



To: David Twa, Contra Costa County Administrator
From: Kathy Gallagher, EHSD Director
Subject: Community Services Monthly Report
Date: January 2018

News /Accomplishments

Camilla Rand, M.S.
Director



- The 2018 Annual Community Services Bureau (CSB) Self-Assessment will be conducted during the week of February 26th, and will include grantees, delegate staff, board members, community partners and parents. The purpose of the Self-Assessment is to determine the effectiveness of CSB's efforts in meeting program goals and objectives, and in implementing Federal regulations. This year CSB is excited to have three (3) of the Boards of Supervisors/representatives participate by visiting a few of the centers to observe the high quality services provided to children and families in their districts.
- Camilla Rand and Christina Reich met with Contra Costa County Office of Education Superintendent Karen Sakata on January 18th to discuss a formalized agreement that will memorialize the work we do together to transition CSB children to Transitional Kindergarten and Kindergarten. The proposed agreement also includes opportunities for cross-training of staff, ongoing dialogue regarding child and family outcomes, data collection and transfer, and continuing opportunities for parents to be involved as their children transition to public school.
- CSB will welcome the Administration for Families and Children (ACF) Program Specialist Maureen Burns-Vermette to our new Early Head Start-Child Care Partnership sites: YMCA on 8th street in Richmond, and Baby Yale and KindeCare in Antioch on January 31st.
- On January 22-23, 2018, CSB in collaboration with Contra Costa College and the YMCA of the East Bay welcomed its second cohort of the Teacher Apprenticeship Program. The program is designed to allow students to take 12 units of coursework over the course of 18 weeks, while receiving on the job training. Seventeen (17) CSB Teacher Assistant Trainees (TAT) registered for the Child Growth and Development and/or the Creative Activities Early Childhood Education (ECHD) courses. Courses will be held on alternate days (Mon/Wed. or Tues/Thurs) at CSB's Balboa Children's Center or the Downer Center both in Richmond.
- In collaboration with the Martinez Unified School District, CSB held English as a Second Language (ESL) classes in September – December 2017 at our George Miller Children's Center (GMC) in Concord. The classes are offered to Head Start parents who are interested in becoming proficient in English. In December, Five (5) Head Start parents graduated from the class, and several will attend the next session in March 2018. CSB's Comprehensive Services team is currently recruiting other parents who also are interested in the opportunity to strengthen their English skills.
- GMIII teaching teams will have the opportunity to work with Daniel Meir, a well-respected education consultant, to deepen their understanding about teacher inquiry



ideas, principles, and strategies for strengthening instructions and children's learning. Daniel's work with the teachers, children and families will begin late January 2018. Quality Rating Improvement System (QRIS) block grant dollars will be used to fund this exciting project.

- CSB's Education Team, Sanaa Gad, Comprehensive Services Manager, and Swashante Dillon, EHSD Personnel Services Assistant III, are working together to roll out the on-line training that is required by the State Dept. of Social Services (Community Care Licensing) mandating AB1207, which calls for all child care professionals to take the mandated Child Abuse and Neglect training and test to receive a certificate meeting the requirement.
- CSB staff, Averyl De Vera, Ruth Hunter and Julia Kittle-White attended the Program for Infant Toddler Care (PITC) Trainer's Institute the week of January 8th. Participants received in-depth training to become certified PITC Trainers. This is one of CSB's efforts to build trainers capacity in all Early Head Start programs.
- CSB's Community Action Program will participate in a learning community funded by the Annie E. Casey foundation to create a two generation, whole family approach to mobility away from poverty. Over the next year, CSB will develop and implement this approach with its Student Intern Program and with its sub-contractors.

I. Status Updates:

a. Caseloads, workload (all programs)

- o Head Start enrollment: 99.81%
- o Early Head Start enrollment: 100.64%
- o Early Head Start Child Care Partnership enrollment: 101%
- o Early Head Start Child Care Partnership # 2 enrollment (*Start-up year*): 55% (100% to capacity/adjusted for open rooms and staffing)
- o Head Start Average Daily Attendance: 69.24%
- o Early Head Start Average Daily Attendance: 72.91%
- o Early Head Start Child Care Partnership Attendance: 72.91%
- o Stage 2: 361 families and 575 children
- o CAPP: 147 families and 249 children
 - In total: 508 families and 824 children
 - Incoming transfers from Stage 1: 25 families and 37 children
- o LIHEAP: 446 households have been assisted
- o Weatherization: 14 units

b. Staffing:

- o During the month of January, CSB conducted interviews to fill Intermediate Clerk-Project, Master Teacher and Teacher positions. The Bureau is in the process of on-boarding the selected candidates. In addition, the Bureau is in the process of hiring temporary teaching staff,

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Family & Human Services Committee
Maureen Burns Vermette , ACF

including a temporary Administrative Services Assistant II and two (2) Intermediate Clerks.

c. Union Issues:

- No union issues at this time.

II. Emerging Issues and Hot Topics:

- The Governor released the preliminary budget for 18-19. Proposed impacts to CSB include a 2.8 percent COLA adjustment totaling close to \$400,000 for CSB; and the annualizing of the RMR (Regional Market Rate) which took place January 2018. Other opportunities such as the availability of expansion and quality funds were also in the proposal.

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