



Csb 2017 CAO ReportTo: David Twa, Contra Costa County Administrator
From: Kathy Gallagher, EHSD Director
Subject: Community Services Monthly Report
Date: June 2017

Good News Update/Accomplishments

Camilla Rand, M.S.
Director



- On June 21 – 22, 2017, seven (7) CSB staff participated in the first annual CLOUDS User conference held in South Lake Tahoe Resort. CLOUDS (Child Location Observation Utilization Data System) is a management information system designed in 2012 to provide increased safety for children and to enhance staff productivity in the childcare centers. Camilla Rand was invited as the keynote speaker to give a talk on “Managing Agency-Wide Technological Changes”. All participants learned about upcoming technological enhancements that will transform the current manual process to a more efficient automated process. One of the new automated enhancements presented was the Electronic Document (e-Forms) Management System which allowed users to manage, create, store, auto-fill data and electronically sign digital forms without having to print out any hardcopy paper. CSB participants along with other CLOUDS users from different agencies were able to discuss and share other innovative solutions and program requirements to meet future program needs.
- Community Services Bureau was invited to participate on a panel for the second annual National Head Start Association Innovation Summit June 26th through 28th, a conference composed of creative, passionate early childhood leaders wanting to explore innovation and the pursuit of excellence. CSB shared its successful implementation of best practices through the use of technological innovation with the CLOUDS data management system, exemplifying performance excellence within the child development landscape.
- Education Managers from CSB’s Partners Unit and the Child Care Council attended the Early Head Start Expansion and Partnership Planning Meeting in Washington DC on May 23-25, 2017. The focus was on assessing the child care partnership program. Participants celebrated their accomplishments and discussed challenges, and developed strategies to overcome them. Participants brought back resources and tool kits to enhance the Early Head Start Child Care Partnership program.
- Education Manager, Ron Pipa, conducted a Pre-K CLASS Reliable training on June 7-8, which was attended by thirteen (13) participants, mostly Site Supervisors and Master Teachers from East, Central and West County. CLASS Pre-K (Classroom Assessment Scoring System) is an assessment tool used to measure teacher-child interaction in a preschool classroom setting. Participants in this training will be able to support their teaching team to improve their work in three (3) domains: Emotional Support, Classroom Organization and Instructional Support.
- Isabel Renggenathen, Ericka Ramirez and Carolyn Nguyen were accepted into the 2017 UCLA Head Start Management Fellows Program at UCLA Anderson School of Business. This distinguished and intensive 2-week leadership and management development program for Head Start administrators is a great opportunity to develop a plan of action to address challenges unique to the communities we serve, and to network with other leaders from across the nation. Isabel will attend the June 19th through 30th session while Ericka and Carolyn will attend the July 24th through August 4th session.



- All CSB sites are preparing for their end-of-year transition time for children and families. Some children are leaving the Head Start program to head off to kindergarten, while some children will transition from Early Head Start (EHS) to Head Start (HS) classrooms and others will transition to new rooms with new friends and teachers. We celebrate the partnership we've developed with the families in giving their children a strong foundation for early learning and are confident in their ability to excel on their next journey.
- Reading Advantage workshops are concluding the year-end program series. 15 sites received two (2) Parent Workshops on the importance of reading to children, tips on keeping the child's interest when reading to them, and books to read and practice the learned skills with their children.
- CSB also started the Itsy-Bitsy READ project in collaboration with Reading Advantage to educate new parents on the importance of reading for at least twenty (20) minutes a day to their infant-toddlers.
- The Economic Opportunity Council (EOC) welcomed two (2) new members, Dawn Miguel and Tanya Brown. Dawn will represent the Private/Non-profit sector on the EOC and Tanya will represent the Low-Income sector on the EOC. Jelani Killings submitted his resignation as a representative for the Private/Non-profit sector on the EOC. Jelani was elected to the Pittsburg City Council in November 2016.

I. Status Updates:

a. Caseloads, workload (all programs)

- Head Start enrollment: 100.18 %
- Early Head Start enrollment: 101.6%
- Early Head Start Child Care Partnership enrollment: 100%
- Head Start Average Daily Attendance: 85.6%
- Early Head Start Average Daily Attendance: 88%
- Early Head Start Child Care Partnership Attendance: 88%
- Stage 2: 304 families and 476 children
- CAPP: 102 families and 166 children
- In total: 306 families and 642 children
- Incoming transfers from Stage 1: 28 families and 43 children
- LIHEAP: 202 households have been assisted
- Weatherization: 20 units

b. Staffing:

- During the month of June, CSB conducted interviews to fill vacant positions within the infant/toddler teaching classifications. The Bureau is in the process of hiring 2 Infant/Toddler Teachers and an Infant/Toddler Associate Teacher. Also, interviews were conducted to fill a vacant Accountant I position, and a candidate was selected and is in the process of being hired. The Bureau continues to recruit and hire substitute teaching staff to ensure adequate adult-child ratio in its child

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Nicole Porter, ACF

care classrooms. The Bureau continues to explore new outreach and recruitment strategies to attract qualified candidates.

c. Union issues:

- CSB and the Business Agent for PEU Local 1, Line Staff Unit and Site Supervisors Unit, met for a Meet & Confer on June 21, 2017. The purpose of this meeting was to discuss program changes for Fiscal Year 2017-2018.

II. Emerging Issues and Hot Topics:

- N/A

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