

AGENDA

Sacramento Employment and Training Agency GOVERNING BOARD Regular Meeting

Thursday November 7, 2024 10:00 a.m.
925 Del Paso Boulevard, Suite 100, Board Room,
Sacramento, CA 95815

PUBLIC COMMENT PROCEDURES

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

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

In-Person Public Comment

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

Zoom Public Comment

Members of the public may participate in the meeting via Zoom by clicking the [Zoom link](#), or listening to the meeting on one tap mobile +16699006833, 81614356290# US (San Jose).

Meeting ID: 816 1435 6290

Passcode: 510000

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

Accommodations

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

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

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

GOVERNING BOARD

Rich Desmond
BOARD OF SUPERVISORS
County of Sacramento

Eric Guerra
COUNCILMEMBER
City of Sacramento

Patrick Kennedy
BOARD OF SUPERVISORS
County of Sacramento

Sophia Scherman
PUBLIC REPRESENTATIVE

Mai Vang
COUNCILMEMBER
City of Sacramento

Anita Maldonado
EXECUTIVE DIRECTOR

CALL TO ORDER
ROLL CALL
PLEDGE OF ALLEGIANCE

Recognition of Long-term Employees:

- *Richard Davis*, Network Engineer (30 years)
- *Ger Thao*, Head Start Teacher (20 years)

Recognition of Public Representative Sophia Scherman

I. CONSENT ITEMS:

- | | | |
|-----------|--|-----|
| A. | Approval of Minutes of the October 3, 2024 Regular Board Meeting (Anita Maldonado) | 1-5 |
| B. | Approval of Claims and Warrants (Anita Maldonado) | 6 |
| C. | Ratification of the Submission of Applications to the California Workforce Development Board for Workforce Accelerator Funds, and Authorize the Executive Director to Execute the Agreement(s), Modifications, and Any Other Documents Required to Implement a Successful Program (Julie Davis-Jaffe/William Walker) | 7-8 |

II. ACTION ITEMS:

A. General Administration

- | | | |
|----|--|----|
| 1. | Appointment of the Public Representative Member to the SETA Governing Board (Anita Maldonado) | 9 |
| 2. | Election of Officers of the Sacramento Employment and Training Agency Governing Board (Anita Maldonado) | 10 |
| 3. | Approval of the SETA Mission and Vision Statements (Anita Maldonado) | 11 |
| 4. | Approval to Purchase Agency Insurance for General Liability, Vehicle Liability, Umbrella Liability, Property, Crime, Inland Marine, Professional Liability, Employee Benefits, Sexual/Physical Abuse, Directors and Officer's Liability, Employment Practices Liability, Participant Accident, Flood, and Cyber (Mario Maslac) | 12 |

B. Workforce Development Department

General/Discretionary:

- | | | |
|----|--|-------|
| 1. | Ratification of the Submission of an Application to the Employment Development Department for the Workforce Innovation and Opportunity Act (WIOA) Opportunity Young Adult Career Pathway Program, Program Year 2024-2025, and Authorize the Executive Director to Execute the Agreement, Any Other Documents Required by the Funding Source, and Enter into Subcontracts with Service Providers (Lauren Mechals) | 13-14 |
|----|--|-------|

One Stop Services: No items

Community Services Block Grant: No items
Refugee Services: No items

C. Children And Family Services Department

- | | |
|--|-------|
| 1. Approval of the Naloxone Policy (Karen Griffith) | 15-22 |
| 2. Approval to Submit Annual Refunding Application for Fiscal Year 2025-2026 to the California Department of Education (CDE) (Karen Griffith) | 23 |
| 3. Approval to Submit Annual Refunding Application for Fiscal Year 2025-2026 to the California Department of Social Services (CDSS) (Karen Griffith) | 24 |

III. INFORMATION ITEMS:

- | | |
|---|-------|
| A. Fiscal Monitoring Reports (Mario Maslac) | 25-37 |
| • California Human Development Corporation | |
| • Elk Grove Unified School District | |
| • Folsom Cordova Community Partnership | |
| • Goodwill Industries of Sacramento Valley and Northern Nevada, Inc. | |
| • PRIDE Industries | |
| • Twin Rivers Unified School District | |
| B. Employer Success Stories and Activity Report (William Walker) | 38-46 |
| C. Dislocated Worker Update (William Walker) | 47-49 |
| D. Unemployment Update/Press Release from the Employment Development Department (Roy Kim/Cara Welch) | 50-55 |
| E. Head Start Reports (Karen Griffith) | 56-62 |

IV. REPORTS TO THE BOARD:

- | | |
|--------------------------------|--|
| A. Chair | |
| B. Executive Director | |
| C. Deputy Directors | |
| D. Counsel | |
| E. Members of the Board | |
| F. Public | |

63

V. ADJOURNMENT

DISTRIBUTION DATE: October 31, 2024

CONSENT ITEM I-A

Approval of Minutes of the October 3, 2024 Regular Board Meeting

Presenter: Anita Maldonado

RECOMMENDATION:

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

BACKGROUND:

Attached are the minutes of the October 3, 2024 meeting for your review.

MINUTES/SYNOPSIS

Sacramento Employment and Training Agency GOVERNING BOARD Regular Meeting

Thursday October 3, 2024 10:00 a.m.

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

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

Ms. Vang called the meeting to order at 10:07 a.m. The roll was called and a quorum was established.

Members Present:

Mai Vang, Chair, City of Sacramento
Rich Desmond, Member, Board of Supervisors
Eric Guerra, Member, City of Sacramento

Members Absent:

Patrick Kennedy, Member, Board of Supervisors
Sophia Scherman, Vice Chair, Public Representative

Recognition of Long-term Employees:

Angela Lloyd, Infant Toddler Lead Teacher (20 years of service)

Ms. Lynda de la Mora congratulated Ms. Angela Lloyd on her 20 years at SETA and provided her background highlights.

I. CONSENT ITEMS:

- A. Approval of Minutes of the September 5, 2024 Regular Board Meeting
- B. Approval of Claims and Warrants
- C. Approval of Retiree Medical Insurance Subsidy for Calendar Year 2025

Moved/Desmond, second/Guerra, to approve the following consent items:

- A. Approval of Minutes of the August 1, 2024 Regular Board Meeting
- B. Approval of Claims and Warrants
- C. Approval of Retiree Medical Insurance Subsidy for Calendar Year 2025

Roll call vote:

Aye: 3 (Vang, Desmond, Guerra)
Nay: 0
Abstention: 0
Absent: 2 (Kennedy, Scherman)

II. ACTION ITEMS:

- A. **General Administration**

1. Approval of an Appointment to the Sacramento Works, Inc. Board

Mr. Kim introduced himself and reviewed the item. He advised that this recommendation comes from the Sacramento Works, Inc. Board (SWB) Executive Committee that met on September 12, 2024, and forwarded Mr. Cobb's application for appointment to fill the Business Sector seat of SWB.

In response to Mr. Guerra's questions, Mr. Kim advised that there are currently three to four vacancies in the Business Sector on SWB. The outreach is mainly held by the Sacramento Works Employer Outreach Committee; the application is available on the SETA website. He welcomed any recommendations for qualified candidates to fill current vacancies.

Moved/Guerra, second/Desmond, to appoint Mr. Ronnie Cobb to the Sacramento Works Board.

Roll call vote:
Aye: 3 (Vang, Desmond, Guerra)
Nay: 0
Abstention: 0
Absent: 2 (Kennedy, Scherman)

B. Workforce Development Department

General/Discretionary: No Items
One Stop Services: No Items
Community Services Block Grant: No items
Refugee Services: No items

C. Children And Family Services Department:

1. Approval of Governance, Leadership, Oversight Screener

Ms. Griffith introduced herself and reviewed the item. She advised that a Governance, Leadership, Oversight Screener is required in the first year of the five-year grant cycle to examine the Agency's governance structure. The complete screener was provided in the packet and includes a summary of strengths and areas for improvement. SETA meets compliance in all indicators.

Moved/Guerra, second/Desmond, to approve the Governance, Leadership, Oversight Screener to be submitted to the Office of Head Start.

Roll call vote:
Aye: 3 (Vang, Desmond, Guerra)
Nay: 0
Abstention: 0
Absent: 2 (Kennedy, Scherman)

2. Approval of Budget Justification for 1303 Facilities Renovation and Repair Application Modification Request for Program year 2023-2024

Ms. Griffith reviewed the item. She stated that at the Board meeting on May 28, 2024, 1303 Application Facilities Renovation and Repair Application request for San Juan

Unified School District to complete three (3) outdoor major renovation projects at Billy Mitchell, Kingswood, and Sunrise Elementary was approved in the amount of \$1,058,453 to complete the project. However, the District reassessed the projects and determined an additional \$187,645 is needed to complete the projects due to increased costs. The new total would be \$1,246,098 - the projects to be completed by the deadline of July 31, 2025.

Moved/Desmond, second/Guerra, to approve the modification request to San Juan Unified School District's 1303 Facilities Renovation and Repair Application.

Roll call vote:

Aye: 3 (Vang, Desmond, Guerra)

Nay: 0

Abstention: 0

Absent: 2 (Kennedy, Scherman)

3. Approval to Release an Invitation for Sealed Bids

Ms. Griffith has reviewed the item and advises that it is to approve the release of the Invitation for Sealed Bids (IFSB) for the SETA-operated Northview Early Learning Center (ELC). The project includes a new playground structure, surfacing, and an additional structure to serve as an office pod for staff.

Moved/Guerra, second/Desmond, to approve to delegate authority to the Executive Director to make modifications, in response to revisions necessary for final City permits, and to release IFSB for general contractor services for the Northview ELC Outdoor Tenant Improvements.

Roll call vote:

Aye: 3 (Vang, Desmond, Guerra)

Nay: 0

Abstention: 0

Absent: 2 (Kennedy, Scherman)

III. INFORMATION ITEMS:

A. Fiscal Monitoring Reports: No questions

B. Employer Success Stories and Activity Report:

Mr. Walker shared that SETA is hosting an Amazon hiring event in partnership with local service providers for referrals today. Over 100 participants are attending. Amazon is hiring Tier I positions for fulfillment centers and other warehouses.

C. Dislocated Worker Update:

Mr. Walker advised that Garcia' Mexican Restaurant has closed. He will find out how many individuals were affected by this closure and advise.

Mr. Walker mentioned that the Foundation for California Community Colleges had laid off remote workers in contract positions. Most of those individuals reside outside of Sacramento County, and the organization plans to rehire them for new contracts.

D. Unemployment Update/Press Release from the Employment Development Department:

Ms. Welch provided an update on previously requested information regarding the year-

over decline in leisure and hospitality compared to other Metropolitan Statistical Areas (MSAs) in California.

E. Head Start Reports: No questions

IV. REPORTS TO THE BOARD:

A. Chair: No report

B. Executive Director:

Ms. Maldonado advised that SETA continues its efforts on Agency-wide strategic planning and is currently working on Mission and Vision statements that include input from not only management and staff but also stakeholders and other Board members. The finalized version will be presented to the Board in November.

Ms. Maldonado shared that SETA's Diversity, Equity, Inclusion, and Belonging (DEIB) Committee had a DEIB Cultural Assessment set out to establish a baseline in SETA's DEIB efforts. The results of the DEI Audit were provided in the agenda packet and reviewed. It included a summary of the staff perceptions of the various aspects of DEIB at SETA and was sent to about 600 employees, 225 (37%) of whom participated in the survey.

C. Deputy Directors: No report

D. Counsel: No report

E. Members of the Board:

Mr. Guerra thanked SETA for hosting and participating in the recent National League of Cities event. He highlighted the insightful discussion on early childhood education and emphasized the ongoing need for higher teaching staff wages. He hoped this would decrease the number of vacancies and improve staff retention.

Ms. Maldonado stated that the new performance standards released by the Office of Head Start also prescribe continuing efforts to increase the wages of early learning teaching staff.

F. Public: None

V. ADJOURNMENT: The meeting adjourned at 10:37 a.m.

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

CONSENT ITEM I-B
Approval of Claims and Warrants

Presenter: Anita Maldonado

RECOMMENDATION:

Approve the claims and warrants for the period 09/01/2024 through 09/22/2024.

BACKGROUND:

Anita Maldonado, Executive Director, has reviewed the claims for the period 09/01/2024 through 09/22/2024, and all expenses appear to be appropriate.

CONSENT ITEM I-C

Ratification of the Submission of Applications to the California Workforce Development Board for Workforce Accelerator Funds, and Authorize the Executive Director to Execute the Agreement(s), Modifications, and Any Other Documents Required to Implement a Successful Program

Presenter: Julie Davis-Jaffe/William Walker

RECOMMENDATION:

Approve the submission of applications to the California Workforce Development Board for Workforce Accelerator Funds, and authorize SETA's Executive Director to sign the agreement(s) and any other documents required to implement a successful program.

BACKGROUND:

On September 30, 2024, the California Workforce Development Board (CWDB) announced a Grant Solicitation for WIOA Governor's Discretionary Funds - Workforce Accelerator Fund 13. This initiative is designed to foster a workforce system that is adaptable and centered around worker needs, emphasizing collaboration, innovation, and broad system change. The goal is to promote economic and racial equity through innovative service delivery, and create pathways to high-quality jobs for workers from underserved and marginalized communities.

The CWDB seeks projects which identify Big Ideas for large-scale concepts and implementation. The ideal project might work with a limited group of individuals, but it would also create a model for a better system. Priority target populations include Native Americans; veterans; English Language Learners; homeless and housing-insecure; immigrants; justice-involved individuals; people with disabilities; out of school youth; and populations disproportionately impacted by COVID-19. Applicants have the option of working directly or indirectly with participants. The CWDB will approve no more than one application per agency.

The SETA Racial Equity Accelerator Grant requests \$250,000 to serve 100 Black, Indigenous, and People of Color (BIPOC) WIOA-eligible adults in the Sacramento who are veterans, justice-involved and homeless/housing-insecure. This will be accomplished by bridging gaps in skill development and job placement using the lens of racial equity. A significant barrier commonly shared among the BIPOC population is digital literacy; this project offers digital literacy as a central component of the plan. The "Big Idea" is to create a hybrid workforce training model that blends virtual and in-person support. The project focuses on accelerated skills development, employer engagement, and direct placement into high-quality jobs in logistics, healthcare, and manufacturing.

The SETA Capacity Building Grant requests \$250,000 to engage our various Boards and Departments in an internal capacity-building project. SETA plans to accomplish this through the creation of a Cross-Advisory Board comprised of representatives of the Agency's subsidiary boards, key Agency departments, and community stakeholders. The establishment of a unique identifier for each SETA participant and a central intake process will result in a comprehensive, human-centered design approach to customers. SETA may engage the services of an approved vendor consultant to help identify this common entry and service model and reconcile it with the newly-developing Agency strategic plan. The improvement of communication and

CONSENT ITEM I-C (continued)
Page 2

cohesiveness of SETA staff will lead to improved satisfaction for staff, and more holistic service delivery and improved outcomes for customers.

ACTION ITEM II-A-1

Appointment of the Public Representative Member to the SETA Governing Board

Presenter: Anita Maldonado

RECOMMENDATION:

To discuss the appointment of the Public Representative Member to the SETA Governing Board and determine the appropriate next steps, staff recommends postponing the item until December's meeting, when a process for recruiting replacement members will be proposed. The Joint Powers Agreement (JPA) provides limited direction, stating that "one member shall be jointly appointed by the Board and Council." While the Governing Board has historically made recommendations, no formal or mandatory procedure has been established.

BACKGROUND:

Under the provisions of the Joint Exercise of Powers Agreement forming SETA, the Sacramento City Council and the Board of Supervisors jointly appoint the public representative of the Governing Board in November of even-numbered years.

Ms. Sophia Scherman was selected through this process in January 1999 to serve a two-year term, which has been extended every two years to this year. Ms. Scherman decided to resign from the Board and is not looking to be reappointed for another term at this time.

ACTION ITEM II-A-2

Election of Officers of the Sacramento Employment and Training Agency Governing Board

Presenter: Anita Maldonado

RECOMMENDATION:

That the Board nominate and elect officers for a one-year term to begin on November 7, 2024.

BACKGROUND:

As stipulated by the Joint Powers Agreement, "the Governing Board shall select a chairperson and vice-chairperson from among its members for one-year terms." The chair alternates among the City, County and Public Representative.

ACTION ITEM II-A-3
Approval of SETA Mission and Vision Statements

Presenter: Anita Maldonado

RECOMMENDATION:

Approve SETA Mission and Vision Statements as written.

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

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

BACKGROUND:

Over the past few months, SETA has been involved in its first agency-wide strategic planning initiative with Dalberg Consultants. This process included interviews with team members and stakeholders, focus groups with leadership, and surveys of staff, stakeholders, board members, and committee members. As a result, the following mission and vision statements were developed:

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

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

The finalized SETA Strategic Plan will be presented to the Board for approval at December's meeting.

ACTION ITEM II-A-4

Approval to Purchase Agency Insurance for General Liability, Vehicle Liability, Umbrella Liability, Property, Crime, Inland Marine, Professional Liability, Employee Benefits, Sexual/Physical Abuse, Directors and Officer's Liability, Employment Practices Liability, Participant Accident, Flood, and Cyber

Presenter: Mario Maslac

RECOMMENDATION:

Hear the oral report and take appropriate action.

BACKGROUND:

The Agency's insurance policies for general liability, vehicle liability, umbrella liability, property, crime, inland marine, professional liability, employee benefits, sexual/physical abuse, directors and officer's liability, employment practices liability, participant accident, flood, and cyber expire December 1, 2024.

SETA's broker, Arthur J. Gallagher & Co., is currently exploring various markets to secure the necessary coverage and will present an oral report at the meeting.

If final quotes are not available at the November 7, 2024 meeting, the Board may delegate procurement authority to the Executive Director.

ACTION ITEM II-B-1

Ratification of the Submission of an Application to the Employment Development Department for the Workforce Innovation and Opportunity Act (WIOA) Opportunity Young Adult Career Pathway Program, Program Year 2024-2025, and Authorize the Executive Director to Execute the Agreement, Any Other Documents Required by the Funding Source, and Enter into Subcontracts with Service Providers

Presenter: Lauren Mechals

RECOMMENDATION:

Approve the submission of an application to the EDD for Workforce Innovation and Opportunity Act OYA Career Pathway Program funds, and authorize the Executive Director to execute the agreement, any other documents required by the funding source, and enter into subcontracts with service providers.

BACKGROUND:

The Opportunity Young Adult (OYACPP) Career Pathway Program focuses on creating pathways to success that test and demonstrate program strategies to improve employment outcomes and reduce persistent economic inequities for OYA 18-28 years of age. The OYA Career Pathway Program should position OYA to obtain access to good-quality jobs, including jobs that pay family-sustaining wages, offer benefits, have predictable hours, opportunities for career advancement, and worker voice. Projects will also provide investments for wrap-around support and services to increase the likelihood of program completion, employment outcomes, and career pathway advancement, including comprehensive case management with a trauma-informed lens.

On September 24, 2024, the Employment Development Department (EDD) released the OYACPP Solicitation for Proposals (SFP). The minimum award is \$1,500,000 and the maximum award is \$2,000,000 per application for a project period of 18-24 months, with an anticipated start date of December 1, 2024. Applicants are required to provide a 20% cash or in-kind match. The application deadline is November 4, 2024, 3:00 p.m.

Staff submitted an application based on the SFP criteria that requested \$2,000,000 to serve 150 participants and incorporated the following local parameters:

- Address existing and emerging gaps in the current workforce system for serving OYAs in underserved communities.
- Maximize partner resources by braiding funds and leveraging resources.
- Expanding Work based Learning opportunities for High Road Training Partnership programs by providing work readiness and occupational skills training.
- Cohort-based training that focuses on quality jobs, with close employer partnerships and career advancement potential, with occupational skills components, work readiness, basic math, reading, and literacy skills.
- Implementing a project that informs broader systemic change and can be scaled.

SETA's partners on the application include the Building Careers Foundation, Golden Sierra Job Training Agency, and Sacramento Chinese Community Service Center. The anticipated subcontracts to service providers include:

ACTION ITEM II-B-1 (continued)
Page 2

- Building Careers Foundation – \$441,000 to serve 50 participants
- Golden Sierra – \$347,000 to serve 30 participants
- Sacramento Chinese Community Service Center - \$665,000 to serve 70 participants.

SETA will set aside \$547,000 for administrative costs, overall program coordination and support, and direct participant costs.

ACTION ITEM II-C-1
Approval of Naloxone Policy & Procedure

Presenter: Karen Griffith

RECOMMENDATION:

Approve Sacramento County Naloxone Policy & Procedure.

BACKGROUND:

In accordance with 45 CFR 1302.40 (a), 1304.47 (a), (b)(1)(vi), and (b)(4)(j), 45 CFR 1302.92, 45 CFR 1302.47 (b)(7)(i & iv), and 45 CFR 1302.47 (b)(4)(ii), as a response to the opioid epidemic in Sacramento County.

This policy has been developed with the Health Services Advisory committee to meet the needs of our community and program

Staff will be available to answer questions.

NALOXONE

Policy

Appropriately trained staff are authorized to administer naloxone (NARCAN®). All those authorized to administer naloxone must have first completed training in accordance with Health & Safety Institute training guidelines.

However, there is no legal obligation to administer naloxone; those who have received naloxone training will retain the discretionary authority to administer or not administer naloxone to persons experiencing or suspected of experiencing opioid-related overdoses. Those who administer naloxone are protected from civil and criminal liability if they "act with reasonable care" and "in good faith". This is accomplished by administering naloxone according to established training protocols. California's Good Samaritan law protects those giving emergency medical care at the scene of a medical emergency, including giving naloxone.

Health and Nutrition Services Manager or Coordinator will work in collaboration with the Sacramento County Department of Health Services (SCDHS) and Child Health and Disability Prevention (CHDP) - Naloxone Distribution Project (NDP) as needed.

Policy to meet and/or use guidance from the following Head Start Performance Standards: 45 CFR 1302.40 (a), 1304.47 (a), (b)(1)(vi), and (b)(4)(j), 45 CFR 1302.92, 45 CFR 1302.47 (b)(7)(i & iv), and 45 CFR 1302.47 (b)(4)(ii), as a response to the opioid epidemic in Sacramento County.

Head Start/Early Head Start Policies and Procedures

Rationale:

The purpose of this policy is to establish procedures to manage an overdose prevention protocol through the utilization of naloxone by trained and qualified staff. The objective is to reduce injuries and fatalities resulting from opioid overdoses, in the instances where emergency medical personnel have not yet arrived or are otherwise not immediately available.

Naloxone provides an extra layer of protection for those at a higher risk for an overdose. Although most professional first responders and emergency departments carry naloxone, they may not arrive in time to reverse an opioid overdose. Head Start staff have the potential to be first responders to a person who is experiencing or suspected of experiencing an opioid-related overdose. They can administer it to someone who has an overdose, and potentially save a life.

Administration of naloxone is not limited to enrolled children participants. Naloxone may be administered to a staff, parent, volunteer, consultant, and others who may have come in contact with opioids or other drugs that result in an overdose at a Head Start center, or during a work related activity such as a home visit, field trip or socialization.

Head Start/Early Head Start Policies and Procedures

NALOXONE

Procedure

DEFINITIONS:

- A. **Opioid:** Opioids are controlled substances derived from the opium poppy plant or synthesized from chemical components of opium. Examples include heroin, morphine, fentanyl, oxycontin, oxycodone, codeine, and hydrocodone (Vicodin).
- B. **Naloxone:** Naloxone is an opioid antagonist drug, used to counter the effects of opioid overdose. Naloxone is specifically used to counteract life-threatening depression of the central nervous system and respiratory system. Naloxone is marketed under various trademarks including NARCAN®. Naloxone should not be mistaken for naltrexone, an opioid receptor antagonist used in the treatment of opioid use disorder rather than acute overdoses.
- C. **Drug Overdose:** For the purpose of this policy, drug overdose is defined as an acute medical condition, including, but not limited to, severe physical illness or a limp body, coma or loss of consciousness, unresponsiveness, pinpoint pupils, pale face, blue lips and/or nail beds, clammy skin, not breathing or breathing slowly, shallow breathing, snoring, gurgling and/or vomiting.

What is Naloxone?

- Naloxone is also known as NARCAN®
- Naloxone/NARCAN® is a medicine that rapidly reverses an opioid overdose
- It reverses and blocks the effects of opioids
- Has no effect on someone who does not have opioids in their system
- Naloxone is a medicine

Head Start/Early Head Start Policies and Procedures

Naloxone Administration Instructions:

- Naloxone is for use in the nose only.
- Do not test nasal spray device before use.
- One nasal spray device contains one dose of medicine.
- Each device sprays one time only.
- Universal precautions shall be followed in the administration of naloxone.

Step 1: Check if you suspect an overdose.

- a) Check for a suspected overdose: the person will not wake up or is very sleepy or not breathing well.
- b) Yell, "Wake up!"
- c) Shake the person gently.
- d) If the person is not awake, go to Step 2.

Step 2: Give first dose in the nose.

- a) Tear open the package holding the nasal spray device.
- b) Hold the nasal spray device with your thumb on the bottom of the plunger.
- c) Insert the nozzle into either nostril.
- d) Press the plunger firmly to give the first dose; one nasal spray device contains one dose.

Step 3: Call 911.

Call 911, or ask someone else to call, immediately after giving the first dose.

Step 4: Watch and give.

- a) Wait 2-3 minutes after the first dose to give the medicine time to work.
- b) If the person wakes up, go to Step 5.
- c) If the person does not wake up, continue to give doses every 2-3 minutes until the person wakes up; it is safe to keep giving doses.

Step 5: Stay.

- a) Stay until ambulance arrives, even if the person wakes up.
- b) Give another dose if the person becomes very sleepy again.
- c) Continue to give doses as needed.

Head Start/Early Head Start Policies and Procedures

Procurement of Naloxone

The Department of Health Services was approved by the County Executive Office to plan and implement a Countywide Naloxone Distribution Project.

Health and Nutrition Services Manager or Coordinator will work in conjunction with SCDHS and CDPH for the procurement of naloxone and will meet necessary guidelines and reporting requirements.

Deployment of Naloxone

Health and Nutrition Services (HNS) staff or designee who have been trained in accordance with Health & Safety Institute training guidelines shall deploy 2 doses of naloxone in each of the First Aid boxes, fanny packs and emergency backpacks throughout the agency.

Restocking and Tracking of Naloxone

Health and Nutrition Services Unit will be responsible for tracking, storage, maintenance, replacement of used and expired naloxone kits, and reporting.

Health and Nutrition Services Manager or Coordinator shall be responsible for stocking the naloxone and shall restock the medication as soon as reasonably possible but no later than two weeks after it is used. In addition, the naloxone shall be restocked before its expiration date.

Health and Nutrition Services Manager or Coordinator shall keep the supply of naloxone in a secure location.

Expiration dates on naloxone will be checked quarterly by HNS Unit.

If naloxone is administered to a child, staff shall record it on a "Medication Administration Log" and will notify parent. This log will be submitted to the HNS Unit and a copy will be kept in the child's file.

Naloxone administered to anyone else, other than a child, does not need to be recorded but should be reported to HNS to replace the doses of naloxone. This also needs to be reported to supervisor and program manager. Program will document accordingly.

Head Start/Early Head Start Policies and Procedures

Storage Instructions in Center

Naloxone is to be kept in the classroom First Aid Kit. Each kit will be supplied with two doses of naloxone.

- Store at room temperature between 36° F to 77° F.
- Do not freeze.
- Avoid excessive heat above 104° F.
- Protect from light.
- Keep out of reach of children.

Storage Instructions for Mobile Use

- Naloxone is to be kept in the fanny pack or emergency backpack.
- Carry at a minimum, two doses of naloxone.
- Store at room temperature between 36° F to 77° F.
- Do not freeze.
- Avoid excessive heat above 104° F.
- Protect from light.
- Keep out of reach of children.

Training of Staff to Administer Naloxone

All new Head Start staff who work directly with children and families will receive training within 30 days from hire at orientation for the administration of naloxone.

Documentation of training will be provided in writing and stored in the employee's licensing file.

Continued Training

All staff will receive an annual refresher course in the use of or deployment of naloxone by the HNS Unit.

Training in administration of naloxone is also provided in CPR classes.

Disposal

All undeployed or expired naloxone will be disposed of consistent with the instructions and requirements (if any) of CDPH and other applicable governmental authorities.

Health and Nutrition Services Manager or Coordinator shall monitor the supply of naloxone and ensure the destruction of expired medication.

Head Start/Early Head Start Policies and Procedures

Staff should dispose of used naloxone in the sharps container/hazardous waste bag.

Sharps containers and hazardous waste bags are to be sent to Facilities for proper biohazard disposal.

Use plan for ensuring proper safety precautions as needed, such as wearing gloves during any disposal that involves potential exposure to blood or body fluids.

Perform hand hygiene using handwashing policy as needed; immediately after removal and disposal of gloves, and disposal of used instruments in approved containers or bags.

ACTION ITEM II-C-2

Approval to Submit Annual Refunding Application for Fiscal Year 2025-2026 to the California Department of Education (CDE)

Presenter: Karen Griffith

RECOMMENDATION:

Approve the submission of the application for continued funding for fiscal year 2025-2026 to the California Department of Education with a maximum reimbursement amount of approximately \$6.7M

BACKGROUND:

This agenda item provides an opportunity for the Governing Board to approve the submission of the annual refunding application to the California Department of Education (CDE) with a maximum reimbursement amount of approximately \$6.7M for fiscal year 2025-2026. These funds will provide services to 500 preschoolers in full-day, full-year child development programs at the centers listed below. Changes from last year include the transition from CSPP-FD to CSPP-PD: enrollment slots were added to Elkhorn (40), Galt (20), Florin Grammar (20), Hopkins Park (40), Northview (40), Mather (20), Phoenix Park (20), and enrollment slots reduced at Marina Vista (20).

Center Name (# of children)	
<i>CSPP – State Preschool – Preschoolers</i>	
16 th Avenue (40)	Hillsdale (40)
Bret Harte (20)	Hopkins Park (40)
Capital City (20)	Job Corps (20)
CP Huntington (20)	Marina Vista (40)
Crossroad Gardens (60)	Mather (60)
Elkhorn (60)	Norma Johnson (40)
Florin Grammar (20)	North Avenue (60)
Freedom Park (60)	Northview (60)
Freeport (20)	Phoenix Park (40)
Galt (20)	Sharon Neese (60)

ACTION ITEM II-C-3

Approval to Submit Annual Refunding Application for Fiscal Year 2025-2026 to the California Department of Social Services (CDSS)

Presenter: Karen Griffith

RECOMMENDATION:

Approve the submission of the application for continued funding for fiscal year 2025-2026 to the California Department of Social Services with a maximum reimbursement amount of approximately \$6.3M.

BACKGROUND:

This agenda item provides an opportunity for the Governing Board to approve the submission of the annual refunding application to the California Department of Social Services (DSS) with a maximum reimbursement amount of approximately \$6.3M for fiscal year 2025-2026. These funds will provide services to 356 infants/toddlers in full-day, full-year child development programs at the centers listed below. Changes from last year: enrollment slots were added to 16th Avenue (9,) Galt (16), Florin Grammar (8), and Spinelli (16).

Center Name (# of children)		
<i>CTTR – General Child Care – Infants/Toddlers</i>		
16 th Avenue (27)	Florin Grammar (16)	Mather (15)
Alder Grove IT (16)	Freedom Park (16)	Norma Johnson (9)
Bret Harte (9)	Galt (16)	North Avenue (16)
Capital City (16)	Hillsdale (16)	Northview (16)
CP Huntington (16)	Hopkins (6)	Phoenix Park (8)
Crossroad Gardens (15)	Hiram Johnson (32)	Sharon Neese (25)
Elkhorn (16)	Job Corps (25)	Spinelli (16)
	Marina Vista (9)	

INFORMATION ITEM III-A
Fiscal Monitoring Reports

Presenter: Mario Maslac

BACKGROUND:

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

Staff will be available to answer questions.

MEMORANDUM

TO: Mr. Thomas Stuebner

DATE: October 10, 2024

FROM: Tracey Anderson, SETA Fiscal Monitor

RE: Desk fiscal monitoring of California Human Development

PROGRAM	ACTIVITY	FUNDING	CONTRACT PERIOD	PERIOD COVERED
WIOA	Adult	\$ 205,345	7/1/23-6/30/24	7/1/23-12/31/23
WIOA	DW	\$ 51,336	7/1/23-6/30/24	7/1/23-12/31/23
WIOA	OSY	\$ 166,000	7/1/23-6/30/24	7/1/23-12/31/23

Monitoring Purpose: Initial Follow-up Special Final

Date of Review: February 2024

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

Program Operator: California Human Development

Findings and General Observations:

We have reviewed the Workforce Innovation and Opportunity Act, Adult, Dislocated Worker and Out-of-School Youth program from January 1, 2024 to June 30, 2024. 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:

None

CC: Anita Maldonado
Governing Board

MEMORANDUM

TO: Ms. Gina Wandell

DATE: October 17, 2024

FROM: Tracey Anderson, SETA Fiscal Monitor

RE: Onsite Fiscal Monitoring of EGUSD Adult & Community Education

PROGRAM	ACTIVITY	FUNDING	CONTRACT PERIOD	PERIOD COVERED
WIOA	Adult	\$ 374,593	7/1/23-6/30/24	1/1/24-6/30/24
WIOA	Dislocated Worker	\$ 93,648	7/1/23-6/30/24	1/1/24-6/30/24
WIOA	Out of School Youth	\$ 329,729	7/1/23-6/30/24	1/1/24-6/30/24
WIOA	Prison to Employment	\$ 47,250	4/1/23-11/30/25	1/1/24-6/30/24

Monitoring Purpose: Initial Follow-up Special Final

Date of Review: September 16 and 25, 2024

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

Program Operator: Elk Grove Unified School District Adult & Community Education

Findings and General Observations:

We have reviewed the Workforce Innovation and Opportunity Act programs of Adult, Dislocated Worker, Out-of-School Youth and Prison to Employment from January 1, 2024 to June 30, 2024. 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:

None

CC: Anita Maldonado
Governing Board

MEMORANDUM

TO: Mr. Robert Sanger

DATE: September 27, 2024

FROM: David B. Clark, SETA Fiscal Monitor

RE: Onsite Monitoring of Folsom Cordova Community Partnership

PROGRAM	ACTIVITY	FUNDING	CONTRACT PERIOD	PERIOD COVERED
WIOA	OSY	112,839	7/1/23 – 6/30/24	7/1/23 – 2/29/24
WIOA	AD	256,000	7/1/23 – 6/30/24	7/1/23 – 2/29/24
WIOA	DW	64,000	7/1/23 – 6/30/24	7/1/23 – 2/29/24
CSBG	SN	76,896	1/1/23 – 12/31/23	7/1/23 – 12/31/23
RSS	ADD'L SUP	45,540	10/1/22 – 9/30/23	7/1/23 – 9/30/23
RSS	ES	162,540	10/1/22 – 9/30/23	7/1/23 - 9/30/23
RSS	VESL/OJT	318,080	10/1/22 – 9/30/23	7/1/23 - 9/30/23
WIOA	ETPF	130,000	5/1/23 – 3/31/25	5/1/23 – 2/29/24
RSS	ADD'L SUP	35,610	10/1/23 – 9/30/24	10/1/23 – 2/29/24
RSS	ES	270,000	10/1/23 – 9/30/24	10/1/23 – 2/29/24
RSS	HAU	181,660	8/3/23 – 9/30/24	8/3/23 – 2/29/24

Monitoring Purpose: Initial Follow-up Special Final

Date of Review: March 13, 2024

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

Program Operator: Folsom Cordova Community Partnership

Findings and General Observations:

The total costs as reported to SETA for the Community Services Block Grant, Workforce Innovation and Opportunity Act, and Refugee Support Services programs have been traced to the delegate agency records. The records were verified and appear to be in order with the exception noted below:

1) In 2022, FCCP reported revenues of grant funding exceeded the federal single audit \$750,000 threshold, which could mean a single audit submission is required as stated by CFR, Title 2, Subtitle A, Part 200, Subpart F(a). SETA has not received a federal single audit for fiscal year 2023 which was due by March 31, 2024.

Recommendations for Corrective Action:

1) Please provide a completed single audit report for the 2023 fiscal year or if not completed, please provide a signed letter from FCCP's auditor detailing the timeline that brings FCCP back into compliance.

CC: Anita Maldonado
Governing Board

MEMORANDUM

TO: Ms. Brenda Pate

DATE: October 28, 2024

FROM: Tracey Anderson, SETA Fiscal Monitor

RE: On site Fiscal Monitoring of Goodwill Industries of Sacramento Valley

PROGRAM	ACTIVITY	FUNDING	CONTRACT PERIOD	PERIOD COVERED
WIOA	OSY	\$ 118,230	7/1/23-6/30/23	1/1/24-6/30/24

Monitoring Purpose: Initial Follow-up Special Final

Date of Review: September 2024

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

Program Operator: Goodwill Industries of Sacramento Valley

Findings and General Observations:

We have reviewed the Workforce Innovation and Opportunity Act, Out-of-School Youth program from January 1, 2024 to June 30, 2024. 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:

None

CC: Anita Maldonado
Governing Board

MEMORANDUM

TO: Diana Erickson

DATE: September 24, 2024

FROM: Tracey Anderson, SETA Fiscal Monitor

RE: On site Fiscal Monitoring Desk Review of PRIDE Industries

PROGRAM	ACTIVITY	FUNDING	CONTRACT PERIOD	PERIOD COVERED
WIOA	Adult	\$ 157,908	7/1/2023-6/30/2024	1/1/2024-6/30/2024
WIOA	DW	\$ 39,477	7/1/2023-6/30/2024	1/1/2024-6/30/2024

Monitoring Purpose: Initial Follow-up Special Final

Date of Review: September, 2024

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

Program Operator: PRIDE Industries

Findings and General Observations:

We have reviewed the Workforce Innovation and Opportunity Act (WIOA), Adult and Dislocated Worker (DW) programs from January 1, 2024 to June 30, 2024. 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:

None

CC: Anita Maldonado
Governing Board

MEMORANDUM

TO: Ms. Vasseliki Vervilos

DATE: October 24, 2024

FROM: David B. Clark, SETA Fiscal Monitor

RE: Fiscal Monitoring of Twin Rivers Unified School District

PROGRAM	ACTIVITY	FUNDING	CONTRACT PERIOD	PERIOD COVERED
Head Start	Basic	\$ 3,162,230	8/1/23 – 7/31/25	3/1/24 – 7/31/24
Head Start	T & TA	\$ 15,930	8/1/23 – 7/31/25	3/1/24 – 7/31/24
Head Start	ARP	\$ 191,440	4/1/21 – 3/31/24	3/1/24 – 3/31/24
Head Start	CRRSA	\$ 48,920	4/1/21 – 3/31/24	3/1/24 – 3/31/24
Early HS	Basic	\$ 1,207,923	8/1/23 – 7/31/25	3/1/24 – 7/31/24
Early HS	T & TA	\$ 13,712	8/1/23 – 7/31/25	3/1/24 – 7/31/24
Early HS	ARP	\$ 67,004	4/1/21 – 3/31/24	3/1/24 – 3/31/24
Early HS	CRRSA	\$ 17,122	4/1/21 – 3/31/24	3/1/24 – 3/31/24

Monitoring Purpose: Initial Follow-up Special Final

Date of Review: 9/24/24

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

Program Operator: Twin Rivers Unified School District

Findings and General Observations:

The total costs as reported to SETA for the Head Start and Early Head Start programs have been traced to the subgrantee's fiscal records.

Recommendations for Corrective Action:

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

CC: Anita Maldonado
Governing Board

INFORMATION ITEM III-B
Employer Success Stories and Activity Report

Presenter: William Walker

BACKGROUND:

Staff at Sacramento Works Career Centers and internal Employer Services staff work with local employers to recruit qualified employees. Attached is a listing of employers recently assisted.

Staff will be available to answer questions.

SETA- Employer Activity Report

The following is an update of information as of October 23, 2024

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication			
Atlas Disposal	9	Front Load Driver	1
	9	Heavy Duty Mechanic	1
	9	Residential Driver	1
	9	Roll Off Driver	1
Amazon	9	Amazon Fresh Grocery Associate	5
Back on Course Educational Services LLC	4	Administrative Specialist	1
	4	Educational Support Specialist	1
	4	Operations Specialist	1
City of Elk Grove	9	Finance and Budget Analyst I/II	1
	9	Red Light Enforcement Technician	1
	9	Victim/Witness Advocate	1
City of Sacramento	9	Animal Control Officer I	1
	9	Administrative Analyst	1
	9	Administrative Analyst -Cannabis Policy and Enforcement	1
	9	Administrative Analyst Emergency Preparedness	1
	9	Administrative Analyst-Regulatory Public Outreach	1
	9	Administrative Officer	1
	9	Administrative Technician	1
	9	Animal Care Technician	1
	9	Animal Control Officer II	1
	3	Building Inspector I	1
	9	Building Maintenance Worker	1
	3	Carpenter	1
	9	Code Enforcement Officer	1
	9	Customer Service Specialist	1
	9	Development Project Manager	1
	9	Development Services Technician I	1
	9	Development Services Technician II	1
	9	Dispatcher I	1
	9	Dispatcher II	1
	9	Equal Employment Manager	1
9	Events Associate	1	
9	General Intern	1	
7	Information Technology Trainee	1	

SETA- Employer Activity Report

The following is an update of information as of October 23, 2024

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication			
City of Sacramento	9	Labor Relations Analyst	1
	9	Neighborhood Services Area Manager	1
	9	Office Specialist	1
	9	Park Safety Ranger	1
	9	Parking Enforcement Officer	1
	9	Parking Lot Attendant	1
	9	Personnel Technician	1
	9	Planning Director Mobility and Sustainability Manager	1
	9	Police Officer	1
	9	Police Officer Recruit	1
	9	Police Records Specialist I	1
	9	Police Records Specialist III	1
	9	Principal Planner	1
	7	Principal Systems Engineer	1
	9	Program Specialist	1
	9	Recreation Aide	1
	9	Senior Accounting Technician	1
	7	Senior Applications Developer DOU/CCB	1
	9	Senior Applications Developer Enterprise Applications	1
	9	Senior Code Enforcement Officer	1
	9	Senior Recreation Aide	1
	9	Senior Staff Assistant	1
	9	Supervising Code Enforcement Officer	1
9	Utilities Operations and Maintenance Leadworker Wastewater Collection	1	
County of Sacramento	9	Accounting Manager	1
	4	Accounting Technician	1
	9	Administrative Services Officer I	1
	9	Airport Manager	1
	9	Assistant Auditor-Controller	1
	7	Assistant Chief Information Officer	1
	9	Assistant Director of Airports	1
	3	Associate Electrical Engineer	1

SETA- Employer Activity Report

The following is an update of information as of October 23, 2024

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication			
County of Sacramento	9	Associate Real Property Appraiser	1
	9	Chief Financial and Administrative Officer	1
	9	Chief of Shelter Medicine	1
	9	Chief, Division of Water Resources	1
	9	Child Support Officer Level I/II	1
	9	Clerk/Recorder Supervisor	1
	9	Collection Equipment Operator II	1
	9	Collection Services Program Manager	1
	3	Construction Inspector	1
	3	Construction Management Supervisor	1
	9	Coroner Technician Level I/II	1
	9	County Executive Office Management Analyst III	1
	9	Crime and Intelligence Analyst	1
	9	Deputy Clerk, Board of Supervisors Level I/II	1
	9	Deputy Director, Airport Operations and Maintenance	1
	3	Electrician	1
	9	Electronics Technician	1
	9	Emergency Medical Services Administrator	1
	9	Engineering Aide Land Surveying	1
	9	Engineering Technician Level I/II	1
	9	Environmental Specialist Level I/II	1
	9	Epidemiologist	1
	9	Estate Inventory Specialist	1
	9	Facilities Manager	1
	9	Facilities Trades Operations Supervisor	1
	9	Family Service Supervisor	1
	4	Fleet Service Worker	1
	9	Fleet Supervisor	1
	9	Highway Maintenance Worker	1
	9	Human Resources Manager I	1
	9	Human Services Division Manager Range A/B	1
	9	Human Services Program Integrity Specialist	1
9	Human Services Supervisor	1	
9	Industrial Hygienist	1	

SETA- Employer Activity Report

The following is an update of information as of October 23, 2024

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication			
County of Sacramento	9	Information Technology Division Chief	1
	4	Information Technology Systems Support Specialist Level I/II	1
	9	Investigative Assistant	1
	6	Lactation Consultant	1
	3	Lead Electrician	1
	6	Medical Assistant Level I/II	1
	9	Office Assistant Level I/II	1
	9	Personnel Analyst	1
	9	Pharmacist	1
	9	Planning Technician	1
	3	Plumber	1
	9	Principal Engineering Technician	1
	9	Principal Planner	1
	9	Printing Services Operator Level I/II	1
	9	Process Server	1
	9	Real Property Appraiser Level I/II	1
	9	Recreation Aide	1
	9	Retirement Services Supervisor	1
	9	Sanitation District Mechanic III	1
	9	Scale Attendant I	1
	9	Secretary to Member of Board of Supervisors	1
	4	Senior Administrative Analyst Range A/B	1
	9	Senior Airport Operations Dispatcher	1
	9	Senior Airport Operations Worker	1
	3	Senior Construction Inspector	1
	9	Senior Contract Services Officer	1
	9	Senior Election Assistant	1
	9	Senior Highway Maintenance Worker	1
	9	Senior Natural Resource Specialist	1
	9	Senior Nutrition Assistant	2
9	Senior Office Specialist	1	
9	Senior Personnel Specialist	1	
9	Senior Planner	1	
9	Senior Retirement Benefits Specialist	1	

SETA- Employer Activity Report

The following is an update of information as of October 23, 2024

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication			
County of Sacramento	9	Senior Sheriff's Records Specialist	1
	9	Senior Traffic Signal and Lighting Technician	2
	9	Senior Transportation Engineer	1
	9	Senior Utility Billing Services Representative	1
	9	Storekeeper - Fleet Services	2
	3	Supervising Building Inspector	1
	9	Supervising Deputy Clerk, Board of Supervisors	1
	9	Supervising Waste Management Specialist	1
	9	Veterans Claims Representative	1
	9	Waste Management Program Assistant	1
	9	Waste Management Program Manager II	1
	9	Waste Management Superintendent	1
	9	Workforce Coordinator	1
Los Rios Community College District	4	Accountant	1
	4	Accounting Specialist	1
	4	Adapted Physical Education Adjunct Assistant Professor Pool	1
	4	Administration of Justice Adjunct Assistant Professor Pool	1
	4	Administrative Assistant I	1
	4	Administrative Assistant III	1
	4	Administrative Services Analyst	2
	4	Admissions/Records Technician II	1
	4	Alternate Media Design Specialist	1
	4	Anthropology Adjunct Assistant Professor	1
	4	Art Adjunct Assistant Professor	1
	4	Art Adjunct Assistant Professor Pool	1
	4	Art History Adjunct Assistant Professor Pool	1
	4	Athletic Trainer	1
	4	Campus Operations Supervisor	1
	4	Campus Operations Supervisor	1
	4	Chemistry Assistant Professor	1
	4	Child Development Center Teacher	1
	4	Child Development Center Teacher	1
	4	Classified Recruit Training Officer	1
4	Clerk III	1	

SETA- Employer Activity Report

The following is an update of information as of October 23, 2024

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication			
Los Rios Community College District	4	Commercial Music Adjunct Assistant Professor	2
	4	Computer Information Science Assistant Professor	1
	4	Confidential Human Resources Generalist	2
	4	Confidential Human Resources Specialist III	2
	4	Counseling Clerk I	1
	4	Custodian	1
	4	Deaf Culture and Sign Language Studies Adjunct Assistant Professor Pool	1
	4	Dean of Arts	1
	4	Dean of Business, Computer Information Science, and Distance Learning	1
	4	Dean of Humanities and Fine Arts	1
	4	Diagnostic Medical Sonography Adjunct Assistant Professor Pool	1
	4	Director I of Human Resources	1
	4	Director VI of Training Source	1
	4	Director X for TRIO Project & Student Support Services	1
	4	Director VII of the Apprenticeship Grants Project	1
	4	Donor Relations Specialist	1
	4	Early Childhood Education Adjunct Assistant Professor	2
	4	Educational Center Clerk	1
	4	Educational Center Supervisor	1
	4	Electrician Trainee Assistant Professor	1
	4	Engineering Adjunct Assistant Professor	1
	4	Engineering Adjunct Assistant Professor Pool	1
	4	English as a Second Language Adjunct Assistant Professor Pool	1
	4	Facilities Steward	1
	4	Fashion Adjunct Assistant Professor	1
	4	Film and Media Adjunct Assistant Professor Pool	1
	4	Financial Aid Technician	2
	4	Fire Technology Adjunct Assistant Professor Pool	1
	4	Geography Assistant Adjunct Professor	1
	4	Geology Adjunct Assistant Professor Pool	1
	4	Groundskeeper	1
	4	Hmong Adjunct Assistant Professor Pool	1
	4	Humanities Adjunct Assistant Professor Pool	1
4	Information Technology Application Systems Supervisor	1	

SETA- Employer Activity Report

The following is an update of information as of October 23, 2024

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication			
	4	Information Technology Specialist I - Help Desk Support	1
	4	Information Technology Technician II - Help Desk	1
	4	Instructional Assistant - Anthropology	1
	4	Instructional Assistant - Campus Computer Laboratory	1
	4	Instructional Assistant - Cosmetology	1
	4	Instructional Assistant - Costuming and Makeup	1
	4	Instructional Assistant - Photography	1
	4	Instructional Assistant - Writing/English/Reading	1
	4	Instructional Assistant-Mathematics	1
	4	Laboratory Technician - Science	2
	4	Legal Assisting Assistant Adjunct Professor	1
	4	Maintenance HVAC Mechanic	1
	4	Maintenance Technician I	1
	4	Mathematics Adjunct Assistant Professor Pool	1
	4	Media Systems/Resources Technician II	1
	4	Mental Health Advocate	1
	4	Music Adjunct Assistant Professor	1
	4	Nursing Assistant Professor - Psychology - Mental Health	1
	4	Nursing Assistant Professor - Medical Surgical Focus	1
	4	Outreach Specialist Limited Term	1
	4	Paramedics/EMT Adjunct Assistant Professor Pool	1
	4	Payroll Accountant	2
	4	Personal Activity Adjunct Assistant Professor Pool	1
	4	Philosophy Adjunct Assistant Professor	1
	4	Philosophy Adjunct Assistant Professor Pool	1
	4	Photography Adjunct Assistant Professor Pool	2
	4	Physics/Astronomy Adjunct Assistant Professor Pool	1
	4	Police Captain	1
	4	Police Officer	1
	4	Psychology Assistant Professor	1

SETA- Employer Activity Report

The following is an update of information as of October 23, 2024

EMPLOYER	CRITICAL CLUSTER	JOBS	# of Positions
Regional Industry/Occupational Cluster Keys: 1=Advanced Manufacturing; 2=Clean Economy;3=Construction; 4=Education and Knowledge Creation; 5=Food and Agriculture; 6=Health Services; 7=Information and Communication			
Los Rios Community College District	4	Radio, TV and Film Adjunct Assistant Professor Pool	2
	4	Real Estate Adjunct Assistant Professor	1
	4	Special Projects - Education Coach II	1
	4	Special Projects-Sustainability Coordinator	1
	4	Student Support Assistant	4
	4	Student Support Supervisor	1
	4	Theatre Arts Adjunct Assistant Professor	1
	4	Theater Arts Film Adjunct Assistant Professor Pool	1
	4	Theatre Arts Technical Adjunct Assistant Professor Pool	1
	4	Tutoring Adjunct Coordinator Pool	1
	4	Veterinary Technology Adjunct Assistant Professor Pool	1
Los Rios Community College District	4	Vice President of Instruction	2
	4	Vice President of Student Services	1
	4	Vice President of Student Services & Equity	1
	4	Vietnamese Adjunct Assistant Professor Pool	1
	4	Women and Gender Studies Adjunct Assistant Professor Pool	1
Morrison Chopping LLC	9	Farmworker - Combine, Harvest, Equipment Operator - Multiple Commodities	9
Resource Staffing Group	9	Call Center - Customer Service Representative	1
	9	Data Entry Clerk	1
	9	Document Management Clerk	1
	9	Office Clerk	1
TTEC Government Solutions, LLC	9	Bilingual Healthcare Customer Service Representative - Remote	2
UAW Center for Manufacturing a Green Economy	9	CMGE Community Director	1
	9	CMGE Workforce Development Director	1
Total			286

**INFORMATION ITEM III-C
Dislocated Worker Update**

Presenter: William Walker

BACKGROUND:

Attached is a copy of the most current dislocated worker updates.

Staff will be available to answer questions.

Dislocated Worker Information PY 2024/2025

The following is an update of information as of October 23, 2024

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKERS	REGION/ LOCATION	Official WARN Notice	Contacted
California Communication Access Foundation 1300 Ethan Way, Suite 105 Sacramento, CA 95825	Communications	7/1/2024	Permanent	7	Sacramento, CA	Yes	Yes
Off Duty Services 6600 Bruceville Rd. Sacramento, CA 95823	Security	7/28/2024	Permanent	10	Sacramento, CA	Yes	Yes
VSP Vision 151 Blue Ravine Rd. Folsom, CA 95630	Healthcare	8/2/2024	Permanent	57	Sacramento, CA	Yes	Yes
Agilent Technologies, Inc. 91 & 110 Blue Ravine Rd. Folsom, CA 95630	Laboratory Technologies	8/9/2024	Permanent	4	Folsom, CA	Yes	Yes
Construction Innovations 10630 Mather Blvd. Suite 200 Mather, CA 95655	Construction	8/20/2024	Permanent	165	Sacramento, CA	Yes	Yes
Coach USA 7701 Wilbur Way Sacramento, CA 95828	Transportation	9/3/2024	Permanent	59	Sacramento, CA	Yes	Yes
Big Lots 6630 Valley Hi Drive Sacramento, CA 95823	Retail	8/1/2024	Closure	12	Sacramento, CA	No	Yes
Big Lots 8700 Rivera Drive Sacramento, CA 95826	Retail	8/1/2024	Closure	20	Sacramento, CA	No	Yes
Big Lots 9500 Greenback Lane Folsom, CA 95630	Retail	8/1/2024	Closure	22	Folsom, CA	No	Yes
Bucca di Beppo 1249 Howe Ave. Sacramento, CA 95825	Restaurant	8/2/2024	Closure	48	Sacramento, CA	Yes	Yes
Sunpower 3200 Dwight Road Suite 900 Elk Grove, CA 95758	Transportation	9/3/2024	Permanent	16	Elk Grove, CA	Yes	Yes

Dislocated Worker Information PY 2024/2025

The following is an update of information as of October 23, 2024

EMPLOYER	SECTOR/INDUSTRY	DATE OF LAYOFF	STATUS	NO. OF AFFECTED WORKERS	REGION/ LOCATION	Official WARN Notice	Contacted
Big Lots 3615 Elkhorn Blvd North Highlands , CA 95660	Retail	10/27/2024	Permanent	15	Sacramento, CA	No	Yes
Big Lots 8539 Elk Grove Blvd Elk Grove, CA 95624	Retail	10/27/2024	Permanent	16	Sacramento, CA	No	Yes
LL Flooring 8777 Elk Grove Blvd Elk Grove, CA 95625	Retail	9/15/2024	Permanent	3	Sacramento, CA	No	Yes
Garcia's Restaurant 6049 Madison Ave Carmichael, CA 95608	Restaurant	9/27/2024	Permanent	51	Sacramento, CA	No	Yes
Cisco Rancho Cordova, CA 95670	IT	11/15/2024	Permanent	69	Sacramento, CA	Yes	Yes
Intel 1900 Prairie City Rd, Folsom, CA 95630	IT	11/15/2024	Permanent	273	Sacramento, CA	Yes	Yes
Foundation for California Community Colleges 1102 Q Street Suite 4800 Sacramento, CA 95811	Education	11/15/2024	Permanent	368	Sacramento, CA	Yes	No
				1,215			

INFORMATION ITEM III-D

Unemployment Update/Press Release from the Employment Development Department

Presenter: Roy Kim/Cara Welch

BACKGROUND:

The unemployment rate for the Sacramento MSA for the month of September was 4.7%.

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.

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

Contact: Cara Welch
 (916) 530-1700

**SACRAMENTO—ROSEVILLE—ARDEN-ARCADE METROPOLITAN STATISTICAL AREA (MSA)
 (EL DORADO, PLACER, SACRAMENTO, AND YOLO COUNTIES)**

Total wage and salary jobs down 1,900 over the month; up 21,000 over the year

The unemployment rate in the Sacramento--Roseville--Arden-Arcade MSA was 4.7 percent in September 2024, down from a revised 5.2 percent in August 2024, and above the year-ago estimate of 4.4 percent. This compares with an unadjusted unemployment rate of 5.3 percent for California and 3.9 percent for the nation during the same period. The unemployment rate was 4.3 percent in El Dorado County, 4.2 percent in Placer County, 4.9 percent in Sacramento County, and 4.9 percent in Yolo County.

Between August 2024 and September 2024, combined employment in the counties of El Dorado, Placer, Sacramento, and Yolo decreased by 1,900 to total 1,106,800 jobs.

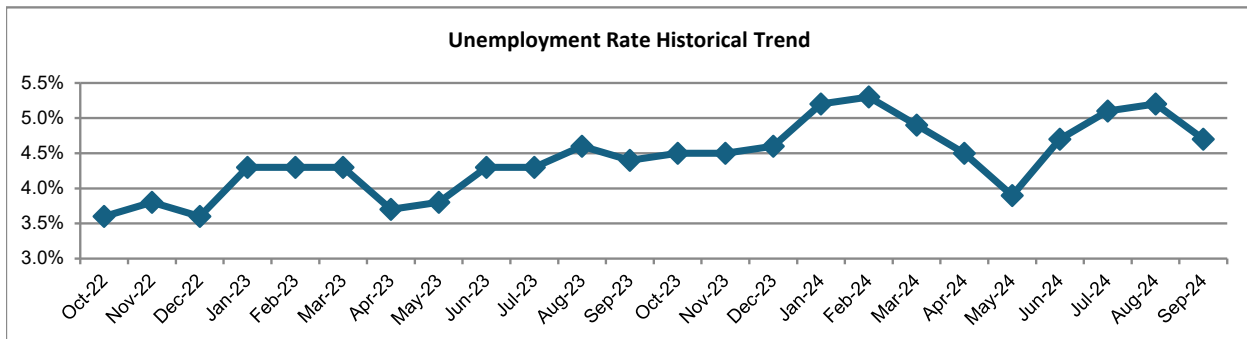
- Leisure and hospitality experienced a normal seasonal decline from August to September with the reduction of 2,300 jobs. Employment losses were split between arts, entertainment, and recreation (down 1,200 jobs) and accommodation and food services (down 1,100 jobs).
- Over the month, construction payrolls fell by 1,800 jobs. Specialty trade contractors was responsible for the industry decline, shedding 1,900 jobs.
- Farm employment decreased by 700 jobs, in trend with its typical decline during this time.
- On the upside, government continued to trend up with a month-over gain of 2,600 jobs. Payroll increases were reported in local government (up 1,600 jobs) and state government (up 1,000 jobs). Federal government remained unchanged.
- Private education and health services reported an additional 900 jobs in September. Healthcare and social assistance added 700 jobs while private educational services picked up 200 jobs.

Between September 2023 and September 2024, total jobs in the region increased by 21,000 or 1.9 percent.

- Private education and health services continued to lead the region in year-over job growth with an additional 16,200 jobs. Healthcare and social assistance (up 15,500) accounted for 96 percent of the increase. Private educational services added 700.
- Government advanced by 6,900 jobs since last September. Payroll gains were in state government (up 4,000 jobs) and local government (up 3,100 jobs). Meanwhile, federal government reported a slight loss of 200 jobs.
- A year-over expansion of 3,300 jobs was recorded in professional and business services. Professional, scientific, and technical services (up 1,900 jobs) and administrative and support and waste services (up 1,500 jobs) were responsible for the expansion.
- Meanwhile, year-over employment declines occurred in construction (down 1,500 jobs), leisure and hospitality (down 1,000 jobs), information (down 1,000 jobs), manufacturing (down 900 jobs), other services (down 500 jobs), farm (down 400 jobs) and financial activities (down 400 jobs).

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

The unemployment rate in the Sacramento--Roseville--Arden-Arcade MSA was 4.7 percent in September 2024, down from a revised 5.2 percent in August 2024, and above the year-ago estimate of 4.4 percent. This compares with an unadjusted unemployment rate of 5.3 percent for California and 3.9 percent for the nation during the same period. The unemployment rate was 4.3 percent in El Dorado County, 4.2 percent in Placer County, 4.9 percent in Sacramento County, and 4.9 percent in Yolo County.



Industry	Aug-2024	Sep-2024	Change		Sep-2023	Sep-2024	Change
	Revised	Prelim				Prelim	
Total, All Industries	1,108,700	1,106,800	(1,900)		1,085,800	1,106,800	21,000
Total Farm	10,800	10,100	(700)		10,500	10,100	(400)
Total Nonfarm	1,097,900	1,096,700	(1,200)		1,075,300	1,096,700	21,400
Mining, Logging, and Construction	78,400	76,600	(1,800)		78,100	76,600	(1,500)
Mining and Logging	600	600	0		600	600	0
Construction	77,800	76,000	(1,800)		77,500	76,000	(1,500)
Manufacturing	40,200	40,300	100		41,200	40,300	(900)
Trade, Transportation, and Utilities	167,700	168,200	500		167,900	168,200	300
Information	8,800	8,700	(100)		9,700	8,700	(1,000)
Financial Activities	48,400	48,200	(200)		48,600	48,200	(400)
Professional and Business Services	136,700	136,300	(400)		133,000	136,300	3,300
Private Education and Health Services	206,400	207,300	900		191,100	207,300	16,200
Leisure and Hospitality	113,300	111,000	(2,300)		112,000	111,000	(1,000)
Other Services	38,600	38,100	(500)		38,600	38,100	(500)
Government	259,400	262,000	2,600		255,100	262,000	6,900

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

Data Not Seasonally Adjusted

	Sep 23	Jul 24	Aug 24 Revised	Sep 24 Prelim	Percent Change	
					Month	Year
Civilian Labor Force (1)	1,136,100	1,141,700	1,146,800	1,142,700	-0.4%	0.6%
Civilian Employment	1,086,500	1,083,400	1,087,400	1,088,900	0.1%	0.2%
Civilian Unemployment	49,600	58,200	59,400	53,700	-9.6%	8.3%
Civilian Unemployment Rate	4.4%	5.1%	5.2%	4.7%		
(CA Unemployment Rate)	4.9%	5.8%	5.9%	5.3%		
(U.S. Unemployment Rate)	3.6%	4.5%	4.4%	3.9%		
Total, All Industries (2)	1,085,800	1,104,400	1,108,700	1,106,800	-0.2%	1.9%
Total Farm	10,500	10,600	10,800	10,100	-6.5%	-3.8%
Total Nonfarm	1,075,300	1,093,800	1,097,900	1,096,700	-0.1%	2.0%
Total Private	820,200	835,300	838,500	834,700	-0.5%	1.8%
Goods Producing	119,300	118,300	118,600	116,900	-1.4%	-2.0%
Mining, Logging, and Construction	78,100	78,300	78,400	76,600	-2.3%	-1.9%
Mining and Logging	600	600	600	600	0.0%	0.0%
Construction	77,500	77,700	77,800	76,000	-2.3%	-1.9%
Construction of Buildings	15,200	15,400	15,300	15,300	0.0%	0.7%
Specialty Trade Contractors	53,800	55,300	55,500	53,600	-3.4%	-0.4%
Foundation, Structure, and Building Exterior Co	14,700	14,800	14,900	14,300	-4.0%	-2.7%
Building Equipment Contractors	22,700	23,200	23,300	22,400	-3.9%	-1.3%
Building Finishing Contractors	10,700	12,000	12,100	11,700	-3.3%	9.3%
Manufacturing	41,200	40,000	40,200	40,300	0.2%	-2.2%
Durable Goods	25,600	25,000	25,000	25,000	0.0%	-2.3%
Computer and Electronic Product Manufacturing	4,300	4,200	4,200	4,200	0.0%	-2.3%
Non-Durable Goods	15,600	15,000	15,200	15,300	0.7%	-1.9%
Food Manufacturing	6,600	6,200	6,400	6,500	1.6%	-1.5%
Service-Providing	956,000	975,500	979,300	979,800	0.1%	2.5%
Private Service Providing	700,900	717,000	719,900	717,800	-0.3%	2.4%
Trade, Transportation, and Utilities	167,900	167,300	167,700	168,200	0.3%	0.2%
Wholesale Trade	28,400	28,700	28,500	28,700	0.7%	1.1%
Merchant Wholesalers, Durable Goods	16,400	16,700	16,700	16,700	0.0%	1.8%
Merchant Wholesalers, Nondurable Goods	10,500	10,300	10,200	10,400	2.0%	-1.0%
Retail Trade	98,100	99,500	99,800	100,000	0.2%	1.9%
Motor Vehicle & Parts Dealer	14,600	15,100	15,200	15,200	0.0%	4.1%
Building Material and Garden Equipment and Supplies	8,700	8,900	8,800	8,700	-1.1%	0.0%
Grocery and Convenience Retailers	20,400	20,800	20,800	20,800	0.0%	2.0%
General Merchandise Retailers	19,900	20,500	20,600	21,100	2.4%	6.0%
Health and Personal Care Retailers	5,200	4,400	4,300	4,400	2.3%	-15.4%
Clothing, Clothing Accessories, Shoe, and Jewelry	6,400	6,600	6,600	6,500	-1.5%	1.6%
Sporting Goods, Hobby, Musical Instrument, Book	10,800	10,800	11,000	10,900	-0.9%	0.9%
Transportation, Warehousing, and Utilities	41,400	39,100	39,400	39,500	0.3%	-4.6%
Information	9,700	8,900	8,800	8,700	-1.1%	-10.3%
Publishing Industries	2,100	2,000	2,000	2,000	0.0%	-4.8%
Telecommunications	2,400	2,300	2,300	2,300	0.0%	-4.2%
Financial Activities	48,600	48,800	48,400	48,200	-0.4%	-0.8%
Finance and Insurance	30,300	29,900	29,600	29,500	-0.3%	-2.6%
Credit Intermediation and Related Activities incl	8,200	7,900	7,900	7,900	0.0%	-3.7%
Depository Credit Intermediation including Money	5,100	5,000	5,000	5,000	0.0%	-2.0%
Nondepository Credit Intermediation	1,600	1,600	1,600	1,600	0.0%	0.0%
Insurance Carriers and Related Activities	19,100	18,900	18,800	18,700	-0.5%	-2.1%
Real Estate and Rental and Leasing	18,300	18,900	18,800	18,700	-0.5%	2.2%
Real Estate	14,200	14,300	14,300	14,200	-0.7%	0.0%
Professional and Business Services	133,000	136,900	136,700	136,300	-0.3%	2.5%
Professional, Scientific, and Technical Services	60,500	63,200	62,700	62,400	-0.5%	3.1%
Architectural, Engineering, and Related Service	10,800	11,500	11,500	11,400	-0.9%	5.6%
Management of Companies and Enterprises	13,100	13,000	13,100	13,000	-0.8%	-0.8%

Data Not Seasonally Adjusted

	Sep 23	Jul 24	Aug 24 Revised	Sep 24 Prelim	Percent Change	
					Month	Year
Administrative and Support and Waste and Remediation	59,400	60,700	60,900	60,900	0.0%	2.5%
Administrative and Support Services	56,000	57,200	57,300	57,300	0.0%	2.3%
Employment Services	17,000	16,500	16,500	16,600	0.6%	-2.4%
Services to Buildings and Dwellings	18,900	19,400	19,600	19,700	0.5%	4.2%
Private Education and Health Services	191,100	202,900	206,400	207,300	0.4%	8.5%
Private Educational Services	15,900	16,300	16,400	16,600	1.2%	4.4%
Health Care and Social Assistance	175,200	186,600	190,000	190,700	0.4%	8.8%
Ambulatory Health Care Services	62,400	67,700	69,100	69,700	0.9%	11.7%
Hospitals	27,000	28,400	29,300	29,300	0.0%	8.5%
Nursing and Residential Care Facilities	18,800	20,000	20,400	20,400	0.0%	8.5%
Leisure and Hospitality	112,000	113,600	113,300	111,000	-2.0%	-0.9%
Arts, Entertainment, and Recreation	19,500	21,600	21,300	20,100	-5.6%	3.1%
Accommodation and Food Services	92,500	92,000	92,000	90,900	-1.2%	-1.7%
Accommodation	9,200	9,800	9,800	9,600	-2.0%	4.3%
Food Services and Drinking Places	83,300	82,200	82,200	81,300	-1.1%	-2.4%
Restaurants and Other Eating Places	78,700	78,000	77,900	77,000	-1.2%	-2.2%
Full-Service Restaurants	34,000	34,700	34,600	34,000	-1.7%	0.0%
Limited-Service Restaurants and Other Eating	44,700	43,300	43,300	43,000	-0.7%	-3.8%
Other Services	38,600	38,600	38,600	38,100	-1.3%	-1.3%
Repair and Maintenance	11,600	11,900	11,900	11,600	-2.5%	0.0%
Government	255,100	258,500	259,400	262,000	1.0%	2.7%
Federal Government	14,700	14,800	14,500	14,500	0.0%	-1.4%
Department of Defense	1,700	1,700	1,700	1,700	0.0%	0.0%
Total State and Local Government	240,400	243,700	244,900	247,500	1.1%	3.0%
State Government	133,100	139,800	136,100	137,100	0.7%	3.0%
State Government Educational Services	26,900	29,300	26,900	27,600	2.6%	2.6%
State Government Excluding Education	106,200	110,500	109,200	109,500	0.3%	3.1%
Local Government	107,300	103,900	108,800	110,400	1.5%	2.9%
Local Government Educational Services	56,800	51,000	56,400	58,700	4.1%	3.3%
Local Government excluding Educational Services	50,500	52,900	52,400	51,700	-1.3%	2.4%
County Government	20,100	20,700	20,600	20,900	1.5%	4.0%
City Government	10,700	11,700	11,400	10,900	-4.4%	1.9%
Special Districts plus Tribes	19,700	20,500	20,400	19,900	-2.5%	1.0%

Notes:

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

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

These data are produced by the Labor Market Information Division of the California Employment Development Department (EDD). Questions should be directed to: Cara Welch 916-530-1700 or Luis Alejo 916-931-9596

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.

REPORT 400 C
Monthly Labor Force Data for Counties
September 2024 - Preliminary
 Data Not Seasonally Adjusted

COUNTY	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
STATE TOTAL	---	19,501,400	18,471,400	1,030,000	5.3%
ALAMEDA	19	826,600	787,300	39,200	4.7%
ALPINE	49	500	470	30	6.6%
AMADOR	29	14,740	13,980	760	5.1%
BUTTE	39	93,100	87,900	5,200	5.6%
CALAVERAS	16	22,690	21,680	1,020	4.5%
COLUSA	56	10,870	9,980	900	8.2%
CONTRA COSTA	21	551,100	524,500	26,600	4.8%
DEL NORTE	37	9,520	9,000	530	5.5%
EL DORADO	15	94,600	90,500	4,100	4.3%
FRESNO	52	461,400	429,600	31,800	6.9%
GLENN	41	12,930	12,180	750	5.8%
HUMBOLDT	21	61,200	58,200	3,000	4.8%
IMPERIAL	58	75,700	61,100	14,600	19.2%
INYO	3	8,680	8,360	320	3.7%
KERN	54	399,600	368,800	30,800	7.7%
KINGS	53	59,100	54,800	4,300	7.3%
LAKE	37	28,870	27,280	1,600	5.5%
LASSEN	28	8,910	8,460	450	5.0%
LOS ANGELES	44	5,123,800	4,815,500	308,300	6.0%
MADERA	51	66,800	62,400	4,400	6.7%
MARIN	4	131,800	126,800	5,000	3.8%
MARIPOSA	16	8,100	7,740	360	4.5%
MENDOCINO	19	38,250	36,430	1,810	4.7%
MERCED	55	122,300	112,800	9,500	7.8%
MODOC	36	3,250	3,080	170	5.3%
MONO	4	9,460	9,110	360	3.8%
MONTEREY	24	227,500	216,300	11,200	4.9%
NAPA	6	73,000	70,200	2,800	3.9%
NEVADA	13	49,410	47,340	2,070	4.2%
ORANGE	9	1,595,900	1,531,000	64,900	4.1%
PLACER	13	197,100	188,800	8,300	4.2%
PLUMAS	32	7,720	7,310	400	5.2%
RIVERSIDE	39	1,169,600	1,104,300	65,300	5.6%
SACRAMENTO	24	740,100	704,100	36,000	4.9%
SAN BENITO	41	31,900	30,100	1,900	5.8%
SAN BERNARDINO	32	1,022,600	969,600	52,900	5.2%
SAN DIEGO	18	1,598,300	1,525,500	72,800	4.6%
SAN FRANCISCO	2	553,700	533,500	20,200	3.6%
SAN JOAQUIN	46	356,900	335,000	21,900	6.1%
SAN LUIS OBISPO	7	135,900	130,500	5,400	4.0%
SAN MATEO	1	438,300	422,800	15,500	3.5%
SANTA BARBARA	9	221,700	212,500	9,100	4.1%
SANTA CLARA	9	1,032,300	990,200	42,100	4.1%
SANTA CRUZ	32	134,000	127,100	6,900	5.2%
SHASTA	32	74,600	70,700	3,900	5.2%
SIERRA	9	1,420	1,360	60	4.1%
SISKIYOU	43	16,100	15,140	960	5.9%
SOLANO	29	205,600	195,100	10,600	5.1%
SONOMA	7	250,900	240,900	10,000	4.0%
STANISLAUS	47	250,700	234,900	15,700	6.3%
SUTTER	48	47,900	44,800	3,100	6.5%
TEHAMA	44	26,840	25,240	1,600	6.0%
TRINITY	24	4,760	4,530	230	4.9%
TULARE	57	214,800	194,800	20,000	9.3%
TUOLUMNE	29	20,630	19,570	1,060	5.1%
VENTURA	21	413,600	393,900	19,700	4.8%
YOLO	24	110,900	105,500	5,400	4.9%
YUBA	49	32,900	30,700	2,200	6.6%

Notes

1) Data may not add due to rounding. The unemployment rate is calculated using unrounded data.

2) Labor force data for all geographic areas now reflect the March 2023 benchmark and Census Vintage 2020 population controls at the state level.

INFORMATION ITEM III-E
Head Start Reports

Presenter: Karen Griffith

BACKGROUND:

This agenda item provides an opportunity for the Governing Board to review the most current Head Start fiscal report sent under separate cover and the Head Start Deputy Director's monthly report.

Staff will be available to answer questions.



Seta Head Start Food Service Operations Monthly Report *September, 2024

9/11/24 - Homebase HAD A FIELD TRIP TO Safetyville USA, we prepared 75 sack lunches.

9/12/24 - Sharon Neese had a field trip on site with Music Paul.

	Lunch	PM Snack	Breakfast	Field Trips
	32,716	31,214	31,802	1
Total Amount of Meals and Snacks Prepared				95,807
Purchases:				
Food	\$119,700.58			
Non - Food	\$10,442.33			
Building Maintenance and Repair:			\$0.00	
Janitorial & Restroom Supplies:			\$0.00	
Kitchen Small Wares and Equipment:			\$0.00	
Vehicle Maintenance and Repair:			\$507.02	
Vehicle Gas / Fuel:			\$2,277.67	
Normal Delivery Days			21	

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start

September 2024

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: 1302.14 (b)(1) states *a program must ensure at least 10 percent of its total funded enrollment is filled by children eligible for services under IDEA, unless the responsible HHS official grants a waiver.*

Agency	AFE (HS)	Total IEPs	% of AFE	AFE (EHS)	Total IFSPs	% AFE
SETA operated	1364	128	8%	739	93	11%
Twin Rivers USD	156	**	%	56	**	%
Elk Grove USD	440	59	10%	NA		
Sac City USD	676	49	6%	16	0	0%
San Juan USD	712	57	8%	96	6	5%
WCIC	100	2	%	NA		
COUNTY TOTAL	3448	259	8%	907	89	10%

****NO REPORT RECEIVED**

AFE: Annual Funded Enrollment

**Sacramento County Head Start/Early Head Start
Monthly Enrollment Report
September 2024**

Head Start

Agency	Funded Enrollment	(a) Last Day of Month Enrollment (09/30/24)	(b) % Of capped/closed	(c) % Actual to Funded	(d) (±) Difference in % from last month
Elk Grove USD	440	382	0	87%	10% +
Sacramento City USD	676	507	0	75%	0%
San Juan USD	712	587	16(84%)	82%	6% +
SETA	1,364	1,221	0	90%	7% +
Twin Rivers USD	156	132	0	85%	3% +
WCIC/Playmate	100	85	0	85%	0%
Total	3,448	2,914	16 (85%)	85%	5% +

Early Head Start

Agency	Funded Enrollment	(a) Last Day of Month Enrollment (09/30/24)	(b) % Of capped/closed	(c) % Actual to Funded	(d) (±) Difference in % from last month
San Juan USD	166	155	0	93%	2% +
SETA	739	666	0	90%	2% +
Twin Rivers USD	56	46	0	82%	7% +
SCUSD	16	12	0	75%	37% +
Total	977	879	0%	90%	3%+

- (a) Includes children who have dropped during the month and whose slot will be filled within the 30-day allowable period.
- (b) Demonstrates enrollment percentages if classes were not capped/closed due to staffing shortage and or other programmatic challenges.
- (c) If enrollment is less than 100%, the agency includes a corrective plan of action.
- (d) Demonstrates difference in percentage of enrollment totals from previous month.

Reasons for Program Under Enrollment

Elk Grove USD

- Our enrollment team is currently processing new registration packets and reaching out to families who are missing the required documents.
- IEP students continued to be identified and transitioned into the Special Education program.
- Barriers related to transportation. Experiencing some feedback from enrolled families that they have decided to disenroll due to transportation issues between siblings at different school sites.

Sacramento City USD

- Currently enrolling and recruiting for the Full-Day Programs, we have a total of 2 openings for Elder Creek, and 4 openings for Hiram Johnson. Operating at reduced funded enrollment, due to classes/centers closed during Summer. Return to full services September 3, 2024.
- Reviewing the wait list for age eligible children for Wrap Programs, with a goal of 100% enrollment by October

San Juan USD

- Due to reduced staffing-16 Early Head Start slots capped.
- Human Resources continues to be backlogged from summer hiring, delay in posting 24 open positions.
- Waitlist exhausted within 95864, 95662, and 95610 zip code.
- ERSEA admin. continues to monitor every week and check in with AFSTs individually to note progress, next steps, and any support needed.

SETA

- Vacancies in the following positions that support classroom ratio or enrollment: 24 Education positions (Teacher, Associate Teacher, Associate Teacher/Infant Toddler, Lead Teacher /Infant Toddler) and 1 Family Services Worker.

Twin Rivers USD

- Village Early Head Start has exhausted waiting list. The program will begin with targeted recruiting for Rio Linda, service area is 95673, 95560 and 95652.
- Staffing vacancies for (1) Head Start Site Supervisor, (6) ECE Para Educators, (3) ECE Rover and (1) Teacher.

WCIC/Playmate

- WCIC staff has exhausted our waiting list and is seeking assistance from local Head Start programs while continuing to distribute recruitment flyers in Oak Park.

Strategies/Action Step(s) for Under Enrollment

Elk Grove USD

- Program Educators continue to focus their efforts on filling classes by circulating preschool enrollment packets in the community, district websites, posting lawn signs around school sites and in the neighboring communities, and collaborating with EGUSD FACE Department and SAFE Centers.
- Program Educators attended included the September 20th Florin Elementary Family Picnic Day and the September 21st FBSU event at Shasta Park.
- The SYNERGY registration queue is currently for 102 families. These represent submissions from January 10th, 2024, through September 23rd, 2024. There are currently 503 entries in the 24/24 EGUSD Preschool

Interest Form. Another way we recruit families is through our Playgroup families. The instructor of playgroups provides referrals to families who have children that meet our age requirement.

Sacramento City USD

- Recruitment efforts to meet full enrolment: Post flyers geographic locations; Establish partnerships with different departments within the school district, other Early Learning & Care Programs, and Social Work Agencies. Increase website visibility by updating activity on social media.
- Perform Strengths, Weaknesses, Opportunities and Threats (SWOT) Analysis with enrollment team.
- Contact former parents to promote the program. Follow up with former families to promote Head Start services.
- School Community Liaison (SCL) and Parent Advisor is building a rapport with community organizations and is in communication with these organizations to inquire about upcoming events that will be taking place within the community.

San Juan USD

- School Community Workers attended 5 back to school nights at Whitney Elementary (95821)—promoting Head Start programs close by that are under enrolled.
- ERSEA admin collaborated with SETA to get inquiries specific to low enrollment zip code areas (95662, 95610, and 95864).
- School Community workers, admin, and ERSEA content continue to target areas that are identified by enrollment data and recruitment flyers in 5 languages are distributed to schools, community agencies, and businesses in the surrounding areas.

SETA

- Human Resources posted job openings within the following employment search websites: CA Head Start Assoc., CalJOBS, ZipRecruiter, Indeed and ADP WFN Recruitment Portal, SETA Job Fair. The following positions were onboarded this month: 3 Head Start Teachers, 4 Associate Teacher's, and 2 Associate Teacher Infant Toddler.
- Recruitment and networking opportunities to increase awareness of Head Start services and Community Partnerships: Literacy is Key- Dia de La Familia; Community Table Auto Light Check and Repair; Rio Linda County Faire; Sacramento Vision and Health Fair. From these recruitment events, 9 Interest Forms were completed by families inquiring about Head Start services.

Twin Rivers USD

- All vacant positions are posted on Edjoin/Team Tailor. Admin screens, and interviews. Contracted with Childcare Careers (CCC) substitute to temporarily fill the vacancies.
- The ERSEA team recruited at the following community events: Rio Linda Elverta Country Fair; Celebration of North Highlands a Multicultural Event; and distributed flyers at the Walmart in North Highlands on Watt Ave.
- Enrollment is ongoing. EHS families who are transitioning have been contacted to start the HS registration process.

WCIC/Playmate

- Collaborating with SETA to get an inquiry list of families specific to low enrollment zip code areas (95817 and 95820).
- WCIC's staff participated in the following outreach events: St. HOPE Back to School Block Party held at McClatchy Park, WOMB (Women Out of Major Bandage) to support homeless families; Mercado Miércoles with La Familia Counseling Center, Oak Park Trail Blazer and Family Fun Day Event, where staff distributed recruitment flyers and school supplies to children.

- Many families attended the events and completed WCIC's waiting list, resulting in several students being enrolled. Continuing community outreach and recruitment during program closure in summer months: Mail recruitment flyer to zip codes with low enrollment, post on various social media platforms.

REPORTS TO THE BOARD ITEM IV

A. Chair

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

This item is set aside to allow the SETA Executive Director to report to the Board on any items of important information or to deal with special requests which need to be addressed but, because of time constraints, were not included in the formal SETA Governing Board Packet. The Executive Director's Report also allows the opportunity for the SETA Executive Director to apprise the Board of upcoming events, significant agency activities, or conferences.

C. Deputy Directors' Report

This item is set aside to allow the Deputy Directors to report to the Board any items relative to the program operations.

D. Counsel's 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.