



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

News /Accomplishments


Aaron Alarcon-
Bowen, PhD
Director

- Dr. Aaron Alarcon-Bowen, CSB Executive Director, and Ajit Kaushal, Economic Opportunity Council Board member and Board member of the California Community Action Partnership Association (Calcapa), attended a Leadership Convening in Sacramento on December 8-10, 2021. The three-day event allowed Executive Directors from Community Action agencies across California to come together to discuss and share resources, and to identify strategies to better support each other's community action agency and services offered to low-income communities.
- The Community Action Program held its RFI informational session on December 9, 2021, which was very well attended. Applications are due December 20, 2021 at 5 pm. The Economic Opportunity Council received training on scoring RFI applications and will meet in early January to select the subcontractors for the 2022-23 program year.
- CSB is currently expanding its partnership with the Contra Costa County Library including ways for recruitment support, as well as youth and adult outreach services. Community partnerships, such as this, helps to further support the families and staff in our program.
- CSB collaborated with Los Medanos College (LMC) in Pittsburg as a way to potentially recruit teaching staff. All LMC Early Childhood Education students received a CSB created flyer that outlined CSB's overall goals for education and our teaching positions available.
- Site Supervisors and Education Managers attended a Lead, Learn, and Excel (LLE) Roundtable. CSB previously participated in the yearlong LLE program prior to the pandemic. The roundtable serves as a way to ensure CSB is sustaining the leadership practices learned specifically regarding data, student/child learning effective instructional learning, and involving parents.
- Select CSB centers held a thankful luncheon and/or a harvest event outdoors for families. All events provided families with a variety of resources, including health and wellness information. CSB Health manager, Cathy Lucero, also provided new toothbrushes to the children.

I. Status Updates:

a. Caseloads, workload (all programs)

- Head Start enrollment: 61.07%
- Early Head Start enrollment: 89.07%
- Early Head Start Child Care Partnership enrollment: 76.34%
- Head Start Average Daily attendance: 75.58%


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- o Early Head Start Average Daily attendance: 75.05%
- o Early Head Start Child Care Partnership attendance: 85.39%
- o Stage 2: 232 children
- o CAPP: 473 children
- o Emergency Childcare: 56
 - In total: 852 children
 - Incoming transfers from Stage 1: 3 children
- o LIHEAP: 124 households have been assisted
- o ARPA LIHEAP *: 97 households served
- o Weatherization: 8 households served

b. Staffing:

- o During December, CSB filled two Intermediate Clerk positions, two Teacher Assistant Trainee positions, one Clerk – Experience Level-Temp position, and one Student Intern II position. 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.

II. Emerging Issues and Hot Topics:

CSB Contracts Unit, in conjunction with EHSD Contracts Team, is working on developing an RFP to be published next month in order to locate a suitable agency to serve the Head Start children and families in the East County area.

* ARPA LIHEAP is a new contract that was executed in October for clients impacted by COVID-19 with large past due energy bills.

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