



To: David Twa, Contra Costa County Administrator
From: Kathy Gallagher, EHSD Director
Subject: Community Services Monthly Report
Date: February 2019

News /Accomplishments

- February 11 - 14, Arizona Head Start Association and Region 9 Head Start Association hosted the 2019 Western States Learning Institutes that facilitated various workshops and learning tracks geared towards education staff, program leaders and program partners. Our very own Monica De Vera, Program Coordinator for our ECE Work Study Program and other professional development initiatives, was a co-panelist in the Workforce Development Panel of the Family Self Sufficiency track – along with Eve Del Real, Assistant Director from Maricopa County in Arizona and Workforce Development staff William Walker and Lisa Carr from Sacramento County (Employment and Training agency); during this workshop, Monica introduced and spoke about CSB’s programs, it’s innovative approaches in “growing our own” and the amazing partnership we have in our community. This workshop was also attended by Maureen Burns Vermette, Supervisory Program Specialist for Region 9.
- Give Kids a Smile Day was held on February 1, 2019. A total of 535 children received dental exams and fluoride varnish. Excellent leadership, coordination and teamwork contributed to making this event so successful. Participating dentists shared how impressed they were with our program and the staff support they received. Many of the dentists asked to be included in GKSD next year.
- CSB staff, children and families celebrated “Pride in Food Service Week” during the week of February 4 – 8. This annual event is dedicated to celebrate CSB’s Child Nutrition Unit (CNU) staff and their work in food service. During this year’s celebration, CNU staff enjoyed a variety of artwork, pictures, and kind and encouraging words from CSB staff, children and parents. Verde Head Start and their families prepared a healthy vegetable soup and corn bread muffin for CNU staff which was nicely accompanied with sandwich trays complementary of Kinder’s Restaurant.
- The Comprehensive Services (CS) Team received a training on Human Trafficking at the All CS staff team Meeting on January 9, 2019. Resources and tips on how to identify families and individuals who may be experiencing human trafficking were shared as well as agencies that can provide support and assistance.
- CSB, in collaboration with the California State University of East Bay (CSUEB) Nursing Program, held orientation for seven students who will begin providing on site lessons at selected sites. Informational pamphlets on health/nutrition topics will be available to parents, and families will receive referral follow-up services as needed.
- On January 28-29, 2019, CSB in collaboration with the CHDP, held a Hearing/Vision Screening Certification Training. Ten CSB participants, two YMCA participants and 18 participants from the health community participated in the training. The training


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included a practicum with CSB Head Start preschoolers from Balboa and GMC centers enabling participants to apply skills gained.

- On February 8, 2019, CSB's Central Kitchen Unit received an unannounced health inspection by Contra Costa Environmental Health. The inspection concluded with a few minor corrections, which have been addressed.
- CSB is proud announce that Julia Kittle-White, Comprehensive Services Manager, and Ruth Hunter, Site Supervisor have successfully completed their Trauma Informed Fellowship Program, and were recognized at a graduation ceremony hosted by First 5 Contra Costa. First 5 used a train-the-trainer model to increase fellows' knowledge and awareness of trauma-informed practices, and to develop their skills to lead trauma-informed trainings at their agencies. Both staff are now certified trainers who will be training CSB staff to continue their efforts in becoming a more Trauma-Informed community.
- On February 3-6, 2019, CSB Director, Managers, and several teaching staff and site supervisors attended the Head Start California Association Conference in Riverside. The conference focused on Parent, Family, and Community Engagement, as well as Education.
- Congratulations to the Los Arboles team for achieving the five-year term of re-accreditation by the National Association for the Education of Young Children (NAEYC).
- On February 13, 2019, George Miller Concord (GMC) received an unannounced site visit from Community Care Licensing. The visit was a success and concluded with no findings.
- CSB is preparing for the Triennial Review of the Community Action Program beginning on March 14, 2019 and concluding on March 15, 2019. Field Representative Katie Walker, from California's Department of Community Services and Development (CSD) has reviewed fiscal and internal program files and fiscal reports. During her visit, the field representative will be meeting with the Economic Opportunity Council (EOC) Executive Committee during the entrance conference, attending the EOC business meeting in the evening and visit with Shelter Inc., a Community Services Block Grant subcontractor.
- Our Assistant Director, Magda Bedros, lead a group of 12 dedicated Partner leadership staff through a 2-day CLASS observation training. The participants will be able to use their new found knowledge toward becoming CLASS reliable. CLASS is just one tool that we use to monitor and support the continuous growth and development of our teaching staff.
- Our Family Childcare Partners and CoCoKids enjoyed a Provider Night Out. Two of our Partner CS Team joined this event. The evening was filled with learning new EHS information, sharing success stories and problem solving as a group any challenges. CoCoKids hosted a delicious meal and CSB provided a children's book and toy for each provider for use in their programs.
- Comprehensive Services Health Manger, Debi Marsee announced her retirement, effective February 28, 2019 following 22 years of dedication and exemplary service to

CSB. As a strong advocate for children and families, Debi worked tirelessly within and outside CSB promoting best health practices. She developed many valuable partnerships and is highly regarded within Contra Costa County's health community and beyond. Although Debi will be missed by all, she will never be forgotten - her legacy will remain with CSB forever.

- Nine Mental Health (MH) interns and their two supervisors participated in Play Therapy-Part 2-training to support their work with CSB children and families. The training covered:
 - A theoretical understanding of directive vs. non directive play therapy, including guidelines, principles and implementation.
 - Understanding and skills to effectively support parents to improve parenting skills
 - An understanding on limit setting in a therapeutic environment to enhance the
- On February 26, 2019, the Board of Supervisors approved Michelle Chenault, resident from Hercules, as a delegate to Supervisor Glover on the Economic Opportunity Council (EOC).

I. Status Updates:

a. Caseloads, workload (all programs)

- Head Start enrollment: 99.5%
- Early Head Start enrollment: 101.6%
- Early Head Start Child Care Partnership enrollment: 100%
- Early Head Start Child Care Partnership # 2 enrollment: 99.5%
- Head Start Average Daily Attendance: 78.6%
- Early Head Start Average Daily Attendance: 81.4%
- Early Head Start Child Care Partnership Attendance: 81.4%
- Stage 2: 459 families and 735 children
- CAPP: 119 families and 199 children
 - In total: 578 families and 934 children
 - Incoming transfers from Stage 1: 34 families and 58 children
- LIHEAP: 444 households have been assisted
- Weatherization: 10 households

b. Staffing:

- During the month of February, CSB hired seven temporary Teacher Assistant Trainees and four temporary Associate Teachers to maintain a viable pull of substitutes needed for the classroom. The Bureau also promoted an Accountant I to an Accountant II for the incumbent to take on new, higher level role within the Fiscal Unit. The Bureau is in the final stages of selecting candidates for the Child Nutrition Worker II, temporary floater Child Nutrition Worker I and two Transporter positions.

- CSB continues to seek suitable candidates to fill the Assistant Director, Comprehensive Service Manager (Mental Health), Comprehensive Service Manager (Health & Education), Child Nutrition Food Supervisor and temporary and permanent Intermediate clerk positions.

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c. Union Issues:

- There are no issues to report at this time.

II. Emerging Issues and Hot Topics:

- CSB is tracking several key pieces of legislation that complement the priorities set forth in Governor Newsome’s budget proposal. There are roughly eight pieces of legislation that CSB is keeping a close watch on including facilities grant funding, infant/toddler expansion, and preschool expansion bills.