

CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

Building Brighter Futures Together

Childcare Program Update

February 2024

Marla Stuart, MSW, PhD, EHSD Director and Head Start Executive Director

MJ Robb, Interim Community Services Bureau Director

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Outline

1. 2024-2028 Grant Application
2. Childcare Center Services
3. Budget
4. Monitoring
5. Region IX Communication
6. Current Events
7. Recommendation



HANDOUT ATTACHED

CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

2024-2028 Grant Application

Head Start Partners RFP
Program Model
Budget Impacts
Application Timeline



CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

Head Start Partners RFP

- Release Date: December 28, 2023
- Bidder's Conference: January 18, 2024
- Proposal Due Date: February 2, 2024
- Selection of Successful Bidders: February 13, 2024
 - 5 bidders selected
- Appeal Deadline: February 28, 2024
- Contract Negotiations: February 29, 2024
 - Goal: Standardized rates

Program Model

Operation	Age Groups	Program Option	Duration	Comprehensive Services & Eligibility
County	Infant/ Toddler, Preschool	Center-based	Full day / full – and part-year; Part day / part-year	Mental Health Specialists, Family Services, Eligibility
Partner	Prenatal, Infant / Toddler, Preschool	Center-based, Home-based	Full day / full-year; Locally Designed; year- round home visiting	n/a Provided by County

Budget Impacts

Operation	County FTEs	Teacher Recruitment / Retention	Infant / Toddler Slots	Preschool Slots	Cost per Child	Operating Costs
County	↑	↑	=	↓	↑	↑
Partner	n/a	↑	↑	↓	↑	↑

Increased operating costs = higher cost per child needed

Application Timeline

- Draft 1 of NOFO Response Completed: 2/14/24
- Policy Council Approval: 3/6/24
- Board of Supervisor Approval: 3/19/24
- Electronic Application Submission: 3/22/24
- Application Deadline: 3/26/24

Childcare Center Services

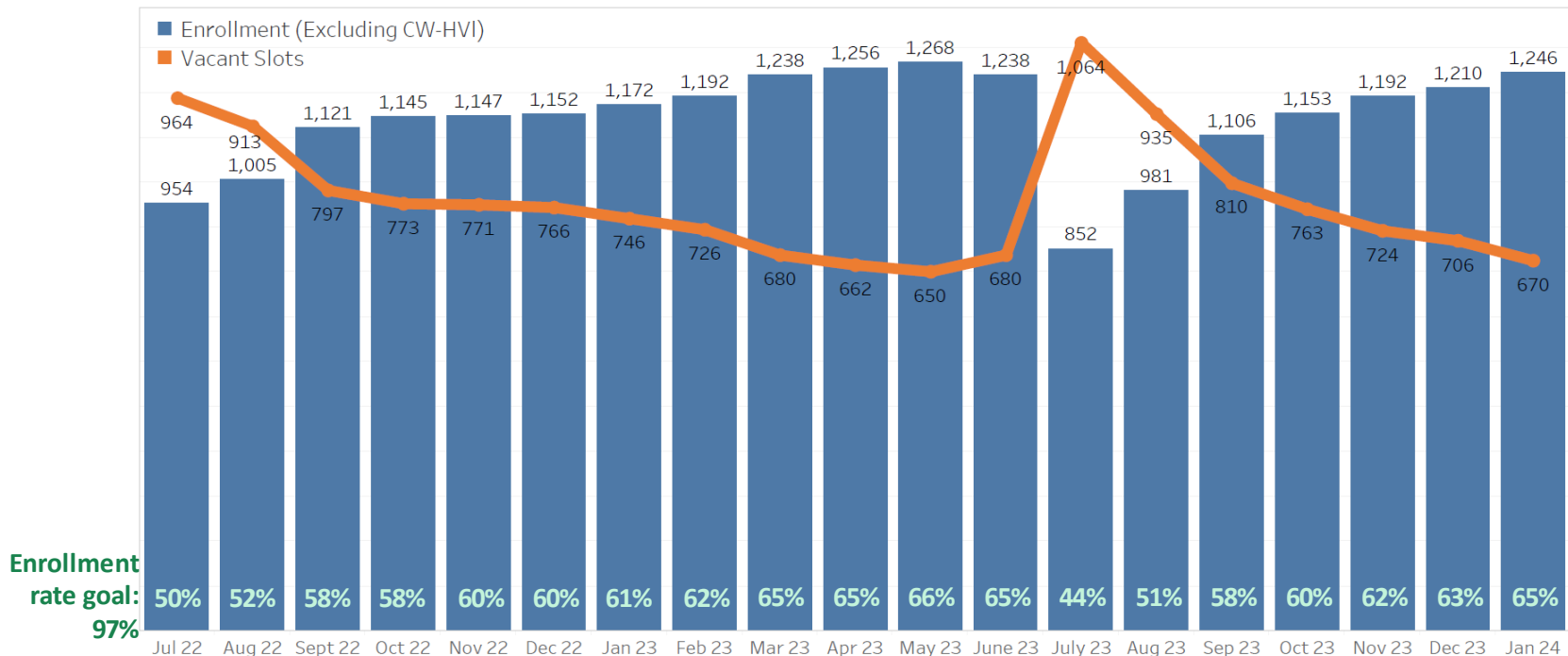
Enrollment and Vacant Slots
Attendance Rate
Meals and Snacks Served
Childcare Staff Vacancies Trend



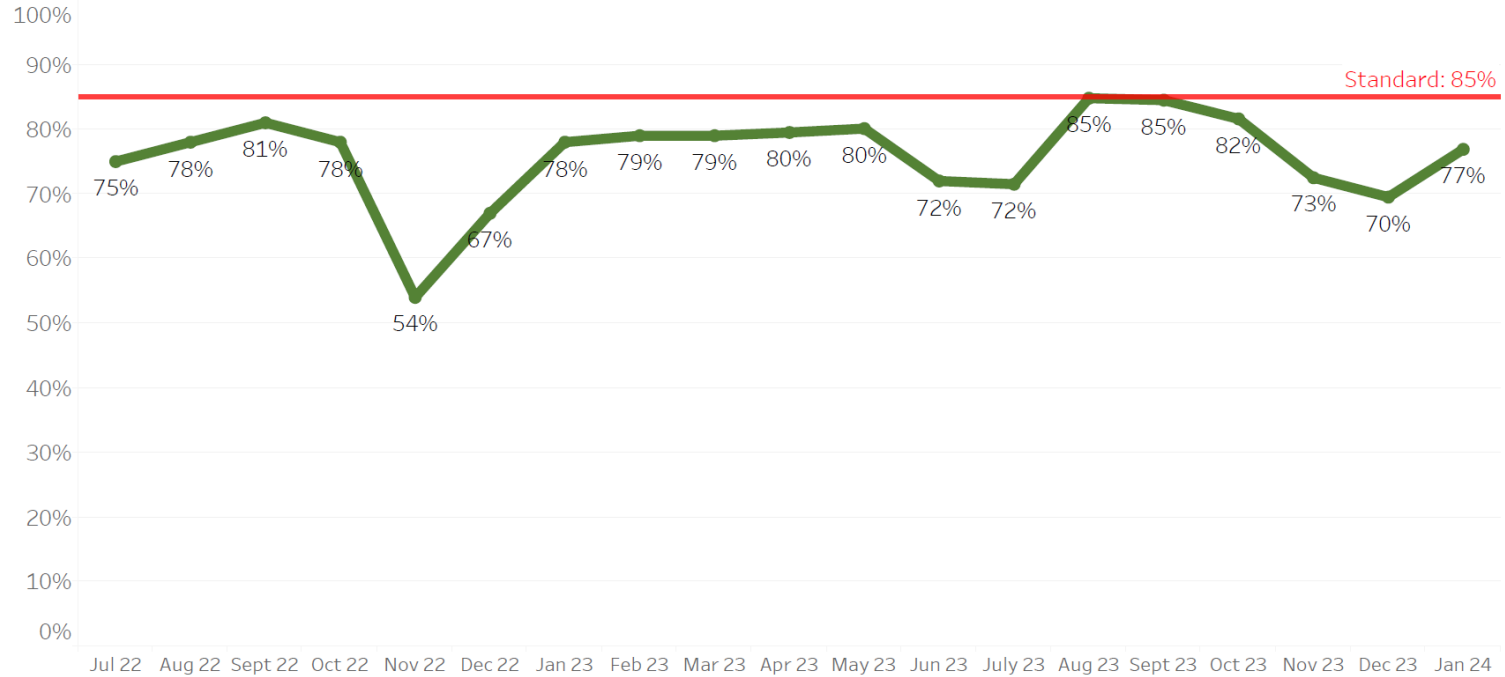
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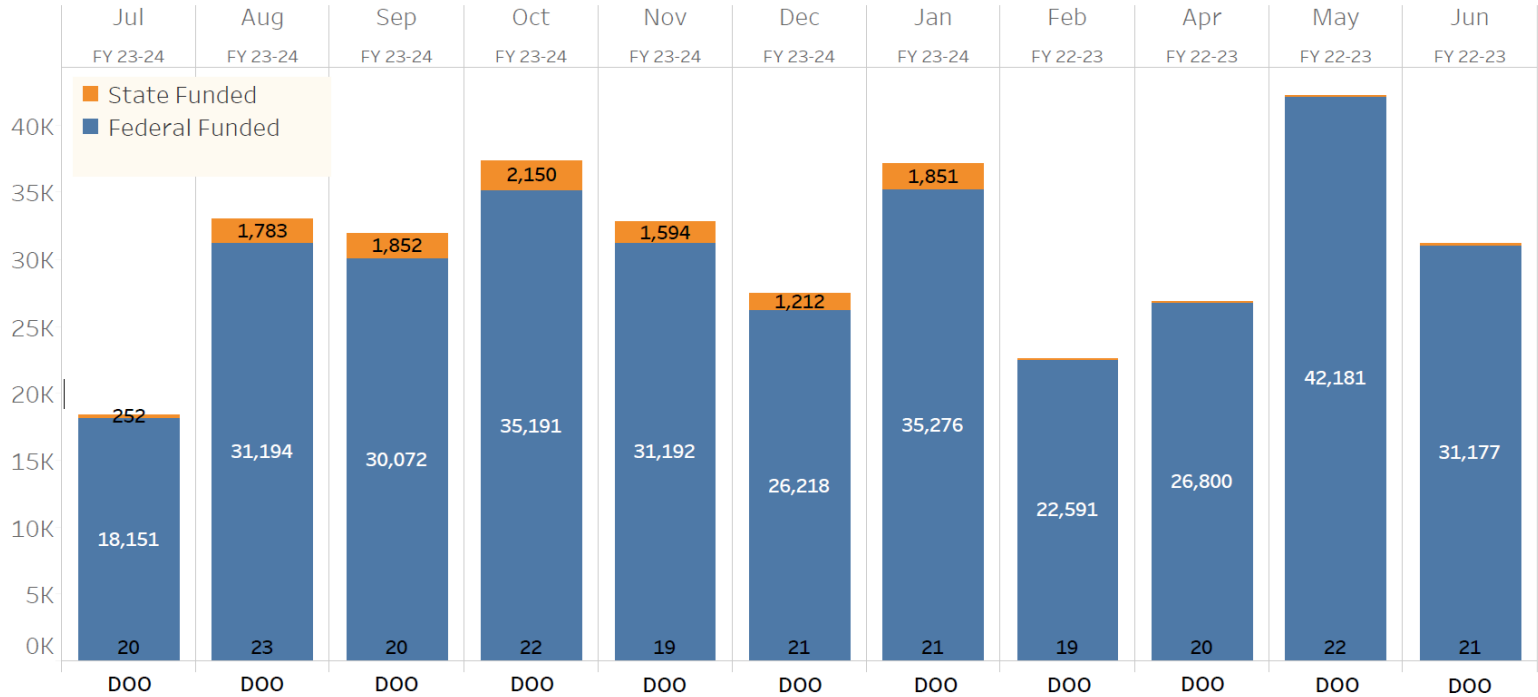
Enrollment and Vacant Slots



Attendance Rate



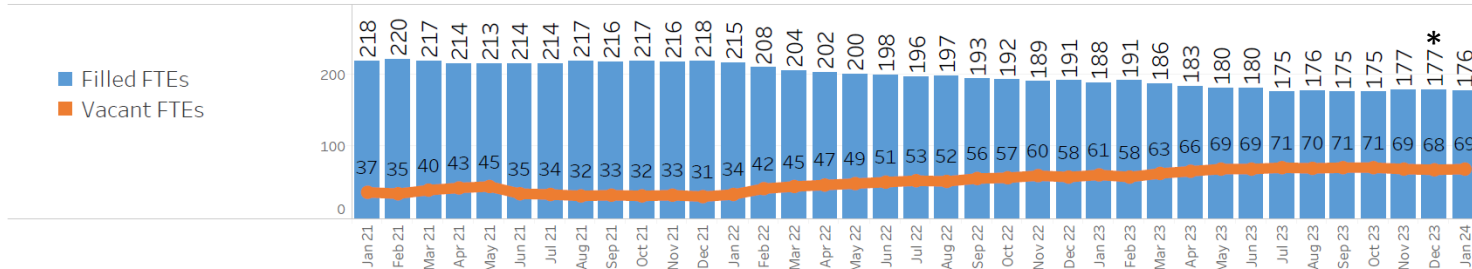
Meals and Snacks Served



Note: DOO = Days of Operation. In FY 2022-23 state-funded meals not included.

Childcare Staff Vacancies Trend

Filled vs Vacant FTEs 2021 - 2024



Vacant FTEs by Classification 2021 - 2024

	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24		
Associate Teacher-Project	7	7	6	7	7	4	3	3	4	4	3	3	4	7	8	10	12	13	13	18	19	18	18	18	18	17	17	17	17	17	17	14	14	14	14	14	14	15	
Child Nutrition Assistant-Proj	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Child Nutr Fd Svc Trns-Prj	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Child Nutr Food Oper Supv-Prj	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Clerk-Experienced Level	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Comprehensive Svcs Asst Mgr-Pr	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Comprehensive Svcs Man -Prj	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
Infant Toddler Assoc Tchr-Prj	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Infant Toddler Teacher-Project	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Inf/Tod Master Teacher-Prj	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Intermediate Clerk-Prj	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Master Teacher-Project	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Senior Clerk-Project	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Site Supervisor I-Project	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Site Supervisor II - Project	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Clerk-Specialist Level	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Teacher-Project	4	4	5	6	6	6	7	6	6	6	7	7	9	10	11	11	11	11	11	11	11	11	11	11	11	11	12	13	13	13	12	12	14	14	13	13	13	13	13
Grand Total	37	35	40	43	45	35	34	32	33	32	33	31	34	42	45	47	49	51	53	52	56	57	60	58	61	58	63	66	69	69	71	70	71	71	69	68	69		

* Note: Between Nov 23 and Dec 23, one Clerk position was traded for a Division Manager position. As a result, there is one less position beginning Dec 23.

Budget

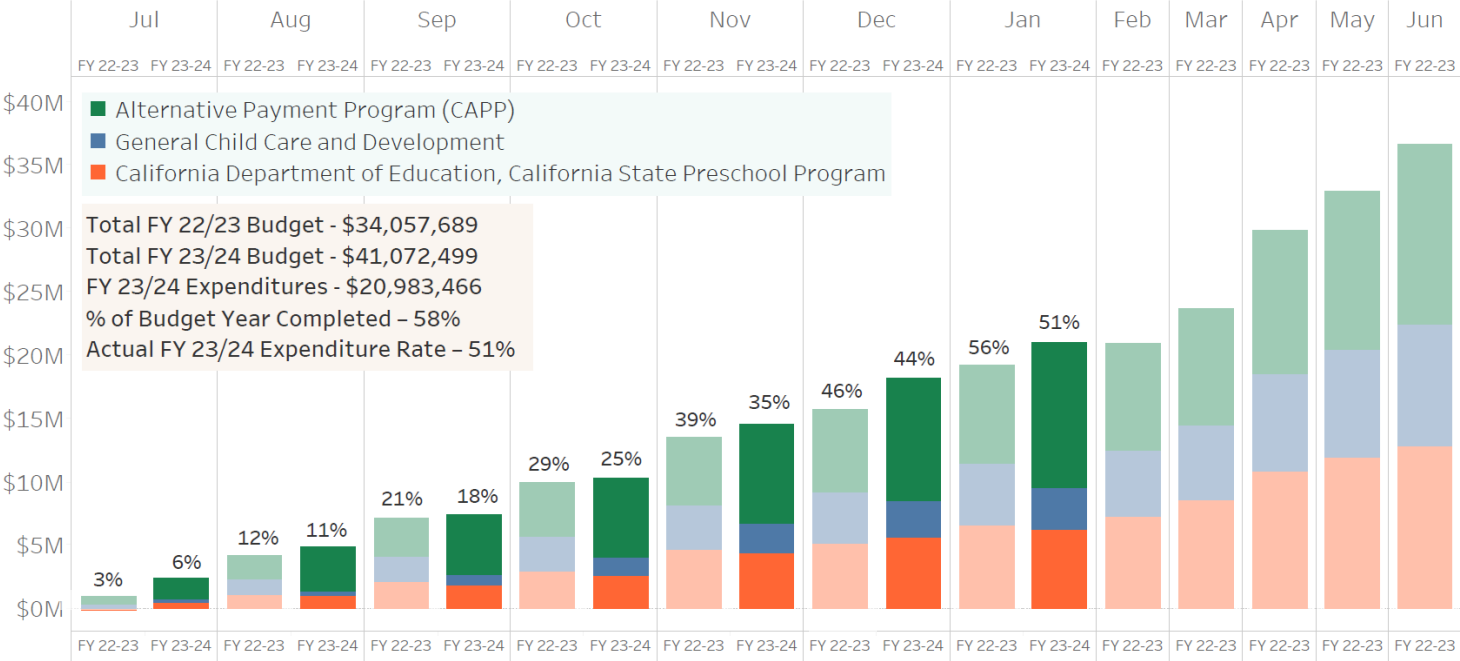
State Childcare Budget
Early Head Start / Head Start Budget
Credit Card Expenditures



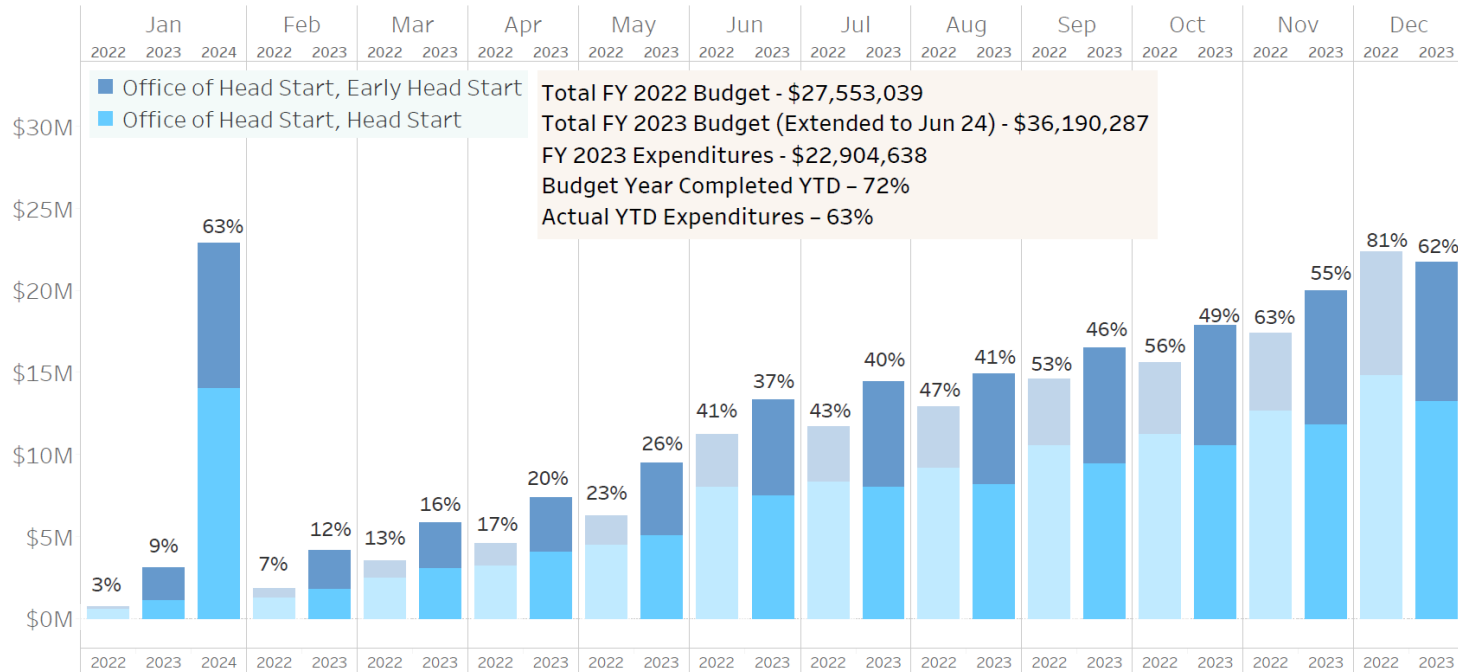
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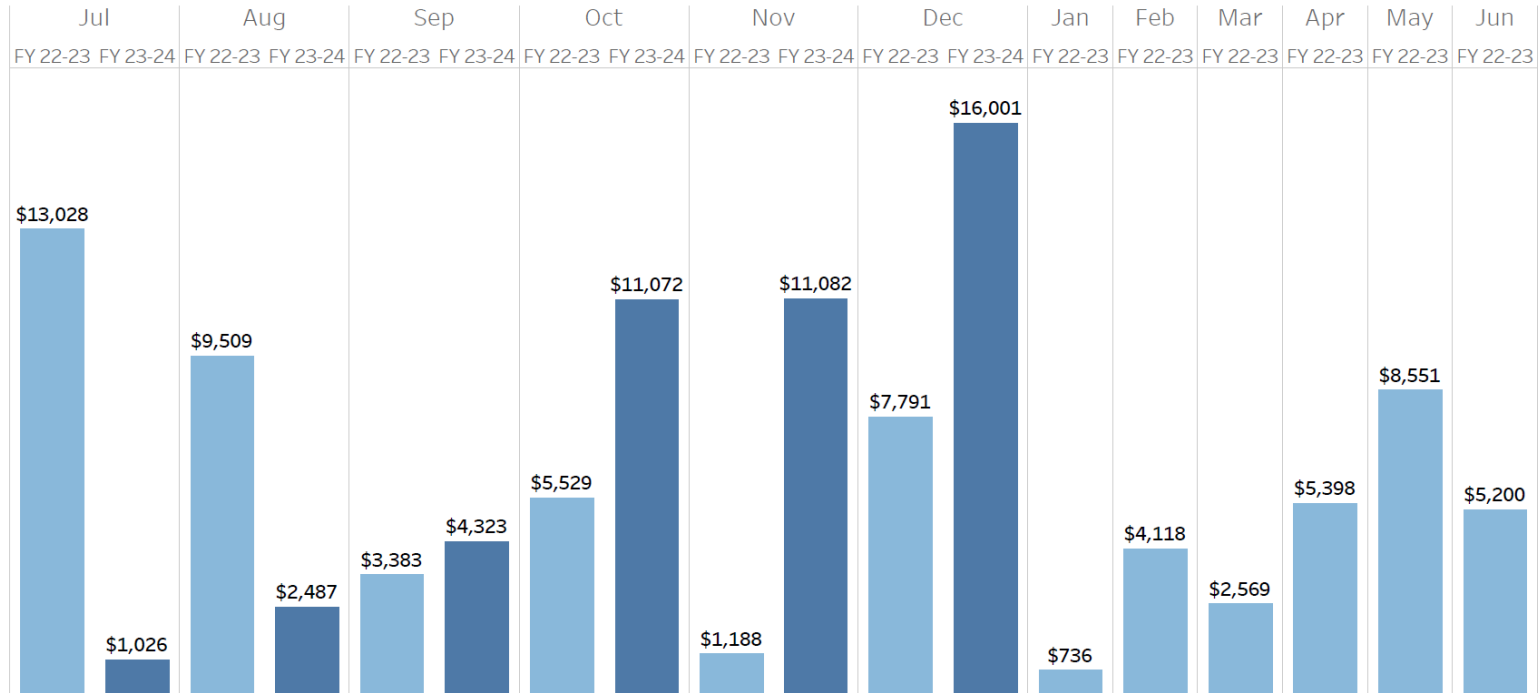
State Childcare Budget



Early Head Start / Head Start Budget



Credit Card Expenditures



Monitoring

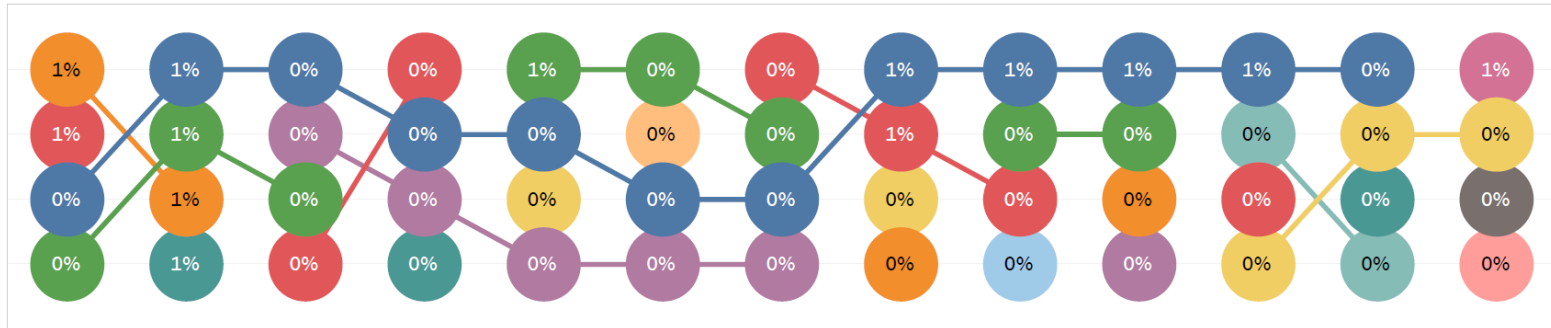
Classroom & Site Monitoring
Unusual Incidents



CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

Daily Classroom Health & Safety Checklist

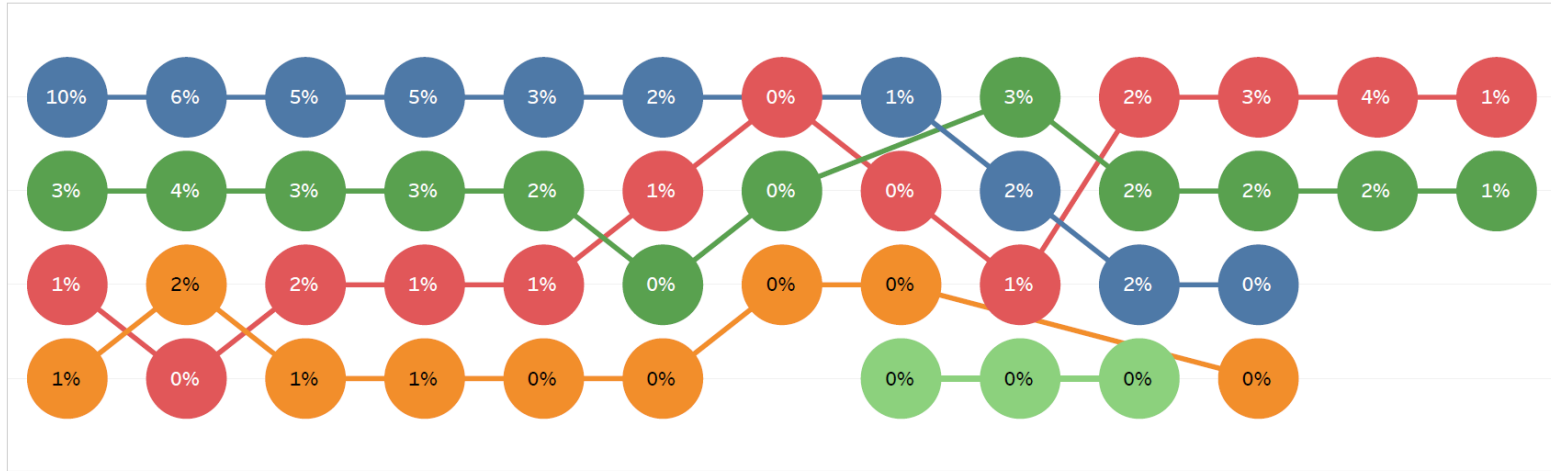


Jan 2023 1,666 Measured Feb 2023 1,565 Measured Mar 2023 1,925 Measured Apr 2023 1,664 Measured May 2023 1,875 Measured Jun 2023 1,591 Measured Jul 2023 1,402 Measured Aug 2023 1,761 Measured Sep 2023 1,671 Measured Oct 2023 1,837 Measured Nov 2023* 1,553 Measured Dec 2023 1,529 Measured Jan 2024 1,821 Measured

- 09, All door alarms are on and in good working order, if applicable.
- 03, Wallpad/Tablet are in working order and used as intended.
- 11, The spaces in classrooms, hallways, and other areas are clear, clean & free of objects including trip hazards, fall hazards, piles/clutter, etc.
- 12, All cabinets are secured and locked.
- 07, Zoning maps for indoors and outdoors are posted.
- 01, All Electrical Outlets are covered.
- 05, Children's food allergy list posted and kept confidential.
- 02, Wallpad/Tablet correctly reflects enrolled children in correct classroom.
- 03, The lesson plan includes individualized activities to promote positive social emotional learning, and a health & safety activity.
- 04, Children's food allergy list posted near food prep area and kept confidential.
- 04, Health & Safety component is included in the lesson plan.
- 06, White boards are posted in visible location.
- 12, All door alarms are on and in good working order, if applicable.

* Note: Revised monitoring tools were implemented effective Nov 7, 2023

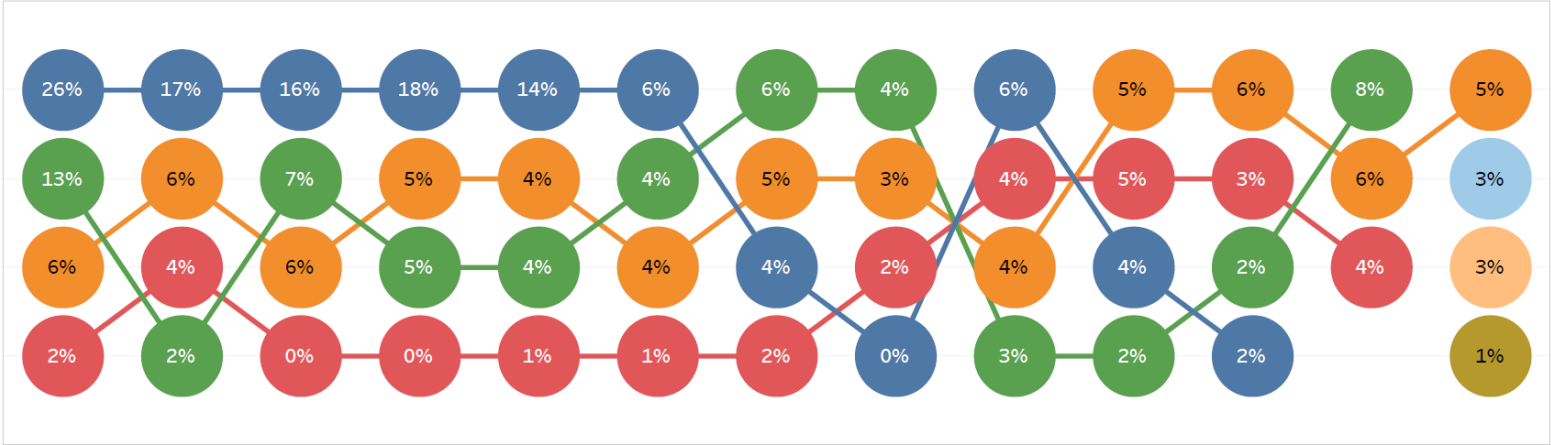
Daily Playground Safety Checklist



Jan 2023 1,087 Measured Feb 2023 1,020 Measured Mar 2023 1,228 Measured Apr 2023 1,040 Measured May 2023 1,148 Measured Jun 2023 1067 Measured Jul 2023 982 Measured Aug 2023 1,169 Measured Sep 2023 1057 Measured Oct 2023 1131 Measured Nov 2023* 961 Measured Dec 2023 936 Measured Jan 2024 1,117 Measured

- 1, Equipment and Parts: All play equipment is in good repair with no cracks or jagged edges, or blocked from children's access.
- 5, Boundaries: Fencing or other barrier zone play areas are locked, secure and in good repair, including gate latches and alarms.
- 3, Play Materials: All additional play materials such as small blocks, books, dramatic play items, and other toys are in good repair and age appropriate for the children using them.
- 4, Litter: The area is free of glass, sharp objects, animal feces, branches, wasp nests, vagrants, and abandoned clothing.
- 6, Zoning Maps: Zoning maps are posted outside in a visible location.

Facility Safety Checklist

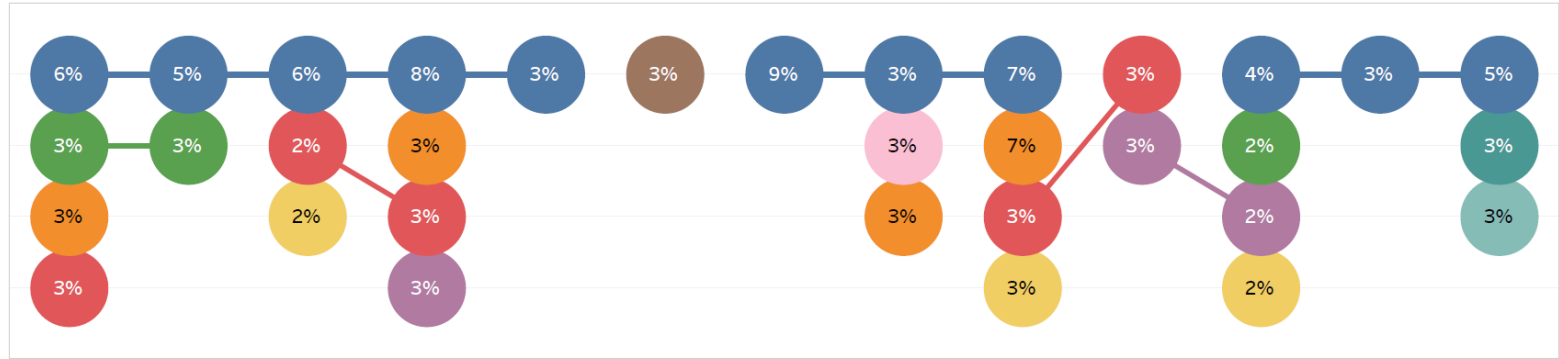


Jan 2023 578 Measured Feb 2023 556 Measured Mar 2023 678 Measured Apr 2023 577 Measured May 2023 638 Measured Jun 2023 558 Measured Jul 2023 520 Measured Aug 2023 642 Measured Sep 2023 600 Measured Oct 2023 642 Measured Nov 2023* 248 Measured Dec 2023 140 Measured Jan 2024 145 Measured

- 03, Environment(s) are free of rust.
- 03, Outdoor environment(s) are free of weeds and leaves.
- 01, Outdoor environment is free of litter and unsafe debris.
- 04, Alarms, if applicable, and locks in hallways, front doors, and gates are in working order.
- 03, Fallen leaves and weeds are not excessive to the point that it poses a tripping hazard on the property.
- 04, Alarms, if applicable, and locks in hallways, front doors, and gates are in working order.
- 06, All community area postings are current, relevant, and bilingual.

* Note: Revised monitoring tools were implemented effective Nov 7, 2023; went from daily to weekly

Monthly Playground Safety Checklist

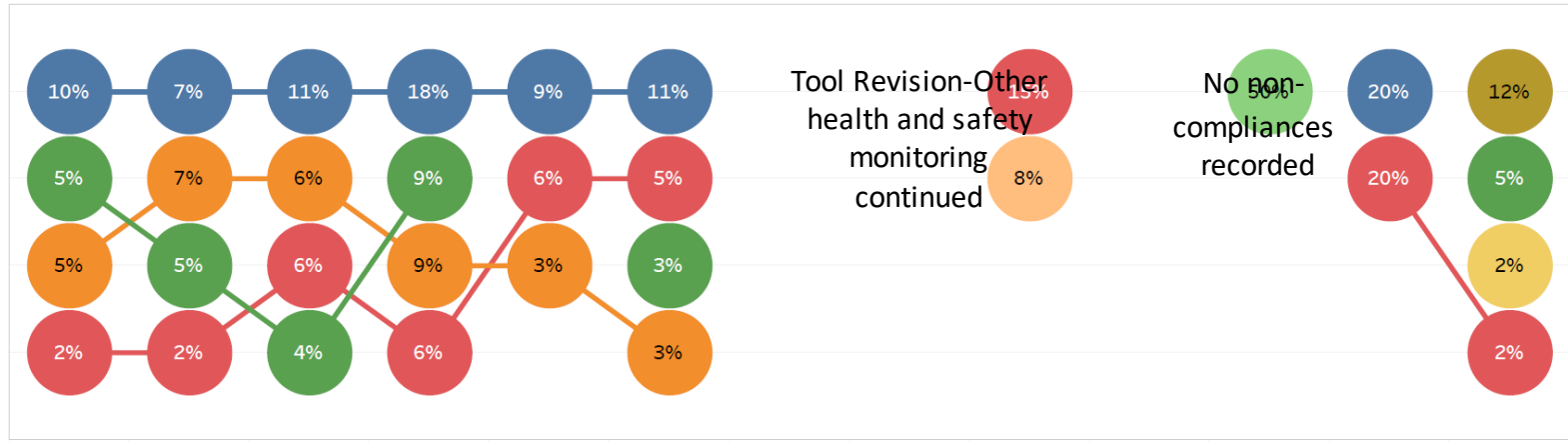


Jan 2023 35 Measured Feb 2023 40 Measured Mar 2023 49 Measured Apr 2023 40 Measured May 2023 37 Measured Jun 2023 35 Measured Jul 2023 35 Measured Aug 2023 36 Measured Sep 2023 29 Measured Oct 2023 34 Measured Nov 2023* 52 Measured Dec 2023 29 Measured Jan 2024 39 Measured

- 04, RUST: No rust is visible.
- 12, LOCATION: Structures are six (6) feet away from walls, fences, and pathways.
- 14, BOUNDARIES: Fencing or other barrier zone play areas, fence gate is closed, upper edges of fencing is bent under.
- 15, GATES: Latched and locked appropriately.
- 06, METAL: Slide beds and other metal parts are shaded from the sun.
- 05, WOOD: There are no splinters, cracks, rotting, or sharp ends.
- 02, FOUNDATION: Footings are not exposed. Concrete is solid and slopes downward to keep water from pooling around the metal.
- 03, BOLTS, NUTS, SCREWS, NAILS, AND OTHER HARDWARE: No pieces are missing, loose, or exposed. Pinch or crush points are covered; no open S-hooks or other hooks / exposed nails.
- 10, EQUIPMENT OR PARTS: All equipment is age-appropriate with no heavy swing seats, in good repair free of cracks, jagged edges, rust, and chipped paint. Slides and climbers have appropriate railings.
- 11, SURFACE: A non-abrasive, appropriate cushioned surface is under the entire structure.
- 13, LITTER: The area is free of glass, sharp objects, animal feces, branches, wasp nests, vagrants, and abandoned clothing.

* Note: Revised monitoring tools were implemented effective Nov 7, 2023

Child Transition Safety & Monitoring



Jan 2023 41 Measured Feb 2023 43 Measured Mar 2023 54 Measured Apr 2023 34 Measured May 2023 34 Measured Jun 2023 38 Measured Jul 2023 16 Measured Aug 2023 11 Measured Sep 2023 13 Measured Oct 2023 13 Measured Nov 2023* 2 Measured Dec 2023 15 Measured Jan 2024 41 Measured

- 14, Safe Environments are evident: clean, no hazards, uncluttered walls (from postings) and uncluttered tops of shelves.
- 6, Classroom Transition Tracking Sheet (CSB700 or designated form) observed being used during transitions.
- 7, Classroom Transition Tracking Sheet (or designated form) correctly documents number of children transitioning.
- 2, Positive Teacher/Child Interactions in Compliance with Child's Personal Rights and Standards of Conduct.
- 3, Safe Environments are evident and promote active supervision of all children, including door alarms.
- 4, Safe sleep practices are observed.
- 8, Classroom head count whiteboard accurately reflects the number of children and staff currently in room.
- 10, The site/center parent communication board has current, relevant, and translated material posted.

* Note: Revised monitoring tools were implemented effective Nov 7, 2023

Unusual Incidents December 2023 and January 2024

Reportable incidents as defined by the Office of Head Start (OHS)

OHS considers a “significant incident” to be any incident that results in serious injury or harm to a child, violates Head Start standards of conduct at [45 CFR §1302.90\(c\)](#), or results in a child being left alone, unsupervised, or released to an unauthorized adult. A program must report all significant incidents affecting the health and safety of children with 7 days.

California Department of Social Services Community Care Licensing Citations

Type A: An immediate risk to the health, safety or personal rights of children in care.

Type B: If not corrected right away, may be a risk to the health, safety, and personal rights of the children in care.

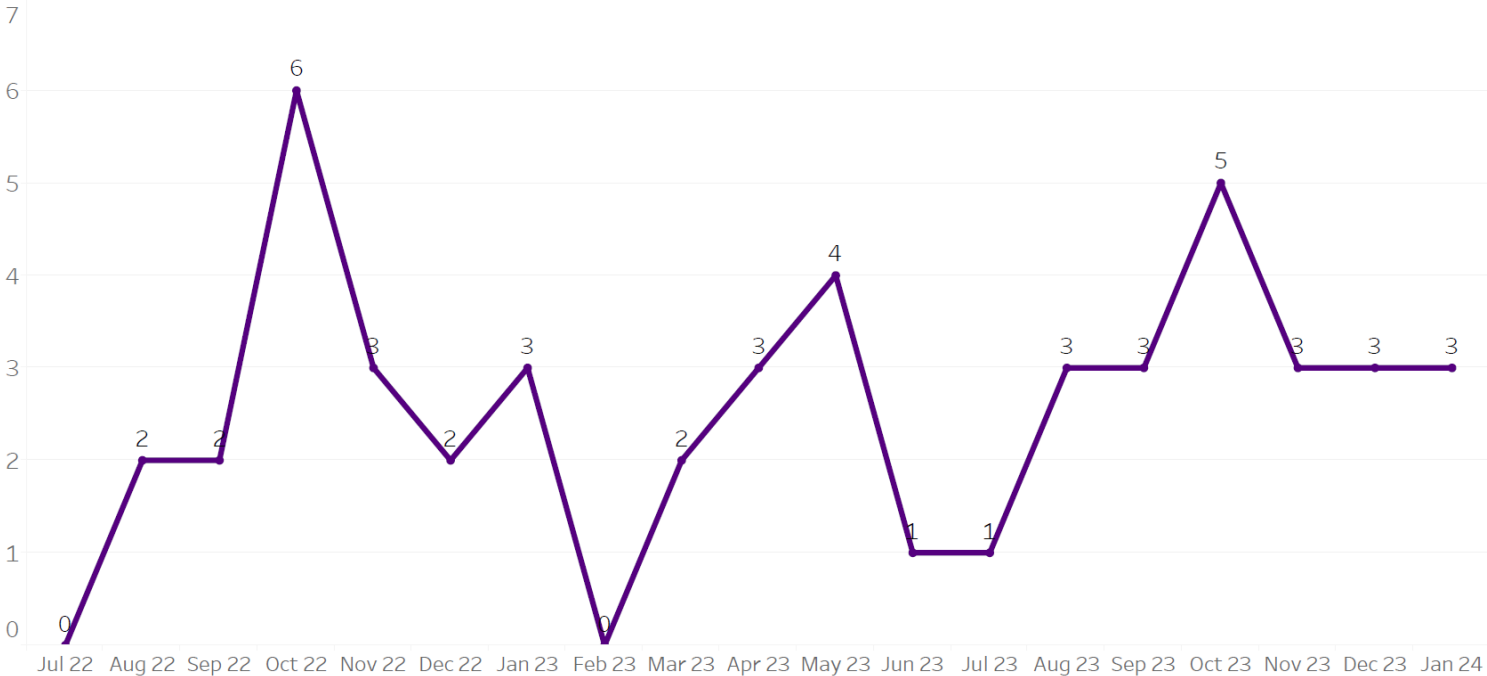
Reportable Health & Safety Unusual Incidents-December 2023

1. Unexpected Closure-No action from CCL
2. Unexpected Closure-No action from CCL
3. Unexpected Closure-No action from CCL

Reportable Health & Safety Unusual Incidents-January 2024

1. Unexpected Closure-No action from CCL
2. Child Illness-CCL visit, no concerns/citations
3. Parent Concern-CCL visit; no concerns/citations

Unusual Incidents Trended



Region IX Communication

Notice of Award – Yr. 4 Carryover
Program Instruction 24-01



1. Notice of Award- Carryover
2. ACF Program Instruction 24-01



CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

Notice of Award – Yr. 4 Carryover

Issuance Date: December 8, 2023

Budget Term: January 1, 2023 through June 30, 2024

Approved budget: \$39,790,148

Funds obligated by this action: \$3,599,862

Program Instruction 24-01

Issuance Date: January 9, 2024

Department of Health and Human Services has adopted 2 CFR 200.344 for closeout of federal awards.

New liquidation period for closeout: 120 calendar days

Current Events

January and February 2024



CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

January Events

Rainy Day Fun at Verde



January Events

Congressman Garamendi's Visit to GMIII



February Events

Pride in Food Service Week
February 5-9th



Recommendation

RECEIVE monthly update on the activities and oversight of the County's Head Start Program, as recommended by the Employment and Human Services Director, and provide guidance.



CONTRA COSTA COUNTY

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