 2,800 jobs, state government was up by 2,000 jobs, and federal government contributed 700 jobs.
- Other major industry sectors which added over 3,000 jobs over the year included: private education and health services (up 4,700 jobs), professional and business services (up 3,900 jobs), and trade, transportation, and utilities (up 3,500 jobs).
- On the down side, information (down 400 jobs) and mining and logging (down 100 jobs) each trimmed payrolls over the year.

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

The unemployment rate in the Sacramento--Roseville--Arden-Arcade MSA was 5.6 percent in June 2016, up from a revised 4.7 percent in May 2016, and below the year-ago estimate of 5.8 percent. This compares with an unadjusted unemployment rate of 5.7 percent for California and 5.1 percent for the nation during the same period. The unemployment rate was 5.4 percent in El Dorado County, 4.8 percent in Placer County, 5.9 percent in Sacramento County, and 5.9 percent in Yolo County.



Industry	May-2016	Jun-2016	Change		Jun-2015	Jun-2016	Change
	Revised	Prelim				Prelim	

Total, All Industries	946,400	957,400	11,000		930,800	957,400	26,600
Total Farm	10,100	10,500	400		10,400	10,500	100
Total Nonfarm	936,300	946,900	10,600		920,400	946,900	26,500
Mining, Logging, and Construction	54,800	56,700	1,900		51,100	56,700	5,600
Mining and Logging	500	500	0		600	500	(100)
Construction	54,300	56,200	1,900		50,500	56,200	5,700
Manufacturing	36,500	37,000	500		36,600	37,000	400
Trade, Transportation & Utilities	146,400	148,900	2,500		145,400	148,900	3,500
Information	14,000	13,900	(100)		14,300	13,900	(400)
Financial Activities	51,600	51,300	(300)		51,000	51,300	300
Professional & Business Services	121,500	123,200	1,700		119,300	123,200	3,900
Educational & Health Services	144,800	144,200	(600)		139,500	144,200	4,700
Leisure & Hospitality	95,800	98,800	3,000		96,700	98,800	2,100
Other Services	32,200	32,200	0		31,300	32,200	900
Government	238,700	240,700	2,000		235,200	240,700	5,500

Notes: Data not adjusted for seasonality. Data may not add due to rounding
 Labor force data are revised month to month

July 22, 2016

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 2015 Benchmark

Data Not Seasonally Adjusted

	Jun 15	Apr 16	May 16 Revised	Jun 16 Prelim	Percent Change	
					Month	Year
Civilian Labor Force (1)	1,065,600	1,056,200	1,054,900	1,072,900	1.7%	0.7%
Civilian Employment	1,003,800	1,002,700	1,005,800	1,012,300	0.6%	0.8%
Civilian Unemployment	61,700	53,500	49,200	60,600	23.2%	-1.8%
Civilian Unemployment Rate	5.8%	5.1%	4.7%	5.6%		
(CA Unemployment Rate)	6.2%	5.2%	4.7%	5.7%		
(U.S. Unemployment Rate)	5.5%	4.7%	4.5%	5.1%		
Total, All Industries (2)	930,800	940,000	946,400	957,400	1.2%	2.9%
Total Farm	10,400	9,700	10,100	10,500	4.0%	1.0%
Total Nonfarm	920,400	930,300	936,300	946,900	1.1%	2.9%
Total Private	685,200	692,900	697,600	706,200	1.2%	3.1%
Goods Producing	87,700	88,700	91,300	93,700	2.6%	6.8%
Mining, Logging, and Construction	51,100	52,500	54,800	56,700	3.5%	11.0%
Mining and Logging	600	500	500	500	0.0%	-16.7%
Construction	50,500	52,000	54,300	56,200	3.5%	11.3%
Construction of Buildings	10,500	10,800	11,100	11,300	1.8%	7.6%
Specialty Trade Contractors	34,000	34,700	36,900	38,500	4.3%	13.2%
Building Foundation & Exterior Contractors	9,300	9,800	10,600	11,000	3.8%	18.3%
Building Equipment Contractors	13,100	13,600	14,300	14,600	2.1%	11.5%
Building Finishing Contractors	7,500	7,500	7,900	8,500	7.6%	13.3%
Manufacturing	36,600	36,200	36,500	37,000	1.4%	1.1%
Durable Goods	24,900	25,200	25,300	25,500	0.8%	2.4%
Computer & Electronic Product Manufacturing	6,300	6,700	6,700	6,700	0.0%	6.3%
Nondurable Goods	11,700	11,000	11,200	11,500	2.7%	-1.7%
Food Manufacturing	4,100	3,300	3,400	3,700	8.8%	-9.8%
Service Providing	832,700	841,600	845,000	853,200	1.0%	2.5%
Private Service Providing	597,500	604,200	606,300	612,500	1.0%	2.5%
Trade, Transportation & Utilities	145,400	144,300	146,400	148,900	1.7%	2.4%
Wholesale Trade	24,500	24,500	24,700	25,000	1.2%	2.0%
Merchant Wholesalers, Durable Goods	13,100	13,200	13,300	13,400	0.8%	2.3%
Merchant Wholesalers, Nondurable Goods	9,000	9,000	9,000	9,100	1.1%	1.1%
Retail Trade	96,600	95,800	97,200	98,900	1.7%	2.4%
Motor Vehicle & Parts Dealer	13,300	13,700	13,800	13,800	0.0%	3.8%
Building Material & Garden Equipment Stores	8,200	8,100	8,200	8,200	0.0%	0.0%
Grocery Stores	18,700	18,300	18,400	18,700	1.6%	0.0%
Health & Personal Care Stores	5,200	5,400	5,400	5,500	1.9%	5.8%
Clothing & Clothing Accessories Stores	7,100	6,500	6,600	6,700	1.5%	-5.6%
Sporting Goods, Hobby, Book & Music Stores	3,900	4,400	4,300	4,300	0.0%	10.3%
General Merchandise Stores	20,400	21,200	21,300	21,400	0.5%	4.9%
Transportation, Warehousing & Utilities	24,300	24,000	24,500	25,000	2.0%	2.9%
Information	14,300	14,000	14,000	13,900	-0.7%	-2.8%
Publishing Industries (except Internet)	2,400	2,300	2,300	2,300	0.0%	-4.2%
Telecommunications	6,300	6,100	6,100	6,000	-1.6%	-4.8%
Financial Activities	51,000	51,700	51,600	51,300	-0.6%	0.6%
Finance & Insurance	37,200	37,200	36,900	36,900	0.0%	-0.8%
Credit Intermediation & Related Activities	12,100	11,900	12,000	12,000	0.0%	-0.8%
Depository Credit Intermediation	6,900	6,400	6,400	6,400	0.0%	-7.2%
Nondepository Credit Intermediation	2,900	2,900	2,900	2,900	0.0%	0.0%
Insurance Carriers & Related	21,100	21,700	21,600	21,600	0.0%	2.4%
Real Estate & Rental & Leasing	13,800	14,500	14,700	14,400	-2.0%	4.3%
Real Estate	10,700	11,000	11,200	11,200	0.0%	4.7%
Professional & Business Services	119,300	119,800	121,500	123,200	1.4%	3.3%
Professional, Scientific & Technical Services	52,900	53,400	53,100	54,200	2.1%	2.5%
Architectural, Engineering & Related Services	8,700	9,000	9,000	9,100	1.1%	4.6%
Management of Companies & Enterprises	10,400	10,500	10,500	10,700	1.9%	2.9%
Administrative & Support & Waste Services	56,000	55,900	57,900	58,300	0.7%	4.1%
Administrative & Support Services	53,100	53,200	55,000	55,600	1.1%	4.7%
Employment Services	20,700	20,600	21,100	20,800	-1.4%	0.5%

Data Not Seasonally Adjusted

	Jun 15	Apr 16	May 16 Revised	Jun 16 Prelim	Percent Change	
					Month	Year
Services to Buildings & Dwellings	11,600	11,700	11,900	11,900	0.0%	2.6%
Educational & Health Services	139,500	143,800	144,800	144,200	-0.4%	3.4%
Education Services	12,400	12,700	12,800	12,300	-3.9%	-0.8%
Health Care & Social Assistance	127,100	131,100	132,000	131,900	-0.1%	3.8%
Ambulatory Health Care Services	43,500	46,100	46,600	46,400	-0.4%	6.7%
Hospitals	24,100	24,500	24,500	24,600	0.4%	2.1%
Nursing & Residential Care Facilities	16,500	16,800	16,900	16,900	0.0%	2.4%
Leisure & Hospitality	96,700	99,200	95,800	98,800	3.1%	2.2%
Arts, Entertainment & Recreation	15,400	15,300	14,200	15,100	6.3%	-1.9%
Accommodation & Food Services	81,300	83,900	81,600	83,700	2.6%	3.0%
Accommodation	8,500	8,900	8,100	8,500	4.9%	0.0%
Food Services & Drinking Places	72,800	75,000	73,500	75,200	2.3%	3.3%
Restaurants	68,600	69,000	69,300	70,800	2.2%	3.2%
Full-Service Restaurants	33,000	33,000	32,800	34,300	4.6%	3.9%
Limited-Service Eating Places	35,600	36,000	36,500	36,500	0.0%	2.5%
Other Services	31,300	31,400	32,200	32,200	0.0%	2.9%
Repair & Maintenance	8,900	8,800	9,000	9,100	1.1%	2.2%
Government	235,200	237,400	238,700	240,700	0.8%	2.3%
Federal Government	13,700	13,900	14,000	14,400	2.9%	5.1%
Department of Defense	1,600	1,700	1,700	1,700	0.0%	6.3%
State & Local Government	221,500	223,500	224,700	226,300	0.7%	2.2%
State Government	116,200	117,200	117,600	118,200	0.5%	1.7%
State Government Education	29,700	30,100	30,200	30,500	1.0%	2.7%
State Government Excluding Education	86,500	87,100	87,400	87,700	0.3%	1.4%
Local Government	105,300	106,300	107,100	108,100	0.9%	2.7%
Local Government Education	58,600	60,600	61,000	60,700	-0.5%	3.6%
Local Government Excluding Education	46,700	45,700	46,100	47,400	2.8%	1.5%
County	18,700	18,600	18,800	18,900	0.5%	1.1%
City	10,700	10,100	10,200	10,700	4.9%	0.0%
Special Districts plus Indian Tribes	17,300	17,000	17,100	17,800	4.1%	2.9%

Notes:

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

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

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

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**Monthly Labor Force Data for Cities and Census Designated Places (CDP)
 June 2016 - Preliminary
 Data Not Seasonally Adjusted**

Area Name	Labor Force	Employment	Unemployment Number	Unemployment Rate	Census Ratios Emp	Census Ratios Unemp
Sacramento County	697,500	656,700	40,800	5.9%	1.000000	1.000000
Arden Arcade CDP	44,800	41,800	3,000	6.7%	0.063708	0.073225
Carmichael CDP	30,200	28,200	2,000	6.7%	0.042896	0.049253
Citrus Heights city	43,800	41,100	2,700	6.2%	0.062606	0.066109
Elk Grove CDP	79,400	75,800	3,600	4.5%	0.115430	0.087482
Fair Oaks CDP	16,700	15,800	800	5.0%	0.024089	0.020444
Florin CDP	20,000	18,200	1,800	9.0%	0.027683	0.043810
Folsom city	36,100	34,700	1,400	3.8%	0.052870	0.033508
Foothill Farms CDP	16,100	15,100	1,000	6.0%	0.023006	0.023675
Galt city	11,100	10,300	800	6.9%	0.015735	0.018722
Gold River CDP	4,200	4,100	100	2.5%	0.006200	0.002541
Isleton city	300	300	0	10.1%	0.000473	0.000867
La Riviera CDP	5,800	5,400	400	6.3%	0.008235	0.008869
North Highlands CDP	17,800	16,900	900	5.3%	0.025707	0.022985
Orangevale CDP	17,400	16,400	1,000	6.0%	0.024970	0.025527
Rancho Cordova City	33,900	31,700	2,200	6.5%	0.048244	0.053744
Rancho Murieta CDP	2,800	2,700	100	3.7%	0.004112	0.002552
Rio Linda CDP	6,800	6,400	400	5.7%	0.009698	0.009363
Rosemont CDP	11,600	11,000	700	5.6%	0.016685	0.015989
Sacramento city	231,000	216,700	14,300	6.2%	0.330031	0.350305
Vineyard CDP	12,700	12,100	600	4.5%	0.018491	0.013869
Walnut Grove CDP	700	600	100	10.4%	0.000889	0.001656
Wilton CDP	1,800	1,700	100	2.8%	0.002610	0.001224

CDP is "Census Designated Place" - a recognized community that was unincorporated at the time of the 2009- 2013 5-Year American Community Survey (ACS).

Notes:

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

Methodology:

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

Data Not Seasonally Adjusted

Area Name	Labor Force	Employ- ment	Unemployment Number	Rate	Census Ratios	
					Emp	Unemp

Monthly CDP labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each CDP at the Ratios for CDP's were developed from special tabulations based on ACS employment and

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

REPORT 400 C
Monthly Labor Force Data for Counties
June 2016 - Preliminary
 Data Not Seasonally Adjusted

COUNTY	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
STATE TOTAL	---	19,181,200	18,093,500	1,087,700	5.7%
ALAMEDA	9	830,700	791,700	39,000	4.7%
ALPINE	43	500	460	40	7.6%
AMADOR	27	14,750	13,860	890	6.1%
BUTTE	37	102,600	95,300	7,300	7.2%
CALAVERAS	26	20,860	19,600	1,260	6.0%
COLUSA	57	10,960	9,460	1,500	13.7%
CONTRA COSTA	11	553,200	526,200	27,000	4.9%
DEL NORTE	40	9,980	9,250	740	7.4%
EL DORADO	19	90,000	85,100	4,800	5.4%
FRESNO	50	456,300	413,500	42,800	9.4%
GLENN	47	13,420	12,270	1,150	8.6%
HUMBOLDT	16	62,400	59,140	3,260	5.2%
IMPERIAL	58	81,400	62,100	19,300	23.7%
INYO	18	9,160	8,670	490	5.3%
KERN	55	398,500	355,600	42,900	10.8%
KINGS	53	58,200	52,300	5,900	10.2%
LAKE	33	29,520	27,540	1,980	6.7%
LASSEN	33	10,670	9,960	710	6.7%
LOS ANGELES	16	5,041,800	4,781,600	260,300	5.2%
MADERA	50	62,600	56,700	5,900	9.4%
MARIN	2	143,000	138,000	5,100	3.5%
MARIPOSA	21	8,680	8,180	510	5.8%
MENDOCINO	14	40,690	38,620	2,070	5.1%
MERCED	54	116,400	104,100	12,300	10.6%
MODOC	37	3,410	3,170	250	7.2%
MONO	22	8,190	7,700	480	5.9%
MONTEREY	28	231,000	216,700	14,300	6.2%
NAPA	5	76,800	73,600	3,200	4.2%
NEVADA	13	49,050	46,600	2,450	5.0%
ORANGE	7	1,611,600	1,540,500	71,200	4.4%
PLACER	10	180,100	171,400	8,700	4.8%
PLUMAS	45	8,310	7,620	690	8.3%
RIVERSIDE	33	1,044,400	974,600	69,700	6.7%
SACRAMENTO	22	697,500	656,700	40,800	5.9%
SAN BENITO	36	30,200	28,100	2,100	6.9%
SAN BERNARDINO	30	933,600	873,500	60,000	6.4%
SAN DIEGO	14	1,577,000	1,496,400	80,600	5.1%
SAN FRANCISCO	2	552,800	533,200	19,600	3.5%
SAN JOAQUIN	45	325,600	298,400	27,100	8.3%
SAN LUIS OBISPO	8	147,200	140,600	6,600	4.5%
SAN MATEO	1	445,600	430,900	14,800	3.3%
SANTA BARBARA	11	224,400	213,300	11,000	4.9%
SANTA CLARA	4	1,038,900	996,800	42,200	4.1%
SANTA CRUZ	29	149,300	139,900	9,400	6.3%
SHASTA	37	75,400	70,000	5,400	7.2%
SIERRA	40	1,410	1,310	100	7.4%
SISKIYOU	42	18,340	16,970	1,380	7.5%
SOLANO	22	208,400	196,200	12,200	5.9%
SONOMA	5	263,300	252,100	11,100	4.2%
STANISLAUS	49	246,000	223,400	22,600	9.2%
SUTTER	52	45,500	41,000	4,400	9.8%
TEHAMA	44	25,050	23,100	1,950	7.8%
TRINITY	30	5,460	5,110	350	6.4%
TULARE	55	207,600	185,300	22,400	10.8%
TUOLUMNE	30	21,870	20,460	1,410	6.4%
VENTURA	19	428,000	404,700	23,300	5.4%
YOLO	22	105,200	99,000	6,200	5.9%
YUBA	48	28,500	26,000	2,500	8.8%

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 2015 benchmark and Census 2010 population controls at the state level.

REPORT 400 M
Monthly Labor Force Data for California
Counties and Metropolitan Areas
June 2016 - Preliminary
 Data Not Seasonally Adjusted

Area	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
STATE TOTAL	---	19,181,200	18,093,500	1,087,700	5.7%
ANAHEIM-SANTA ANA-IRVINE MD (Orange Co.)	9	1,611,600	1,540,500	71,200	4.4%
BAKERSFIELD MSA (Kern Co.)	61	398,500	355,600	42,900	10.8%
CHICO MSA (Butte Co.)	42	102,600	95,300	7,300	7.2%
EL CENTRO MSA (Imperial Co.)	64	81,400	62,100	19,300	23.7%
FRESNO MSA (Fresno Co.)	55	456,300	413,500	42,800	9.4%
HANFORD CORCORAN MSA (Kings Co.)	59	58,200	52,300	5,900	10.2%
LOS ANGELES LONG BEACH GLENDALE MD (Los Angeles Co.)	19	5,041,800	4,781,600	260,300	5.2%
MADERA MSA (Madera Co.)	55	62,600	56,700	5,900	9.4%
MERCED MSA (Merced Co.)	60	116,400	104,100	12,300	10.6%
MODESTO MSA (Stanislaus Co.)	54	246,000	223,400	22,600	9.2%
NAPA MSA (Napa Co.)	7	76,800	73,600	3,200	4.2%
OAKLAND HAYWARD BERKELEY MD	12	1,383,900	1,317,900	66,000	4.8%
Alameda Co.	11	830,700	791,700	39,000	4.7%
Contra Costa Co.	14	553,200	526,200	27,000	4.9%
OXNARD THOUSAND OAKS VENTURA MSA (Ventura Co.)	22	428,000	404,700	23,300	5.4%
REDDING MSA (Shasta Co.)	42	75,400	70,000	5,400	7.2%
RIVERSIDE SAN BERNARDINO ONTARIO MSA	37	1,977,900	1,848,200	129,800	6.6%
Riverside Co.	38	1,044,400	974,600	69,700	6.7%
San Bernardino Co.	34	933,600	873,500	60,000	6.4%
SACRAMENTO--ROSEVILLE--ARDEN-ARCADE MSA	24	1,072,900	1,012,300	60,600	5.6%
El Dorado Co.	22	90,000	85,100	4,800	5.4%
Placer Co.	12	180,100	171,400	8,700	4.8%
Sacramento Co.	26	697,500	656,700	40,800	5.9%
Yolo Co.	26	105,200	99,000	6,200	5.9%
Yuba Co.	32	231,000	216,700	14,300	6.2%
SALINAS MSA (Monterey Co.)	37	231,000	216,700	14,300	6.2%
SAN DIEGO CARLSBAD MSA (San Diego Co.)	17	1,577,000	1,496,400	80,600	5.1%
SAN FRANCISCO REDWOOD CITY SOUTH SAN FRANCISCO MD	2	998,400	964,100	34,300	3.4%
San Francisco Co.	3	552,800	533,200	19,600	3.5%
San Mateo Co.	1	445,600	430,900	14,800	3.3%
SAN JOSE SUNNYVALE SANTA CLARA MSA	5	1,069,100	1,024,800	44,200	4.1%
San Benito Co.	41	30,200	28,100	2,100	6.9%
Santa Clara Co.	5	1,038,900	996,800	42,200	4.1%
SAN LUIS OBISPO PASO ROBLES ARROYO GRANDE MSA (San Luis Obispo Co.)	10	147,200	140,600	6,600	4.5%
SAN RAFAEL MD (Marin Co.)	3	143,000	138,000	5,100	3.5%
SANTA CRUZ WATSONVILLE MSA (Santa Cruz Co.)	33	149,300	139,900	9,400	6.3%
SANTA MARIA SANTA BARBARA MSA (Santa Barbara Co.)	14	224,400	213,300	11,000	4.9%
SANTA ROSA MSA (Sonoma Co.)	7	263,300	252,100	11,100	4.2%
STOCKTON LODI MSA (San Joaquin Co.)	50	325,600	298,400	27,100	8.3%
VALLEJO FAIRFIELD MSA (Solano Co.)	26	208,400	196,200	12,200	5.9%
VISALIA PORTERVILLE MSA (Tulare Co.)	61	207,600	185,300	22,400	10.8%
YUBA CITY MSA	55	74,000	67,100	7,000	9.4%
Sutter Co.	58	45,500	41,000	4,400	9.8%
Yuba Co.	53	28,500	26,000	2,500	8.8%
Alpine Co.	48	500	460	40	7.6%
Amador Co.	31	14,750	13,860	890	6.1%
Calaveras Co.	30	20,860	19,600	1,260	6.0%
Colusa Co.	63	10,960	9,460	1,500	13.7%
Del Norte Co.	45	9,980	9,250	740	7.4%
Glenn Co.	52	13,420	12,270	1,150	8.6%
Humboldt Co.	19	62,400	59,140	3,260	5.2%
Inyo Co.	21	9,160	8,670	490	5.3%
Lake Co.	38	29,520	27,540	1,980	6.7%
Lassen Co.	38	10,670	9,960	710	6.7%
Mariposa Co.	25	8,680	8,180	510	5.8%
Mendocino Co.	17	40,690	38,620	2,070	5.1%
Modoc Co.	42	3,410	3,170	250	7.2%
Mono Co.	26	8,190	7,700	480	5.9%
Nevada Co.	16	49,050	46,600	2,450	5.0%
Plumas Co.	50	8,310	7,620	690	8.3%
Sierra Co.	45	1,410	1,310	100	7.4%
Siskiyou Co.	47	18,340	16,970	1,380	7.5%
Tehama Co.	49	25,050	23,100	1,950	7.8%
Trinity Co.	34	5,460	5,110	350	6.4%
Tuolumne Co.	34	21,870	20,460	1,410	6.4%

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 2015 benchmark and Census 2010 population controls at the state level.

REPORT 400 W
Monthly Labor Force Data for Local Workforce Development Areas
June 2016 - Preliminary
 Data Not Seasonally Adjusted

REGION	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
STATE TOTAL	---	19,181,200	18,093,500	1,087,700	5.7%
ALAMEDA COUNTY Alameda County, except Oakland City	7	618,100	591,500	26,600	4.3%
OAKLAND CITY Oakland City	27	212,600	200,200	12,300	5.8%
CONTRA COSTA COUNTY Contra Costa County, except Richmond City	13	499,800	475,800	24,000	4.8%
RICHMOND CITY Richmond City	25	53,400	50,400	3,000	5.6%
LOS ANGELES COUNTY Los Angeles County, except Los Angeles City, Verdugo Consortium, Foothill Consortium, South Bay Consortium, Southeast Los Angeles County Consortium, and Pacific Gateway Workforce Investment Network	18	1,854,200	1,759,700	94,500	5.1%
LOS ANGELES CITY Los Angeles City	23	2,021,200	1,910,600	110,600	5.5%
VERDUGO CONSORTIUM Burbank, Glendale, and La Cañada Flintridge Cities	12	169,700	161,900	7,800	4.6%
FOOTHILL CONSORTIUM Arcadia, Duarte, Monrovia, Pasadena, Sierra Madre, and South Pasadena Cities	4	159,200	152,700	6,500	4.1%
SOUTH BAY CONSORTIUM Carson, El Segundo, Gardena, Hawthorne, Hermosa Beach, Inglewood, Lawndale, Manhattan Beach, Redondo Beach, Lomita, and Torrance Cities	11	364,400	347,700	16,700	4.6%
SELACO (SOUTHEAST LOS ANGELES COUNTY CONSORTIUM) Artesia, Bellflower, Cerritos, Downey, Hawaiian Gardens, Lakewood, and Norwalk Cities	10	227,100	216,800	10,300	4.5%
PACIFIC GATEWAY WORKFORCE INVESTMENT NETWORK Long Beach and Signal Hill Cities	26	246,200	232,200	13,900	5.7%
ORANGE COUNTY Orange County, except Anaheim and Santa Ana Cities	5	1,278,100	1,224,800	53,300	4.2%
ANAHEIM CITY Anaheim City	24	172,200	162,600	9,700	5.6%
SANTA ANA CITY Santa Ana City	17	161,300	153,100	8,200	5.1%
SAN BERNARDINO COUNTY San Bernardino County, except San Bernardino City	33	849,200	796,000	53,100	6.3%
SAN BERNARDINO CITY San Bernardino City	38	84,400	77,500	6,900	8.2%
SAN JOSE - SILICON VALLEY Santa Clara County, except Cupertino, Los Altos, Milpitas, Mountain View, Palo Alto, Santa Clara, and Sunnyvale Cities	8	712,700	681,600	31,100	4.4%
NOVA (NORTH VALLEY CONSORTIUM) Cupertino, Los Altos, Milpitas, Mountain View, Palo Alto, Santa Clara, and Sunnyvale Cities; San Mateo County	1	771,900	746,000	25,900	3.3%
GOLDEN SIERRA CONSORTIUM Alpine, El Dorado, and Placer Counties	16	270,600	257,000	13,600	5.0%
KERN, INYO, MONO CONSORTIUM Kern, Inyo, and Mono Counties	45	415,800	372,000	43,900	10.6%
MOTHER LODE CONSORTIUM Amador, Calaveras, Mariposa, and Tuolumne Counties	31	66,200	62,100	4,100	6.1%
NAPA-LAKE Napa and Lake Counties	14	106,300	101,100	5,200	4.9%
NORTEC (NORTHERN RURAL TRAINING AND EMPLOYMENT CONSORTIUM) Butte, Del Norte, Lassen, Nevada, Modoc, Plumas, Shasta, Sierra, Siskiyou, Tehama, and Trinity Counties	37	309,700	288,300	21,400	6.9%
NCCC (NORTH CENTRAL COUNTIES CONSORTIUM) Colusa, Glenn, Sutter, and Yuba Counties	43	98,400	88,800	9,600	9.8%
FRESNO COUNTY Fresno County	41	456,300	413,500	42,800	9.4%
HUMBOLDT COUNTY Humboldt County	21	62,400	59,100	3,300	5.2%
IMPERIAL COUNTY Imperial County	48	81,400	62,100	19,300	23.7%
KINGS COUNTY Kings County	44	58,200	52,300	5,900	10.2%
MADERA COUNTY Madera County	42	62,600	56,700	5,900	9.4%
MARIN COUNTY Marin County	2	143,000	138,000	5,100	3.5%
MENDOCINO COUNTY Mendocino County	19	40,700	38,600	2,100	5.1%
MERCED COUNTY Merced County	46	116,400	104,100	12,300	10.6%
MONTEREY COUNTY Monterey County	32	231,000	216,700	14,300	6.2%

RIVERSIDE COUNTY Riverside County	35	1,044,400	974,600	69,700	6.7%
SACRAMENTO CITY/COUNTY Sacramento County	28	697,500	656,700	40,800	5.9%
SAN BENITO COUNTY San Benito County	36	30,200	28,100	2,100	6.9%
SAN DIEGO CITY/COUNTY San Diego County	20	1,577,000	1,496,400	80,600	5.1%
SAN FRANCISCO CITY/COUNTY San Francisco County	3	552,800	533,200	19,600	3.5%
SAN JOAQUIN COUNTY San Joaquin County	39	325,600	298,400	27,100	8.3%
SAN LUIS OBISPO COUNTY San Luis Obispo County	9	147,200	140,600	6,600	4.5%
SANTA BARBARA COUNTY Santa Barbara County	15	224,400	213,300	11,000	4.9%
SANTA CRUZ COUNTY Santa Cruz County	34	149,300	139,900	9,400	6.3%
SOLANO COUNTY Solano County	29	208,400	196,200	12,200	5.9%
SONOMA COUNTY Sonoma County	6	263,300	252,100	11,100	4.2%
STANISLAUS COUNTY Stanislaus County	40	246,000	223,400	22,600	9.2%
TULARE COUNTY Tulare County	47	207,600	185,300	22,400	10.8%
VENTURA COUNTY Ventura County	22	428,000	404,700	23,300	5.4%
YOLO COUNTY Yolo County	30	105,200	99,000	6,200	5.9%

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 2015 benchmark and Census 2010 population controls at the state level.

**Monthly Labor Force Data for Cities and Census Designated Places (CDP)
 June 2016 - Preliminary
 Data Not Seasonally Adjusted**

Area Name	Labor Force	Employment	Unemployment Number	Unemployment Rate	Census Ratios Emp	Census Ratios Unemp
El Dorado County	90,000	85,100	4,800	5.4%	1.000000	1.000000
Cameron Park CDP	8,900	8,500	400	4.6%	0.099797	0.085585
Diamond Springs CDP	5,100	4,700	300	6.7%	0.055621	0.070626
El Dorado Hills CDP	21,700	20,900	800	3.8%	0.245026	0.169084
Georgetown CDP	1,000	900	100	9.3%	0.010742	0.019402
Placerville city	4,700	4,300	300	7.3%	0.050999	0.070532
Pollock Pines CDP	3,100	3,000	100	4.3%	0.034801	0.027652
Shingle Springs CDP	2,600	2,500	100	4.5%	0.029098	0.024025
South Lake Tahoe city	11,700	11,000	700	6.0%	0.129178	0.143933

CDP is "Census Designated Place" - a recognized community that was unincorporated at the time of the 2009- 2013 5-Year American Community Survey (ACS).

Notes:

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

Methodology:

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

Monthly CDP labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each CDP at the Ratios for CDP's were developed from special tabulations based on ACS employment and

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

**Monthly Labor Force Data for Cities and Census Designated Places (CDP)
 June 2016 - Preliminary
 Data Not Seasonally Adjusted**

Area Name	Labor Force	Employment	Unemployment Number	Unemployment Rate	Census Ratios Emp	Census Ratios Unemp
Placer County	180,100	171,400	8,700	4.8%	1.000000	1.000000
Auburn city	6,900	6,500	400	5.6%	0.037945	0.044642
Colfax city	1,100	1,000	100	9.1%	0.005861	0.011639
Dollar Point CDP	500	500	0	1.1%	0.003152	0.000685
Foresthill CDP	900	900	0	4.1%	0.005264	0.004451
Granite Bay CDP	11,500	11,000	500	4.4%	0.064164	0.058659
Kings Beach CDP	2,500	2,400	200	6.3%	0.013845	0.018260
Lincoln city	18,700	17,700	1,000	5.3%	0.103334	0.113436
Loomis town	3,100	3,000	100	3.3%	0.017606	0.011748
Meadow Vista CDP	1,400	1,400	100	3.8%	0.008042	0.006163
North Auburn CDP	5,700	5,400	300	4.8%	0.031381	0.031155
Rocklin city	30,500	29,000	1,500	4.9%	0.169433	0.171575
Roseville city	64,900	62,000	3,000	4.6%	0.361434	0.339981
Sunnyside Tahoe City CDP	1,100	1,000	100	5.3%	0.006069	0.006676
Tahoe Vista CDP	1,000	1,000	0	4.4%	0.005670	0.005136

CDP is "Census Designated Place" - a recognized community that was unincorporated at the time of the 2009- 2013 5-Year American Community Survey (ACS).

Notes:

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

Methodology:

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

Monthly CDP labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each CDP at the time of the 2009-2013 American Community Survey. Ratios for CDP's were developed from special tabulations based on ACS employment and unemployment data.

This method assumes that the rates of change in employment and unemployment, since the 2009-2013 American Community Survey are exactly the same in each city and CDP as at the county level (i.e., the rates are accurate). If this assumption is not true for a specific city or CDP, then the estimates for that area may be less accurate.

Data Not Seasonally Adjusted

Area Name	Labor Force	Employment	Unemployment Number	Unemployment Rate	Census Ratios Emp	Unemp
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may not represent the current economic conditions. Since this assumption is untested, caution should be employed when using these data.

**Monthly Labor Force Data for Cities and Census Designated Places (CDP)
 June 2016 - Preliminary
 Data Not Seasonally Adjusted**

Area Name	Labor Force	Employment	Unemployment Number	Unemployment Rate	Census Ratios Emp	Census Ratios Unemp
Yolo County	105,200	99,000	6,200	5.9%	1.000000	1.000000
Davis city	35,400	33,800	1,600	4.5%	0.341537	0.258240
Esparto CDP	1,400	1,300	100	6.6%	0.012881	0.014454
West Sacramento city	25,800	24,000	1,800	6.9%	0.242575	0.284938
Winters city	3,800	3,600	200	5.3%	0.036565	0.032407
Woodland city	29,700	27,800	1,900	6.3%	0.280928	0.299300

CDP is "Census Designated Place" - a recognized community that was unincorporated at the time of the 2009- 2013 5-Year American Community Survey (ACS).

Notes:

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

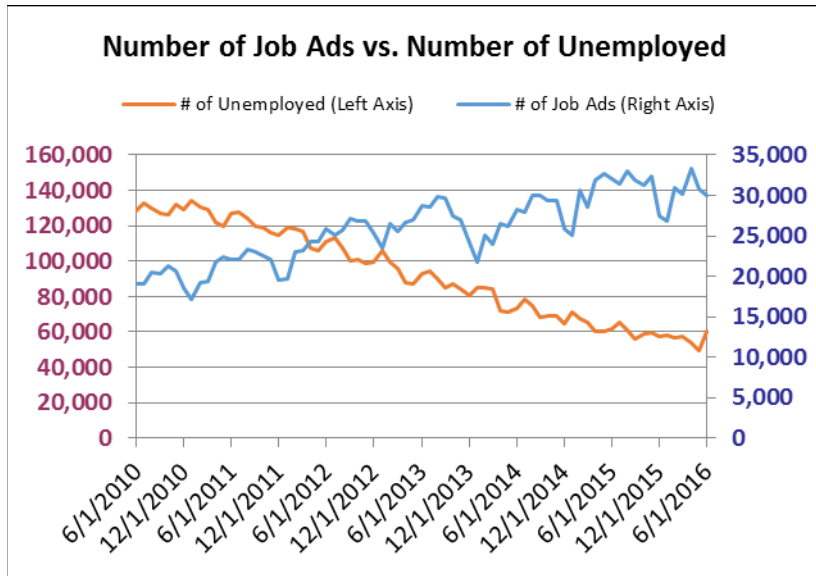
Methodology:

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

Monthly CDP labor force data are derived by multiplying current estimates of county employment and unemployment by the relative employment and unemployment shares (ratios) of each CDP at the Ratios for CDP's were developed from special tabulations based on ACS employment and

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

Recent Job Ads for Sacramento Roseville Arden Arcade MSA Not Seasonally Adjusted - June 2016

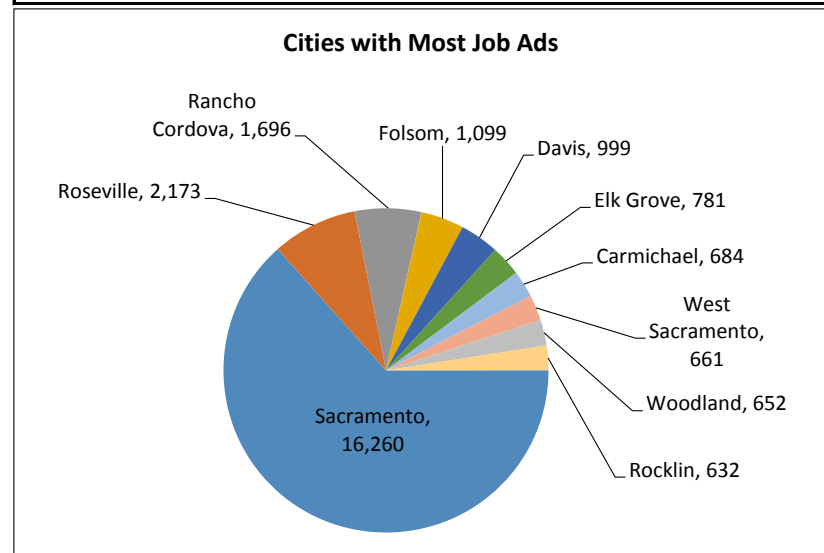


Employers with Most Job Ads

Sutter Health	670
Dignity Health	522
University of California, Davis	440
Wells Fargo	303
San Juan Unified School District	302
Robert Half International	295
Randstad	285
Kaiser Permanente	267
Los Rios Community College District	250
Anthem, Inc.	206

Occupations with Most Job Ads

Registered Nurses	1310
Heavy and Tractor-Trailer Truck Drivers	673
Computer Systems Analysts	569
Retail Salespersons	536
Customer Service Representatives	474
First-Line Supervisors of Office and Administrative Support	462
First-Line Supervisors of Retail Sales Workers	448
Computer User Support Specialists	443
Medical and Health Services Managers	427
First-Line Supervisors of Food Preparation & Serving Workers	394



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

Staff will be available to answer questions.

PRESENTER: Denise Lee

REGULAR MEETING OF THE HEAD START POLICY COUNCIL

(Minutes reflect the actual progress of the meeting.)

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

Tuesday, May 24, 2016
9:00 a.m.

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

Mr. Kenneth Tate called the meeting to order at 9:05 a.m. The Pledge of Allegiance was recited. Mr. Tate read the thought of the day. Ms. Blanks, interim secretary, called the roll and a quorum was established.

PC Members Present:

Lydia Razo, Elk Grove Unified School District
Tyrone Broxton, Elk Grove Unified School District
Andrea Scharnow, Sacramento City Unified School District
Amanda Robinson, San Juan Unified School District
Linda Litka, San Juan Unified School District
Stacy Lewis, Women's Civic Improvement Club/Playmate
Natalie Craig, SETA-Operated Program
Stacey Webster, Home Base Option
Kenneth Tate, Past Parent Representative
Robin Blanks, Grandparent Representative
Calvin Sheppard, Men's Activities Affecting Children Committee
Nicole Chilton, Birth and Beyond (arrived at 9:12 a.m.)

Members Absent:

Phoua Lee, Sacramento City Unified School District (excused)
Reginald Castex, WCIC/Playmate Child Development Center (unexcused)
Megan Guerrero, SETA-Operated Program (no longer on the board; accepted SETA position)
Erica Williams, Twin Rivers Unified School District (unexcused)
Penelope Scott, SETA-Operated Program (excused)

New Members Seated:

Thelma Adams, SETA-Operated Program
Terri McMillin, Past Parent Representative

New Members to be Seated but Absent:

Natalie Rossetti, Twin Rivers Unified School District (unexcused)
Maria Cruz, Sacramento City Unified School District (unexcused)

Ms. Chilton arrived and was seated at 9:12 a.m.

II. Consent Item

A. Approval of the Minutes of the April 26, 2016 Regular Meeting

The minutes were reviewed; no questions or corrections.

Moved/McMillin, second/Lewis, to approve the April 26, 2016 minutes as distributed.

Show of hands vote:

Aye: 12 (Adams, Blanks, Broxton, Craig, Lewis, Litka, McMillin, Razo, Robinson, Scharnow, Sheppard, Webster)

Nay: 0

Abstentions: 2 (Chilton and Tate)

III. Action Items

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

The Policy Council went into closed session at 9:12 a.m. The Board went back into open session at 9:30 a.m. Mr. Tate reported out that the Policy Council approved the eligible lists for: Associate Teacher (I, III, and Infant/Toddler), Quality Assurance Analyst, Program Specialist, Head Start Coordinator (Education) (Sup), and Head Start Courier/Maintenance.

B. Approval to Submit the Head Start/Early Head Start Cost of Living Adjustment (COLA) Application 2016-2017

Ms. Lee reviewed the board item. This application will be used to increase staff salaries and fringe benefits as well as pay for higher operating costs.

Moved/Lewis, second/Scharnow, to approve the submission of the Cost of Living Adjustment application for the Head Start/Early Head Start base grant in the amount of \$908,704 and the Early Head Start-Child Care Partnership and Expansion grant in the amount of \$26,460 for Fiscal Year 2016-2017. Total COLA funds will be \$935,164.

Show of hands vote:

Aye: 13 (Adams, Blanks, Broxton, Chilton, Craig, Lewis, Litka, McMillin, Razo, Robinson, Scharnow, Sheppard, Webster)

Nay: 0

Abstentions: 1 (Tate)

C. Approval of the Submission of the Head Start Extended Duration of Services Application to the Office of Head Start

Ms. Lee stated that this application offers the opportunity to extend the duration of services for preschooler and infant/toddlers. SETA will be requesting approximately \$4.2 million; \$3.2 in base funding with an additional \$1 million in start-up, one-time costs. The \$3.2 will be added to SETA/Head Start's base funding. The funding will support 468 preschoolers with extended duration. Details for each agency are in the packet. Since the application timelines were very tight, delegate agency applications are still being reviewed by staff. Should the plan change, staff will return to the board with an update in July.

Moved/Blanks, second/Scharnow, to approve the submission of the Head Start Extended Duration of Services application to the Office of Head Start to extend the duration of services to Head Start Children in Sacramento County in the amount of up to \$4,261,754 million.

Aye: 13 (Adams, Blanks, Broxton, Chilton, Craig, Lewis, Litka, McMillin, Razo, Robinson, Scharnow, Sheppard, Webster)

Nay: 0

Abstentions: 1 (Tate)

IV. **Information Items**

A. Presentation: Transition to Kindergarten from a Parent's Perspective – Ms. Susan Field Garland

Ms. Karen Gonzales introduced Ms. Susan Field Garland, Head Start Coordinator (Education) to provide a presentation on how parents can assist the transitioning of their children from preschool to kindergarten. A handout was provided on activities parents can do with their children to assist them in gearing up for kindergarten.

B. Standing Information Items

- PC/PAC Calendar of Events – Ms. Linda Litka reviewed the calendar of events.
- Parent, Family & Community Engagement - Events and Activities –
- Parent/Staff Recognitions – Mr. Tate acknowledged Ms. BraJona Harris, a Parent Advisor at Sacramento City USD. Ms. Harris has been working with Sac City since 2009 and is the child advisor for parent development. Ms. Harris's daughter was in Head Start and is now in the GATE program.

- Fiscal Monthly Report/Corporate Card Monthly Statement of Account: Ms. D'et Saurbourne reviewed the fiscal report as of April, 2016. There will be a large portion of the T/TA funds remaining so SETA will be applying for an extension to move it into next fiscal year.

Mr. Sheppard left the meeting at 10:14 a.m.

The budget is at 73.4% expended and we meeting our non-federal share match and admin is at 10.4%. The American Express card report was reviewed. The next Budget/Planning Committee is planned for June 14; all parents are urged to attend.

- Toastmasters Training – Mr. Tate reviewed the last meeting; great speeches were provided.

Ms. Litka reminded board members to complete the Parent Leadership Institute survey and return to her, Mr. Tate, or Ms. Desha.

- Community Resources – Parents/Staff: Mr. Tate spoke of the recent workshop presented by the Workforce Development Department staff. He urged all members to participate and suggested that additional workshops be offered.

C. Governing Board Minutes of March 3 and March 23, 2016: No questions.

V. Committee Reports

- Executive Committee Meeting Critique: Ms. Blanks reviewed the critique.
- Budget/Planning Committee: Mr. Tate reported that the committee met May 10, there were six PC members in attendance. Attendees reviewed the April expenditures.
- Personnel/Bylaws Committee: Mr. Tate reported on the May 12 committee meeting. The Committee is hoping to have the second reading of the PC and PAC bylaws by September. The next meeting date has yet to be determined.
- Men's Activities Affecting Children Committee (MAACC): Mr. Tate reported that the committee met on April 22 and discussed their mission and vision statement. There is a possible fishing Daddy and Me event. There was a WCIC barbeque for members of the MAACC.
- Social/Hospitality Committee: Ms. Litka reported at the last meeting, attendees approved a date for the parent activity. They also discussed the End-of-Year Parent Appreciation event which will be held during the week; it will be a brunch, possibly at Shriner's in October. Attendees also discussed the theme, colors and possible keynote speakers. Anyone wanting to attend this committee and bring ideas is welcome to attend. The next meeting is June 1.

Ms. McMillin excused at 10:31 a.m.

- Parent Ambassador Report: Ms. Litka reported on a recruitment event at Parker Head Start. They walked around the neighborhood and local shopping center. Ms. Blanks stated that they are hoping to have another recruitment at Parker on May 31.
- Sacramento Medi-Cal Dental Advisory Committee: Ms. Blanks reported that there was no quorum at the last committee so no action items were taken. Some of the dental plans have extended their hours to allow people to get services.

- Maternal, Child and Adolescent Health Advisory Board: They met May 10. One of the subjects discussed was educating pregnant women on getting dental work done.
- Community Report: Ms. Nicole Chilton is working on the June and July calendar. Birth and Beyond had their first summer program last year and they are hoping to have another program in July which will be a little short than last year. In June they will have monthly car seat safety classes. Ms. Chilton thanked all board members for their attendance and announced that this will be her last meeting. She accepted a position at the AmeriCorps training center.

VI. Other Reports

- A. Executive Director's Report: No report.
- C. Head Start Deputy Director's Report: Ms. Lee thanked Ms. Chilton for her outstanding services to the board.
- D. Head Start Managers' Reports
 - Lisa Carr - Family Engagement, Home Base, and ERSEA Services: No report.
 - Robyn Caruso - Program Support, Quality Assurance, and EHS-CCP services: Ms. Caruso reviewed the Quality Assurance unit's monitoring report for the Twin Rivers. In the past year, Twin Rivers has received intensive Technical Assistance and staff has been working very closely with them; Twin Rivers has made monumental progress. For some of the areas, there was over 40% increase in their compliance. In May, the QA unit will be monitoring the SOP center based program and in June will be looking at home base and San Juan.
 - Martha Cisneros - Health, Nutrition and Safe Environments Services: Ms. Cisneros reviewed the Food Services report. All of the Head Start kitchens are working hard. The Galt kitchen is closing so the meals will be coming out of WCIC during the summer. The health services specialists are closing out the files for children transitioning out of Head Start. There are a number of issues coming out with MediCal due to the Affordable Care Act. There are dental providers that are working with severe dental patients and working to provide services to cash-paying parents.

Ms. Thelma Adams excused at 10:54 a.m.

- Karen Gonzales - School Readiness, Special Education and Mental Health Services: Ms. Gonzales has been speaking about the Teaching Pyramid which is education and emotional training for preschoolers. A group of 12 members from Sacramento will travel to Ventura County for a Teaching Pyramid Symposium. Sacramento City, Elk Grove and SETA have been involved and staff is working on how include WCIC, and Twin Rivers. Our county is a leader in the Teaching Pyramid. We will be having our first EHS teaching pyramid which is intensive and includes coaches.
- B. Chair's Report: Mr. Tate spoke of the upcoming Parent Leadership Institute and encouraged all board members to attend the event on June 10. Mr. Tate encouraged all board members to continue attending board meetings. He is

working with U. C. Davis on a health fair; more information will be available at a later date.

E. Open Discussion and Comments: None.

F. Public Participation: None.

VII. Adjournment: The meeting was adjourned at 11:00 a.m.

**Sacramento County Head Start/Early Head Start
Monthly Enrollment Report
June 2016**

Head Start

Agency	Funded Enrollment	(a) Last Day of Month Enrollment 6/30/16	(b) % Actual to Funded	Average Daily Attendance for Month %
Elk Grove USD	440 (200)	199**	99	88
Sacramento City USD	1,211	1,181*	98	82
SETA	2,028 (1,588)	1,688**	106	67
San Juan USD	668	665*	99	75
Twin Rivers USD	233	214*	92	93
WCIC/Playmate	120	120	100	80
Total	4,700 (4,020)	4,067		

*In accordance with the Performance Standards, SCUSD & SJUSD & TRUSD did not replace vacancies within 60 days of the end of the program year.

**Some programs reduced enrollment during the month of June.

Early Head Start

Agency	Funded Enrollment	(a) Last Day of Month Enrollment 6/30/16	(b) % Actual to Funded	Average Daily Attendance for Month %
Sacramento City USD	144	144	100	82
SETA	369	385	101	76
San Juan USD	160	161	101	79
Total	673	690		

EHS-CC Partnership/Expansion

Agency	Funded Enrollment	(a) Last Day of Month Enrollment 6/30/16	(b) % Actual to Funded	Average Daily Attendance for Month %
Kinder World	36	38	101	76
Sacramento City USD	40	39	98	70
SETA/Job Corps.*	4	4	100	TBD
Total	80	81		

(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

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

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

Agency	AFE (HS)	Total IEPs	% of AFE	AFE (EHS)	Total IFSPs	% AFE
SETA operated	2028	244	12%	369	86	23%
Twin Rivers USD	233	38	16%			
Elk Grove USD	440	59	13%			
Sac City USD	1211	167	14%	144	23	16%
San Juan USD	668	104	16%	160	25	16%
WCIC	120	16	13%			
EHS CCP				84	4	5%
COUNTY TOTAL	4700	628	13%	757	138	18%

AFE: Annual Funded Enrollment



SETA Head Start Food Service Operations Monthly Report *June 2016

June 1st - On Call Cook/Driver Interviews completed by Martha & Connie.

June 6th - CACFP Review Entrance.
WCIC Playmate's last day.
The Parker Center Opens.

June 8th - New Five Week Menu Cycle approved by Susan Jaffee, Registered Dietitian.

June 10th - Central Kirchen visit by Allison Noren and John Allen from HR.

June 15th - CACFP Auditors visit the Central Kitchen.
Six EHS Classes closed for training.

June 17th - The Parker Center is closed due to construction.

June 24th - The Strizek Center is closed for door repairs.

Meetings & Trainings:

The Food Service Staff met with Martha Cisneros on June 30th at Plaza Del Paso –
Items discussed immunizations and communication.

Total Number of Meals and Snacks Prepared for All Kitchens:

Lunch	PM Snack	Breakfast	Field Trips
34,220	21,510	22,000	320

Total Amount of Meals and Snacks Prepared 78,050

Purchases:

Food	\$64,418.28
Non - Food	\$17,352.02

Building Maintenance and Repair: \$160.00

Janitorial & Restroom Supplies: \$0.00

Kitchen Small Wares and Equipment: \$220.00

Vehicle Maintenance and Repair : \$2,892.50

Vehicle Gas / Fuel: \$1,646.62
Normal Delivery Days 22



Head Start Monthly Report

June 2016

SETA Operated Program

Program Operation

During the month of June, the program operation team continued the “Summer Series.” The Summer Series consisted of six evening trainings that focused on “recharging” teachers’ batteries. Open to all teaching staff; those choosing to participate were provided with dinner and compensated for attendance.

The first of the final three trainings, “Ooey-Gooey Science”, was held on June 14th with 65 teachers in attendance. Teachers explored hands on ways to infuse sensory and science into their everyday classroom routine. The training was led by Program Officers, Kelly Sprake and Megan Berridge. The second topic, “Inspiring Minds,” was held on June 21st, with 29 teachers in attendance. The training was led by Education Coordinators, Denise Gale and Susan Garland. During the training, teachers explored different open ended approaches that support learning across all domains. The final training, “Care for the Caregiver”, was held on June 28th and focused on sharing and receiving ideas for managing stress and finding a sense of balance. During the training, led by Nikki Hill, teachers explored symptoms of burn out and ways to create a fun and uplifting work environment.

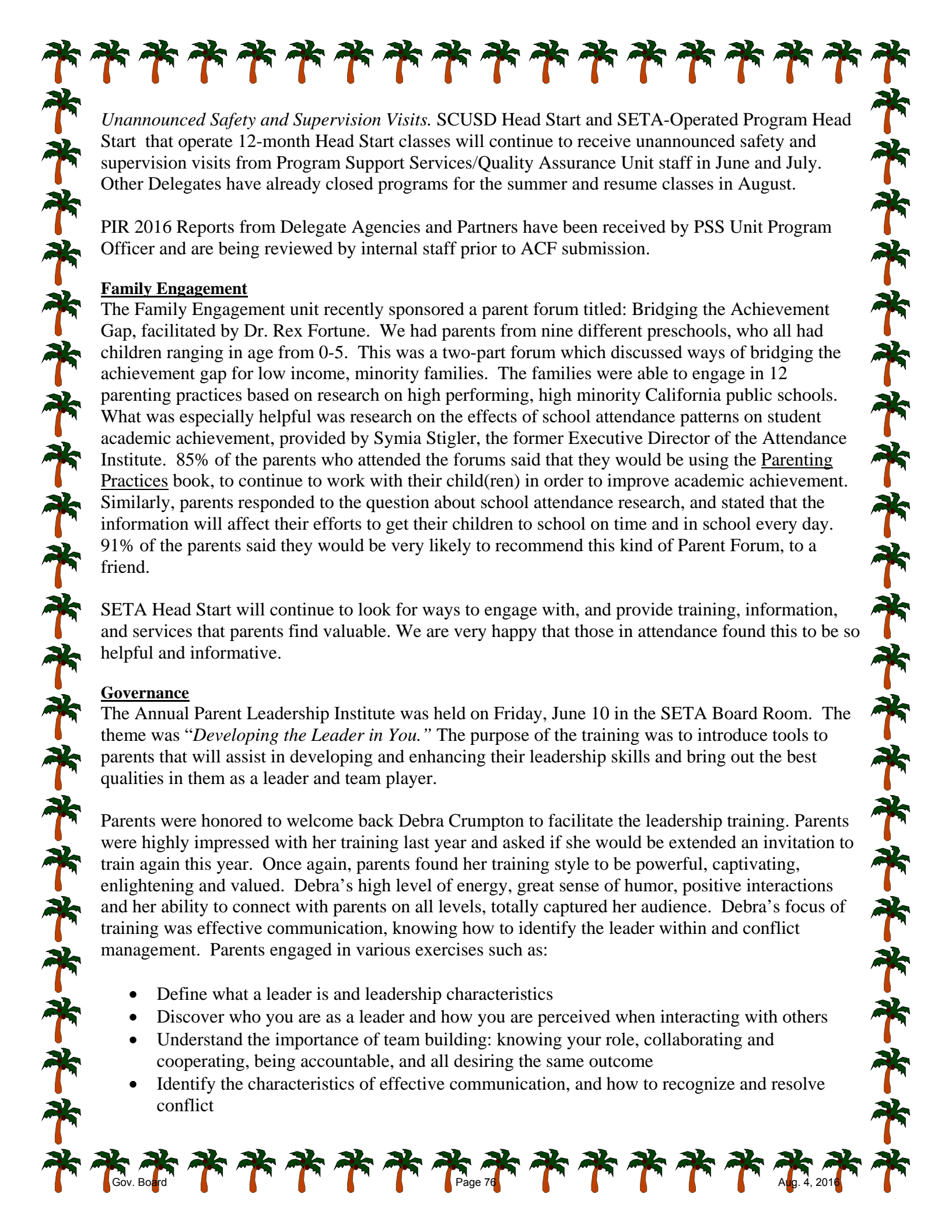
Health, Nutrition, and Safe Environments

The Health, Nutrition, and Safe Environments (HNS) Unit has been continuing to follow up on routings and referrals from centers. Routings and referrals range from creating asthma care plans to processing special diet plans and conducting large scale dental treatment referrals; on average, staff close out 60-80 a month. HNS staff are also working on organizing all material to support the centers that will be starting in August in addition to providing continuous support to our year round sites.

The HNS unit would also like to welcome Megan Guerrero, our new Parent Intern. Megan will be assisting the HNS unit with data entry, health and safety kits inventory, as well as updating some of our tracking logs.

Program Support Services

Quality Assurance Monitoring Unit. QA Unit monitored SJUSD EHS Home-Based Program and SCUSD HS and EHS Home-Based Programs on June 13-30, 2016. Individual reports are being finalized and a program summary report will be available mid-July. SETA-Operated (SOP) Program centers were monitored in May and site-based exit/feedback meetings with center staff are being scheduled.



Unannounced Safety and Supervision Visits. SCUSD Head Start and SETA-Operated Program Head Start that operate 12-month Head Start classes will continue to receive unannounced safety and supervision visits from Program Support Services/Quality Assurance Unit staff in June and July. Other Delegates have already closed programs for the summer and resume classes in August.

PIR 2016 Reports from Delegate Agencies and Partners have been received by PSS Unit Program Officer and are being reviewed by internal staff prior to ACF submission.

Family Engagement

The Family Engagement unit recently sponsored a parent forum titled: Bridging the Achievement Gap, facilitated by Dr. Rex Fortune. We had parents from nine different preschools, who all had children ranging in age from 0-5. This was a two-part forum which discussed ways of bridging the achievement gap for low income, minority families. The families were able to engage in 12 parenting practices based on research on high performing, high minority California public schools. What was especially helpful was research on the effects of school attendance patterns on student academic achievement, provided by Symia Stigler, the former Executive Director of the Attendance Institute. 85% of the parents who attended the forums said that they would be using the Parenting Practices book, to continue to work with their child(ren) in order to improve academic achievement. Similarly, parents responded to the question about school attendance research, and stated that the information will affect their efforts to get their children to school on time and in school every day. 91% of the parents said they would be very likely to recommend this kind of Parent Forum, to a friend.

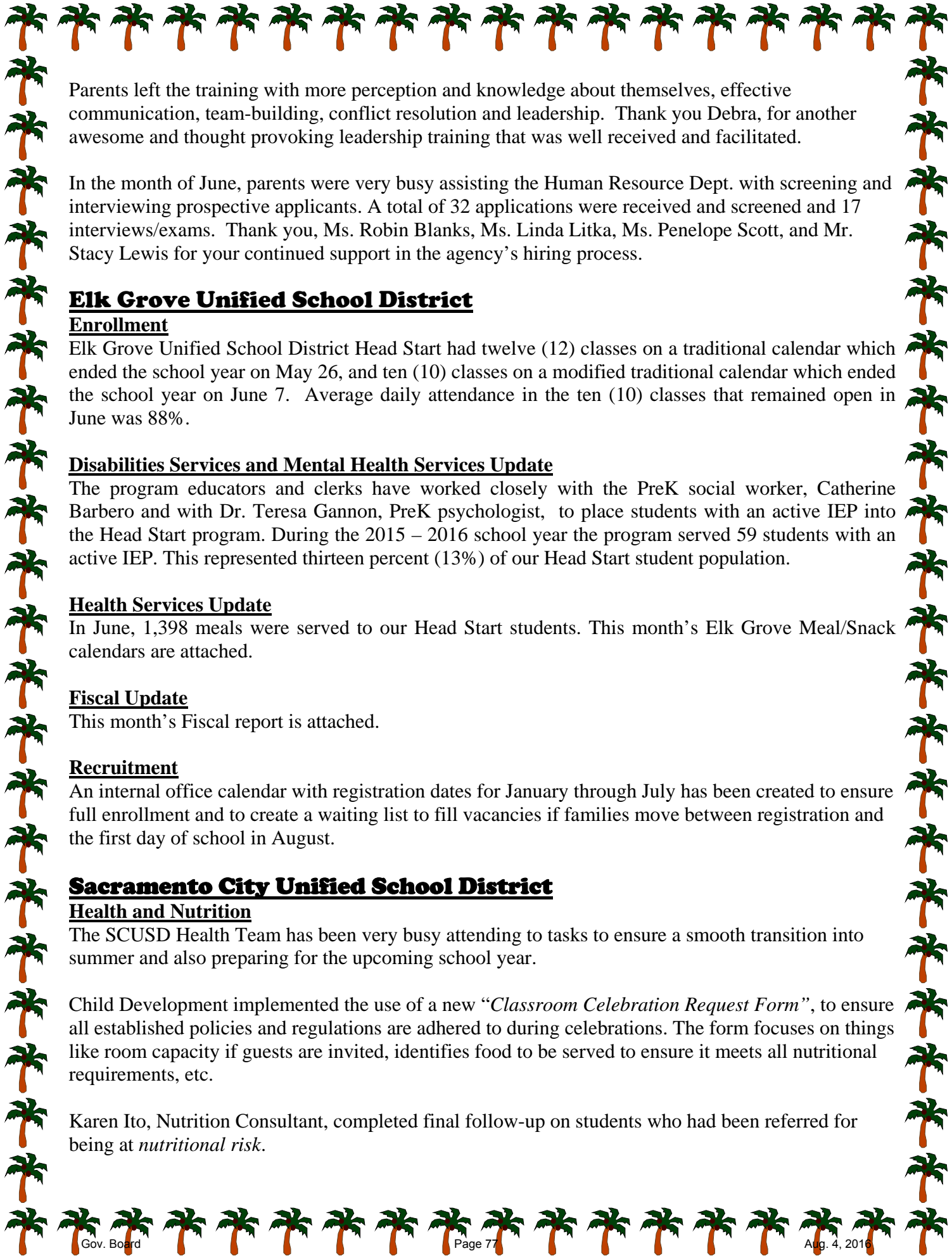
SETA Head Start will continue to look for ways to engage with, and provide training, information, and services that parents find valuable. We are very happy that those in attendance found this to be so helpful and informative.

Governance

The Annual Parent Leadership Institute was held on Friday, June 10 in the SETA Board Room. The theme was “*Developing the Leader in You.*” The purpose of the training was to introduce tools to parents that will assist in developing and enhancing their leadership skills and bring out the best qualities in them as a leader and team player.

Parents were honored to welcome back Debra Crumpton to facilitate the leadership training. Parents were highly impressed with her training last year and asked if she would be extended an invitation to train again this year. Once again, parents found her training style to be powerful, captivating, enlightening and valued. Debra’s high level of energy, great sense of humor, positive interactions and her ability to connect with parents on all levels, totally captured her audience. Debra’s focus of training was effective communication, knowing how to identify the leader within and conflict management. Parents engaged in various exercises such as:

- Define what a leader is and leadership characteristics
- Discover who you are as a leader and how you are perceived when interacting with others
- Understand the importance of team building: knowing your role, collaborating and cooperating, being accountable, and all desiring the same outcome
- Identify the characteristics of effective communication, and how to recognize and resolve conflict



Parents left the training with more perception and knowledge about themselves, effective communication, team-building, conflict resolution and leadership. Thank you Debra, for another awesome and thought provoking leadership training that was well received and facilitated.

In the month of June, parents were very busy assisting the Human Resource Dept. with screening and interviewing prospective applicants. A total of 32 applications were received and screened and 17 interviews/exams. Thank you, Ms. Robin Blanks, Ms. Linda Litka, Ms. Penelope Scott, and Mr. Stacy Lewis for your continued support in the agency's hiring process.

Elk Grove Unified School District

Enrollment

Elk Grove Unified School District Head Start had twelve (12) classes on a traditional calendar which ended the school year on May 26, and ten (10) classes on a modified traditional calendar which ended the school year on June 7. Average daily attendance in the ten (10) classes that remained open in June was 88%.

Disabilities Services and Mental Health Services Update

The program educators and clerks have worked closely with the PreK social worker, Catherine Barbero and with Dr. Teresa Gannon, PreK psychologist, to place students with an active IEP into the Head Start program. During the 2015 – 2016 school year the program served 59 students with an active IEP. This represented thirteen percent (13%) of our Head Start student population.

Health Services Update

In June, 1,398 meals were served to our Head Start students. This month's Elk Grove Meal/Snack calendars are attached.

Fiscal Update

This month's Fiscal report is attached.

Recruitment

An internal office calendar with registration dates for January through July has been created to ensure full enrollment and to create a waiting list to fill vacancies if families move between registration and the first day of school in August.

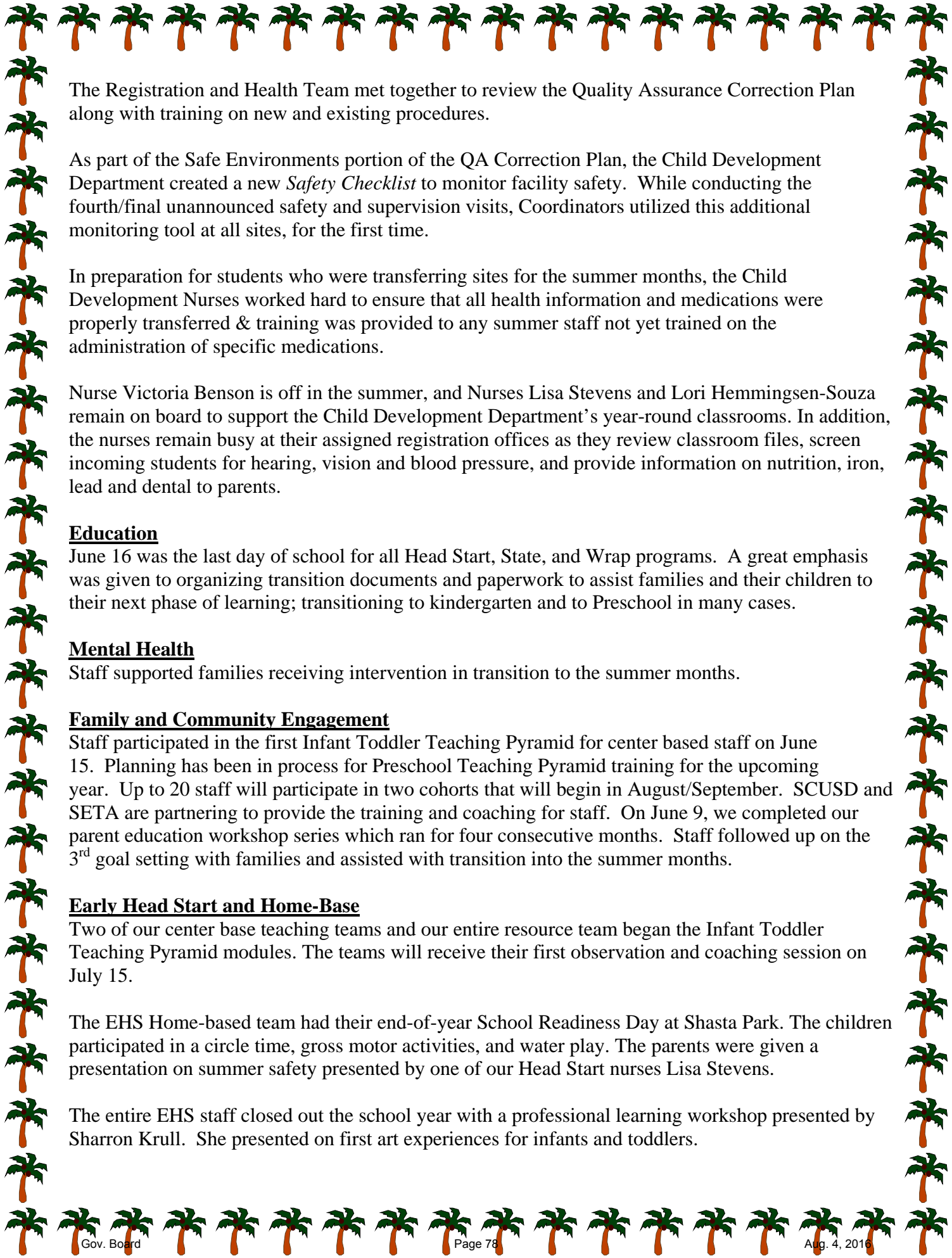
Sacramento City Unified School District

Health and Nutrition

The SCUSD Health Team has been very busy attending to tasks to ensure a smooth transition into summer and also preparing for the upcoming school year.

Child Development implemented the use of a new "*Classroom Celebration Request Form*", to ensure all established policies and regulations are adhered to during celebrations. The form focuses on things like room capacity if guests are invited, identifies food to be served to ensure it meets all nutritional requirements, etc.

Karen Ito, Nutrition Consultant, completed final follow-up on students who had been referred for being at *nutritional risk*.



The Registration and Health Team met together to review the Quality Assurance Correction Plan along with training on new and existing procedures.

As part of the Safe Environments portion of the QA Correction Plan, the Child Development Department created a new *Safety Checklist* to monitor facility safety. While conducting the fourth/final unannounced safety and supervision visits, Coordinators utilized this additional monitoring tool at all sites, for the first time.

In preparation for students who were transferring sites for the summer months, the Child Development Nurses worked hard to ensure that all health information and medications were properly transferred & training was provided to any summer staff not yet trained on the administration of specific medications.

Nurse Victoria Benson is off in the summer, and Nurses Lisa Stevens and Lori Hemmingsen-Souza remain on board to support the Child Development Department's year-round classrooms. In addition, the nurses remain busy at their assigned registration offices as they review classroom files, screen incoming students for hearing, vision and blood pressure, and provide information on nutrition, iron, lead and dental to parents.

Education

June 16 was the last day of school for all Head Start, State, and Wrap programs. A great emphasis was given to organizing transition documents and paperwork to assist families and their children to their next phase of learning; transitioning to kindergarten and to Preschool in many cases.

Mental Health

Staff supported families receiving intervention in transition to the summer months.

Family and Community Engagement

Staff participated in the first Infant Toddler Teaching Pyramid for center based staff on June 15. Planning has been in process for Preschool Teaching Pyramid training for the upcoming year. Up to 20 staff will participate in two cohorts that will begin in August/September. SCUSD and SETA are partnering to provide the training and coaching for staff. On June 9, we completed our parent education workshop series which ran for four consecutive months. Staff followed up on the 3rd goal setting with families and assisted with transition into the summer months.

Early Head Start and Home-Base

Two of our center base teaching teams and our entire resource team began the Infant Toddler Teaching Pyramid modules. The teams will receive their first observation and coaching session on July 15.

The EHS Home-based team had their end-of-year School Readiness Day at Shasta Park. The children participated in a circle time, gross motor activities, and water play. The parents were given a presentation on summer safety presented by one of our Head Start nurses Lisa Stevens.

The entire EHS staff closed out the school year with a professional learning workshop presented by Sharron Krull. She presented on first art experiences for infants and toddlers.



Special Education

Child Development has served 167 preschoolers with IEPs and 23 babies with IFSPs. In addition, Special Education speech therapists have served 22 students with response to intervention (RTI) or multi-tiered support system (MTSS) without having an IEP. The 10-month school-year ended with many pending IEPs taking place and some calendared for early fall. We are looking forward to next year with 5 full inclusion sites: Baker, Cohen, and Kemble with Special Education; and Johnson and Warren with SCOE.

San Juan Unified School District

Education Services Update

The last day of school for children was June 2nd. Teachers invited families to celebrate their children's accomplishments this week by participating in end-of-the-year parties and promotion ceremonies. Families were given a variety of their children's work samples as mementos representing the year's preschool learning. Teachers said their goodbyes to those students who will be moving on to kindergarten next year, and a "happy summer" to those who will be returning in the fall.

Disabilities Services Update

The Disabilities Team was actively involved in Care Management work, which started with the Screening process in mid-June. Several referrals have already been generated, and the needs of families in other areas are being addressed within 24 hours. In addition to Care Management, the team prepared forms, documents, and tracking systems for the new school year.

Mental Health Services Update

The Mental Health Therapist provided support to the Kindergarten Readiness summer camp program. Kinder-bound students were given social/emotional tools in order to help them succeed when they begin school in the fall. Parents were also provided with workshops on Limit Setting and Healthy Attachments.

Health & Nutrition Services Update

Health finalized the reviews of students' health, nutrition, immunization status, and Child Plus data entry for children who were enrolled in the 2015-2016 school year. The School Nurse continued to complete and update Individualized Student Health Plans for those students who have health concerns and are returning for the 2016-2017 school year. Health also worked on forms, handbooks, and other documentation and information that will be needed for re-enrollment during the summer. The team completed the PIR report. Health began screening three days a week in preparation for the start of the 2016-2017 school year.

Family and Community Partnerships Update

At the beginning of the month, staff said goodbye to their 5 year olds who will be transferring to kindergarten in the fall. Many classes had end-of-the year picnics where parents and children enjoyed their last day in preschool sharing food and memories with teachers and friends. June began with the closure of the 2015-2016 school year and moved quickly into gearing up for the 2016-2017 school year. Staff called new and returning families to complete their children's preschool registration for both part-day HS and WRAP programs. As part of the registration process, staff also began screening students. Parents completed ASQs, ASQ-SEs and Head Start Family Partnership Worksheets as part of the process. This will allow the Early Childhood Education team to provide needed services and resources to families before they even enter the classroom.



Program Support/Staff Training Update

On June 3rd, teachers closed up their classrooms for the summer and then attended an End-of-the-Year Celebration. Many took advantage of the time to share successes and funny/touching stories about their classes, and to bond with fellow teachers over the completion of another exciting school year. Retiring teachers were honored at this event and bid a fond farewell. Teachers also submitted their end-of-the-year paperwork before beginning their summer vacations. There were no trainings in the month of June.

Fiscal Update

The fiscal department of Head Start and Early Head Start was very busy during the month of June. The team submitted the applications for the 1.8% COLA for 2016-2017 and completed the Duration Grant application for Head Start. They worked on closing this fiscal year and adjusted the budget for next year to reflect the redesign changes in ECE. This process will continue into next month as the ECE grant year closes July 31st.

Early Head Start

This month, the two 10 month EHS programs finished classroom services on June 3rd and switched to home visits for toddlers and their families starting June 6th. Also on June 3rd, infant/toddler staff joined with preschool staff in an end-of-the-year celebration at the main ECE office. The 12 month programs settled into their summer routines, and EHS support staff worked on projects for next year while preparing for upcoming staffing changes and interviews for new staff.

Twin Rivers Unified School District

No report this month.

WCIC

No report this month.

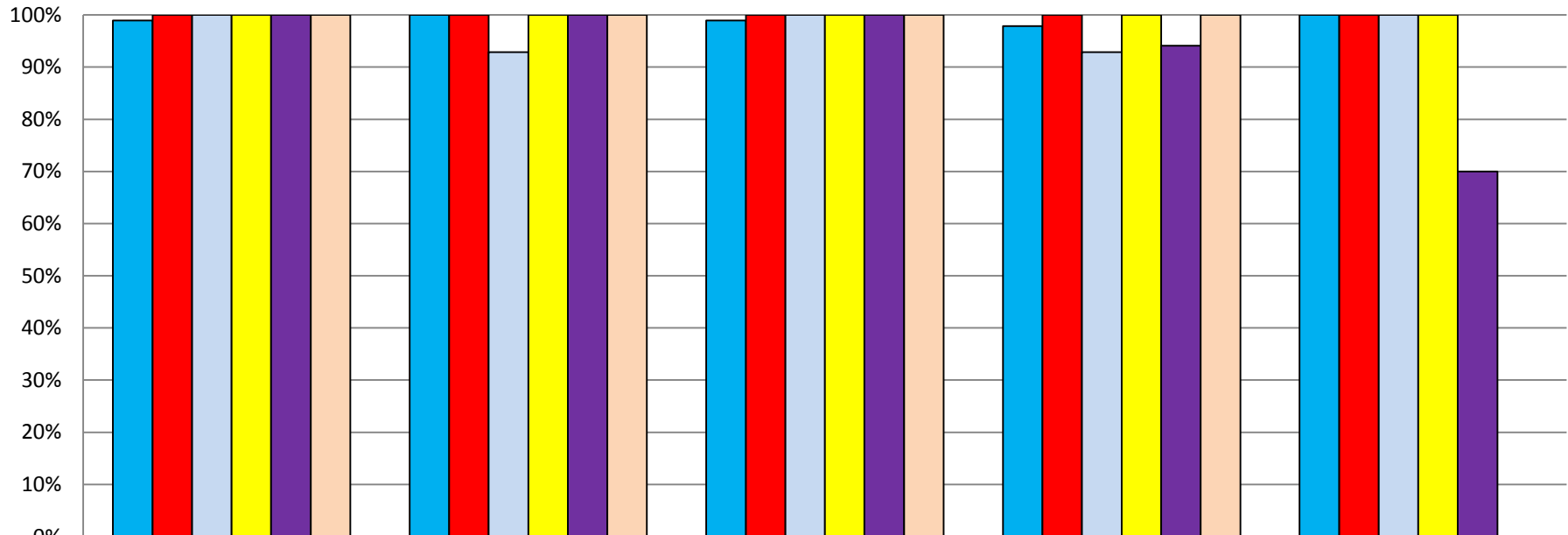
Recent Program Instruction Memos from Administration for Children and Families (ACF)-

None to report.

Unannounced Safety and Supervision Visits Conducted by Delegates and SOP

2/6/16 - 5/31/16

Compliance %

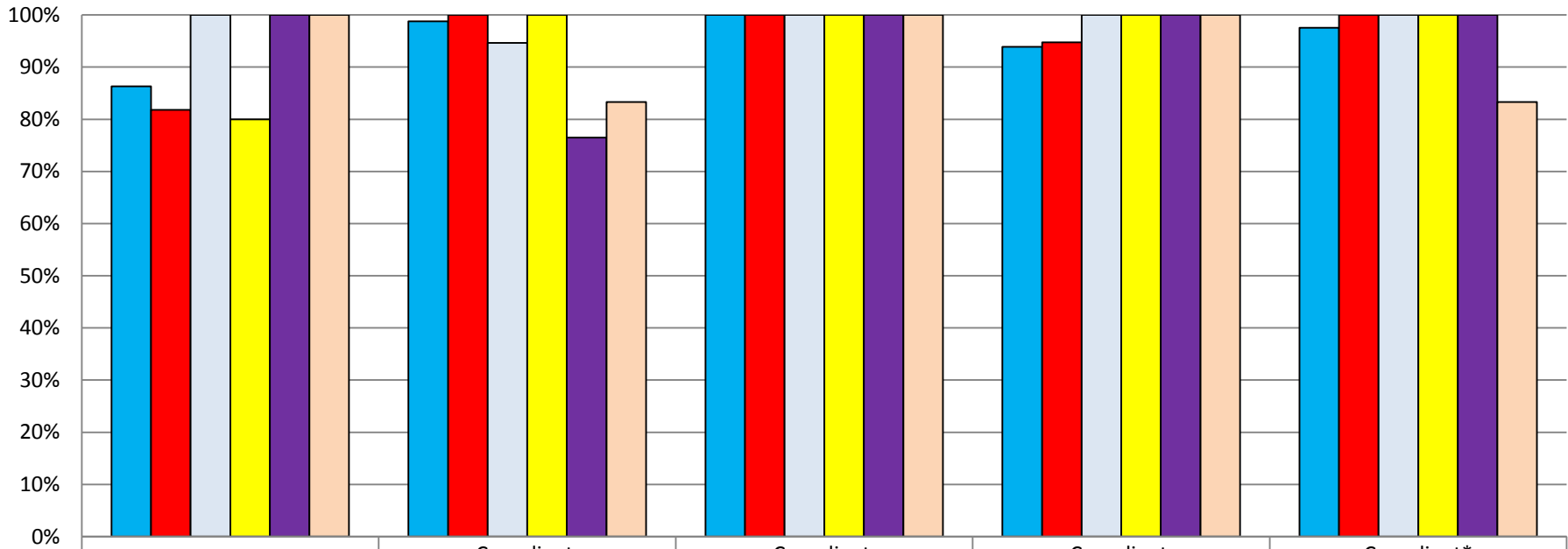


	# of Classes	% of Classes Visited	Compliant Indicator 1	Compliant Indicator 2	Compliant Indicator 3	Compliant* Indicator 4
■ SOP	95	99%	100%	99%	98%	100% of 64 classes
■ EGUSD	22	100%	100%	100%	100%	100% of 22 classes
■ SCUSD	56	100%	93%	100%	93%	100% of 46 classes
■ SJUSD	35	100%	100%	100%	100%	100% of 35 classes
■ TRUSD	17	100%	100%	100%	94%	70% of 10 classes
■ WCIC	6	100%	100%	100%	100%	No Observations

- Indicator 1** - Children are within sight and sound of teaching staff at all times.
- Indicator 2** - Appropriate teacher/child ratio is maintained at all times (indoor and outdoor).
- Indicator 3** - Teaching staff are able to reply immediately and accurately as to how many children are in attendance at time of visit.
- Indicator 4** - Teaching staff ensure all children are safe and accounted for during transitions.

* Percentage reported is based on number of classes where transitions were observed during time of visit

Unannounced Safety and Supervision Visits Conducted by QA Unit 2/6/16 - 5/31/16 Compliance %



	# of Classes	% of Classes Visited	Compliant Indicator 1	Compliant Indicator 2	Compliant Indicator 3	Compliant* Indicator 4
■ SOP	95	86%	99%	100%	94%	98% of 41 classes
■ EGUSD	22	82%	100%	100%	95%	100% of 12 classes
□ SCUSD	56	100%	95%	100%	100%	100% of 36 classes
■ SJUSD	35	80%	100%	100%	100%	100% of 15 classes
■ TRUSD	17	100%	76%	100%	100%	100% of 14 classes
■ WCIC	6	100%	83%	100%	100%	83% of 6 classes

- Indicator 1** - Children are within sight and sound of teaching staff at all times.
- Indicator 2** - Appropriate teacher/child ratio is maintained at all times (indoor and outdoor).
- Indicator 3** - Teaching staff are able to reply immediately and accurately as to how many children are in attendance at time of visit.
- Indicator 4** - Teaching staff ensure all children are safe and accounted for during transitions.

* Percentage reported is based on number of classes where transitions were observed during time of visit

ITEM V - REPORTS TO THE BOARD

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

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

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

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

- C. DEPUTY DIRECTORS: 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.