



CONTRA COSTA COUNTY

AGENDA

Head Start Policy Council

Tuesday, October 8, 2024

6:00 PM

1470 Civic Court Suite 200, Concord CA
94520 – CSB Administrative Building |

ZOOM:

<https://cccounty-us.zoom.us/j/832012276>

41 | Call: USA 8882780254 8882780254

Code: 379008

Executive Subcommittee Meeting

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Roll Call and Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).
3. Staff Report (8 Minutes)
4. Review and approve the Executive Meeting minutes 9-4-24 (5 Minutes) [24-3321](#)
Attachments: [9-4-25 Exec Meeting Minutes Draft](#)
5. Review of the September 25, 2024, Policy Council Minutes (5 Minutes) [24-3322](#)
Attachments: [9-25-24 Policy Council Minutes](#)
6. Decision regarding Parent Recognition (10 Minutes)
7. Review and Agree on the October 16, 2024 Policy Council Agenda (10 Minutes) [24-3323](#)
Attachments: [PC Agenda 10-16-24 Legistar](#)
8. Evaluation of the Meeting (2 Minutes)

The next meeting is currently scheduled for November 4, 2024.

Adjourn

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 3068 Grant St. Bld. #8, Concord CA 94520, during normal business hours. Staff reports related to items on the agenda are also accessible on line at www.contracosta.ca.gov. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: Ana Araujo at: 925-864-0837



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3321

Agenda Date: 10/8/2024

Agenda #: 4.

Advisory Board:

Subject:

Presenter:

Information:

Recommendation(s)/Next Step(s): To approve the Executive Meeting minutes 9-4-24

Contra Costa County
EHSD – Community Services Bureau
Head Start Policy Council Executive Committee Meeting Minutes
 Location: 1470 Civic Court, Suite 200

Date: 9-4-24 Time Convened 6:07 p.m. Time Terminated 7:07 p.m. Recorder: Claudia Haley

Attendees: Juan Batiz, TuLiisa Miller, Gabriela Gomar Garibay, Karen Medrano, Michelle Mankewich and Ana Araujo
 Absentees: None

TOPIC	RECOMMENDATION / SUMMARY
<ul style="list-style-type: none"> Review Desired Outcomes and Ground Rules 	<ul style="list-style-type: none"> Juan Batiz, Chair, called the meeting to order at 6:07 p.m. Tuliisa Miller, Vice Chair, reviewed the desired outcomes. Gabriela Gomar Garibay, Parliamentarian, reviewed the meeting ground rules.
<ul style="list-style-type: none"> Public Comments 	None
<ul style="list-style-type: none"> Staff Reports 	<p>Michelle Mankewich, Administrative Services Assistant III, provided the program updates.</p> <ul style="list-style-type: none"> CSB received notice of award from the Office of Head Start, our Head Start Grant has been funded. KinderCare Expansion- a new partnership will start with Pittsburg Kinder Care allowing us to increase services in the area. CSB is on a corrective action plan under the Full Enrollment Initiative. We are stiving to regain 100% enrollment by March 2025. In partnership with Contra Costa Health Services new Pedestrian Safety banners, encouraging people to slow down to keep families and children safe on the roads have been distributed to our sites.
<ul style="list-style-type: none"> Review Policy Council Bylaw 	<p>Ana Araujo, Comprehensive Services Manager, reviewed the current PC bylaws.</p> <ul style="list-style-type: none"> Reviewed the PC Bylaws quorum requirement. Announced that a review will be needed to meet the quorum during the 2024-2025 program year. The change proposal will be presented to the Bylaw subcommittees when the program slot map of enrolled children is finalized. Until changes happen, the Policy Council will continue meeting the requirements of 14 representatives to meet the quorum.
<ul style="list-style-type: none"> Action: Review and approve June 5, 2024, Executive Meeting Minutes 	<ul style="list-style-type: none"> The minutes were reviewed; no corrections were noted. A motion to approve June 5, 2024, Executive Meeting Minutes was made by Karen Medrano and seconded by Gabriela Gomar. The motion passed.
<ul style="list-style-type: none"> Review and Decide on Parent Recognition of Staff 	<ul style="list-style-type: none"> The group reviewed all nomination forms and selected Ms. Blanca Rizo de la Torre, Teacher at George Miller and Ms. Kafia Amin, Teacher at GMC; to receive recognition at the September 25, 2024, Policy Council Meeting for their outstanding work with the children and families. The nominated staff will be invited to receive recognition at the September 25, 2024, Policy Council meeting.
<ul style="list-style-type: none"> Review and set Agenda for September 25, 2024, Policy Council Meeting 	<ul style="list-style-type: none"> The group reviewed and set the agenda for the September 25, 2024, Policy Council Meeting. Wellness Activity: Encourage representatives to share their experience as Policy Council representatives.

Contra Costa County
EHSD – Community Services Bureau
Head Start Policy Council Executive Committee Meeting Minutes
 Location: 1470 Civic Court, Suite 200

TOPIC	RECOMMENDATION / SUMMARY	
<ul style="list-style-type: none"> Meeting Evaluation 	<p><u>Pluses / +</u></p> <ul style="list-style-type: none"> Learned a lot this year Karen was thankful to the Site Supervisor for encouraging her to apply and volunteer on the Policy Council. 	<p><u>Deltas / Δ</u></p> <ul style="list-style-type: none"> Nothing to report

DRAFT



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3322

Agenda Date: 10/8/2024

Agenda #: 5.

Advisory Board: **Executive Subcommittee Meeting**

Subject:

Presenter:

Contact:

Information:

Recommendation(s)/Next Step(s): Review of the September 25, 2024, Policy Council Minutes



Policy Council Meeting Minutes

Location: 500 Ellinwood Way, Pleasant Hill, CA

Date: 9-25-24

Time Convened: 6:06 PM

Adjourned: 8:22 PM

Recorder: Claudia Haley

Review Desired Outcomes and Meeting Rules	Juan Batiz, Policy Council Chair, called the meeting to order at 6:06 PM. Tuliisa Miller, Policy Council Vice Chair, reviewed the desired outcomes. Gabriela Gomar, Policy Council Parliamentarian, reviewed the meeting ground rules.																																																
Correspondence	Karen Medrano, Policy Council Secretary shared; On August 16, 2024, the Office of Head Start received a notice of grant award. On August 21, 2024, Head Start Announced the Final Rule on supporting the Head Start work force and Consistent Quality Programing																																																
Public Comment	None																																																
Parent Recognition of Staff	The following staff were recognized for going above and beyond in their work with the children and the families: <ul style="list-style-type: none"> Ms. Blanca Rizo de la Torre, Teacher at GMC and Ms. Kafia Amin, Teacher at GMC; were presented with a certificate to acknowledge their dedication to children and families. 																																																
Action: Review and Consider Approval of the Past Parents and Community Representatives to the 2024-2025 Policy Council	<p>Ana Araujo, Comprehensive Services Manager, provided Community Representatives & Past Parents wishing to serve on the 2024-2025 Policy Council the opportunity to read their Letters of Interest.</p> <ul style="list-style-type: none"> Head Start Past Parents Letters of Interest were received from Erika Garcia, Tuliisa Miller, and Janelle Lafrades. Community Representatives Letters of Interest were received from: Deanna Carmona from First 5 Contra Costa; Amy Mockoski from Contra Costa County Librarian Specialist and Dr. Karen Coleman from Economic Opportunity Council <p>A motion to approve the Past Parents and Community Representatives to the 2024-2025 Policy Council was made by Norma Chayrez and seconded by Yessica Hernandez.</p> <ul style="list-style-type: none"> The motion passed with 14 votes in favor. <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th colspan="3">Ayes</th> <th>Nays</th> <th>Abstentions</th> <th colspan="3">Not Present</th> </tr> </thead> <tbody> <tr> <td>Vilma Linares Amaya</td> <td>Ariana Reyes</td> <td>Yesica Hernandez</td> <td></td> <td></td> <td>Alexia Arpero</td> <td>Courtney Sanders</td> <td>Kimberly Nieve</td> </tr> <tr> <td>Yessica Calderon Gonzalez</td> <td>Iris Romero</td> <td>Gabriela Gomar Garibay</td> <td></td> <td></td> <td>Raquel Magana</td> <td></td> <td></td> </tr> <tr> <td>Maria Garcia</td> <td>Maria Sanchez</td> <td>Michelly Mendanha</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Nathalia Hernandez</td> <td>Norma Chayrez</td> <td>Porsha Price</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Shanell Murphy</td> <td>Sinthia Montano</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Ayes			Nays	Abstentions	Not Present			Vilma Linares Amaya	Ariana Reyes	Yesica Hernandez			Alexia Arpero	Courtney Sanders	Kimberly Nieve	Yessica Calderon Gonzalez	Iris Romero	Gabriela Gomar Garibay			Raquel Magana			Maria Garcia	Maria Sanchez	Michelly Mendanha						Nathalia Hernandez	Norma Chayrez	Porsha Price						Shanell Murphy	Sinthia Montano						
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Action: Conduct 2024-2025 PC Executive Committee Officer Elections and consider approval of elected PC Executive Committee Officers	<p>Ana Araujo, Comprehensive Services Manager for Parent, Family and Community Engagement, supported in conducting the Executive Committee Officers Elections. Nomination forms to be considered for the election of officers were read. All nominations for each position were seconded before voting took place. The 2024-2025 PC Executive Officers are as follows:</p> <ol style="list-style-type: none"> Chair: Norma Chayrez Vice-Chair: Gabriela Gomar Secretary: Tuliisa Miller 																																																

4. Parliamentarian: Janelle Lafrades
A motion to approve the 2023-2024 PC Executive Committee Officer was made by Maria Garcia and seconded by Amy Mockoski.

- **The motion passed with 20 votes in favor.**

Ayes			Nays	Abstentions	Not Present		
Amy Mockoski	Ariana Reyes	Deanna Carmona			Alexia Arpero	Courtney Sanders	Kimberly Nieve
Dr. Karen Coleman	Iris Romero	Gabriela Gomar Garibay			Raquel Magana		
Maria Garcia	Maria Sanchez	Michelly Mendanha					
Nathalia Hernandez	Norma Chayrez	Porsha Price					
Shanell Murphy	Sinthia Montano	Vilma Linares Amaya					
Yesica Hernandez	Tu'liisa Miller	Yessica Calderon Gonzalez					
Janelle Lafrades	Ericka Garcia						

Action: Approval Fiscal Single Audit and Improvement Plan

Ali Vahidzadeh, Administrative Services Assistant II, presented the Single Audit Report for the Year Ended June 30, 2023, and Corrective Action Plan.

U.S. Department of Health and Human Services

Direct Program(s)

Health Center Program Cluster:

COVID-19 Health Center Program (Community Health Centers, Migrant Health Centers, Health Care for the Homeless, and Public Housing Primary Care)	93.224	4 H8FCS41183-01-01	1,890,135	-
Health Center Program (Community Health Centers, Migrant Health Centers, Health Care for the Homeless, and Public Housing Primary Care)	93.224	5 H80CS00050-22-00	2,017,385	-
Health Center Program (Community Health Centers, Migrant Health Centers, Health Care for the Homeless, and Public Housing Primary Care)	93.224	6 H80CS00050-21-01	1,713,714	-
		Cluster Subtotal	5,621,234	-
COVID-19 Provider Relief Fund and American Rescue Plan (ARP) Rural Distribution	93.498	N/A	18,375,667	-
Grants to Provide Outpatient Early Intervention Services with Respect to HIV Disease	93.918	N/A	425,314	16,833
Head Start Cluster:				
Head Start	93.600	09CH010862-05-05	19,594,230	2,218,923
COVID-19 Head Start	93.600	09HE000903-01-01	1,303,801	-
		Cluster Subtotal	20,898,031	2,218,923

**COUNTY OF CONTRA COSTA
 Employment and Human Services Department-Community Services Bureau
 Schedule of Child Nutritional Program Revenues
 For the Year Ended June 30, 2023**

Child and Adult Care Food Program (CACFP)

Assistance Listing Number 10.558

The Child and Adult Care Food Program income represents the assistance received from the Federal government in relation to the maintenance of a subsidized food program.

The following is a summary of the total assistance received by the County and the various child development programs to which the funds were allocated for the fiscal year ended June 30, 2023.

	Total Federal Assistance
State Funded Programs:	
General Child Care Program	\$ 94,817
CA State Preschool Program	323,813
Other Programs:	
Head Start and Early Head Start	137,857
Total Federal Assistance	\$ 556,487

Corrective Action Plan

Purpose of Plan: In the FY 22/23 Single Audit, EHSD received a finding of a Significant Deficiency in Internal Control over Compliance. In August 2022, the County approved the payment of Pandemic Service Relief Payments (PSRP) to eligible County employees across many departments. The PSRP payments were made to County employees through the County's payroll system. The PSRP payments were charged to the Coronavirus State and Local Fiscal Revery Fund (CSLFRF), ALN 21.027. County-wide correspondence was made to all department heads that PSRP payments were made from the CSLFRF program. These costs were not timely identified, and they were included in claims for reimbursement from Head Start and the CCDF Cluster. Items identified as causes of this deficiency were staffing, communication

#	Objectives	Corrective Action	Person(s) Responsible	Evidence of Completion	Date of Completion	Status / Progress Updates
1	Increase staffing due to vacancies in Fiscal during FY 22/23	Hire staff	EHSD HR	Hired New CFO, 3 DFOs, 6 ASAs, and 3 Accountants	12/2023	Complete and ongoing. Fiscal is nearly at <u>capacity</u> but roles are being redefined and positions are being created to better meet demands.
2	Improve communication between CFO and DFOs	Weekly meetings scheduled to discuss current tasks, staffing, budgets and any issues.	CFO, Navdeep Singh	Regularly scheduled meetings in calendar.	11/2023	Complete and ongoing. Meeting scheduled weekly on Wednesdays unless there are conflicts.
3	Improve communication with Fiscal staff	Scheduled monthly Fiscal Analyst Meetings.	EHSD DFOs	Regularly scheduled meetings in calendar.	8/2023	Complete and ongoing. Meeting scheduled monthly on Fourth Thursday of the month unless there are conflicts.
4	Improve fiscal oversight	DFO to review all costs with Accountants prior to submission. CFO and accountants	Donn Matsuzaki, DFO	Each monthly report is reviewed and signed off by DFO.	7/2023	Complete and ongoing. In FY 23/24, \$148,228.64 in disallowed costs excluded from Head Start Claims and \$42,082.24 from Early Head Start Claims.
5	Improve Fiscal Capacity	DFO and ASA III to attend training on Head Start Uniform Guidance	Donn Matsuzaki, DFO	Certificate from WIPFLI Training Conference	7/9/2024	Completed.

A motion to approve Corrective Action Plan was made by Tuliisa Miller and seconded by Maria Garcia.

- **The motion passed with 20 votes in favor.**

Ayes			Nays	Abstentions	Not Present		
Amy Mockoski	Ariana Reyes	Deanna Carmona			Alexia Arpero	Courtney Sanders	Kimberly Nieve
Dr. Karen Coleman	Iris Romero	Gabriela Gomar Garibay			Raquel Magana		
Maria Garcia	Maria Sanchez	Michelly Mendanha					
Nathalia Hernandez	Norma Chayrez	Porsha Price					
Shanell Murphy	Sinthia Montano	Vilma Linares Amaya					
Yesica Hernandez	Tu'liisa Miller	Yessica Calderon Gonzalez					
Janelle Lafrades	Ericka Garcia						

Action: Approval of August 21, 2024, Policy Council Minutes

The August 21, 2024, Policy Council meeting minutes were reviewed, and no corrections were noted.

A motion to approve the minutes from August 21, 2024, Policy Council meeting was made by Janelle Lafrades and seconded by Deanna Carmona.

- **The motion passed with 15 votes in favor and 5 abstentions**

Ayes			Nays	Abstentions	Not Present		
Amy Mockoski	Yesica Hernandez	Deanna Carmona		Iris Romero	Alexia Arpero	Courtney Sanders	Kimberly Nieve
Dr. Karen Coleman	Ericka Garcia	Gabriela Gomar Garibay		Ariana Reyes	Raquel Magana		
Maria Garcia	Maria Sanchez	Michelly Mendanha		Nathalia Hernandez			
Norma Chayrez	Porsha Price	Tu'liisa Miller		Shanell Murphy			
Vilma Linares Amaya	Janelle Lafrades	Yessica Calderon Gonzalez		Sinthia Montano			

Discussion on Award of Grant

Tabled to October meeting

Administrative Reports

Sarah Reich, Deputy Director TU, presented the report:

- EHD Director
- Division Manager
- Fiscal

- Grant award-CSB is looking forward to setting Goals and Objectives for the program and getting feedback from the PC representatives.
- Enhance Staffing by increasing salaries, bringing higher qualified staff to CSB.

- Full enrollment initiatives to reach full enrollment.

Amy Wells, Division Manager, reported:

Enrollment- July:

- The July 2024 enrollment was 53.7% for Head Start and 62.6 % for Early Head Start and Early Head Start Childcare Partnership #2.

Attendance- July:

- The July 2024 attendance was 71.49% for Head Start and Head Start Delegate and 80.02% for Early Head Start and Early Head Start Childcare Partnership #2.

Monitoring:

- The Monitoring compliance rates for August 2024, were 99.9% for the Weekly Facility Checklist, 100% for the Daily and Safety Classroom Checklist, 99.9% for the Daily Playground Safety Checklist, 99.9% for the Monthly Playground Safety Checklist, and not data yet for the CSB Transition and Safety Tool, and On-Site Content Area Tool.

Presented September 2024 Mini PIR:

September PIR Head Start		
A.12 Cumulative Enrollment	723	
C.7 Number of all children who are up to date (through the end of the program year) on a schedule of age-appropriate preventive and primary health care, according to the relevant state's EPSDT schedule for well child care.	17	2.35%
C.8a The number who have received or are receiving medical treatment.	84	11.62%
C.19 Number of all children, including those enrolled in Medicaid or CHIP, who have completed a professional dental examination during the program year.	64	8.85%
C19.a.1 Of these, the number of children who have received or are receiving dental treatment.	4	0.55%
C.1.a Number enrolled in Medicaid and /or CHIP	475	65.70%
C1 Number of all children with health insurance	559	77.32%
C.24 Number of children enrolled in the program who had an Individualized Education Program (IEP), at any time during the enrollment year, indicating they were determined eligible by the LEA to receive special education and related services	77	10.65%
C.28 Number of all newly enrolled children who completed required screenings within 45 days for developmental, sensory and behavioral concerns since last year's PIR was reported.	42	5.81%
C.45 Number of families that received at least one program services to promote family outcomes.	264	
September PIR Early Head Start		
A.10g Cumulative Enrollment of Children	447	
C.7 Number of all children who are up-to-date on a schedule of age-appropriate preventive and primary health care, according to the relevant state's EPSDT schedule for well child care.	5	1.12%
C.8a The number who have received or are receiving medical treatment.	26	5.82%
C.1.a Number enrolled in Medicaid and /or CHIP	310	69.35%
C1 Number of all children with health insurance	337	75.39%
C.25 Number of children enrolled in the program who had an Individualized Family Service Plan (IFSP), at any time during the enrollment year, indicating they were determined eligible by the Part C Agency to receive early intervention services the Individuals with Disabilities Education Act (IDEA)	4	0.89%
C.28 Number of all newly enrolled children who completed required screenings within 45 days for developmental, sensory and behavioral concerns since last year's PIR was reported.	0	0.00%
C.45 Number of families that received at least one program services to promote family outcomes.	86	

Ali Vahidzadeh, Administrative Services Assistant II, presented the following financial reports:

	<ul style="list-style-type: none"> • 2023-2024 Head Start Program: In July 2024, year-to-date cash expenditures were \$24,190,983 YTD, representing 90% of the program budget. • 2023-2024 Early Head Start Program: In July 2024, year-to-date cash expenditures were \$15,599,166 YTD, representing 63% of the program budget. <p>❖ Credit Card expenditures for all programs, including Head Start and Early Head Start, for July 2024 were \$28,921.78.</p> <p>❖ Child and Adult Care Food Program: July 2024, total meals served, including breakfast, lunch, and supplements, were 11,885. With a claim reimbursement of \$38,273.</p>
<p>Voter of Registration Presentation</p>	<p style="text-align: center;">Renee Zeimer, Economic Opportunity Council, presented the Election 2024</p> <div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%; padding: 5px;"> <p>Are You Voter Ready?</p> <p>Check Your Voter File / Register to Vote Go to: Vote.gov or RegisterToVote.CA.gov or cocovote.us DMV default: No party preference (NPP)</p> <p>Re-register:</p> <ul style="list-style-type: none"> • If you moved • Changed your name • Want to change party • Were changed by DMV to NPP <p>What you need:</p> <ul style="list-style-type: none"> • CA Driver's License or CAID # • Last four digits of your Social Security # • Date of birth <p>Vote by mail and as early as possible. Track your ballot Sign up at https://california.ballottrax.net/voter/</p> </div> <div style="width: 50%; padding: 5px;"> <p>Be A Smart Voter</p> <ul style="list-style-type: none"> • Learn about locally endorsed candidates. • Check with other trusted individuals and organizations you affiliate with. • Attend or watch candidate debates/forums. • BEWARE of endorsements. They don't tell the whole story. Many politicians will endorse who they know or who they owe. • Adopt a healthy skepticism about what you read on social media, online, in your inbox and print sources. </div> <div style="width: 50%; padding: 5px;"> <p>Be A Smarter Voter</p> <ul style="list-style-type: none"> • Question emails coming from unfamiliar, legitimate-sounding groups promoting "pro-environment, - choice, -child", etc. candidates. Candidates can buy these services for a charge. It's a business! • Share intel with trusted friends and family. • ASK every like-minded voter to check their registration at vote.gov. • Get to know the issues and the candidates. • VOTE! Don't forget the down-ballot, "non-partisan" races! They are consequential! </div> <div style="width: 50%; padding: 5px;"> <p>Let's Go!</p> <p style="text-align: center;"><i>When we show up. When we VOTE. DEMOCRACY WINS! Thank you.</i></p> </div> </div>
<p>Presentation 3rd DRDP Report</p>	<p>Afi Fiaxe, Comprehensive Services Manager and Cathy Lucero, Assistant Director presented the 3rd Developmental Results Developmental Profile (DRDP)</p> <ul style="list-style-type: none"> • Reviewed the Desired Results Developmental Profile assessment including the developmental domains and measures. • Watched a DRDP observational video and discussed the assessment process teachers go through. • Shared baseline, mid-year, and final assessment results in comparison with our School Readiness Goals. • Shared the Pre- and post- survey results for the Parent engagement school readiness goal.
<p>Subcommittees Updates</p>	<ul style="list-style-type: none"> • No updates were given.
<p>Site Reports</p>	<p>Bayo Vista New site supervisor, they are happy with her. New teacher assistants, she is very nice. The center has received multicultural materials in the form of musical instruments.</p>
<p>Announcements</p>	<p>Ana Araujo, Comprehensive Services Manager for Parent, Family, and Community Engagement provided the following announcements:</p>

- Opportunity to participate in the Make parenting a Pleasure, a parent curriculum provided by trained Comprehensive Services staff. The curriculum is presented on weekly sessions starting Oct 8, 2024, by zoom. This time the sessions are only in English, next year we are presenting in Spanish.

Community Services Bureau presents:

Make Parenting A Pleasure

Parenting Now!

A Group-Based Positive Parenting Education
For Parents With Children 0 to 6 Years old

Training Sessions will take place between October 8, 2024 and January 14, 2025

Join us from 9:30 to 11:00am via Zoom

Coordinate with your Center Supervisor to access the Zoom link

Presentations will be in English only

Please see other side for training details



Training Calendar		
Sessions are from 9:30 to 11:00 AM as scheduled		
Sessions	Dates	Training Topics
1	10/8/2024	Our Values and Goals
2	10/15/2024	Caring for Ourselves
3	10/22/2024	Special Time
4	10/29/2024	Understanding Stress
5	11/5/2024	Stress Busters
6	11/12/2024	Who is My Child?
7	11/19/2024	Family Helpers
8	12/3/2024	Communication
9	12/10/2024	My Child's Emotions
10	12/17/2024	Discipline is Teaching
11	1/7/2025	Strategies for Effective Discipline
12	1/14/2025	Reflection and Celebration

- The Policy Council member agree on meeting location from the two options offered, Central location at ESHD Building at Pleasant Hill or to host satellite meeting at 3 tentative county locations:
 - Next Meetings: West: George Miller III Center, 300 South 27th. St. Richmond-
 - Central: EHS Building, 500 Ellinwood Way, Pleasant Hill
 - East: Fairgrounds Center, 1203 West 10th St. Antioch,
 The majority agreed on meeting at the EHS Building at 500 Ellinwood- Pleasant Hill.
- **Next meetings: at the EHSD Pleasant Hill Building**
 - **1st Executive Meeting:** October 8, 2024 - Tuesday at CSB Administrative building
 - **PC Meeting:** October 16, 2024 - at HSD Building- 500 Ellinwood Way, Pleasant Hill

Meeting Evaluation

Pluses / +

- Great information
- Lots of new members

Deltas / Δ

- None

DRAFT



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3323

Agenda Date: 10/8/2024

Agenda #: 7.

Advisory Board: **Executive Subcommittee Meeting**

Subject:

Presenter:

Contact:

Information:

Recommendation(s)/Next Step(s): Review and Agree on the October 16, 2024 Policy Council Agenda

POLICY COUNCIL AGENDA

Group/Meeting Name: CSB Policy Council Meeting

Date: October 16, 2024

Time: 6:00 PM – 8:00 PM

Meeting Locations: 500 Ellinwood Way, Pleasant Hill

- ZOOM: <https://cccouny-us.zoom.us/j/87045135129>
Zoom Meeting ID: 870 4513 5129
- CALL-IN:
Conference Call: USA 8882780254 (US Toll Free) Conference Code: 379008

Purpose: Conduct Regular Monthly Meeting

Agenda Item	Presenter	Times
1. Call To Order/Welcome	Vice Chair/Parliamentarian	4
1. Wellness Activity	Chair-Norma Chayrez	7
2. Correspondence- Attachment Correspondence	Secretary-Tuliisa Miller	2
3. Public Comment	Public	2
4. Parent Recognition of Staff	Chair- Norma Chayrez	10
5. ACTION: Approval of Subcommittee Leads – No Attachment	Ana Araujo	15 (2 minutes to vote)
6. ACTION: Approval of the September 25, 2024, Policy Council Minutes - *Attachment	Secretary- Tuliisa Miller	8 (2 minutes to vote)
7. Administrative Reports (Program updates, Program Report, and Fiscal Reports *Attachments	Scott Thompson Amy Wells Ali Vahidizadeh	15
8. Executive Teams Updates	Representatives	5
9. Presentation on Voter Registration	Renee Zeimer	10
10. Presentation – Self Assessment Reports	Christina / Monitoring team?	15
11. Presentation -Annual Report	Representatives	15
12. Heard Site Reports	Site Representatives	5
13. Heard Announcements - Parking Lot Follow up – Teacher qualifications and salaries *Attachment	Ana Araujo	5
14. Evaluated the Meeting	Volunteer	2