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Agenda

Group/Meeting Name: Program Services Subcommittee

Date: 9/4/19 Time: from: 5:00pm To: 6:00pm

Location: 1470 Civic Ct., Suite 200 Concord – Room 221

Meeting Leader: Magda Bedros

Purpose: Share Information & Collect Input and Feedback

The Community Services Bureau of Contra Costa County will provide reasonable accommodations for persons with disabilities planning to participate in Policy Council meetings or Subcommittee meetings. Please contact PC Staff at least 48 hours before the meeting at (925) 646-5595.

Persons, who wish to address the CSB Policy Council during public comment or with respect to an agenda item, will be limited to two minutes.

Desired Outcome: By the end of this meeting, we will have:

Reviewed Desired Outcomes and ground rules.

Discuss the purpose and outcome of the Health and Safety Screener.

Received parent input into all elements of 2020 Head Start and Early Head Start Grant Application and approval to send to Policy Council for approval

An evaluation of the meeting to celebrate our success and enhance areas where needed.

Agenda			
What (Content)	How (Process)	Who	Time (Minutes)
Welcome Desired Outcomes Ground Rules	Present Review	Volunteer	5
Health and Safety Screening	Present Clarify Check for understanding	Tracy Lewis	30
Review and approve 2020 Head Start and Early Head Start Year Two Grant	Present Clarify Check for understanding	Magda Bedros	20
Plus/Delta		Volunteers	5

Health and Safety Screener Results Summary

Grant Number: 09CH010862, 09HP000193

Program: Head Start, Early Head Start, Early Head Start-Child Care Partnership

Overview:

As a condition of the Head Start (HS)/Early Head Start (EHS) and Early Head Start- Child Care Partnership (EHS-CCP) grant funding awards for Fiscal Year 2019, Contra Costa County Community Services Bureau is required to conduct a review of each site serving children through this funding utilizing the health and safety screener checklist. The health and safety screener helps organizations to identify where they need to make changes and build capacity in order to ensure children are healthy and safe while in their care.

The following sites serving children under these grants have been reviewed with the required tool:

Directly Operated Centers	Partner Centers	Family Child Care (FCC)
Balboa	Crossroads	Anel Saavedra-Huerta
Bayo Vista	FBHS Lido Square	Denise Medlock
Contra Costa College	FBHS Odessa	Gina Jackson
George Miller Concord	FBHS Fairgrounds	Glorious Jackson
George Miller III	FBHS East Leland Court	Jeanette Cooper
Las Deltas	FBHS Kid's Castle	Jeannie Santos
Lavonia Allen	KinderCare Mahogany	Michelle Watkins
Los Arboles	KinderCare El Sobrante	Ruth Watkins
Los Nogales	Martinez ECC	Shannon Del Prado Evans
Marsh Creek	Tiny Toes	Tanya Taylor
Riverview	YMCA Rodeo	Veronica Munoz
Verde	YMCA Richmond CDC	Yolanda Braggs-Evans
	YMCA 8th St.	
	YMCA Giant Rd.	

Findings:

Thirty-eight (38) sites were reviewed utilizing the health and safety screener tool. This tool has a series of twenty-four (24) requirements. Upon completion of the tool, (3) sites were found to have no areas for improvement. The remaining (35) sites had a total of (164 out of 2135) items in need of improvement, as summarized below.

Outcomes:

Timely follow-up has been conducted for each item and actions have been taken to ensure child safety, representative of quality standards of Head Start and local regulation. Action plans have been implemented for any outstanding items in need of improvement.



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | Region IX | 90 Seventh Street, San Francisco, CA 94103 | www.ecikc.ohs.acf.hhs.gov

John Gioia
Board Chair
Contra Costa County
1470 Civic Ct, Ste 200
Concord, CA 94520

July 19, 2019

Re: Grant No. 09CH010862

Dear Mr. Gioia:

A grant application must be completed for the upcoming budget period. Please consult the grant application instructions to determine the type of application required. The application for the Head Start grant is due 10/01/2019.

The following table reflects the annual funding, including the approved amount from the Supplement to Increase Program Hours, if applicable, and enrollment levels for your grant.

Program	Head Start	Early Head Start
Federal Funded Enrollment	1,351	311
Funding Type	Head Start	Early Head Start
Program Operations	\$16,717,035	\$3,608,200
Training and Technical Assistance	\$197,344	\$82,944
Total Funding	\$20,605,523	

Period of Funding: 01/01/2020 – 12/31/2020

Application Submission Requirements

The application must be prepared and submitted in accordance with the *Head Start Grant Application Instructions with Guidance, Version 3 (Application Instructions)*. It must be submitted on behalf of the Authorizing Official registered in the HSES.

Incomplete applications will not be processed.

The *Application Instructions* are available on the home page of HSES. Please review the instructions carefully prior to preparing the application. Submission guidance can be found in the "Instructions" section of the HSES.

Please contact Chris Pflaumer, Program Specialist, at 415-437-8445 or chris.pflaumer@acf.hhs.gov or Frank Olguin, Fiscal Operations Specialist, at 415-437-8415 or frank.olguin@acf.hhs.gov with questions regarding the *Application Instructions*.

For assistance submitting the application in HSES, contact help@hsesinfo.org or 1-866-771-4737.

Funding is contingent upon the availability of federal funds and satisfactory performance under the terms and conditions of the Head Start grant in the current budget period.

Mr. Gioia - Page 2

Thank you for your cooperation and timely submission of the grant application.

Sincerely,

A handwritten signature in black ink, appearing to read "Jan Len", written in a cursive style.

Jan Len
Regional Program Manager
Office of Head Start

cc: Kathy Gallagher, Executive Director
Camilla Rand, Head Start Director
Chris Pflaumer, Program Specialist
Frank Olguin, Fiscal Operations Specialist