

AGENDA

Sacramento Employment and Training Agency COMMUNITY ACTION BOARD Regular Meeting

Wednesday January 8, 2025 10:00 a.m.
925 Del Paso Boulevard, Suite 100, Board Room,
Sacramento, CA 95815

PUBLIC COMMENT PROCEDURES

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

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

In-Person Public Comment

Members of the public are encouraged to participate in the meeting by completing a speaker card or submitting written comments by email to SETA's Clerk of the Boards, 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, 81700041326# US (San Jose).

Meeting ID: 817 0004 1326

Passcode: 326502

[Find your local number](#)

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

Vacant
PUBLIC REPRESENTATIVE

Mai Vang
COUNCILMEMBER
City of Sacramento

Anita Maldonado
EXECUTIVE DIRECTOR, Ph. D.

| | Page # |
|---|---------------|
| CALL TO ORDER | |
| ROLL CALL | |
| I. CONSENT ITEM: | |
| A. Approval of Minutes of the November 13, 2024 Regular Board Meeting | 1-24 |
| II. ACTION/DISCUSSION ITEM: | |
| A. Election of Officers to the Community Action Board (CAB) (Julie Davis-Jaffe) | 25 |
| III. INFORMATION ITEM: | |
| A. Community Services Block Grant (CSBG) Fiscal Monitoring Reports (Julie Davis-Jaffe) | 26-30 |
| <ul style="list-style-type: none"> • Folsom Cordova Community Partnership • South County Services, Inc. | |
| IV. REPORTS TO THE BOARD: | 31-34 |
| A. Chair | |
| B. Executive Director | |
| C. Deputy Director/Program Manager | |
| D. Members of the Board | |
| E. Public | |
| V. ADJOURNMENT | |

DISTRIBUTION DATE: Thursday, January 2, 2025

Community Action Board meeting hosted
by: Luis Sanchez (Chair),
Dominique Espinosa (Vice Chair),
Debra Gipson (Secretary/Treasurer)

CONSENT ITEM I-A
Approval of Minutes of the November 13, 2024 Regular Board Meeting

Presenter: Julie Davis-Jaffe

RECOMMENDATION:

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

BACKGROUND:

Attached are the minutes of the November 13, 2024, Board meeting.

MINUTES/SYNOPSIS

Sacramento Employment and Training Agency COMMUNITY ACTION BOARD Regular Meeting

Wednesday November 13, 2024 10:00 a.m.

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

CALL TO ORDER

ROLL CALL

Mr. Sanchez called the meeting to order at 10:01 a.m. The roll was called and a quorum was established.

Members Present:

Debra Cummings, Our Kids Community Breakfast Club
Leslie Taylor, Child Action, Inc.
Elizabeth Hudson, Deputy Director, LifeSTEPS
Fienishia Wash, Head Start Policy Council
Renee John, Valley Vision (*arrived and seated at 10:02 a.m.*)
Peter Coyl, Library Director & CEO, Sacramento Public Library
Luis Sanchez, Community Resource Project
Graciela Garduno, Head Start Policy Council

Members Absent:

Dominique Espinosa, Vice Chair; Mutual Housing California
LaShelle Dozier, Sacramento Housing & Redevelopment Agency

I. CONSENT ITEM:

A. Approval of Minutes of the October 9, 2024 Regular Board Meeting

The minutes were reviewed; there were no corrections.

Moved/Wash, second/Taylor, to approve the minutes of the October 9, 2024, regular meeting as distributed.

Roll call vote:

Aye: 7 (Sanchez, Taylor, Hudson, Wash, Coyl, Cummings, Garduno)

Nay: 0

Abstention: 1 (John)

Absent: 2 (Espinosa, Dozier)

II. PRESENTATIONS:

A. World Relief

The presentation from World Relief is attached to these minutes.

World Relief provides various avenues for connecting its clients in need of childcare to service opportunities in the community. Additionally, because of its career pathways program, some World Relief clients start their own childcare businesses.

The Board thanked World Relief presenter for their hard work and acknowledged their service's impact on the community.

III. ACTION/DISCUSSION ITEMS:

A. Approval of Community Services Block Grant (CSBG) Program, Delegate Agency Funding Extension Recommendations for Program Year 2025

Ms. Davis-Jaffe reviewed the annual funding recommendation and advised that this is a continuation of the previous procurement that took place last year. Funding was approved by the Community Action Board and SETA Governing Board in 2024. SETA's Community Services and Fiscal staff have conducted a thorough evaluation of CSBG program operator performance through September 30, 2024, and recommend extending CSBG delegate agreements for an additional year under the same terms, conditions, and funding amounts contingent upon continuing levels of program performance throughout the 4th Quarter of Program Year (PY) 2024. The CSBG Program Operator report with program and fiscal data through the 3rd Quarter was also provided in the packet.

Ms. Davis-Jaffe advised that staff has been working diligently with providers on any areas that could be of concern moving forward based on monitoring and expenditure reports, as well as quarterly data received.

Since SETA has yet to receive its final allocation for PY2025, should the final allocation be less than the estimated planning allocation, staff may adjust the CSBG funding recommendations proportionately. It was recommended that this contingency be added to the item when presented to the Governing Board for approval.

Moved/Coyle, second/Wash, to approve the extension of CSBG delegate agreements for an additional year under the same terms, conditions, and funding amounts.

Roll call vote:

Aye: 8 (Sanchez, Taylor, Hudson, Wash, John, Coyle, Cummings, Garduno)

Nay: 0

Abstention: 0

Absent: 2 (Espinosa, Dozier)

IV. INFORMATION ITEM:

A. Satisfaction Survey Report - 2nd and 3rd Quarter

Ms. Davis-Jaffe reviewed combined 2nd and 3rd Quarter satisfaction information received through the surveys. All the agencies appear in good standing.

V. REPORTS TO THE BOARD:

A. Chair: No Report

B. Executive Director:

Ms. Maldonado thanked the Board for their input on SETA's Mission and Vision statements and advised that the Governing Board approved the following statements at their last meeting on November 7, 2024.

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 Governing Board for approval at December's meeting.

Ms. Maldonado also advised that to reconstitute SETA's Diversity, Equity, Inclusion, and Belonging (DEIB) Committee and as part of SETA's strategic planning efforts, the Cultural Assessment Audit for DEIB was made, and results were included in the packet. Ms. Maldonado stated that 225 responses (nearly 37% of employees) were received. The top challenges reported included equitable pay, staff retention, and equitable promotion. DEI training, staff retention, and leadership DEI professional development ranked as the top three strategies for SETA to adopt. Additionally, the results indicated that many employees have never had DEI training but desire such professional development. Ms. Monica Jackson will lead the DEIB initiative in her new role as DEIB Committee Chair.

Ms. Maldonado stated that SETA recently received a Governor's Proclamation from the California Community Action Partnership Association in honor of the 60th Anniversary of the Economic Opportunity Act and Community Action, which will be prominently displayed at SETA.

Ms. Maldonado reported that she attended a post-election result analysis for Community Action by Mr. David Bradley, one of the leading advocates on behalf of low-income programs and founder of the National Community Action Foundation (NCAF). She provided the NCAF Election Result Analysis for Community Action handout and highlighted the most significant points of the report.

C. Deputy Director/Program Manager: No Report

D. Members of the Board: None

Mr. Sanchez advised that he will retire from his position at the Community Resource Project and the Community Action Board at the end of this year. He thanked SETA and the Board for all the great work in the community.

E. Public: None

VI. ADJOURNMENT: The meeting adjourned at 10:40 a.m.

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



World Relief's History

1944



World Relief is founded in response to the European crisis

1989



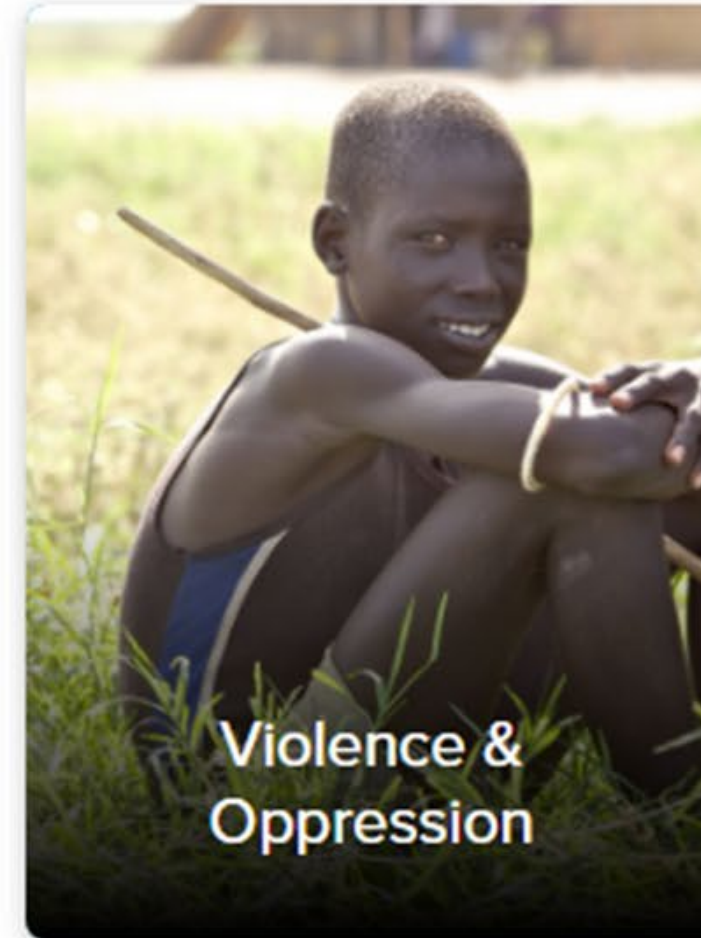
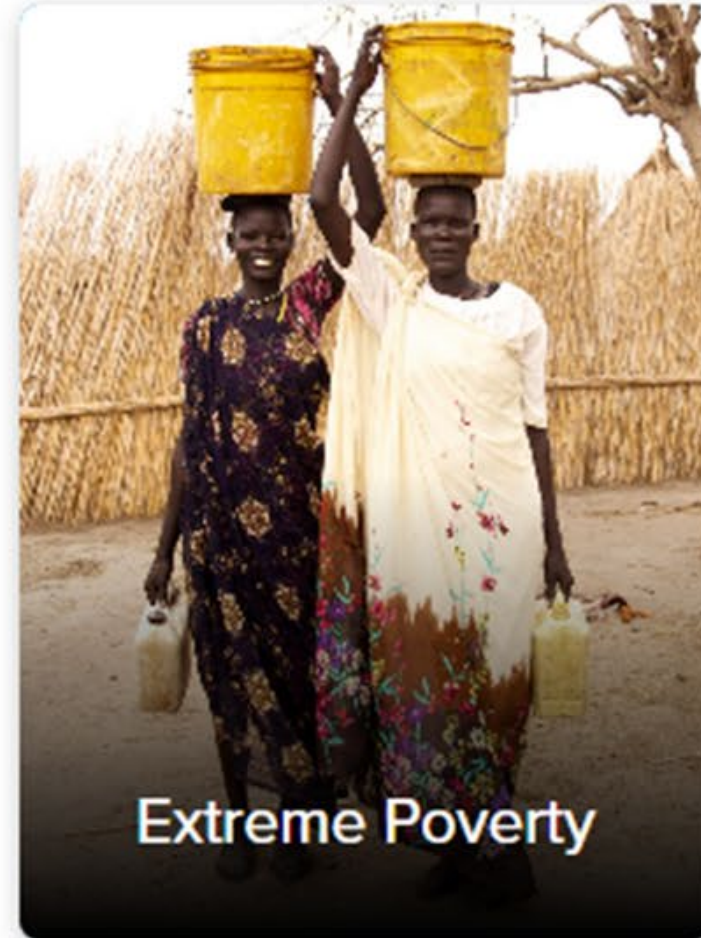
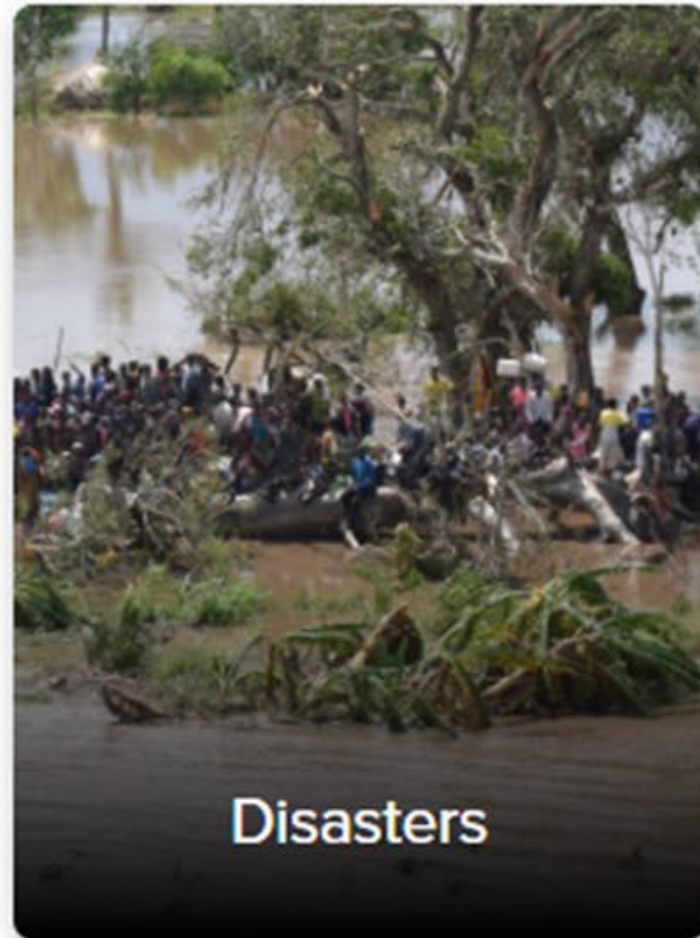
World Relief Sacramento is established to support incoming refugees

Today



World Relief is active in 9 countries and 17 US cities, serving the most vulnerable with sustainable solutions.

World Relief Sacramento: What We Do



Sacramento's Legacy of Welcome

36,000+ **REFUGEES**

Resettled by WRS since 1989

#1 CITY IN THE US

For number of resettled refugees

TOP 3 MOST INTEGRATED CITY

Sacramento is among the most diverse US cities

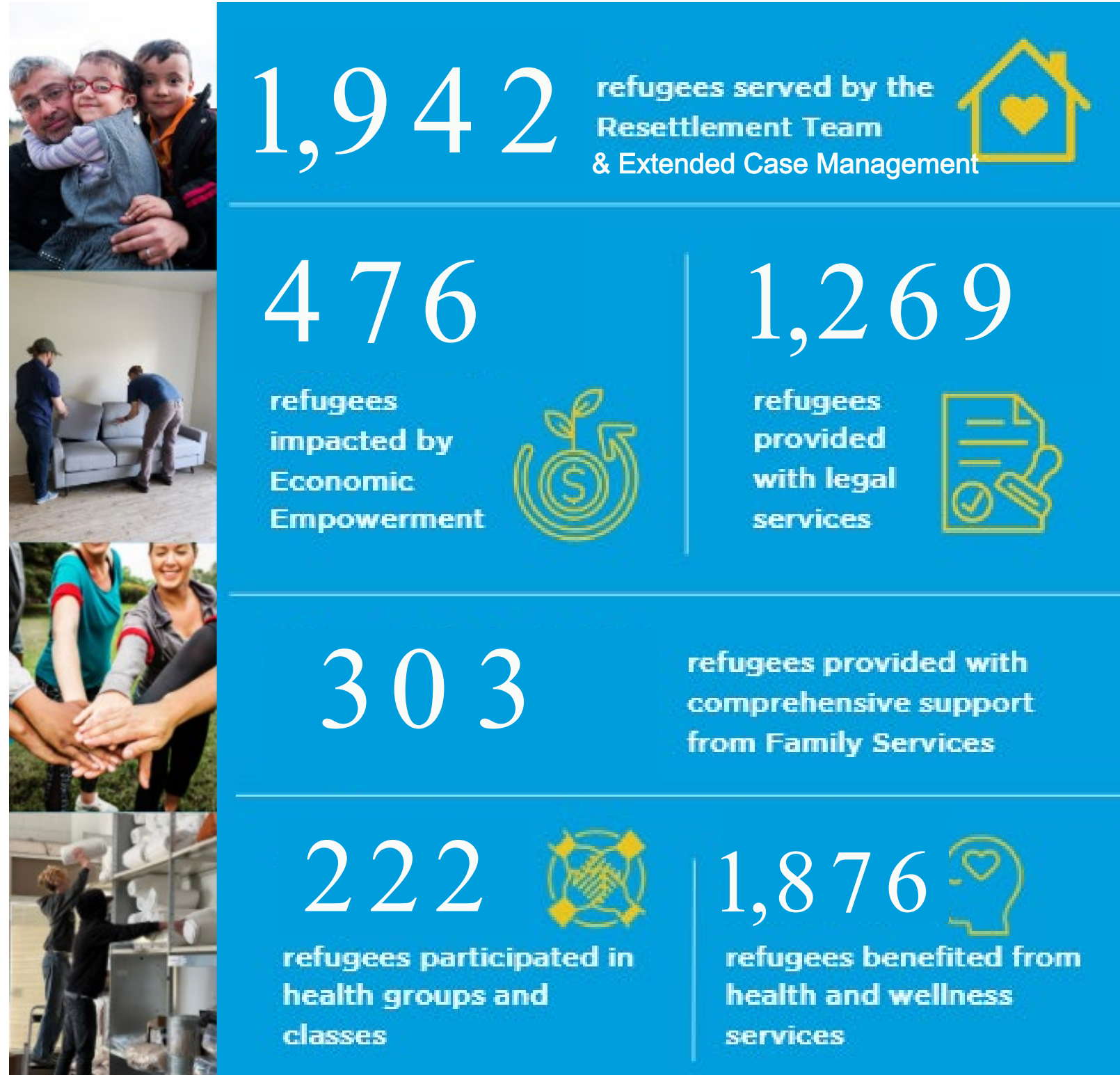


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SACRAMENTO

World Relief Sacramento



World Relief Sacramento



8

World Relief Sacramento: Our Mission



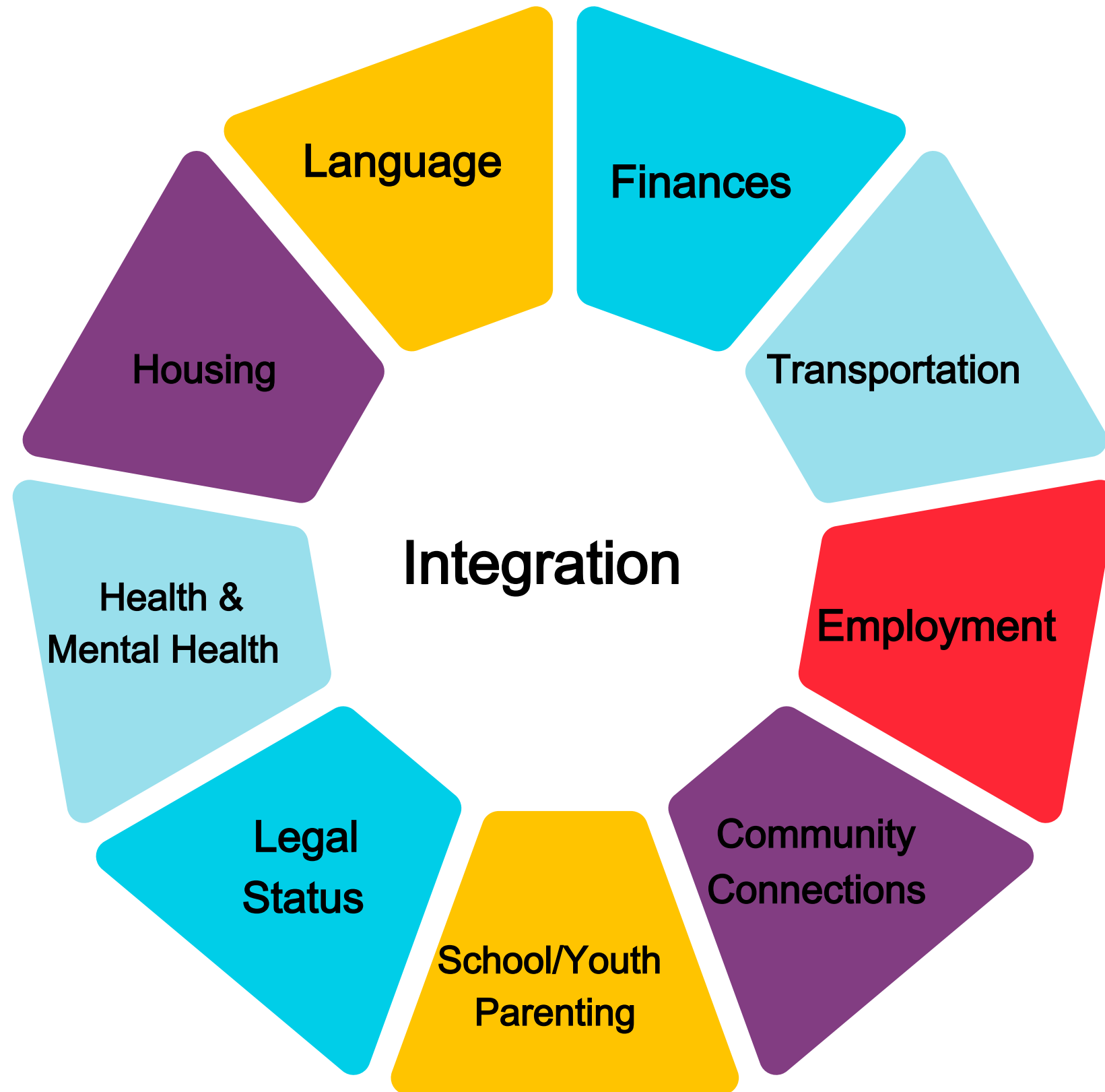
Empower refugees, immigrants,
and other vulnerable populations
to rebuild their lives in the
Greater Sacramento Region.

**Empower a community to support their journey
from surviving to thriving!**

world relief® 

SACRAMENTO

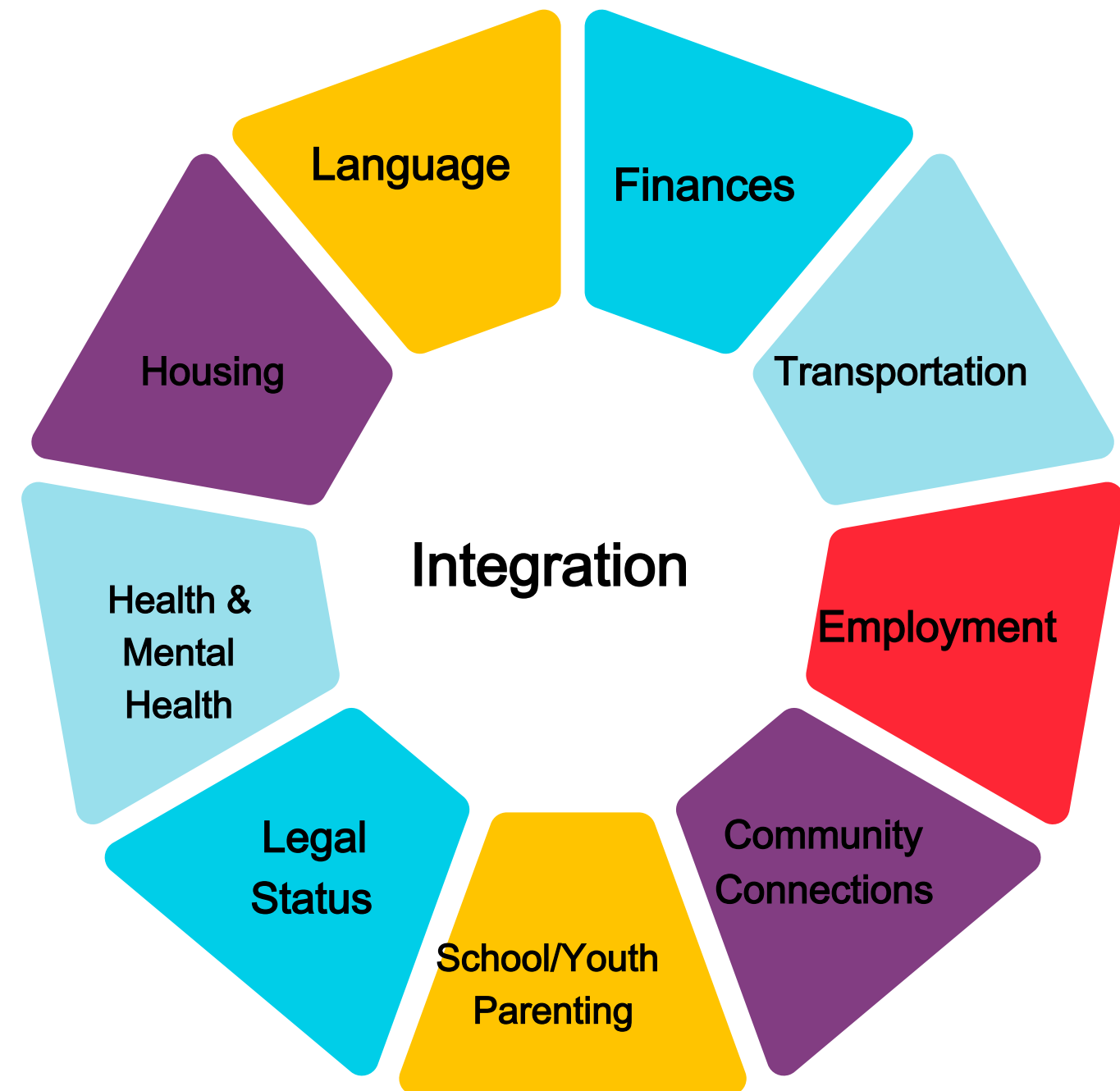
World Relief Sacramento: Approach



- Provide holistic services by addressing nine primary factors for stabilization and integration.
- Provide culturally and linguistically appropriate case-managed wraparound services.

World Relief Sacramento: Departments

- Initial Resettlement
- Economic Empowerment
- Extended Case Management
- Wellness
- Education (ESL/ECO)
- Immigration Legal Services



Economic Empowerment



Comprehensive case -managed employment and career pathway services. The programs focus on providing stability and self-sufficiency through employment and career advancement.

Employment:

- ORR Matching Grant
- SETA Refugee Support Services - ES only
- **SETA CSBG Family Self-Sufficiency**

Career Pathways:

- ORR Afghan Refugee Career Pathways
- LRCC Refugee Career Pathways



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Economic Empowerment



Eligibility: Sac Co residents below FPIG, refugees, asylees, or humanitarian parolees

General Employment Services:

- Financial assistance, job readiness training, financial literacy, Vocational ESL, job search assistance, job placement, post-placement support for clients and employers, career counseling, and career pathways training.

General Career Pathways Services:

- Financial assistance, job readiness training, financial literacy, Vocational ESL, job search assistance, job placement, post-placement support for clients and employers, career counseling, and career pathways training.



Volunteer Support: *Resume workshops, mock interviews, transportation assistance, job readiness training, professional mentors, computer lab, ESL Cafe, job fairs*

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SACRAMENTO

Employment Programs Team



Khairullah Bigzadah
Supervisor



Fatema Karimi
FSS, MG, CP



Adam Jackson
RSS



Jamie Ball

Program Admin & Enrollment Coord

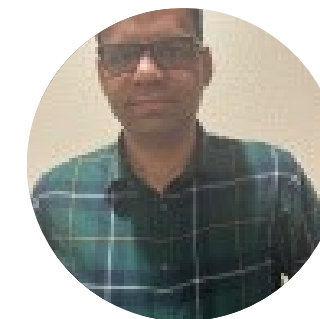
Job
Developer



Evgeny Kulyukin
CSBG FSS



Rahmatullah Shirzad
RSS



Sunil Sheroon
MG

Employment Specialists (case managers)



Career Pathways Team



Khairullah Bigzadah
Supervisor



Fatema KARIMI

Program Admin & Enrollment Coord



Jamie BALL

Job Developer



Inna Barkhudayran




Kim Sellon

Career Pathways Specialists (case managers)

Program Referral Process




World Relief's Employment programs are designed to support you in learning new skills and rapidly achieving employment, regardless of English level or prior work experience. We specialize in providing services such as:

 **JOB READINESS TRAINING**
Classes to help you navigate the US workforce system, communicate effectively with your supervisor, and succeed at work.

 **RAPID JOB PLACEMENT**
Targeted job search based on your needs, skills, and experience. Together, we can make goals & secure employment quickly!

 **RESUME & COVER LETTERS**
Support creating, editing, and tailoring resumes and cover letters so you stand-out to employers and get the interview!

 **RETENTION & RESOURCES**
We're here to help you keep your job and access resources to support you and your family. We can assist with rent for eviction avoidance, utilities, and more.

To submit a referral:

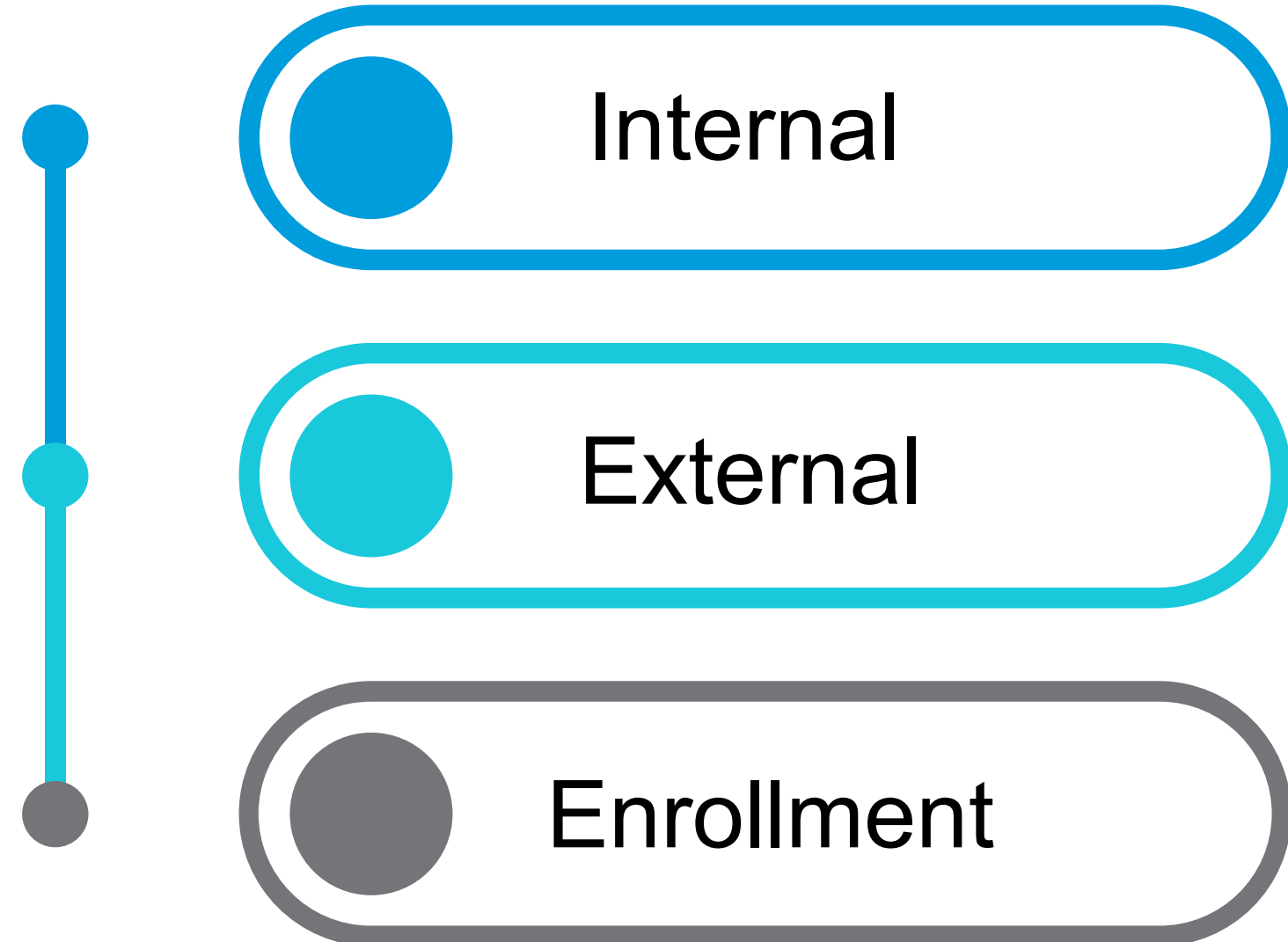
Scan this QR code with your phone's camera & answer questions

OR

Email us at SacEmployment@wr.org



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SACRAMENTO



CSBG Family Self -Sufficiency Program

Goal: rapid stabilization --become self -sufficient through employment

Services & Program Components:

- Assigned an Employment Specialist (Case manager)
- Service plan, employment goals, budgets
- Job readiness classes
- Resumes, cover letters, mock interviews, US worker's rights & expectations
- Job searching and application support (Job center tours)
- Placement & post placement support
- Established employer partnerships for rapid placement
- Career Training & Referrals
- Career pathways program referrals



CSBG FSS: Program Stats



PY24 Program Enrollment & Employment

- Enrollment Goal - 57 of 56
- Unsubsidized Employment Goal - 41 of 39
- Employment Goal for 90 days - 34 of 35
- Employment Goal for 180 days - 14 of 33

PY24 Program Employment Highlights

- Average time to become employed - 30-90 days
- Average wage earned - \$18.00
- Average hours worked - 31.34 hrs



SACRAMENTO

CSBG FSS: Financial Assistance



\$14,906 DISTRIBUTED TO DATE

- \$700 - Food
- \$700 - Transportation (gas cards/bus passes)
- \$929.31 - Utilities
- \$5000 - Eviction Avoidance
- \$7000 - 1st Month's Rent
- \$575.75 - Ride share

Employment Partners

Employment partners help us rapidly place clients. World Relief Sacramento has 50 established employment partnerships. Local small businesses are also engaged.

- 22 partners are actively hiring clients weekly



Aimbridge

Alsco

Amazon

ABM

AtWork

Balance Staffing

Child Care Careers

Clark Pacific

Cimino Care

Direct Staffing

Embassy Suites

Extended Stay

FedEx

Holiday Inn

Hyatt

Mission Linen

Randstad

Sac County

SacRt

SMUD

UPS

VoIT

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CSBG FSS: Testimonial



Sakena



Mahbooba

world relief® 

SACRAMENTO

Wednesday, January 8, 2025

How To Get Involved



Website:

worldrelief.org/sacramento



Donate
Goods, Services, and Finances



Volunteer
One time and ongoing opportunities



Referrals
Refer individuals or families for services

ACTION/DISCUSSION ITEM II-A

Election of Officers to the Community Action Board (CAB)

Presenter: Julie Davis-Jaffe

RECOMMENDATION:

Conduct an election to select a CAB Chair, Vice Chair, and Secretary/Treasurer consistent with the CAB Bylaws.

BACKGROUND:

In accordance with the Community Action Board (CAB) Bylaws, “. . . officers shall be elected by the members of the Board at the January meeting, and shall consist of a Chair, Vice Chair, and Secretary/Treasurer” (p. 15, CAB Bylaws).

Current officers are Chair – Mr. Luis Sanchez, Vice Chair - Ms. Dominique Espinosa, and Secretary/Treasurer – Ms. Debra Gipson.

6.2 Chair

The Chair shall be the presiding officer of the Community Action Board and of the Executive Committee. The Chair shall be responsible for management of the affairs of the Community Action Board and shall see that all orders and resolutions of the Community Action Board are implemented. The Chair shall appoint committee members in accordance with Article VII, herein. The Chair shall represent the Community Action Board to the SETA Governing Board and to the community. The Chair shall request that the SETA Governing Board initiate the processes for filling vacancies on the Community Action Board as they occur. The Chair shall have such additional powers and duties as may be assigned from time to time by the Community Action Board. (p.15, CAB Bylaws)

6.3 Vice Chair

The Vice Chair shall perform such duties and have such authority and power as the Community Action Board may from time to time assign, or as the Chair may from time to time delegate. In the absence of the Chair, the Vice Chair shall perform all the duties of the Chair. The Vice Chair shall succeed to the office of the Chair in the event of death, resignation, or removal from office of the Chair. (p. 16, CAB Bylaws)

6.4 Secretary/Treasurer

The Secretary/Treasurer shall attend all meetings of the Community Action Board and of the Executive Committee, and keep or cause to be kept the minutes of such meetings. The Secretary/Treasurer shall assure that the minutes of each meeting are sent to each Community Action Board member five (5) days in advance of the next regular meeting. The Secretary/Treasurer shall give or cause to be given, notice of all regular, special and emergency meetings of the Community Action Board. The Secretary/Treasurer shall report or cause to be reported to the Community Action Board full and accurate accounts of disbursements; and current fiscal conditions of the Community Action Program. (p. 16 CAB Bylaws)

INFORMATION ITEM III-A
Community Services Block Grant (CSBG) Fiscal Monitoring Reports

Presenter: Julie Davis-Jaffe

BACKGROUND:

Attached for your information are the latest CSBG fiscal monitoring reports. Staff will be available to answer questions.

MEMORANDUM

TO: Mr. Robert Sanger

DATE: December 3, 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 | 3/1/24 – 6/30/24 |
| WIOA | ADULT | \$256,000 | 7/1/23 – 6/30/24 | 3/1/24 – 6/30/24 |
| WIOA | DW | \$64,000 | 7/1/23 – 6/30/24 | 3/1/24 – 6/30/24 |
| CSBG | SN | \$85,000 | 1/1/24 – 12/31/24 | 1/1/24 – 6/30/24 |
| RSS | ADD'L SS | \$35,610 | 10/1/23 – 9/30/24 | 3/1/24 – 6/30/24 |
| RSS | ES | \$270,000 | 10/1/23 – 9/30/24 | 3/1/24 – 6/30/24 |
| RSS | HAU | \$85,436 | 8/3/23 – 9/30/24 | 3/1/24 – 6/30/24 |
| RSS | ETPF | \$130,000 | 5/1/23 – 3/31/25 | 3/1/24 – 6/30/24 |

Monitoring Purpose: Initial Follow-up Special Final

Date of Review: 9/13/24

| | 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 WIOA, CSBG, and RSS programs have been traced to the delegate agency records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

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

CC: Anita Maldonado
Governing Board

MEMORANDUM

TO: Ms. Maria Rosales

DATE: November 4, 2024

FROM: David B. Clark, SETA Fiscal Monitor

RE: Desk Monitoring of South County Services, Inc.

| PROGRAM | ACTIVITY | FUNDING | CONTRACT PERIOD | PERIOD COVERED |
|----------------|-----------------|----------------|------------------------|-----------------------|
| CSBG | SN | \$61,775 | 1/1/23 – 12/31/23 | 1/1/23 – 12/31/23 |

Monitoring Purpose: Initial Follow-up Special Final

Date of Review: 10/7/24

| | 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: South County Services, Inc.

Findings and General Observations:

The total costs as reported to SETA CSBG program have been traced to the delegate agency records. The records were verified and appear to be in order.

Recommendations for Corrective Action:

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

CC: Anita Maldonado
Governing Board

REPORTS TO THE BOARD ITEM IV

A. **Chair's Report**

The Chair of the SETA Community Action Board on a regular basis, receives numerous items of information concerning legislation, current programs, and agency activities.

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

B. **Executive Director's Report**

This item is set aside to allow the Executive Director of the Community Action Program to report to the Board on any items of important information or to deal with special requests which need to be addressed but, because of time constraints, were not included in the formal SETA Community Action Board packet.

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

C. **Deputy Director/Program Manager Report**

This item provides an opportunity for Ms. Julie Davis-Jaffe, the CSBG program manager, and Mr. Roy Kim, the Deputy Director, to provide an oral report on issues not included in the agenda packet.

D. **Members of the Board**

This item provides the opportunity for SETA Community Action Board members to raise any items for consideration not covered under the formal agenda. It also provides the opportunity for Board members to request staff to research or follow up on specific requests or to ask that certain items be placed on the next agenda.

E. **Public Participation**

Participation of the general public at SETA Community Action Board meetings is encouraged. Members of the audience are asked to address their requests to the Chair, if they wish to speak.



Career Cupids: SETA Partnership Helps LRCCD Grads Meet Their Workforce Match

Career Cupids: SETA Partnership Helps LRCCD Grads Meet Their Workforce Match



Los Rios-SETA partnership

They've gone to class, nailed their studies, graduated ... and they're on the hunt for a job. Now what?

That's where the going gets tough for some Los Rios Community College District (LRCCD) grads. Sure, they've put in the work necessary to get the credentials for entry positions in advanced manufacturing,

allied health, hospitality or construction. But sealing the deal with a job offer often represents a whole new challenge.

Labor market statistics in the Greater Sacramento area offer some insight. While unemployment remains low at 3.4 percent, job growth in most sectors has slowed.

A tightening labor market can be especially hard on the population served by California's community colleges, many of them first-generation college students, immigrants, and returning students look to upskill in a new field.

Enter the Sacramento Employment and Training Agency (SETA), part of the workforce development board, tasked with turning knowledge and skills into outcomes... and outcomes into *incomes*.

"They're the hub for providing training throughout the Sacramento area," explains Shinder Gill, PhD, District Dean of Workforce Development at Los Rios Community College.

For several decades, LRCCD has had an established partnership with SETA to provide essential training services to the county's vulnerable populations leading to social and economic mobility.

“SETA has been a solid partner in our Strong Workforce Program (SWP) hosting job developers at our college sites- American River, Cosumnes River, Sacramento City and Folsom Lake – to match students and graduates with solid, high-paying jobs with growth opportunity,” says Dr. Gill.

LRCCD used Strong Workforce Funding to hire three part-time job developers and a job planner to connect with students across the four campuses. These efforts entail everything from setting up a table in the cafeteria or handing out flyers at an event, to speaking directly to students in their classes. The idea is to make them aware that SETA’s services are available to them at no cost. Those services include help with resumes, interview prep, demonstrating job research skills, or even coaching on how to answer behavioral questions.

The role of a job developer is part mentor, part matchmaker. According to Gill, they connect students with opportunities in particular industries, while guiding them on the skills, qualities, and experience that the employer is looking for.

“The whole purpose of SETA is to be sure [students] get a salary that allows them to be self-sufficient and puts them on a path upwards, agrees Workforce Development Planner Ira Ayers, who began at SETA several years ago as a job developer. “We’re not looking at low wage jobs; we’re looking at jobs averaging \$22 an hour, with a trajectory for growth.”

Ayers cites an issue he encountered when he first began at SETA:

“I reached out to numerous employers to identify employment opportunities to refer students to,” he recalls. “I would reach out to students, seeking interested applicants to apply for those positions. Students did not respond for numerous reasons.”

Among those barriers were lack of career confidence, feelings of unpreparedness, and lack of familiarity with the services available. Facing these challenges, Ayers and the team at SETA realized they had to do several things. First: build up a rapport with students so that they know the services SETA offers and trusts its advice. Second: prepare students by exposing them to authentic, on-the-job experience. Finally: make the introductions necessary to get students in front of employers for a chance to interview..

Experience counts

Anderson Nobre graduated from Sacramento City College’s cybersecurity program in 2022, with the hope of working for the State of California. The SETA success story says the advice he got from his job developer made all the difference.

“He looked over my resume and cover letter, and I did some interview prep with him,” recalls Anderson. “But the biggest tip was that my resume was designed for the private sector, and he helped me gear it toward the state.”



Working with his job developer, Anderson created a plan to secure the state job he wanted.

“He ... showed me how to go on to the Cal Career website, set up a profile, and use it as a template to adapt for different jobs. That was a game-changer.”

Nobre’s next steps included landing a Student Assistant position to get the experience the state required, working for six months, and taking additional courses to enhance his IT education. His experience supporting the California Department of Tax and Fee Administration as a student employee proved invaluable, both as a career experience and a résumé-builder.

“It’s extremely difficult for our graduates to compete against those from four-year colleges, so we create a pathway that allows our students to get the experience they need,” Ayers explains. “We collaborate with the internship coordinator on campus as well as utilizing the state platform for student assistant positions to identify internship opportunities.”

Strong Workforce Program funding is pivotal to the effort, incentivizing employers by paying for half of the student’s salary. The arrangement is a win-win for grads and employers, delivering students the on-the-job training they need to rise up within the industry, and giving employers the talent they need to get the job done.

Six months after his student position ended, Nobre was hired as an information technology associate in asset management. Now, he’s earning a living while learning the finer points of auditing and compliance. His goal is to one day become an information technology specialist, and he’s “100 percent, absolutely certain” that the job-hunting skills he’s learned will carry him forward when he’s ready to look for his next position.

Beyond cybersecurity and IT, SETA is sowing success across some of Northern California’s most in-demand industries. When Karen Itzel graduated from Cosumnes River College in May 2023 with a certificate in health information coding, she felt good about her skills, but less confident when it came to seeking a career.

“I had never done this before, and I found the whole process very intimidating,” Itzel reflects.

That all changed when she began working with her job developer, who she found “very motivating.

“He helped me structure my resume, and we did a couple of Zoom practice interviews.”

Thanks in part to the SETA experience, Karen not only landed a job as a medical office rep with Dignity Health, she managed to earn a promotion within three months. Now, she’s working on an associate degree, which will open the door for her ultimate goal: to be a health information coding specialist, perhaps at Stanford Medicine.



It’s all about the outcomes

With success stories like Nobre’s and Itzel’s taking shape, SETA is justifiably proud of its efforts so far. But with so much work to be done, the agency isn’t easing up on the accelerator.

“We are able to meet 176 placements this year, up from 150 last year, and we’ve consistently exceeded our wage objective, with an average starting salary of \$26 per hour,” reports SETA Workforce Development

Manager Lauren Mechals.

Meanwhile, Mechals and SETA are identifying challenges for students *beyond* résumé and interview prep. For many Northern California students, the most tenuous rung on the career ladder is access to basic needs. In fact, Mechals estimates that up to 20 percent of the students that SETA works with need this additional assistance.

“We’ve had to leverage additional funding to be able to bridge gaps in housing, food insecurity, and transportation,” says the manager. “Our job developers need to be good at assessing the customer’s needs ... It may be about money, but it might also be about soft skills.”

With in-person services, including live appointments with job developers, returning, Mechals sees a bright future for the LRCCD partnership.

“The good news now is that we have an entire digital application process so students can meet with job developers in person or on Zoom,” she says. “Our developers can also go into virtual classrooms and talk to students.”