

COMMUNITY ACTION PARTNERSHIP of KERN
BOARD OF DIRECTORS
PROGRAM REVIEW & EVALUATION COMMITTEE MEETING
5005 Business Park North, Bakersfield, CA
August 7, 2019
12:00 p.m.

AGENDA

1. **Call to Order**

2. **Roll Call**

*Jose Gurrola
Nila Hogan*

*Jonathan Mullings
Yolanda Ochoa*

Marian Panos

3. **Approval of Agenda**

4. **Public Forum:** *(The public may address the Committee 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.)*

5. **Program Presentation:**

- a. Food Bank Presentation by Jaime Orona, Food Bank Program Manager

6. **New Business**

- a. June & July 2019 Program and Division Reports – Sheila Shegos, Outreach & Grant Administrator – ***Action Item (p. 3-18)***
- 2-1-1 Kern County
 - Central Kitchen
 - Community Development – Grants & Administration
 - East Kern Family Resource Center
 - Energy
 - Food Bank
 - Friendship House
 - Human Resources
 - Migrant Childcare Alternative Payment
 - Operations
 - Shafter Youth Center
 - Volunteer Income Tax Assistance (no report)
 - Women, Infants & Children
- b. Application Status Reports and Funding Requests – Sheila Shegos, Outreach & Grant Administrator – ***Action Item (p. 19-28)***
- First 5 Kern for 211 Help Me Grow Program
 - First 5 Kern for 211 Information & Referral Program
 - First 5 Kern for East Kern Family Resource Center School Readiness Initiative & Case Management Program

Community Action Partnership of Kern
PRE Committee Meeting Agenda
August 7, 2019
Page 2

- National Science Foundation for 21st STEM Initiative Program at Shafter Youth Center and Friendship House Community Center
- Northrop Grumman Foundation for 21st STEM Initiative Program at Shafter Youth Center and Friendship House Community Center
- Target Distribution Center for Museum on the Move Program for Shafter Youth Center
- United Way of Kern / Emergency Food & Shelter, Phase 36 for Food Procurement and Distribution

- c. June & July 2019 Head Start / State Child Development Enrollment Update and Meals Report – Ginger Mendez, HS State Enrollment / Attendance Manager – **Action Item (p. 29-30)**

7. **Committee Member Comments**

8. **Next Scheduled Meeting**

Program Review & Evaluation
Wednesday, September 11, 2019
12:00 p.m.
5005 Business Park North
Bakersfield, California 93309

9. **Adjournment**

This is to certify that this Agenda notice was posted in the lobby of the CAPK Administrative Office at 5005 Business Park North, Bakersfield, and online at www.capk.org by 12:00 pm on August 2, 2019. Paula Daoutis, Administrative Coordinator.

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Administration/Pritika Ram		Month/Year: June 1- July 29, 2019
Program/Work Unit: 2-1-1 Kern County	Staffing: 20 (2 Vacancies)	Program Manager/Supervisor: Irene Fonseca, Interim
Services: Provides 24/7 information and referral services via phone or CAPK's website to residents of Kern. Also provides call handling services for Kings, Tulare, Merced, Mariposa and Stanislaus Counties and schedules appointments, provides status updates on pending application, and mails applications to clients for the CAPK Energy Program utility assistance services. As of October 2018, the Kern County Coordinated Entry System initiated as a program within 2-1-1 Kern.		

Activities	Description			
Information & Referral Services	Incoming	Answered	Unanswered	Referrals
Kern County	9,722	7,942	1,780(18%)	14,834
Kings County	416	366	50(12%)	*
Tulare County	1,650	1,506	144 (9%)	*
Mountain Valley (Mariposa and Merced Counties)	231	202	29(13%)	*
Stanislaus County	2,024	1,772	302(15%)	*
Total	14,043	11,788	2,255(16%)	

*2-1-1 Kern does not have access to the iCarol database for these counties. Per the agreements, 2-1-1 Kern provides referrals but does not track them. The information goes directly to the iCarol databases for the individual counties.

Most Requested Services	Food Pantries	Homeless Shelter	Utility Assistance
Top 3 Unmet Needs	Rental Assistance	Transportation	Developmental Screenings

Other Services		Month	YTD
LIHEAP	Calls Answered	6,668	23,317
Weatherization	Calls Routed through 2-1-1	900	3,699
Mental Health	Calls Answered	563	1,729
Website Visitors	Visitors to CAPK's 2-1-1 Kern web page	9,490	30,065
VITA	Calls Routed through 2-1-1	N/A	6,944

CalFresh Enrollments	Onsite enrollment into CalFresh (Supplemental Nutrition Assistance Program (SNAP/food stamps)	Submitted	Approved	Pending
		47	8	39

Coordinated Entry System (CES)	Entry point for the homeless population in Kern County.	211 Homeless Calls	QRT Submitted	Assessments Completed
		781	927	122

Outreach Activities	Outcomes
- Pop Up Homeless Connect Outreach - McGee Resource Center Disaster Relief Outreach	211 Kern Coordinated Entry- informational cards: 100 211 Kern Coordinated Entry- informational cards: 50

Highlights: Acting Program Manager and CES Program Specialist attended the Trauma Informed Care Kern County training session. Coordinated Entry Program Specialist attended the McGee Outreach along with the CAPK Energy Program and completed homeless assessments to those displaced due to the earthquake.

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Nutrition Services/Carmen Segovia		Month/Year: June-July 2019
Program/Work Unit: Central Kitchen	Staffing: 10 Staff Members	Program Manager: Lorenzo Maldonado
Services: Preparation and delivery of meals and snacks for children enrolled in CAPK's Head Start/Early Head Start and Home Base option. The program provides the meals for the H.S. /E.H. S and Home Base. The program also delivers food service and janitorial supplies to the Head Start/Early Head Start centers and Home Base locations. - Total meals prepared are supported by the daily meal production sheets and food transport sheets. - Home base meal totals are supported by meal request forms submitted by center and Home Base staff.		

Activities	Status			
June Meals & Snacks	Total # Prepared	Breakfast	Lunch	Snack
Central Kitchen prepared for the HS/EHS centers	21,366	7,240	7,248	6,878
Home Base Meals	175	57	33	85
Total	21,541	7,297	7,281	6,963

Activities	Status			
July Meals & Snacks	Total # Prepared	Breakfast	Lunch	Snack
Central Kitchen prepared for the HS/EHS centers	21,996	7,340	7,328	7,328
Home Base Meals	208	102		106
Total	22,204	7,442	7,328	7,434

Other:

- June 4, 2019 the Central Kitchen got a new dishwasher installed by HOBART Services. We also had the agency maintenance department install the new 60-gallon steam kettle. The Central Kitchen is now fully equipped, in all there can be a total of 2,560 serving can produce in the two steam kettles. The central kitchen staff will have the ability to produce two different items for one meal service at the same time.
- The Food production Drivers finished picking up all food service items from the centers that will not be opened next year. We have restocked the Central Kitchen with the unused food service supplies that were returned from the centers. Maintenance has provided the Central Kitchen with support in returning equipment, food service supplies and janitorial supplies from the centers that have closed.
- July the Central Kitchen started to inventory, and store equipment returned from the center that closed and will not open next year. This presents a challenge due to the amount of storage space at the Central Kitchen. The Central Kitchen's Food Service Supervisor worked with the Food Production Drivers to situate and store all the equipment that was returned by maintenance.

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Community Development/Pritika Ram, Interim		Month/Year: June and July 2019
Program/Work Unit: Community Development Division	Total Staffing: 6	Program Manager/Supervisor: Sheila Shegos
Services: Grant research on funding resources and opportunities, proposal preparation, and special projects. Media and public relations, agency and program promotional materials, advocacy, social media and website management, special events and fundraising, English-Spanish translations.		
Community Development Team Activities		
		The <u>Outreach Team</u>, in July, coordinated outreach for CAPK as programs responded to the Ridgecrest Earthquake – helping with outreach materials, messaging on social media and news media interaction. We also focused on promotions and volunteer recruitment for Food Bank Farmers’ Market events in June and July, hosted a farewell Potluck for Community Development Director Ralph Martinez and had a great IgniteBiz Kern Workshop in June. Trainer Patty Avery from the Consumer Finance Protection Bureau held a train-the-trainer workshop for 30 CAPK program staff and community partners on the “Your Money, Your Goals” toolkit. The <u>Grants Team</u> is now using GrantHub, a system for grant development and reporting. Four short trainings on the new system for CD staff and division directors will be held in August.
Advocacy	Met with Assemblyman Vince Fong’s legislative director on priorities to pursue in the next legislative session.	
Outreach	- Provided flyers, press releases and media collaboration for CAPK earthquake response. - Promoted Food Bank Farmers Markets in Delano, Wasco, Lamont, Arvin and Bakersfield. - Promoted Chevron volunteer event at Food Bank on July 19. - Designed VITA post-Tax Day materials. - Developed new homebased marketing materials. - Spanish translation of programs one-sheet.	
Special Events	- Hosted IgniteBiz Kern small biz workshop on June 27. - Hosted Ralph Martinez retirement potluck on June 27. - Facilitated the Your Money, Your Goals train-the-trainer workshop on July 25 - Supported backpack giveaway, tennis event, beach trip/clean-up and other events at youth centers.	
Grants	- First 5 Kern for EKFRS and 211. - CSD VITA CalEITC Outreach and Education. - CSD VITA Free Tax Preparation Assistance.	
Research	- Capacity and program funding for East Kern Family Resource Center, VITA and youth centers. - Affordable housing for low-to-moderate income. - Funding for the Food Bank Expansion Project.	
Projects	- Enhancing and developing new processes and procedures for increased efficiencies (grant review, profiles, awards, implementation). - Strategic Plan Reporting & next steps. - GrantHub Migration and Implementation - Organizational Standards Documentation & CSD Distribution Calendar for Administration - NPI mid-year data collection - Veteran Stand Down Committee 2020 Census, Kern County Census Committee	

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Nutrition Services/Carmen Segovia		Month/Year: June/July, 2019
Program/Work Unit: East Kern Family Resource Center	Total Program Staffing: 6	Program Manager/Supervisor: Whitney Hughes
Program/Work Unit Description: Serves low-income individuals and families residing in East Kern County communities of Boron, California City, Mojave, North Edwards, Rosamond, and Tehachapi. Services include case managing families with children who are at risk of abuse and neglect (Differential Response); preparing children to enter kindergarten (School Readiness Initiative); parenting education; emergency supplies closet for immediate basic needs such as clothing, food, diapers, infant formula, bus passes, and gas vouchers.		

Activities	Description	Status	
		Month	YTD
Referrals for services Case Managed Families	Differential Response	30	163
	F5K School Readiness	17	25
	Economic Empowerment	6	44
Children enrolled in center-base program		0	0
Adults in Court Mandated Parenting Classes		0	11
Services to Walk-ins	Services e.g., faxing and photocopying legal documents (such as birth certificates, Social Security cards, immigration status information needed to receive public assistance), food, clothing, referrals to other support services, and ongoing case management	119	449
Emergency Supplies Closet and Other Services	Food (individuals)	10	86
	Clothing (individuals)	36	150
	Photocopies (individuals)	788	3495
	HEAP Application Supporting Docs	192	468

Other: The EKFC is in the process of applying for a federal grant that would fund a collaborative community center for East Kern.

Staffing: We are fully staffed

COMMUNITY ACTION PARTNERSHIP OF KERN
DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Operations/Emilio Wagner		Month/Year: June-July 2019
Program/Work Unit: Energy	Total Program Staffing: 37	Program Manager/Supervisor: Margaret L. Palmer
Services: Residential weatherization, utility bill payment assistance, and energy efficiency education for low-to-moderate-income Kern County residents. Also, installation of interim water tanks for low-income households affected by the drought.		

Activities	Description	Status	
		Households Served	
		Month	YTD
1. Low Income Home Energy Assistance Program (LIHEAP Utility Assistance -2019)	Assistance with utility bill payments	707	3618
2. Low Income Home Energy Assistance Program (LIHEAP) Weatherization Assistance (2019)	• Assistance with residential repair/weatherization (e.g., weather stripping, thermostats, door/window replacement, etc.)	45	153
	• Energy-efficient appliance installation	69	219
3. Department of Energy Weatherization Assistant Program (DOE-WAP) (2018)	• Assistance with residential repair/weatherization (e.g., weather stripping, thermostats, door/window replacement, etc.)	14	32
	• Energy-efficient appliance installation	9	12
5. Total Value of Services (utility payments only)		\$408,389	\$2,140,787
		Results	
6. Energy calls received (from 2-1-1)		7,568	
		HEAP	Wx
7. Number of LIHEAP applications Received		1261	93
8. Number of LIHEAP applications Completed		707	40
9. Number of LIHEAP applications in Progress		554	53
10. Outreach Events attended	6/10 – Casa de Hernandez, Delano 6/20 – Casa De Eva, Bakersfield 6/20 – Farmer’s Market, Delano 7/9 – 7/19 Earthquake Disaster Relief Response in Ridgecrest	Give presentations, distribute brochures, applications, tote bags, ink pens and energy savings wheels.	

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Nutrition Services/Carmen Segovia		Month/Year: June 2019	
Program/Work Unit: Food Bank	Total Staffing: 17	Program Manager: Jaime Orona	
Services: Partners with 147 food distribution sites throughout Kern County to provide food assistance to low-income families and individuals.			
		Status	
Activities	Description	Month	YTD
USDA Commodities	Individuals Served (May)	39,349	196,441
	Poundage Received all Programs	1,817,292	10,045,211
	Total Poundage Distributed, All Sites	1,862,374	9,654,741
	Total Distributed pounds June 2018	1,250,285	6,352,948
Food Sourcing	Produce Received: 667,306 pounds of produce (donated or purchased) & 18 different produce items: Baloian Farms: Red onions Cal-Organics: mixed greens, cabbage, potatoes, broccoli & cauliflower Country Sweet: Sweet potatoes Road Warrior Transportation: Watermelon Target: Mixed produce Varsity Produce: Onions Walmart: Mixed produce Wonderful: Citrus Zuckerman Farms: Potatoes		
Food Drives:	Farmers Markets: New Life, Wasco, Delano, KCFG, Catholic Charities		

Other:

- On June 3rd we held a Farmer's Market at New Life Church.
- On June 4th we met with the representatives of the Padre Hotel to discuss partnering with the Food Bank for our "Fill the Bowl" event.
- June 8th, we held a Farmer's Market in Wasco distributed 31,924 lbs. of produce to 365 families.
- June 13th, we held a Farmer's Market in Arvin distributed 23,593 lbs. of produce to 381 families.
- June 15th, we held a Farmer's Market at the Kern County Fair Grounds distributed 36,070 lbs. of produce to 502 families.
- On June 20th, we held a Farmer's Market at the Delano Regional Medical Center distributed 28,039 lbs. of produce to 463 families.
- On June 20th we donated 3 bins of miscellaneous dry goods for the Pocket Park community event.
- On June 25th and June 27th, we provided several bins of miscellaneous dry goods to Caterpillars annual employee appreciation event.
- On June 26th, we held a Farmer's Market at Catholic Charities distributed 28,495 lbs. of produce to 450 families.
- On June 29th we provided miscellaneous dry goods and oranges to the Frazier Mountain Park Health event.
- Our CSFP (Senior Distribution Program) held 34 distributions during the month of June and distributed 30-pound boxes of healthy and non-perishable food to 4,004 seniors throughout Kern County.

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Nutrition Services/Carmen Segovia		Month/Year: July 2019	
Program/Work Unit: Food Bank	Total Staffing: 17	Program Manager: Jaime Orona	
Services: Partners with 147 food distribution sites throughout Kern County to provide food assistance to low-income families and individuals.			
			Status
Activities	Description	Month	YTD
USDA Commodities	Individuals Served (June)	36,875	233,316
	Poundage Received all Programs	1,892,112	11,937,323
	Total Poundage Distributed, All Sites	1,552,049	11,206,790
	Total Distributed pounds July 2018	1,324,884	7,677,832
Food Sourcing	Produce Received: 547,763 pounds of produce (donated or purchased) & 6 different produce items: • Cal-Organics: • Target: Mixed produce • Walmart: Mixed produce		
Food Drives:	Farmers Markets: New Life, Lamont, Wasco, Delano, KCFG, Catholic Charities		

Other:

- On July 2nd we had a Farmer's Market at New Life Church on White Lane.
- On July 3rd we provided 2 bins of dry and canned miscellaneous goods for a community event hosted by The Church Without Walls.
- On July 4th we donated ice-cream, oranges, chips and pastries for 400 to the Rising Star Baptist Church for their annual week of vacation bible school.
- On July 11th we had a Farmer's Market at the Lamont Library distributed 18,000 lbs. of produce to 190 families.
- On July 13th we had a Farmer's Market in Wasco distributed 29,787 lbs. of produce to 338 families.
- On July 16th we donated 2 bins of dry and canned miscellaneous goods for a Pop-up event for the homeless in East Bakersfield.
- On July 17th we donated oranges, bread and water to the Arvin Job fair.
- On July 18th we had a Farmer's Market at the Delano Regional Medical Center distributed 31,517 lbs. of produce to 443 families.
- On July 19th 20 employees and interns from the Chevron corporation came in to help us bag fruit and vegetables for our Farmer's Market at the Kern County Fair.
- On July 20th we had a Farmer's Market at the Kern County Fair Grounds
- On July 24th we had a Farmer's Market at Catholic Charities.
- On July 26th we donated: ice cream, oranges, bread and miscellaneous canned and dry goods to Brenda Jeans community event.
- Our CSFP (Senior Distribution Program) held 34 distributions during the month of June and distributed 30-pound boxes of healthy and non-perishable food to 4,063 seniors throughout Kern County.

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Pritika Ram		Month/Year: June & July 2019	
Program/Work Unit: Friendship House	Total Program Staffing: 5	Program Manager/Supervisor: Lois Hannible	
Services: After-school and summer programs, pre-employment program for youths, parenting classes, nutrition education, sports, gang prevention, and access to social services.			
Activities		Participants	
Description		Month	YTD
After-School Program Tutoring, homework assistance, recreation.			22
Summer Program Recreational activities, educational games, and activities.		130	130
Gang Prevention Program Aggression Replacement Training (ART), Nurturing Parenting and Parents on Mission (POM) parenting classes are provided at local school sites, correctional facilities, at the Friendship House and other community centers, to prevent at-risk youths from joining gangs.			26
STEM (Science, Technology, Engineering, Math) Program Chevron STEM teaches robotics, coding, engineering, and mathematics to program youth, engaging them in hands-on science focused learning.			
Mobile Mexican Consulate Consular services are provided at FHCC every Tues. & every other Wed., providing passport renewals, assistance with obtaining important documents, and providing DACA & protection information.		618	2789
PREP Works Program Pre-employment program for at-risk youth that provides them with financial literacy; skills and knowledge to conduct job searches and plan for college/career; and an incentivized savings program. Participants also have an opportunity to gain paid work experience.			109

Other:

- Kern County Child Support Services distributed 200 backpacks to FHCC Summer Program participants, and other community youth, on July 24th. The backpacks were a welcomed surprise for community youth who are preparing to return back to school soon.
- A tennis clinic was provided for FHCC Summer Program participants on July 30th. Alexsia Drulias organized the "Get Swinging" tennis clinic as a project to earn her Gold Scout Gold Award. In addition to facilitating the event, Alexsia also raised funds to purchase new tennis equipment, to be donated to the FHCC and purchased hats & visors for the program participants.
- FHCC & SYC youth participants went on a fieldtrip to San Simeon on July 25th, courtesy of the CA. Coastal Commission. Youth took part in a beach clean-up, participated in hands-on activities at the beach, and visited the Elephant Seals.
- The Bakersfield Police Department hosted a Junior Police Academy at the FHCC from June 12 to July 13. There were 19 recruits that participated in the academy, 18 of which successfully completed the program. The focus of the program was leadership, accountability, and problem solving. Due to the success of the program, there are plans to facilitate another Junior Police Academy at the FHCC again next year.
- The Mexican Consulate will be providing Consulate services at the Friendship House from August 19-August 22. Those interested should call (877) 639-4835 for an appointment.



COMMUNITY ACTION PARTNERSHIP OF KERN
DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Raymond Quan		Month/Year: June & July 2019
Program/Work Unit: HR/Staffing	Total Division Staffing: 8	Program Manager/Supervisor: Mike Lackman/Dawn Bledsoe
Services: All functions and activities related to staffing, employee benefits (including the pension plan) administration, labor law compliance, human resources management, and SEIU Contract.		

		Status	
Activities	Description	Month	YTD
Employee Count	Regular	1,766	
	Subs/Temps	44	
	Total Staff	1,810	
New Hires	All divisions and programs		
	Regular	13	91
	Subs/Temps	3	45
	Total New Hires	16	136
Leaves of Absence	Full-time Leave	41	
Terminations	All divisions and programs		
	Voluntary	23	107
	Involuntary	10	60
	Total Terminations	33	167
Staffing	Vacancy	39	169
	Total Applications Received	406	1,432
Payroll	Total Hours Paid	187,356.29	
	Total Gross Payroll	\$3,760.047.94	

Projects HR/Payroll-Electronic Job Requisitioning HR-Pension Plan Correction HR-Recruitment Issues HR-Licensing Issues Online Recruitment	Completed: 1. Head Start Site Supervisor Meeting 06/03/2019 2. Meeting/Conference w/SEIU-bumping 06/04/2019 3. Executive Committee Meeting 06/05/2019 4. HR Legal Phone Conference w/Counsel 06/10/2019 5. Appeal of Employee Discipline w/SEIU 06/12/2019 6. PRE-Committee 06/12/2019 7. SEIU Arbitration-Settlement 06/14/2019 8. Company –wide Management Meeting 06/19/2019 9. Budget & Finance Committee Meeting 06/19/2019 10. National SHRM Conference 06/23-26/2019
---	--

	Completed: 1. Discuss agenda for Board Retreat -Strategic Plan 07/02/2019 2. Benefits Self Billing Meeting 07/08/2019 3. Phone discussion with legal counsel on The SEIU arbitrations, re shift leaders 07/16/2019 4. HR Benefits Technician Interviews 07/17/2019 5. State of the City of Bakersfield lunch on 07/18/2019 6. Pension Look back Conference Call 07/19/2019 7. DFEH Complaint-Investigation 07/22-23/2019 8. Blue Shield Utilization Meeting w/USI 07/24/2019 9. Executive Committee Meeting 07/24/2019 10. Wage/Hour Claim Hearing -State of CA 07/30/2019
--	---

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Health & Nutrition Services/Carmen Segovia		Month/Year: June-July 2019		
Program/Work Unit: Migrant Childcare AP Program (MCAP)	Total Staffing: 19, <i>Vacancies-2 SRS Specialist & FSS Specialist</i>	Program Manager/Supervisor: Susana Magana		
Services: The Migrant Childcare Alternative Payment Program is a voucher-based childcare program for migrant agriculturally working families. The program has six entry counties: Kern, Kings, Madera, Merced, Tulare, and Fresno. Once enrolled, families can continue childcare services as they migrate throughout the state following agricultural work. The program’s current Fiscal Year is July 1, 2019, to June 30, 2020. <i>*This report is for the service month of June 2019, which was processed in the month of July 2019.</i>				
Activities		County	Total	% by County
Active Enrollments	Kern*		420	43%
	Madera		98	10%
	Merced		0	0
	Tulare		203	21%
	Kings		81	8%
	Fresno		171	18%
	Total		973	100%

*Kern totals include services provided outside of the six entry counties. The case management for those families working and residing outside the six entry counties are handled by the regional office in Bakersfield.

Other:

Current Activities:

Our Fiscal Year 2018-2019 just ended. We are in process of closing out the program fiscal year. Staff continues to actively recruit and accept applications in all entry counties for the program. We currently have no waiting list. All eligible families are authorized immediately.

Staff conducted provider visits 6/3, 6/5 & 6/7 throughout the central valley. They provided technical assistance to providers and reviewed attendance records to ensure compliance. Staff also attended the Delano collaborative meeting on 6/4 and the Arvin collaborative meeting on 6/6 to promote the program to other agencies in those communities.

On 6/26 program manager participated in an interview conducted by Radio Bilingue in conjunction with an article featuring the Migrant Childcare Program in the monthly newsletter publication "Voice of the Fields" distributed by La Cooperativa. The link to the article is <http://www.lacooperativa.org/media/la-voz-del-campo-voice-of-the-field-newsletter/>

All Kern staff traveled to provide support services to our Riverside County program participants on June 24-26 in La Quinta, CA. MCAP staff conducted onsite family appointments, provider home visits, the annual Parent and Provider informational meetings.

On 6/27 an all staff meeting was held at the Kern MCAP office. Carmen Segovia and Jeremy Tobias stopped by to congratulate staff for an excellent Program Self-Evaluation and to provide words of praise for their hard work and dedication on the previous fiscal year and encouragement to continue strong for the 2019-2020 fiscal year.

On 7/25 program manager along with 2 specialists attended the Your Money Your Goals, train the trainer session. This training was very informative and provided staff with resources that can be shared with both our families and providers.

Upcoming Activities

Staff will be attending the CAPPA conference and Every Child CA conference in October 2019.

COMMUNITY ACTION PARTNERSHIP OF KERN
DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Operations/Emilio Wagner		Month/Year: June/July 2019	
Program/Work Unit: Business Services/ Maintenance & Operations/Information Technology/Risk Management	Total Division Staffing: 19	Program Manager/Supervisor: Dan Ripoli, Douglas Dill, Kerri Davis, Laurie Sproule	
Services: Facility repair and maintenance, procurement, information technology, risk insurance, vehicle registration, contracts, facility leases and facility planning.			
		STATUS	
Activities	Description	Received	Completed March 1, 2019 to Date
Business Services			
Purchase Orders Processed		254	901
Contracts/Leases Processed		30	104
Request for Proposals (RFP)	Gardening and Maintenance Energy -Subcontractor-Appliances Design Build Jewett Tenant Improvements Site Renovations -Cleo Foran/E. Cal Auto Mechanic	Completed Completed Completed Completed In Progress	
Leases	Tehachapi Unified School District -HS Mojave Unified School District -HS Jewett Ave. -HS	Completed Completed Completed	
Contracts	PLC Systems Services Change Order #1 Food Service Contract -Delano San Joaquin Interiors (2) PLC System Services -Shafter Youth The Dirt Guys (2) Great Western Installations Econo West Greer’s Banner Air Jon Dooley Heating and Cooling Oasis Air Conditioning PLC System Services Kern Regional Center (MOU) Three Way Chevrolet (3) Liebert Cassidy Whitmore -Amendment Soils Engineering, Inc. CDW -MCAP PLC System Services -Head Start Robert Moss Garden Pathways Partnership agreement KCSOS Partnership agreement	Completed Completed Completed Completed Completed Completed In Progress In Progress In Progress In Progress In Progress In Progress In Progress In Progress In Progress In Progress In Progress In Progress In Progress	

	West Kern Community College District Latino Coalition -HS	In Progress	
Maintenance & Operations		Work in Progress	03/01/2019 to Date Closed
Facility Work Orders Processed	Repair and maintenance of CAPK facilities and vehicles.	58	1051
Projects	- Waiting for State approval to start the demolition of the Oildale Modular. - Gearing up for the removal of contents of 11 Head Start sites that will be closing this year. - Preparing for expending Head Start funding that must be expended by June 2019 - Preparing for major renovations of 4 Head Start sites, Martha J Morgan, San Diego, East Cal and Cleo Foran.	In Progress In Progress In Progress In Progress	
Information Technology		Received	03/01/2019 to Date Closed
Help Desk Work Orders Processed	Technical assistance to employees, repairs, troubleshooting, coordination of services with IT services subcontractor	896	863
Projects	- AT&T E-rate Installation - Food Bank Software Evaluation - MCAP Computer Lease - Shafter Youth Center Computer Installation - Intercom upgrades	In Progress Completed In Progress Completed In Progress	
Risk Management		Reported	01/01/2019 to Date
Workers Compensation Incidents	- For Report Only - First Aid - Medical Treatment - Modified Duty - Lost Time - Non-Industrial (not work related) - Under Investigation	11 1 0 0 1 0 1	54 13 5 5 2 2 2
General Liability		0	0
Property Incidents		2	11
Vehicle Incidents		2	10
Projects	Safety & Security Policies for Front Desk Workplace Violence Prevention Program Operational Risk committee Update Vehicle Safety Program Safety Meetings Monthly Maintenance & Energy	In progress In progress In progress Completed	

Other:

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Community Development/Ralph Martinez		Month/Year: June/July 2019
Program/Work Unit: Shafter Youth Center	Total Program Staffing: 5	Program Manager/Supervisor: Angelica Nelson
Services: Summer and after-school tutoring, homework assistance, educational, recreational, and social enrichment activities and services for children ages 6-18. Evening programming is offered Monday through Friday, 5:00 to 9:00 pm; activities include basketball, ancestry class, and various local groups who utilize the meeting space.		
Activities		Participants
Description		Month YTD
After-School Program Tutoring, homework assistance, recreation, health & nutrition education.		27
Teen Pregnancy and Sexually Transmitted Infections Prevention (Information and Education) (#'s as of 7/1/2017) Informing and educating teens ages 12-19 years on preventing pregnancy and the spread of sexually transmitted infections.		14 109
Evening Program –Open Basketball, Zumba		20 - 45 per night
Summer Program Academics, sports, recreation, health & nutrition education, themed weeks with coordinated guest speakers.		92

Other:



Shafter Youth Center kids have been busy all summer with different presenters, learning new stuff. From City of Shafter Mayor Alvarado to Senator Cox's office, Shafter's Animal Control to Ca Dept of Fish and Wildlife, kids have learned at all levels. We even had a cooking week where kids made their own snacks like banana sushi, apple nachos, French bread pizza and even homemade ice cream!



Shafter Youth Center kids along with FHCC kids, took a trip to the beach to beat the summer heat and do some good steward projects. Beach Clean up was the topic. Kids got to enjoy various stations of educational topics. California Coastal Commission was the funder and the main partner. Along the way, we partnered with California State Parks and Friends of the Elephant Seals to get some time learning all about what happens at William Randolph Memorial State Beach.



COMMUNITY ACTION PARTNERSHIP OF KERN DIVISION/PROGRAM MONTHLY ACTIVITY REPORT



COMMUNITY ACTION PARTNERSHIP OF KERN
FUNDING REQUESTS AND APPLICATION STATUS REPORT
PENDING - June & July 2019

Approved Date	Submission Date	Funding Source	Program/Proposal	Amount Requested
11/29/2017	12/4/2017	US Department of Agriculture	CAPK Food Bank Network Capacity Building & Emergency Preparedness Project	\$ 350,000
2/27/2019	2/14/2019	California Complete Count Census 2020 Office	Census Outreach	\$ 657,770
	3/29/2019	CA Board of State Community Corrections	SYV/FHCC/211 Youth Reinvestment Project (3 Years)	\$ 225,000
5/29/2019	5/13/2019	US Bank	Small Business Initiative	\$ 20,000
5/29/2019	6/11/2019	US DHHS - ACF - Family Strengthening	EKFR Center for Hope (3 years)	\$ 2,500,000
5/29/2019	6/24/2019	Wells Fargo	VITA Your Money Your Goals Financial Empowerment	\$ 50,000
TBD	7/26/2019	Walmart	Food Bank C-Train	\$ 5,000
TBD	7/26/2019	Walmart	FHCC STEM Labs	\$ 5,000
TBD	7/26/2019	Walmart	CDD Small Business Initiative	\$ 5,000
TBD	7/30/2019	First 5 Kern	EKFR School Readiness & Case Management	\$ 808,863
TBD	7/30/2019	First 5 Kern	2-1-1 Kern Help Me Grow	\$ 892,242
TBD	7/30/2019	First 5 Kern	2-1-1 Kern Information & Referral Families with Children 0-5	\$ 726,970

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNDING REQUESTS AND APPLICATION STATUS REPORT
AWARDED -June & July 2019

Approved Date	Notification Date	Funding Source	Program/Proposal	Amount Requested	Amount Awarded	Funding Period
1/15/2019	1/1/2019	Bank of the West	Small Business Initiative - 2nd Year Funding	\$25,000	\$ 25,000	1/1/2019-12/31/2019
1/30/2019	1/7/2019	InterConnection	10 computers with monitors for VITA	N/A	N/A	One time shipment
11/28/2018	1/29/2019	California Department of Social Services	Food Bank Capacity Building	\$110,000	\$ 101,490	1/1/2019-9/30/2020
8/15/2018	2/6/2019	HUD 2018 Continuum of Care Program Application	211 Kern Coordinated Entry	\$268,371	\$ 236,838	7/1/2019-6/31/2020
4/24/2019	5/14/2019	Virginia and Alfred Harrel Foundation	Food Bank Truck	\$35,000	\$ 35,000	
3/27/2019	5/22/2019	Kern Family Health Care	EKFRC Emergency Closet	\$2,000	\$ 2,000	6/1/2019-5/31/2019
3/27/2019	5/22/2019	Kern Family Health Care	SYC Museum on the Move	\$2,000	\$ 2,000	6/1/2019-5/31/2019
3/27/2019	5/22/2019	Kern Family Health Care	FHCC Museum on the Move	\$2,000	\$ 2,000	6/1/2019-5/31/2019
3/27/2019	5/22/2019	Kern Family Health Care	211/KCHC Hearing Bags for Homeless	\$2,000	\$ 2,000	6/1/2019-5/31/2019
11/5/2018	5/23/2019	California Coastal Commission-Whale Tail	Youth Centers Ocean Education and Trip	\$8,000	\$ 8,000	6/1/2019-5/31/2019
3/27/2019	5/26/2019	Borax Visitors Center Foundation	EKFRC Health Link	\$4,000	\$ 3,000	6/1/2019-5/31/2019
4/24/2019	6/6/2019	Kern County Dept. of Human Services	FHCC/SYC Youth Mentoring	\$ 158,400	\$ 70,000	7/1/2019-6/30/2019
TBD	6/28/2019	Target	SYC Museum on the Move	\$ 2,000	\$ 2,000	7/1/19-12/31/19
TBD	7/17/2019	United Way Kern County Phase 36	Food Bank General Operating Support	\$ 175,000	\$ 79,598	10/1/2019-9/30/2020
TBD	7/17/2019	Stater Bros-Harvesting Hope	Food Bank General Operating Support	\$ 15,000	\$ 5,000	8/1/2019-12/31/2019
Total Awards				\$ 573,926		

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNDING REQUESTS AND APPLICATION STATUS REPORT
DECLINED - June & July 2019

Date Approved	Date of Notification	Funding Source	Program/Proposal	Amount Requested
10/31/2018	1/29/2019	California Coastal Commission - Whale Tail Grants Program	SYC and FHCC EcoColumns curriculum/aquarium trip	\$15,000
1/23/2019	2/15/2019	Womens and Girls Fund	FHCC PREP Works for Girls	\$25,000
10/31/2018	3/8/2019	City of Bakersfield-CDBG	Food Bank Expansion Project	\$458,293
1/23/2019	2/26/2019	California Office Child Abuse Prevention	Case management for pregnant/mothers with Substance Abuse History-3 Yr. Funding for EKERC, SYC, FHCC	\$1,800,000
2/27/2019	3/15/2019	Kern County Dept. of Human Services	Kinship-EKERC, FHCC, &SYC	\$158,400
1/23/2019	4/4/2019	CA Department of Public Health	SYC I&E Program (Reapplication 2Yrs)	\$249,420
1/30/2019	4/22/2019	Bank of the Sierra	STEM for the Youth Centers	\$5,000
2/27/2019	No Response	Union Bank	FHCC/SYC STEM	\$ 25,000
3/27/2019	6/6/2019	Bank of America	Food Bank Expansion Project	\$ 50,000
10/31/2018	6/21/2019	Kern County CDBG	Food Bank Expansion Project	\$ 458,293
2/27/2019	7/10/2019	California Coastal Conservancy	FHCC/SYC Explore the Coast	\$ 13,558

Community Action Partnership of Kern Funding Request Profile

Source of Funds: Public
Project Name: 211 Kern Help-Me-Grow
Funder Name: First 5 Kern
Grant Program Name: 211 Kern
Funding Period: 07/01/2020-6/30/2025
CFDA # N/A

Division Director: Pritika Ram
Program Manager: Irene Fonseca (Interim)

☐ **New Funding.**
☒ **Re-Application**

A. Narrative description of funding request, including goals:

CAPK's 211 Kern is requesting \$892,242 (5 years of funding) from First 5 Kern to continue providing the Help-Me-Grow Developmental Delay Screening and Referral program. The program will use the 2-1-1 Kern information and referral system to provide timely and effective access to early identification and intervention of developmental delays, behavioral issues, and autism spectrum disorder in Kern County children ages 0 – 5 years.

Care coordinators will use the Ages and Stages Questionnaire (ASQ) to determine if a child may have developmental issues. The care coordinator will make referrals for children who are indicated as needing further evaluation and/or services and will provide case management and support families in accessing services. The Community Liaison will provide community outreach and education to increase awareness of the importance of early screenings; build relationships with other agencies/organizations and health care providers/pediatricians; and build a coalition of stakeholders to further support early intervention efforts.

B. Use of Funds:

The requested funds will be used to cover personnel costs; program supplies; staff mileage; and cost allocations for 2-1-1 office space, data systems, and 2-1-1 Call Center software.

C. Approvals:

1. _____
Division Director Date
2. Pritika 7/17/19
Director of Community Development Date

3. [Signature] 7/22/19
Chief Financial Officer Date
4. [Signature] 7/23/19
Chief Executive Officer Date

D. Board:

☐ Policy Council ☐ PRE Presentation ☐ B&F Approval ☐ Board Approval
Date: _____ Date: _____ Date: _____ Date: _____

Community Action Partnership of Kern Funding Request Profile

Source of Funds: Public

Project Name: 2-1-1 Kern County Information & Referral

Funder Name: First 5 Kern

Grant Program Name: 2-1-1 Kern County

Funding Period: 07/01/2020 – 06/30/2025

CFDA # N/A

Division Director: Pritika Ram

Program Manager: Irene Fonseca
(Interim)

☐ **New Funding**

☒ **Re-Application**

A. Narrative description of funding request, including goals:

CAPK's 2-1-1 Kern Information and Referral Helpline is requesting \$726,970 (5 years of funding) from First 5 Kern. Funding will help support 2-1-1 Kern County's information and referral services to (1) assist families with uninsured children ages 0-5 to identify/enroll in health insurance programs; (2) assist families with children 0-5 find a dental home for pediatric dental services; and (3) connect pregnant women to prenatal service providers and Family Resource Centers.

B. Use of Funds:

The requested funds will be used for staff salaries and benefits, mileage, program expenses and cost allocations for the 2-1-1 office space, data systems, and 2-1-1 call center software.

C. Approvals:

1. _____
Division Director Date

2. Pritika 7/17/19
Director of Planning, Research & Dev. Date

3. Jay Webster 7/22/19
Chief Financial Officer Date

4. G.T.P. 7/23/19
Chief Executive Officer Date

D. Board:

☐ Policy Council
Date: _____

☐ PRE Presentation
Date: _____

☐ B&F Approval
Date: _____

☐ Board Approval
Date: _____

Community Action Partnership of Kern Funding Request Profile

Source of Funds: Public
Project Name: EKFRS School Readiness Initiative & Case Management
Funder Name: First 5 Kern
Grant Program Name: EKFRS
Funding Period: 07/01/2020-6/30/2025

CFDA # N/A
Division Director: Carmen Segovia
Program Manager: Whitney Hughes

☐ **New Funding.**
☒ **Re-Application**

A. Narrative description of funding request, including goals:

CAPK's East Kern Family Resource Center (EKFRS) is requesting \$808,863, (5 years of funding) from First 5 Kern to continue providing the EKFRS School Readiness Initiative & Case Management program to families residing in Boron, California City, North Edwards, Mojave, Rosamond, and Tehachapi. Due to the geographic isolation and many socio-economically disadvantaged families who reside in this area, there is a high need for the early childhood education and family support opportunities provided by the EKFRS.

The School Readiness Initiative & Case Management program prepares children to enter kindergarten and strengthens families through the School Readiness Initiative (center- and home-based services), Summer Bridge Program, Family Case Management, Parenting Education that meets court-mandated requirements, East Kern Collaborative, and team articulation meetings.

B. Use of Funds:

The requested funds will be used to cover personnel costs; cost allocations for space costs including utilities; program supplies; and staff mileage.

C. Approvals:

1. <u>Carmen Segovia</u> <u>7/17/19</u> Division Director Date	3. <u>Jacqui Webster</u> <u>7/22/19</u> Chief Financial Officer Date
2. <u>Pruthi</u> <u>7/17/19</u> Director of Community Development Date	4. <u>John T. F.</u> <u>7/23/19</u> Chief Executive Officer Date

D. Board:

☐ Policy Council	☐ PRE Presentation	☐ B&F Approval	☐ Board Approval
Date: _____	Date: _____	Date: _____	Date: _____

Community Action Partnership of Kern Funding Request Profile

Source of Funds: Private
Project Name: 21st STEM Initiative
Funder Name: National Science Foundation
Grant Program Name: SYC & FHCC STEM
Funding Period: 1/1/2020 – 12/31/2021
CFDA #: N/A

Division Director: Carmen Segovia

Program Manager: Lois Hannibal,
Angelica Nelson

☒ **New Funding.**

☐ **Re-Application**

A. Narrative description of funding request, including goals:

CAPK's Shafter Youth Center and Friendship House is applying to the National Science Foundation for funding for 2 years of up to \$25,000. The funding will provide for a robust Science, Technology, Engineering and Math (STEM) Program emphasizing STEM teacher support and enhancing critical and strategic problem solving abilities to STEM related problems in small class settings. The goal of the grant is to provide a comprehensive STEM program support for teachers and students through educational, internship and workforce professional development to school districts and low-income youths.

The grant will provide youths from 5 -15 years of age with STEM exposure and another cohort of youths ages 16 -18 for internship training and possible opportunities for entry level STEM placement with local STEM companies. STEM area partners have been contacted for possible collaborations to facilitate the mentoring and internship networking process for low-income youths as well as provide job placement opportunities.

B. Use of Funds:

\$25,000 is being requested to fund a Program Educator, purchase STEM supplies and provide for two field trips to two STEM industries (robotic and engineering) located in Bakersfield.

C. Approvals:

1. Carm Segovia 7/23/19
Division Director Date

2. Phyllis 7/23/19
Director of Community Development Date

3. Jany Webster 7/23/19
Chief Financial Officer Date

4. J.T. # 7/24/19
Chief Executive Officer Date

D. Board:

☐ Policy Council

☐ PRE Presentation

☐ B&F Approval

☐ Board Approval

Date: _____

Date: _____

Date: _____

Date: _____

Community Action Partnership of Kern Funding Request Profile

Source of Funds: Private

Project Name: 21st STEM Initiative

Funder Name: Northrop Grumman Foundation

Grant Program Name: SYC & FHCC STEM

Funding Period: 1/1/2020 – 12/31/2021

CFDA #: N/A

Division Director: Carmen Segovia

Program Manager: Lois Hannibal,
Angelica Nelson

☒ **New Funding.**

☐ **Re-Application**

A. Narrative description of funding request, including goals:

CAPK's Shafter Youth Center and Friendship House is applying to the Northrop Grumman Foundation for funding for 2 years of up to \$25,000. The funding will provide for a robust Science, Technology, Engineering and Math (STEM) Program emphasizing engineering, space technology and chemical science. The goal of the grant is to provide a comprehensive STEM program support for students through educational, internship and workforce professional development to school districts and low-income youths.

The grant will provide youths from 5 -15 years of age with STEM exposure and another cohort of youths ages 16 -18 for internship training and possible opportunities for entry level STEM placement with local STEM companies. STEM area partners have been contacted for possible collaborations to facilitate the mentoring and internship networking process for low-income youths as well as provide job placement opportunities.

B. Use of Funds:

\$25,000 is being requested to fund a Program Educator, purchase STEM supplies and provide for two field trips to two STEM industries (aerospace and engineering) located in Bakersfield.

C. Approvals:

1. <u>Carmen Segovia</u> <u>7/23/19</u> Division Director Date	3. <u>[Signature]</u> <u>7/23/19</u> Chief Financial Officer Date
2. <u>[Signature]</u> <u>7/23/19</u> Director of Community Development Date	4. <u>[Signature]</u> <u>7/24/19</u> Chief Executive Officer Date

D. Board:

☐ Policy Council

☐ PRE Presentation

☐ B&F Approval

☐ Board Approval

Date: _____

Date: _____

Date: _____

Date: _____

Community Action Partnership of Kern Funding Request Profile

Source of Funds: Private

Project Name: Museum on the Move

Funder Name: Target Distribution Center

Grant Program Name: Shafter Youth Center

Funding Period: 10/1/2019-9/30/2020

CFDA-N/A

Division Director: Ralph Martinez

Program Manager: Angelica Nelson

☐ **New Funding**

☒ **Re-Application**

A. Narrative description of funding request, including goals:

CAPK is applying for \$2,000 from the Target Distribution Center to provide 30 low-income disadvantaged children ages 6-18 at the Shafter Youth Center (SYC) with art education. The Bakersfield Museum of Art (BMOA) "Museum on the Move" program is a hands-on enrichment program that brings fine arts to culturally isolated areas throughout Kern County. SYC participants will learn the fundamentals of drawing, painting, and sculpting, as well as facts about influential artists and art history. The program will provide students with positive avenues for self-exploration and expression and encourage them to look at themselves, their heritage, and their environment in new ways. Up to 17 classes will be provided to SYC participants in a time span of 8 weeks.

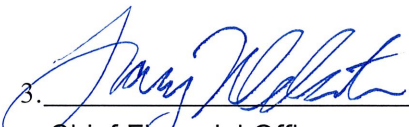
B. Use of Funds:

The requested funds will be used for BMOA to provide the teachers and all art supplies for the classes. Also included are mileage costs for the teachers to travel from Bakersfield to SYC.

C. Approvals:

1. _____
Division Director Date

2.  6-26-19
Director of Community Development Date

3.  6/28/19
Chief Financial Officer Date

4.  6/28/19
Chief Executive Officer Date

D. Board:

☐ Policy Council

☐ PRE Presentation

☐ B&F Approval

☐ Board Approval

Date: _____

Date: _____

Date: _____

Date: _____

Community Action Partnership of Kern Funding Request Profile

Source of Funds: Federal

Project Name: Food Procurement and Distribution

Funder Name: United Way of Kern County/
FEMA: Emergency Food & Shelter- Phase 36

Grant Program Name: CAPK Food Bank

Funding Period: 8/1/2019 – 3/31/2020

CFDA #: TBD

Division Director: Carmen Segovia

Program Manager: Jaime Orona

☐ **New Funding**

☒ **Re-Application**

A. Narrative description of funding request, including goals:

CAPK'S Food Bank is requesting up to \$175,000 from United Way of Kern County Emergency Food and Shelter Program (EFSP-Phase 36) funding. The purpose of the EFSP is to supplement and expand the work of local social service agencies to assist people experiencing severe economic crisis and resulting food insecurity. The EFSP is funded by the Federal Emergency Management Agency (FEMA), and a 12-member Local Board distributes the appropriate funds to qualified nonprofit organizations working to reduce hunger and homelessness. United Way of Kern County is the administrators for EFSP funds for the Local Board. CAPK is requesting up to \$175,000 to be applied towards the procurement of food and fresh produce.

B. Use of Funds:

The \$175,000 requested will be applied towards the procurement of food and fresh produce and general operating support for distribution by the CAPK Food Bank to low-income, food insecure residents of Kern County.

C. Approvals:

1. Carmen Segovia 7/23/19
Division Director Date

2. Prot 7/23/19
Director of Planning, Research & Dev. Date

3. Jaime Orona 7/23/19
Director of Finance Date

4. JT 7/24/19
Executive Director Date

D. Board:

☐ Policy Council
Date: _____

☐ PRE Presentation
Date: _____

☐ B&F Approval
Date: _____

☐ Board Approval
Date: _____

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Head Start/State Child Development/Yolanda Gonzales			Month/Year: June 2019			
Program/Work Unit: Head Start/Early Head Start			Program Manager: Ginger Mendez Supervisor: Donna Holland			
	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		ENROLLMENT		JUNE*	FUNDED	ENROLLED
Head Start Kern		June 2019		182	2041	100%
Early Head Start Kern		June 2019		328	328	100%
Early Head Start Partnership		June 2019		56	56	100%
Early Head Start San Joaquin		June 2019		0	313	<0>
TOTAL Funded Enrollment				< 566 >	2738	
CHILDREN WITH DISABILITIES				CONCERNS	GOAL	ACTUAL
Head Start Kern		Identified as having an IEP			10%	8%
Early Head Start Kern		Identified as having an IFSP			10%	21%
Early Head Start Partnership		Identified as having an IFSP			10%	14%
Early Head Start San Joaquin		Identified as having an IFSP			10%	<0>
OVER INCOME					GOAL	ACTUAL
Head Start Kern					<10%	6%
Early Head Start Kern					<10%	5.8%
Early Head Start Partnership					<10%	7%
Early Head Start San Joaquin					<10%	<0>
AVERAGE DAILY ATTENDANCE (Program Wide Goal > 85%)					98%	

HIGHLIGHTS:

Enrollment: Staffed 2 recruitment events; 1 in Bakersfield and 1 in Arvin.

Attendance: 13 schools reported 99% ADA

TOTAL DIVISION STAFFING:

Currently Employed	Vacant Positions	On Family/Medical Leave	
		Continuous	Intermittent
614	24	14	116

COMPLIANCE:

This month we began the summer audit cycle of completing center safety inspections all part-year schools and health and safety screenings for all full-year schools.

Meals Served – May 2019 (*one month behind)						
Total Meals Requested			Meals Allocated		% of Meals Served	
Central Kitchen	Vendor Kitchen	Total Meals	CACFP/USDA	HS/EHS	May 2018	May 2019
79,936	13,689	93,626	70,000	23,625	92%	91%

