



DATE	February 8, 2023
TIME	12:00 pm
LOCATION	Teams Meeting / 5005 Business Park North Bakersfield, CA 93309
TEAMS LINK	Click here to join the meeting
PHONE NUMBER	(213) 204-2374 / ID: 448 416 521#

Program Review & Evaluation Committee Agenda

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

1. Call to Order

2. Roll Call

Ana Vigil (Chair)
Jimmie Childress

Mia Cifuentes
Yolanda Ochoa

Marian Panos

3. Public Comments

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

4. Program Presentation

- a. 211 & First 5 Help Me Grow – Amberly Hill, Care Coordinator – **Info Item (p. 3-13)**

5. New Business

- a. January 2023 Program Reports – **Action Item (p. 14-47)**

Pritika Ram, Chief Business Development Officer

1. Community Development
 - Coordinated Entry Services (CES)
 - M Street Homeless Navigation Center
2. Health & Nutrition Services
 - CalFresh Healthy Living
 - Food Bank
 - Migrant Childcare Alternative Payment (MCAP)
 - Women Infant and Children (WIC)
3. Youth & Community Services
 - East Kern Family Resource Center (EKFRCC)
 - Oasis Family Resource Center
 - Energy, Weatherization & Utility Assistance
 - Friendship House Community Center (FHCC)
 - Shafter Youth Center (SYC)
 - Volunteer Income Tax Assistance (VITA)
4. Operations
 - Business Services
 - Maintenance
 - Information Technology
 - Data Services
 - Risk Management

5. Administration

- Grant Development
- CAPK Foundation
- Outreach & Marketing
- 211 Kern Call Center
- Community Schools Partnership Program (CSPP)

b. January 2023 Application Status Report & Funding Profiles –
Action Item (p. 48-50)

Pritika Ram, Chief Business Development Officer

1. Application Status Report
2. Funding Profiles
 - a. California Department of Food and Agriculture 2022
Community Resilience Centers Program
3. Small Funding Profiles (\$50,000 and under)

c. January 2023 Head Start / State Child Development Enrollment
Update & Meals Report – **Action Item (p. 51-52)**

Robert Espinosa, PDM Administrator

d. 2021-2025 Strategic Plan Update – **Info Item**

1. Goal 1 (**p. 53-54**)
2. Goal 2 (**p. 55-57**)

Kelly Lowery, Food Bank Program Administrator
Freddy Hernandez, Director of Youth &
Community Services

6. **Committee Member Comments**

7. **Next Scheduled Meeting**

Program Review & Evaluation Committee
12:00 pm
March 15, 2023
5005 Business Park North
Bakersfield, CA 93309

8. **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, February 3, 2023. Vanessa Nevarez, Assistant to the CPO.



Help Me Grow

Kern County



BEHAVIORAL
HEALTH & RECOVERY
SERVICES



Kern County

Help Me Grow Kern County

- Collaborative Partnership
 - Kern Behavioral Health and Recovery Services
 - First 5 Kern
 - Community Action Partnership of Kern
 - Help Me Grow National Affiliate
- Mental Health Services Act (MHSA) grant from Kern Behavioral Health & Recovery Services



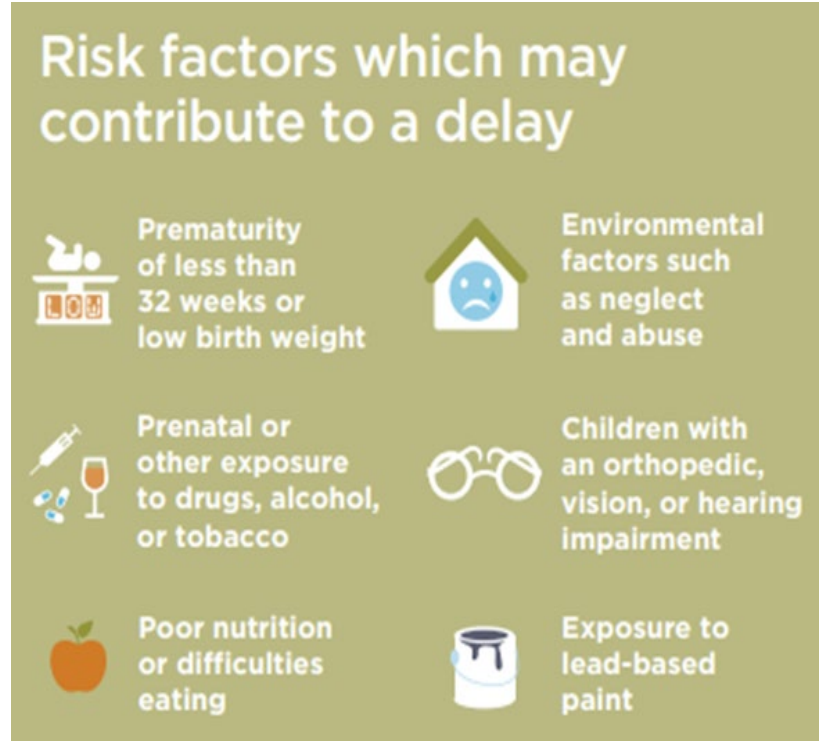
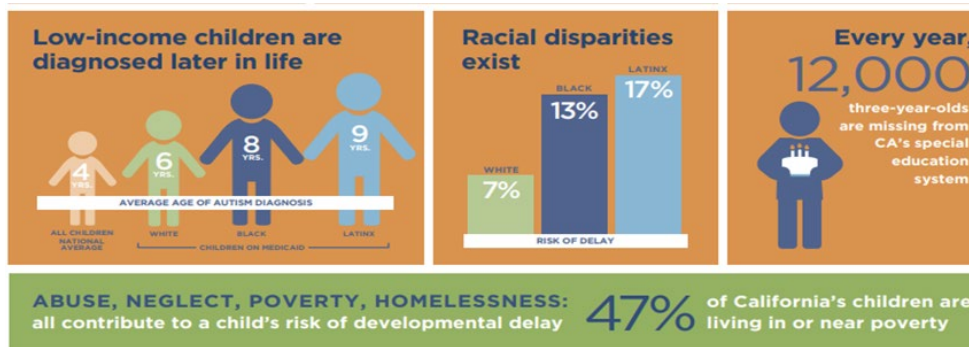
**Your child's early
development is a
journey!**



HelpMeGrowKern.org

Program Objectives

- Facilitate family access to early childhood information, resources and services
- Educate on the importance of developmental milestones
- Help guide informed decisions about early intervention



Ages and Stages Questionnaires (ASQ's)

- Ages and Stages Questionnaire-3
 - used for more than 20 years.
- Ages and Stages Questionnaire: Social-Emotional-2
 - used for more than 15 years.
- Screening Tools
 - Easy to access and administer.
 - Assesses child's developmental and behavioral progress.
 - Highlights child's strengths and areas that may need support.

Feedback from an Expert

Ventura pediatrician, Dr. Sun Lee, began using the ASQ-3 in 2011. He has extensive experience with this tool and has found:



- Easy for parents**  Parents typically only need minor clarifications about how to complete the ASQ-3
- Quick to complete**  Completion of the tool has never taken him longer than 2-3 minutes
- Essential for identification**  All evidence indicates that, without a screening tool, physicians often miss many signs of developmental delays

Screening early leads to more successful long-term outcomes



Children who receive early treatment for developmental delays are more likely to be ready for kindergarten, successful in school, and live independently

Ages and Stages Questionnaires

ASQ-3

- Administration Time: 10-15 minutes
- Language: English or Spanish
- Occurrences: 2 Months – 60 Months (Adjusted Age)
- Domains:
 - Communication
 - Gross Motor
 - Fine Motor
 - Problem Solving
 - Personal-Social

ASQ:SE-2

- Administration Time: 10-15 minutes
- Language: English or Spanish
- Occurrences: 2 Months – 60 Months (Adjusted Age)
- Screening Areas:
 - Self-regulation
 - Compliance
 - Social-communication
 - Adaptive functioning
 - Autonomy
 - Affect
 - Interaction with people

What are my options to complete an ASQ?

- Parents/guardians can call 2-1-1 to speak to a Development Specialist and have their child(ren) screened.
 - a) Development Specialist can send a link to the online version via text message.
- Parents/guardians can complete the ASQ-3 and ASQ:SE-2 online at <https://www.first5kern.org/helpmegrow/>
 - Assistance Request Form
- Referred through Unite Us platform



What happens after a screening is completed?

Area	Cutoff	Total Score	0	5	10	15	20	25	30	35	40	45	50	55	60
Communication	25.17	45.00										☆			
Gross Motor	38.07	60.00													☆
Fine Motor	35.16	54.00											☆		
Problem Solving	29.78	60.00													☆
Personal-Social	31.54	50.00											☆		

Screening results that indicate a concern will require further assessment and referral for necessary services.



A) Scores above cutoff w/no parent concern

- Provide age-appropriate learning activities
- Schedule appointment for next recommended screening

B) Parent concern or scores close to/below the cutoff

- Provide age-appropriate learning activities
- Contact parent to discuss next steps

Next Steps



Schedule the next recommended screening.



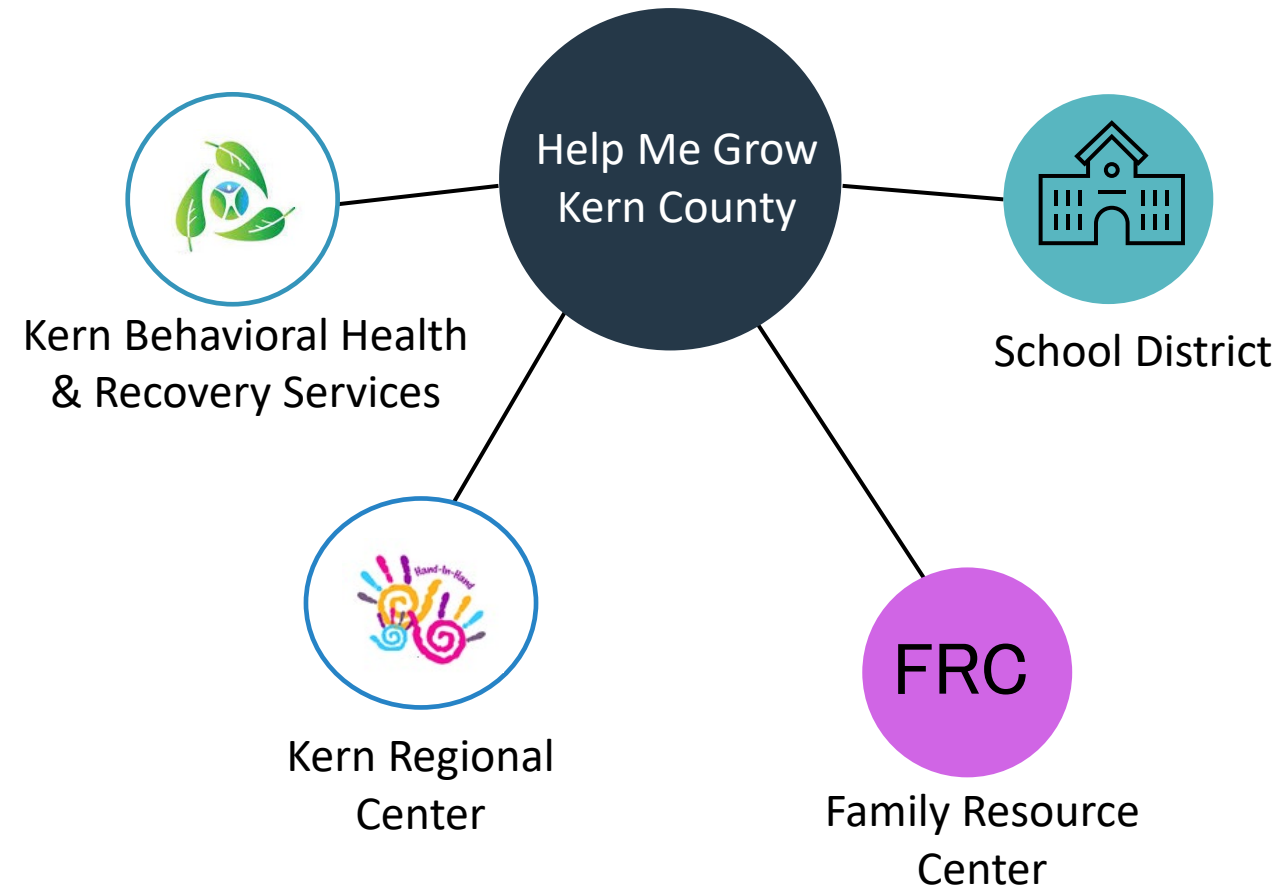
Continue monitoring and rescreen at next interval



Referral to the appropriate agency



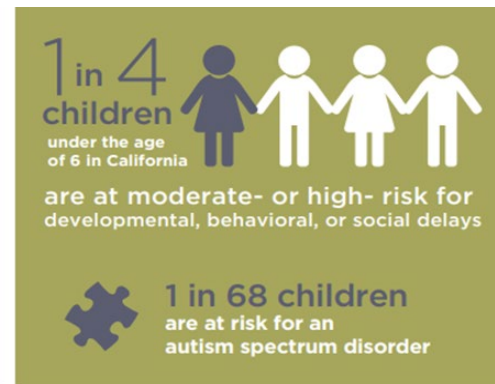
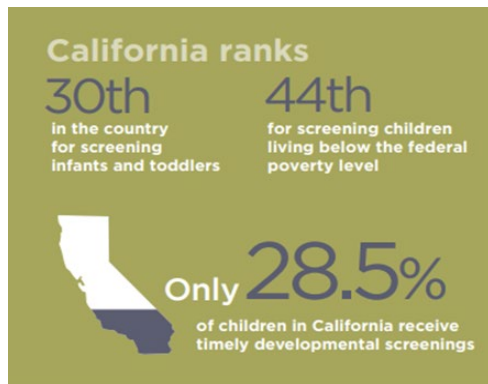
*Information is confidential.



Outreach



- On-site Development Screenings
- County-wide Community Based Services
- Informational Packets on Development Milestones
- 10 Attended events for fiscal year



Your Child's Early Development is a Journey

Check off the milestones your child has reached and share your child's progress with the doctor at every visit.

Child's Name: _____

Does your baby have any teeth yet?
To promote dental health, your child should see a pediatric dentist when the first tooth appears, or by the 1st birthday

First Dentist Appointment: _____

BIRTH-4 MOS

- ☐ Coos, makes gurgling sounds
- ☐ Looks at you and seems to listen
- ☐ Babbles with expression
- ☐ Likes to be picked up and held

6 MONTHS

- ☐ Responds to name
- ☐ Begins to say sounds such as "m" and "b"
- ☐ Smiles at you and other family members

9 MONTHS

- ☐ Understands "no"
- ☐ Shows interest in things such as people, toys and foods

12 MONTHS

- ☐ Uses simple gestures like waving "bye-bye"
- ☐ Pulls up to stand
- ☐ Likes to play games such as peekaboo

18 MONTHS

- ☐ Says several single words
- ☐ Follows simple directions
- ☐ Points to show something interesting

24/30 MONTHS

- ☐ Points to things or pictures when named
- ☐ Says sentences with 2 to 4 words
- ☐ Likes to be hugged or cuddled

3 YEARS

- ☐ Follows instructions with 2 to 3 steps
- ☐ Climbs well
- ☐ Plays well with others

4 YEARS

- ☐ Tells stories
- ☐ Draws a person with 2 to 4 body parts
- ☐ Shows concern for other people's feelings

5 YEARS

- ☐ Speaks clearly
- ☐ Says name and address
- ☐ Takes turns when playing

Is your child on track?
Developmental Screenings at 9, 18 and 24/30 months help you and your doctor monitor your child's development

These are just a few of the milestones to look for!
For further developmental information and assistance contact your local Help Me Grow or visit helpmegrowkern.org

FIRST 5 CALIFORNIA **HELP ME GROW** **FIRST 5 CALIFORNIA** **Help Me Grow Kern County**

DEVELOPMENTAL MILESTONE CONTENT ADAPTED FROM THE U.S. CENTERS FOR DISEASE CONTROL AND PREVENTION, "LEARN THE SIGNS. ACT EARLY."

Help Me Grow Kern 2021-2022 Fiscal Year



- **645** developmental screenings administered (ASQ-3, ASQ-SE:2)
- **318** new children
- **32** children referred for additional services

Currently: FY2022-2023

- 305 Total Screenings
 - 204 New Children
 - 33 Referrals



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February 2023 Program Monthly Reports

PRE Committee January 2023



Community Development

Coordinated Entry Services

M Street Homeless Navigator Center

**Community Action Partnership of Kern
Monthly Report 2023**

Month	January-23	Program/Work Unit	Coordinated Entry Services (CES)		
Division/Director	Rebecca Moreno	Program Manager	Joseph Aguilar		
Reporting Period	January 1, 2023 - December 31, 2023				
Program Description					
Coordinated Entry Services (CES) is the system to assist communities in ending homelessness by providing a clear and systematic pattern for helping individuals to quickly access the most appropriate services available through standardized access, a standardized assessment process, and a coordinated referral (match) process for individuals to preventions, housing, and/or other related services. The following counties are currently being served by CAPK CES, Kern County and Stanislaus County.					
Homeless Referrals/Assessments (SRV 7c)	Month	YTD	YTD Goal	Month Progress	Annual Progress
Kern County	1,078	1,078	14,000	92%	8%
Pending Assessments	Month	YTD	YTD Goal	Month Progress	Annual Progress
Kern Pending contact/call back	0	0	15	0.00%	0.00%
Stanislaus Pending contact/call back	0	0	15	0.00%	0.00%
Performance: Number of applicants who received a response within 24 Hours	Month	YTD	YTD Goal	Month Progress	Annual Progress
Kern County	925	925	11,000	100.91%	8%
Explanation (Over/Under Goal Progress)					
Program Strategic Goals		Progress Towards Goal			
1. Implement effective 24 hour response time for Stanislaus County.		Stanislaus calls to start 1/13			
2. Increase staff recruitment and retention.		HR Conversations			
3. Build provider network support with Stanislaus Continuum of Care (CoC)/Homeless Collaborative.		Stanislaus calls to start 1/13			
Program Highlights					

**Community Action Partnership of Kern
Monthly Report 2023**

Month	January-23	Program/Work Unit		M Street Navigation Center		
Division/Director	Rebecca Moreno		Program Manager	Laurie Hughey		
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
CAPK operates the 147-bed homeless Low Barrier Navigation Center in partnership with the County of Kern. This 24-hour shelter offers housing, meals and an array of mental health, medical care and economic resources to unsheltered individuals with pets and partners.						
Shelter Services		Month	YTD	YTD Goal	Month Progress	Annual Progress
Overnight Residents (Assigned Beds) (FNPI 4a & SRV 7b, SRV 4m)		129	129	1,000	155%	13%
Total Clients Served		218	218	2,400	109%	9%
Pets (i.e., kennel, emotional support assistance and service pet)		6	6	100	72%	6%
Residents Under 90 days length of stay		73	73	700	125%	10%
Exits to Permanent Housing (FNPI 4b)		11	11	100	132%	11%
Exits-Self		9	9	150	72%	6%
Exits-Involuntary		66	66	700	113%	9%
Case Management Services (SRV 7a)		645	645	8,000	97%	8%
Critical Incidents		18	18	250	86%	7%
Shelter Residents Meals (SRV 5ii)		6,838	6,838	60,000	137%	11%
Number of Volunteers (duplicated)		67	67	100	804%	67%
Volunteers Hours (duplicated)		211	211	1,500	168%	14%
Safe Camping		Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served (SRV 7b)		81	81	500	194%	16%
Current client census		55	55	300	220%	18%
Meals (SRV 5ii)		2,958	2,958	15,000	237%	20%
Pets		15	15	75	240%	20%
Clients moved to Shelter (SRV 4m)		0	0	50	0%	0%
Exits to Permanent Housing (FNPI 4b)		3	3	40	90%	8%
Exits-Self		3	3	50	72%	6%
Exits-Involuntary		17	17	75	272%	23%
Critical Incidents		9	9	100	108%	9%
Safe Parking		Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served		5	5	50	120%	10%
Current client census		5	5	50	120%	10%
Clients moved to Shelter (SRV 4m)		0	0	25	0%	0%
Explanation (Over/Under Goal Progress)						
Program Strategic Goals		Progress Towards Goal				

**Community Action Partnership of Kern
Monthly Report 2023**

1. Number of clients participating in job training program, (i.e. Project Hire-Up, financial Literacy, Recycling Lives, Open Door Network)	5 clients attending Project Hire-Up, 2 working for Open Door Network and 16 others working in various jobs out in the community.
2. Increase job retention/recruitment at M street by (1) developing job descriptions that accurately reflect job performance and (2) regrading/classification of job descriptions.	Job descriptions are under review for reclassification: pending volunteer coordinator, program coordinator, housing navigator, custodian and driver
3. Amend M Street policy & procedure manual, intake packet post Covid.	Program Administrator is currently reviewing and making modifications to Safe Camping/Parking and LBNC Policies and Procedures to update.
4. Increase the number of clients who transition to permanent housing by 15% from the prior year (2022 - 99) to 114 clients.	In January 2023 11 clients move into permanent supportive housing.

M Street Navigation Center - Client Demographic Information

Race Demographic	Month
18 - 24	21
25 - 34	49
35 - 44	47
45 - 54	43
55 - 61	32
62+	26
Total:	218

Race Demographic	Month
American Indian or Alaska Native	8
Asian	4
Black or African American	50
Native Hawaiian or Other Pacific Islander	1
White	151
Multiple races	4
Client Don't know / Refused	
No Answer	
Total:	218

Gender	Month
Female	87
Male	128
Trans Female (MTF or Male to Female)	1.00
Trans Male (FTM or Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	2
Client doesn't know	
Client refused	

Zip Code	Month	Zip Code	Month
93301	37	92410	1
93304	27	92105	1
93305	32	93103	1
93306	32	93263	1
93307	14	93280	1
93308	20	70508	1
93309	7	45426	1
93311	2	97224	1
93313	4	84059	1
86351	1		
93314	3		
90212	1		
93505	1		
93516	1		
91502	1		
93206	1		
92234	1		
93240	1		
93535	1		
93555	1		
93560	1		
Not specified	20		
Total		218	

**Community Action Partnership of Kern
Monthly Report 2023**

No Answer	
Total:	218

Safe Camping - Client Demographic Information

Race Demographic	Month
18 - 24	1
25 - 34	17
35 - 44	22
45 - 54	19
55 - 61	15
62+	7
Total:	81

Race Demographic	Month
American Indian or Alaska Native	1
Asian	0
Black or African American	12
Native Hawaiian or Other Pacific Islander	1
White	67
Multiple races	0
Client Don't know / Refused	-
No Answer	-
Total:	81

Gender	Month
Female	33
Male	48
Trans Female (MTF or Male to Female)	
Trans Male (FTM or Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	
Client doesn't know	
Client refused	
No Answer	
Total:	81

Zip Code	Month	Zip Code	Month
93301	9		
93304	3		
93305	10		
93306	3		
93307	5		
93308	18		
93309	4		
93313	2		
92344	1		
93238	1		
92262	1		
93556	1		
58801	1		
97459	1		
93201	1		
Not specified	20		
Total			81

Program Highlights

Clients are not showing any interest with moving into M Street. They like the freedom and less structure, and clients are still getting house from Safe Camping. Safe parking, clients tend to self resolve their homeless issues.



Health and Nutrition Services

Cal-Fresh Health Living Program

Food Bank

Migrant Childcare Alternative Payment

Women, Infant, and Children

**Community Action Partnership of Kern
Monthly Report 2023**

Month	January-23	Program/Work Unit	CalFresh Healthy Living		
Division/Director	Susana Magana	Program Manager	Alan Rodriguez		
Reporting Period	January 1, 2023 - December 31, 2023				
Program Description					
The CalFresh Healthy Living (CFHL) program, Funded by the USDA and administered by CDSS, improves the nutritional health of low-income Kern County residents by providing access to nutrition education, physical activity education, and leadership within community collaboratives that focus on health and nutrition. The program does this by providing Direct Education classes, Indirect Education materials and resources, and Policy Systems and Environmental Changes (PSE's). CFHL has 3 subcontractors that assist in carrying out the goal of educating the student population.					
Supplemental Nutrition Assistance Program-Education(SNAP-Ed) eligible participants, receiving Nutrition Education 10/1/2022-9/30/2023 (FNPI 5a) (SRV 5ff).	Month	YTD	YTD Goal	Month Progress	Annual Progress
Community Action Partnership of Kern (CAPK) Direct Education provided.	20	20	2,000	12%	1%
Kern County Superintendent of Schools (KCSOS) Subcontractor Direct Education provided.	435	435	2,000	261%	22%
Kernville Unified School District (KUSD) Subcontractor Direct Education provided.	31	31	1,000	37%	3%
Lamont Elementary School District (LESD) Subcontractor Direct Education provided.	175	175	1,000	210%	18%
Complete the Healthy Food Pantry Assessment Toolkit (HFPAT) to identify potential growth opportunities for 6 different food pantries.	0	0	6	0%	0%
Cumulative Indirect Education: Indirect education, for SNAP-Ed purposes, is defined as the distribution or display of information and resources which involve no participant interaction with an instructor or multimedia.	962	962	30,000	38%	3%
Explanation (Over/Under Goal Progress)					
As the new Calendar year starts, the CFHL program created and adjusted goals from the previous year. In January 2023, there was not as much progress for Direct Education as CFHL would have liked to see because of the program and school district vacation/holiday schedule. CFHL has plans in place to increase Direct Education efforts in the upcoming months to ensure the timely completion of the goals. Staff also hosted the first Kern County Food Pantry Collaborative, the first of its kind in the county, which resulted in 2 pantries interested in the Nutrition Pantry Program(NPP) program which will result in completing 2 HFPAT's.					
Program Strategic Goals		Progress			
Minimize staff turn-over and become fully staffed.		The CFHL team is currently recruiting for 2 Health Educator positions. The recruitment is running both internally and externally. The recruitment ends on 2/10/23 and interviews will be conducted shortly thereafter. Currently, the team is at 80% capacity.			

**Community Action Partnership of Kern
Monthly Report 2023**

Partner with community agencies and collaboratives that are SNAP-Ed approved, including other CAPK Programs, to increase the amount of Direct Education, Indirect Education, and PSE's which improve the opportunities for the SNAP-Ed eligible population to have healthy food choices, physical activity, and nutrition information.	The CFHL team recently created and implemented Kern County's first official Food Pantry Collaborative in January 2023. CFHL also provided direct education classes at Owens Valley Career Development Center. CFHL conducted indirect education in many locations including Standard Middle School, Catholic Charities, Laborers of the Harvest, F St Farmers market, and Taft College.
Progress with assessing Food Pantries and the progress in partnering in implementing improvement measures based on the data of the Healthy Food Pantry Assessment Toolkit (HFPAT).	CFHL has the Laborers of the Harvest and Taft College food pantries interested in joining the NPP and conducting the HFPAT to identify how their pantry can improve.
Create a new Food Pantry Collaborative in Kern County where Pantries can collaborate, plan, and discuss ideas to improve services and strategically plan for encouraging Nutrition based decisions for clients.	The CFHL team recently created and implemented Kern County's first official Food Pantry Collaborative in January 2023. There were 10 food pantries that attended the collaborative and shared how they operate their program. The collaborative gave an opportunity for the pantries to network, share ideas, and communicate about current challenges. CFHL was able to present about the NPP program and recruit 2 pantries to participate. This collaborative will be held quarterly with the following meeting being in April 2023. CFHL is excited to grow this collaborative and to expand the NPP program and the amount of HFPAT's conducted.

Program Highlights

CFHL created a new Collaborative that focuses on Food Pantries (KCFPC) and hosted the inaugural meeting in January 2023. The Kern County Food Pantry Collaborative (KCFPC) is the first of its kind in Kern County where the majority of the members are composed of Food Pantries.

**Community Action Partnership of Kern
Monthly Report 2023**

Month	January-23	Program/Work Unit		Food Bank			
Division/Director	Susana Magana		Program Manager	Kelly Lowery			
Reporting Period	January 1, 2023 - December 31, 2023						
Program Description							
The Food Bank provides food assistance to low-income families and individuals through a network of more than 150 agency partner distribution sites across Kern County.							
TEFAP		Month	YTD	This Month Last Year	Annual Goal	Month Progress	Annual Progress
Individuals Served <i>(Duplicated)</i>				36,959	500,000	0%	0%
Pounds Distributed		735,802	735,802	861,998	9,500,000	93%	8%
Pantry Program		Month	YTD	This Month Last Year	Annual Goal	Month Progress	Annual Progress
Individuals Served <i>(Duplicated)</i>					1,000,000	0%	0%
Pounds Distributed		291,810	291,810	240,255	5,000,000	70%	6%
Fresh Rescue		Month	YTD	This Month Last Year	Annual Goal	Month Progress	Annual Progress
Individuals Served <i>(Duplicated)</i>		189,080	189,080	211,891	2,400,000	95%	8%
Pounds Distributed		157,567	157,567	176,576	2,000,000	95%	8%
CSFP		Month	YTD	This Month Last Year	Annual Goal	Month Progress	Annual Progress
Individuals Served <i>(Duplicated)</i>		4,632	4,632	3,763	4,800	97%	97%
Pounds Distributed		148,224	148,224	120,416	160,000	93%	93%
Free Farmers Markets		Month	YTD	This Month Last Year	Annual Goal	Month Progress	Annual Progress
Individuals Served <i>(Duplicated)</i>		10,725	10,725	3,625	150,000	86%	7%
Pounds Distributed		64,228	64,228	25,747	1,000,000	77%	6%
Brighter Bites		Month	YTD	This Month Last Year	Annual Goal	Month Progress	Annual Progress
Individuals Served <i>(Duplicated)</i>		1,758	1,758	0	24,000	88%	7%
Pounds Distributed		18,190	18,190	0	225,000	97%	8%
Snack Attack		Month	YTD	This Month Last Year	Annual Goal	Month Progress	Annual Progress
Individuals Served <i>(Duplicated)</i>		164	164	75	2,000	98%	8%
Pounds Distributed		654	654	299	10,000	78%	7%
Community Events & Other		Month	YTD	This Month Last Year	Annual Goal	Month Progress	Annual Progress
Individuals Served <i>(Duplicated)</i>		83,585	83,585	146,388	1,200,000	84%	7%
Pounds Distributed		69,654	69,654	172,467	1,000,000	84%	7%
Totals		Month	YTD	This Month Last Year	Annual Goal	Month Progress	Annual Progress
Total Individuals Served		289,944	289,944	402,701	5,280,800	66%	5%
Total Pounds Distributed (SRV 5jj)		1,486,129	1,486,129	1,394,774	22,000,000	81%	7%
Volunteers (SRV 6f)		Month	YTD	This Month Last Year	Annual Goal	Month Progress	Annual Progress
Volunteers who received job skill training (e.g., paid partnership though service providers, duplicated)		19	19	13	250	91%	8%
Other Volunteers (i.e., general public, duplicated)		114	114	48	1,500	91%	8%

**Community Action Partnership of Kern
Monthly Report 2023**

Explanation (Over/Under Goal Progress)	
The TEFAP and CSFP programs are allocated annually. As such, there is little to no room for expansion in these programs for 2023. The pantry program and Free Farmers Market Programs are areas with room to expand. As such, we have set ambitious goals that are reflected in the progress goals for January.	
2023 Program Strategic Goals	Progress Towards 2023 Strategic Goals
Cultivate strong relationships with organizations working on food insecurity including the food policy council.	Kick-off meeting was held with food policy council steering committee.
Re-configure the pantry program from on-site shopping to online ordering.	Primarius has been configured with the necessary categories for online ordering. Testing will take place in February with 4 current agencies.
Create additional access points in the county by adding new pantries as well as providing night and weekend pantry access.	We added 2 pantries this month. Our total pantry partner count is: 77. Communication will go out during the partner agency conference in March
Develop a classification system for measuring, tracking and increasing the nutrition level of the food distributed.	Classification of food in nutritional categories in March.
Develop a direct to client home delivery program for emergency food assistance.	Development of this program is set to begin in Q4
Program Highlights	
In January 2023 we are laying the foundation for the restructuring of the pantry program. This entails building out the online platform of Primarius, our inventory control system. Additionally, we conducted training with four current agency pantry program partners who are assisting us by testing out the changes in the month of February. Also, our Agency Relations department is working with our organization partners to increase our daily volunteer team which will be critical in the food processing and order-building process.	

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Month	January-23	Program/Work Unit	Migrant Childcare Alternative Payment (MCAP)		
Division/Director	Susana Magana	Program Administrator	Laura Porta		
Reporting Period	January 01, 2023 to December 31, 2023				
Program Description					
The Migrant Childcare Alternative Payment (MCAP) program provides childcare subsidy to migrant, agriculturally working families. Families can apply for child care services in six entry counties: Kern, Kings, Madera, Merced, Tulare, and Fresno. Once a family is enrolled in the program, the family can migrate anywhere in California to follow agricultural work and their childcare services can continue.					
Services	Month	YTD	Goal	Month Progress	Annual Progress
Number of Child Enrollments	140	140	500	336%	28%
Childcare Providers (SRV 7f)	18	18	120	180%	15%
MCAP Subsidies (SRV 7e)	Month of Dec processed in Jan	YTD	Goal	Month Progress	Annual Progress
Provider Payments-Subsidies Expended	\$1,684,953	\$ 1,684,953	\$14,000,000	144%	12%
MCAP FY 2022 / 2023 Progress	Current Month	FYTD	Goal	Month Progress	Annual Progress
Child Enrollments	140	1800	2300	6.09%	78.26%
Provider Payments-Subsidies Expended	\$1,684,953	\$ 7,250,976	\$21,500,000	94%	34%
Explanation (Over/Under Goal Progress)					
All MCAP program personnel is fully engaged in conducting outreach activities, family enrollments and provider clearances for participation, in all counties. MCAP reached an active enrollment of 1800 children at the end of January. We currently have no waiting list and all eligible families are being enrolled immediately upon completion of their application for services and submitting the required documents. We continued making great strides to meet the necessary enrollment goals to fully earn our contract for the current FY.					
Program Strategic Goals		Progress Towards Goal			
1. Fill Staff Vacancies.		Management continue to work with Human Resources to fill our program vacancies due to program growth. We will welcome 2 new staff members in February for our newly approved Quality Assurance Specialist and the Outreach Specialist Positions.			

**Community Action Partnership of Kern
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2. Staff Retention and Training	Management is actively engaged in training our new team members for a successful start in our program. Due to program growth MCAP has hired 13 new staff members in the current FY.
3. Contingency Staffing Plan & Solidify Program Growth.	Management is currently seeking to secure additional office space in Tulare County to increase and support our program expansion efforts in this area.

Program Highlights

MCAP was selected for the Federal Improper Payments Elimination and Recovery Improvement Act (IPERIA). This audit process looks at family eligibility, program policy implementation and provider reimbursement compliance. The data is then compiled for California and an error rate report is submitted to the Federal Government. On January 25th, management met with State authors for this review and our program was found compliant in all areas. We were assessed a zero percent error rate for this review.

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Month	January-23	Program/Work Unit	Women Infants & Children (WIC) Nutrition			
Division/Director	Susana Magana		Program Manager	Lorna Speight		
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
The Women Infants & Children (WIC) program provides education, breastfeeding support and food vouchers for families with infants, children up to age 5, and women who are pregnant, postpartum or breast feeding. CAPK WIC operates in 21 sites throughout Kern County, 5 locations in San Bernardino County, and through one mobile WIC clinic to reach hard-to-serve populations.						
Services	Month	YTD	Goal	Month Progress	Annual Progress	
Caseload (SRV 5g)	13,671		14,610	94%		
Local Vendor Liaison-Contact Stores (contact 67 vendors 1 contact required per quarter totaling 268 contacts per year)	60	60	268	269%	22%	
Breast Feeding 30% of infants are breastfed (i.e., some, mostly or fully breastfeeding compared to formula)	980		900	109%		
Outreach	Month	YTD	Goal	Month	Annual	
Online Enrollment	173	173	1,500	138%	12%	
WIC Presentations and Outreach Events	7	7	72	117%	10%	
Publication in newspaper, television, and/or social media postings (English and Spanish)	25	25	260	115%	10%	
Regional Breast Liaison (RBL)	Month	YTD	Goal	Month Progress	Annual Progress	
Meet with key community stakeholders (i.e., medical managed care, hospital staff, lactation support, health care providers, other WIC agencies) in Region 24 to increase breastfeeding awareness and referrals to the WIC program, as well as share WIC digital materials and utilization.	12	12	120	120%	10%	
Explanation (Over/Under Goal Progress)						
The LVL vendor visits was higher for January as the LVL was given an assignment to contact all of the vendors before the end of January to disseminate information from State WIC.						
Program Strategic Goals				Progress		

**Community Action Partnership of Kern
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Develop strategies to increase WIC retention and re-engagement with current participants.	We are currently working on reports such as "participants eligible for benefits with no future appointments" so we can contact and reconnect with those participants who are certified but not participating in the program.
Program Highlights	



Youth and Community Services

East Kern Family Resource Center

Oasis Family Resource Center

Energy, Weatherization, and Utility Assistance

Friendship House Community Center

Shafter Youth Center

Volunteer Income Tax Assistance

**Community Action Partnership of Kern
Monthly Report 2022**

Month	January-23	Program/Work Unit		East Kern Family Resource Center (EKFRC)		
Division/Director	Fred Hernandez Youth & Community Services		Program Manager	Anna Saavedra		
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
East Kern Family Resource Center (EKFRC) is a regional resource center based in Mojave, Ca. The EKFRC assists individuals and families from the desert and Tehachapi Mountain communities. The primary focus is on referred families with children who are at risk of abuse and neglect, and families unprepared to enter kindergarten successfully. The EKFRC also assists walk-in clients with basic needs, clothing, faxing/copying services, HEAP applications and referrals.						
Differential Response		Month	YTD	Annual Goal	Month Progress	Annual Progress
DR Referrals - Received from DHS		31	31	125	298%	25%
Case Management-Families (SRV 7a)		5	5	50	120%	10%
Case Management-Children (SRV 7a)		10	10	125	96%	8%
Differential Response Total		46	46	300	171%	15%
First 5		Month	YTD	Annual Goal	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)		0	0	40	0%	0%
Children Receiving Case Management Services (SRV 7a)		0	0	55	0%	0%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)		0	0	20	0%	0%
Children Educational Center Base Activities (FNPI 2b)		1	1	30	40%	3%
Children Educational Home Base Activities (FNPI 2b)		0	0	30	0%	0%
Children Summer Bridge Activities (FNPI 2b)		0	0	15	0%	0%
Collaborative Meetings Participated		1	1	12	100%	8%
First 5 Total		2	2	202	20%	1%
Walk-In Community Services (Duplicated Clients & Case Managed Clients)		Month	YTD			
Food Assistance		138	138			
House Hold Items		17	17			
Hygiene Kits		10	10			
Referrals		40	40			
Emergency Clothing		57	57			
Administrative Services & Copies		197	197			
Transportation Services		6	6			
Education Supplies		10	10			
Covid - 19 Supplies		10	10			
Baby Supplies		17	17			
Explanation (Over/Under Goal Progress)						
EKFRC is on track with First 5 goals since our numbers are counted from July 1, 2022-June 30, 2023.						

**Community Action Partnership of Kern
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Program Strategic Goals	Progress Towards Goal
1. Find additional funding.	EKFRC has applied for funding for a Parenting Class grant. This grant would give families more options.
2. Participate in community events.	EKFRC received clothes donations from Tri-cal Chemicals the month of January 2023.
3. Expand our reach across the East Kern Communities.	EKFRC will participate in outreach events in the community promoting services offered through CAPK.
Program Highlights	
EKFRC provided 205 services to the community in the month of January.2023 This included inquires and walk ins.	

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Month	January-23	Program/Work Unit		Oasis Family Resource Center		
Division/Director	Fred Hernandez		Program Manager	Eric Le Barbe		
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
The Oasis Family Resource Center provides resources, education, and crisis assistance to individuals, families, and children in Ridgecrest and surrounding communities. They focus on providing case management and educational support to families to build resilience						
First 5 Kern (Unduplicated Services)	Month	YTD	Annual Goal (12 Mo)	Month Progress	Annual Progress (12 Mo)	
Parents Receiving Case Management Services (SRV 7a)	4	4	30	80%	13%	
Children Receiving Case Management Services (SRV 7a)	4	4	30	80%	13%	
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)	0	0	10	0%	0%	
Children Educational Home Base Activities (FNPI 2b)	2	2	15	80%	13%	
Children Summer Bridge Activities (FNPI 2b)	-	-	10	0%	0%	
Family Support Services for non-clients with children 5 and under	25	25				
First 5 Total	35	35	95	221%	37%	
Walk-In Community Services (Duplicated & Non First 5 Kern Clients)	Month	YTD				
Food (SRV 7c)	82	82				
Household Items (SRV 7c)	112	112				
Baby Supplies	69	69				
Referrals/Administrative Services (SRV 7c)	84	84				
Court Mandated Correspondence	0	0				
Emergency Clothing (SRV 7n)	25	25				
Copies	8	8				
Educational Supplies	0	0				
Transportation Assistance (SRV 7d)	19	19				
COVID-19 Supplies (SRV 5oo)	29	29				
Total Community Services	428	428				
Explanation (Over/Under Goal Progress)						
The First 5 Kern numbers may appear to be low but the Oasis FRC is well on track to meet F5K fiscal year 2022-2023 as reporting is from July 2022 to June 2023. Goals are on target with 27 parents and 35 children being case managed.						
Program Strategic Goals		Progress Towards Goal				
1. Offer Court Mandated Nurturing Parenting Class every other quarter.		The Court Mandated Nurturing Parenting Class will be offered again this quarter starting February 7th.				

Community Action Partnership of Kern
Monthly Report 2023

2. Apply for three funding opportunities that would help extend range of services outside First 5 clients for under served families (Parenting, Children 6-18, seniors, and homeless individuals).	The Oasis FRC applied for funding for a parenting class grant from CA Department of Healthcare Services
3. Participate in community outreach activities to promote CAPK & Oasis FRC services and seek donations from local business partners (in-kind and monetary).	The Oasis FRC received donations of clothing and baby items from the WACOM thrift store in January.
Program Highlights	
The Oasis Family Resource provided community services for a total of 162 inquires in the month of January 2023. The Oasis Family Resource Center is now fully staffed for the first time since June 2022. Jasmine Lewis our new office assistant started in January splitting her time supporting the First 5 Kern program and the HEAP program.	

**Community Action Partnership of Kern
Monthly Report 2023**

Month	January-23	Program/Work Unit		Energy & Utility Assistance		
Division/Director	Fred Hernandez		Program Administrator	Wilfredo Cruz Jr		
	January 1, 2023 - December 31, 2023					
Program Description						
The Energy Program assists income-eligible Kern County residents with utility bill payment, free weatherization, and energy education at no cost to the participant. Weatherization services include weather stripping; repair or replacement of windows and doors, heating/ cooling appliances, stoves, refrigerators, and more.						
Low-income Home Energy Program (LIHEAP) 2022 Ends June 30, 2023		Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance		-	-	-		
Utility Payments		\$ -	0	\$ -		
Households Served - Weatherization		11	11	90	1200%	12%
American Rescue Plan Act (ARPA) 2021 Ends June 2023		Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance		528	528	2,000	317%	26%
Utility Payments		\$ 720,052	\$ 720,052	\$ 2,565,058	337%	28%
Low-Income Household Water Assistance Program (LIHWAP) 2021 Ends August 2023		Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance		98	98	2,000	59%	5%
Utility Payments		\$ 63,229.00	\$63,229	\$1,972,332	38%	3%
Low-income Home Energy Program (LIHEAP) 2023 Ends June 30, 2024		Month	YTD	Goal		
Households Served - Utilities Assistance		110	110	1,900	69%	6%
Utility Payments		\$ 185,489	185,489	\$ 2,587,322	86%	7%
Households Served - Weatherization		0	0	80	0%	0%
Totals		Month	YTD	Goal	Month Progress	Annual Progress
Total Households Served - Utility Assistance (FNPI 4z, SRV 4i, SRV 7b)		736	736	5,900	150%	12%
Total Utility Payments		\$ 968,770	968,770.00	\$ 7,124,712	163%	14%
Total Households Weatherized (FNPI4h, FNPI 4z, SRV 4q, SRV 7b, & SRV 4t)		11	11	170	78%	6%
Explanation (Over/Under Goal Progress)						
- 2022 LIHEAP utility assistance funds are fully expended, only weatherization funds are available at this time - 2021 LIHWAP contract maybe extended in the future because of various issues with contract						
Program Strategic Goals			Progress Towards Goal			
1) Fully implementent online client self-application for Utility Assistance			Currently in process of testing self-application system			
2) Become fully staffed and trained in Weatherization and Utility Assistance			Wx - Fully staffed, 80% trained UA - 80% staffed, 70% trained			
3) Fully expend 2022 LIHEAP and 2021 ARPA contracts by end of contract dates			2022 LIHEAP - UA expended, currently working on WX portion of the contract 2021 ARPA - approximately			

**Community Action Partnership of Kern
Monthly Report 2023**

Program Highlights

- 1) Passed CONSOL semi-annual state audit for CSD, with no issues that required follow-up - Weatherization
- 2) Establish relationships with various water utilities in Kern County (Arvin, Lamont, Lost Hills, Weedpatch, Wasco) to help further assist residents with our LIHWAP contract - Utility Assistance
- 3) Establish new outreach location potential for program and agency at Lost Hills Family Resource Center (Western Kern County marketing push) - Weatherization and Utility Assistance

**Community Action Partnership of Kern
Monthly Report 2023**

Month	January-23	Program/Work Unit		Friendship House Community Center (FHCC)		
Division/Director	Fred Hernandez		Program Manager	Lois Hannible		
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
Located in Southeast Bakersfield, the program serves children, adults, and families through after-school, summer and mentor programs, nutrition education, sports, access to social services, and more.						
Youth Programs	Current Enrolled	Month (Added)	YTD	YTD Goal	Month Progress	Annual Progress
Youth Mentoring (FNPI 2c.2., FNPI 2c.3, SRV 2p) Reporting ends June 30, 2023	42	0	42	100	0%	42%
Summer Program (Max Capacity due to COVID) (SRV 2m)	TBD	TBD	N/A	35	N/A	N/A
After School/Learning Pods Enroll (FNPI 2c.2., FNPI 2c.3, SRV 2p)	11	11	11	50	264%	22%
Medi-Cal Outreach		Month (Added)	YTD	YTD Goal	Month Progress	Annual Progress
Social media emails and impressions		3026	3026	12,000	303%	25%
Canvasing phone calls and flyers		1799	1799	10,000	216%	18%
Explanation (Over/Under Goal Progress)						
The Friendship House Medi-Cal outreach program is launching a large outreach campaign which includes billboards and GET bus advertisements to inform people about Medi-Cal services and the importance of completing recertification to have Medi-Cal services renewed. The Mentor and afterschool programs are currently recruiting youth participants and the summer program will start accepting program registration in April of 2023.						
Program Strategic Goals			Progress			
Plan and facilitate Friendship House (FHCC) Advisory Board fundraising event to benefit the Friendship House .			The FHCC Advisory Board is planning a fundraising event to raise discretionary funds for the center.			
Recruit and secure staffing for the Friendship House.			The FHCC is recruiting to hire two Program Educators for the new CalVIP Program and one Program Educator for the Mentor Program.			
Work with the CAPK Executive Team to increase the number of grants researched/submitted for the CAPK Friendship House.			The FHCC Program Manager worked with the CAPK grants team to submit two solar grant applications.			
Program Highlights						
On January 26th, the Kern High School District hosted a basketball tournament at the Friendship House for approximately 70 continuation high school students. The tournament served as great exposure for the Friendship House and allowed the high school students and school staff that don't ordinarily attend the center to find out about the programs and activities that the Friendship House offers.						

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Month	January-23	Program/Work Unit			Shafter Youth Center (SYC)		
Division/Director	Fred Hernandez			Program Manager	Angelica Nelson		
Reporting Period	January 1, 2022 - December 31, 2023						
Program Description							
The Shafter Youth Center (SYC) serves children, adults, and families through youth after-school, summer and pre-employment programs, parenting classes, nutrition education, sports, access to social services, and more.							
Youth Programs		Current Enrolled (duplicated)	Month (unduplicated)	YTD (unduplicated)	Goal	Month Progress	Annual Progress
Summer Program starting in June (Max Capacity due to COVID) (SRV 2m) June/July		NA	0	0	40	0%	0%
After School Program Enroll (FNPI 2c &SRV 2I) (hours of operation: 2- 5pm; 1230p - 5pm for minimum day)		19	19	19	35	651%	54%
Community Programs			Month				
Dignity Health Mental Health Project, Youth Basketball, Energy Program (Utility Assistance), Fitness Boot Camp and Girl Scouts			5 groups				
Outreach Activities			Month	YTD	Goal	Month Progress	Annual Progress
Outreach Events (presentations/informational updates)			1	1	6	200%	17%
Community Events (i.e., diaper, food, PPE distributions)			0	0	6	0%	0%
Dignity Health Mental Health (Spanish) meets 1x per month in person; Adult basketball 2x per week; Energy Program hosts appointments 1x per month; Fitness Boot Camp meets 2x per week; Girl Scouts meet 2x per month.							
Program Strategic Goals			Progress				
1. Increase youth program registration as COVID restrictions ease up while maintaining a safe environment.			Program registration remains steady				
2. Increase attainment of program funding to provide larger variety of program offerings.			Grant opportunities are being sought and applied for.				
3. Increase community engagement, including volunteers, social media, program participation.			Community Engagement is increasing with social media. SYC is asking what an be done in the community.				
Program Highlights							
New activities coming to Shafter. VITA services from CAPK and United Way are scheduled. Possibly starting ESL and Citizenship classes.							

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Month	January-23	Program/Work Unit	Volunteer Income Tax Assistance (VITA)			
Division/Director	Fred Hernandez		Program Manager	Jacqueline Guerra		
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
VITA offers no-cost tax preparation and e-filing for low and moderate-income individuals and families. VITA also assists eligible clients to take advantage of the Earned Income Tax Credit (EITC), increasing their tax return and boosting the local economy. All VITA services are provided by IRS-certified staff and volunteers.						
Completed Tax Returns (SRV 3o) 10/01/2022 to 09/30/2023		Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Federal		432	432	6,000	1200%	7%
State		401	401	6,000	1200%	7%
Refunds and Credits (SRV 3o) 10/01/2022 to 09/30/2023		Month	YTD			
Federal Refunds		\$494,949	\$494,949			
State Refunds		\$124,054	\$124,054			
Federal EITC (income limit \$57,414/household)		\$368,750	\$368,750			
CalEITC (income limit \$30,000/household)		\$70,405	\$70,405			
Total Refunds and Credits		\$1,058,158	\$1,058,158			
Individual Taxpayer Identification Number (ITIN) (SRV 3o) 10/01/2022 to 09/30/2023		Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Applications (New/Renewal)		9	9	65	1200%	14%
Explanation (Over/Under Goal Progress)						
Tax season began on 1/23/23. 3 sites were open during the month of January, CAPK MAIN, Strata Credit Union on Coffee Rd, and CAPK Headstart in Taft.						
Program Strategic Goals			Progress Towards Goal			
Program Highlights						



Operations

Maintenance

Information Technology

Data Services Risk

Management

**Community Action Partnership of Kern
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Month	January-23	Program/Work Unit	Operations Division	
Division/Director, Assistant Director	Emilio Wagner Director of Operations, Maria Contreras Assistant Director	Program Managers	Jeremy Keeling, Douglas Dill, Ryan Dozier, Laurie Sproule	
Reporting Period	January 1, 2023 - December 31, 2023			
Division Description				
Facility repair and maintenance, information technology, risk insurance, and facility planning.				
Data Services				
Activity	Requested	In-Progress	Processed	Processed YTD
Dynamic 365 Fixes	0	0	0	0
Dynamic 365 Enhancements	0	0	0	0
Projects				
Universal Intake		Develop intake for programs that don't have an electronic process.	60%	60%
Volunteer Management		Track and manage volunteers working within the agency.	100%	100%
Contract Management System		Track and manage contracts within the Agency	90%	90%
In-kind Management		Application is used to track the total number of in-kind hours with built in	70%	70%
CalAIM - KHS		New grant form Kern Health Systems for the CALAIM funding. IS part is to generate	70%	70%
Facilities				
Activity	Requested	In-Progress	Processed	Processed YTD
Facility Work Orders	404	500	348	348
Construction Projects				
Head Start Expansion		Harvey Hall, Pete Parra, Sterling, & Martha Morgan	98%	
Food Bank Expansion		Access Road & Site Utilities	74%	
Major Maintenance Projects				
Information & Technology				
Activity	Requested	In-Progress	Processed	Processed YTD
Help Desk Work Orders	222	82	246	246
Information & Technology Projects				
Description		% Completed	Comments	
SJC WIFI Replacement		0	Equipment recieved	
SJC Firewall Replacement		0	Equipment recieved	
Head Start Expansion		60		

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Risk Management		
Workers Compensation Claims	Reported	Reported YTD
For Report Only	5	5
First Aid	3	3
Medical	2	2
Modified Duty	0	0
Lost Time	0	0
Under Invest / Non-Ind	0	0
Property	1	1
Vehicle Incident / Grand Theft Auto	1	1
Motor Vehicle Accident	0	0
Work Place Violence / ODs / Death	1	1
Total	13	13
Program Strategic Goals		
	Progress Towards Goal	
Program Highlights		



Administration

Grant Development

CAPK Foundation

Outreach & Marketing

2-1-1 Kern Call Center

Community Schools Partnership Program (CSPP)

**Community Action Partnership of Kern
Monthly Report 2023**

Month	February-23	Program/	Executive Division			
Division/Director	Pritika Ram		Program Manager			
Reporting Period	January 1, 2022 - December 31, 2022					
Program Description						
The services under the Executive Division range from fund and grant development/research to outreach and						
Outreach Social Media		Month	YTD	Annual Goal	Month Progress	Annual Progress
Website User Sessions		36,759	36,759	230,000	192%	16%
Facebook Impressions (i.e., number of times users see content)		79,807	79,807	600,000	160%	13%
Other Social Media Impressions		18,048	18,048	150,000	144%	12%
Outreach Advocacy		Outreach Special Projects				
Made connections to new Assemblywoman Jasmeet Bain's district staff.		Presented thank you plaque to Kern County Fair Board for Feed the Need.				
Supported Friendship House and Energy outreach efforts for Medi-cal and Water Assistance		Prepared data for annual report and delivered to Hey Salty.				
Hosted in-person CAPK media training event for CAPK leaders and outreach staff.		Handled interview with ABC 23 on Poverty in Kern County and CAPK programs.				
Worked on assessment of CAPK Website for consolidation UI improvement.		Attended KBAK29 Morning show to talk about VITA and EITC services.				
Assisted Head Start in arranging tour of U.S. Capitol and meeting with Congressman David Valadao during Washington conference.		Hosted EITC Day press conference resulting in stories from KGET, ABC 23 and others on VITA Services.				
		Hosted a media training with Heysalty for staff to learn the basics of on screen interviewing for the organization.				
		Attended the Bakersfield Prayer Breakfast and Participated in the 2023 PIT count.				
		Interviewed for The Bakersfield Californian story on VITA Services.				
Grants In Progress/Research		Projects				
CDFA - Community Resilience Grant. Microgrid and emergency response for the Friendship House Community Center (FHCC) in partnership with City of Bakersfield.		Strategic Plan Goal 1 - Food Insecurity Assessment - In progress. The surveys went out to pantry sites to collect their feedback on access and affordability.				
Strategic Growth Council - Transformative Climate Communities (TCC) Round 5. Research viable projects , including Food Hub/Incubator and home weatherization and solar installations in the Southeast Bakersfield area. Grant is led by the City of Bakersfield.		Preparing Board Training Calendar				
Research and Planning for upcoming RFP from the County of Kern on the Supportive Services Village in North Bakersfield.		Community Economic Resilience Fund Program (CERF) and the Kern Coalition continues to meet weekly to plan for the upcoming contract.				

**Community Action Partnership of Kern
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Community Services Block Grant (CSBG)		Process Improvement (i.e., ROMA, PCDD)	
Preparing for 2022 Annual Report Submission (Due 2/8/2023). Will present agency-level data once report is finalized.		ROMA - Phase III has been completed and the cohort is now working on the final exam. Their due date for the exam is 2/17.	
Created 2023 Program Profiles Workbook.			
Foundation			
Submitted LOI for Waterman Grant through Bakersfield Downtown Rotary			
Received Abila training as part of ongoing transition to managing donor database			
Attended Bakersfield Chamber Installation Luncheon			
Emailed invites to clients			
Developed Donor Invite List for Reception			
Explanation (Over/Under Goal Progress)			
Program Strategic Goals		Progress Towards Goal	
1. Customer Relationship Management Projects, including Volunteer Management, inter-agency Referral Management, and contract management.		This project is active. Currently, staff is in the process with the technology consultant on complete client demographic information for 2022.	
2. Increase grant development and marketing activities, which are aligned with the 2021-25 Strategic Plan.		Staff continue to meet weekly to discuss Goals 1-6. Progress on Goal 1, 4, 5, and 6 continues and others are in the development phase.	
3. Agency-level adoption of Results Oriented Management & Accountability (ROMA) and Patient-Centered Data Driven Principles to programmatic and operational use.		As mentioned above, one (1) staff is ROMA Implementer certified and a cohort is nearing the end of the ROMA training and will prepare for testing.	
Program Highlights			

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Month	January-23	Program/Division		2-1-1 Call Center Program		
Division/Director	Pritika Ram		Program Manager	Sabrina Jones-Roberts		
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
The 2-1-1 Kern is a 24/7 information and referral service that provides local residents with comprehensive information and links to community health and human services at no cost. The 2-1-1 Kern has a database of 1,500 social service agencies that are available to the public through the 2-1-1 Kern Online Resource Directory at www.211KernCounty.org. The program has over 15 years of experience in providing and linking community members to vital services, and currently serves multiple communities in the Central Valley including Kings, Tulare, Stanislaus, Fresno, Madera, Merced and Mariposa through the United Way partnerships.						
Most Requested Services	Homelessness Programs		Utility Service Payment		Food Pantries	
Top 3 Unmet Needs	Homelessness Programs		Rent Payment Assistance		Healthcare	
Information and Referral Services Calls Handled		Month	YTD	Annual Goal	Month Progress	Annual Progress
Kern County (SRV 7c)		7,638	7,638	90,000	102%	8%
Kings County (SRV 7c)		396	396	4,000	119%	10%
Tulare County (SRV 7c)		1,276	1,276	18,000	85%	7%
Stanislaus County (SRV 7c)		1,462	1,462	19,200	91%	8%
Fresno & Madera		2,763	2,763	20,000	166%	14%
Merced & Mariposa (effective March 2022)		181	181	500	434%	36%
Total I&R Calls Handled		13,716	13,716	151,700	166%	9%
Staffing vs. Call Volume				Current Staff	Staff Needed Per Call	Staff Over/ Short
2-1-1 staff designated for calls handled across all counties contracts with the expectation of 42 calls per staff for an 8-hour shift.				11	2.5	(16.48)
Grant Funded Services		Month	YTD	Annual Goal	Month Progress	Annual Progress
CalFresh Application (SRV 7b & SRV 7c)		11	11	300	44%	4%
Medi-Cal Application (SRV 7b & SRV 7c)		4	4	100	48%	4%
First 5 Help Me Grow (HMG) Ages & Stages New Children Screened (SRV 5c, SRV 7b & SRV 7c)		41	41	300	164%	14%
2-1-1 Website Visitors		Month	YTD	Annual Goal	Month Progress	Annual Progress
Duplicated Visitors (i.e., accessing 2-1-1 e-services and database resources)		23,947	23,947	225,000	128%	11%
Other Calls		Month	YTD	Annual Goal	Month Progress	Annual Progress
LIHEAP (SRV 7b & SRV 7c)		8,694	8,694	45,000	232%	19%
Mental Health (SRV 7c)		457	457	3,700	148%	12%
Health and Human Service Referrals		6,287	6,287	110,000	69%	6%
Total Other Services		15,438	15,438	158,700		

**Community Action Partnership of Kern
Monthly Report 2023**

Explanation (Over/Under Goal Progress)	
2-1-1 consistently aims to meet or exceed annual goals for all counties. Although Tulare and Stanislaus are under, the service still continues to be a necessity for those counties.	
Program Strategic Goals	Progress Towards Goal
1. Recruitment and Retention of staff	2-1-1 is actively recruiting for 4 Information & Referral Specialists. The program has scheduled two round of interviews for the beginning of February 2023 with an objective to fill the vacancies.
2. Contract Retention	2-1-1 has an objective to maintain current contracts and seek new contracts where the need is requested. The program is working closely with the Fresno & Madera county team to maintain a rapport and build trusting relationships to strengthen the opportunity for the contract to be expanded.
Program Highlights	
2-1-1 is pleased with exceeded the call handling goals for Kern, Kings, Fresno/Madera, and Merced/Mariposa.	

**Community Action Partnership of Kern
Monthly Report 2023**

Month	January-23	Program/Work Unit	Community School Partnership Program		
Division/Director	Pritika Ram	Program Manager	Sabrina Jones-Roberts		
Reporting Period	January 1, 2023 - December 31, 2023				
Program Description					
The Community School Partnership Program provides direct wrap around case management to school families for students who are enrolled within Bakersfield City School District's Community Schools. The program links student families to community-based services addressing food insecurities, housing stability, or other related basic services. The program is modeled after the Four Pillars of a successful Community School designed to mitigate academic and social impacts of emergencies affecting its local communities and improve school responsiveness to student and family needs.					
Services	Month	YTD	Annual Goal	Month Progress	Annual Progress
Families referred to Program (SRV 7c)	20	20	920	26%	2%
Total Families referred internally for Employment Resources (2-1-1)	4	4	153	31%	3%
Total Families referred internally for Food and Nutrition (2-1-1 or CalFresh)	12	12	153	94%	8%
Total Families referred internally for Housing (CES)	9	9	153	71%	6%
Total Families referred internally for Childcare (Head Start)	5	5	153	39%	3%
Total Families referred internally for Utility Assistance (Energy)	10	10	153	78%	7%
Total Families referred internally for Weatherization (Energy)	4	4	153	31%	3%
Families Receiving Case Management Services (SRV 7a)	19	19	460	50%	4%
Explanation (Over/Under Goal Progress)					
All Case Managers are to be co-located at Bakersfield City School Districts School Sites. They will actively communicate with Family and Community Engagement Liaisons and School Social Workers and participate in their Multi-Tiered System of Support meetings to identify student families that are in need of community based services. The first student family was referred to Community School Partnership Program by the Liaison of Emerson Middle School on 12/8/2022 after the Case Manager transitioned to the school site.					
Program Strategic Goals		Progress Towards Goal			
1) Recruitment		The program has 1 vacancy for case manager and has completed interviews and made an offer to a candidate.			
2) Fill vacancies for open positions		In an effort to fill vacant positions, the program is anticipating a case manager will be onboarded the beginning of February 2022.			
Program Highlights					
The program onboarded a case manager on 1/9/2023 and the school site transition occurred on 1/17/2023.					

Application Status Report
January 2023

Funder	Name	Description	Funding Type	Amount Requested	Amount Awarded	Status
Citizens Business Bank (CBB)	CBB Donation Request	End of year donation request to include support for food inventory and distribution of food for the M Street Navigation Center.	Sponsorships	\$ 5,000.00	\$ 5,000.00	Awarded
California Coastal Commission	Kids Ocean Day Program	The 2023 Kids Adopt-A-Beach School Program and Beach Fieldtrip consists of conducting marine debris presentations at the Shafter Youth Center and Friendship House Youth Center and organizing a Kids Ocean Day event in San Luis Obispo County during the summer of 2023.	Program Funds	\$ 8,000.00	\$ 8,000.00	Awarded
Kern County Network for Children	Parents as Teachers	Funding to create an East Kern Hub that provides Parents as Teachers services out of Oasis Family Resource Center and East Kern Family Resource Center.	Program Funds	\$ 478,364.00	\$ -	Denied
Kern County Network for Children	Differential Response	Funding to establish additional differential response services out of East Kern. Services will be based out of Oasis Family Resource Center and East Kern Family Resource Center.	Program Funds	\$ 628,062.00	\$ -	Denied
California Department of Social Services (CDSS)	TEFAP Reach and Resilience - Round 2	Funds requested to increase the storage capacity of refrigerated and non-refrigerated foods at 10-20 pantry sites throughout the county for the Food Bank.	Program Funds	\$ 229,526.00	\$ -	Pending
California Department of Healthcare Services	Evidence-Based Practices and Community-Defined Evidence Practices Grant Program Round 1: Parent and Caregiver Support Programs and Practice	Oasis Family Resource Center will use the funding provided from this opportunity to implement the Positive Parenting Program, a program that focuses on diffusing positive parenting skills in the community. Services will be available to existing FRC clients and new parents.	Program Funds	\$ 591,866.00	\$ -	Pending
California Department of Healthcare Services	Evidence-Based Practices and Community-Defined Evidence Practices Grant Program Round 1: Parent and Caregiver Support Programs and Practice	East Kern Family Resource Center will use the funding provided from this opportunity to implement the Positive Parenting Program, a program that focuses on diffusing positive parenting skills in the community. Services will be available to existing FRC clients and new parents.	Program Funds	\$ 591,866.00	\$ -	Pending

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	State	CAPK Program	Friendship House Community Center
Funding Agency	City of Bakersfield	Project Name	Community Resilience Centers Program
CFDA	N/A	Target Population	Youth and families
Reapplication (Y/N)	N	Number to be served	Residents in 93307
Estimated Request	Up to \$10 million	Division Director	Freddy Hernandez
Award Period	Summer 2023-Summer 2026	Program Manager	Lois Hannible
Project Goal (One sentence goal statement)			
This project will focus on building solar PV-anchored microgrids at Friendship House Community Center.			
Project Description (Brief one paragraph description)			
Through the California Department of Food and Agriculture -Community Resilience Centers grant, the City of Bakersfield has partnered with CAPK to create a Community Resilience Center. The Friendship House Community Center will be an emergency response/evacuation and medical response center powered through its own solar PV-anchored microgrid.			
The City of Bakersfield will lead this project with CAPK being its subcontractor.			
Estimated Budget Summary			
Staff continues to develop the details of the grant including the budget. The intent of the project is to provide clean energy resources to in Southeast Bakersfield at the Friendship House and serve as a emergency response center to residents. This will be accomplished through adding batteries, microgrids, electrical upgrades, and battery systems to function at an energy efficient capacity. The details of this estimated budget are To Be Determined.			

Approvals:

Freddy Hernandez
Freddy Hernandez (Jan 31, 2023 15:10 PST)

Jan 31, 2023

Nancy Webster

Jan 31, 2023

1. Division Director

Date

4. Chief Financial Officer

Date

Pritika Ram

Jan 31, 2023

J.T.D.

Feb 1, 2023

2. Chief Business Development Officer

Date

5. Chief Executive Officer

Date

3. Chief Program Officer

Date

Date Presented / Approved:

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

**Community Action Partnership of Kern
Small Funding Request (\$50,000 or less per year)
January 2023**

Funding Type	Private	CAPK Program	M. St. Navigation Center
Funding Agency	The Doyle Foundation	Project Name	Hygiene Products for M. St.
CFDA	N/A	Target Population	Homeless population
Request	TBD	Division Director	Rebecca Moreno
Award Period	TBA	Program Manager	Laurie Hughey
Description	This proposal aims to receive funds to purchase hygiene products for the M. St. Navigation Center. The hygiene products received will help M St. residents maintain hygienic care and prevent infections or illnesses.		

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

Recommendation	Staff recommends approval to submit the small funding application(s) up to \$50,000 per year and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.
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Date Presented/Approved

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

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Head Start/State Child Development/Yolanda Gonzales	Month/Year: January 2023
Program/Work Unit: Head Start/Early Head Start	Program Administrator: Robert Espinosa
Services: Head Start and Early Head Start childhood education for low-moderate income children ages 0-5 in center-based, part-day or full-day environments and home-based options.	

Program	Funded Enrollment	Reportable Enrollment	Percentage	Disabilities	Over Income 131%+ up to 10% 101—130% Up to 35%
Head Start 8 Classrooms Fully Closed	1317 155	891	68%	3%	3% 6%
Early Head Start 16 Classrooms Fully Closed/ 8 Classrooms Partially Closed	908 136	602	66%	10%	7% 5%

Home Visiting Program	Cumulative Enrollment	Contract Enrollment Target
	171	240

Division Staffing = 701			
Currently Employed	Vacant Positions	Continuous Family Leave	Intermittent Family Leave
588	113	34	61

HIGHLIGHTS: 12 staff were onboarded, and there were 8 resignations.

Program Update & Compliance
Kern: - Leadership Summit for Administrative staff. - NHSA Conference in Washington, D.C.- Team me with Congressman Valadao regarding Head Start. - Brain Fit training for additional staff. SJC: - Participated in approximately 10 recruitment events throughout the county. - Staff training on mindfulness and staff wellness, as well as Tucker Turtle training. Partnership: - Work has started on replacing the carpets at Garden Pathways Center. - Works has started at Bakersfield College center; they are replacing old trees with mature shade trees on the playground. - Partnering with the Food Bank, Enrolled families are receiving non-perishable food boxes from the CAPK food bank. 75 food boxes have been distributed.

Program:

In November 2022, an official letter was received from the California Department of Education (CDE) regarding changes to the California State Preschool Program (CSPP) and General Childcare and Development (CCTR) contracts. The latter impacted the California Department of Social Services (CDSS). According to the letter, changes in the way three- and four-year-olds were calculated had to be changed, as well as the family fee. Therefore, revisions from July 1, 2022, had to be made. As the Attendance team spearheaded this task, the enrollment, finance, and quality assurance departments assisted in ensuring this task was completed in time.

Central Kitchen December 2022				
Meals & Snacks	Total # Prepared	Breakfast	Lunch	Snack
Center Totals	47,904	18,146	15,032	14,726

CACFP

November 2022

Total Meals Delivered			Meals Allocated		# of Meals Served	% of Meals Served
Central Kitchen	Vendor Meals	Total Meals	CACFP/USDA	HS/EHS		
47,904	8,664	56,568	28,749	30,728	26,460	59%



MEMORANDUM

To: Program Review and Evaluation Committee

From: Kelly Lowery, Food Bank Administrator

Date: February 8, 2023

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

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

Goal group 1 did not meet over the holidays. The February 3rd meeting occurred after the deadline for submission of this memo. The agenda for this meeting included updates on the following projects detailed in this memo. The next meeting will be held on March 3rd.

CAPK contracted with Transforming Local Communities, Inc. (TLC) in Spring 2022 to conduct a gap and resource analysis that will provide both a context for understanding how food supply, distribution, access, and affordability impact the nutrition and health of Kern residents as well as provide data that can be used to create a three-to-five-year strategic plan to reduce food insecurity for Kern residents. The four strategic goals that the assessment will address include: (1) Locally grown foods are available through schools and food banks/food distribution centers; (2) Kern County residents have ongoing access to affordable, healthful foods that reflect their cultural values; (3) The impact of climate change, social justice, and economic resilience on food availability and access; and (4) Upon the completion of all primary and secondary data collection, TLC will conduct a SWOT analysis of CAPK's direct service programs that support nutrition and food security at the agency, family, and community levels.

In the first phase of the assessment, TLC staff interviewed administrators of CAPK food-facing programs to document how these programs manage food-related services, the challenges they face, and those aspects of their programs that they consider to be most successful. TLC then conducted interviews with staff from five pantry and commodity sites, spanning the geography of Kern County, to learn more about their operations to develop a survey that was sent to all pantry and commodity sites in the county in January 2023. TLC also subcontracted with Gary Bess Associates to begin work on an interactive GIS map of Kern County that will allow users to see the locations of supermarkets, corner markets, and farmers markets; fast food (limited-service restaurant) locations; CAPK resource locations; and food banks and pantries. The mapping will also include low-income areas, population density, transit stops (including rural transit providers),

vehicle access (defined as census tracts in which more than 100 homes do not have access to a vehicle AND are more than ½ mile from the nearest store; OR a significant number of residents who are more than 20 miles from the nearest store); walkability ratings; and schools. A prototype of the GIS mapping will be completed in March 2023.

In the next phase of the project, TLC staff will be interviewing leads at other agencies, nonprofits, and programs that are not directly affiliated with CAPK (e.g., Gleaners, Waste Hunger Not Food) but who either currently partner with CAPK or could be a potential future partner in the work of food distribution. TLC will also be completing ongoing online research to provide the context for Goals 1, 2, and 3 above, including topics related to the mitigation of climate change impacts, food justice, empowerment of BIPOC communities across Kern's food system, the social requirements for an adaptive local food economy, and using data to effect systems change. This project is expected to be completed by May 2023.

Due to construction delays, the completion of the Food Bank Expansion project will be delayed until the Fall.

The Food Bank Pantry Program is currently being restructured to an online ordering model. Three pantries are piloting the new structure and the rest will go live with the new structure on April 1st. The change will allow the Food Bank to be more efficient and create increased access for current pantries and additional capacity to bring on new pantries.



MEMORANDUM

To: Program Review & Evaluation Committee

From: Freddy Hernandez – Director of Youth & Community Services

Date: February 8, 2023

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

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

During the meeting, we continue to discuss the idea of finding new opportunities that would continue to improve the safety and wellbeing of the community. Our biggest challenge at the moment is finding new opportunities that would help improve workforce training services for members in the rural areas of Kern County. We have applied for several funding opportunities that would support this goal but have been unsuccessful to date.

In our next meeting, the team plans to review what resources or partnerships we still need to implement, non-traditional hours and new workforce development opportunities. Our team will continue to collaborate with internal and external community partners that can help extend educational support services for the communities of Kern County.

Attachment:

Action Plan by Team Member Yolanda Gonzalez

Mission

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

Vision

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

My Items

Item	YTD Actual
2.1: Expand access to services and resources for health and safety of children and youth by providing a safe environment.	75%
2.1.1: Identify and leverage emerging funding opportunities to expand services for both early childcare and youth services.	
2.1.2: Assess emerging needs in geographic areas not currently served by CAPK.	
2.2: Support the quality and availability of non-traditional hours of service.	25%
2.2.1: Expand service area and services to families by partnerships with existing agencies serving the 0-17 population. Expand the number of...	
2.2.1.1: Seek new funding streams for increasing the capacity of family resource centers, youth centers, and childcare centers to support...	
2.2.1.2: Partner with resource agencies to identify potential providers that would benefit from a CAPK partnership to advocate for the...	
2.2.2: Continue to work with partners like the Community Connection for Child Care (CCCC) on referrals and partnerships to increase capacity of...	25%
2.3: Support workforce development and employment opportunities for CAPK clients.	30%

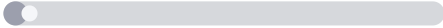
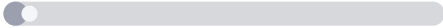
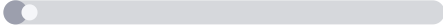
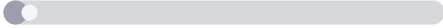
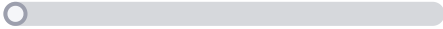
Performance Summary



3 Goals

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

Item	YTD Actual
2.3.1: Collaborate with adult schools, community colleges, and vocational trade schools to support and strengthen education pathways and...	
2.3.1.1: Develop, maintain, and attract a skilled, adaptable, and diverse workforce by providing opportunities for self-sufficiency through...	
2.3.1.2: Establish streamlined referral pathways and identify available point person (transition specialist and/or relevant intake personnel) at...	
2.3.1.3: Obtain any relevant learning/professional pathway mapping from educational and training institutions to review with interested clients...	
2.3.2: Establish a diverse workforce committee with partnerships to formalize pathways from entry-level to advanced positions through...	
2.3.2.1: Develop and formalize internal pathway mapping inclusive of education/training to benefit clients and community members.	
2.3.2.2: Identify and implement mechanisms to provide ongoing support to participants.	

Objective Expand access to services and resources for health and safety of children and youth by providing a safe environment. (2.1) (Last updated: 12/07/22) Aligned to: #2 Community Access	Owner Yolanda Gonzalez	Measure: <i>Percent Complete</i>	75% YTD Actual	0% 10/01/21	 YTD Target: 31.4%	12/31/25
Activity Identify and leverage emerging funding opportunities to expand services for both early childcare and youth services. (2.1.1) (Last updated: 10/06/21)	Owner Yolanda Gonzalez	Measure: <i>Percent Complete</i>	YTD Actual	0% 01/01/23	 YTD Target: 8.24%	100% 12/31/23
Activity Assess emerging needs in geographic areas not currently served by CAPK. (2.1.2) (Last updated: 10/06/21)	Owner Yolanda Gonzalez	Measure: <i>Percent Complete</i>	YTD Actual	0% 01/01/23	 YTD Target: 8.24%	100% 12/31/23
Objective Support the quality and availability of non-traditional hours of service. (2.2) (Last updated: 12/07/22) Aligned to: #2 Community Access	Owner Yolanda Gonzalez	Measure: <i>Percent Complete</i>	25% YTD Actual	0% 10/01/21	 YTD Target: 31.4%	12/31/25
Activity Expand service area and services to families by partnerships with existing agencies serving the 0-17 population. Expand the number of home care childcare providers to support early childhood care and development. (2.2.1) (Last updated: 10/06/21)	Owner Yolanda Gonzalez	Measure: <i>Percent Complete</i>	YTD Actual	0% 01/01/23	 YTD Target: 8.24%	100% 12/31/23
Activity Continue to work with partners like the Community Connection for Child Care (CCCC) on referrals and partnerships to increase capacity of existing and new provider networks (2.2.2) (Last updated: 10/07/22)	Owner Yolanda Gonzalez	Measure: <i>Percent Complete</i>	25% YTD Actual	0% 10/01/21	 YTD Target: 31.4%	12/31/25
Objective Support workforce development and employment opportunities for CAPK clients. (2.3) (Last updated: 12/07/22) Aligned to: #2 Community Access	Owner Yolanda Gonzalez	Measure: <i>Percent Complete</i>	30% YTD Actual	0% 10/01/21	 YTD Target: 31.4%	12/31/25
Activity Collaborate with adult schools, community colleges, and vocational trade schools to support and strengthen education pathways and referral mechanisms for clients, community members, as well as staff. (2.3.1) (Last updated: 10/06/21)	Owner Yolanda Gonzalez	Measure: <i>Percent Complete</i>	YTD Actual	0% 01/01/23	 YTD Target: 8.24%	100% 12/31/23
Activity Establish a diverse workforce committee with partnerships to formalize pathways from entry-level to advanced positions through comprehensive career fields. (2.3.2) (Last updated: 10/06/21)	Owner Yolanda Gonzalez	Measure: <i>Percent Complete</i>	YTD Actual	0% 01/01/23	 YTD Target: 4.11%	12/31/24