



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: April 12, 2016

Subject: Lay off Employees and Abolish and Restore Position in the EHSD/CSB Part-Day, Part-Year Programs

RECOMMENDATION(S):

ADOPT Resolution No. 2016/314 to: A) APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to temporarily close the part-day, part-year Head Start Center Based Pre-School Program, and the Home Based Program during the low enrollment summer period effective the close of business day May 13, 2016. B) ABOLISH project positions and lay off employees in the Employment and Human Services Department, Community Services Bureau as specified in Attachment A-1, effective the close of business day May 13, 2016. C) Re-establish positions as specified in Attachment A-2, effective August 22, 2016.

FISCAL IMPACT:

Upon approval there will be no fiscal impact. The fiscal year funding received anticipates the closure of the part-day, part-year Center Based and the Home Based Programs during the summer months. The closure of the part day, part year Head Start Center Based Pre-School Program and the Home Based Program is scheduled in the operation of the child care program and the savings from the closure are incorporated in the Employment and Human Services Department, Community Services Bureau's fiscal year budget.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **04/12/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Mary N. Piepho, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: April 12, 2016

David Twa, County Administrator and Clerk of the
Board of Supervisors

Contact: Reni Radeva (925) 681-6321;
rradeva@ehsd.cccounty.us

By: June McHuen, Deputy

cc: Reni Radeva

BACKGROUND:

The Head Start Center Based and the Home Based Programs operate on a nine-month schedule. Teacher-Project and Early Childhood Educator-Project positions, funded through the Administration for Children and Families grant, will be eliminated by the close of business day May 13, 2016 through August 21, 2016.

In order to keep expenditures within the available funding and keep staffing at the level necessary for efficient operations, it is necessary to abolish the positions described in Attachment A-1 on the date indicated. Positions required to support Center Based and Home Based programs for the 2016-2017 program year will be re-established August 22, 2016 as indicated on Attachment A-2.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to close the part-day, part-year Center Based and Home Based programs during the summer months of 2016 will result in a fiscal deficit for the Employment and Human Services Department, Community Services Bureau.

CHILDREN'S IMPACT STATEMENT:

The five outcomes established by the Children's Report Card: (1) Children Ready for and Succeeding in School; (2) Children and Youth Healthy and Preparing for Productive Adulthood; (3) Families that are Economically Self Sufficient; (4) Families that are Safe, Stable and Nurturing; and (5) Communities that are Safe and Provide a Health Quality of Life for Children and Families are supported Employment and Human Services/Community Services Bureau part-day, part-year Head Start pre-school and home based programs support all the listed outcomes.

ATTACHMENTS

Resolution No. 2016/314

Attachment A-1 & A-2 - Positions to be Abolished and Reestablished