



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: September 10, 2019

Subject: Certification of Governance and Leadership Capacity Screening for Early Head Start Child Care Partnership
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RECOMMENDATION(S):

APPROVE Certification of Governance and Leadership Capacity Screening for Early Head Start Child Care Partnership 1, as recommended by the Employment and Human Services Director.

FISCAL IMPACT:

There is no fiscal impact.

BACKGROUND:

The County, through its Employment and Human Services Department, Community Services Bureau (CSB), is a Head Start grantee from the federal Department of Health and Human Services, Administration for Children and Families (ACF). The grant is currently in year 1 of 5 for Early Head Start (EHS) Child Care Partnership 1 funding Grant No. 09HP000193-01-00. The entire funding cycle is July 1, 2019 through June 30, 2024. Organizations that accept federal funds to operate Head Start/EHS programs must have strong governance systems in place to safeguard federal dollars and provide oversight and direction to Head Start/EHS programs. CSB received the attached Governance, Leadership, and Oversight Capacity Screener from ACF. The screening process was conducted by CSB

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/10/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: Candace Andersen, District II
Supervisor
Diane Burgis, 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: September 10, 2019

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

ABSENT: John Gioia, District I
Supervisor

By: Stephanie Mello, Deputy

Contact: (925) 681-6389

with certification approved by the Head Start Policy Council on August 7, 2019. It is a requirement of

BACKGROUND: (CONT'D)

year 1 to complete a screening of the governance and leadership capacity plan within 60 days of the project period. This board order is to accept, approve and sign the attached certification of the governance and leadership capacity screening. Approval and signature of the attached certification document will keep the department in compliance with ACF regulations.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the Department will not be in compliance with Head Start regulations.

CHILDREN'S IMPACT STATEMENT:

The Employment and Human Services Department Community Services Bureau supports three of Contra Costa County's community outcomes - Outcome 1: Children Ready for and Succeeding in School, Outcome 3: Families that are Economically Self-sufficient, and Outcome 4: Families that are Safe, Stable, and Nurturing. These outcomes are achieved by offering comprehensive services, including high quality early childhood education, nutrition, and health services to low-income children throughout Contra Costa County.

ATTACHMENTS

Notice of Award

Governance tool

Certification form