



Contra Costa County



Meeting: Program Services Subcommittee Meeting Date: 8/5/20 Time: 5:30pm to 6:20pm

Location: Zoom Meeting Facilitator: Magda Bedros Recorder: Salvadora Castro

Attendees:

Conference Call Attendees: Magda Bedros, Salvadora Castro, Sarah Reich, Jasmine Cisneros, Katie Cisco, Andres Torres

TOPIC	SUMMARY
Desired Outcomes (Document who reviews meeting outcomes and ground rules)	<ul style="list-style-type: none"> Discussed program goals and objectives for the 2020-2021 program year and collected parent input to ensure agency focus is representative of community needs. An understanding of the 2021 Early Head Start and Head Start Program Continuation Grant application.
Public Comment	<ul style="list-style-type: none"> N/A
Reports / Presentations / Discussions / Comments	<ul style="list-style-type: none"> Goal 1: Through the use of multiple technologies, CSB will develop systems to enhance staff and client communication while coordinating program-wide approaches to effective data management and ensuring high quality service delivery. <ol style="list-style-type: none"> Looking into application, scanning for special needs as families apply. Use Bar Code to sign-in so not all families touch the kiosk. Staff working remotely Goal 2: Due to an 84% increase in Early Head Start slots (from 311 to 623) in two years, CSB will enhance its Early Head Start programming through a multi-faceted approach. <ol style="list-style-type: none"> : By June 2021, CSB will implement an oral health curriculum for families and staff to support dental health practices at home and at school. This goal is continuing from last year. By December 2020, select program staff will receive Infant/Toddler CLASS coaching with a certified Infant/Toddler CLASS consultant to increase their understanding of best practices in adult/child interactions. This is also continuing from last year. Goal 3: CSB will implement a "Grow Our Own" approach to hiring, developing, and retaining a robust staff across all service areas that are responsive to the clients and intrinsically motivated to be the best they can be through a variety of supports and services. <ol style="list-style-type: none"> By December 2020, 7 additional Teacher Assistant Trainees (TAT) will complete the core 12 units by participating in the ECE Work Study Program, in partnership with the colleges of Contra Costa and the YMCA of the East Bay. Goal 4: CSB will implement data-driven Parent, Family and Community Engagement (PFCE) services that embrace the PFCE framework and result in measurable impacts that achieve the mission of the organization. No new objectives for this goal just adjusting the way to meet this goal. Training on facilitating online meetings.

Contra Costa County

Next Steps	<ul style="list-style-type: none">• Sarah will e-mail Ana regarding information of free technology for low-income families.	
Meeting Evaluation	<u>Plus</u> <ul style="list-style-type: none">• Shared Screen on Zoom• Resources shared.• Great information shared/discussion.	<u>Deltas</u> <ul style="list-style-type: none">• N/A