



## 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

<p>Review Desired Outcomes and Meeting Rules</p>	<p>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.</p>																																																
<p>Correspondence</p>	<p><b>Karen Medrano, Policy Council Secretary</b> 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</p>																																																
<p>Public Comment</p>	<p>None</p>																																																
<p>Parent Recognition of Staff</p>	<p>The following staff were recognized for going above and beyond in their work with the children and the families:</p> <ul style="list-style-type: none"> <li>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.</li> </ul>																																																
<p><b>Action:</b> Review and Consider Approval of the Past Parents and Community Representatives to the 2024-2025 Policy Council</p>	<p><b>Ana Araujo, Comprehensive Services Manager</b>, provided Community Representatives &amp; 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"> <li>Head Start Past Parents Letters of Interest were received from Erika Garcia, Tuliisa Miller, and Janelle Lafrades.</li> <li>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</li> </ul> <p><b>A motion to approve the Past Parents and Community Representatives to the 2024-2025 Policy Council was made</b> by Norma Chayrez and seconded by Yessica Hernandez.</p> <ul style="list-style-type: none"> <li><b>The motion passed with 14 votes in favor.</b></li> </ul> <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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<p><b>Action:</b> Conduct 2024-2025 PC Executive Committee Officer Elections and consider approval of elected PC Executive Committee Officers</p>	<p><b>Ana Araujo, Comprehensive Services Manager for Parent, Family and Community Engagement</b>, 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"> <li>1. Chair: Norma Chayrez</li> <li>2. Vice-Chair: Gabriela Gomar</li> <li>3. Secretary: Tuliisa Miller</li> </ol>																																																

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	-
		<b>Cluster Subtotal</b>	<b>5,621,234</b>	<b>-</b>
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:				
<b>Head Start</b>	93.600	09CH010862-05-05	19,594,230	2,218,923
COVID-19 Head Start	93.600	09HE000903-01-01	1,303,801	-
		<b>Cluster Subtotal</b>	<b>20,898,031</b>	<b>2,218,923</b>

**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.

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

**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		
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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:**

<b>September PIR Head Start</b>		
<b>A.12</b> Cumulative Enrollment	<b>723</b>	
<b>C.7</b> 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%
<b>C.8a</b> The number who have received or are receiving medical treatment.	84	11.62%
<b>C.19</b> 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%
<b>C19.a.1</b> Of these, the number of children who have received or are receiving dental treatment.	4	0.55%
<b>C.1.a</b> Number enrolled in Medicaid and /or CHIP	475	65.70%
<b>C1</b> Number of all children with health insurance	559	77.32%
<b>C.24</b> 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%
<b>C.28</b> 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%
<b>C.45</b> Number of families that received at least one program services to promote family outcomes.	264	
<b>September PIR Early Head Start</b>		
<b>A.10g</b> Cumulative Enrollment of Children	<b>447</b>	
<b>C.7</b> 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%
<b>C.8a</b> The number who have received or are receiving medical treatment.	26	5.82%
<b>C.1.a</b> Number enrolled in Medicaid and /or CHIP	310	69.35%
<b>C1</b> Number of all children with health insurance	337	75.39%
<b>C.25</b> 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%
<b>C.28</b> 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%
<b>C.45</b> 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"> <li>• <b>2023-2024 Head Start Program: In July 2024</b>, year-to-date cash expenditures were \$24,190,983 YTD, representing 90% of the program budget.</li> <li>• <b>2023-2024 Early Head Start Program: In July 2024</b>, year-to-date cash expenditures were \$15,599,166 YTD, representing 63% of the program budget.</li> </ul> <p>❖ <b>Credit Card expenditures</b> for all programs, including Head Start and Early Head Start, for <b>July 2024</b> were \$28,921.78.</p> <p>❖ <b>Child and Adult Care Food Program: July 2024</b>, total meals served, including breakfast, lunch, and supplements, were 11,885. <b>With a claim reimbursement of \$38,273.</b></p>
<p><b>Voter of Registration Presentation</b></p>	<p style="text-align: center;"><b>Renee Zeimer, Economic Opportunity Council, presented the Election 2024</b></p> <div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%; padding: 5px;"> <p><b>Are You Voter Ready?</b></p> <p>Check Your Voter File / Register to Vote Go to: <a href="http://Vote.gov">Vote.gov</a> or <a href="http://RegisterToVote.CA.gov">RegisterToVote.CA.gov</a> or <a href="http://cocovote.us">cocovote.us</a> DMV default: No party preference (NPP)</p> <p>Re-register:</p> <ul style="list-style-type: none"> <li>• If you moved</li> <li>• Changed your name</li> <li>• Want to change party</li> <li>• Were changed by DMV to NPP</li> </ul> <p>What you need:</p> <ul style="list-style-type: none"> <li>• CA Driver's License or CAID #</li> <li>• Last four digits of your Social Security #</li> <li>• Date of birth</li> </ul> <p>Vote by mail and as early as possible. Track your ballot Sign up at <a href="https://california.ballottrax.net/voter/">https://california.ballottrax.net/voter/</a></p> </div> <div style="width: 50%; padding: 5px;"> <p><b>Be A Smart Voter</b></p> <ul style="list-style-type: none"> <li>• Learn about locally endorsed candidates.</li> <li>• Check with other trusted individuals and organizations you affiliate with.</li> <li>• Attend or watch candidate debates/forums.</li> <li>• BEWARE of endorsements. They don't tell the whole story. Many politicians will endorse who they know or who they owe.</li> <li>• Adopt a healthy skepticism about what you read on social media, online, in your inbox and print sources.</li> </ul> </div> <div style="width: 50%; padding: 5px;"> <p><b>Be A Smarter Voter</b></p> <ul style="list-style-type: none"> <li>• 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!</li> <li>• Share intel with trusted friends and family.</li> <li>• ASK every like-minded voter to check their registration at <a href="http://vote.gov">vote.gov</a>.</li> <li>• Get to know the issues and the candidates.</li> <li>• VOTE! Don't forget the down-ballot, "non-partisan" races! They are consequential!</li> </ul> </div> <div style="width: 50%; padding: 5px;"> <p><b>Let's Go!</b></p> <p style="text-align: center;"><i>When we show up. When we VOTE. <b>DEMOCRACY WINS!</b> Thank you.</i></p> </div> </div>
<p><b>Presentation 3<sup>rd</sup> DRDP Report</b></p>	<p><b>Afi Fiaxe, Comprehensive Services Manager and Cathy Lucero, Assistant Director</b> presented the 3<sup>rd</sup> Developmental Results Developmental Profile (DRDP)</p> <ul style="list-style-type: none"> <li>• Reviewed the Desired Results Developmental Profile assessment including the developmental domains and measures.</li> <li>• Watched a DRDP observational video and discussed the assessment process teachers go through.</li> <li>• Shared baseline, mid-year, and final assessment results in comparison with our School Readiness Goals.</li> <li>• Shared the Pre- and post- survey results for the Parent engagement school readiness goal.</li> </ul>
<p><b>Subcommittees Updates</b></p>	<ul style="list-style-type: none"> <li>• No updates were given.</li> </ul>
<p><b>Site Reports</b></p>	<p><b>Bayo Vista</b> 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><b>Announcements</b></p>	<p><b>Ana Araujo, Comprehensive Services Manager for Parent, Family, and Community Engagement</b> 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 27<sup>th</sup>. St. Richmond-
  - Central: EHS Building, 500 Ellinwood Way, Pleasant Hill
  - East: Fairgrounds Center, 1203 West 10<sup>th</sup> St. Antioch,
- The majority agreed on meeting at the EHS Building at 500 Ellinwood- Pleasant Hill.

- **Next meetings: at the EHSD Building, 500 Ellinwood Way. Pleasant Hill**

- **1<sup>st</sup> 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



**Actas Reunión Consejo de Políticas**  
Lugar: 500 Ellinwood Way, Pleasant Hill, CA



**Fecha:** 9-25-24

**Hora de Inicio:** 6:06 PM

**Hora Final:** 8:22 PM

**Registrado:** Claudia Haley

<p>Revisar los resultados deseados y Reglamento de la Reunión</p>	<p>Juan Batiz, presidente del Consejo de Políticas, declaró abierta la sesión a las 18:06 horas. Tuliisa Miller, Vicepresidenta del Consejo de Políticas, revisó los resultados deseados. Gabriela Gomar, parlamentaria del Consejo de Políticas, repasó las reglas básicas de la reunión.</p>																																																						
<p>Correspondencia</p>	<p><b>Karen Medrano, Secretaria del Consejo de Políticas</b> compartió; El 16 de agosto de 2024, la Oficina Nacional de Head Start recibió una notificación de la concesión de la subvención. El 21 de agosto de 2024, Head Start anunció la regla final sobre el apoyo a la fuerza laboral de Head Start y la programación de calidad constante</p>																																																						
<p>Comentario público</p>	<p>Ninguno</p>																																																						
<p>Reconocimiento del personal por parte de los padres</p>	<p>El siguiente personal fue reconocido por ir más allá en su trabajo con los niños y las familias:</p> <ul style="list-style-type: none"> <li>Srta. Blanca Rizo de la Torre, Profesora de GMC y Srta. Kafia Amin, Profesora de GMC; se les entregó un certificado que reconoce su dedicación a los niños y las familias.</li> </ul>																																																						
<p><b>Acción:</b> Revisar y considerar la aprobación de los padres anteriores y representantes de la comunidad para el Consejo de Políticas 2024-2025</p>	<p><b>Ana Araujo, Gerente de Servicios Integrales</b>, brindó a los Representantes de la Comunidad y Ex Padres que deseaban servir en el Consejo de Políticas 2024-2025 la oportunidad de leer sus Cartas de Interés.</p> <ul style="list-style-type: none"> <li>Se recibieron cartas de interés de Erika García, Tuliisa Miller y Janelle Lafrades.</li> <li>Se recibieron cartas de interés de representantes de la comunidad de: Deanna Carmona de First 5 Contra Costa; Amy Mockoski de la Bibliotecaria Especialista del Condado de Contra Costa y la Dra. Karen Coleman del Consejo de Oportunidades Económicas</li> </ul> <p><b>Una moción para aprobar a los Ex Padres y Representantes de la Comunidad para el Consejo de Políticas 2024-2025 fue hecha por Norma Chayrez y secundada por Yessica Hernández.</b></p> <ul style="list-style-type: none"> <li><b>La moción fue aprobada con 14 votos a favor.</b></li> </ul> <table border="1" data-bbox="423 1402 1515 1671"> <thead> <tr> <th colspan="3">Si</th> <th>No</th> <th>Abstenciones</th> <th colspan="3">No Presente</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 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>							Si			No	Abstenciones	No Presente			Vilma Linares Amaya	Ariana Reyes	Yesica Hernandez			Alexia Arpero	Courtney Sanders	Kimberly Nieve	Yessica Calderon Gonzalez	Iris Romero	Gabriela Garibay			Raquel Magana			Maria Garcia	Maria Sanchez	Michelly Mendanha						Nathalia Hernandez	Norma Chayrez	Porsha Price						Shanell Murphy	Sinthia Montano						
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<p><b>Acción:</b> Llevar a cabo las elecciones de funcionarios del Comité Ejecutivo de PC 2024-2025 y considerar la aprobación de los funcionarios electos del Comité Ejecutivo de PC</p>	<p><b>Ana Araujo, Gerente de Servicios Integrales para la Participación de Padres, Familias y Comunidad</b>, apoyó en la realización de las Elecciones de Oficiales del Comité Ejecutivo. Se leyeron los formularios de nominación que se considerarán para la elección de la Mesa. Todas las candidaturas para cada puesto fueron secundadas antes de que se llevara a cabo la votación. Los Directores Ejecutivos del PC 2024-2025 son los siguientes:</p> <ol style="list-style-type: none"> <li>Moderadora: Norma Chayrez</li> <li>Vicepresidenta: Gabriela Gomar</li> <li>Secretaria: Tuliisa Miller</li> </ol>																																																						

4. Parlamentaria: Janelle Lafrades  
**Una moción para aprobar la Oficial del Comité Ejecutivo del PC 2023-2024 fue hecha por María García y secundada por Amy Mockoski.**

- **La moción fue aprobada con 20 votos a favor.**

Si			No	Abstenciones	No Presentes		
Amy Mockoski	Ariana Reyes	Deanna Carmona			Alexia Arpero	Courtney Sanders	Kimberly Nieve
Dr. Karen Coleman	Iris Romero	Gabriela 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						

**Acción:** Aprobación Fiscal Única de Auditoría y Plan de Mejora

**Ali Vahidzadeh, Asistente de Servicios Administrativos II,** presentó el Informe Único de Auditoría para el Año Finalizado el 30 de junio de 2023 y el Plan de Acción Correctiva.

**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 H8FC841183-01-01	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	-
		<b>Cluster Subtotal</b>	<b>5,621,234</b>	<b>-</b>
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:				
<b>Head Start</b>	93.600	09CH010862-05-05	19,594,230	2,218,923
COVID-19 Head Start	93.600	09HE000903-01-01	1,303,801	-
		<b>Cluster Subtotal</b>	<b>20,898,031</b>	<b>2,218,923</b>

**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.

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



**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 capacity 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.

**Una moción para aprobar el Plan de Acción Correctiva fue presentada por Tuliisa Miller y secundada por María García.**

- La moción fue aprobada con 20 votos a favor.

Si			No	Abstenciones	No Presentes		
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						

**Acción:** Aprobación de 21 de agosto de 2024, Actas del Consejo de Políticas

Se revisaron las actas de la reunión del Consejo de Políticas del 21 de agosto de 2024 y no se observaron correcciones.

**Janelle Lafrades presentó una moción para aprobar el acta de la reunión del Consejo de Políticas del 21 de agosto de 2024 y fue secundada por Deanna Carmona.**

- La moción fue aprobada con 15 votos a favor y 5 abstenciones

Si			No	Abstenciones	No Presentes		
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			

**Debate sobre la concesión de la subvención**

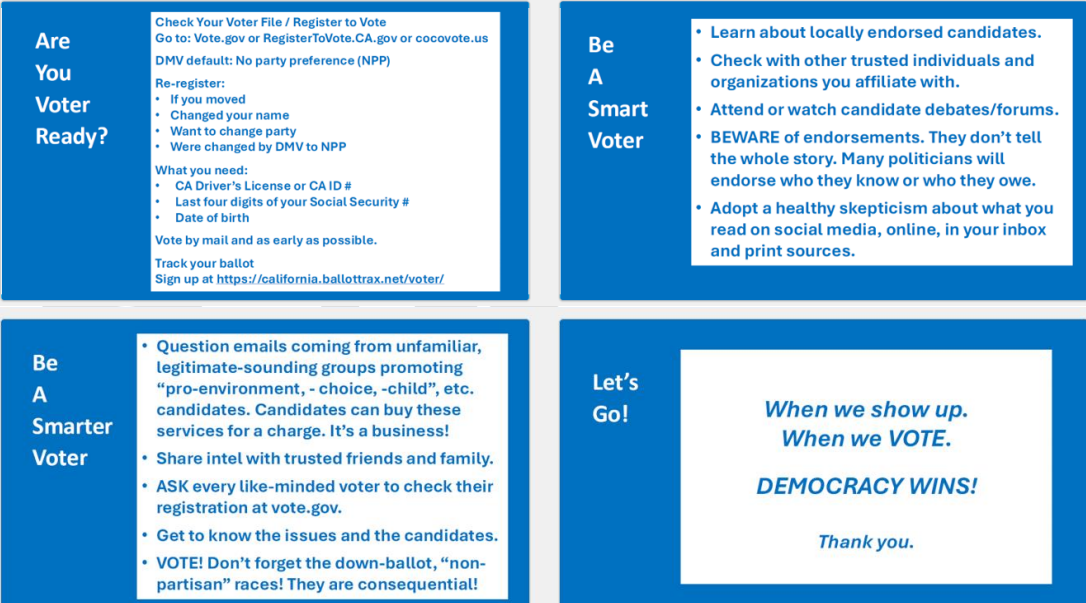
Será presentado en la reunión de Octubre.

**Informes Administrativos**

- EHD Director
- Gerente de División
- Fiscal

**Sarah Reich, Directora Adjunta de TU,** presentó el informe:

- Concesión de la subvención-CSB espera establecer metas y objetivos para el programa y recibir comentarios de los representantes de PC.
- Mejorar la dotación de personal mediante el aumento de los salarios, incorporando personal más cualificado a CSB.

	<p><b>Ali Vahidzadeh, Auxiliar de Servicios Administrativos II</b>, presentó los siguientes informes financieros:</p> <ul style="list-style-type: none"> <li>• <b>Programa Head Start 2023-2024:</b> En Julio de 2024, los gastos en efectivo del año hasta la fecha fueron de \$24,190,983 YTD, lo que representa el 90% del presupuesto del programa.</li> <li>• <b>Programa Early Head Start 2023-2024:</b> En julio de 2024, los gastos en efectivo del año hasta la fecha fueron de \$15,599,166 YTD, lo que representa el 63% del presupuesto del programa.</li> </ul> <ul style="list-style-type: none"> <li>❖ <b>Los gastos con tarjeta de crédito</b> para todos los programas, incluidos Head Start y Early Head Start, para julio de 2024 fueron de \$28,921.78.</li> <li>❖ <b>Programa de Alimentos para el Cuidado de Niños y Adultos: julio de 2024</b>, el total de comidas servidas, incluidos desayuno, almuerzo y suplementos, fue de 11,885. <b>Con un re-embolso de \$38,273.</b></li> </ul>
<p><b>Voter of Registration Presentation</b></p>	<p><b>Renee Zeimer, del Consejo de Oportunidades Económicas</b>, presentó las Elecciones 2024</p>  <p>The image contains four blue-bordered cards with white text:</p> <ul style="list-style-type: none"> <li><b>Are You Voter Ready?</b> <ul style="list-style-type: none"> <li>Check Your Voter File / Register to Vote</li> <li>Go to: <a href="http://Vote.gov">Vote.gov</a> or <a href="http://RegisterToVote.CA.gov">RegisterToVote.CA.gov</a> or <a href="http://cocovote.us">cocovote.us</a></li> <li>DMV default: No party preference (NPP)</li> <li>Re-register: <ul style="list-style-type: none"> <li>• If you moved</li> <li>• Changed your name</li> <li>• Want to change party</li> <li>• Were changed by DMV to NPP</li> </ul> </li> <li>What you need: <ul style="list-style-type: none"> <li>• CA Driver's License or CA ID #</li> <li>• Last four digits of your Social Security #</li> <li>• Date of birth</li> </ul> </li> <li>Vote by mail and as early as possible.</li> <li>Track your ballot</li> <li>Sign up at <a href="https://california.ballottrax.net/voter/">https://california.ballottrax.net/voter/</a></li> </ul> </li> <li><b>Be A Smart Voter</b> <ul style="list-style-type: none"> <li>• Learn about locally endorsed candidates.</li> <li>• Check with other trusted individuals and organizations you affiliate with.</li> <li>• Attend or watch candidate debates/forums.</li> <li>• BEWARE of endorsements. They don't tell the whole story. Many politicians will endorse who they know or who they owe.</li> <li>• Adopt a healthy skepticism about what you read on social media, online, in your inbox and print sources.</li> </ul> </li> <li><b>Be A Smarter Voter</b> <ul style="list-style-type: none"> <li>• 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!</li> <li>• Share intel with trusted friends and family.</li> <li>• ASK every like-minded voter to check their registration at <a href="http://vote.gov">vote.gov</a>.</li> <li>• Get to know the issues and the candidates.</li> <li>• VOTE! Don't forget the down-ballot, "non-partisan" races! They are consequential!</li> </ul> </li> <li><b>Let's Go!</b> <p><i>When we show up. When we VOTE. DEMOCRACY WINS!</i></p> <p><i>Thank you.</i></p> </li> </ul>
<p><b>Presentación 3º Informe DRDP</b></p>	<p><b>Afi Fiaxe, Gerente de Servicios Integrales y Cathy Lucero, Asistentes de Directores</b>, presentaron el Tercer Perfil de Desarrollo de Resultados del Desarrollo (DRDP)</p> <ul style="list-style-type: none"> <li>• Revisó la evaluación del perfil de desarrollo de resultados deseados, incluidos los dominios y medidas de desarrollo.</li> <li>• Vi un video de observación del DRDP y discutí el proceso de evaluación por el que pasan los maestros.</li> <li>• Resultados compartidos de la evaluación inicial, de mitad de año y final en comparación con nuestras Metas de Preparación Escolar.</li> <li>• Compartió los resultados de la encuesta previa y posterior para la meta de preparación escolar para la participación de los padres.</li> </ul>
<p><b>Actualizaciones de los subcomités</b></p>	<p>No se dieron actualizaciones.</p>
<p><b>Informes del sitio</b></p>	<p><b>Bayo Vista</b></p>

- Iniciativas de inscripción completa para alcanzar la matrícula completa.

**Amy Wells, Gerente de División, informó:**

**Inscripción- Julio:**

- La matrícula de julio de 2024 fue del 53.7 % para Head Start y del 62.6 % para Early Head Start y Early Head Start Childcare Partnership #2.

**Asistencia- Julio:**

- La asistencia de julio de 2024 fue del 71.49% para Head Start y el delegado de Head Start y del 80.02% para Early Head Start y Early Head Start Childcare Partnership #2.

**Monitoreo:**

- Las tasas de cumplimiento de monitoreo para agosto de 2024 fueron del 99.9% para la Lista de verificación semanal de las instalaciones, del 100% para la Lista de verificación diaria y de seguridad en el aula, del 99.9% para la Lista de verificación diaria de seguridad en el patio de recreo, del 99.9% para la Lista de verificación mensual de seguridad en el patio de recreo, y aún no hay datos para la Herramienta de transición y seguridad de CSB y la Herramienta del área de contenido en el sitio.

**Presentado Mini PIR de septiembre de 2024:**

Septiembre PIR Head Start		
<b>A.12</b> Matrícula acumulativa	<b>723</b>	
<b>C.7</b> Número de todos los niños que están al día (hasta el final del año programático) en un horario de atención médica primaria y preventiva apropiada para su edad, de acuerdo con el horario de EPSDT del estado correspondiente para el cuidado del niño sano.	17	2.35%
<b>C.8</b> a El número de personas que han recibido o están recibiendo tratamiento médico.	84	11.62%
<b>C.19</b> Número de todos los niños, incluidos los inscritos en Medicaid o CHIP, que han completado un examen dental profesional durante el año del programa.	64	8.85%
<b>C19.a.1</b> De estos, el número de niños que han recibido o están recibiendo tratamiento dental.	4	0.55%
<b>C.1.a</b> Número de personas inscritas en Medicaid y/o CHIP	475	65.70%
<b>C1</b> Número de niños con seguro médico	559	77.32%
<b>C.24</b> Número de niños inscritos en el programa que tenían un Programa de Educación Individualizado (IEP), en cualquier momento durante el año de inscripción, lo que indica que la LEA determinó que eran elegibles para recibir educación especial y servicios relacionados	77	10.65%
<b>C.28</b> Número de todos los niños recién inscritos que completaron las pruebas de detección requeridas dentro de los 45 días para detectar problemas de desarrollo, sensoriales y conductuales desde que se informó el PIR del año pasado.	42	5.81%
<b>C.45</b> Número de familias que recibieron al menos un programa de servicios para promover los resultados familiares.	264	
Septiembre PIR Early Head Start		
<b>A.10g</b> Matrícula acumulada de niños	<b>447</b>	
<b>C.7</b> Número de todos los niños que están al día con un horario de atención primaria y preventiva apropiada para su edad, de acuerdo con el programa EPSDT del estado pertinente para el cuidado del niño sano.	5	1.12%
<b>C.8a</b> El número de personas que han recibido o están recibiendo tratamiento médico.	26	5.82%
<b>C.1.a</b> Número de personas inscritas en Medicaid y/o CHIP	310	69.35%
<b>C1</b> Número de niños con seguro médico	337	75.39%
<b>C.25</b> Número de niños inscritos en el programa que tenían un Plan de Servicio Familiar Individualizado (IFSP), en cualquier momento durante el año de inscripción, lo que indica que la Agencia de la Parte C determinó que eran elegibles para recibir servicios de intervención temprana según la Ley de Educación para Personas con Discapacidades (IDEA)	4	0.89%
<b>C.28</b> Número de todos los niños recién inscritos que completaron las pruebas de detección requeridas dentro de los 45 días para detectar problemas de desarrollo, sensoriales y conductuales desde que se informó el PIR del año pasado.	0	0.00%
<b>C.45</b> Número de familias que recibieron al menos un programa de servicios para promover los resultados familiares.	86	

Nueva supervisora de obra, están contentos con ella. Nuevos asistentes de profesora, ella es muy agradable.  
 El centro ha recibido materiales multiculturales en forma de instrumentos musicales.

**Announcements**

**Ana Araujo, Gerente de Servicios Integrales para la Participación de Padres, Familias y Comunidad, brindó los siguientes anuncios:**

- Oportunidad de participar en “Haga de La Paternidad un Placer”, un currículo para padres proporcionado por personal capacitado de Servicios Integrales. El plan de estudios se presenta en sesiones semanales a partir del 8 de octubre de 2024, por zoom. En esta ocasión las sesiones son solo en inglés, el próximo año nos presentaremos en español.



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

- El miembro del Consejo de Políticas acordaron en el lugar de la reunión entre las dos opciones ofrecidas, la ubicación central en el edificio ESHD en Pleasant Hill o la celebración de la reunión de forma satelital en 3 ubicaciones tentativas del condado:
  - Oeste: George Miller III Center, 300 South 27<sup>th</sup>. San Richmond-
  - Central: Edificio de EHS, 500 Ellinwood Way, Pleasant Hill
  - Este: Centro de Fairgrounds, 1203 West 10<sup>th</sup> St. Antioch.
- La mayoría acordó reunirse en el edificio de EHS en 500 Ellinwood-Pleasant Hill.
- **Próximas reuniones: en el edificio de EHSD, 500 Ellinwood Way. Pleasant Hill**
  - 1ª Reunión Ejecutiva:** 8 de octubre de 2024 – Martes en el edificio administrativo de CSB
  - Reunión de Consejo de Políticas:** 16 de octubre de 2024 - en el edificio HSD- 500 Ellinwood Way, Pleasant Hill

**Evaluación de la reunión**

**Ventajas / +**

- Gran información
- Muchos miembros nuevos

**Deltas / Δ**

- Ninguno