



To: Monica Nino, Contra Costa County Administrator
From: Kathy Gallagher, EHSD Director
Subject: Community Services Monthly Report
Date: April 2021

News /Accomplishments

- The Community Services Bureau (CSB) completed the State Contract Monitoring Review (CMR) and Error Rate Review (ERR) on April 13, 2021. During the week and a half long virtual review, state reviewers assessed the Stage 2, Alternative Payment, General Childcare and State Preschool program’s verification processes and activities such as: program eligibility, parent and teacher involvement, child assessments, staffing and qualifications, administrative policies, due process and interviews with program staff. Even though we are still awaiting the official report, reviewers stated in their pre-report that CSB had a 0% error rate and no findings of non-compliance.
- Teaching staff, Site Supervisors, and Comprehensive Services staff attended a half-day training on Thursday, April 22, 2021 focusing on anti-bias and anti-racism in early childhood. The training included opportunities to engage in brave and difficult conversations, and to reflect on personal biases and how they may impact our work and personal lives. Strategies learned also included a framework for anti-bias teaching, which includes the need to listen carefully, making topics accessible to children, and how to appropriately share anti-bias learning with children and families.
- The Board of Supervisors signed on to a Letter of Concern spearheaded by California Head Start Association around AB 22 (McCarty), a bill to expand Traditional Kindergarten (TK). The main concerns are that this bill does not address what at-risk children need, nor what parents need to work, and the early learning and care system will be significantly impacted by an expansion of TK.
- CSB Health Managers focused on sending COVID vaccine information to families and staff to keep them informed on how to access the vaccine, and debunk myths that may prevent access to the vaccine.
- Week of the Young Child was celebrated at all CSB sites the week of April 12, 2021. The children participated in so many fun activities to celebrate the week including, parades, outdoor chalk activities, music & dancing, cooking projects, and more! Although families cannot be on-site per usual celebrations due to COVID precautions, their participation is still felt as they send their children to school with family photos to share and show their excitement of the celebrations during drop off and pick up. Happy 50th anniversary to the Week of the Young Child!


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- On Friday April 16th, CSB staff in collaboration with several Dentist, Hygienist, Professors and students from Diablo Valley College (DVC) Dental Hygienist program participated in the Annual Give Kids a Smile Day. Volunteers completed dental exams, applied fluoride varnish and provided oral health education to more than 100 children. This event was a success due to the efforts of CSB staff, the DVC Hygienist Program, the children and parents we serve.
- During the week of April 5th, select staff participated in the last series of trainings provided by the UCLA Anderson School of Management on Trauma Informed Care and Practice. The last three weeks of learning objectives were to build awareness around our own experiences with trauma and how this affects our current practice and work with children and families. Participating staff will develop teams to conduct a self-assessment of our organization that will help identify current practices and next steps for building a trauma-sensitive and responsive organization.
- Education Managers participated in a three-day STEM Institute training provided by the Office of Head Start this week to learn more ways to include Science, Technology, Engineering, and Math into our classrooms. Workshops included exploring STEM in nature, “Tinkering”, and supporting anti-bias STEM play at home.
- CSB conducted a successful Health and Safety screening for a new EHS-CCP Family Child Care Provider, Giovanna Velasquez, and conducted a Zoom meeting to introduce her to the Comprehensive Services team. Giovanna has BA degree in ECE (Early Care and Education) and is enrolled in the Quality Matters program.
- The Economic Opportunity Council held its three scheduled public hearings to inform priority funding areas as part of the Community Action Plan that is due every two years. The hearings were held virtually at the Head Start Policy Council meeting on Wednesday, April 21st, at Monument Crisis Center on Thursday, April 22nd, and at the LAO Family Development center on Wednesday, April 28th. The Community Action Plan is due on June 30, 2021 and will be sent to the Board for approval in mid-June.

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

I. Status Updates:

a. Caseloads, workload (all programs)

- o Head Start enrollment: 60.9%
- o Early Head Start enrollment: 89.1%
- o Early Head Start Child Care Partnership enrollment: 75%
- o Head Start Average Daily attendance: 79.6%
- o Early Head Start Average Daily attendance: 84.1%
- o Early Head Start Child Care Partnership attendance: 84.6%
- o Stage 2: 391 children
- o CAPP: 331 children
 - In total: 722 children
 - Incoming transfers from Stage 1: 13 children
- o LIHEAP: 343 households have been assisted
- o CARES LIHEAP: 0 households served
- o Weatherization: 6 households served

b. Staffing:

- o In April 2021, CSB hired two Intermediate Clerk-Project, one Associate Teachers-Substitute, and a Teacher Assistant Trainee-Project. The Bureau also processed temporary upgrades and extensions. For all other vacancies, the Bureau is working through the established process to fill vacancies permanently or by TU with support from EHSD Personnel and HR.

c. Union:

- o In collaboration with the Labor Relations Unit, Local One has been notified of the relocation of services from Las Deltas center to CSB's vacant Crescent Park center due to safety concerns and construction in the area and greater need for services at the Crescent Park area. Families will not lose access to services, and staff will not be laid off as all employees will continue to work in the same capacities.
- o One Grievance – Working with the Labor Relations Unit on an Step 3 Grievance.

II. Emerging Issues and Hot Topics:

- There are no emerging issues and hot topics to report.

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