



To: David Twa, Contra Costa County Administrator
From: Kathy Gallagher, EHSD Director
Subject: Community Services Monthly Report
Date: August 2016

Camilla Rand, M.S.
Director



I. Good News Update/Accomplishments:

- On Thursday, August 25, two representatives from the Region IX Office of the Administration for Children and Families, Director Jan Len and Program Specialist Maureen Burns-Vermette, visited one of CSB's partner family childcare homes in preparation to film quality interactions in programs that blend federal Head Start funding with state preschool funding to achieve outstanding services to children and families. Camilla Rand and Christina Reich accompanied the visitors to the family child care (FCC) home of Nelly Orantes in Brentwood. The FCC has achieved high ratings in Contra Costa's *Quality Matters* initiative. The visits were a great success!
- Mobile Dental Van services were provided to CSB children for three days at two west county centers. Exams and fluoride varnish applications were provided to a total of 51 children.
- The part year classrooms will open on September 6th. Teachers are conducting home visits to get acquainted with the families and are ensuring the classrooms are clean, safe, organized and equipped with materials and supplies. Teachers will complete developmental screenings and assessments and plan individualized educational goals for the children. Significant support and assistance are provided for children's learning and development.
- Two trainings (one in West and another in East/Central) were conducted to address risk factors and preventive strategies associated with Sudden Infant Death Syndrome.
- CSB conducted a refresher in Comprehensive Services, a significant element of the Head Start program. All CSB staff who work directly with children and families received the training. The focus of the training was to provide updated information on securing resources for families in areas of Health, Nutrition, Parent, Family and Community Engagement, and Disabilities and Mental Health. Staff received insight on how to effectively work with children and families in developing family and life goals and plans.
- The parents completed a survey about last year's Parent, Family, and Community Engagement component of CSB's school readiness goals. Ninety nine percent of our families felt their own knowledge and skills regarding mathematics increased over last program year due to take home activities. Because of the activities, families felt better informed and prepared to support their children's math skills. CSB will continue to promote and strengthen the partnership between teachers and parents in supporting the children's learning and development.



II. Status Updates:

a. Caseloads, workload (all programs)

- Head Start enrollment: 94.6 %
- Early Head Start enrollment: 100.00%
- Early Head Start Child Care Partnership enrollment: 91.6%
- Head Start Average Daily Attendance: 78.4%
- Early Head Start Average Daily Attendance: 84.2%
- Early Head Start Child Care Partnership Attendance: 84.2%
- Stage 2: 323 families and 531 children
- CAPP: 72 families and 103 children
- In total: 392 families and 634 children
- Incoming transfers from Stage 1: 12 families and 13 children
- LIHEAP: 387 households have been assisted
- Weatherization: 30 units

b. Staffing:

- During the month of July CSB conducted interviews to fill various vacant management and line staff positions. As a result of the interviews, the Bureau hired an Administrative Services Assistant III, a Personnel Services Assistant II, a Site Supervisor II, 2 Master Teachers, 2 Teachers and 3 Associate Teachers. CSB is in the process of scheduling additional interviews to fill vacant and clerical positions county-wide. The Bureau continues to hire substitute teaching staff to build a viable pool of substitutes to ensure that classroom ratios are adequately covered at all time.

c. Union Issues:

- CSB management will meet with Local 1 and AFSCME representatives for an informational meeting.

III. Emerging Issues and Hot Topics:

- N/A

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