



To: David Twa, Contra Costa County Administrator
From: Kathy Gallagher, EHSD Director
Subject: Community Services Monthly Report
Date: June 2020

News /Accomplishments

- The Emergency Childcare operation at three (3) CSB locations concluded on June 30th. CSB served over 40 children during the 11 week operation to provide child care to our community’s essential workers. Seventy seven (77) CSB teaching staff and 11 Site Supervisors volunteered to provide these essential services to our community. In addition, 218 children were placed in emergency childcare under CAPP funding with community childcare providers, which will continue through August.
- All site supervisors are working closely with their teaching teams and other CSB staff to be prepared for a phased re-opening of all classrooms in July under enhanced safety protocols and reduced group size.
- Teaching staff from all sites county-wide have been actively working to complete assessments, parent-teacher conferences and virtual Home-visit meetings with the families. They also continue with creating video lessons to be posted on CSB’s social media accounts and YouTube channel, and creating different activities and materials for “Grab N Go”. Many also started to work in Emergency Child Care (ERCC) classrooms to allow the previous ERCC staff to be released for time off and work with their own team at the non-ERCC sites as they prepare for the re-opening of classrooms. CSB’s YouTube channel has been utilized by families who have expressed their appreciation of the varied activities and stories.
- CSB had a successful School Readiness call on May 27, 2020 with Region IX. The call focused on two areas; Social and Emotional Well-being and coaching for teaching staff. Chris Pflaumer (ACF Specialist) appreciated the qualitative data shared with him which featured quotes from staff and families in regard to the strategies used to support children in the classroom. CSB coaches also provided anecdotal notes in regard to their facilitation of coaching and the many benefits it provides to our teachers.
- Site Supervisors and Education Managers participated in a virtual Peer Learning Community meeting on May 13, 2020 with IHSD staff (San Mateo Head Start). The virtual meeting allowed Supervisors share their reflections and plans for supporting staff, children, and families during these different times.
- The 2020-2021 State budget for Early Childhood Education and Care was finalized in June. Funding levels will remain the same or have increased and programs, including Alternative Payment, are held harmless for low attendance and enrollment. The proposed COLA was eliminated.


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I. Status Updates:

a. Caseloads, workload (all programs)

- o Head Start enrollment: 96.80%
- o Early Head Start enrollment: 101.3%
- o Early Head Start Child Care Partnership # 1 enrollment: 95.83%
- o Early Head Start Child Care Partnership # 2 enrollment: 91.6%
- o Head Start, Early Head Start, CCP 1 and CC2 Average Daily Attendance reports are not available due to COVID center closure
- o Stage 2: 490 families and 530 children
- o CAPP: 232 families and 359 children
 - In total: 722 families and 889 children
 - Incoming transfers from Stage 1: 10 families and 13 children
- o LIHEAP: 110 households have been assisted
- o Weatherization: 4 households have been assisted

b. Staffing:

- o During the month of June, CSB hired two Site Supervisor II-Project, three Intermediate Level Clerk-Project, and one Associate Teacher-Project. The Bureau is working with CAO staff on freeze exemption requests to continue to interview and hire in various management, teaching and support staff positions that are currently vacant.

c. Union

- o CSB and PEU Local 1 - CSB Line Unit continued their dialogue around providing services at the Emergency Childcare Centers, reopening of the centers and the return to the employees to work.
- o A Meet and Confer with Local 1-Line Staff Unit was scheduled to discuss proposed changes to the Job Descriptions of the Senior and Intermediate Level Clerk-Project. However, the union notified the Bureau and Labor Relations that they do not have questions regarding the changes and do not need to meet. For that reason, the meeting was canceled.

II. Emerging Issues and Hot Topics:

- There are no emerging issues or hot topics to report at this time.

cc: Policy Council Chair
Administration for Children and Families
Program Specialist, Chris Pflaumer