

CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

Building Brighter Futures Together

Childcare Program Update

July 22, 2024 and July 23, 2024

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

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Outline

1. Childcare Center Services
2. Budget
3. Monitoring
4. Region IX Communication
5. Current Events
6. Recommendation

Childcare Center Services

Enrollment and Vacant Slots

Attendance Rate

Meals and Snacks Served

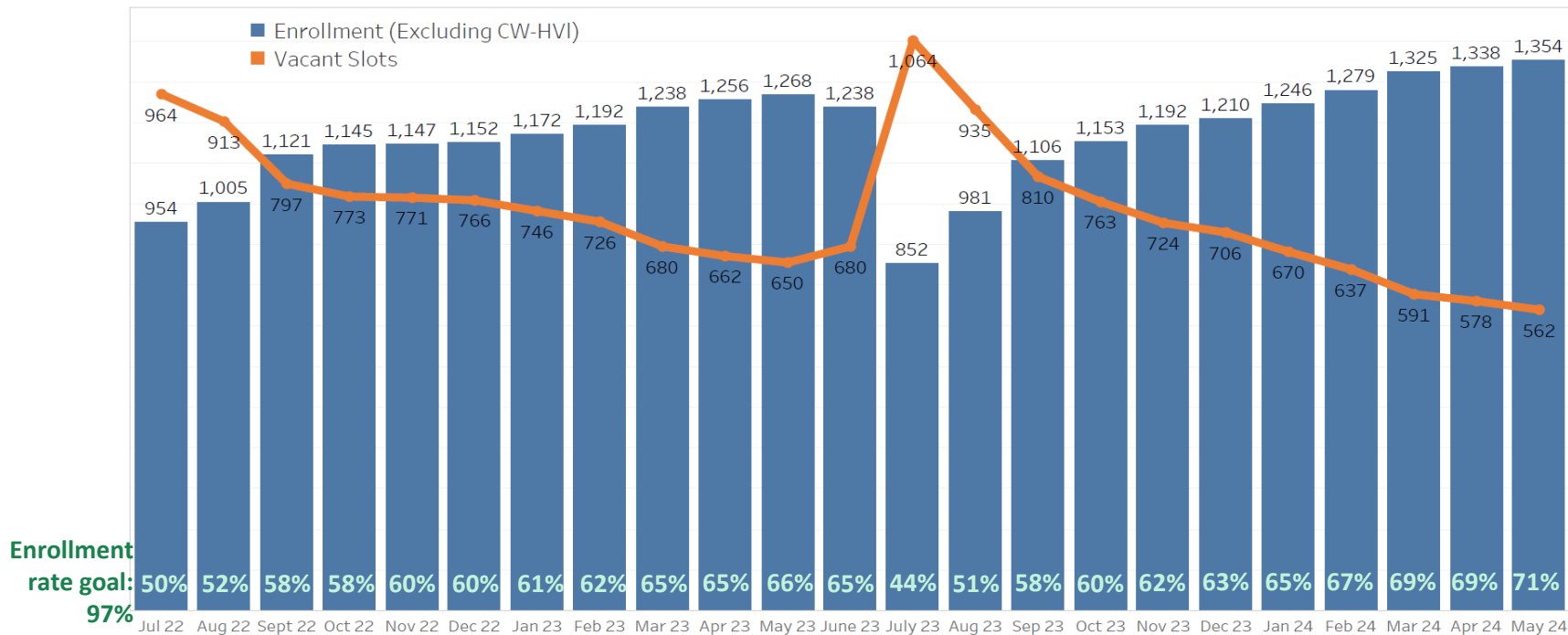
Childcare Vacancies Trend



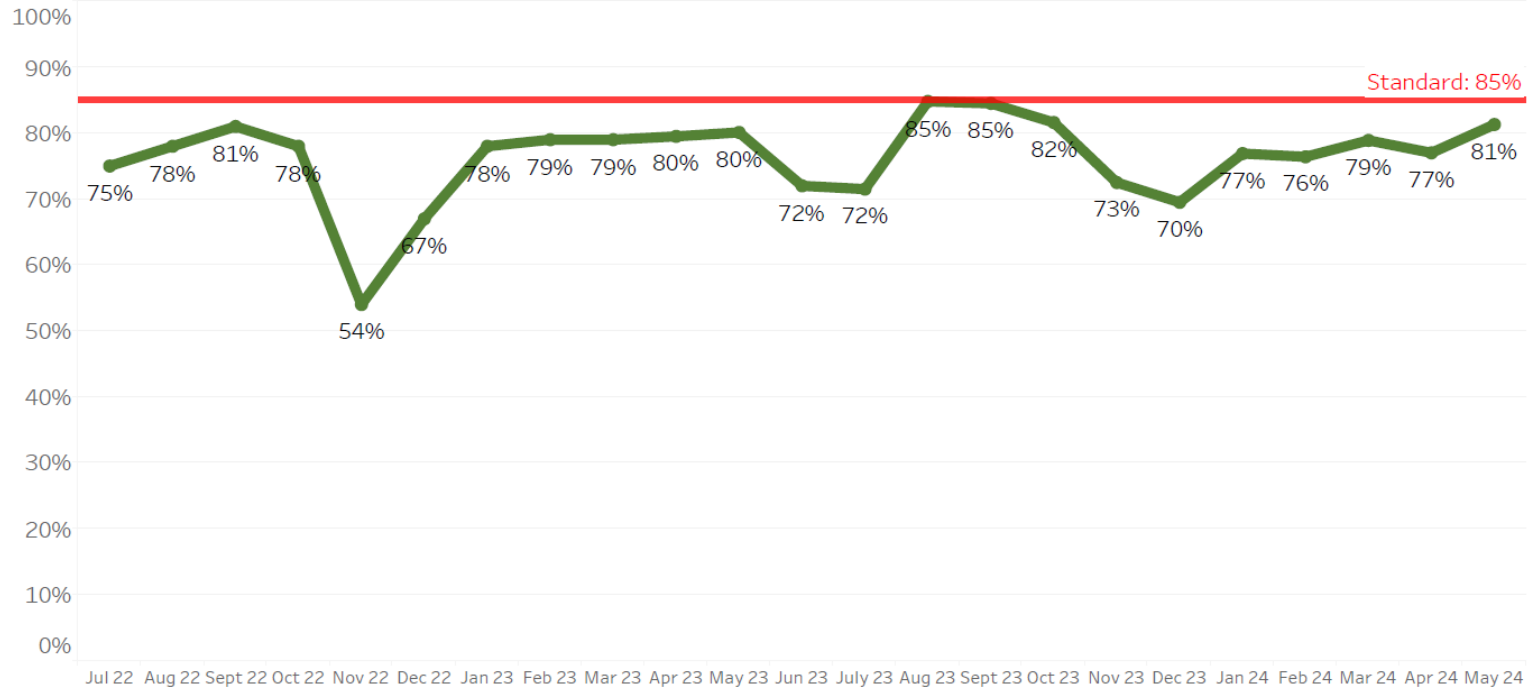
CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

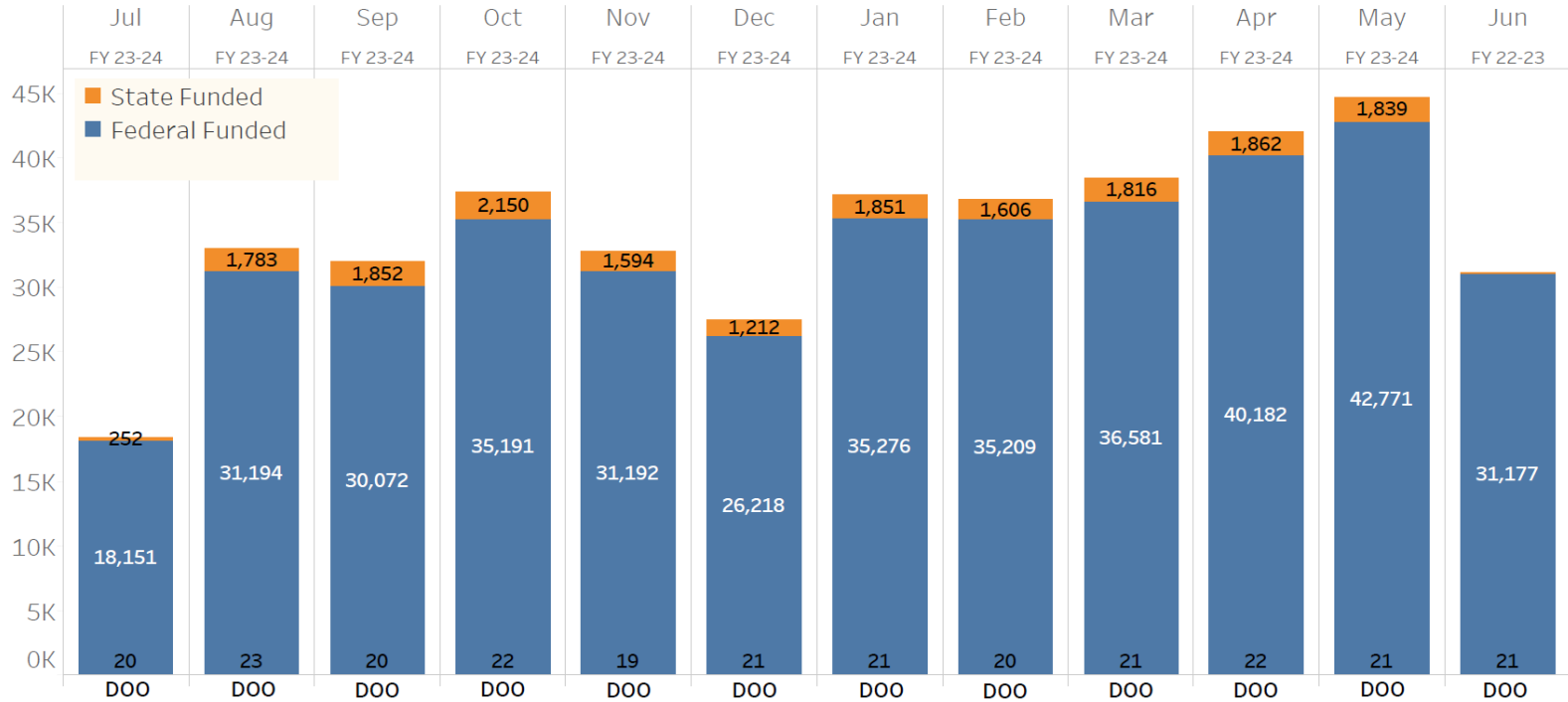
Enrollment and Vacant Slots



Attendance Rate



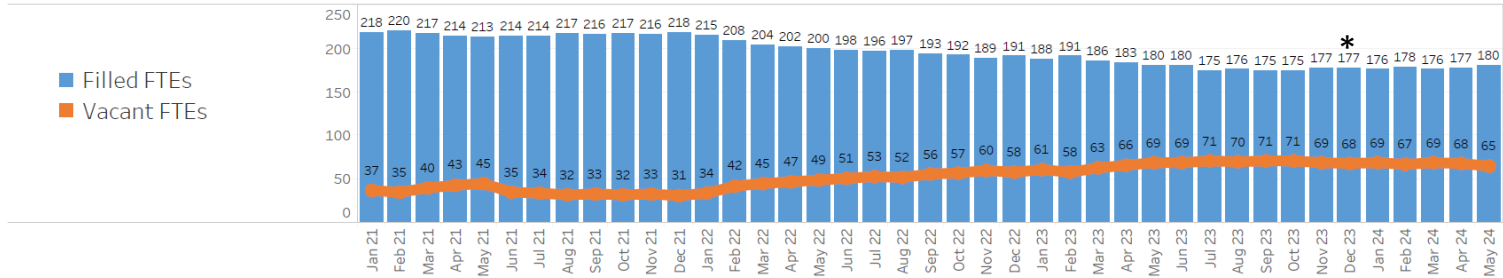
Meals and Snacks Served



Note: DOO = Days of Operation

Childcare 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 | Feb 24 | Mar 24 | Apr 24 | May 24 | | |
|---------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|----|----|
| Associate Teacher-Project | 7 | 7 | 6 | 7 | 7 | 4 | 3 | 3 | 4 | 4 | 3 | 3 | 4 | 7 | 8 | 10 | 12 | 13 | 18 | 19 | 18 | 18 | 18 | 18 | 17 | 17 | 17 | 17 | 17 | 17 | 14 | 14 | 14 | 14 | 14 | 14 | 14 | 14 | 15 | 15 | 16 | 16 | 16 |
| 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 | 1 | 1 | 1 | |
| Child Nutrtr Fd Svc Trns-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 | 1 | 1 | 1 | |
| Child Nutrtr 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 | 1 | 1 | 1 | |
| Clerk-Experienced Level | 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 | 1 | 1 | 1 | |
| Comprehensive Svcs Asst Mgr-Pr | 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 | 1 | 1 | 1 | |
| Comprehensive Svcs Man -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 | 1 | 1 | 1 | |
| Infant Toddler Assoc Tch-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 | 1 | 1 | 1 | |
| Infant Toddler Teacher-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 | 1 | 1 | 1 | |
| 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 | 1 | 1 | 1 | |
| Intermediate Clerk-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 | 1 | 1 | 1 | |
| Master Teacher-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 | 1 | 1 | 1 | |
| 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 | 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 | 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 | 1 | 1 | 1 | |
| Clerk-Specialist Level | 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 | 1 | 1 | 1 | |
| Teacher-Project | 4 | 4 | 5 | 6 | 6 | 6 | 7 | 6 | 6 | 7 | 7 | 7 | 9 | 10 | 11 | 11 | 11 | 12 | 13 | 11 | 11 | 11 | 11 | 11 | 11 | 11 | 11 | 11 | 11 | 11 | 11 | 11 | 11 | 11 | 11 | 11 | 11 | 11 | 11 | 11 | 11 | 11 | |
| 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 | 67 | 69 | 68 | 65 | | |

CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

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

Budget

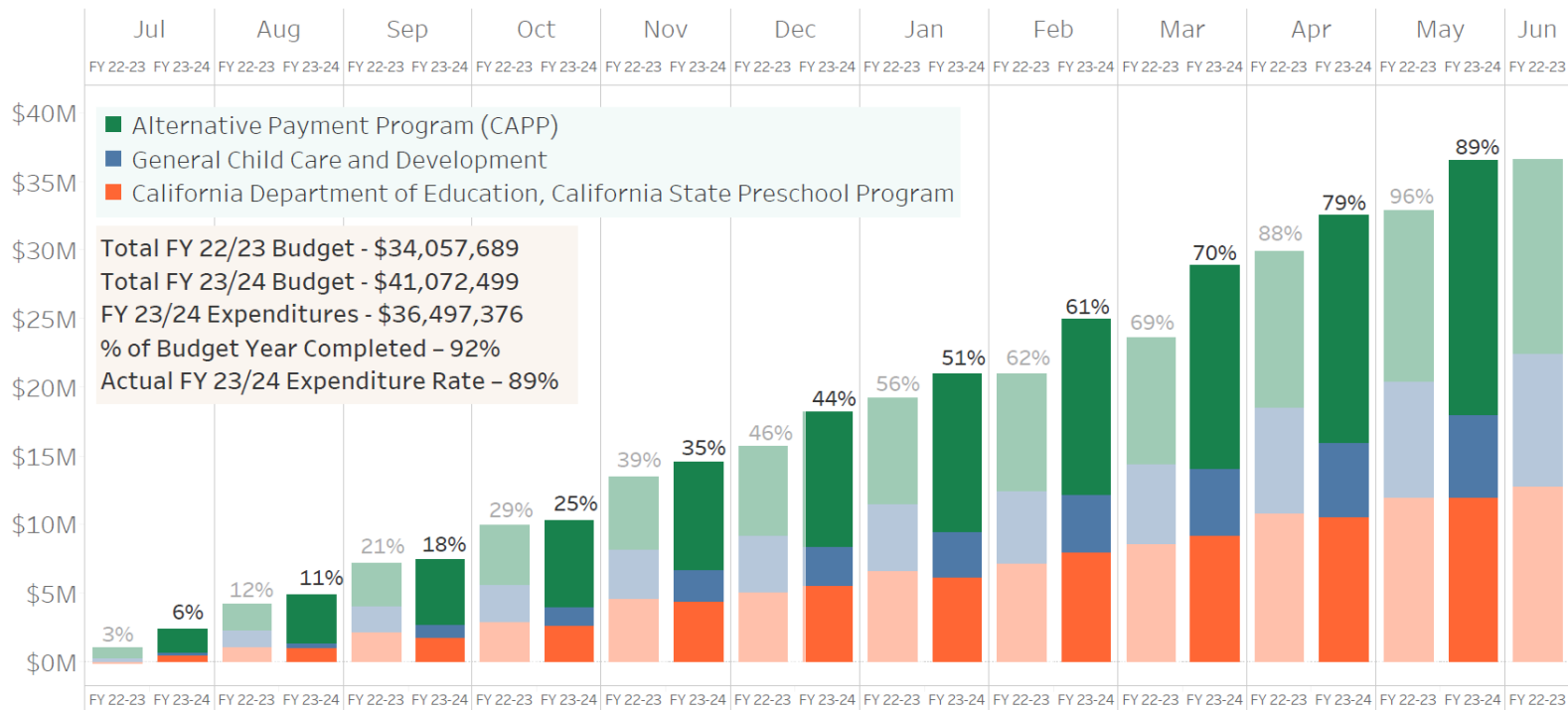
State Childcare Budget
Early Head Start / Head Start Budget
Credit Card Expenditures
2023 Budget Revision



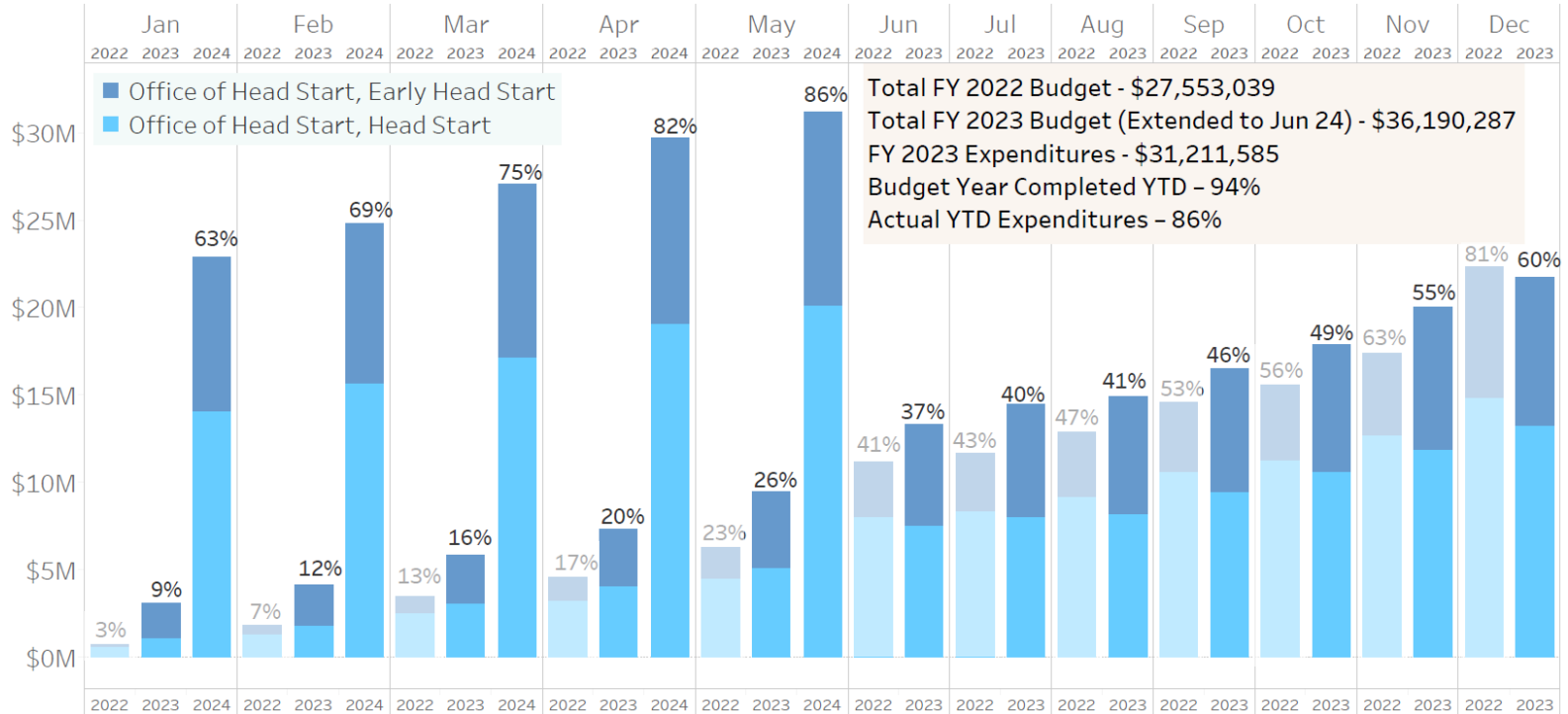
CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

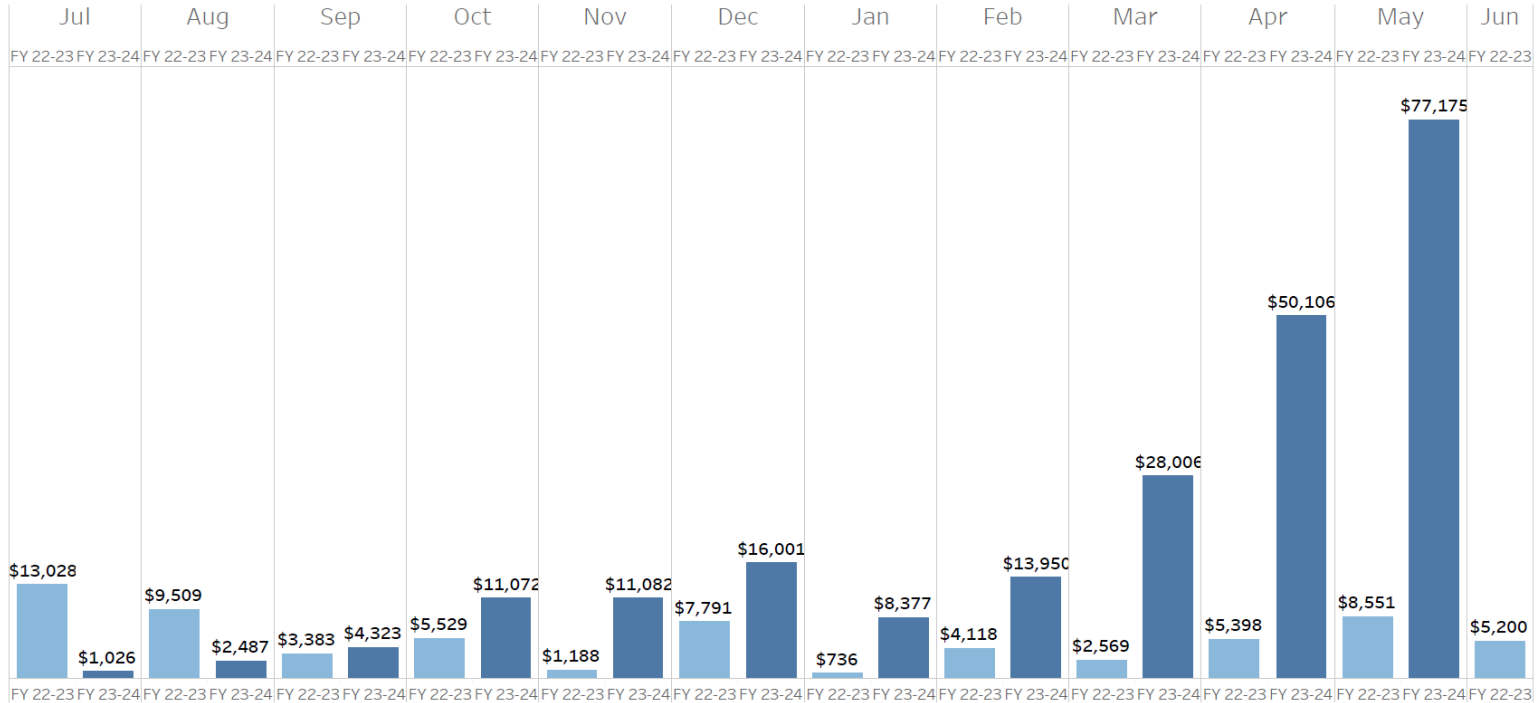
State Childcare Budget



Early Head Start / Head Start Budget



Credit Card Expenditures



2023 Budget Revision

We are requesting use of the unobligated funds in Construction and Other to support program needs for Personnel, Benefits and Contractual costs.

| DESCRIPTION | AMOUNT |
|---------------------------------|---------------|
| a. PERSONNEL | \$ 883,617 |
| b. FRINGE BENEFITS | \$ 1,522,730 |
| c. TRAVEL | \$ -0- |
| d. EQUIPMENT | \$ -0- |
| e. SUPPLIES | \$ -0- |
| f. CONTRACTUAL | \$ 561,046 |
| g. CONSTRUCTION | \$ -500,000 |
| h. OTHER | \$ -2,467,393 |
| i. INDIRECT COSTS | \$ -0- |
| I. TOTAL BUDGET REVISION | \$ -0- |

Monitoring

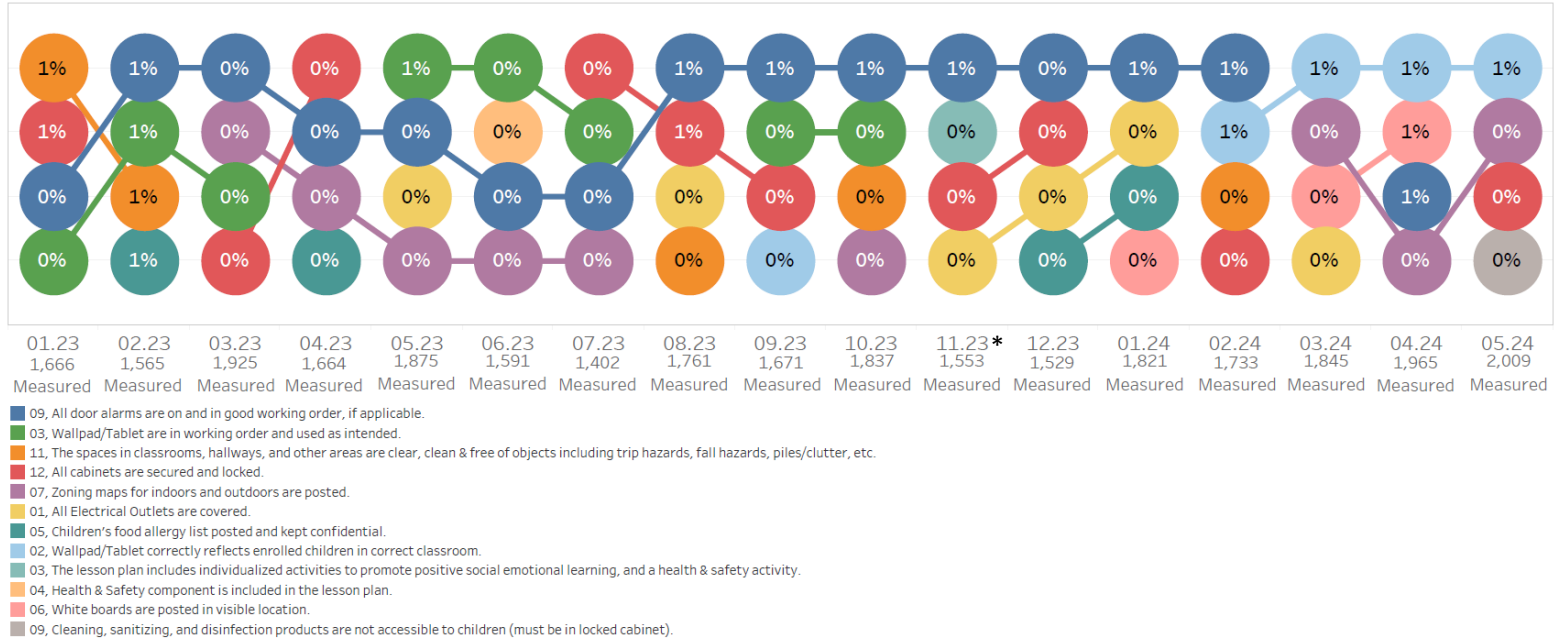
Monthly Monitoring Reports
Unusual Incidents Trend
Unusual Incidents



CONTRA COSTA COUNTY

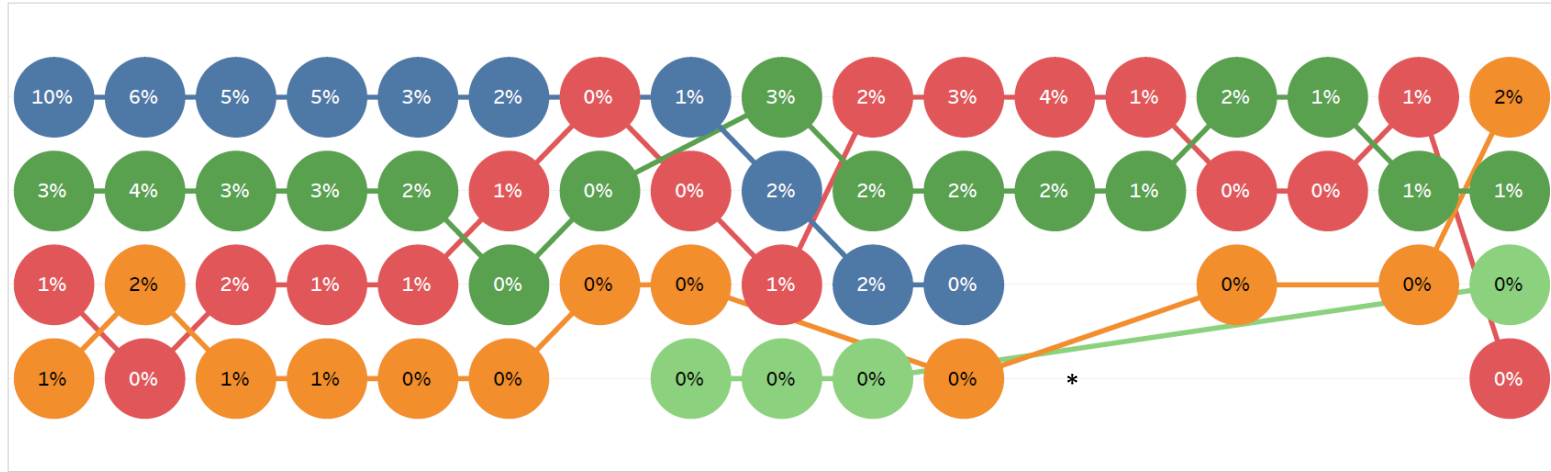
EMPLOYMENT & HUMAN SERVICES

Daily Classroom Health & Safety Checklist



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

Daily Playground Safety Checklist

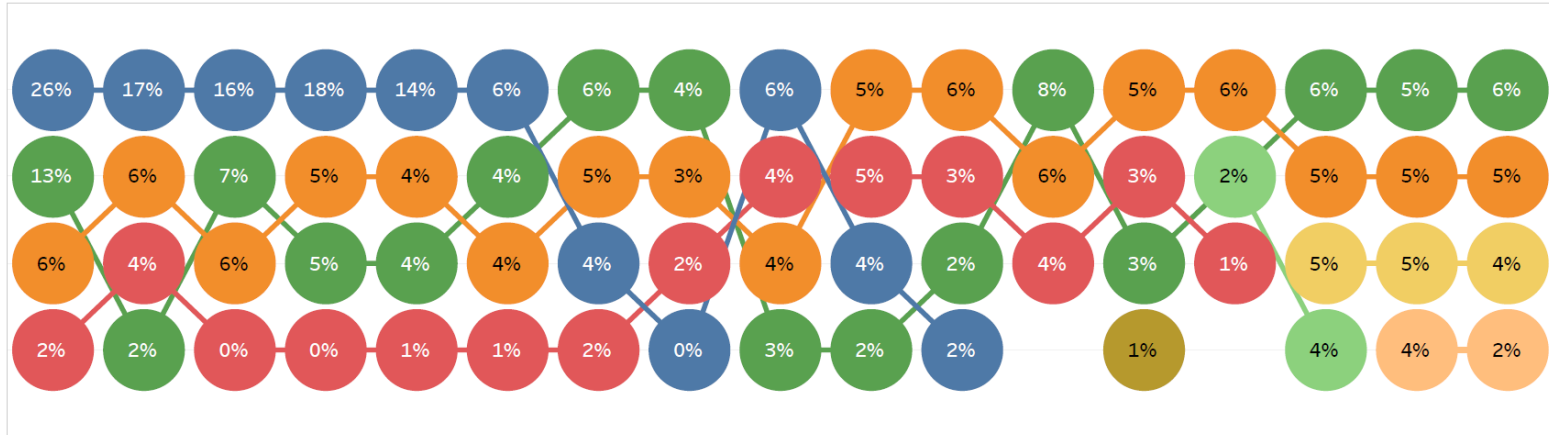


01.23 1,087 02.23 1,020 03.23 1,228 04.23 1,040 05.23 1,148 06.23 1,067 07.23 982 08.23 1,169 09.23 1,057 10.23 1,131 11.23 961 12.23 936 01.24 1,117 02.24 1,077 03.24 1,136 04.24 1,186 05.24 1,212

Measured Measured Measured Measured Measured Measured Measured Measured Measured Measured Measured Measured Measured Measured Measured Measured 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

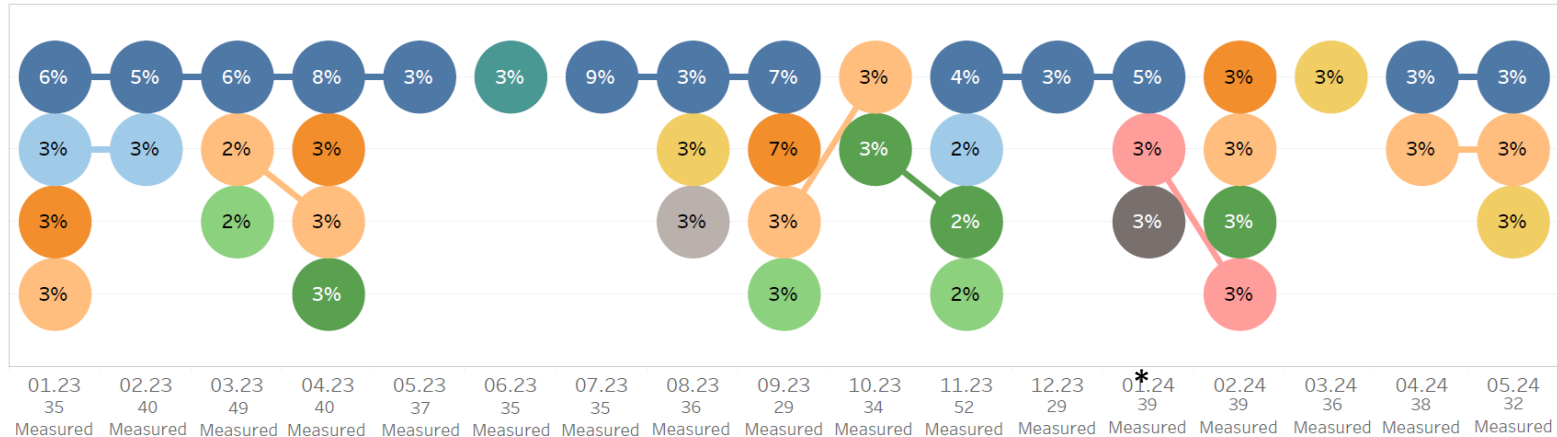


| Month | 01.23 | 02.23 | 03.23 | 04.23 | 05.23 | 06.23 | 07.23 | 08.23 | 09.23 | 10.23 | 11.23* | 12.23 | 01.24 | 02.24 | 03.24 | 04.24 | 05.24 |
|--------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Count | 578 | 556 | 678 | 577 | 638 | 558 | 520 | 642 | 600 | 642 | 248 | 140 | 145 | 101 | 140 | 111 | 98 |
| Status | Measured | Measured | Measured | Measured | Measured | Measured | Measured | Measured | Measured | Measured | Measured | Measured | Measured | Measured | Measured | Measured | Measured |

- 03, Environment(s) are free of rust.
- 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.
- 02, Hallways/Common areas are free of clutter and tripping hazards.
- 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.
- 07, The temperature log for the refrigerator(s) has been completed daily for the week and is registered below 40°F and the freezer below 0°F.

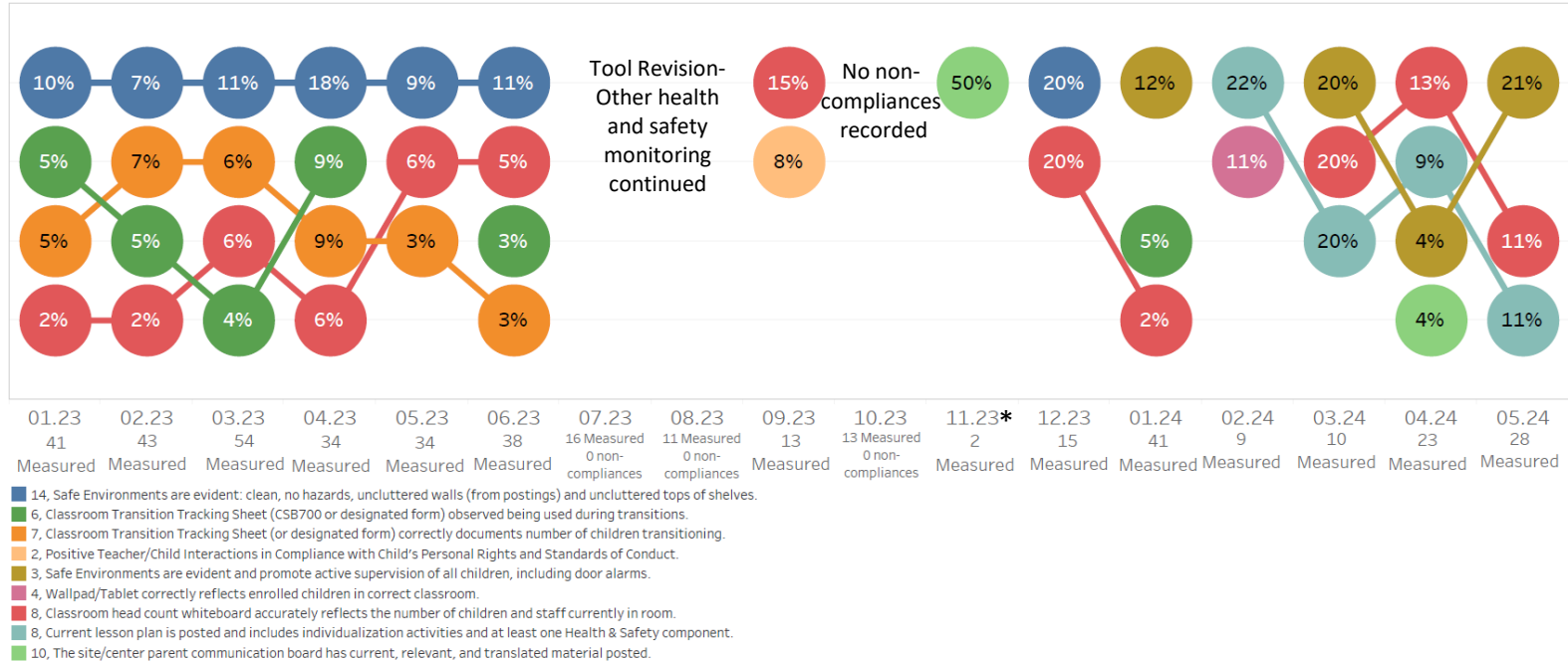
* Note: Revised monitoring tools were implemented effective Nov 7, 2023; went from daily to weekly

Monthly Playground Safety Checklist



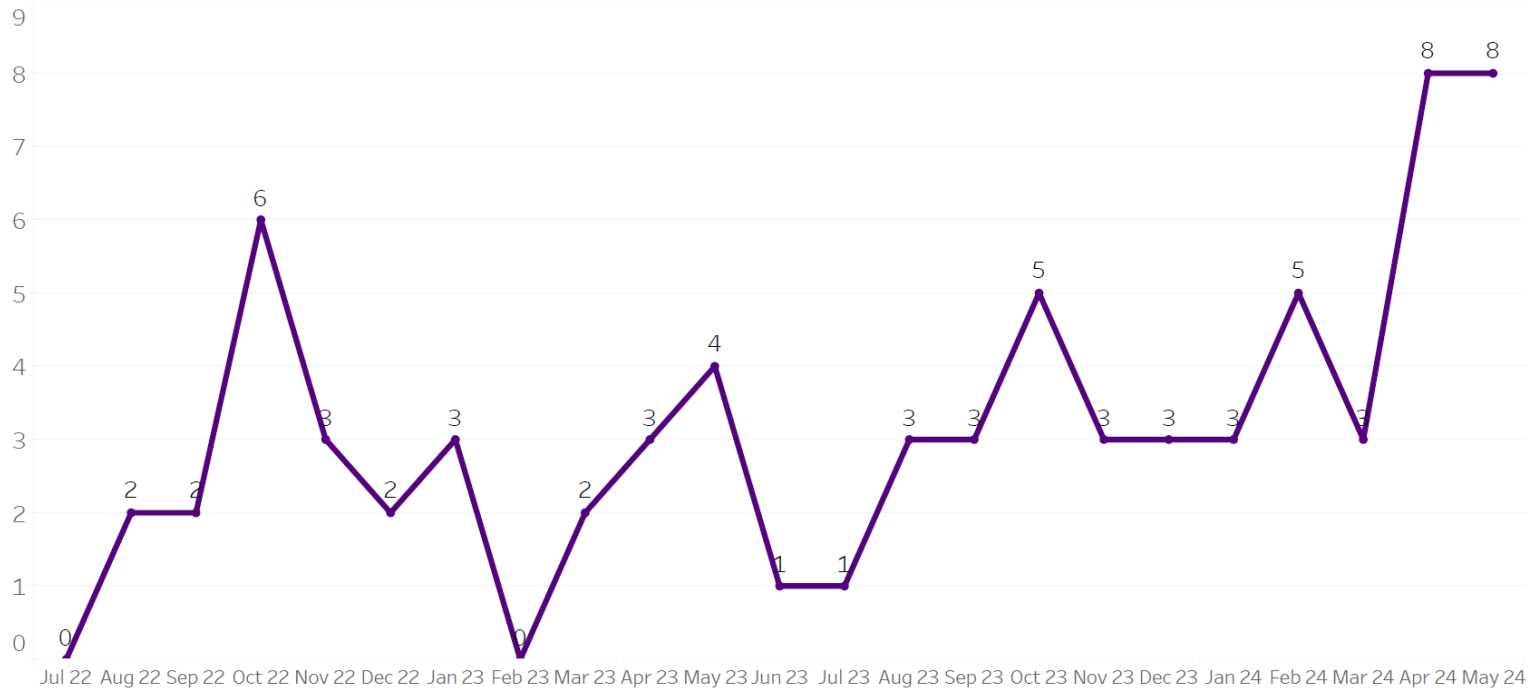
- 04, RUST: No rust is visible.
- 12, LOCATION: Structures are six (6) feet away from walls, fences, and pathways.
- 14, BOUNDARIES: Fencing or other barrier zone play areas, fence gate is closed, upper edges of fencing is bent under.
- 15, GATES: Latched and locked appropriately.
- 06, METAL: Slide 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.

Child Transition Safety & Monitoring



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

Unusual Incidents Trend



Unusual Incidents May 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-May 2024

1. Minor Child Injury-No action from CCL
2. Parent Concern-CCL visit; No Citation Issued
3. Minor Child Injury-No action from CCL
4. Multiple Cases of Lice-No action from CCL
5. Parent Concern-No action from CCL
6. Minor Child Injury-No action from CCL
7. Staff Concern-No action from CCL
8. Minor Child Injury-No action from CCL

Region IX Communications

Head Start Grant Extension
Supporting Mental Health



CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

Head Start Grant Extension

Notice of Award Issuance Date: June 14, 2024

Previous Grant End Date: June 30, 2024

New Grant End Date: July 31, 2024

Approved Budget: \$39,790,148

New Reporting Deadlines: Annual and Final Federal Financial Reports due October 30, 2024

Supporting Mental Health

Issuance Date: May 9, 2024

Subject: Strategies and Recommendations for Supporting Mental Health

Guidance: Using a continuum of mental health supports ensures every child and family receives the appropriate level of care. This continuum includes:

- Mental health promotion
- Prevention services and supports
- Access to mental health treatment

Current Events

June 2024



CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

June 2024 Events

The Life of a Little Plastic Bottle



Recommendation

CONSIDER accepting monthly update on the activities and oversight of the County's Head Start Program and APPROVE the 2023 Head Start Budget Revision as recommended by the Employment and Human Services Director, and provide guidance.



CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES