

COMMUNITY ACTION PARTNERSHIP *of* KERN
BOARD OF DIRECTORS
PROGRAM REVIEW & EVALUATION COMMITTEE MEETING
5005 Business Park North, Bakersfield, CA
June 10, 2020
12:00 pm

Per Governor's Executive Order N-25-20
Meeting to be held via Tele-Conference
(213) 204-2374 - Conference ID: 401 422 788#

[Join Microsoft Teams Meeting](#)

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

AGENDA

1. Call to Order

2. Roll Call

Nila Hogan
Marian Panos

Michelle Jara-Rangel
Fred Plane

Maritza Jimenez

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. No program presentation.

6. New Business

- a. May 2020 Program & Division Reports – Pritika Ram, Director of Administration – **Action Item (p. 3-20)**
1. 2-1-1 Kern County
 2. AmeriCorps Kern Youth for Change
 3. CalFresh Healthy Living Program
 4. Community Development / Grants Administration
 5. East Kern Family Resource Center (EKFRC)
 6. Energy
 7. Food Bank
 8. Friendship House Community Center (FHCC)
 9. Human Resources
 10. Kern Low-Barrier Navigation Center
 11. Migrant Childcare Alternative Payment (MCAP)
 12. Operations
 13. Shafter Youth Center (SYC)
 14. Volunteer Income Tax Assistance (VITA)
 15. Women, Infants & Children (WIC)

- b. Application Status Reports & Funding Requests – Pritika Ram, Director of Administration – **Action Item**
 - 1. Application Status Reports for February **(p. 21-24)**
 - 2. Funding Request: Sierra Health Foundation for Asthma Preventive Services **(p. 25)**
 - 3. Funding Request: Internal Revenue Service for ITTA Reapplication for 2020/2021 **(p. 26)**
 - 4. Consent Funding Requests Under \$50,000 **(p. 27)**
- c. May 2020 Head Start / State Child Development Enrollment Update & Meals Report – Ginger Mendez, HS State Enrollment / Attendance Manager – **Action Item (p. 28-29)**

7. Committee Member Comments

8. Next Scheduled Meeting

Program Review & Evaluation
Wednesday, August 5, 2020
12:00 pm
5005 Business Park North
Bakersfield, CA 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, CA and online at www.capk.org by 12:00 pm, June 5, 2020. Paula Daoutis, Administrative Coordinator.

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Administration/Pritika Ram		Month/Year: May 2020			
Program/Work Unit: 2-1-1 Kern County		Staffing: 20		Program Manager: Irene Fonseca	
Services: Provides 24/7 information and referral services via phone or CAPK 2-1-1 website to residents of Kern County. 2-1-1 provides call handling services for Kings, Tulare, and Stanislaus Counties. 2-1-1 serves as the call center for the CAPK Energy Program and VITA Program. 2-1-1 operates the Kern County Coordinated Entry System—screening callers experiencing homelessness and connecting them with CES Homeless Navigators who prioritize needs by urgency and links the client to necessary services. 2-1-1 in collaboration with First 5 of Kern, is an access point for parents of children ages 0-5 to complete an online developmental assessment to aid in early intervention of identified delays. 2-1-1 also offers over the phone CalFresh application assistance to eligible Kern County residents, via the GetCalfresh.org website.					
Activities		Description			
Information & Referral Services		Incoming	Answered	Unanswered	Referrals
Kern County		5,288	4,765	523(9%)	10,797
Kings County		558	516	42(7%)	*
Tulare County		4,361	4,206	155 (3%)	*
Stanislaus County		1,626	1,489	137(8%)	*
Total		11,833	10,976	857(7%)	

*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	Disaster Food Services	COVID19 Testing	COVID Financial Assistance
Top 3 Unmet Needs	Homeless Shelter	Grocery Delivery	Rental Assistance

Other Services		Month	YTD
LIHEAP	Calls Answered	1,354	12,108
Weatherization	Calls Routed through 2-1-1	285	1,040
Mental Health	Calls Answered	292	1,157
Website Visitors	Duplicated Visitors to CAPK's 2-1-1 Kern web page	19,289	109,576
VITA	Calls Routed through 2-1-1	789	9,880

CalFresh Application	Over the Phone Application Assistance via GetCalfresh.org website (Supplemental Nutrition Assistance Program- SNAP/food stamps)	Applications	Approved	Pending
		22	N/A	N/A

Coordinated Entry System (CES)	Entry point for the homeless population in Kern County.	211 Homeless Calls	QRT Received	Assessments Completed
		715	8	136

Outreach Activities	Outcomes
Vision y Compromiso Teams Presentation	2-1-1 participated in a Teams Presentation to share how to get connected to health and human resources and promote Vita services

Highlights: 2-1-1 Kern continues to answer COVID disaster related calls for all counties. In the month of May, 2-1-1 Call Specialists provided over twenty-five hundred disaster related referrals to Kern County residents. Call Specialists have triaged and transferred nearly two thousand callers to the Kern Public Health COVID line for health concerns and COVID testing.

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Nutrition Services/Carmen Segovia		Month/Year: May 2020	
Program/Work Unit: Kern Youth Making Change, AmeriCorps	Total Program Staffing: 1 staff and 22 AmeriCorps Members (ACM)	Program Manager/Supervisor: Carrie Farwell	
Services: CAPK AmeriCorps Members (ACMs) volunteer at 7 different sites throughout Kern County providing mentoring, tutoring, and evidence-based small group facilitation, as well as assisting with afterschool programs, coordinating community service projects, and develop strategic planning, research and evaluation for identified needs in the community. (See “other” regarding current covid19 activities)			
Due to the closure of our 7 original partner sites, we transitioned 22 ACM’s to the following activities:			
Activities			
YTD Reporting Period January - December			
Description		Month	YTD
CAPK Food Bank & Distribution 5 ACM’s at CAPK Food Bank (in the warehouse building commodities) 3 ACM’s at CAPK High School Distribution Sites (drive through food distribution) 1 ACM’s at Food Bank Reception (answering calls, receiving clients, calling seniors) 1 ACM at CAPK Senior Food Bank (building commodities, and distribution) DATA: 1642 Food Boxes Prepared, 6375 boxes distributed, 2672 food boxes packed at Senior Food Bank, 398 phone calls made to seniors.		5	N/A
Aging & Adult Services Department (AASD) 5 ACM’s are currently serving at 2 AASD locations, providing phone calls to medically fragile seniors, evaluating their needs, providing resources and/or referrals, and giving home bound seniors a friendly person to chat with. DATA: 121 Phone calls made to seniors, 131 wellness evaluations completed			
KCSOS Content Creation Team (Teleservice) 5 ACM’s are currently assisting KCSOS with duplicating educational content in various subject areas, for all schools in Kern County.			
COVID-19 Social Media Team 2 ACM’s continue to provide coverage of the emergency response activities that are taking place within AmeriCorps. The team captures activities and services by photograph/video. They help manage the content on Face Book & Instagram @ Kern Youth Making Change AmeriCorps.			
Food Distribution Survey Team ACM’s from different sites help to walk the CAPK food distribution lines throughout Kern and administer a survey (English/Spanish) to gather information about how Covid19 has affected access to food and resources for families. DATA: 276 Surveys Conducted			

OTHER: The CAPK Kern Youth Making Change AmeriCorps program, is preparing to slowly transition back to original service in phases, beginning with Shafter Youth Service & Friendship House. As the community begins to re-open, we will continue to re-evaluate the safety in returning to our sites. All members will continue to provide services in our emergency capacity, unless prohibited by health or safety issues, until further notice from Governor, CV, or CAPK. At this time some of our previous partnerships will not return, and we will be unable to serve as established.

*We have hired two new members to fill our 2 vacancies, and plan to have those members start Mid-June.

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Nutrition Services/Carmen Segovia		Month/Year: May/2020
Program/Work Unit: CalFresh Healthy Living	Total Program Staffing: 10	Program Manager/Supervisor: Tammy Fisher
Program/Work Unit Description: CAPK with funded and unfunded community partners that reflect the geographic, cultural, and ethnic diversity of Kern County will implement strategies and/or interventions in communities to help establish healthy eating habits and a physically active lifestyle, in accordance with the Supplemental Nutrition Assistant Program Education (SNAP-Ed) guidance mandated by the Food and Nutrition Act under Section 28, with an interest in improving nutrition, physical activity, public health, the built environment, and health care where we work, live, shop, learn and play.		

Activities	Description	Status	
		Month	YTD
Program Partnerships	No Program Partnership events scheduled for May.	0	19
CAPK CalFresh Healthy Living SHOP	- Indirect Education contacts: The CAPK Health Educators provided nutrition education at weekly CAPK FOOD BANK Emergency Distribution sites. - The CAPK Program Coordinator and three CAPK Health Educators attended Zoom on-line trainings which provided approved resources for solving common pantry challenges, food utilization, and unfamiliar foods.	4,706 3	9,350 13
CAPK CalFresh Healthy Living LIVE	- Indirect Education contacts: CAPK Health Educators were not able to collect indirect nutrition education at Mercy Downtown Hospital this month due to COVID-19 restrictions. - Health Educators participated on planning calls to provide on-line direct education program services at Adventist Health Clinics starting June 1, 2020.	0	30,000
CAPK CalFresh Healthy Living Trainings	Statewide CalFresh Healthy Living trainings were presented via Zoom on <i>Nutrition Standards in Schools: Standards for offered or sold outside of the school meal program</i> and <i>A Systems Approach to Promoting Equitable Health, Safety & Wellbeing</i>	2	7
CAPK County Action Nutrition Plan CNAP	The CNAP Collaborative and the CNAP Steering Committee will be rescheduled for June 2020. Zoom video conferencing will be offered to partners for these events.	0	41

Other Items of Note:

- CAPK CalFresh Healthy Living Website is updated for June 2020 at www.capk.org/programs/calfresh
- CAPK CalFresh Healthy Living Face Book page is updated weekly and provides USDA SNAP-Ed approved nutrition education resources and CalFresh Healthy Living eating tips.

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Director of Administration, Pritika Ram		Month/Year: May 2020
Program/Work Unit: Community Development	Total Staffing: 4	Program Manager/Supervisor: Pritika Ram
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> coordinated press events for the opening of the M Street Navigation Center and managed press inquiries about the opening. We updated the M Street website with a video tour of the facility. Team staff developed a video message from Jeremy Tobias thanking staff for their hard work during the COVID-19 pandemic and talking about the essential work of CAPK to our community's most at-risk families and individuals. Outreach team members assisted in developing plans and communications to assist CAPK in promoting employee's safety skills and knowledge in advance of reopening previously closed work sites. As COVID-19 emergency response funding opportunities have become more limited, the <u>Grants Team</u> is exploring funding sources that will support our programs going forward in "new normal" operations.		
Advocacy	- Presented new CAPK Branding Manual to the board. - Coordinated communications with elected officials staff - Set up check donation photos with Food Bank donors. - Coordinated media stories on food insecurity and the impact of the CAPK Food Bank	
Outreach	- Participated in employee safety taskforce. - Prepared and sent out messages to employees employee check-in application - Produced a video message from CEO Jeremy Tobias to CAPK Staff. - Produced a video of Head Start Director Yolanda Gonzales talking about her Head Start journey to commemorate the 55th birthday of Head Start. - Sent out thank you letters for donations to the CAPK Food Bank for COVID-19 - Placed Thank-You posts for major Food Bank donations on Social Media. - Curated social media celebration of Community Action Month on CAPK sites.	
Grants-In Progress	- California Department of Social Services-Food Bank - US Internal Revenue Service VITA - Kern County Department of Adult and Aging Services-211 - Central California Asthma Collaborative	
Research	- Funding for the COVID recovery period - Affordable Housing	
Projects	- Affordable Housing - Food Bank Expansion - Customer Relation Management - Fundraising through CCS consultant - CAPK Foundation creation - US 2020 Census - Low Barrier Navigation Center (program and budget review) - Community Service Block Grant (CSBG) training webinars to staff, collection of NPIs - Recruitment of Senior Community Development Specialist and active RFP for grant contract firm	

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Nutrition Services/Carmen Segovia		Month/Year: May/ 2020
Program/Work Unit: East Kern Family Resource Center	Total Program Staffing: 5	Program Manager/Supervisor: TaVia Wooley Choose an item.
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	10	106
	F5K School Readiness	0	8
	Economic Empowerment	0	21
Children enrolled in center-base program		0	1
Adults in Court Mandated Parenting Classes		0	6
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	19	295
Emergency Supplies Closet and Other Services	Food (individuals)	2	26
	Clothing (individuals)	5	105
	Photocopies (individuals)	77	889
	HEAP Application Supporting Docs	0	198

Other: N/A

COMMUNITY ACTION PARTNERSHIP OF KERN
DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Operations/Emilio Wagner		Month/Year: May 2020
Program/Work Unit: Energy	Total Program Staffing: 37	Program Manager/Supervisor: Todd Payne
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.		

YTD Reported from 01/02/2020 to 5/31/2020

		Status	
Activities	Description	Households Served	
		Month	YTD
1. Low Income Home Energy Assistance Program (LIHEAP Utility Assistance -2019)	• Utility bill payments	-0-	261
2. Low Income Home Energy Assistance Program (LIHEAP Utility Assistance – 2020)	• Utility bill payments	94	2516
1. Low Income Home Energy Assistance Program (LIHEAP) Weatherization Assistance (2019)	• Residential repair/weatherization (e.g., weather stripping, thermostats, door/window replacement, etc.) • Energy-efficient appliance installation	-0-	242
		-0-	345
2. Low Income Home Energy Assistance Program (LIHEAP) Weatherization Assistance (2020)	• Residential repair/weatherization (e.g., weather stripping, thermostats, door/window replacement, etc.) • Energy-efficient appliance installation	-0-	15
		-0-	29
3. Department of Energy Weatherization Assistant Program (DOE-WAP) (2018)	• Residential repair/weatherization (e.g., weather stripping, thermostats, door/window replacement, etc.) • Energy-efficient appliance installation	-0-	4
		-0-	4
5. Total Value of Services (utility payments only)		\$56,458	\$2,381,952
		Results	
6. Energy calls received (from 2-1-1)		1696	
		HEAP	Wx
7. Number of LIHEAP applications Received		186	-0-
8. Number of LIHEAP applications Completed		94	-0-
9. Number of LIHEAP applications in Progress		92	-0-
10. Outreach Events attended	All Outreach events were cancelled due to COVID-19 Pandemic	Give presentations, distribute brochures, 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: May 2020
Program/Work Unit: Food Bank	Total Staffing: 18	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 (April)	56,734	193,485
	Poundage Received all Programs	3,449,041	13,603,562
	Total Poundage Distributed, All Sites	3,186,240	13,082,427
	Total Distributed pounds 2019	1,993,680	7,792,367
Food Sourcing	Produce Received: 342,429 pounds of produce (donated or purchased) & 11 different produce items: · Bolthouse: Carrots · Del Mar Packing: Watermelon · Grimmway: Cabbage, potatoes, romaine, leafy greens, cauliflower & carrots · Johnston Farms: Potatoes · Target: Mixed produce · TD Produce: Cabbage & potatoes · Varsity Produce: Onions · Walmart: Mixed produce · Wonderful: Citrus Food Purchase Distribution Program Produce: 153,176 Pounds/4 different produce items		
Food Drives:	CSFP Produce Distribution: 1,226 pounds of Strawberries, 2 sites, serving 452 seniors		

- CAPK Food Bank has held drive thru distribution at 5 high school parking lots in April. Monday West, Tuesday Mira Monte, Wednesday BHS, Thursday South High, and Friday North High. At these distributions we are serving around 175 cars per day.
- CAPK Food Bank held 20 Emergency box distribution throughout Kern County. Distributed 6,000 boxes in the month of May and will continue in June.
- Our CSFP program held 34 distributions for the month of April and distributed 34 pound boxes of healthy and non-perishable food to 4,301 seniors throughout Kern County. CSFP team is doing a great job of having drive-thru distribution at most sites.

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Nutrition Services/Carmen Segovia		Month/Year: May 2020	
Program/Work Unit: Friendship House	Total Program Staffing: 3	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.			99
Summer Program Recreational activities, educational games, and activities.		6	6
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.			3919
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
Positive Youth Development Services- Mentor program for at-risk youth.			88
Positive Youth Development Services- Medi-Cal Health Enrollment Navigator Project		23	23

Other:

- The Friendship House summer program will be provided from June 8-July 31. Free breakfast and lunch will be provided to the program participants.
- Friendship House welcomes new Activity Specialist, Jazmin Landin Delgado.
- Due to the \$54 billion budget deficit being reported by the State, the new Medi-Cal Health Enrollment Navigator Project that was being facilitated by the Friendship House and CAPK's 211 program, is being suspended as of May 31, 2020 by the County, until availability of funding can be determined.

COMMUNITY ACTION PARTNERSHIP OF KERN
DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Tracy Webster		Month/Year: May 2020
Program/Work Unit: HR/Staffing	Total Division Staffing: 9	Program Manager/Supervisor: Barbara Imdorf, 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 Reporting Period Jan-Dec.2020
Employee Count	Regular	912	
	Subs/Temps	22	
	Total Staff	934	
New Hires	All divisions and programs		
	Regular	4	174
	Subs/Temp	0	60
	Total New Hires	4	234
Leaves of Absence	Full-time Leave	15	
Terminations	All divisions and programs		
	Voluntary	11	201
	Involuntary	4	75
	Total Terminations	15	276
Staffing	Vacancy	44	429
	Total Online/ADP Applications Received	1,529	8,211
Payroll	Total Hours Paid	137,800.77	
	Total Gross Payroll	2,708,105.97	

Projects: ADP Recruitment Employee Survey	Completed:
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COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Community Development/Pritika Ram		Month/Year: May 2020
Program /Work Unit: M Street (Homeless) Navigation Center	Total Program Staffing (as of May 31, 2020): 16	Program Manager/Supervisor: Laurie Hughey/Sheila Shegos
Services: The M Street Navigation Center provides daily meals, overnight shelter beds, clothing, personal care and hygiene items, laundry services, personal possession storage, pet care and kennels for homeless individuals in Kern County. With the assistance of community partners, additional services include medical and mental health services, job training and employment services, housing and navigation assistance, case management, as well as information and referral services and transportation, based on provider partners availability. At full capacity, 150 beds are available for overnight residents and walk-ins are welcome 8am to 8pm daily.		
M Street Navigation Center opened its doors on May 14, 2020 and during the COVID-19 pandemic. Modified services during the pandemic were offered for up to 25 overnight homeless clients based on direct client referral by Flood Ministries outreach workers who are providing outreach at homeless encampments and transportation for individuals to M Street for access to services. At intake, homeless clients receive services related information to help them acclimate and transition to a full array of services with assistance from a case worker/housing navigator. In addition to M Street services, clients can choose to participate in activities such as crosswords, games, socialization while social distancing, art, music, reading and journals, with more to come. A survey for client satisfaction and input to services is scheduled for June. We are opening a personal needs closet that will allow clients access to personal care products and socialization during COVID and beyond, with help from City Serve volunteers. We are slowly adding volunteer opportunities, which is impacted by COVID. Our Good Neighbor Plan is underway through community access to communication about M Street by calling 661-498-7850 or on the CAPK website at www.capk.org. After regular business hours information is handled by CAPK's 211 Kern Information and Referral line operators and on-call leadership is contacted by 211 operators during emergency situations with a warm-hand off. Onsite mental health and medical services were established through primary partners Kern Behavioral Health Recovery Services and Kern Medical at opening and continue daily, Monday – Friday by appointment and during times of crisis and emergency. Leadership is engaged with ongoing operational and process improvements with partners through weekly check-ins with City Serve, security (Sheriff's office and Allied Security), Flood Ministries and Kern Behavioral Health Recovery Services currently, with the goal to add Kern Medical very soon. We are accepting COVID recovery clients from the TIU trailers managed by Kern Medical, Flood and others providing wrap around services there.		

COMMUNITY ACTION PARTNERSHIP OF KERN
DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Below are the M Street program outcomes for the month of May:

Activities		Participants	
Description		Month	YTD
Statement of Program Deliverables once the center opens			
# of overnight residents		36	36
# of daytime residents			
Total # of residents		36	36
# of overnight resident meals		505	505
# of daytime resident meals			
Total # of meals delivered		1455	1455
# of extra meals distributed to community (Flood/Volunteers)		950	950
# of assigned beds		36	36
# of available beds		25	25
# of volunteers		5	5
Total # of volunteer hours		16	16
Donations-Monetary		0	0
Donations-In kind: (face mask, personal hygiene items, clothing, slippers, office desk, file cabinet, laundry soap, blankets, credenzas, 12 stackable bed frames, pillows, face goggles, dinner ware, tables, shade umbrellas, potted plants, planter with bench, garden tools, personal storage bins)			
# of exits into permanent housing		0	0
# of total exits (voluntary, involuntary)		9	9
Average length of stay for all exits (Within a 2week period)		NA	NA
Average length of stay for exits to permanent housing		0	0
# of Critical Incidents		8	8
# of Suspected Abuse Incidents		0	0
# of staff (Total 17)		16	16

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Health & Nutrition Services/Carmen Segovia		Month/Year: May 2020	
Program/Work Unit: Migrant Childcare AP Program (MCAP)	Total Staffing: 19, <i>Vacancies-4 2 Family Specialists, 1 Reimbursement Specialist, 1 Service Clerk</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 April 2020, which was processed in the month of May 2020.</i>			

*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.

Current Activities:

The MCAP office is still operational Monday to Friday from 7am-5pm. To comply with social distancing staff has been split into two shifts and is telecommuting part of the day. Our office lobby is open by appointment only.

The MCAP program has experience an increase in phone calls requesting changes in providers due to some providers temporarily closing their family childcare home due to Covid-19. Staff continues to work diligently to assist families in finding temporary childcare providers.

Program manager is working closely with the California Alternative Payment Program Association CEO and the CA Department of Education (CDE) staff to ensure the needs of the MCAP program are being considered, as CDE moves forward in issuing emergency Covid-19 regulation management bulletins.

Upcoming Activities

Due to Covid-19 outreach activities, meetings and trainings for June & July have been cancelled.

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Operations/Emilio Wagner		Month/Year: May 2020
Program/Work Unit: Business Services/ Maintenance & Operations/Information Technology/Risk Management	Total Division Staffing: 23	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.		

Operations Report begins March 1st

		STATUS	
Activities	Description	Received	Completed to Date
Business Services			
Purchase Orders Processed		71	247
Contracts/Leases Processed		79	233
Request for Proposals (RFP)	Grant Writing Consultant (Community Development) Food Services – (HS/EHS)	In Progress Completed	
Leases	Chrisman Road (Head Start) 277 E. Front Street. Buttonwillow (WIC) 11336 Bartlett Ave. (WIC) 452 West Los Angeles (Head Start) 2739 Diamond Ave. (WIC) 401 Willow Drive (Head Start) 10300 ½ San Diego St. (Head Start) 2550 East Belle Terrace Bldg. 200 (Food Bank) 7000 Wardrobe Avenue (MCAP) 1500 Fairfax Road (Head Start) 1850 Wardrobe Avenue (MCAP) Mojave Veteran's Bldg. Rental Agreement (WIC) Belle Terrace 6500 sq ft facility (Unit # unknown) (Food Bank) 115 Walnut St. (EHS SJ)	In Progress In Progress Completed In Progress In Progress In Progress In Progress Completed In Progress In Progress In Progress In Progress In Progress In Progress In Progress	
Contracts	Escuelita Hernandez (Partnership) HSI Amendment I Stine & Oswell (Head Start) HSI Amendment I Broadway (Head Start) Wellworks For You (Finance) Colombo Construction (Head Start) S.U.S.D. Food Service Contract (Head Start) MOU Cal Fresh (Head Start-SJ) Blue Ribbon Automotive (Head Start) McWilliams and Walden, Inc. (Head Start) Motor City (HeadStart) Big O Tires (Operations) Ordiz Melby (Head Start)	In Progress In Progress In Progress In Progress Completed In Progress In Progress In Progress In Progress In Progress Cancelled Completed Completed	

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

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COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

	work has been procured and work is in process and should be completed by 5/15. We are waiting for final inspection, expected this week.		
Information Technology		Received	Closed To Date
Help Desk Work Orders Processed	Technical assistance to employees, repairs, troubleshooting, coordination of services with IT services subcontractor	730	662
Projects	• AT&T E-rate Category 1 Installation • Mitel Upgrades - SJC • Food Bank Wifi upgrades • SJC computer upgrades • LBNC • Head Start Network and Wifi upgrades Category 2	In Progress In Progress Completed In Progress In Progress In Progress	
Risk Management		Reported	01/01/2020 to Date
Workers Compensation Incidents	• For Report Only • First Aid • Medical Treatment • Modified Duty • Lost Time • Non-Industrial (not work related) • Under Investigation	1 1 1 0 0 0 0	23 6 2 0 2 0 0
General Liability		0	0
Property Incidents		1	9
Vehicle Incidents		1	10
Projects	Charter for Operational Risk Mgmt Advisory Committee Safety & Security Policies for Front Desk Workplace Violence Prevention Program Operational Risk Committee Submitted for approval Vehicle Safety Program Safety Meetings Monthly Maintenance & Energy Homeless Shelter Liability and W/C Insurance New safety Program for Homeless Shelter ATD Developing Respiratory Protection Program for LBNC Update safety programs to include Homeless Shelter & Staff Developing Returning to Work Plan after COVID Assisting Programs to develop reopen plans and protocols Staff Training on the proper wearing of mask Facial Covering Policy Suspected or Confirmed Cases of Covid-19 In The Workplace Plan	Completed Completed Completed On-going Completed On-going On-going Completed Completed In progress In progress In progress In progress Completed In progress	

- Other:

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Nutrition Services/Carmen Segovia		Month/Year: May 2020
Program/Work Unit: Shafter Youth Center	Total Program Staffing: 2.5	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.		20
Evening Program – Open Basketball, Zumba, Fitness Boot Camp, Mental Health Support Group Mtg, Tai Chi		
Summer Program Academics, sports, recreation, health & nutrition education, themed weeks with coordinated guest speakers.		

Other:

- Shafter Youth Center continues to keep busy assisting the community with Food distributions. In May, we held two drive through food distributions. One regular commodities and one Emergency food. With the regular, we served 200 families. With the Emergency, we served 300 families. Since Shafter Youth Center does not have multiple entrance/exits, we are not able to conduct our distributions at our site. Richland School District has been very accommodating in allowing us to use Sequoia School as the site from which to serve. The City of Shafter has also been gracious enough to waive permit fees for permits needed to host off site services.
- Staff is getting ready for Summer Program. Dealing with an untraditional year, SYC has been adapting for the Summer Program service in a variety of ways. Class sizes will be limited, as well as meeting social distancing practices in the classrooms, plus other modifications.

Summer Program is estimated to begin June 8th.

COMMUNITY ACTION PARTNERSHIP OF KERN
DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Administration/Pritika Ram		Month/Year: March 2020	
Program/Work Unit: VITA	Staffing: 2 FTE	Program Manager: Jacquelyn Guerra	
Services: Train and certify volunteers, provide free tax preparation and electronic filing for low-moderate income individuals and families and assist clients with ITIN (Individual Tax Identification Number) renewals and applications.			

Description	January	February	March	April	May	Year to Date Totals
Federal Refund	\$384,919	\$1,629,421	\$825,887	\$346,920	\$196,793	\$3,383,940
Federal Earned Income Credits	\$358,252	\$1,161,864	\$446,887	\$175,493	\$125,104	\$2,267,600
Federal Total	\$743,171	\$2,791,285	\$1,272,774	\$522,413	\$321,897	\$5,651,540
State Refund	\$70,530	\$325,047	\$182,519	\$77,937	\$11,142	\$667,175
State Earned Income Credits (CAL EITC)	\$39,476	\$160,447	\$92,669	\$42,884	\$26,274	\$361,750
State Total	\$110,006	\$485,494	\$275,188	\$120,821	\$67,416	\$1,058,925
Total State and Federal Refunds and Credits	\$853,177	\$3,276,779	\$1,547,962	\$643,234	\$389,313	\$6,710,465
Total Tax Returns	223	1,344	914	622	243	3,346

- VITA's 211 appointment line was closed effective 5/29 and all VITA callers are being directed to call the VITA line directly at 661-834-1724. Due to limited staffing, clients are now being seen by appointment only and all appropriate accommodations are being made to ensure safety and protection of staff and the public/clients.
- Due to budget limitations, 4 temp staff were terminated 30 days earlier than expected.
- IRS grant application was submitted for the coming season, determination is done in October.

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Nutrition Services/Carmen Segovia				Month/Year: May, 2020		
Program/Work Unit: WIC		Total Program Staffing: 66 staff 2 vacancies		Program Manager: Kathlyn Lujan		
Services: Nutrition education, breastfeeding support, and food vouchers for families with infants, children up to age 5, and women who are pregnant, postpartum or breastfeeding. Services provided at 21 sites in Kern County, 5 sites in San Bernardino County.						
			Participation 10/1/18 – 9/30/19			
Description			Case Load	Month	Central Valley Avg.	State Avg.
Total	All services May, 2020		16,160	14,380/89%	N/A	83%
Participation by WIC site	Location	Participants	Location		Participants	
Note: Currently unable to run a report by WIC site due to the limitations of the new WIC software, WIC WISE	Arvin	3	Mojave		78	
	Bakersfield		Oildale		323	
			Ridgecrest		682	
	E. California	2138	Rosamond		525	
	Niles Street	1828	Shafter		1147	
	Montclair	374	Tehachapi		308	
	Friendship House	68	Wasco		1497	
	Panama	1407				
	Boron	11	<u>San Bernardino County</u>			
	Buttonwillow	32	Adelanto		1767	
	California City	530	Big Bear		248	
	Delano	804	Crestline		286	
	Edwards Air Force	64	Needles		201	
	Lost Hills	59	Phelan		0	
	Projects					
CAPK WIC continues to have a Facebook and Instagram presence. Facebook has 747 followers and Instagram has 832 followers.						
CAPK WIC continued to serve participants by phone through the month of May. Participation increased due to increased need for WIC within the community, easier access to CAPK WIC and the services provided. CAPK WIC has modified the way it does business by not traveling to outside clinics because all the work can be done remotely by phone. CAPK WIC has also assigned staff to permanent offices and equipment such as computers and phones to help prevent the spread of COVID-19.						
The RBL continues to work closely with the California Breastfeeding Coalition to further the 9 Step Program for Breastfeeding in the Healthcare setting and is chairman of the Kern County Breastfeeding Coalition. She worked with the Central Valley RBLs to complete a set of trainings for the Central Valley healthcare providers.						
CAPK WIC Outreach established a routine daily missed appointment messaging system and is establishing a direct text messaging system to directly engage with WIC participants. The Outreach Coordinator assisted staff when they had trouble reaching participants for their phone appointments. CAPK WIC Outreach presented at the Shafter Healthy Start Committee meeting and has updated participants and community partners about CAPK WIC and COVID-19 throughout the month.						
Most staff continued to work from the WIC offices.						

Community Development Division Application Status Report May 2020

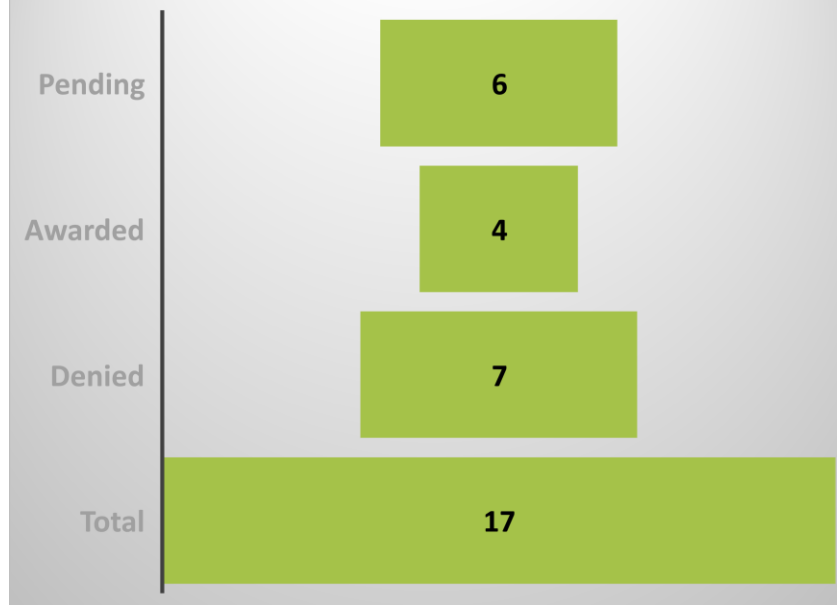
Non-COVID Applications YTD May, 2020

Status	Dollars	Count
Pending	\$5,922,000	6
Awarded	\$997,591	4
Denied	\$4,037,891	7
Total	\$10,957,482	17
Win Percentage		36%

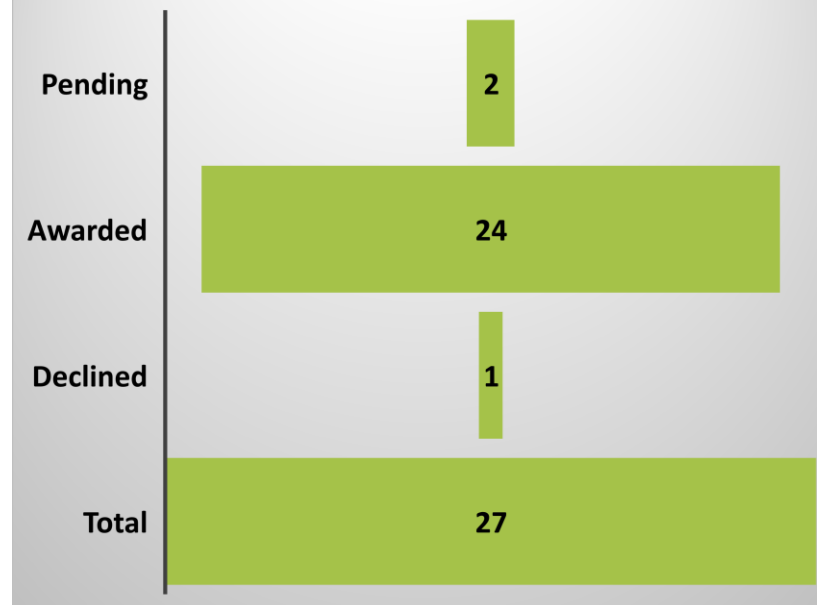
COVID-19 Application Status, YTD May, 2020

Status	Dollars	Count
Pending	\$2,050,000	2
Awarded	\$3,341,881	24
Denied	\$63,000	1
Total	\$5,454,881	27
Win Percentage		96%

Non-Covid Application Status YTD May 2020



COVID-19 Applications YTD May, 2020



**Community Development Division
Application Status Report May 2020**

Applications (Non-COVID) Submission Detail January 1, 2020 to May 31,2020

Funder	Name	Program	Amount Requested	Amount Awarded	Date Submitted	Decision Date	Status
Kern County	CAPK Food Bank Expansion Project-CDBG	Food Bank	\$458,293	\$916,586	5/19/2020	12/6/2019	Awarded
Community Resource Project	Time of Use Energy Reduction	211 Kern	\$10,000			5/15/2020	Pending
United Way of Kern County (UWKC)	Phase 37	Food Bank	\$175,000	\$58,005	5/28/2020	5/18/2020	Awarded
Kern Community Foundation	Kern County COVID-19 Relief Fund - Round 2	Food Bank	\$30,000	\$15,000	5/4/2020		Awarded
Sierra Health Foundation	Asthma Prevention Services	211 Kern	\$500,000		4/28/2020		Pending
California Coastal Commission	Kids Adopt a Beach	FHCC/SYC	\$8,000	\$8,000	10/24/2019	1/3/2020	Awarded
NALEO Education Fund	NALEO Education Fund	EKFRC, CDD	\$15,000	\$15,000	1/13/2020	2/5/2020	Awarded
City of Bakersfield	CAPK Food Bank Expansion Project-CDBG	Food Bank	\$458,295	\$0	5/13/2020	11/22/2019	Denied
City of Bakersfield	CAPK Affordable Housing Project-PSV	CDD	\$587,000	\$0	11/22/2019	3/9/2020	Denied
City of Bakersfield	City of Bakersfield Homeless Navigation Center	CDD	\$2,940,236	\$0	3/13/2020	4/8/2020	Denied
National Head Start Association	Jewett Community garden	Head Start	\$5,000	\$0	10/11/2019	1/3/2020	Denied
Kaiser Permanente	Nutrition for Healthy Living	CAPK Healthy Living	\$30,000	\$0	10/21/2019	1/6/2020	Denied
California Coastal Commission	Whale Tail Grants Program	FHCC/SYC	\$15,000	\$0	11/9/2019	1/31/2020	Denied
kidsgardening.org	Youth Garden Grant 2020	SYC	\$2,360	\$0	12/13/2019	2/11/2020	Denied
Kern Family Health Care	FHCC STEM	FHCC	\$2,000	\$0	3/2/2020		Pending

**Community Development Division
Application Status Report May 2020**

COVID-19 Application Submission Detail March 1, 2020 to May 2020

Funder	Name	Program	Amount Requested	Amount Awarded	Decision Date	Date Submitted	Status
Fidelity Charitable	CAPK Food Bank Emergency Response	Food Bank	\$0	\$1,000	5/28/2020		Awarded
United Way of Kern County (UWKC)	CARES Act	Food Bank	\$175,000	\$82,698	5/28/2020	5/18/2020	Awarded
No Kid Hungry	CAPK Food Bank Emergency Response	Food Bank	\$180,410	\$150,000	5/26/2020		Awarded
California Department of Social Services (CDSS)	CDSS TEFAP and CARES Allocation	Food Bank	\$0	\$623,392	5/20/2020		Awarded
Nutrien	CAPK Food Bank Emergency Response	Food Bank	\$500	\$500	5/19/2020	4/23/2020	Awarded
California Family Resource Association (CFRA)	CA COVID-19 Family Resource Center Relief Funds	EKFRC	\$18,600	\$10,000	5/14/2020	5/4/2020	Awarded
Ferrovial-California Rail Board	CAPK Food Bank Emergency Response	Food Bank	\$1	\$67,544	5/7/2020		Awarded
Kern Community Foundation	Kern County COVID-19 Relief Fund - Round 2	Food Bank	\$30,000	\$15,000	5/4/2020		Awarded
CA Department of Community Services and Development (CSD)	CARES Act One-Time Emergency Relief	Food Bank	\$2,000,000	\$2,054,530	4/28/2020		Awarded
RIO Tinto	RIO Tinto Email Donation Request	Food Bank	\$10,000	\$10,000	4/28/2020		Awarded
California Fire Foundation	Emergency Response	Food Bank	\$0	\$9,000	4/27/2020		Awarded
Calpine	CAPK Food Bank Emergency Response	Food Bank	\$5,000	\$5,000	4/22/2020		Awarded
Westamerica Bank	CAPK Food Bank Emergency Response	Food Bank	\$5,000	\$2,500	4/15/2020		Awarded

**Community Development Division
Application Status Report May 2020**

Funder	Name	Program	Amount Requested	Amount Awarded	Decision Date	Date Submitted	Status
Wells Fargo	CAPK Food Bank Emergency Response	Food Bank	\$180,415	\$42,500	4/13/2020	4/1/2020	Awarded
Valley Strong	Valley Strong COVID-19 Relief Fund	Food Bank	\$5,000	\$2,500	4/8/2020	3/27/2020	Awarded
United Way Worldwide	211 COVID-19 Community Relief Fund	211 Kern	\$45,000	\$45,000	4/7/2020		Awarded
Ca Public Health/Community Link Capital Region	Emergency Funding	2-1-1 Kern	\$90,681	\$90,681	4/6/2020		Awarded
Kern Community Foundation	Kern County COVID-19 Relief Fund	Food Bank	\$30,000	\$15,000	4/6/2020		Awarded
Rotary International District 5204	Rotary Foundation Emergency	Food Bank	\$9,036	\$9,036	4/3/2020		Awarded
S.A. Camp	Emergency Response	Food Bank	\$2,000	\$2,000	4/2/2020		Awarded
Farm Credit West	Emergency Response-Donation	Food Bank	\$4,000	\$4,000	3/30/2020		Awarded
Fred and Margaret Sandberg Foundation Inc	Emergency Response	Food Bank	\$0	\$40,000	3/30/2020		Awarded
Stater Bros. Charities	Emergency Response-Donation	Food Bank	\$10,000	\$10,000	3/27/2020		Awarded
So Cal Gas Co	SoCal Gas COVID-19 Food Bank Emergency Funds	Food Bank	\$50,000	\$50,000	3/23/2020	3/23/2020	Awarded
No Kid Hungry	NoKidHungry-Grab N Go Meals	LBNC	\$63,000	\$0		3/23/2020	Declined
County of Kern	CARES Funding	Food Bank	\$2,000,000	\$0		5/18/2020	Pending
Kaiser Permanente	Kaiser Permanente and the National Healthcare for the Homeless Council	LBNC	\$50,000	\$0		3/30/2020	Pending

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	Foundation	CAPK Program	211
Funding Agency	Sierra Health Foundation	Project Name	Asthma Preventive Services Application
CFDA		Target Population	high-risk individuals for asthma- low income
New Funder or Reapplication	Reapplication	Number to be served	50-60 clients referred by KFHC
Estimated Request	\$500,000	Division Director	Pritika Ram
Award Period	08/01/2020 to 05/15/2023	Program Manager	Irene Fonseca
Project Goal (One sentence goal statement)			
CAPK will partner with Kern Family Health Care (KFHC), the largest Managed Care Organization (MCO) in Kern County, and Central California Asthma Collaborative (CCAC), a regional non-profit that currently operates an asthma home visitor program in Kern County.			
Project Description (Brief one paragraph description)			
KFHC and CCAC have partnered over the past year to enroll KFHC high-risk asthma patients (50) from low-income and communities of colors in CCAC's Asthma Impact Model (AIM) program, a project funded for one year by a non-renewable, Supplemental Environmental Program grant from the California Air Resources Board. The SHF APSP program funding will allow KFHC to refer additional high-risk children and adults from low income communities of color to CCAC's asthma home visitor program. CAPK will actively collaborate with CCAC to ensure these patients and families are provided access to the vast array of community benefit programs we provide through our 2-1-1 program and additional applicable programs.			
Estimated Budget Summary			
CAPK will hire a 1.0 FTE 211 Program Specialist for this project. As part of the partnership, KFHC will provide portions of staff through the Director of Health Education, Cultural and Linguistic Services and Senior Member Health Educator, estimating 24% to personnel. Seventy-three percent is allocated to the CCAC contract to implement program requirements, with the remaining portion allocated to administrative costs.			

Approvals:

1. Division Director Digitally signed by Pritika Ram Date: 2020.06.02 11:46:29 -07'00' Date 06/02/2020 2. Director of Community Development Date	Tracy Webster Digitally signed by Tracy Webster Date: 2020.06.03 08:17:06 -07'00' Date 06/03/2020 3. Chief Financial Officer Digitally signed by Jeremy T. Tobias Date: 2020.06.03 08:34:26 -07'00' Date 06/03/2020 4. Chief Executive Officer Date
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Date Presented/Approved

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

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	Federal	CAPK Program	CAPK VITA
Funding Agency	US Internal Revenue Service	Project Name	VITA 2020/2021
CFDA	21.009	Target Population	Low-to-Moderate Income Tax Payers
New Funder or Reapplication	Reapplication	Number to be served	7,500
Estimated Request	\$166,842	Division Director	Pritika Ram
Award Period	Oct. 1, 2020-Sep. 30, 2021	Program Manager	Jacquelyn Guerra
Project Goal (One sentence goal statement)			
The CAPK VITA program will provide no-cost tax preparation and financial education for Kern County low-to-moderate income tax payers.			
Project Description (Brief one paragraph description)			
For the upcoming tax year, CAPK will continue the partnership with UWKC to provide VITA services throughout Kern County. The Partnership allows VITA to expand services to rural and underserved areas through Mobile Vita, Tax Prep Fairs and events, and partner sites. The program will also hire a Volunteer Coordinator to develop and implement an aggressive volunteer recruitment, training, and retention strategy. New to this contract is the ability to use funds for financial empowerment services. The VITA program will develop and implement Financial Empowerment Workshops using the Your Money, Your Goals Tool Kit.			
Estimated Budget Summary			
The funds will be used for salaries and benefits for five temporary staff and .50 FTE for the Volunteer Coordinator @ \$108,206; UWKC sub award of \$40,800; staff mileage @ \$2,185; general supplies @ \$1,000; volunteer incentives @ \$500; and mobile hot spots @ \$500. This grant also includes a match based on the value of volunteer time and number of proposed tax returns \$22.53 hr x 7,500 tax returns = \$168,795. NOTE: This application was submitted on 06/01/2020, without final Finance Department budget approval. If awarded, the budget			

Approvals:

1. Division Director Date Pritika Ram Digitally signed by Pritika Ram Date: 2020.06.02 11:46:29 -07'00' 06/02/2020 2. Director of Community Development Date	Tracy Webster Date Digitally signed by Tracy Webster Date: 2020.06.03 16:12:02 -07'00' 06/03/2020 3. Chief Financial Officer Jeremy T. Tobias Date Digitally signed by Jeremy T. Tobias Date: 2020.06.04 06:58:54 -07'00' 06/04/2020 4. Chief Executive Officer Date
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Date Presented/Approved

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

Community Action Partnership of Kern Multiple Funding Requests

May 2020

Funding Information			
Funding Type	Corporate	CAPK Program	2-1-1
Funding Agency	Pacific Gas & Electric	Project Name	Planned Safety Power Shutoff (PSPS)
CFDA	N/A	Target Population	Kern residents effected by PSPS
Request	up to \$10,000	Division Director	Pritika Ram
Award Period	07/1/2020 to 06/30/2021	Program Manager	Irene Fonseca
Description	CAPK will partner with PG&E through the 2-1-1 Kern Call Center program to disseminate important messaging during PSPS and related emergency events.		

Funding Information			
Funding Type	Non-Profit Foundation	CAPK Program	2-1-1
Funding Agency	Community Resource Project, Inc.	Project Name	Time of Use
CFDA	N/A	Target Population	Energy Customers
Estimated Request	Up to \$10,000	Division Director	Pritika Ram
Award Period	07/13/2020 to 12/31/2021	Program Manager	Irene Fonseca
Description	CAPK's 211 program is a sub grantee and will disseminate materials and information to callers during peak energy times. o dissuade customers from using energy at peak usage times while encouraging them to take advantage of California's renewable resources when they are most available.		

Funding Information			
Funding Type		CAPK Program	
Funding Agency		Project Name	
CFDA		Target Population	
Estimated Request		Division Director	
Award Period		Program Manager	
Description			

Funding Information			
Funding Type		CAPK Program	
Funding Agency		Project Name	
CFDA		Target Population	
Estimated Request		Division Director	
Award Period		Program Manager	
Description			

Date Presented/Approved

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

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Head Start/State Child Development/Yolanda Gonzales	Month/Year: May 2020
Program/Work Unit: Head Start/Early Head Start	Program Manager/Supervisor: Ginger Mendez/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	Funded Enrollment	Reportable Enrollment	Percentage	Enrollment Breakdown	Disabilities Goal 10%	Over Income Goal <10%
Head Start Kern	1317	1315	99.8%		10.8%	9%
Early Head Start Kern	446	394	88%		16.3%	6.3%
- EHS Center Based - EHS Home Based - EHS Home Based-Interim	210 124 112		97% 100% 60 %	203/210 124/124 67/112		
Early Head Start San Joaquin	313	308	98%		21.1%	9.9%
Early Head Start Partnership	152	81	53%		5.1%	9.9%
- Bakersfield College - Blanton - Garden Pathways - Taft College - Jewett - Escuelita Hernandez - Seeking Partner	32 16 11 42 24 16 11		84% 87.5% 64% 74% 0% 12.5% 0%	27/32 14/16 7/11 31/42 0/24 2/16 0/11	12.5% 6.3% 0% 0% 0% 0% 0%	

****Face-to-face services suspended starting end of business day March 17, 2020 for Kern Head Start/Early Head Start and end of business day March 13, 2020 for San Joaquin EHS.**

Division Staffing			
Currently Employed	Vacant Positions	Continuous Family Leave	Intermittent Family Leave
624	18	10	107

Compliance

Desk reviews are being completed as we are trying to limit the amount of staff in our child development centers.

Central Kitchen May 2020				
Meals & Snacks	Total # Prepared	Breakfast	Lunch	Snack
Head Start / Early Head Start Centers	34,920	11,640	11,640	11,640
Home Based Meals	4,935	1,645	1,645	1,645
TOTAL	39,855			

The Central Kitchen along with the support of the Head Start/Early Head Start staff continue to provide boxed meals for the enrolled children. Working with the Sysco representative we were able to successfully offer ready to eat meals that are creditable with CACFP.

The boxed meals are very much appreciated by the families and this is just another way CAPK is meeting the needs of our families during this pandemic.

CACFP					
April 2020					
Total Meals Requested			Meals Allocated		% of Meals Served
Central Kitchen	Vendor Meals	Total Meals	CACFP/USDA	HS/EHS	April 2020
57,738	0	57,738	27,632	30,106	48%

*Percentage is based on Head Start/Early Head Start Kern total meals delivered divided by meals claimed. San Joaquin did not provide meals to families during the month of April and therefore was not factored into the percentage.