



Sacramento
Employment and
Training
Agency

June 8, 2020

GOVERNING BOARD

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Sacramento, CA 95815

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(916) 263-3800

Head Start
(916) 263-3804

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

Ms. Karen Malkiewicz, Principal
Elk Grove Unified School District
8401 – B Gerber Road
Sacramento, CA 95828-3711

CAT NO./CFDA: 17.258 (Adult) and 17.278 (Dislocated Worker)

Dear Ms. Malkiewicz:

Congratulations! Pursuant to action by the SETA Governing Board on June 4, 2020, Elk Grove Unified School District has been awarded \$300,000 in Workforce Innovation and Opportunity Act, (WIOA), Title I, Adult and Dislocated Worker funds to provide Basic Career Services to 1,130 customers and Individualized Career Services to 113 customers. The term of the subgrant number 088201SWCS will be July 1, 2020 through June 30, 2021.

An additional \$10,000 has been set aside for scholarships, supportive and vendor services. These funds have not been directly allocated to your agency. They are available for obligation and "draw down" only.

In order to proceed with the contract process, the following items must be completed and submitted to SETA's Contract Unit. These forms will be provided electronically:

- ☐ **Original Board Resolution** (include corporate seal, if applicable)
- ☐ **Adult Budget and Cost Allocation Plan** in the amount of \$240,000 (not including the \$8,000 reflected as set-aside in the attached budget form for scholarships, supportive and vendor services)
- ☐ **Dislocated Worker Budget and Cost Allocation Plan** in the amount of \$60,000 (not including the \$2,000 reflected as set-aside in the attached budget form for scholarships, supportive and vendor services)
- ☐ **Program Performance Overview (PPO)** reflecting 1,130 Basic Career Services customers, including 90 Adult Individualized Career Services customers and 23 Dislocated Worker Individualized Career Services customers

Please be advised that the following funding stipulation will be included as a Special Condition within the subgrant:

- 1. A minimum of 30 percent of all WIOA Adult and Dislocated Worker funds must be expended on providing training services.**

Time is of the essence, therefore, these documents will need to be completed and **emailed to Lorena.Correa@seta.net no later than Monday, June 29, 2020**. If you have questions or need assistance in completing these forms, please contact me at (916) 274-6390.

Sincerely,

Lorena Correa
Workforce Development Analyst III

cc: Jennifer Barrett-Grove
Michelle King

Preparing People for Success: in School, in Work, in Life

RESOLUTION NO. 3

RESOLUTION AUTHORIZING EXECUTION OF DELEGATE AGENCY AGREEMENT FROM THE SACRAMENTO EMPLOYMENT AND TRAINING AGENCY (GOVERNMENTAL ENTITY)

WHEREAS, Elk Grove Unified School District,
(Legal Name of Delegate)
a California local governmental entity (hereinafter referred to as "DELEGATE"), desires to enter
into a DELEGATE AGENCY AGREEMENT with the SACRAMENTO EMPLOYMENT AND
TRAINING AGENCY, a Joint Powers Agency and Community Action Administrator (hereinafter
referred to as "SETA"), for the operation of a WIOA Adult and Dislocated Worker
Community Action Program under the Community Services Block Grant;


THEREFORE, BE IT RESOLVED THAT the Governing Body of DELEGATE hereby
authorizes the execution of AGREEMENT # 088201SWCS by and between
DELEGATE and SETA; and

BE IT FURTHER RESOLVED THAT:

<u>Name</u>	<u>Title</u>
1. <u>Shannon Hayes</u>	<u>Chief Financial Officer</u>
2. <u>Carrie Hargis</u>	<u>Director of Fiscal Services</u>
3. <u>Trish Pacheco</u>	<u>Accounting Manager</u>

is/are hereby authorized on behalf of and in the name of DELEGATE and as its official act and deed
to sign and otherwise enter into AGREEMENT # 088201SWCS with SETA; and

BE IT FURTHER RESOLVED THAT:

<u>Name</u>	<u>Title</u>
1.  <u>Karen Malkiewicz</u>	<u>Principal</u>
2. _____	_____
3. _____	_____

shall be authorized to act on behalf of DELEGATE with respect to this AGREEMENT

088201SWCS by and between DELEGATE and SETA and that SETA may rely upon any communication or act, including telephone communication, made by the individuals authorized to act on behalf of DELEGATE pursuant to this resolution; and

BE IT FURTHER RESOLVED THAT the DELEGATE's Data Security and Confidentiality Designee for purposes of the DELEGATE is:

Name: Karen Malkiewicz

Address: 8401 B Gerber Road

Sacramento, CA 95828

Telephone: (916) 793-2326

Email: kmalkiewicz@egusd.net

BE IT FURTHER RESOLVED THAT the following individuals comprise the entire Governing Body of DELEGATE***:

<u>Name</u>	<u>Address</u>	<u>City, Zip Code</u>
1. <u>Carmine S. Forcina</u>	<u>9510 Elk Grove Florin Road</u>	<u>Elk Grove, 95624</u>
2. <u>Nancy Chaires Espinoza</u>	<u>9510 Elk Grove Florin Road</u>	<u>Elk Grove, 95624</u>
3. <u>Beth Albiani</u>	<u>9510 Elk Grove Florin Road</u>	<u>Elk Grove, 95624</u>
4. <u>Chet Madison, Sr.</u>	<u>9510 Elk Grove Florin Road</u>	<u>Elk Grove, 95624</u>
5. <u>Dr. Crystal Martinez-Alire</u>	<u>9510 Elk Grove Florin Road</u>	<u>Elk Grove, 95624</u>
6. <u>Anthony "Tony" Perez</u>	<u>9510 Elk Grove Florin Road</u>	<u>Elk Grove, 95624</u>
7. <u>Bobbie Singh-Allen</u>	<u>9510 Elk Grove Florin Road</u>	<u>Elk Grove, 95624</u>
8. _____	_____	_____
9. _____	_____	_____

*** Add additional pages if necessary

AND BE IT FURTHER RESOLVED THAT the authority conferred pursuant to this resolution and the representations contained herein shall remain in full force and effect until written notice of the revocation thereof shall have been received by SETA.

I, Christopher R. Hoffman, Secretary
of Elk Grove Unified School District, a California
(Legal Name of Delegate)
local governmental entity, do hereby certify and declare that the foregoing is a full, true and complete copy of a resolution duly passed and adopted by the Governing Body of said governmental entity at a meeting of said Body duly and regularly called, noticed and held, at Elk Grove, on the 21st day of July, 2020, at which meeting a quorum of the Governing Body was present and a majority of which quorum voted in favor of said resolution, and that said resolution is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand and this 20th day of July, 2020.

Elk Grove Unified School District
(Name of Entity)

BY: _____
(Signature of Secretary)

Christopher R. Hoffman
(Typed Name)