



To: David Twa, Contra Costa County Administrator
From: Kathy Gallagher, EHSD Director
Subject: Community Services Monthly Report
Date: August 2015

Camilla Rand, M.S.
Director



I. Good News Update/Accomplishments:

- CSB received a revised letter from Office of Head Start indicating "No Findings" in our 2015 Health and Safety Aligned Monitoring Review. CSB is very pleased with this amendment, which came about as a result of efforts by CSB and the Regional Office to correct this erroneous finding by providing agency documentation and Regional Office observations of full compliance with this identified Health and Safety item.
- CSB welcomed the John Muir/Ronald McDonald Dental Vans to our Los Arboles site in Oakley and George Miller site in Concord, while the Public Health Dental Van provided services to Balboa and GMIII sites in Richmond. 150 children received dental exams, fluoride varnish and cleanings as needed onboard these fully equipped dental vans. We look forward to further collaboration to ensure high quality dental services to children in underserved areas.
- CSB participated in the VetCon event on August 17 at the Concord Hilton by providing child care services and by having a resource table on recruitment for children, sugar bites, and HEAP info. CSB's support of this event allowed VetCon participants to effectively navigate the event and connect with the services they attended for. Although there was not much demand for child care, having our presence certainly contributed significantly to the value of the event.
- Our last Policy Council meeting for the year 2014-15 was held on August 19, 2015. This event provided an opportunity for all of us at CSB to thank and acknowledge our representatives for their active participation and the leadership that they demonstrated throughout the year. CSB Director, Camilla Rand and Katharine Mason, Division Manager, personally handed out participation certificates and plaques at the end of the meeting to our many dedicated Policy Council Representatives. All incoming representatives will receive an official welcome and introduction to CSB at our Policy Council Orientation event that will be held at the Concord Crowne Plaza on September 26, 2015.
- The Part-Day Part-Year staff and Home Educators returned to work from their summer layoff on August 24th. The teaching staff and Home Educators are attending in-service training, recruiting and enrolling children, conducting home visits and preparing their classrooms for September 8th, the first day of class and home visits.
- CSB continues to participate in QRIS (Quality Rating Improvement System), an ongoing commitment to quality improvement with a focus on teachers and classroom as an essential ingredient of successful early care and learning



experiences for children and families. More support is available to each center participating in the program and the National QRIS movement is providing more incentives to each classroom staff.

II. Status Updates:

a. Caseloads, workload (all programs)

- August Head Start enrollment: 100.46%
- August Early Head Start enrollment: 100.00%
- August Head Start Average Daily Attendance: 79.7%
- August Early Head Start Average Daily Attendance: 86.5%
- Stage 2: 339 families and 550 children
- CAPP: 113 families and 170 children
- In total: 452 families and 720 children
- Incoming transfers from Stage 1: 38 families and 48 children
- LIHEAP: 300 households have been assisted
- Weatherization: 18 units

b. Staffing:

- CSB conducted interviews to fill various vacant positions. CSB is in the process of scheduling interviews for the Community Services Mental Health Clinical Supervisor-Project position. CSB will be opening recruitment to fill vacant Comprehensive Services Manager-Project and Comprehensive Services Assistant Manager-Project positions.

c. Legal/lawsuits

- N/A

d. Union Issues:

- No issues with the union were raised during the month of August.

III. Hot Topics/Concerns/Issues:

- On August 26-28, two (2) Contra Costa Community Services Bureau staff and two (2) members of the Economic Opportunities Council (EOC) attended the Community Action Partnership Annual Convention in San Francisco. Staff collaborated with various members of Community Action Agencies throughout the United States. This year's convention featured a kick-off ceremony with presentations by local and regional representatives from the federal agency overseeing Community Action, the Department of Family and Human Services; at the state level, the CA Community Services Department, and locally, various county and municipal representatives. Among the many presentation and workshops occurring during the convention, focus was on strategic planning, 2016 organizational standards, and continuing efforts to eliminate poverty.

- Members of the Economic Opportunities Council (EOC), as part of a Strategic Planning Process that is about to commence, have restructured their existing subcommittees to streamline and reduce costs wherever possible with the dual goals of leveraging and allocating additional funding to help those living in poverty in our County. The restructured subcommittees include executive, fiscal, governance, outreach and program services. The anticipated outcome of this restructuring will be a bottom up process where the work of CSBG will be conducted at the committee level with actions taken and recommendations made to the Board of Supervisors at the Business Meetings and by the Executive Subcommittee during interim periods when the full board is unable to meet.

IV. Emerging Issues/New Challenges:

- N/A

cc: Policy Council Chair
Family & Human Services Committee
Maureen Burns Vermette, ACF