



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

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Camilla Rand, M.S.  
Director



**I. Good News Update/Accomplishments:**

- Administration for Children and Families, Region IX has assigned a new Program Specialist, Nicole Porter. She will be our new primary contact with the Regional Office for Head Start and Early Head Start related matters. She will join us for an on-site visit in January to meet our Senior Management team and meet our Managers and Supervisors during a regularly scheduled all-managers meeting the same day. We are looking forward to working with her.
- CSB received 50 percent (\$257,400.00) of the eligible amount approved by the Contra Costa County Office of Education for implementing the Quality Matters Program. The other 50% will be disbursed when all the milestones and timelines have been completed by the participating centers prior to June 2017. All CSB centers and state funded partners are Quality Matters participants through Contra Costa County's QRIS initiative. The participants will meet on January 26, 2017 to build and nurture personal connections among each other and share lessons learned, challenges, opportunities and successes with one another; and celebrate milestones in their journey for Continuous Quality Improvement.
- Marsh Creek received their notification from the National Association for the Education of the Young Child (NAEYC) informing them that they have maintained their Accreditation and thanking them for their commitment to continuous quality improvement. Marsh Creek continues to excel in program quality not only through NAEYC criteria but also in maintaining a five star rating in QRIS.
- The Community Services Block Grant Program received its triennial review and has received its formal notification that there were no findings.
- The Economic Opportunity Council has completed their RFI process for 2017 and has selected the following subcontractors to combat poverty in the three established priority areas: food/nutrition, jobs/employment, and housing/shelter. The following subcontractors were selected:
  - Bay Area Community Resources – Job Training
  - Bay Area Legal Aid – Housing and Food
  - Contra Costa Health Services Homeless Program – Housing and Food
  - Loaves and Fishes of Contra Costa – Food and Jobs
  - Opportunity Junction – Jobs
  - Shelter Inc. of Contra Costa – Housing and Food
  - STAND! – Housing, Food, and Jobs
  - The Contra Costa Clubhouses – Jobs and Food
  - White Pony Express – Food
- Christina Reich, Division Manager, has been elected to the Executive Committee of Ensuring Opportunity, the collaborative effort to end poverty in Contra Costa County by addressing structural causes at the policy level.



## **II. Status Updates:**

### **a. Caseloads, workload (all programs)**

- Head Start enrollment: 100.55 %
- Early Head Start enrollment: 101.81%
- Early Head Start Child Care Partnership enrollment: 100%
- Head Start Average Daily Attendance: 83.4%
- Early Head Start Average Daily Attendance: 85%
- Early Head Start Child Care Partnership Attendance: 85%
- Stage 2: 324 families and 517 children
- CAPP: 75 families and 118 children
- In total: 399 families and 635 children
- Incoming transfers from Stage 1: 14 families and 20 children
- LIHEAP: 136 households have been assisted
- Weatherization: 27 units

### **b. Staffing:**

- During the month of December CSB conducted active on-site recruitments at several One-Stop Centers in an effort to hire qualified temporary employees and build its substitute pool. The Bureau worked with HR to open recruitment to fill a vacant Comprehensive Services Manager (CSM) position and submitted requests to HR for the eligible lists for ASA II and Experience and Intermediate Levels Clerks. The Bureau will schedule interviews upon receiving the eligible lists.

### **c. Union issues:**

- There are no current issues with the Union.

## **III. Emerging Issues and Hot Topics:**

- The Economic Opportunity Council has five vacancies it needs to fill by January 30<sup>th</sup>:
  - 3 in the low income sector,
  - 1 in the private/non-profit sector, and
  - 1 in the public sector (Piepho's District)

cc: Policy Council Chair  
Family & Human Services Committee  
Nicole Porter, ACF