DATE	August 10, 2022
TIME	12:00 pm
LOCATION	Teams Meeting / 5005 Business Park North Bakersfield, CA 93309
TEAMS LINK	Click here to join the meeting
PHONE NUMBER	(213) 204-2374 / ID: 283 937 355#

Program Review & Evaluation Committee Agenda

Per Governor's Executive Order N-29-20 and Assembly Bill 361, meeting to be held via tele-conference. Members of the public may join the tele-conference or listen to the call from the CAPK office at 5005 Business Park North, Bakersfield, CA 93309.

1. **Call to Order**

2. **Roll Call**

Ana Vigil (Chair)	Michelle Jara-Rangel	Marian Panos
Jimmie Childress	Yolanda Ochoa	

3. **Public Comments**

The public may address the Board of Directors on items not on the agenda. Speakers are limited to 3 minutes. If more than one person wishes to address the same topic, the total group time for the topic will be 10 minutes. Please state your name before making your presentation.

4. **Program Presentation**

   a. Home Visiting Initiative – Esperanza Contreras, Partnership Administrator – ***Info Item (p. 3-14)***

5. **New Business**

   a. June & July 2022 Program Reports – ***Action Item (p. 15-70)*** — Pritika Ram, Chief Business Development Officer
      1. Community Development
         - Coordinated Entry Services (CES)
         - M Street Homeless Navigation Center
         - Rental Assistance
      2. Health & Nutrition Services
         - CalFresh Healthy Living
         - Food Bank
         - Migrant Childcare Alternative Payment (MCAP)
         - Women Infant and Children (WIC)
      3. Youth & Community Services
         - East Kern Family Resource Center (EKFRC)
         - Oasis Family Resource Center
         - Energy, Weatherization & Utility Assistance
         - Friendship House Community Center (FHCC)
         - Shafter Youth Center (SYC)
         - Volunteer Income Tax Assistance (VITA)

4. Operations
    - Business Services
    - Maintenance
    - Information Technology
    - Data Services
    - Risk Management
5. Administration
    - Grant Development
    - CAPK Foundation
    - Outreach & Marketing
    - 211 Kern Call Center

b. June & July 2022 Application Status Report & Funding Profiles – ***Action Item (p. 71-79)*** — Vanessa Cortez, Senior Community Development Specialist
   1. Application Status Report – June & July 2022
   2. Funding Profiles
      i. Feeding America FY 2022 – Food Insecurity Impact Fund
      ii. Feeding America FY 2023 – Multi-donor Service Insights
      iii. Medi-Cal Navigators Project FY 2022-2025
      iv. Dignity Health FY 2023
   3. Small Funding Profiles ($50,000 & under)

c. June & July 2022 Head Start / State Child Development Enrollment Update & Meals Report – ***Action Item (p. 80-83)*** — Robert Espinosa, PDM Administrator

d. 2021-2025 Strategic Plan Update – ***Info Item (p. 84-91)*** — Susana Magana, *Director of Health & Nutrition*; Freddy Hernandez, *Director of Youth & Community Services*
   1. Goal 1
   2. Goal 2

6. <u>Committee Member Comments</u>

7. <u>Next Scheduled Meeting</u>

Program Review & Evaluation Committee
12:00 pm
Wednesday, September 14, 2022
5005 Business Park North
Bakersfield, CA 93309

8. <u>Adjournment</u>

This is to certify that this Agenda Notice was posted in the lobby of the CAPK Administrative Office at 5005 Business Park North, Bakersfield, CA and online at www.capk.org by 12:00 pm, August 5, 2022. Vanessa Nevarez, Assistant to the CPO.

Community Action Partnership of Kern

Home Visiting Program (HVP)

Home Visiting Program

This is a partnership with the

Kern County Department of Human Services.

Areas Served: Bakersfield, Taft, Shafter, Delano, Eastern Kern including Rosamond & Ridgecrest

The team is comprised of:

Program Manager

Three Coordinators

Four Liaisons

30 Home Visitors

Home Visiting Program

This program was designed to:

- Support positive health, development, and well-being outcomes for pregnant and parenting people, families, and infants born into poverty through evidence-based home visiting models.
- Expand future educational economic and financial capability opportunities of CalWORKs participants.
- Improve the likelihood that CalWORKs HVP participants will exit poverty.
- https://youtu.be/n3q-5Y2Exwo

Eligibility Requirements

- Enrolled in CalWorks program
- Pregnant women
- Birth to 24 months

Target Population:

- Pregnant Woman with no children
- First-time parent/caretaker relative

Expanded Population:

- Homeless families with more than one child
- Families with more than one

HVP Home Visitors

Provide:

- Developmental and parental support from pregnancy through early childhood
- Resources and referrals to support family needs

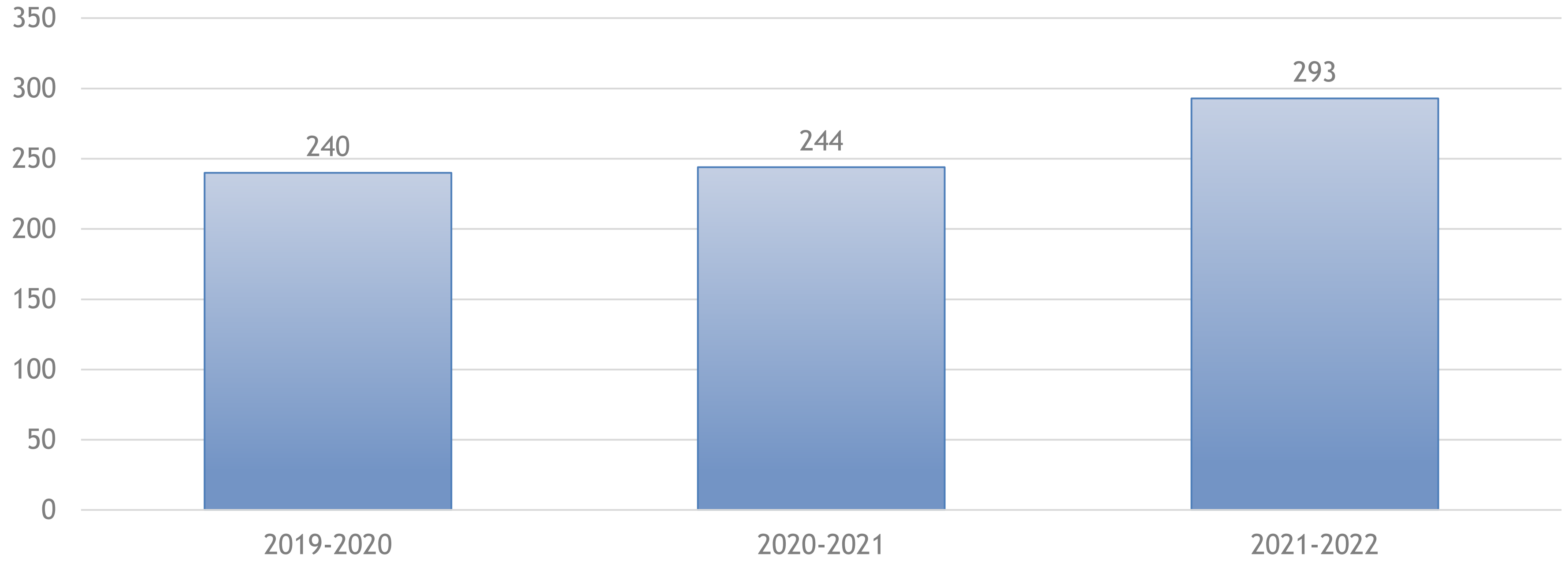
Pregnant Women

- Prenatal Education
- Postpartum Education
- Labor & Delivery Plans
- Creating Personal Goals
- Building Support System
- Financial Guidance Education

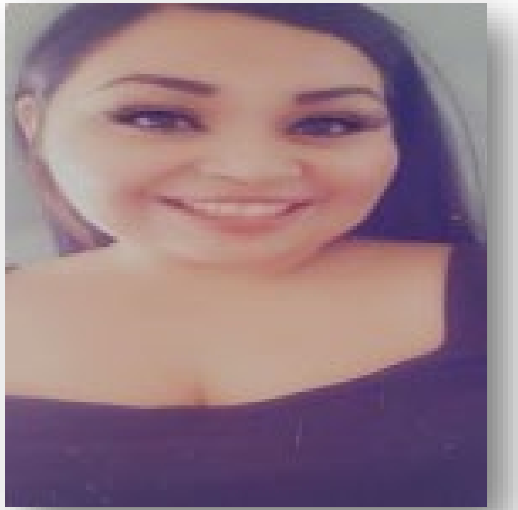
Infants and Toddlers

- Newborn Care
- Learning New Skills
- Services for Children with Disabilities
- Age-Appropriate Learning Activities
- Interactive Social Activities

Clients Served 2019 to Present



Helping People… Changing Lives



Aunica, HVP Client

Jessica Veley, HVP Home Visitor

Aunica Valdez & Ava

Aunica is a wife and mother of four beautiful children. She is dependable, reliable, and committed to the Home Visiting Program. She is attentive and appreciative for the program support. She works hard for her family and she wants them to be successful. Since the pandemic started Aunica has been available to meet and give feedback on how Ava is progressing on her developmental milestones. Aunica recently started working at San Juaquin Hospital as a housekeeper.

The family goal is to purchase a home for their family.

Helping People… Changing Lives

Cheyenne Huerta started about a year ago. She's a single mom of two boys, 26 months and 4 months when they started. She has had many struggles. She was incarcerated prior to becoming a parent and struggled with addiction and substance abuse in the past.

After a few weeks of committing to job searching, she was able to gain employment at a local fast- food restaurant. She was promoted within 4 months and has maintained employment for about a year. The family has continued to face obstacles. She has created goals that became plans, actions, and results.
The future looks extremely bright for Cheyanne and her family.

Cheyenne, HVP Client

Denise Cachu, HVP Home Visitor

Home Visiting Program
Program Manager & Coordinators

Vacant– Program Manager

- Angela Martinez CDC
- 4032 Jewett Ave
  Bakersfield, CA 93301
- Office 661-439-3687 ext. 4331

CurNeisha Lowe - Bakersfield

- Angela Martinez CDC
- 4032 Jewett Ave
  Bakersfield, CA 93301
- Office: 661-271-3705
- Email: Clowe@capk.org

Kendra Watkin - Bakersfield

- Angela Martinez CDC
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  Bakersfield, CA 93301
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Ana Alcaraz – Eastern Kern

- Rosamond CDC
- 2584 Felsite Ave
  Rosamond, CA 93560
- Email: aalcaraz@capk.org

Home Visiting Program Liaisons

HVPREFERRAL@KERNDHS.COM

Manuel Baltier & Iris Gonzalez - Bakersfield

- 100 E. California Ave

  Bakersfield, CA 93307
- Work Phone:

  661-631-6756 / 661-633-7179
- mbaltier@capk.org
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Jessica Plascencia Ruiz - Taft

- 119 N Tenth St, Taft, CA 93268
- Work Phone: (661)763-0215
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Rhina Perez – Eastern Kern

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- Work Phone: 661-824-7831
- rperez@capk.org

August 2022 Program Monthly Reports

PRE Committee June & July 2022

Community Development

Coordinated Entry Services

M Street Homeless Navigator Center

Rental Assistance

Community Action Partnership of Kern
Monthly Report 2022

Month	June-22	**Program/Work Unit**	Coordinated Entry Services (CES)
Division/Director	Rebecca Moreno Director of Community Services	**Program Manager**	TBD
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

Coordinated Entry Services (CES) is the system to assist communities in ending homelessness by providing a clear and systematic pattern for helping individuals to quickly access the most appropriate services available through standardized access, a standardized assessment process, and a coordinated referral (match) process for individuals to preventions, housing, and/or other related services. The following counties are currently being served by CAPK CES, Kern County and Stanislaus County.

Homeless Referrals/Assessments (SRV 7c)	Month	YTD	YTD Goal	Month Progress	Annual Progress
Kern County	1,062	6,180	10,000	127%	62%
Stanislaus County	-	-	5,000	0%	0%
Total Calls				#DIV/0!	#DIV/0!
Pending Assessments	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Kern Pending contact/call back	0	0	15	-	-
Stanislaus Pending contact/call back	0	0	15	-	-
Performance: Number of applicants who received a response within 24 Hours	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Kern County	860	5,455	7,800	132%	70%
Stanislaus County	-	-	3,750	0%	0%

Explanation (Over/Under Goal Progress)

CES is assisting the Rental and Utility Program through Housing Authority, accounts for 39 calls reported above.

Program Strategic Goals	Progress Towards Goal
1. Implement effective 24 hour response time for Stanislaus County.	
2. Increase staff recruitment and retention.	
3. Build provider network support with Stanislaus Continuum of Care (CoC)/Homeless Collaborative.	

Program Highlights

Community Action Partnership of Kern
Monthly Report 2022

Month	July-22	**Program/Work Unit**	Coordinated Entry Services (CES)
Division/Director	Rebecca Moreno Director of Community Services	**Program Manager**	TBD
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

Coordinated Entry Services (CES) is the system to assist communities in ending homelessness by providing a clear and systematic pattern for helping individuals to quickly access the most appropriate services available through standardized access, a standardized assessment process, and a coordinated referral (match) process for individuals to preventions, housing, and/or other related services. The following counties are currently being served by CAPK CES, Kern County and Stanislaus County.

Homeless Referrals/Assessments (SRV 7c)	Month	YTD	YTD Goal	Month Progress	Annual Progress
Kern County	868	7,048	10,000	104%	70%
Stanislaus County	-	-	5,000	0%	0%
Total Calls				#DIV/0!	#DIV/0!
Pending Assessments	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Kern Pending contact/call back	0	0	15	-	-
Stanislaus Pending contact/call back	0	0	15	-	-
Performance: Number of applicants who received a response within 24 Hours	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Kern County	715	6,170	7,800	110%	79%
Stanislaus County	-	-	3,750	0%	0%

Explanation (Over/Under Goal Progress)

Stanislaus County is pending "go live" date.

Program Strategic Goals	Progress Towards Goal
1. Implement effective 24 hour response time for Stanislaus County.	NA
2. Increase staff recruitment and retention.	
3. Build provider network support with Stanislaus Continuum of Care (CoC)/Homeless Collaborative.	In progress. Weekly meetings TBD

Program Highlights

Community Action Partnership of Kern
Monthly Report 2021

Month	June-22	**Program/Work Unit**	M Street Navigation Center
Division/Director	Rebecca Moreno Director of Community Development	**Program Manager**	Laurie Hughey
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

CAPK operates the 147-bed homeless Low Barrier Navigation Center in partnership with the County of Kern. This 24-hour shelter offers housing, meals and an array of mental health, medical care and economic resources to un-sheltered individuals with pets and partners.

Shelter Services	Month	YTD	YTD Goal	Month Progress	Annual Progress
Overnight Residents (Assigned Beds) (FNPI 4a & SRV 7b, SRV 4m)	91	591	950	115%	62%
Pets (i.e., kennel, emotional support assistance and service pet)	8	55	170	56%	32%
Residents Under 90 days length of stay	56	398	500	134%	80%
Exits to Permanent Housing (FNPI 4b)	7	54	96	88%	56%
Exits-Self	11	78	180	73%	43%
Exits-Involuntary	60	394	400	180%	99%
Case Management Services (SRV 7a)	441	4,766	3,000	176%	159%
Critical Incidents	15	132	360	50%	37%
Shelter Residents Meals (SRV 5ii)	4,769	28,212	60,000	95%	47%
Number of Volunteers *(duplicated)*	61	280	175	418%	160%
Volunteers Hours *(duplicated)*	165	824	1,500	132%	55%
Safe Camping					
Total clients served (SRV 7b)	41	41	400	123%	10%
Current client census	25	25	250	120%	10%
Meals (SRV 5ii)	244	244	3,100	94%	8%
Pets	5	5	75	80%	7%
Clients moved to Shelter (SRV 4m)	8	8	85	113%	9%
Safe Camping					
Total clients served	5	5	100	60%	5%
Current census	5	5	60	100%	8%

Explanation (Over/Under Goal Progress)

Less behaviors, and hospital visits occurred this month is the reason for the decreas in critical incident reports.

Program Strategic Goals	Progress Towards Goal
1. Number of residents participating in job training program (i.e project hire up, financial literacy, etc.)	4 graduated from Project Hire-Up on 6/30/22, next co-hort will start on 8/4/22. Financial Literacy will resume in July
2. Develop Encampment/Overnight parking program at Navigation location.	Encampment/safe parking started on 6/13/2022; total of 25 currently enrolled and 41 total served from 6/13 to 6/30/22. Eight individuals moved from safe camping into the M street Navigation Center. One individual was reunited with family through the Homeward bound program. 5 pets total.

Community Action Partnership of Kern
Monthly Report 2021

3. Increase job retention/recruitman at M street by (1) developing job descriptions that accurately reflect the job they are doing (2) differential pay for PM/Overningt employees, (3) regrading/reclassification of job positions	Job descriptions and job retention are currently under review with HR for reclassification. Staff are currently receiving the differential pay for PM and overnight shift.

Race Demographic	Month
18 - 24	10
25 - 34	26
35 - 44	31
45 - 54	38
55 - 61	34
62+	24
Total:	**163**

Race Demographic	Month
American Indian or Alaska Native	2
Asian	2
Black or African American	33
Native Hawaiian or Other Pacific Islander	1
White	120
Multiple races	5
Client Don't know / Refused	
No Answer	
Total:	**163**

Gender	Month
Female	60
Male	100
Trans Female (MTF or Male to Female)	2
Trans Male (FTM or Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	1
Client doesn't know	
Client refused	
No Answer	
Total:	**163**

Zip Code	Month	Zip Code	Month
93301	30	93501	1
93304	21	92268	1
93305	21	93257	1
93306	3	93654	1
93307	17	91335	1
93308	28	93274	1
93309	7	93280	2
93311	2	71107	1
93312	1	73132	1
93313	3	84101	1
93314	1		
93204	1		
93205	1		
93206	1		
93710	1		
95023	1		
93240	1		
93241	1		
93245	1		
90044	1		
93250	1		
Not specified	8		
Total	**163**		

Program Highlights

Community Action Partnership of Kern
Monthly Report 2021

Month	July-22	**Program/Work Unit**	M Street Navigation Center
Division/Director	Rebecca Moreno Director of Community Development	**Program Manager**	Laurie Hughey
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

CAPK operates the 147-bed homeless Low Barrier Navigation Center in partnership with the County of Kern. This 24-hour shelter offers housing, meals and an array of mental health, medical care and economic resources to un-sheltered individuals with pets and partners.

Shelter Services	Month	YTD	YTD Goal	Month Progress	Annual Progress
Overnight Residents (Assigned Beds) (FNPI 4a & SRV 7b, SRV 4m)	82	673	950	104%	71%
Pets (i.e., kennel, emotional support assistance and service pet)	8	63	170	56%	37%
Residents Under 90 days length of stay	48	446	500	115%	89%
Exits to Permanent Housing (FNPI 4b)	2	56	96	25%	58%
Exits-Self	10	88	180	67%	49%
Exits-Involuntary	29	423	400	87%	106%
Case Management Services (SRV 7a)	620	5,386	3,000	248%	180%
Critical Incidents	22	154	360	73%	43%
Shelter Residents Meals (SRV 5ii)	4,637	32,849	60,000	93%	55%
Number of Volunteers *(duplicated)*	62	342	175	425%	195%
Volunteers Hours *(duplicated)*	180	1,004	1,500	144%	67%
Safe Camping					
Total clients served (SRV 7b)	45	86	400	135%	22%
Current client census	34	59	250	163%	24%
Meals (SRV 5ii)	1,443	1,687	3,100	559%	54%
Pets	4	9	75	64%	12%
Clients moved to Shelter (SRV 4m)	0	8	85	0%	9%
Safe Camping					
Total clients served	2	7	100	24%	7%
Current census	0	5	60	0%	8%

Explanation (Over/Under Goal Progress)

There were two intakes this month for safe parking, they were able to self resolve. Due to an outbreak with Covid at M Street, intakes stopped for all programs and therfore no residents transferred from safe camping into the navigation center. Housing inspections, and lack of units available for decrease in housing placements this month.

Program Strategic Goals	Progress Towards Goal
1. Number of residents participating in job training program (i.e project hire up, financial literacy, etc.)	4 graduated from Project Hire-Up on 6/30/22, next co-hort will start on 8/4/22. Financial Literacy will resume in July

Community Action Partnership of Kern
Monthly Report 2021

2. Develop Encampment/Overnight parking program at Navigation location.	Encampment/safe parking started on 6/13/2022; total of 25 currently enrolled and 36 total served in July 22. Due to a Covid outbreak which began on 7/7/22, over 30 clients tests positive and were quarantine in a motel. During this time there were no new intakes conducted. Intakes resumed on 7/27/22. 5 pets total.
3. Increase job retention/recruitman at M street by (1) developing job descriptions that accurately reflect the job they are doing (2) differential pay for PM/Overningt employees, (3) regrading/reclassification of job positions.	Job descriptions and job retention are currently under review with HR for reclassification. Staff are currently receiving the differential pay for PM and overnight shift.

Race Demographic	Month
18 - 24	5
25 - 34	22
35 - 44	19
45 - 54	18
55 - 61	16
62+	11
Total:	**91**

Race Demographic	Month
American Indian or Alaska Native	1
Asian	2
Black or African American	18
Native Hawaiian or Other Pacific Islander	1
White	67
Multiple races	2
Client Don't know / Refused	0
No Answer	0
Total:	**91**

Gender	Month
Female	33
Male	58
Trans Female (MTF or Male to Female)	
Trans Male (FTM or Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	
Client doesn't know	
Client refused	
No Answer	
Total:	**91**

Zip Code	Month	Zip Code	Month
93301	20	93501	1
93304	12	92268	
93305	14	93257	
93306	2	93654	
93307	11	91335	
93308	12	93274	1
93309	4	93280	1
93311		74107	1
93312		73132	1
93313		84101	
93314		96817	1
93204	1		
93205			
93206	1		
93215	1		
95023	1		
93240	1		
93241			
93245			
90044	1		
93250	1		
Not specified	3		
Total	**91**		

Community Action Partnership of Kern
Monthly Report 2022

Month	June 2022	**Division**	Rental Assistance
Director	Rebecca Moreno Director of Community Development	**Manager**	Ian Sharples
Reporting Period	January 1, 2022 to December 31, 2022		

Program Description

The Rental Assistance has two programs focused on improving housing security for program participants. The first is Emergency Service Grant (ESG) Rental Assistance program which provides payment of rental arrears to prevent evictions. The CAPK Rental Assistance team also receives referrals from the Housing Authority of the County of Kern (HA) for their Rental and Utility Assistance Program (RUP). We provide follow-up services to obtain documentation from RUP applicants that the HA has been unable to contact. Once documentation is received, HA issues a rental assistance payment to prevent eviction.

ESG Rental Assistance			Month	YTD	YTD Goal	Month Progress	Annual Progress
Homeless Prevention Funds Distributed			$128,375	$383,846	$ 120,000	1284%	320%
Rapid Re-Housing Funds Distributed			$ -	$ -	$ 1	0%	0%
[SRV 4c/FNPI 4e] Rental Payments Issued			43	144	120	430%	120%
[SRV 4d] Deposit Payments			0	0	1	0%	0%
Applications Received			357	1398			
Closed Referrals							
to CES for homeless services			51	204			
to KCHA for rental assistance			14	93			
to Utility Assistance			0	2			
to other agency or program			0	22			
Closed Ineligible							
non-service area			82	277			
income limit			5	18			
duplication of benefits			4	14			
did not complete process			36	222			
other			54	234			
Outreach Events			4	12			
Interactions			176	438			
Fliers Distributed			187	587			
Information Signups			0	87			
Applications Started			0	0			
Total Open	111	Total Closed	246				

ESG Housing Relocation	Month	YTD	YTD Goal	Month Progress	Annual Progress
Rapid Re-Housing Funds Distributed	$15,157	$22,337	$ 120,000	152%	19%
Homeless Prevention Funds Distributed	$0.00	$ -	$ 1	0%	0%
[FNPI 4b] obtained safe and affordable housing	3	6	12	300%	50%
[SRV 4o] Permanent Housing Placements	3	6	12	300%	50%
[SRV 4c] Relocation Rent Payments Issued	3	5			
[SRV 4d] Deposit Payments	3	5			
[SRV 4q] Home Repairs	0	0			
Unsuccessful Matches	11	24			
Declined Assistance	3	7			
Over Income	1	1			
Did Not Complete (no show, no contact)	9	18			
Closed Referrals	31	492	800	47%	62%
Successful Referrals	3	39	80	45%	49%
Total Open Referrals	1	493	Success Rate		#REF!

Community Action Partnership of Kern
Monthly Report 2022

Month	June 2022	**Division**	Rental Assistance
Director	Rebecca Moreno Director of Community Development	**Manager**	Ian Sharples
Reporting Period	January 1, 2022 to December 31, 2022		

Program Description

The Rental Assistance has two programs focused on improving housing security for program participants. The first is Emergency Service Grant (ESG) Rental Assistance program which provides payment of rental arrears to prevent evictions. The CAPK Rental Assistance team also receives referrals from the Housing Authority of the County of Kern (HA) for their Rental and Utility Assistance Program (RUP). We provide follow-up services to obtain documentation from RUP applicants that the HA has been unable to contact. Once documentation is received, HA issues a rental assistance payment to prevent eviction.

ESG Rental Assistance	Month	YTD	YTD Goal	Month Progress	Annual Progress
Homeless Prevention Funds Distributed	$184,705	$568,552	$ 600,000	369%	95%
Rapid Re-Housing Funds Distributed	$ -	$ -	$ 1	0%	0%
[SRV 4c/FNPI 4e] Rental Payments Issued	37	181	200	222%	91%
[SRV 4d] Deposit Payments	0	0	1	0%	0%
Applications Received	380	1778			
Closed Referrals					
to CES for homeless services	42	246			
to KCHA for rental assistance	14	107			
to Utility Assistance	1	3			
to other agency or program	2	24			
Closed Ineligible					
non-service area	85	362			
income limit	6	24			
duplication of benefits	5	19			
did not complete process	51	273			
other	58	292			
Outreach Events	2	14			
Interactions	30	468			
Fliers Distributed	30	617			
Information Signups	0	87			
Applications Started	0	0			
Total Open 116 / Total Closed	264				

ESG Housing Relocation	Month	YTD	YTD Goal	Month Progress	Annual Progress
Rapid Re-Housing Funds Distributed	$15,157	$37,493	$ 120,000	152%	31%
Homeless Prevention Funds Distributed	$0.00	$ -	$ 1	0%	0%
[FNPI 4b] obtained safe and affordable housing	1	7	12	100%	58%
[SRV 4o] Permanent Housing Placements	1	7	12	100%	58%
[SRV 4c] Relocation Rent Payments Issued	1	6			
[SRV 4d] Deposit Payments	1	6			
[SRV 4q] Home Repairs	0	0			
Unsuccessful Matches	14	38			
Declined Assistance	3	10			
Over Income	0	1			
Did Not Complete (no show, no contact)	11	29			

Community Action Partnership of Kern
Monthly Report 2022

Housing Authority RUP Referrals	Month	YTD	YTD Goal	Month Progress	Annual Progress
Received Referrals	32	524	800	48%	66%
Closed Referrals	31	523	800	47%	65%
Successful Referrals	3	42	80	45%	53%
Total Open Referrals	1		Success Rate		8%

Explanation (Over/Under Goal Progress)
RUP Referral Program Ended at the beginning of July. COVID outbreaks limited outreach activity. Outreach Specialist also resigned at end of July to pursue another opportunity. Rental Assistance goals were adjusted upwards to reflect success in processing applications.

Program Strategic Goals	Progress Towards Goal

Health and Nutrition Services

Cal-Fresh Health Living Program

Food Bank

Migrant Childcare Alternative Payment

Women, Infant, and Children

Community Action Partnership of Kern
Monthly Report 2022

Month	June-22	**Program/Work Unit**	CalFresh Healthy Living
Division/Director	Susana Magana Director of Health &	**Program Manager**	Alejandra Morales
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

The CalFresh Healthy Living improves the nutrition health of low-income Californians by providing access to nutrition education, physical activity education, and leadership towards healthy community initiatives.

Engage Supplemental Nutrition Assistance Program (SNAP-Ed) eligible participants in Nutrition Education (FNPI 5a) (SRV 5ff).	Month	YTD	YTD Goal	Month Progress	Annual Progress
Community Action Partnership of Kern (CAPK)	31	266	7,000	5%	4%
Kern County Superintendent of Schools (KCSOS)	14	1,931	1,000	17%	193%
Kernville Unified School District (KUSD)	0	674	1,000	0%	67%
Lamont Elementary School District (LESD)	0	736	1,000	0%	74%
Collaborate with SNAP-Ed approved Collaboratives to improve opportunities for the SNAP-Ed eligible population to have healthy choices (duplicated).	3	32			
Complete Nutrition Environment Food Pantry Assessment Tool (NEFPAT) to provide baseline data that could be valuable for interventions within the nutrition environment of food pantries.	0	0	12	0%	0%
Indirect Education: Indirect education, for SNAP-Ed purposes, is defined as the distribution or display of information and resources which involve no participant interaction with an instructor or multimedia.	1317	10,604	10,000	158%	106%

Community Action Partnership of Kern

Monthly Report 2022

Explanation (Over/Under Goal Progress)
Kernville Unified School District (KUSD) and Lamont Elementary School District (LESD) are dark for summer break.

Program Strategic Goals	Progress
[illegible] Plan (CNAP) Collaborative in partnership with funded partners, such as the Kern County Department of Aging and Adult Services Department (KCAASD) and the University of California Cooperative Extension (UCCE) work to enhance opportunities for health and well-being by creating positive changes in the environment where we work, live and play.	New partners were added to the County Nutrition Action Plan (CNAP) committee. The next meeting is scheduled for September 2022.
Staff Professional Development	Health Educators held and led Nutrition Education classes in Partnership with the YesEd Foundation. A total of 12 participants participated in 2 series of nutrition workshops.
Work with partners to plan and implement sustainable community measures to ensure changes that support healthy eating and physical activity.	Health Educators partnered with the Kern County Libraries in Arvin, Beale, Delano, Lamont, McFarland, Taft, and Wasco for Lunch at the Library events. Health Educators set up ReThink Your Drink stations to promote making better beverage choices.

Program Highlights

Community Action Partnership of Kern
Monthly Report 2022

Month	July-22	**Program/Work Unit**	CalFresh Healthy Living
Division/Director	Susana Magana Director of Health &	**Program Manager**	Alejandra Morales
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

The CalFresh Healthy Living improves the nutrition health of low-income Californians by providing access to nutrition education, physical activity education, and leadership towards healthy community initiatives.

Engage Supplemental Nutrition Assistance Program (SNAP-Ed) eligible participants in Nutrition Education (FNPI 5a) (SRV 5ff).	Month	YTD	YTD Goal	Month Progress	Annual Progress
Community Action Partnership of Kern (CAPK)	30	296	7,000	5%	4%
Kern County Superintendent of Schools (KCSOS)	10	1,941	1,000	12%	194%
Kernville Unified School District (KUSD)	0	674	1,000	0%	67%
Lamont Elementary School District (LESD)	0	736	1,000	0%	74%
Collaborate with SNAP-Ed approved Collaboratives to improve opportunities for the SNAP-Ed eligible population to have healthy choices (duplicated).	1	33			
Complete Nutrition Environment Food Pantry Assessment Tool (NEFPAT) to provide baseline data that could be valuable for interventions within the nutrition environment of food pantries.	0	0	12	0%	0%
Indirect Education: Indirect education, for SNAP-Ed purposes, is defined as the distribution or display of information and resources which involve no participant interaction with an instructor or multimedia.	2143	12,747	10,000	257%	127%

Explanation (Over/Under Goal Progress)

Kernville Unified School District (KUSD) and Lamont Elementary School District (LESD) are dark for summer break.

Program Strategic Goals	Progress
Plan (CNAP) Collaborative in partnership with funded partners, such as the Kern County Department of Aging and Adult Services Department (KCAASD) and the University of California Cooperative Extension (UCCE) work to enhance opportunities for health and well-being by creating positive changes in the environment where we work, live and play.	New partners were added to the County Nutrition Action Plan (CNAP) committee. The next meeting is scheduled for September 2022.

Staff Professional Development	Program Administrator participated in the Leadership Development courses in partnership with Bakersfield College.
Work with partners to plan and implement sustainable community measures to ensure changes that support healthy eating and physical activity.	Program Administrator, Program Coordinator, and Health Educators worked alongside the F Street Farmers Market, Market Manager, to coordinate the annual National Farmers Market Week event. CalFresh Healthy Living invited 10 community partners to attend the event. The event is scheduled for August 13th from 8am-12pm at the F Street Farmers Market in Bakersfield.
Program Highlights	

Community Action Partnership of Kern
Monthly Report 2022

Month	June-22	**Program/Work Unit**	Food Bank
Division/Director	Susana Magana Director of Health & Nutrition	**Program Manager**	TBD
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

The Food Bank provides food assistance to low-income families and individuals through a network of more than 150 partnering food distribution sites throughout Kern County. The Food Bank also offers the Senior Food boxes to individuals ages 60 & older. The Backpack Buddies program provides youth with food when they are out of school (i.e., afterschool/weekends/holidays) distributed at CAPK youth centers, schools, and other community sites.

Food Distributions	Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served (Duplicated) (SRV 5jj)	47,478	242,783	400,000	142%	61%
Pounds Received	1,470,119	11,875,327	22,000,000	80%	54%
Pounds Carried Over from Previous Month	1,840,515				
Pounds Distributed	**1,171,155**	**8,385,154**	**22,000,000**	**64%**	38%

Senior Food	Month	YTD	Month Goal	Month Progress
Individuals Served (SRV 5jj)	4,278	24,853	4,800	89%
Pounds Distributed	**149,730**	**857,644**	**144,000**	**104%**

Free Farmers Markets	Month	YTD	Annual Goal	Month Progress	Annual Progress
Households Served (SRV 5jj)	7,500	13,466	13,200	682%	102%
Pounds Distributed	**42,133**	**269,001**	**185,000**	**273%**	145%

State-based Meal Kits (i.e., 3-4 day Food Supply 30lbs box)	Month	YTD	Annual Goal	Month Progress	Annual Progress
Meal Kits Received (SRV 5jj)	**8,390**	**23,090**	**25,000**	**403%**	92%

Total Pounds Distributed	Month	YTD	Annual Goal	Month Progress	Annual Progress
All Programs	**1,363,018**	**9,534,889**	**22,354,000**	**147%**	43%

Volunteers	Month	YTD	Annual Goal	Month Progress	Annual Progress
Volunteers who received job skill training (SRV 6f) (paid partnership though service providers, duplicated)	16	83	210	**91%**	40%
Other Volunteers (i.e., general public, duplicated)	26	508	750	42%	68%

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
1. Improve data collection and reporting methods.	Pending research on client database and training.
2. Inventory System Enhancement	Staring phase 2 of new inventory system (Scan guns)
3. Increase numbers of volunteers.	Utilize CRM VM portal

Community Action Partnership of Kern
Monthly Report 2022

Month	July-22	**Program/Work Unit**	Food Bank
Division/Director	Susana Magana Director of Health & Nutrition	**Program Manager**	Kelly Lowery Food Bank Administrator
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

The Food Bank provides food assistance to low-income families and individuals through a network of more than 150 partnering food distribution sites throughout Kern County. The Food Bank also offers the Senior Food boxes to individuals ages 60 & older. The Backpack Buddies program provides youth with food when they are out of school (i.e., afterschool/weekends/holidays) distributed at CAPK youth centers, schools, and other community sites.

Food Distributions	Month	YTD	Annual Goal	Month Progress	Annual Progress
Individuals Served (Duplicated) (SRV 5jj)	44,700.00	287,483	400,000	134%	72%
Pounds Received	1,460,061	13,335,388	22,000,000	80%	61%
Pounds Carried Over from Previous Month	876,904				
Pounds Distributed	**1,317,729**	**9,702,883**	**22,000,000**	**72%**	44%

Senior Food	Month	YTD	Month Goal	Month Progress
Individuals Served (SRV 5jj)	4,340	29,193	4,800	90%
Pounds Distributed	**153,895**	**1,011,539**	**144,000**	**107%**

Free Farmers Markets	Month	YTD	Annual Goal	Month Progress	Annual Progress
Households Served (SRV 5jj)	1,600	15,066	13,200	145%	114%
Pounds Distributed	**50,131**	**319,132**	**185,000**	**325%**	173%

State-based Meal Kits (i.e., 3-4 day Food Supply 30lbs box)	Month	YTD	Annual Goal	Month Progress	Annual Progress
Meal Kits Received (SRV 5jj)	**7,000**	**30,090**	**100,000**	**84%**	30%

Total Pounds Distributed	Month	YTD	Annual Goal	Month Progress	Annual Progress
All Programs	**1,521,755**	**11,033,554**	**22,329,000**	**168%**	49%

Volunteers	Month	YTD	Annual Goal	Month Progress	Annual Progress
Volunteers who received job skill training (SRV 6f) (paid partnership though service providers, duplicated)	18	101	210	**103%**	48%
Other Volunteers (i.e., general public, duplicated)	80	588	750	**128%**	78%

Explanation (Over/Under Goal Progress)

Updated formula to withdraw Senior Food (C13) and Farmers Market (C16) poundage totals from Food Distribution total (C10) to allow for continued program level metric tracking without double counting.

Program Strategic Goals	Progress Towards Goal

1. Update program level organization chart and fill open positions in anticipation of increased capacity after completion of expansion project.	Organization chart has been updated. Gaps have been identified. One supervisor level position has been listed, another is being finalized this week for listing.
2. Create positional depth within both the Admin Clerk and Warehouse Specialist positions.	Job descriptions are being analyzed and updated to add a tiered system within the positions that will incentivize and reward skills, knowledge, and tenure.

Program Highlights

Community Action Partnership of Kern
Monthly Report 2022

Month	June-22	**Program/Work Unit**	Migrant Childcare Alternative Payment (MCAP)
Division/Director	Susana Magana Director of Health & Nutrition	**Program Administrator**	Laura Porta
Reporting Period	June 1st, 2022 to June 31st, 2022		

Program Description

The Migrant Childcare Alternative Payment (MCAP) program provides childcare subsidy to migrant, agriculturally working families. Families can apply for child care services in six entry counties: Kern, Kings, Madera, Merced, Tulare, and Fresno. Once a family is enrolled in the program, the family can migrate anywhere in California to follow agricultural work and their childcare services can continue.

Services	Month	YTD	Goal	Month Progress	Annual Progress
Number of Child Enrollments	65	1,606	1,000	78%	161%
Childcare Providers (SRV 7f)	16	328	200	96%	164%
MCAP Subsidies (SRV 7e) Jul 21-Jun 22	**Month of May processed in June**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Provider Payments-Subsidies Expended	$1,139,276	$ 10,068,471	$12,000,000	114%	84%

Explanation (Over/Under Goal Progress)

Emergency regulations providing essential workers with childcare services expired on June 30th, 2022. The Migrant Program (MCAP) processed terminations for a total of 263 families / 552 children. A total of 59 families / 120 children were able to meet MCAP's eligibility criteria for services. The program has continued to enroll eligible families for services, currently there is no waiting list and families are enrolled for services immediately upon receipt of eligibility documents.

Program Strategic Goals	Progress Towards Goal
1. Fill Staff Vacancies.	MCAP Welcomed 4 new program specialists in the month of June.
2. Retain Staff.	New hired personnel has been participating in MCAP's exhaustive training program. Program administration is working with HR in the ongoing evaluation of job descriptions and personnel needs.
3. Contingency Staffing Plan	Program administration has continued to monitor and promote social distancing and sanitation protocols. Most meeting and trainings are being conducted via teams or zoom to prevent spread of Covid-19 virus.

Program Highlights

The Migrant Childcare Program (MCAP) completed the sunset of the emergency regulation services for essential workers and was able to transition a total of 123 children to receive services under MCAP.

Community Action Partnership of Kern
Monthly Report 2022

Month	July-22	**Program/Work Unit**	Migrant Childcare Alternative Payment (MCAP)
Division/Director	Susana Magana Director of Health & Nutrition	**Program Administrator**	Laura Porta
Reporting Period	July , 2022 - July 31, 2022		

Program Description

The Migrant Childcare Alternative Payment (MCAP) program provides childcare subsidy to migrant, agriculturally working families. Families can apply for child care services in six entry counties: Kern, Kings, Madera, Merced, Tulare, and Fresno. Once a family is enrolled in the program, the family can migrate anywhere in California to follow agricultural work and their childcare services can continue.

Services	Month	YTD	Goal	Month Progress	Annual Progress
Number of Child Enrollments	82	1,688	1,000	98%	169%
Childcare Providers (SRV 7f)	10	338	200	60%	169%
MCAP Subsidies (SRV 7e) Jul 21-Jun 22	**Month of June processed in July**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Provider Payments-Subsidies Expended	$1,104,604	$ 11,173,074	$12,000,000	110%	93%

Explanation (Over/Under Goal Progress)

The Migrant Childcare Program was able to fully earn the contract amount for FY 2021-2022, and was able to earn an additional $3.2 million dollars in provider reimbursements from the additional contract allocation money, received at the end of last year. Administration, completed a full review of the program's organizational chart and contract needs for the new FY 2022-2023, and has been working with HR and our fiscal department to implement these changes.

Program Strategic Goals	Progress Towards Goal
1. Fill Staff Vacancies.	Management has identified the need to hire additional staff members to manage the influx of work. Interviews will be conducted during the first week of August 2022.
2. Retain Staff.	Management conducted an exhaustive review of MCAP's staffing needs and is currently in the process of updating the program's organizational chart and hiring additional staff members.
3. Contingency Staffing Plan	Administration has been working on updating MCAP's organizational chart to include key positions that will assist in meeting the new contract amount and requirements.

Program Highlights

For the FY 2021/2022, MCAP fully earned the original contract amount and earned an additional $3.5 million dollars in childcare reimbursements. MCAP also received a substantial increase for the current FY for a total of $27.4 million dollars which is almost 3x the previous contract amount.

Community Action Partnership of Kern
Monthly Report 2022

Month	June-22	**Program/Work Unit**	Women Infants & Children (WIC) Nutrition
Division/Director	Susana Magana Director of Health & Nutrition	**Program Manager**	Lorna Speight
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

The Women Infants & Children (WIC) program provides education, breastfeeding support and food vouchers for families with infants, children up to age 5, and women who are pregnant, postpartum or breast feeding. CAPK WIC operates in 21 sites throughout Kern County, 5 locations in San Bernardino County, and through one mobile WIC clinic to reach hard-to-serve populations.

Services	Month	YTD	Goal	Month Progress	Annual Progress
Caseload (SRV 5g)	13,024		16,160	81%	
Local Vendor Liaison-Contact Stores (contact 68 vendors 1 contact required per quarter totaling 272 contacts per year)	63	215	272	278%	79%
Breast Feeding 30% of infants are breastfed (i.e., some, mostly or fully breastfeeding compared to formula)	883		900	98%	
Prenatal Education: 25% of prenatal will receive the "Let's talk" pre-natal class. (Class is given in last trimester of pregnancy)	130	893	1,350	116%	66%
Outreach	**Month**	**YTD**	**Goal**	**Month**	**Annual**
Online Enrollment	146	972	1,800	97%	54%
WIC Presentations and Outreach Events	6	33	48	150%	69%
Publication in newspaper, television, and/or social media postings (English and Spanish)	58	358	720	97%	50%
Regional Breast Liaison (RBL)	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Meet with key community stakeholders (i.e., medical managed care, hospital staff, lactation support, health care providers, other WIC agencies) in Region 24 to increase breastfeeding awareness and referrals to the WIC program, as well as share WIC digital materials and utilization.	7	24	48	175%	50%

Community Action Partnership of Kern
Monthly Report 2022

Explanation (Over/Under Goal Progress)
LVL- The LVL is normally required to contact each vendor once per quarter. However, due to the formula shortage and LVL's were requested to contact all of the vendors in June to ensure they were aware of the infant formula vendor alert and the upcoming vendor stakeholder webinar at the end of June.

Program Strategic Goals	Progress
1 Increase participant use of tele-health (doxy.me) platform with goal.	This was put on hold this month due to the formula shortage staff had to spend time educating clients regarding additional formula choices
2. To work with outreach to come up with strategies to increase WIC retention and re-engagement with current participants.	This was put on hold this month as the focus was to inform participants about the expanded formula list.

Program Highlights

Community Action Partnership of Kern
Monthly Report 2022

Month	July-22	**Program/Work Unit**	Women Infants & Children (WIC) Nutrition
Division/Director	Susana Magana Director of Health & Nutrition	**Program Manager**	Lorna Speight
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

The Women Infants & Children (WIC) program provides education, breastfeeding support and food vouchers for families with infants, children up to age 5, and women who are pregnant, postpartum or breast feeding. CAPK WIC operates in 21 sites throughout Kern County, 5 locations in San Bernardino County, and through one mobile WIC clinic to reach hard-to-serve populations.

Services	Month	YTD	Goal	Month Progress	Annual Progress
Caseload (SRV 5g)	13,063		16,160	81%	
Local Vendor Liaison-Contact Stores (contact 68 vendors 1 contact required per quarter totaling 272 contacts per year)	17	232	272	75%	85%
Breast Feeding 30% of infants are breastfed (i.e., some, mostly or fully breastfeeding compared to formula)	896		900	100%	
Prenatal Education: 25% of prenatal will receive the "Let's talk" pre-natal class. (Class is given in last trimester of pregnancy)	135	1,028	1,350	120%	76%
Outreach	**Month**	**YTD**	**Goal**	**Month**	**Annual**
Online Enrollment	132	1,104	1,800	88%	61%
WIC Presentations and Outreach Events	8	41	48	200%	85%
Publication in newspaper, television, and/or social media postings (English and Spanish)	60	418	720	100%	58%
Regional Breast Liaison (RBL)	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Meet with key community stakeholders (i.e., medical managed care, hospital staff, lactation support, health care providers, other WIC agencies) in Region 24 to increase breastfeeding awareness and referrals to the WIC program, as well as share WIC digital materials and utilization.	4	28	48	100%	58%

Community Action Partnership of Kern
Monthly Report 2022

Explanation (Over/Under Goal Progress)	
Program Strategic Goals	**Progress**
1 Increase participant use of tele-health (doxy.me) platform with goal.	This was put on hold this month due to the formula shortage staff had to spend time educating clients regarding additional formula choices
2. To work with outreach to come up with strategies to increase WIC retention and re-engagement with current participants.	This was put on hold this month as the focus was to inform participants about the expanded formula list.
Program Highlights	

Youth and Community Services

East Kern Family Resource Center

Oasis Family Resource Center

Energy, Weatherization, and Utility Assistance

Friendship House Community Center

Shafter Youth Center

Volunteer Income Tax Assistance

Community Action Partnership of Kern
Monthly Report 2022

Month	June-22	**Program/Work Unit**	East Kern Family Resource Center (EKFRC)
Division/Director	Fred Hernandez Youth & Community Services	**Program Manager**	Matthew Buck
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

East Kern Family Resource Center (EKFRC) is a regional resource center based in Mojave, Ca. The EKFRC assists individuals and families from the desert and Tehachapi Mountain communities. The primarily focusing on referred families with children who are at risk of abuse and neglect, and families unprepared to enter kindergarten successfully. The EKFRC also assists walk-in clients with basic needs, clothing, faxing/copying services, HEAP applications and referrals.

Differential Response	Month	YTD	Annual Goal	Month Progress	Annual Progress
Provide One Time Referral Services to Families (SRV 7c)	54	204	250	259%	82%
Provide One Time Referral Services to Children (SRV 7c)	101	339	350	346%	97%
Case Management-Families (SRV 7a)	13	76	100	156%	76%
Case Management-Children (SRV 7a)	25	150	250	120%	60%
Differential Response Total	**193**	**769**	**950**	**220%**	81%

First 5	Month	YTD	Annual Goal	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)	4	28	40	120%	70%
Children Receiving Case Management Services (SRV 7a)	4	36	55	87%	65%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)	3	21	20	180%	105%
Children Educational Center Base Activities (FNPI 2b)	0	27	30	0%	90%
Children Educational Home Base Activities (FNPI 2b)	4	43	30	160%	143%
Children Summer Bridge Activities (FNPI 2b)	5	5	15	400%	33%
Collaborative Meetings Participated	2	9	15	160%	60%
Family Support Services for non-clients with children ages 5 and under	9	98	100	108%	98%
First 5 Total	**31**	**267**	**305**	**152%**	88%

Walk-In Services (Non-Clients)	Month	YTD
Food/Household Items (SRV 5jj; SRV 5nn)	22	339
Referrals/Administrative Services (SRV 7c)	72	946

Explanation (Over/Under Goal Progress)

Community Action Partnership of Kern
Monthly Report 2022

Program Strategic Goals	Progress Towards Goal
1. Move to a better-suited location.	Location picked out and rental agreement being worked on.
2. Offer more on-site services.	In progress
3. Expand our reach across the East Kern Communities.	In progress

Program Highlights

Community Action Partnership of Kern
Monthly Report 2022

Month	July-22	**Program/Work Unit**	East Kern Family Resource Center (EKFRC)
Division/Director	Fred Hernandez Youth & Community Services	**Program Manager**	Matthew Buck
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

East Kern Family Resource Center (EKFRC) is a regional resource center based in Mojave, Ca. The EKFRC assists individuals and families from the desert and Tehachapi Mountain communities. The primary focus is on referred families with children who are at risk of abuse and neglect, and families unprepared to enter kindergarten successfully. The EKFRC also assists walk-in clients with basic needs, clothing, faxing/copying services, HEAP applications and referrals.

Differential Response	Month	YTD	Annual Goal	Month Progress	Annual Progress
Provide One Time Referral Services to Families (SRV 7c)	-	204	250	0%	82%
Provide One Time Referral Services to Children (SRV 7c)	-	339	350	0%	97%
Case Management-Families (SRV 7a)	42	118	100	504%	118%
Case Management-Children (SRV 7a)		150	250	0%	60%
Differential Response Total	**42**	**811**	**950**	**126%**	85%

First 5	Month	YTD	Annual Goal	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)	2	30	40	60%	75%
Children Receiving Case Management Services (SRV 7a)	2	38	55	44%	69%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)	-	21	20	0%	105%
Children Educational Center Base Activities (FNPI 2b)	2	29	30	80%	97%
Children Educational Home Base Activities (FNPI 2b)	3	46	30	120%	153%
Children Summer Bridge Activities (FNPI 2b)	3	8	15	240%	53%
Collaborative Meetings Participated	1	10	15	80%	67%
Family Support Services for non-clients with children ages 5 and under	2	100	100	24%	100%
First 5 Total	**15**	**282**	**305**	**81%**	92%

Walk-In Services (Non-Clients)	Month	YTD
Food/Household Items (SRV 5jj; SRV 5nn)	44	383
Referrals/Administrative Services (SRV 7c)	38	984

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
1. Move to a better-suited location.	A new location has been chosen, working on the lease agreement.

2. Offer more on-site services.	We are not providing Utility Assistance Services at the EKFRC.
3. Expand our reach across the East Kern Communities.	We are working with the Tehachapi Salvation Army in order to provide food and housing assistance.
Program Highlights	

Month	June-22	**Program/Work Unit**	Oasis Family Resource Center
Division/Director	Services Freddy Hernandez	**Program Manager**	Eric Le Barbe
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

The Oasis Family Resource Center provides resources, education, and crisis assistance to individuals, families, and children in Ridgecrest and surrounding communities. They focus on providing case management and educational support to families to build resilience

First 5	Month	YTD	Annual Goal (12 Mo)	Month Progress	Annual Progress (12 Mo)
Parents Receiving Case Management	2	13	30	40%	43%
Children Receiving Case Management	2	16	30	40%	53%
Parents Participating in Court Mandated	0	6	10	0%	60%
Children Educational Home Base Activities	7	16	15	280%	107%
Children Summer Bridge Activities (FNPI	11	11	10	660%	110%
Collaborative Meetings	1	6	8	75%	75%
Family Support Services for non-clients with children 5 and under	18	61			
First 5 Total	**41**	**129**	**103**	239%	125%

Walk-In Community Services (Duplicated	Month	YTD
Food/Household Items (SRV 7c)	36	218
Referrals/Administrative Services (SRV 7c)	14	142
Emergency Clothing (SRV 7n)	5	26
Copies	12	59
Transportation Assistance (SRV 7d)	6	47
COVID-19 Supplies (SRV 5oo)	11	94
Total Community Services	**84**	**586**

Explanation (Over/Under Goal Progress)

The First 5 Kern numbers may appear to be low in June. However, the reporting for F5K is on a different fiscal year schedule than CAPK from July 2021 to June 2022. We exceeded all our F5K goals for the fiscal year ending in June including serving a total of 32 parents with 40 children having received case management services. We provided community services for a total of 86 inquiries in June 2022

Program Strategic Goals	Progress Towards Goal
1. Offer Court Mandated Nurturing Parenting	The class was offered last quarter and will be offered again starting in August 2022 with a morning session for stay at home parents and an evening session for working parents.
2. Strengthen educational Homebase and Summer Program for children ages 0 - 5 utilizing Kern Early Stars Resources.	Summer Bridge program was offered for 12 children utilizing Kern Early Stars resources. Only 11 children are counted for the F5K report as one 6 year old child who skipped kindergarten was included (over the age of 5).
3. Increase range of services offered to clients in the Ridgecrest community by brining VITA & Energy Assistance programs on site to the Oasis FRC.	We continued to provide VITA appointments in June while promoting the Child Tax Credit. The Rental Assistance program conducted outreach in the Ridgecrest Community. Our office assistant office assistant who is also work part-time for HEAP is now processing applications on site.

4. Apply for 3 three funding opportunities that would help extend range of services outside First 5 clients for under served families (Children 6-18, seniors, and homeless individuals).	In June, the Oasis FRC was awarded the friends of Mercy Foundation Sister Phyllis grant ($7,500), the PGE Emergency Preparedness Grant ($5,000), and the Kern Family Health Care Grant ($2,000). We also applied for the WACOM distribution fund in June.

Program Highlights

Month	July-22	**Program/Work Unit**	Oasis Family Resource Center
Division/Director	Services Freddy Hernandez	**Program Manager**	Eric Le Barbe
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

The Oasis Family Resource Center provides resources, education, and crisis assistance to individuals, families, and children in Ridgecrest and surrounding communities. They focus on providing case management and educational support to families to build resilience

First 5	Month	YTD	Annual Goal (12 Mo)	Month Progress	Annual Progress (12 Mo)
Parents Receiving Case Management Services (SRV 7a)	13	26	30	260%	87%
Children Receiving Case Management Services (SRV 7a)	16	32	30	320%	107%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)	0	6	10	0%	60%
Children Educational Home Base Activities (FNPI 2b)	16	32	15	640%	213%
Children Summer Bridge Activities (FNPI 2b)	12	23	10	720%	230%
Collaborative Meetings	0	6	8	0%	75%
Family Support Services for non-clients with children 5 and under	37	98			
First 5 Total	**94**	**223**	**103**	548%	217%

Walk-In Community Services (Duplicated & Non	Month	YTD
Food/Household Items (SRV 7c)	64	282
Referrals/Administrative Services (SRV 7c)	20	162
Emergency Clothing (SRV 7n)	11	37
Copies	24	83
Transportation Assistance (SRV 7d)	13	60
COVID-19 Supplies (SRV 5oo)	17	111
Total Community Services	**149**	**735**

Explanation (Over/Under Goal Progress)

July is the first month of the F5K fiscal year hence a great increase in number for case management services and home base activities as parents/children continuing receiving services in the new fiscal year get counted in July. There was no Collaborative meeting as the program was dormant in July.

Program Strategic Goals	Progress Towards Goal
1. Offer Court Mandated Nurturing Parenting Class every other quarter.	The class will be offered again this quarter starting in August 2022 with a morning session for stay at home parents and an evening session for working parents.

2. Strengthen educational Homebase and Summer Program for children ages 0 - 5 utilizing Kern Early Stars Resources.	The Summer Bridge program was offered for 12 children utilizing Kern Early Stars resources in July 2022.
3. Increase range of services offered to clients in the Ridgecrest community by brining VITA & Energy Assistance programs on site to the Oasis FRC.	We continued to provide VITA appointments in July while promoting the Child Tax Credit. The Rental Assistance program conducted outreach in the Ridgecrest Community. Our office assistant office assistant who also works part-time for HEAP is now processing applications on site.
4. Apply for 3 three funding opportunities that would help extend range of services outside First 5 clients for under served families (Children 6-18, seniors, and homeless individuals).	In July 2022, the Oasis Family Resource Center applied for two grants with Wells Fargo for a vehicle and the Dr. Seuss Foundation for a literacy program.

Program Highlights

The First 5 Kern Summer Bridge program operated at full capacity using the Oasis Head Start classroom this summer. The Oasis Family Resource Center broke a new monthly record providing community services for a total of 121 inquires in the month of July 2022.

Community Action Partnership of Kern
Monthly Report 2022

Month	June-22	**Program/Work Unit**	Friendship House Community Center (FHCC)
Division/Director	Fred Hernandez Youth & Community Services	**Program Manager**	Lois Hannible
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

Located in Southeast Bakersfield, the program serves children, adults, and families through youth after-school, summer and pre-employment programs, parenting classes, nutrition education, sports, access to social services, and more.

Youth Programs	Current Enrolled	Month (Added)	YTD	YTD Goal	Month Progress	Annual Progress
Youth Mentoring (FNPI 2c.2., FNPI 2c.3, SRV 2p) Reporting ends June 30, 2022	55	18	70	30	720%	233%
Summer Program (Max Capacity due to COVID) (SRV 2m)	35	0	0	25	0%	0%
After School/Learning Pods Enroll (FNPI 2c.2., FNPI 2c.3, SRV 2p)	0		22	35	0%	63%
Medi-Cal Outreach (ends June 30, 2022)		**Month (Added)**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Social media emails and impressions		117	278152	3,000	47%	9272%
Canvasing phone calls and flyers		3450	22513	15,000	276%	150%

Explanation (Over/Under Goal Progress)

The Friendship House Summer Program is fully enrolled. Outreach for the Medi-Cal program has increased due to the use of billboards and GET bus ads. The FHCC After-School/Learning Pod program was not offered in June, so no enrollment numbers are represented.

Program Strategic Goals	Progress
1. Develop an Ad Hoc Committee and implement a fencing/lighting campaign for the CAPK Friendship House.	In progress. A meeting was held on 6/1/22.
2. Develop a meeting schedule for the Friendship House Advisory Board and implement scheduled meetings/trainings.	Completed
3. Work with the CAPK Executive Team to increase the number of grants researched/submitted for the CAPK Friendship House.	In progress. The FHCC just received three new grant awards, which includes a STEM grant from Albertsons, a grant from Kern Health Systems, and a CaLVIP sub-award with the City of Bakersfield.

Program Highlights

A free little library was installed at the CAPK Friendship House on 6/30/22 by a group of caring community members, which included the office of Assemblyman Rudy Salas, Councilman Eric Arias, the building trades unions, and a host of others. Program youth were provided with an opportunity to stock the library with exciting books to read and then had the honor of decorating the library with their handprints. Thank you to everyone who made this possible. The library will be enjoyed by community youth for many years to come.

Community Action Partnership of Kern
Monthly Report 2022

Month	July-22	**Program/Work Unit**	Friendship House Community Center (FHCC)
Division/Director	Fred Hernandez Youth & Community Services	**Program Manager**	Lois Hannible
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

Located in Southeast Bakersfield, the program serves children, adults, and families through youth after-school, summer and pre-employment programs, parenting classes, nutrition education, sports, access to social services, and more.

Youth Programs	Current Enrolled	Month (Added)	YTD	YTD Goal	Month Progress	Annual Progress
Youth Mentoring (FNPI 2c.2., FNPI 2c.3, SRV 2p) Reporting ends June 30, 2022	40	0	40	30	0%	133%
Summer Program (Max Capacity due to COVID) (SRV 2m)	35	6	41	25	288%	164%
After School/Learning Pods Enroll (FNPI 2c.2., FNPI 2c.3, SRV 2p)	0		22	35	0%	63%

Medi-Cal Outreach (ends June 30, 2022)		Month (Added)	YTD	YTD Goal	Month Progress	Annual Progress
Social media emails and impressions		109	278,261	3,000	44%	9275%
Canvasing phone calls and flyers		2,640	25,153	15,000	211%	168%

Explanation (Over/Under Goal Progress)

The Friendship House Summer Program is fully enrolled. Outreach for the Medi-Cal program has increased due to the use of billboards and GET bus ads. The FHCC After-School/Learning Pod program was not offered in July, so no enrollment numbers are represented. The new fiscal year for the Mentor Program started 7/1/22. The 40 program participants reported, represent those participating for FY 2022/23. The program recruits program participants throughout the year. The FHCC Learning Pod/After-School Programs were not offered in June, so no enrollment numbers are represented.

Program Strategic Goals	Progress
1. Develop an Ad Hoc Committee and implement a fencing/lighting campaign for the CAPK Friendship House.	In progress. The State provided $1 million in funding for the campaign. The press conference and check presentation will be 8/5/22. A huge thank you to Assemblyman Rudy Salas and FHCC Advisory Board Member Jenilee Fermin for leading the way.
2. Develop a meeting schedule for the Friendship House Advisory Board and implement scheduled meetings/trainings.	Completed
3. Work with the CAPK Executive Team to increase the number of grants researched/submitted for the CAPK Friendship House.	In progress. The FHCC just received three new grant awards, which includes a STEM grant from Albertsons, a grant from Kern Health Systems, and a CaLVIP sub-award with the City of Bakersfield.

Program Highlights

Assemblyman Salas championed $1 million of State funding for the FHCC fencing and lighting campaign, paving the way for increased activities and improved security at the Friendship House.

Community Action Partnership of Kern
Monthly Report 2022

Month	June-22	**Program/Work Unit**	Shafter Youth Center (SYC)
Division/Director	Fred Hernandez Youth & Community Services	**Program Manager**	Angelica Nelson
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

The Shafter Youth Center (SYC) serves children, adults, and families through youth after-school, summer and pre-employment programs, parenting classes, nutrition education, sports, access to social services, and more.

Youth Programs	Current Enrolled	Month	YTD	Goal	Month Progress	Annual Progress
Summer Program starting in June (Max Capacity due to COVID) (SRV 2m)	21	21	21	30	840%	70%
After School/Learning Pods Enroll (FNPI 2c &SRV 2l) (hours of operation: 2-5pm; 1230p - 5pm for minimum day)	0		15	25	0%	60%

Community Programs	Month
None this month	

Outreach Activities	Month	YTD	Goal	Month Progress	Annual Progress
Outreach Events (presentations/informational updates)	0	0	6	0%	0%
Community Events (i.e., diaper, food, PPE distributions)	0	0	6	0%	0%

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress
1. Increase youth program registration as COVID restrictions ease up while maintaining a safe environment.	Increased registration for summer session
2. Increase attainment of program funding to provide larger variety of program offerings.	New grants being researched and applied for.
3. Increase community engagement, including volunteers, social media, program participation.	Social media posts have been increased.

Program Highlights

Community Action Partnership of Kern
Monthly Report 2022

Month	July-22	**Program/Work Unit**	Shafter Youth Center (SYC)
Division/Director	Fred Hernandez Youth & Community Services	**Program Manager**	Angelica Nelson
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

The Shafter Youth Center (SYC) serves children, adults, and families through youth after-school, summer and pre-employment programs, parenting classes, nutrition education, sports, access to social services, and more.

Youth Programs	Current Enrolled	Month	YTD	Goal	Month Progress	Annual Progress
Summer Program starting in June (Max Capacity due to COVID) (SRV 2m)	28	7	28	30	280%	93%
After School/Learning Pods Enroll (FNPI 2c &SRV 2l) (hours of operation: 2-5pm; 1230p - 5pm for minimum day)	0		15	25	0%	60%

Community Programs	Month
None this month	

Outreach Activities	Month	YTD	Goal	Month Progress	Annual Progress
Outreach Events (presentations/informational updates)	0	0	6	0%	0%
Community Events (i.e., diaper, food, PPE distributions)	0	0	6	0%	0%

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress
1. Increase youth program registration as COVID restrictions ease up while maintaining a safe environment.	Summer program attracted some more registration.
2. Increase attainment of program funding to provide larger variety of program offerings.	Applied for one more grant this month.
3. Increase community engagement, including volunteers, social media, program participation.	In progress

Program Highlights

Community Action Partnership of Kern
Monthly Report 2022

Month	June-22	**Program/Work Unit**	Volunteer Income Tax Assistance (VITA)
Division/Director	Fred Hernandez Youth & Community Services	**Program Manager**	Jacqueline Guerra
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

VITA offers no-cost tax preparation and e-filing for low and moderate-income individuals and families. VITA also assists eligible clients to take advantage of the Earned Income Tax Credit (EITC), increasing their tax return and boosting the local economy. All VITA services are provided by IRS-certified staff and volunteers.

Completed Tax Returns (SRV 3o)	Month	YTD	Goal	Month Progress	Annual Progress
Federal	100	4,587	4,300	26%	107%
State	93	4,455	4,100	25%	109%

Refunds and Credits (SRV 3o)	Month	YTD	Goal	Month Progress	Annual Progress
Federal Refunds	$164,138	$5,991,594	$5,100,000	33%	117%
State Refunds	$13,331	$887,449	$1,500,000	18%	59%
Federal EITC *(income limit $57,414/household)*	$43,277	$2,617,450	$2,200,000	20%	119%
CalEITC *(income limit $30,000/household)*	$5,136	$380,480	$370,000	16%	103%
Total Refunds and Credits	**$225,882**	**$9,876,973**	**$9,170,000**	27%	108%

Individual Taxpayer Identification Number (ITIN) (SRV 3o)	Month	YTD	Goal	Month Progress	Annual Progress
Applications (New/Renewal)	5	45	75	133%	60%

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
1. Develop and implement site expansion plan, including isolated areas and new partners.	-
2. Build community awareness of VITA services through partnership opportunities.	-
3. Program capacity building by pursuing funding opportunities to support operational expenses.	-

Program Highlights

Community Action Partnership of Kern
Monthly Report 2022

Month	July-22	**Program/Work Unit**	Volunteer Income Tax Assistance (VITA)
Division/Director	Fred Hernandez Youth & Community Services	**Program Manager**	Jacqueline Guerra
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

VITA offers no-cost tax preparation and e-filing for low and moderate-income individuals and families. VITA also assists eligible clients to take advantage of the Earned Income Tax Credit (EITC), increasing their tax return and boosting the local economy. All VITA services are provided by IRS-certified staff and volunteers.

Completed Tax Returns (SRV 3o)	Month	YTD	Goal	Month Progress	Annual Progress
Federal	55	4,642	5,100	14%	91%
State	53	4,508	5,100	14%	88%

Refunds and Credits (SRV 3o)	Month	YTD	Goal	Month Progress	Annual Progress
Federal Refunds	$146,471	$6,138,065	$5,100,000	29%	120%
State Refunds	$18,827	$906,276	$1,500,000	25%	60%
Federal EITC *(income limit $57,414/household)*	$26,673	$2,644,123	$2,200,000	12%	120%
CalEITC *(income limit $30,000/household)*	$7,155	$387,635	$370,000	22%	105%
Total Refunds and Credits	**$199,126**	**$10,076,099**	**$9,170,000**	24%	110%

Individual Taxpayer Identification Number (ITIN) (SRV 3o)	Month	YTD	Goal	Month Progress	Annual Progress
Applications (New/Renewal)	3	48	75	75%	64%

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
1. Develop and implement site expansion plan, including isolated areas and new partners.	Connected with Ridgecrest Alta One Credit Union to partner for a seasonal site for 2022-23 tax season
2. Build community awareness of VITA services through partnership opportunities.	Continuing CalEITC and Free Tax Prep outreach through resource events and CAPK's food bank drives and other programs.
3. Program capacity building by pursuing funding opportunities to support operational expenses.	In progress.

Program Highlights

Operations

Business Services

Maintenance

Information Technology

Data Services

Risk Management

Community Action Partnership of Kern
Monthly Report 2022

Month	June-22	**Program/Work Unit**	Operations Division
Division/Director	Emilio Wagner Director of Operations	**Program Managers**	Joshua Mckee, Jeremy Keeling, Douglas Dill, Ryan Dozier, Kerri Davis, Laurie Sproule
Reporting Period	January 1, 2022 - December 31, 2022		

Division Description

Facility repair and maintenance, procurement, information technology, risk insurance, vehicle registration, contracts, facility leases and facility planning.

Business Services

Activity	Requested	In-Progress	Processed	Processed YTD
Purchase Orders	192		192	1448
Contracts	27	5	27	129
Leases	1	18	1	2
Requests for Proposals		3	4	17

Business Services Projects

Description	*% Completed*	*Comments*
Pest Control Services -Agency	*90*	*Preparing contract*
Barnett House Tenant Improvements -EHS	*100*	*Completed*
Energy Subcontractor -Re-issued	*80*	
Energy Glass Subcontractor		*Preparing for re-issue per program*
Barnett House Tenant Improvements -EHS	*100*	*Completed*
Child Haven -5 Real Road -Design Build- HS	*100*	*Completed*
Integrated Performance/learning Management -HR	*100*	*Completed*

Projects

Universal Intake	Develop intake for Programs that don't have an electronic process.	60%	60%
Cheers for Peers	Project to nominate employees for recognition.	100%	100%
Volunteer Management	Track and manage Volunteers working within the agency.	90%	90%
Volunteer Check In	Process that allows volunteers to quickly check in and out when volunteering at Programs.	70%	70%%
Contract Management System	Track and manage contracts within the Agency.	90%	90%
Case Management Application	Designed with the Student Case Management grant in mind, will allow case managers to have assessments and track student progress with Dynamics.	40%	40%

Facilities

Activity	Requested	In-Progress	Processed	Processed YTD
Facility Work Orders	276	112	274	1637

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Construction Projects				
Head Start Expansion		Harvey Hall, Pete Parra, Sterling, & Martha J Morgan	82%	
Food Bank Expansion		Access Road, Site Utilities, Building footings	25%	
Major Maintenance Projects				
		Re-roof - Angela Martinez, Primeros Pasos	100%	
		Restroom upgrades - Angela Martinez, M&O, Food Bank	15%	
Information & Technology				
Activity	**Requested**	**In-Progress**	**Processed**	**Processed YTD**
Help Desk Work Orders	194	81	185	1440

Information & Technology Projects		
Description	*% Completed*	*Comments*
iPad upgrades	*100*	
Network upgrades	*90*	
Firewall upgrades	85	

Risk Management		
Workers Compensation Claims	**Reported**	**Reported YTD**
First Aid (Reported only)	5	24
First Aid	0	8
Medical Treatment	0	3
Modified Duty	0	3
Lost Time	0	3
Non-Industrial (not work related)	0	0
Under Investigation	0	0
Confirmed Work Related COVID	0	20
Other	13	95

Program Strategic Goals	**Progress Towards Goal**
1. Identify current business processes associating standard level agreements and	All Operations departments have identified business processes and developed standard service level agreements.
2. Maximize business efficiency with the existing technology.	Departments have conducted a review of their systems capabilities and identified which processes do not have a system. In the current development of creating systems using existing technology.
3. Provide better communication surrounding operations.	Identify and develop communication strategies, such as SharePoint communication page, monthly Operations news, and tips.

Program Highlights

Community Action Partnership of Kern
Monthly Report 2022

Month	July-22	**Program/Work Unit**	Operations Division	
Division/Director	Emilio Wagner Director of Operations	**Program Managers**	Joshua Mckee, Jeremy Keeling, Douglas Dill, Ryan Dozier, Kerri Davis, Laurie Sproule	
Reporting Period	January 1, 2022 - December 31, 2022			
Division Description				
Facility repair and maintenance, procurement, information technology, risk insurance, vehicle registration, contracts, facility leases and facility planning.				

Business Services				
Activity	**Requested**	**In-Progress**	**Processed**	**Processed YTD**
Purchase Orders	133		133	1581
Contracts	31	1	31	160
Leases	0	18	1	3
Requests for Proposals	2	5	4	21

Business Services Projects		
Description	*% Completed*	*Comments*
Pest Control Services -Agency	*90*	*Preparing contract*
Energy Subcontractor	*80*	
Energy Glass Subcontractor		*Preparing for re-issue per program*
Jewett Design Build Tenant Improvement	*25*	
Accounting and Finance Software	*50*	

Data Services				
Activity	**Requested**	**In-Progress**	**Processed**	**Processed YTD**
Dynamic 365 Fixes				0
Dynamic 365 Enhancements	0	1	1	1

Projects			
Universal Intake	Develop intake for Programs that don't have an electronic process.	60%	60%
Volunteer Management	Track and manage Volunteers working within the agency.	100%	100%
Contract Management System	Track and manage contracts within the Agency.	90%	90%
In-kind Management	Application is used to track the total number of in-kind hours with built in automation. This application will eliminate the current	70%	70%
Case Management Application	Designed with the Student Case Management grant in mind, will allow case managers to have assessments and track student progress with Dynamics.	50%	50%

Facilities				
Activity	**Requested**	**In-Progress**	**Processed**	**Processed YTD**
Facility Work Orders	235	115	210	1890

Construction Projects				
Head Start Expansion		Harvey Hall, Pete Parra, Sterling, & Martha J Morgan	85%	

Food Bank Expansion		Access Road, Site Utilities, Curbs & Footings	30%	
Major Maintenance Projects				
		Re-roof - Angela Martinez, Primeros Pasos	100%	
		Restroom upgrades - Angela Martinez, M&O, Food Bank	18%	
Information & Technology				
Activity	**Requested**	**In-Progress**	**Processed**	**Processed YTD**
Help Desk Work Orders	232	107	220	1672

Information & Technology Projects

Description	*% Completed*	*Comments*
New Classroom setup	*0*	
Network upgrades	*90*	
Firewall upgrades	85	

Risk Management

Workers Compensation Claims	**Reported**	**Reported YTD**
First Aid (Reported only)	2	26
First Aid	0	8
Medical Treatment	2	5
Modified Duty	0	3
Lost Time	0	3
Non-Industrial (not work related)	0	0
Under Investigation	0	0
Confirmed Work Related COVID		20
Other	2	97

Program Strategic Goals	**Progress Towards Goal**
1. Identify current business processes associating standard level agreements and priorities.	All Operations departments have identified business processes and developed standard service level agreements.
2. Maximize business efficiency with the existing technology.	Departments have conducted a review of their systems capabilities and identified which processes do not have a system. In the current development of creating systems using existing technology.
3. Provide better communication surrounding operations.	Identify and develop communication strategies, such as SharePoint communication page, monthly Operations news, and tips.

Program Highlights

Administration

Grant Development CAPK

Foundation Outreach &

Marketing

2-1-1 Kern Call Center

Community Action Partnership of Kern
Monthly Report 2022

Month	June-22	**Program/ Work Unit**	Executive Division
Division/Director	Pritika Ram Director of Administration	**Program Manager**	
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

The services under the Executive Division range from fund and grant development/research to outreach and media/public relations, as well as new business development. This includes project management of agency level initiatives, such as the 2021-25 Strategic Plan and CAA-related plans, and special projects.

Outreach Social Media	Month	YTD	Annual Goal	Month Progress	Annual Progress
Website User Training	18,763	110,170	220,000	102%	50%
Facebook Impressions (i.e., number of times users see content)	36,966	217,676	500,000	89%	44%
Other Social Media Impressions	10,767	57,259	145,000	89%	39%

Outreach Advocacy	Outreach Special Projects
Partnered with Creative Crossings to obtain FHCC mural grant	CAPK DE&I Committee began meeting that included some staff from the executive division
Participating in NCAF legislative webinar	Assisted with the kickoff of the M street safe camping
Celebrated CAPK being named Non-Profit of the Year at the Beautiful Bakersfield Awards.	Supported kick off of CAPK leaders participation in BC applied leadership courses
Assisted Councilman Eric Arias with mini library installation at FHCC with Assemblymember Salas and the United Way	Assisted City of Bakersfield with visioning workshop at FHCC
	Coordinated media stories on M Street Safe Camping
	Coordinated Energy Campaign with Hey Salty Marketing
	Promoted Amazon volunteers at Friendship House
	Supported CAPK involvement in CERF partnership

Grants In Progress/Research	Projects
WACOM (Women's Auxiliary Officers Mess, China Lake) Provides funds to non-profit organizations that extend a helping hand to military and civilian members of the local community. Oasis FRC- Applied	Vaccine Equity Project- CAPK is partnering with NCAP, Grammercy Research Center, and the Association of State and Territorial Health Organizations (ASTHO) to promote vaccine equity in communities with low COVID vaccine adoption rates. CAPK has secured a contract with NCAP & ASTHO. CAPK has executed contracts with local CBOs, ShePower, Bakersfield American Indian Health Project, and South Kern Sol. Outreach and events have begun.
	Tango Software- The Executive Division has purchased Tango, which is a software system that captures real-time step-by-step guidance. This software will allow staff to create user guides that can be shared to inform, educate, or answer any questions on how to perform a process.

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Anthem Maternal and Child Health - Abandoned- The grant supports prenatal and pregnancy care and is outside CAPK's scope of services.	Launched Interagency Referral Management CRM June 13, 2022.
	First Cohort began Bakersfield College's Adult Education Program, Applied Leadership Certificate Program

Community Services Block Grant (CSBG)	Process Improvement (i.e., ROMA, PCDD)
On-going monthly reporting	CRM Volunteer Management (B.3a.) and Outreach and Advocacy program published Process Mapping guide for services.
Preparing CSBG organizational standards (due 8/2022)	

Foundation	
Preparing for onboarding for new Director of Development.	Friendship House Community Center - Campaign. Meetings with the City of Bakersfield to discuss project. Specifically, pursing CDBG for the solar component of the project.

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
1. Customer Relationship Management Projects, including Volunteer Management, inter-agency Referral Management, and contract management.	The volunteer management CRM system has been extremely successful and has seen a huge increase in volunteer inquiries. We are hoping to add an enhanced check in system, making it easier for volunteers to check in when arriving to a shift.
2. Increase grant development and marketing activities, which are aligned with the 2021-25 Strategic Plan.	Use of grant firms, specific to FRC and youth programs, and food insecurity.
3. Agency-level adoption of Results Oriented Management & Accountability (ROMA) and Patient-Centered Data Driven Principles to programmatic and operational use.	Cohort Training - Start

Program Highlights

Community Action Partnership of Kern
Monthly Report 2022

Month	July-22	**Program/ Work Unit**	Executive Division
Division/Director	Pritika Ram Chief Business Development Officer	**Program Manager**	
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

The services under the Executive Division range from fund and grant development/research to outreach and media/public relations, as well as new business development. This includes project management of agency level initiatives, such as the 2021-25 Strategic Plan and CAA-related plans, and special projects.

Outreach Social Media	Month	YTD	Annual Goal	Month Progress	Annual Progress
Website User Training	21,394	131,564	220,000	117%	60%
Facebook Impressions (i.e., number of times users see content)	77,601	295,277	500,000	186%	59%
Other Social Media Impressions	19,157	76,416	145,000	159%	53%

Outreach Advocacy	Outreach Special Projects
Participated in CalCAPA Advocacy Committee	Assisted Head Start with launching off new web pages and content development
Attended State of the City Luncheon	Assisted with promoting the bingo and beers fundraiser event at Temblor Brewing, that benefited FHCC.
	Staff attended the United Way Professional Development Conference and shared organizational informational
	Supported CERF effort with logistics and communications
	Provided support for Vaccine Equity project
	Provided support for Medi-Cal grant plan
	Coordinated added-value TV and Radio Spots for Energy
	Staff attended Wipfli conference on CRM development and excellence
	Handled media coverage of M Street COVID outbreak.
	Promoted Chevron volunteer at Senior Food Bank

Grants In Progress/Research	Projects
Dignity Health's 2023 Community Health Improvement Grant Program & Wonderful Community Grant. Project Scope for both: Kern County Geographic Information System (GIS). We propose that GIS is a valuable tool for explaining social determinants of health, planning food distribution and nutrition strategies, and predicting outcomes - i.e., food security through the allocation of resources. GIS is a computer system for displaying and analyzing geospatial data that demonstrates the relationships between programs, services, and the community.	Program Design Template- The Executive Division has created a Program Design template that includes program-specific questions, Goal and SMART Objective examples, ROMA principles and models, and CSBG performance indicators. This template will help the grant team and program managers/directors capture all program-related questions that may arise in a new funding opportunity to start a new service or program.

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California Department of Social Services' Guaranteed Income Pilot Program. Project Scope: Direct payment of $600 per month per individual, or not to exceed $16,000 per 12-month period. Recommended to seek tax advice. Priority to serving at least 150 individuals of one or both of the priority populations: pregnant California residents and California resident youth aging out of extended foster care	Contract Management- The Executive Division has been working with Information Systems team to create a Contract Management System that will process revenue and expenditure contracts in one system electronically.
	The Executive Divisions has been working with Transforming Local Communities on developing and implementing a Kern County Food Insecurity Assessment. Phase 1, staff interviews of food-based programs (CalFresh, WIC, Food Banks, etc.), began in June 2022.
Community Services Block Grant (CSBG)	**Process Improvement (i.e., ROMA, PCDD)**
On going monthly reporting Preparing CSBG organizational standards (due 8/2022)	Progress Results Inc will implement training sessions on Results Oriented Management and Accountability frameworks. Two groups will participate in training activities; a Core Team has been identified, as well as an Implementers Team that will support future training sessions for staff. The first training occurred in July and meetings are currently scheduled through September.
Foundation	
Friendship House Community Center - Campaign. Funding Committed for the Sports Field Enhancements for $1.0M with Assemblymember Rudy Salas.	Press Conference planned for Fri, Aug 5th at 10 a.m. FHCC with Assemblyman Rudy Salas for check
Explanation (Over/Under Goal Progress)	
Program Strategic Goals	**Progress Towards Goal**
1. Customer Relationship Management Projects, including Volunteer Management, inter-agency Referral Management, and contract management.	Volunteer CRM launched a new improvement with a check in and check out system allowing staff members to better capture volunteer hours.
2. Increase grant development and marketing activities, which are aligned with the 2021-25 Strategic Plan.	Use of grant firms, specific to FRC and youth programs, and food insecurity.

Community Action Partnership of Kern
Monthly Report 2022

3. Agency-level adoption of Results Oriented Management & Accountability (ROMA) and Patient-Centered Data Driven Principles to programmatic and operational use.	ROMA Training - Cohort + Goal 5 In Progress

Program Highlights

Community Action Partnership of Kern
Monthly Report 2022

Month	June-22	**Program/Division**	2-1-1 Call Center Program
Division/Director	Pritika Ram Chief Business Development Officer	**Program Manager**	Jennifer Jordan Program Administrator
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

The 2-1-1 Kern is a 24/7 information and referral service that provides local residents with comprehensive information and links to community health and human services at no cost. The 2-1-1 Kern has a database of 1,500 social service agencies that are available to the public through the 2-1-1 Kern Online Resource Directory at www.211KernCounty.org. The program has over 15 years of experience in providing and linking community members to vital services, and currently serves multiple communities in the Central Valley including Kings, Tulare, Stanislaus, Fresno, and Madera through the United Way partnerships.

Most Requested Services	Homelessness Programs	Utility Service Payment Assistance	Food Insecurity
Top 3 Unmet Needs	Low Income Housing	Homelessness Programs	Rental Payment Assistance

Information and Referral Services Calls Handled	Month	YTD	Annual Goal	Month Progress	Annual Progress
Kern County (SRV 7c)	6,423	41,354	90,000	86%	46%
Kings County (SRV 7c)	206	1,224	4,000	62%	31%
Tulare County (SRV 7c)	668	4,297	18,000	45%	24%
Stanislaus County (SRV 7c)	646	4,618	19,200	40%	24%
Fresno & Madera	1,244	14,899	20,000	75%	74%
Merced & Mariposa (*effective March 2022*)	77	155	500	185%	31%
Total I&R Calls Handled	**9,264**	**66,547**	**151,700**	**82%**	44%

Staffing vs. Call Volume	Current Staff	Staff Needed Per Call	Staff Over/ Short
2-1-1 staff designated for calls handled across all counties contracts with the expectation of 42 calls per staff for an 8-hour shift.	14	1.5	**(6.52)**

Grant Funded Services	Month	YTD	Annual Goal	Month Progress	Annual Progress
CalFresh Application (SRV 7b & SRV 7c)	8	79	300	32%	26%
Medi-Cal Application (SRV 7b & SRV 7c)	3	48	100	36%	48%
Ages & Stages New Children Screened (SRV 5c, SRV 7b & SRV 7c)	26	133	300	104%	44%

2-1-1 Website Visitors	Month	YTD	Annual Goal	Month Progress	Annual Progress
Duplicated Visitors *(i.e., accessing 2-1-1 e-services and database resources)*	23,211	126,075	225,000	124%	56%

Other Calls	Month	YTD	Annual Goal	Month Progress	Annual Progress
LIHEAP (SRV 7b & SRV 7c)	3,248	18,963	45,000	87%	42%
Mental Health (SRV 7c)	180	1,252	3,700	58%	34%
Health and Human Service Referrals	5,787	41,133	110,000	63%	37%
Total Other Services	9,215	61,348	158,700		

Explanation (Over/Under Goal Progress)
At the beginning of the year, 2-1-1 challenged ourselves to increase our annual goal for all counties. As we have reached a midway point, we are continuing to challenge ourselves to get either close to or exceed the goal.

Program Strategic Goals	Progress Towards Goal
1. Recruitment and Retention of staff	2-1-1 had one addition of an I&R Specialist to the team; however, we also had an I&R provide notice this month.
2. Contract Retention	2-1-1 continues to seek and maintain new contracts.
3. AIRS call type reporting	Homelessness Assistance- 165, Information and Referral- 1,243, Provider/Partner Agency- 3, Disaster-Coronavirus-7, and Mental Heal

Program Highlights
We had one (1) I&R start with the program to fill one of the vacancies.

Community Action Partnership of Kern
Monthly Report 2022

Month	July-22	**Program/Division**	2-1-1 Call Center Program
Division/Director	Pritika Ram, Chief Business Development Officer	**Program Manager**	Jennifer Jordan Program Administrator
Reporting Period	January 1, 2022 - December 31, 2022		

Program Description

The 2-1-1 Kern is a 24/7 information and referral service that provides local residents with comprehensive information and links to community health and human services at no cost. The 2-1-1 Kern has a database of 1,500 social service agencies that are available to the public through the 2-1-1 Kern Online Resource Directory at www.211KernCounty.org. The program has over 15 years of experience in providing and linking community members to vital services, and currently serves multiple communities in the Central Valley including Kings, Tulare, Stanislaus, Fresno, Madera, Merced and Mariposa through the United Way partnerships.

Most Requested Services	Homelessness Programs	Food Pantries	Utility Service Payment Assistance
Top 3 Unmet Needs	Homelessness Programs	Rental Payment Assistance	Low income/subsidized rental housing

Information and Referral Services Calls Handled	Month	YTD	Annual Goal	Month Progress	Annual Progress
Kern County (SRV 7c)	6,905	48,259	90,000	92%	54%
Kings County (SRV 7c)	289	1,513	4,000	87%	38%
Tulare County (SRV 7c)	641	4,938	18,000	43%	27%
Stanislaus County (SRV 7c)	515	5,133	19,200	32%	27%
Fresno & Madera	1,320	16,219	20,000	79%	81%
Merced & Mariposa (*effective March 2022*)	58	213	500	139%	43%
Total I&R Calls Handled	**9,728**	**76,275**	**151,700**	**79%**	50%

Staffing vs. Call Volume	Current Staff	Staff Needed Per Call	Staff Over/ Short
2-1-1 staff designated for calls handled across all counties contracts with the expectation of 42 calls per staff for an 8-hour shift.	15	1.6	**(9.31)**

Grant Funded Services	Month	YTD	Annual Goal	Month Progress	Annual Progress
CalFresh Application (SRV 7b & SRV 7c)	7	86	300	28%	29%
Medi-Cal Application (SRV 7b & SRV 7c)	2	50	100	24%	50%
Ages & Stages New Children Screened (SRV 5c, SRV 7b & SRV 7c)	31	164	300	124%	55%

2-1-1 Website Visitors	Month	YTD	Annual Goal	Month Progress	Annual Progress
Duplicated Visitors (*i.e., accessing 2-1-1 e-services and database resources)*	24,791	150,866	225,000	132%	67%

Other Calls	Month	YTD	Annual Goal	Month Progress	Annual Progress
LIHEAP (SRV 7b & SRV 7c)	3,776	22,739	45,000	101%	51%
Mental Health (SRV 7c)	208	1,460	3,700	67%	39%
Health and Human Service Referrals	6,661	47,794	110,000	73%	43%
Total Other Services	10,645	71,993	158,700		

Community Action Partnership of Kern
Monthly Report 2022

Explanation (Over/Under Goal Progress)
The 2-1-1 Kern team continues to provide quality services to Kern, Kings, Tulare, Stanislaus, Fresno, Madera, Merced and Mariposa counties.

Program Strategic Goals	Progress Towards Goal
1. Recruitment and Retention of staff	2-1-1 had an additional I&R Specialist join the team.
2. Contract Retention	2-1-1 continues to maintain strong partnerships with partners to ensure contract stability.
3. AIRS call type reporting	Homelessness Assistance-97, Information & Referral-1,001, Provider/Partner Agency-7, Disaster Coronavirus-3, and MH/Crisis- 3

Program Highlights
The program has filled all staff vacancies by recruiting three staff members. Two of the three I&R's have been fully trained and working independently. The program has secured the CalAim contract in partnership with Kern Health Systems. This contract will allow us to support 1.0 FTE.

Community Services Block Grant (CSBG)
Family National Performance Indicators (FNPI) and Services (SRV)

FNPI Indicator	Description
FNPI 2b	The number of children (0 to 5) who demonstrated skills for school readiness.
FNPI 2c	The number of children and youth who demonstrated improved positive approaches toward learning, including improved attention skills. (auto total).
FNPI 2c 2	1st grade-8th grade
FNPI 2c 3	9th grade-12th grade
FNPI 3h	The number of individuals engaged with the Community Action Agency who report improved financial well-being.
FNPI 4a	The number of individuals experiencing homelessness who obtained safe temporary shelter.
FNPI 4b	The number of individuals who obtained safe and affordable housing.
FNPI 4e	The number of individuals who avoided eviction.
FNPI 4h	The number of individuals with improved energy efficiency and/or energy burden reduction in their homes.
FNPI 4z	Number of individuals who obtained utilities.
FNPI 5a	The number of individuals who demonstrated increased nutrition skills (e.g. cooking, shopping, and growing food).
FNPI 5d	The number of individuals who improved skills related to the adult role of parents/ caregivers.

SRV Indicator	Description
SRV 2l	Before and After School Activities
SRV 2m	Summer Youth Recreational Activities
SRV 2m	Summer Youth Recreational Activities
SRV 2p	Mentoring
SRV 3o	VITA, EITC, or Other Tax Preparation programs
SRV 4a	Financial Capability Skill Training
SRV 4c	Rent Payments (includes Emergency Rent Payments)
SRV 4e	Mortgage Payments (includes Emergency Mortgage Payments)
SRV 4i	Utility Payments (LIHEAP includes Emergency Utility Payments)
SRV 4t	Energy Efficiency Improvements (e.g. insulation, air sealing, furnace repair, etc.)
SRV 5ff	Skills Classes (Gardening, Cooking, Nutrition)
SRV 5g	Maternal/Child Health
SRV 5hh	Incentives (e.g. gift card for food preparation, rewards for participation, etc.)
SRV 5ii	Prepared Meals
SRV 5jj	Food Distribution (Food Bags/Boxes, Food Share Program, Bags of Groceries)
SRV 5mm	Parenting Classes
SRV 5nn	Kits/boxes
SRV 5oo	Hygiene Facility Utilizations (e.g. showers, toilets, sinks)
SRV 6f	Volunteer Training
SRV 7a	Case Management
SRV 7a	Case Management
SRV 7b	Eligibility Determinations
SRV 7b	Eligibility Determinations
SRV 7c	Referrals
SRV 7d	Transportation Services (e.g. bus passes, bus transport, support for auto purchase or repair, including emergency services)
SRV 7e	Child Care subsidies
SRV 7f	Child Care payments
SRV 7n	Emergency Clothing Assistance

Module 2, Section	Description
B. 3a	Total number of volunteer hours donated to the agency
B. 4c	Number of Certified Community Action Professionals(CCAP)
B. 4f	Number of Pathways Reviewers

Application Status Report Detail
June 2022 - July 2022

Funder	Opportunity Name	Description	Amount Requested	Amount Awarded	Status
Amazon	2022 AWS Imagine Grant program	Our goal is to empower nonprofit organizations to prioritize technology as a mission-critical component of their projects and provide support for organizations pursuing technology driven goals. As part of the program, we are seeking proposals for pilot projects, proofs of concept, or existing programs that utilize technology in a new or expanded way.	$ -	$ -	Abandoned
Albertsons	Nourishing Neighbors - CES	$1,000-$5,000. Funds shall be used to support Albertsons Priority Areas which include Health and Human Services, Hunger, Youth and Education, Veterans, and Supporting Diversity and Inclusion of All Abilities. Rolling, quarterly submissions.	$ 5,000.00	$ -	Abandoned
Albertsons	Nourishing Neighbors - Cal Fresh	$1,000-$5,000. Funds shall be used to support Albertsons Priority Areas which include Health and Human Services, Hunger, Youth and Education, Veterans, and Supporting Diversity and Inclusion of All Abilities. Rolling, quarterly submissions.	$ 5,000.00	$ -	Abandoned
California Department of Food and Agriculture	CA Farm to School Incubator Project	Funds will be used to restore the FHCC community garden.	$ -	$ -	Abandoned
Albertsons	Nourishing Neighbors - EKFRC	$1,000-$5,000. Funds shall be used to support Albertsons Priority Areas which include Health and Human Services, Hunger, Youth and Education, Veterans, and Supporting Diversity and Inclusion of All Abilities. Rolling, quarterly submissions.	$ 5,000.00	$ -	Abandoned
Albertsons	Nourishing Neighbors - Shafter Youth Center	$1,000-$5,000. Funds shall be used to support Albertsons Priority Areas which include Health and Human Services, Hunger, Youth and Education, Veterans, and Supporting Diversity and Inclusion of All Abilities. Rolling, quarterly submissions.	$ 5,000.00	$ -	Abandoned

U.S. House Committee on Appropriations	FY 2022 Community Project Funding - Congressman Valadao's Office	NOTE: Funding transferred from Appropriations to HUD, search "HUD Community Project Funding", effective 7/18/2022.	$ 1,200,000.00	$ 3,000,000.00	Awarded
FUND Consulting	CDFI Assessment	Community Development Financial Institution (CDFI) -- Feasibility Study and Agency Capacity Assessment, including financial modeling.	$ -	$ 1.00	Awarded
Friends of Mercy Foundation	Sister Phyllis Hughes Endowment for Special Needs	o Delivering compassionate, high-quality, affordable health services o Serving and advocating for our sisters and brothers who are poor and disenfranchised	$ 10,000.00	$ 10,000.00	Awarded
California Board of State and Community Corrections (BSCC)	CalVIP	Subcontractor for the City of Bakersfield. CAPK will implement a mentorship program for justice-involved individuals. Services will be based out of FHCC.	$ 444,625.00	$ 444,625.00	Awarded
Kern Family Health Care (KFHC)	Shafter Youth Center	Funds to support the implementation of a Lego Robotics Class	$ 2,000.00	$ 2,000.00	Awarded
Kern Family Health Care (KFHC)	Friendship House Community Center	TBA	$ 2,000.00	$ 2,000.00	Awarded
Kern Family Health Care (KFHC)	Oasis Family Resource Center	$2,000 for gas cards/bus passes, hygiene products, diapers, baby food, etc. for low-income families residing in Ridgecrest and neighboring cities	$ 2,000.00	$ 2,000.00	Awarded
Albertsons	Nourishing Neighbors - M Street	$1,000-$5,000. M Street is requesting $3500.00 in Albertson gift cards (70 cards at $50) to give to clients that have gone through M Street's program and secured permanent housing. Funds shall be used to support Albertsons Priority Areas which include Health and Human Services, Hunger, Youth and Education, Veterans, and Supporting Diversity and Inclusion of All Abilities. Rolling, quarterly submissions.	$ 3,500.00	$ 3,500.00	Awarded

Application Status Report Detail
June 2022 - July 2022

CA Department Housing and Community Development	Emergency Solutions Grants Program	Housing Assistance	$ 257,244.00	$ -	Denied
California Board of State and Community Corrections (BSCC)	CalVIP	Violence Prevention - Progrommatic support for those that are likely to engage in acts of violence or are victims of violence	$ 1,075,172.00	$ -	Denied
US Department of Health and Human Services (HHS)	Connecting Kids to Coverage Healthy Kids 2022 Outreach and Enrollment Cooperative	Aimed at reducing the number of children who are eligible for, but not enrolled in, Medi-Cal and CHIP	$ 963,334.00	$ -	Denied
Feeding America	FY22 Feeding America Food Security Equity Impact Fund Feeding America	Focus on Racial Equity, investment in communities of color through a Community Garden in partnership with New Hope and the City of Bakersfield.	$ 500,000.00	$ -	Denied
Governor's Office of Business and Economic Development	Community Economic Resilience Fund (CERF)	Promote a sustainable and equitable recovery from the economic distress of COVID-19 by supporting new plans and strategies to diversify local economies and develop sustainable industries that create high-quality, broadly accessible jobs for all Californians.	$ 1.00	$ -	Pending
2-1-1 San Diego	2022 - 2-1-1 Grant Project	Providing support to direct callers to services social services available within the agency and county at large.	$ 5,500.00	$ -	Pending
Dr. Seuss Foundation	The Dr. Seuss Foundation	Our focus is on improving literacy and learning as these are essential to succeeding in the multi-layered worlds of the arts and humanities, health and well-being, animal welfare, and the environment.	$ 215,515.00	$ -	Pending
Kern County Department of Human Services	Medi-Cal Navigators Project 2022	Increase Medi-Cal enrollment locally through outreach and application assistance, with an emphasis on dispersing messaging on the termination of the Public Health Emergency	$ 1,211,497.00	$ -	Pending
Wells Fargo	Oasis Family Resource Center Transportation	This charitable donation seeks funds to purchase a vehicle for the Oasis FRC.	$ 40,404.00	$ -	Pending
Feeding America	FY 2023 Feeding America Multi-Donor Service Insights	Data Infrastructure for the Food Bank - Plan Phase	$ 100,000.00	$ -	Pending

Valley Strong	Valley Strong - Donation	Women Infant and Children (WIC) Lorna Speight lspeigh@CAPK.ORG Jazmin Mendez jmendez@CAPK.ORG	$ 1,000.00	$ -	Pending
Pacific Gas and Electric Company (PG&E)	CBO Resiliency/Food Support	PG&E invited CAPK to apply to the CBO Resiliency/Food Support charitable contribution opportunity, this opportunity will allow the Food Bank to purchase meal kits for individuals and families in Kern County.	$ 33,080.00	$ -	Pending
WACOM Thrift Shop	WACOM Distribution of Funds 2022	WACOM welcomes requests for funds from all non-profit orgs that extend a helping hand to military and civilian members of the local community (Ridgecrest).	Unable to note Amount	$ -	Pending

Community Action Partnership of Kern
Funding Profile

Funding Information			
Funding Type	Private	**CAPK Program**	New Project
Funding Agency	Feeding America	**Project Name**	MLK Community Garden
CFDA	N/A	**Target Population**	Southeast Bakersfield Residents
Reapplication (Y/N)	N	**Number to be served**	TBD
Estimated Request	$500,000.00	**Division Director**	Pritika Ram
Award Period	7/1/2022 to 6/30/2025	**Program Manager**	N/A

Project Goal (One sentence goal statement)

The funds are intended to drive investments in communities of color known to be disproportionately impacted by food insecurity. CAPK is partnering with Hope Now and Grimm Family Foundation on creating a community garden, the MLK Community Garden in Southeast Bakersfield, to serve as a bridge to the greater community, providing a shared space for teaching and learning opportunities for the younger generations and adults in the community.

Project Description (Brief one paragraph description)

The MLK Community Garden is a step towards thinking innovatively to empower local communities of color to think at a neighborhood-level on addressing food security despite the structural barriers communities like Southeast Bakersfield continue to face. A Locally driven approach with strong partner will allow this project to flourish and bring an immediate solution to development and accessibility. CAPK is the lead applicant with reporting and financial responsibility, Grimm Family Education Foundation will provide consultancy services for management, planning, and sustainability efforts, and New Hope will be the operator of the garden. The land is leased from the City of Bakersfield to New Hope for the purposes of a communtiy garden.

Estimated Budget Summary

The total budget under the Implementation Phase is $500,000.00 with 85% required to be allocated to community-based partners. Of the total, the following is the break of funds: CAPK 10%, Hope Now 63%, and Grimm Family Education Foundation 27%. Funds will support the start up of the garden, including tools and materials.

Approvals:

		Stacy Webster	Jun 7, 2022
1. Division Director	Date	4. Chief Financial Officer	Date
Pritika Ram Digitally signed by Pritika Ram Date: 2022.06.07 08:11:05 -07'00'	6/7/2022	JTD	Jun 7, 2022
2. Director of Administration	Date	5. Chief Executive Officer	Date
	Jun 7, 2022		
3. Chief Program Officer	Date		

Date Presented / Approved:

PRE Approval: ________ B&F Approval: ________ Executive Approval: ________ Board Approval: ________

Community Action Partnership of Kern
Funding Profile

Funding Information			
Funding Type	Private	**CAPK Program**	Food Bank
Funding Agency	Feeding America	**Project Name**	Multi-donor Service Insights
CFDA	N/A	**Target Population**	Food Bank Partners & Clients
Reapplication (Y/N)	Y	**Number to be served**	0- Plan Phase
Estimated Request	$100,000	**Division Director**	Susana Magana
Award Period	09/01/2022 - 08/31/2023	**Program Manager**	TBD

Project Goal (One sentence goal statement)

Research, identify and implement a client-tracking software for the CAPK Food Bank with guidance from Feeding America mitigate risk, avoid unforeseen costs, and be able to implement a sustainable program in perpetuity.

Project Description (Brief one paragraph description)

As part of the initial phase, Plan, staff will work alongside the Feeding America technical assistance team and cohort to identify methods for effective goal setting around a client-level data tracking system, including participating in stakeholder meetings and devising an agency roll-out strategy. This phase also includes a readiness assessment, as well as funding and sustainability strategies. Project oversight will be a combined effort between the Operations and IT Department and the Food Bank.

Estimated Budget Summary

Feeding America Allocation: $100,000.00
CAPK (No Required Match): $21,725.00 (oversight by Information Systems Business Analyst)
Total Project: $121,725.00
Requested funding to support 1.0 FTE Information System (IS) Personnel 75%; Technology Equipment 4%;Travel at 7%; Other operating at 5%; and Indirect at 9% (Feeding America portion only).

Approvals:

Susana Magana
Susana Magana (Jun 28, 2022 15:51 PDT) — Jun 28, 2022

1. Division Director — Date

Pritika Ram — Digitally signed by Pritika Ram Date: 2022.06.24 09:57:31 -07'00' — 06/24/2022

2. Director of Administration — Date

Jun 28, 2022

3. Chief Program Officer — Date

Tracy Webster — Jun 28, 2022

4. Chief Financial Officer — Date

Jun 29, 2022

5. Chief Executive Officer — Date

Date Presented / Approved:

PRE Approval: ________ B&F Approval: ________ Executive Approval: ________ Board Approval: ________

Community Action Partnership of Kern
Funding Profile

Funding Information			
Funding Type	County	**CAPK Program**	Friendship House Community Center/ 2-1-1
Funding Agency	Kern Department of Human Services	**Project Name**	Health Enrollment Navigators Project
CFDA	N/A	**Target Population**	Medi-Cal Beneficiaries
Reapplication (Y/N)	Y	**Number to be served**	3,000
Estimated Request	1,211,497	**Division Director**	Freddy Hernandez
Award Period	October 1, 2022 - June 30, 2025	**Program Manager**	N/A

Project Goal (One sentence goal statement)

Conduct various outreach activities in order to enroll and/or retain individuals in Medi-Cal within their communities and county.

Project Description (Brief one paragraph description)

The Health Enrollment Navigators Project (Navigators Project) provides a variety of outreach and navigation services to various vulnerable populations who are potentially eligible for Medi-Cal. Recipients will focus their outreach efforts on messaging that increases awareness of the COVID-19 Public Health Emergency termination.

Concern: PHE Unwinding - When the COVID-19 PHE ends, 2-3 million Medi-Cal beneficiaries could lose their coverage.
DHCS' Top Goal: Minimize beneficiary burden and promote continuity of coverage for beneficiaries.

Estimated Budget Summary

The grant application requests $1,211,497 in funding. Expenses include personnel and fringe benefits, travel for outreach purposes, computer and peripheral supplies, rent/utilities, printing, and client incentives. This sum will cover the full grant cycle - October 1, 2022 through June 30, 2025.

Approvals:

1. Division Director Date
2. Chief Business Development Officer Date
3. Chief Program Officer Date
4. Chief Financial Officer Date
5. Chief Executive Officer Date

Date Presented / Approved:

PRE Approval: ________ B&F Approval: ________ Executive Approval: ________ Board Approval: ________

Community Action Partnership of Kern
Funding Profile

Funding Information			
Funding Type	Private	**CAPK Program**	Executive Division
Funding Agency	Dignity Health	**Project Name**	2023 Community Health Improvement Grants Program
CFDA	N/A	**Target Population**	Kern County Food Service Providers
Reapplication (Y/N)	N	**Number to be served**	N/A
Estimated Request	$75,000	**Division Director**	Pritika Ram
Award Period	January 2023 – December 2023	**Program Manager**	N/A

Project Goal (One sentence goal statement)

Program funds will be utilized to implement a Geographic Information System (GIS) initiative under the Kern County Food Insecurity Assessment Project.

Project Description (Brief one paragraph description)

GIS helps users understand patterns, relationships, and geographic context. The information collected from this assessment will allow CAPK and the community at large, to devise appropriate strategies to improve our localities by understanding land use, access to fresh produce, and the food economy of each pocket of our county.

Estimated Budget Summary

$75,000 will be utilized to fund our contractual agreement with Transforming Local Communities (TLC). TLC is the consultant supporting the implementation of our Kern County Food Insecurity Assessment.

Approvals:

		Stacy Webster	08/02/2022
1. Division Director	Date	4. Chief Financial Officer	Date
Pritika Ram	08/02/2022	JTD	08/04/2022
2. Chief Business Development Officer	Date	5. Chief Executive Officer	Date
[signature]	08/02/2022		
3. Chief Program Officer	Date		

Date Presented / Approved:

PRE Approval: ________ B&F Approval: ________ Executive Approval: ________ Board Approval: ________

Community Action Partnership of Kern
Small Funding Request ($50,000 or less)
June & July 2022

Funding Type	Private	**CAPK Program**	Oasis Family Resource Center
Funding Agency	Wells Fargo	**Project Name**	Oasis Family Resource Center Transportation
CFDA	N/A	**Target Population**	Adult individuals and families
Request	$40,404	**Division Director**	Freddy Hernandez
Award Period	TBD	**Program Manager**	Eric Le Barbe
Description	This project proposal aims to purchase a vehicle with funds obtained for the Oasis Family Resource Center. The vehicle will be used for home visits, transporting clients to appointments, trainings, meetings, and picking up commodities at the Food Bank.		
Funding Type	Private	**CAPK Program**	Executive Division
Funding Agency	Wonderful	**Project Name**	Geographic Information Systems of Kern County
CFDA	N/A	**Target Population**	N/A
Request	$50,000	**Division Director**	Pritika Ram
Award Period	October 2022 – October 2023	**Program Manager**	N/A
Description	Program funds will be utilized to implement a Geographic Information System (GIS) initiative under the Kern County Food Insecurity Assessment Project. GIS helps users understand patterns, relationships, and geographic context. The information collected from this assessment will allow CAPK and the community at large, to devise appropriate strategies to improve our localities by understanding land use, access to fresh produce, and the food economy of each pocket of our county.		

Funding Type	Private	**CAPK Program**	Food Bank
Funding Agency	PG&E	**Project Name**	Meal Kits for Kern County
CFDA	N/A	**Target Population**	All
Request	$33,080	**Division Director**	Susana Magana
Award Period	TBD	**Program Manager**	Kelly Lowery
Description	This proposal aims to purchase approximately 1,323 meal kits to distribute to Kern County residents. These meal kits will help individuals and families in Kern County experiencing food insecurity with a 30-pound meal kit box with nonperishable food items.		

Date Presented/Approved

Policy Council: __________ PRE Presentation: __________ B&F Approval: __________ Board Approval: __________

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Head Start/State Child Development/Yolanda Gonzales	**Month/Year:** June 2022
Program/Work Unit: Head Start/Early Head Start	**Program Administrator:** Robert Espinosa
Services: Head Start and Early Head Start childhood education for low-moderate income children ages 0-5 in center-based, part-day or full-day environments and home-based options.	

Program	Funded Enrollment	Reportable Enrollment	Summer Slots	Percentage	Disabilities	Over Income 131%+ up to 10% 101—130% Up to 35%
Head Start • 4 Classrooms Fully Closed/ 2 partially closed	**1317** 100	**356**	**475**	**95%**	**7%**	**5%** **5%**
Early Head Start • 21 Classrooms Fully Closed/ 14 Classrooms Partially Closured	**908** 228	**514**		**57%**	**17%**	**7%** **5%**

Home Visiting Program	Cumulative Enrollment	Contract Enrollment Target
	197	**240**

Division Staffing = 701			
Currently Employed	Vacant Positions	Continuous Family Leave	Intermittent Family Leave
610	91	25	87

HIGHLIGHTS: 8 staff were onboarded

Program Update & Compliance

At the end of May 2022, the Part Year centers were closed. The closures represented 850 slots across 21 centers, including Fairview and Planz which are no longer in operation. Out of the 475 slots, 100 were intentionally closed due to staffing; therefore, out our Summer slots at 375, which put us at 95% of our funded enrollment.

Kern:

- Enrollment and center staff continue to work on third year application and rollovers for the 2022/2023 school year.
- 6/11 Enrollment staff participated in the Latina Prenatal Healthcare event.
- 6/21 and 6/22 Preservice for the Full Year Kern staff presented by Julie Kurtz.

Partnership:
- The Parents on a Mission parent leadership course will conclude Thursday, July 7th with 5 parents completing.
- The Bakersfield College board of directors has approved to move forward with the toddler license option to open the 18-month partnership classroom at the BC center.
- Graduation ceremonies for transitioning children are taking place at Escuelita Hernandez and Bakersfield College centers.

Compliance:
- Health and Safety Code section 1597.16, adopted through the enactment of Assembly Bill (AB) 2370, requires all licensed Child Care Centers constructed before January 1, 2010 to test their drinking water for lead contamination before January 1, 2023. The program has been working on securing testing of all child development centers and have a tentative completion date of September 30, 2022.

SJC:
- Recruitment events: On June 22nd at HAS Office and June 23rd at the Housing Authority. Flyers were passed out to families attending and we completed 6 interest slips.
- CLASS group coaching for infants and toddlers provided by First 5 San Joaquin to CAPK staff and others from the community. Classes were held at our Administration Office. Participants attend 6 sessions on Teacher- Child Interactions. Every Saturday of the month of June 2022.
- Pre-Service June 29th, 30th & July 1st: Presenter Julie Kurtz Topic: Strengthening Self Awareness to Reduce Burnout in Times of Stress; Presenter Alex Largaespada CAPK San Joaquin Mental Health Consultant Topic: Self Care. Every staff was asked to make a wellness vision board to visualize and create important goals in their lives they were given all materials facilitated at their own center by Site Supervisors.

Central Kitchen June 2022				
Meals & Snacks	**Total # Prepared**	**Breakfast**	**Lunch**	**Snack**
Center Totals	**35,790**	11,930	11,930	11,930

HIGHLIGHTS: The Central Kitchen is still actively addressing the nationwide scarcity of baby formula as noted in the May 2022 report. Additionally, after 22 years of service, the walk-in freezer was replaced.

CACFP						
May 2022						
Total Meals Delivered			**Meals Allocated**		**# of Meals Served**	**% of Meals Served**
Central Kitchen	Vendor Meals	Total Meals	CACFP/USDA	HS/EHS		
58,863	12,643	71,506	42,154	29,352	46,954	66%

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Head Start/State Child Development/Yolanda Gonzales	**Month/Year:** July 2022
Program/Work Unit: Head Start/Early Head Start	**Program Administrator:** Robert Espinosa
Services: Head Start and Early Head Start childhood education for low-moderate income children ages 0-5 in center-based, part-day or full-day environments and home-based options.	

Program	Funded Enrollment	Reportable Enrollment	Summer Slots	Percentage	Disabilities	Over Income 131%+ up to 10% 101—130% Up to 35%
Head Start • 4 Classrooms Fully Closed/ 2 partially closed	**1317** 100	**219**	**475**	**58%**	**2%**	**1%** **3%**
Early Head Start • 21 Classrooms Fully Closed/ 14 Classrooms Partially Closured	**908** 228	**517**		**76%**	**14%**	**8%** **5%**

Home Visiting Program	Cumulative Enrollment	Contract Enrollment Target
	140	**240**

Division Staffing = 701			
Currently Employed	Vacant Positions	Continuous Family Leave	Intermittent Family Leave
614	87	25	55

HIGHLIGHTS: 8 staff were onboarded

Program Update & Compliance
Kern: - Enrollment and center staff continue to work on third year application and rollovers for the 2022/2023 school year. - Reassignment for center staff occurred and staff will report to chosen centers starting August 8, 2022. Partnership: - An electrical upgrade was completed at Escuelita Hernandez center to prepare for the new fire system to be installed. - On July 18, 2022, Senator Shannon Grove visited Garden Pathways center to read to the children and promote the Imagination Library program which provides free books monthly to low-income families.

- On July 25, 2022, partnership staff presented to the Garden Pathways mentoring program staff during their in-service day to share about our services and program options.

Compliance:
- Staff are conducting the final management review and analysis for the annual program information report that is due August 31st.
- Site Supervisors reviewed 22 comprehensive child file reviews with a 5% non-compliance in Hearing and Vision Rescreens. Staff are following up with families to ensure rescreens are completed. All other areas were in full compliance.
- Quality Assurance reviewed and approved 9 staff relative enrollment applications. All staff related enrollment applications receive a third review to ensure transparency and an adequate checks and balance system.

SJC:
- SJC- Caring Committee raffled 42 prizes for all staff.
- On July 27, 2022, in partnership with San Joaquin Public Health, a COVID-19 clinic was held at the Hunter administration office.
- The monthly family engagement activity was distributed to all enrolled families. The project was for families to complete an "All About Me & My Family" poster. This an activity that promotes child's self-identity, social awareness, and storytelling as well as introduce family traditions. Additionally helps teaching staff and home-based educators to learn more about children and families. The posters are displayed at the center and socialization rooms for children to see themselves and their families.

Recruitment activities in SJC are as followed:
- July 7, 2022: Housing Authority
- July 26, 2022: Housing Authority
  July 27, 2022: Human Services Agency
- July 29- SUSD- first day of class. E & A and administration staff distributed flyers at some elementary schools.

Central Kitchen July 2022				
Meals & Snacks	**Total # Prepared**	**Breakfast**	**Lunch**	**Snack**
Center Totals	**31,749**	10,580	10,580	10,580

HIGHLIGHTS: The walk-in freezer was installed; therefore, the food previously stored at the foodbank was returned. The Central Kitchen was able to procure baby formula from FOODMAXX in multiple cases purchases due to the vendor stating the necessity to purchase in greater quantity was understood because of the services CAPK provides to children.

CACFP						
June 2022						
Total Meals Delivered			**Meals Allocated**		**# of Meals Served**	**% of Meals Served**
Central Kitchen	Vendor Meals	Total Meals	CACFP/USDA	HS/EHS		
31,644	6,795	38,439	21,470	16,969	26,444	69%

MEMORANDUM

To: Program Review & Evaluation Committee

From: Susana Magana - Director of Health and Nutrition

Date: August 10, 2022

Subject: *Agenda Item 5d*: Strategic Plan 2021-2025 - Goal 1 Update - **Info Item**

Goal Group 1 is dedicated to promoting efforts that will, "increase access to healthy, affordable food to support the health of the communities we serve" (Strategic Plan, 2021-2025). This goal group is comprised of the following staff: Traco Matthews, James Burger, Kelly Lowery, Alejandra Morales, Laurie Hughey, Jennifer Jordan, and Alan Rodriguez. These members represent Head Start, M Street Navigation, 211, CalFresh Healthy Living, and the Executive Division. Board Member, Michelle Jara-Rangel, will also support efforts through her attendance and collaboration during our monthly meetings.

Group 1 last met on July 1, 2022. The staff members in attendance were James Burger, Alan Rodriguez, and Susana Magana. James provided an overview of the upcoming food drives scheduled for the fall. Feed the Need will take place at the Kern County Fair Grounds September 26, 2022, and Stuff the Bus will take place at the Valley Plaza on October 14, 2022.

Noteworthy, in the latter part of May 2022 Laurie Hughey worked with food bank staff to start a food pantry for the M Street Navigation Center participants. The M Street Navigation Center will now be receiving pallets of emergency meal kits, snacks, and pet food that will be available to clients moving out of M street and into their own apartment.

Also, Transforming Local Communities, Inc. (TLC), was selected by CAPK to conduct a food needs assessment to help determine the level of need in various regions throughout the county, the issues impacting access to food (like transportation and availability), gaps in the current system of food distribution, and opportunities for collaboration and partnership. In July, TLC staff began interviewing CAPK staff, as part of the assessment process.

Goal Group 1 will meet next on August 5, 2022. During this time, we will review changes to the committee members. The committee will focus on discussing a plan to enhance emergency food accessibility through current CAPK program sites. The Food Bank is currently not adding any new community partner pantry sites or commodity sites due to the limitations of our current food bank warehouse capacity. We do have a waiting list of community agencies that are interested in becoming a pantry or commodity site. These agencies will be added, once the expansion is complete in the first quarter of 2023.

Attachment:
Active Plan by Team Member for Susana Magana

Mission

Community Action Partnership of Kern will address underlying causes of poverty, alleviate the effects, and promote dignity and self-sufficiency in the communities we serve.

Vision

We envision communities where all people have equal opportunities to achieve greater self-sufficiency and attain thei version of the American Dream.

Performance Summary

2 Goals

- 0% Achieved
- 50% On Target
- 0% Off Target
- 0% Critical
- 0% Deferred
- 50% Not Started

My Items

Item	YTD Actual
1.1: Enhance accessibility through expansion of food distribution sites and services.	**5%**
1.2: Leverage new and strengthened partnerships to reach additional families and communities.	

Item	YTD Actual

Objective	Owner	Measure:	YTD Actual	10/01/21	YTD Target	12/31/25
Enhance accessibility through expansion of food distribution sites and services. (1.1) Aligned to: #1 Increased access to healthy, affordable food to support the health of the...	Susana Magana	*Percent Complete*	5%	0%	YTD Target: 0%	
Leverage new and strengthened partnerships to reach additional families and communities. (1.2) Aligned to: #1 Increased access to healthy, affordable food to support the health of the...	Susana Magana	*Percent Complete*		0%	YTD Target: 19.5%	

Item	Owner	Measure:	YTD Actual	Start	YTD Target	End
Activity **Conduct assessment to identify service gaps, food deserts, and emerging geographic pockets of food insecurity (1.1.1)**	Traco Matthews		0%	10/01/21	YTD Target: 66.4%	100% 12/31/22
Sub-Activity **Develop/update existing pantry site maps and include both CAPK and external programs to create robust GIS mapping (i.e., Map the Meal). (1.1.1.1)**	Traco Matthews	*Percent Complete*	0%	10/01/21	YTD Target: 66.4%	100% 12/31/22

Community Action Partnership of Kern

MEMORANDUM

To: Program Review & Evaluation Committee

From: Freddy Hernandez – Director of Youth & Community Services

Date: August 10, 2022

Subject: *Agenda Item 5d:* Strategic Plan 2021-2025 – Goal 2 Update, **Info Item**

Strategic Goal 2 – Is to ensure that all families in the communities we serve have access to high quality early learning and care choices to meet their diverse needs.

Group 2 did not meet in the month of June and July since members of our team were unavailable due to vacation and business travel. We made the decision to resume our next meeting on August 5, 2022.

In our next meeting, the team plans to review each objective and identify what resources or partnerships are available in order to implement non-traditional hours and workforce development. Our hope is to begin the process of collaborating with internal and external community partners that can help extend educational support services for the communities of Kern County.

Attachment:
Action Plan by Team Member Yolanda Gonzales

Yolanda Gonzalez
My Summary for 2022

Community Action...
As of July 27, 2022

Mission

Community Action Partnership of Kern will address underlying causes of poverty, alleviate the effects, and promote dignity and self-sufficiency in the communities we serve.

Vision

We envision communities where all people have equal opportunities to achieve greater self-sufficiency and attain thei version of the American Dream.

Performance Summary

100%
Achieved
& On Target

3 Goals

- 0% Achieved
- 100% On Target
- 0% Off Target
- 0% Critical
- 0% Deferred
- 0% Not Started

My Items

Item	YTD Actual
2.1: Expand access to services and resources for health and safety of children and youth by providing a safe environment.	55%
2.2: Support the quality and availability of non-traditional hours of service.	25%
2.2.2: Continue to work with partners like the Community Connection for Child Care (CCCC) on referrals and partnerships to increase capacity of...	20%

Item	YTD Actual
2.3: Support workforce development and employment opportunities for CAPK clients.	30%

Objective
Expand access to services and resources for health and safety of children and youth by providing a safe environment. (2.1)
Aligned to: #2 All families in the communities we serve have access to high-quality early...

Owner
Yolanda Gonzalez

Measure:
Percent Complete

55%
YTD Actual

0%
10/01/21

YTD Target: 19.5%

12/31/25

Objective
Support the quality and availability of non-traditional hours of service. (2.2)
Aligned to: #2 All families in the communities we serve have access to high-quality early...

Owner
Yolanda Gonzalez

Measure:
Percent Complete

25%
YTD Actual

0%
10/01/21

YTD Target: 19.5%

12/31/25

Activity
Continue to work with partners like the Community Connection for Child Care (CCCC) on referrals and partnerships to increase capacity of existing and new provider networks (2.2.2)

Owner
Yolanda Gonzalez

Measure:
Percent Complete

20%
YTD Actual

0%
10/01/21

YTD Target: 19.5%

12/31/25

Objective
Support workforce development and employment opportunities for CAPK clients. (2.3)
Aligned to: #2 All families in the communities we serve have access to high-quality early...

Owner
Yolanda Gonzalez

Measure:
Percent Complete

30%
YTD Actual

0%
10/01/21

YTD Target: 19.5%

12/31/25

Yolanda Gonzalez
Contributing to for 2022

Community Action...
As of July 27, 2022

No goals to display.