



Contra  
Costa  
County

To: Board of Supervisors  
From: Marla Stuart, Employment and Human Services Director  
Date: August 9, 2022

Subject: Head Start Program Performance Report, Administration for Children and Families, Office of Head Start

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**RECOMMENDATION(S):**

RECEIVE a report on the Head Start Program Performance Summary Report from the Employment & Human Services Department and AUTHORIZE the Board Chair to approve and sign the Quality Improvement Plan.

**FISCAL IMPACT:**

There is no fiscal impact.

**BACKGROUND:**

On July 14, 2022, the US Department of Health & Human Services, Administration for Children and Families (ACF) issued a Program Performance Summary Report about the Contra Costa County Head Start and Early Head Start programs. The Report included review of four service areas (Program Governance, Safety Practices, Ongoing Fiscal Capacity, and Ongoing Monitoring and Continuous Improvement). And, the Report identified one area of noncompliance and five deficiencies. Within 30 days, the County must submit a Quality Improvement Plan (QIP) detailing a plan for corrective action.

This report to the Board summarizes the corrective actions recommended by the

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<input checked="" type="checkbox"/> APPROVE	<input type="checkbox"/> OTHER
<input checked="" type="checkbox"/> RECOMMENDATION OF CNTY ADMINISTRATOR	<input type="checkbox"/> RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **08/09/2022** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
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: August 9, 2022

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Elaine Burres  
925-608-4960

cc:

Employment & Human Services Department. These recommendations include revising policies to reflect improved procedures, obtaining Board approval for revised

### BACKGROUND: (CONT'D)

policies, training County staff and contracted partner staff to these revised policies, implementing the revised procedures, and monitoring for accurate and consistent execution of revised policies.

Upon acceptance of the QIP by ACF, the County will have up to 120 days to complete full implementation and monitoring of all improvements.

### CONSEQUENCE OF NEGATIVE ACTION:

Without approval, the County may not be in compliance with federal regulations and may lose Head Start funding.

### CLERK'S ADDENDUM

**Speakers: No Name Given; Caller 6770.**

### ATTACHMENTS

Head Start Program Performance Summary