



DATE	March 15, 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: 810 909 930#

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. Home Visiting Initiative – Esperanza Contreras, Partnership Administrator – **Info Item (p. 4-16)**

5. New Business

- a. February 2023 Program Reports – **Action Item (p. 17-50)**

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. February 2023 Application Status Report & Funding Profiles –
Action Item (p. 51-58)

Vanessa Mendoza, Grant Administrator

1. Application Status Report
2. Funding Profiles
 - i. Bakersfield/Kern Regional Homeless Collaborative: Homeless Management Information System (HMIS) Lead
 - ii. California Governor's Office of Emergency Services – Listos California Target Grant
 - iii. English Language Learner Integrated Education and Training Fund
3. Small Funding Profiles (\$50,000 and under)
 - i. Bank of America – Economic Mobility for M Street Navigation Center
 - ii. Kern Family Health Care
 1. East Kern Family Resource Center
 2. Oasis Family Resource Center
 3. Friendship House Community Center
 4. Shafter Youth Center
 5. Volunteer Income Tax Return
 6. M Street Navigation Center
 - iii. California Dental Association – Dental Supplies for M Street Navigation Center

c. February 2023 Head Start / State Child Development Enrollment Update & Meals Report – **Action Item (p. 59-60)**

Robert Espinosa, PDM Administrator

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

1. Goal 3 (**p. 61-62**)

Rebecca Moreno, Director of Community Development

6. **Committee Member Comments**

7. **Next Scheduled Meeting**

Program Review & Evaluation Committee
12:00 pm
April 12, 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, March 10, 2023. Vanessa Nevarez, Assistant to the CPO.

Community Action Partnership of Kern

CalWORKs Home Visiting
Program



March 23

Community Action Partnership of Kern

The Promise:

Community Action changes people's lives, embodies the spirit of hope, improves communities and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.

Our Mission:

Community Action Partnership of Kern shall provide and advocate for resources that will empower members of the communities we serve to be self-sufficient.

Community Action Partnership of Kern

- ▶ Head Start & Early Head Start
- ▶ Central Kitchen
- ▶ Women, Infants, and Children (WIC)
- ▶ East Kern Family Resource Center
- ▶ Food Bank
- ▶ Migrant Childcare
- ▶ Energy
- ▶ 2-1-1 Kern County
- ▶ Volunteer Income Tax Assistance (VITA)
- ▶ Friendship House Community Center & Shafter Youth Center
- ▶ Financial Empowerment Services





Home Visiting Program

This program was designed to:

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

Eligibility Requirements

- Enrolled in CalWorks program
- Pregnant women
- 0 months to 24 months
 - 2 yrs of service or until child is 47 months.



HVP Home Visitors



- Receives the eligible list of the participating families.
- Provides education sessions on pregnancy, early childhood development and resources and referrals upon families request or as needed.



Pregnant Women

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

March 23



Infants and Toddlers

- Newborn Care
- Learning New Skills
- Services for Children with Disabilities
- Age-Appropriate Learning Activities
- Making New Friends
- Monthly Social Activities

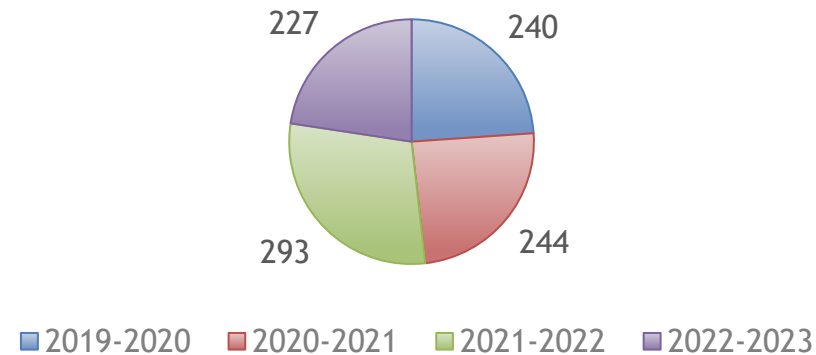
March 23

HVP Statistics/Referrals to Date

Current/Cumulative Enrollment

- ▶ 2019-20 Current: 131 Cumulative: 240
- ▶ 2020-21 Current: 127 Cumulative: 244
- ▶ 2021-22 Current: 197 Cumulative: 293
- ▶ 2022-23 Current: 182 Cumulative: 227

Cumulative Enrollment



March 23

HVP Referrals

2019 – 2023

- ▶ Over 1500 Referrals have been given out

Bakersfield Pregnancy Center
CAPK 211
CAPK Home Visiting Program
Catholic Charities
GBLA
Housing Authorities
Kern Regional Center
Laptops for life
Project Linus
Villagers Inc

Apartment Listings
Art Materials
Baby Clothes
Baby Food
Baby Formula
Baby Shoes
Baby Wipes
Back to School Supplies
Blankets
Breast Pump

211
Car Seats
Chevron Gift Cards
Diaper Bags
Diapers
Material Goods
Food Boxes
G.E.D
Head Start Application
WIC

March 23

Angulo Family

- ▶ Family joined in October 2022 and has been provided resources and referrals. Since her participation in the program, she has been linked with services for her children and received a laptop from the program Laptops 4 Life. This has motivated her to go back to school. Mom enrolled December 2022 into Career Care Institutes Licensed Vocational Nursing Program. When mom decided to enroll into school, the home visitor referred her to Child Care Community Connections for a childcare voucher to receive free/ low-cost childcare for her children. In December 2022 mom also was referred by her home visitor to Kern Regional Center for early intervention regarding her two-year-old, Hikari's, speech delay. Hikari will begin receiving services from a speech pathologist February 2023. Since her time in the program mom has received diapers, formula, playpens, and resources to immigration services to help find work for her husband. Mom greatly appreciates the link to so many resources for her and her family and the emotional/ mental support from her home visitor.

March 23



Home Visiting Program – Liaisons

Contact Information

HVPREFERRAL@KERNDHS.COM

Manuel Baltier - Bakersfield

- 100 E. California Ave, Bakersfield, Ca 93307/Aisle L, Room 91
- Work Phone: 661-631-6756
- Personal Cell: 661-903-4545
- ✉ mbaltier@capk.org

Iris Gonzalez - Bakersfield

- 100 E. California Ave, Bakersfield, Ca 93307
- Work Phone: 661-633-7179
- Personal Cell: 661-302-0553
- ✉ i.Gonzalez@capk.org

Jessica Plascencia Ruiz - Taft

- 119 N Tenth S, Taft, Ca 93268
- Work Phone: (661)763-0215
- Personal Cell: 562-725-8254
- ✉ jplascenciaruiz@capk.org

Rhina Perez – Eastern Kern

- 2430 CA-58 Bus, Mojave, Ca 93501
- Work Phone: 661-824-7831
- Personal Cell: 661-435-3943
- ✉ rperez@capk.org



Home Visiting Program - Program Manager & Coordinators

Contact Information

CurNeisha Lowe – Western Kern

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

Kendra Watkins - Bakersfield

- Angela Martinez CDC
- 4032 Jewett Ave, Bakersfield, California 93301
- Cell: 661-889-6072
- Email: kwatkin@capk.org

Ana Alcaraz – Eastern Kern

- Rosamond CDC
- 2584 Felsite Ave, Rosamond Ca, 93560
- Email: aalcaraz@capk.org
- Cell: 818-472-4831

Maria Lievanos - Bakersfield

- Angela Martinez CDC
- 4032 Jewett Ave, Bakersfield, California 93301
- Cell: 661-344-2286
- Email: mlievanos@capk.org





Program, Review, & Evaluation (PRE) Committee March 2023

February 2023 Monthly Reports



Community Development

Coordinated Entry Services

M Street Homeless Navigator Center

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

Month	February-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.					
Homeless Referrals/Assessments (SRV 7c)	Month	YTD	YTD Goal	Month Progress	Annual Progress
Kern County	908	1,986	14,000	78%	14%
Pending Assessments	Month	YTD	YTD Goal	Month Progress	Annual Progress
Kern Pending contact/call back	0	0	15	-	-
Performance: Number of applicants who received a response within 24 Hours	Month	YTD	YTD Goal	Month Progress	Annual Progress
Kern County	792	1,717	11,000	0.86	16%
Explanation (Over/Under Goal Progress)					
Program Strategic Goals		Progress Towards Goal			
1. Increase staff recruitment and retention.		HR Conversations			
2. Implementation of CES Swot analysis		1. Set up CES access points at Shafter and Lake Isabella, starting conversation about having CES at Mojave 2. Processing changes through CES P&P pending approval			
Program Highlights					

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

Month	February-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)		124	253	1,000	149%	25%
Total Clients Served		201	419	2,400	101%	17%
Pets (i.e., kennel, emotional support assistance and service pet)		7	13	100	84%	13%
Residents Under 90 days length of stay		76	149	700	130%	21%
Exits to Permanent Housing (FNPI 4b)		17	28	100	204%	28%
Exits-Self		23	32	150	184%	21%
Exits-Involuntary		52	118	700	89%	17%
Case Management Services (SRV 7a)		513	1,158	8,000	77%	14%
Critical Incidents		23	41	250	110%	16%
Shelter Residents Meals (SRV 5ii)		6,246	13,084	60,000	125%	22%
Number of Volunteers (duplicated)		82	149	100	984%	149%
Volunteers Hours (duplicated)		349	560	1,500	279%	37%
Safe Camping		Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served (SRV 7b)		79	160	500	190%	32%
Current client census		56	111	300	224%	37%
Meals (SRV 5ii)		2,751	5,709	15,000	220%	38%
Pets		17	32	75	272%	43%
Clients moved to Shelter (SRV 4m)		2	2	50	48%	4%
Exits to Permanent Housing (FNPI 4b)		1	4	40	30%	10%
Exits-Self		5	8	50	120%	16%
Exits-Involuntary		7	24	75	112%	32%
Critical Incidents		1	10	100	12%	10%
Safe Parking		Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served		9	14	50	216%	28%
Current client census		9	14	50	216%	28%
Clients moved to Shelter (SRV 4m)		0	0	25	0%	0%
Explanation (Over/Under Goal Progress)						
There are minimum case management services provided in the safe camp/park area as well as limited services and clients are not being assisted by outside agencies to secure documents to assist in these areas. Lack of structures/rules, clients are not willing to move into M street.						
Program Strategic Goals		Progress Towards Goal				
1. Number of clients participating in job training program, (i.e. Project Hire-Up, financial Literacy, Recycling Lives, Open Door Network)		18 working in the community, 3 graduating from Project Hire-Up, 8 clients attended the Financial Literacy class.				

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

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.	The job descriptions are currently under review with HR and Director of Community Development. Program/volunteer Coordinator, Transport Driver, shelter worker and Housing Navigator descriptions need to be reviewed.
3. Amend M Street policy & procedure manual, intake packet post Covid.	Program Administrator submitted the Intake packet for review to Director of Community Development for feedback; Currently working on M Street policies and procedures.
4. Increase the number of clients who transition to permanent housing by 15% from the prior year (2022 - 99) to 114 clients.	TBD

M Street Navigation Center - Client Demographic Information

Race Demographic	Month
18 - 24	17
25 - 34	42
35 - 44	43
45 - 54	44
55 - 61	30
62+	25
Total:	201

Race Demographic	Month
American Indian or Alaska Native	7
Asian	5
Black or African American	41
Native Hawaiian or Other Pacific Islander	2
White	141
Multiple races	5
Client Don't know / Refused	
No Answer	
Total:	201

Gender	Month
Female	89
Male	109
Trans Female (MTF or Male to Female)	2.00
Trans Male (FTM or Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	1
Client doesn't know	
Client refused	
No Answer	
Total:	201

Zip Code	Month	Zip Code	Month
86351	1	93710	1
93301	38	93240	1
93304	28	90037	1
93305	20	93250	1
93306	8	93555	1
93307	13	92410	1
93308	25	92105	1
93309	8	92675	1
93311	3	93103	1
93313	2	93263	1
93314	3	93280	1
90212	1	33604	1
93515	1	45426	1
93205	1	97224	1
93516	1	84059	1
91502	1		
93206	1		
92234	1		
95307	1		
90242	1		
93706	2		
Not specified	26		
Total		201	

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

Safe Camping - Client Demographic Information

Race Demographic	Month
18 - 24	3
25 - 34	18
35 - 44	22
45 - 54	18
55 - 61	11
62+	7
Total:	79

Race Demographic	Month
American Indian or Alaska Native	0
Asian	0
Black or African American	10
Native Hawaiian or Other Pacific Islander	0
White	68
Multiple races	1
Client Don't know / Refused	-
No Answer	-
Total:	79

Gender	Month
Female	33
Male	46
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:	79

Zip Code	Month	Zip Code	Month
93301	7		
93304	2		
93305	16		
93306	5		
93307	5		
93308	13		
93309	4		
93312	2		
93302	1	97224	
93215	1		
92344	1		
93238	1		
93556	1		
58801	1		
Not specified	19		
Total			79

Program Highlights

Two clients moved into housing this month.



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	February-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.	28	48	2,000	17%	2%	
Kern County Superintendent of Schools (KCSOS) Subcontractor Direct Education provided.	485	920	2,000	291%	46%	
Kernville Unified School District (KUSD) Subcontractor Direct Education provided.	57	88	1,000	68%	9%	
Lamont Elementary School District (LESD) Subcontractor Direct Education provided.	298	473	1,000	358%	47%	
Complete the Healthy Food Pantry Assessment Toolkit (HFPAT) to identify potential growth opportunities for 6 different food pantries.	1	1	6	200%	17%	
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.	1204	2,166	30,000	48%	7%	
Explanation (Over/Under Goal Progress)						
In February 2023 there more progress on Direct Education especially with the KCSOS subcontractor. Internally, CFHL focused more efforts to create, plan, and implement PSE efforts in the community which resulted in less Direct Education. CFHL gained clarity from the state consultant on Direct Education and are working on increasing efforts to meet the goal by December 2023. Staff have completed 1 HFPAT with Laborers of the Harvest Food Pantry and are identifying other pantry's to partner with.						
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 ran both internally and externally. The recruitment ended on 2/10/23. Applications were audited and CFHL is working with HR to organize a time to conduct interviews. 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.	In the Month of February 2023, CFHL conducted Direct Education classes for Owen's Valley FRC and Kern Literacy Council. CFHL provided indirect education during community events; These sites include Nuevo Amanecer, Delano Life House, Adventist Health Mobil Clinic, and the F St. Farmers Market amongst others. CFHL is looking to expand Direct education classes for the community.
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 completed the HFPAT for Laborers of the Harvest. CFHL Is currently continuing to pursue Taft College food pantry to begin their assessment and First Preparation Food Pantry to update and identify new areas of growth. CFHL will be attending the CAPK Food Bank Conference and recruiting other Food pantries for the Nutrition Pantry Program NPP.
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.	This collaborative will be held quarterly with the following meeting being in April 2023. CFHL is excited to grow this collaboration and to expand the NPP program and the amount of HFPAT's conducted. The new Food Pantry Collaborative will be promoted at the Food Bank Conference.
Program Highlights	
Leadership staff attended the California Department of Public Health (CDPH) Local Health Department (LHD) Program Director's Conference from February 15th - 17th. This conference shared information regarding the Funding Application for 2023-2026, which CAPK CFHL has applied for. CFHL also began having early conversations regarding a new Policy System and Environmental (PSE) change initiative named Walk-With-A-Doc. CFHL met with Cirujias Sin Frotneras to see if they would be interested to partner in the future. CFHL Leadership met with their state consultant over a span of 3 days to review the rules and regulations for the CFHL program. CAPK CFHL also met with state-level representatives regarding evaluations and assessments required of all CFHL programs to give insight, opinion, and feedback that will lead to streamlined processes at the state level and easier data entry at the program level. CFHL met with Funded partners to organize the next CNAP meeting which will be conducted on 3/23/23 from 10-11:30 AM and will focus on creating Nutritional goals for Kern County. Lastly, CFHL also began working with Cal-City Farmer's market as a Liaison to potentially implement the Market Match program in that community.	

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

Month	February-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>)		Available 4/1	Available 4/1	36,959	500,000		
Pounds Distributed		642,269	1,378,071	466,539	9,500,000	81%	15%
Pantry Program		Month	YTD	This Month Last Year	Annual Goal	Month Progress	Annual Progress
Individuals Served (<i>Duplicated</i>)		Available 4/1	Available 4/1	8,406	250,000		
Pounds Distributed		186,090	477,900	141,214	5,000,000	45%	10%
Fresh Rescue		Month	YTD	This Month Last Year	Annual Goal	Month Progress	Annual Progress
Individuals Served (<i>estimated</i>)		9,468	18,847	10,506	150,000	76%	13%
Pounds Distributed		159,070	316,637	176,515	2,000,000	95%	16%
CSFP		Month	YTD	This Month Last Year	Month Goal	Month Progress	Annual Progress
Individuals Served (<i>estimated</i>)		4,518	9,150	3,763	4,800	94%	191%
Pounds Distributed		144,576	292,800	127,942	160,000	90%	183%
Free Farmers Markets		Month	YTD	This Month Last Year	Annual Goal	Month Progress	Annual Progress
Individuals Served (<i>estimated</i>)		8,800	19,525	725	150,000	70%	13%
Pounds Distributed		57,574	121,802	25,747	1,000,000	69%	12%
Brighter Bites		Month	YTD	This Month Last Year	Annual Goal	Month Progress	Annual Progress
Individuals Served (<i>estimated</i>)		1,400	3,158	0	24,000	70%	13%
Pounds Distributed		30,080	48,270	0	225,000	160%	21%
Snack Attack		Month	YTD	This Month Last Year	Annual Goal	Month Progress	Annual Progress
Individuals Served (<i>estimated</i>)		214	378	69	2,000	128%	19%
Pounds Distributed		856	1,510	276	10,000	103%	15%
Community Events & Other		Month	YTD	This Month Last Year	Annual Goal	Month Progress	Annual Progress
Individuals Served (<i>estimated</i>)		156,036	239,998	165,889	1,200,000	156%	20%
Pounds Distributed		130,030	199,998	138,241	1,000,000	156%	
Totals		Month	YTD	This Month Last Year	Annual Goal	Month Progress	Annual Progress
Total Individuals Served			177,450	226,317	2,280,800		
Total Pounds Distributed (SRV 5jj)		1,350,545	2,836,988	1,117,101	22,000,000	74%	13%
Volunteers (SRV 6f)		Month	YTD	This Month Last Year	Annual Goal	Month Progress	Annual Progress

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

Volunteers who received job skill training (e.g., paid partnership through service providers, duplicated)	23	42	13	250	110%	17%
Other Volunteers (i.e., general public, duplicated)	131	245	48	1,500	105%	16%

Explanation (Over/Under Goal Progress)

February numbers are slightly lower due to 2 main factors. First, it is 3 full days shorter than the previous month. Second, the annual inventory audit occurs over the last few days of February. During this period, the movement of food in and out of the warehouse is drastically throttled down to ensure accuracy for the audit. In cells G19 & G20, the Free Farmers Market numbers are in yellow. We have set an annual goal that corresponds to an additional 5 new sites. However, due to construction delays, we will not have the capacity to procure the requisite produce until Q4. As a result, this column will show yellow or below for most of the rest of 2023.

2023 Program Strategic Goals	Progress Towards 2023 Strategic Goals
Cultivate strong relationships with organizations working on food insecurity including the food policy council.	Attended the Blue Zones Project Food Policy Summit. Planned follow up meeting with key stakeholders for March 6th.
Re-configure the pantry program from on-site shopping to online ordering.	Kicked off the online ordering structure with a handful of pantry partners. Working out minor challenges prior to full launch with 100 additional pantries on April 1.
Create additional access points in the county by adding new pantries as well as providing night and weekend pantry access.	We added 6 pantries this month. Our total pantry partner count is 102. Communication and training will be provided during the partner agency conference on March 21st.
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 Q3.

Program Highlights

In February 2023, we initiated the first phase of our pantry program restructure. Four agency partners piloted the program change to allow us the opportunity to test out the changes and make necessary corrections before going live with the remaining 100+ pantries on April 1st. In February 2023 we added another free farmers market location bringing our total to 5, monthly. Our goal is to provide 10 free farmers markets monthly around Kern County by the end of 2023.

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

Month	February-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	167	307	500	401%	61%
Childcare Providers (SRV 7f)	16	34	120	160%	28%
MCAP Subsidies (SRV 7e)	Month of Dec processed in Jan	YTD	Goal	Month Progress	Annual Progress
Provider Payments-Subsidies Expended	\$1,655,478	\$ 3,340,432	\$14,000,000	142%	24%
MCAP FY 2022 / 2023 Progress	Current Month	FYTD	Goal	Month Progress	Annual Progress
Child Enrollments	167	1967	2300	7.26%	85.52%
Provider Payments-Subsidies Expended	\$1,655,478	\$ 8,906,454	\$21,500,000	92%	41%
Explanation (Over/Under Goal Progress)					
The Migrant Childcare Program continues to make progress in attaining the set enrollment goals to meet our contract. This month we faced significant challenges in enrolling new families for services due to the harsh weather conditions. Despite this our program was able to enroll 167 new children for services. All program personnel continue to work effectively, and actively seek to expand our services to other communities within our service area. Our program currently has no waiting list and we continue to enroll families as soon as enrollment requirements are met.					
Program Strategic Goals		Progress Towards Goal			
1. Fill Staff Vacancies.		Management continues to work with Human Resources and this month we welcomed two new staff members: Graciela Espinoza and Jaqueline Martinez. Both staff members are currently undergoing our training process.			
2. Staff Retention and Training		MCAP is undergoing a full training review for all staff members. Management is conducting monthly training meetings, with all staff, and including team building sessions to enhance motivation and work satisfaction.			

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3. Contingency Staffing Plan & Solidify Program Growth.	Our program is currently recruiting for the outreach technician position. This position will enable us to have a stronger presence in the community and increase our pool of family applications with the goal of having a waiting list of eligible families for enrollment.
Program Highlights	
Our program has reached a total enrollment of 1967 children actively receiving services.	

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Month	February-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)	13,677	13,677	14,610	94%	
Local Vendor Liaison-Contact Stores (contact 67 vendors 1 contact required per quarter totaling 268 contacts per year)	17	77	268	76%	29%
Breast Feeding 30% of infants are breastfed (i.e., some, mostly or fully breastfeeding compared to formula)	954		900	106%	
Outreach	Month	YTD	Goal	Month Progress	Annual Progress
Online Enrollment	175	348	1,500	140%	23%
WIC Presentations and Outreach Events	8	15	72	133%	21%
Publication in newspaper, television, and/or social media postings (English and Spanish)	24	49	260	111%	19%
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.	10	22	120	100%	18%
Explanation (Over/Under Goal Progress)					
The Local Vendor Liaison (LVL) store visits were slightly below the goal, however the LVL visited more stores in January so the overall goal for the past two months has been met.					
Program Strategic Goals			Progress		

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Develop strategies to increase WIC retention and re-engagement with current participants.	We are continuing to work 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. Participants are being sent text message reminders through Tele-task of their upcoming appointments.
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

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Month	February-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		33	64	125	317%	51%
Case Management-Families (SRV 7a)		1	6	50	24%	12%
Case Management-Children (SRV 7a)		3	13	125	29%	10%
Differential Response Total		37	83	300	123%	28%
First 5		Month	YTD	Annual Goal	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)		4	4	40	120%	10%
Children Receiving Case Management Services (SRV 7a)		4	4	55	87%	7%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)		0	0	20	0%	0%
Children Educational Center Base Activities (FNPI 2b)		0	1	30	0%	3%
Children Educational Home Base Activities (FNPI 2b)		4	4	30	160%	13%
Children Summer Bridge Activities (FNPI 2b)		0	0	15	0%	0%
Family Support Services for non-clients with children 5 and under		35	35			
Collaborative Meetings Participated		1	2	12	100%	17%
First 5 Total		48	50	202	67%	25%
Walk-In Community Services (Duplicated Clients & Case Managed Clients)		Month	YTD			
Food Assistance		88	226			
House Hold Items		8	25			
Hygiene Kits		3	13			
Referrals		26	66			
Emergency Clothing		32	89			
Administrative Services & Copies		313	510			
Transportation Services		2	8			
Education Supplies		5	15			
Covid - 19 Supplies		9	19			
Baby Supplies		15	32			

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Explanation (Over/Under Goal Progress)	
The First 5 Program numbers may appear low, however EKFRC is on track with target goals. For 2022-2023.	
Program Strategic Goals	Progress Towards Goal
Relocating of EKFRC	EKFRC is searching for a building in East Kern to relocate and possibly partner with other programs.
2. Participate in community events.	EKFRC continues to receive clothing donations through Trical Chemicals, and continues to receive food donations through the Salvation Army who has kept the pantry stocked up.
3. Expand our reach across the East Kern Communities.	VITA began to provide virtual tax services at the EKFRC in the month of February 2023.
Program Highlights	
EKFRC provided services for a total of 130 walk-ins in the the month of February. Diana, our front office assistant, is temporarily taking care of the HEAP applications and is doing a great job!	

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Month	February-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)	2	6	30	40%	20%	
Children Receiving Case Management Services (SRV 7a)	3	7	30	60%	23%	
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)	7	7	10	420%	70%	
Children Educational Home Base Activities (FNPI 2b)	2	4	15	80%	27%	
Children Summer Bridge Activities (FNPI 2b)	0	0	10	0%	0%	
Family Support Services for non-clients with children 5 and under	11	36				
First 5 Total	25	60	95	158%	63%	
Walk-In Community Services (Duplicated & Non First 5 Kern Clients)	Month	YTD				
Food/Household Items (SRV 7c)	68	150				
Household Items (SRV 7c)	95	207				
Baby Supplies	54	123				
Referrals/Administrative Services (SRV 7c)	17	101				
Court Mandated Correspondence	12	12				
Emergency Clothing (SRV 7n)	15	40				
Copies	7	15				
Educational Supplies	11	11				
Transportation Assistance (SRV 7d)	11	30				
COVID-19 Supplies (SRV 5oo)	19	48				
Total Community Services	309	737				
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 29 parents and 38 children being case managed in current fiscal year.						
Program Strategic Goals		Progress Towards Goal				
1. Offer Court Mandated Nurturing Parenting Class every other quarter.		The Oasis started a new 12-week class in February. 11 parents are enrolled in the class but only 7 are included in the F5K report as 3 parents don't have children 0-5 and one parent is a duplicate who is retaking the class in the same fiscal year.				

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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 is in process to apply for additional funding/resources for baby items with the Baby2Baby application and a baby shower grant with First 5 Kern.
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 participated in the Ridgecrest Chamber of Commerce Outlook Conference in February and was able to network with local businesses. The purchase of a booth was donated by Peggy Breeden owner of the Swap Sheet. The FRC received 125 boxes of food and household products in February from the LDS Church.
Program Highlights	
The Oasis Family Resource provided community services for a total of 132 inquiries in the month of February 2023. VITA started providing services at Alta One Credit Union this month.	

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Month	February-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		0	0	0	0%	100%
Utility Payments		\$ -	0	\$ -	0%	100%
Households Served - Weatherization		12	23	90	307%	26%
American Rescue Plan Act (ARPA) 2021 Ends June 2023		Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance		429	957	2,000	574%	48%
Utility Payments		\$ 581,022	1,301,074	\$ 2,565,058	609%	51%
Low-Income Household Water Assistance Program (LIHWAP) 2021 Ends August 2023		Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance		56	154	2,000	92%	8%
Utility Payments		\$ 35,894.00	\$99,123	\$1,972,332	60%	5%
Low-income Home Energy Program (LIHEAP) 2023 Ends June 30, 2024		Month	YTD	Goal		
Households Served - Utilities Assistance		139	249	1,900	157%	13%
Utility Payments		\$ 207,526	393,015	\$ 2,587,322	182%	15%
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)		624	1,360	5,900	277%	23%
Total Utility Payments		\$ 824,442	1,793,212	\$ 7,124,712	302%	25%
Total Households Weatherized (FNPI4h, FNPI 4z, SRV 4q, SRV 7b, & SRV 4t)		12	23	170	162%	14%
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 - 2023 LIHEAP weatherization - will not commence, until 2022 LIHEAP funds are fully expended						
			Progress Towards Goal			
1) Fully implementing 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 - pends LIHEAP UA funds priority to be expended			
Program Highlights						

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Month	February-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	None	84	100	0%	84%
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	None	22	50	0%	44%
Medi-Cal Outreach			Month (Added)	YTD	YTD Goal	Month Progress	Annual Progress
Social media emails and impressions			None	3026	12,000		25%
Canvassing phone calls and flyers			2302	4101	10,000	276%	41%
Explanation (Over/Under Goal Progress)							
The Medi-Cal program is launching a large outreach campaign which includes billboards and GET bus ads, which will start running in March of 2023. The afterschool and Mentor programs are currently recruiting youth participants. The Friendship House will start accepting registration for the Summer Program 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 currently working on plans to host a Mixer event in Oct of 2023, to raise discretionary funds for the center.			
Recruit and secure staffing for the Friendship House.				The FHCC provided job offers to three individuals, which included one Program Educator for the Mentor Program and two Program Educators for the CalVIP program.			
Work with the CAPK Executive Team to increase the number of grants researched/submitted for the CAPK Friendship House.				The FHCC Program Manager is currently working with the CAPK grant team to develop a proposal for the Kern Family Health Care grant opportunity.			
Program Highlights							
An MCAP sub-office will soon be located at the Friendship House, bringing additional well needed services to SE Bakersfield, where the program can be easily accessed by the community.							

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Month	February-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		0	0	0	40	0%	0%
After School Program Enroll (FNPI 2c &SRV 2l) (hours of operation: 2-5pm; 1230p - 5pm for minimum day)		22	3	22	35	103%	63%
Community Programs			Month				
Dignity Health Mental Health Project, Adult Basketball, Energy Program (Utility Assistance), VITA Tax Assistance, Fitness Boot Camp and Girl Scouts			7 groups				
Outreach Activities			Month	YTD	Goal	Month Progress	Annual Progress
Outreach Events (presentations/informational updates)			1	2	6	200%	33%
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; VITA Tax service by CAPK were 2x in February;; Service Clubs/Chamber of Commerce used for meetings this month.							
Program Strategic Goals			Progress				
restrictions ease up while maintaining a safe environment.			Registration continues to increase				
2. Increase attainment of program funding to provide larger variety of program offerings.			we are actively seeking and completing grant applications.				
3. Increase community engagement, including volunteers, social media, program participation.			Recent FaceBook postings have caught attention to out program				
Program Highlights							
Special Town Hall meeting for City of Shafter residents was hosted by California Resource Corporation and Kern Community College District on Direct Air Capture.							

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- 1) Restructure of Weatherization portion of program
- 2) Reclassifying and Grade Changes for various positions in Energy
- 3) Lost Hills and City of Wasco have joined the LIHWAP program

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Month	February-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		1,860	2,292	6,000	974%	38%
State		1,860	2,261	6,000	987%	38%
Refunds and Credits (SRV 3o) 10/01/2022 to 09/30/2023		Month	YTD			
Federal Refunds		\$1,921,952	\$2,416,901			
State Refunds		\$609,434	\$733,488			
Federal EITC (income limit \$57,414/household)		\$1,155,077	\$1,523,827			
CalEITC (income limit \$30,000/household)		\$228,703	\$299,108			
Total Refunds and Credits		\$3,915,166	\$4,973,324			
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)		21	30	65	840%	46%
Explanation (Over/Under Goal Progress)						
During the month of February all 17 sites are open and operating.						
Program Strategic Goals			Progress Towards Goal			
Continue to outreach in communities of our new sites to bring new clients to VITA and allow opportunity to promote other CAPK services						
			CAPK VITA - Site Coordinator Andrea Chavez - YouTube			
Program Highlights						
https://www.youtube.com/watch?v=wK21lUgkw3w&feature=youtu.be						



Operations

Maintenance

Information Technology

Data Services

Risk Management

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Month	February-23	Program/Work Unit	Operations Division	
Division/Director, Assistant Director	Emilio Wagner Director of Operations, Maria Contreras Assistant Director	Program Managers	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%
Contract Management System		Track and manage contracts within the Agency	90%	90%
In-kind Management		Application is used to track the total number of in-kind hours with built in automation. This application will eliminate the current paper process.	70%	70%
CalAIM - KHS		New grant form Kern Health Systems for the CALAIM funding. IS part is to generate flat files used to data upload and verifying SFTP is working correctly.	85%	85%
Referral Management Enhancements		1. Build the 3 referral contact attempt. 2. Build the process to close out Approval Emails 3. FRC process needs to bridge their Inquiry Process to Referral System (*This is a wish item, FRC do double work) 4. Add mentor program and medical program as new delivery frameworks and incorporate them into the workflows	95%	95%
FRC Platform Updates		Many enhancements and process updates to how the FRC capture data from walk in clients and their grant obligations.	95%	95%
Volunteer Check In Application Enhancements		Enhancements to add qualify of life features to the Volunteer Check In application.	100%	100%
Feeding America Service Insights Project		Effort to digitize the intake process for our Food Bank and partner sites.	20%	20%

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Facilities				
Activity	Requested	In-Progress	Processed	Processed YTD
Facility Work Orders	266	433	257	605
Construction Projects				
Head Start Expansion		Harvey Hall, Pete Parra, Sterling, & Martha Morgan	98%	
Food Bank Expansion		Access Road & Site Utilities	83%	
Major Maintenance Projects				
Information & Technology				
Activity	Requested	In-Progress	Processed	Processed YTD
Help Desk Work Orders	473	102	208	454
Information & Technology Projects				
Description		% Completed	Comments	
SJC WIFI Replacement		10		
SJC Firewall Replacement		100		
Head Start Expansion		60		
Risk Management				
Workers Compensation Claims		Reported	Reported YTD	
For Report Only		7	12	
First Aid		1	4	
Medical		0	2	
Modified Duty		0	0	
Lost Time		0	0	
Under Invest / Non-Ind / Students / Parents / Volunteers		1	2	
Property		3	4	
Vehicle Incident / Grand Theft Auto		0	1	
Motor Vehicle Accident		2	2	
Work Place Violence / ODs / Death		0	1	
Total		14	28	
Program Strategic Goals		Progress Towards Goal		
Develop a facility deferred maintenance program.	TBD			
Develop and implement a Data Governance strategy.	TBD			
Enhance customer experience —measured based on reaction time and customer sentiment.	TBD			
Program Highlights				



Administration

Grant Development

CAPK Foundation

Outreach & Marketing

2-1-1 Kern Call Center

Community Schools Partnership Program (CSPP)

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Month	February-23	Program/	Executive Division			
Division/Director	Pritika Ram		Program Manager			
Reporting Period	January 1, 2023 - December 31, 2023					
Program Description						
The services under the Executive Division range from fund and grant development/research to outreach and media/public relations, as well as new business development. This includes project management of agency level initiatives, such as the 2021-25 Strategic Plan and CAA-related plans, and special projects.						
Outreach Social Media		Month	YTD	Annual Goal	Month Progress	Annual Progress
Website User Sessions		34,248	71,007	230,000	179%	31%
Facebook Impressions (i.e., number of times users see content)		80,148	159,955	600,000	160%	27%
Other Social Media Impressions		18,001	36,049	150,000	144%	24%
Outreach Advocacy		Outreach Special Projects				
Identified new staff members with Senator Grove's, Assemblywoman Bains', and Senator Hurtado's Offices.		Working with HeySalty to begin planning Community Action Month that will take place 5/13/23 at SYC.				
Scheduling meeting with elected officials for NCAF visit to Washington.		Attended the NCAP MLTC Conference.				
Scheduling meetings for staff to meet with elected officials for CalCAPA Legislative Day in Sacramento in April.		Partnered with KGET and KERO23 to promote M Street's Health and Hygiene Drive.				
Supported Friendship House and Energy outreach efforts for Medi-cal and Water Assistance.		Attended Local PRSA meeting to network with local partners.				
		Working with East Kern Staff to plan, market, and host a community Resource fair for 3/31/23 in Rosamond.				
		Working with the Food Bank to assist planning the Partnership Conference that will take place on 3/21/23 at FHCC.				
		Assisting the CAPK Foundation with planning the Foundation mixer that will take place on 3/30.				
		Developed, edited, and promoted a video for 211 day.				
		Hosted and promoted Hijab Challenge with the CAPK DEI Committee.				
		Attending a participating in the CalCAPA and NCAP Young Professionals Cohorts.				
Grants In Progress/Research		Projects				
CDFA - Community Resilience Grant. Microgrid and emergency response for the Friendship House Community Center (FECK) 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.				

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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.	Implemented Board Training Calendar
Grant proposals in progress for East Kern FRC, Oasis FRC, Shafter Youth Center, Friendship House Community Center, and VITA. All programs are applying for the Kern Family Health Care Community Grant.	Community Economic Resilience Fund Program (CERF) and the Kern Coalition continues to meet weekly to plan for the upcoming contract.
Research and Planning for upcoming RFP from the County of Kern on the Supportive Services Village in North Bakersfield.	
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.	Joined the Social Return of Investment (SROI) workgroup led by CalCAPA.
Foundation	
Attended KEDC State of the County Dinner.	Attended the National CAP Conference.
Prepared mailing to prospects for Foundation Reception on 3/30.	Held Foundation Committee Meeting to plan future events and fundraisers.
On-Site visit and planning for Foundation Reception on 3/30	Researched grant opportunities with Waterman Foundation and Virginia & Alfred Harrell Foundation.
Lunch Meeting with Chase Bank to discuss partnership opportunities.	Completed registration and set-up for Give Big Kern.
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. Independent trainings are given if new staff come on board or current staff need a refresher.
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	

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

Month	February-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, and Madera through the United Way partnerships.						
Most Requested Services	Homeless Diversion Programs		Food Stamps		Utility Service Payment	
Top 3 Unmet Needs	Food Pantries		Homeless Shelter		Rent Payment Assistance	
Information and Referral Services Calls Handled		Month	YTD	Annual Goal	Month Progress	Annual Progress
Kern County (SRV 7c)		2,397	10,035	90,000	32%	11%
Kings County (SRV 7c)		226	622	4,000	68%	16%
Tulare County (SRV 7c)		533	1,809	18,000	36%	10%
Stanislaus County (SRV 7c)		465	1,927	19,200	29%	10%
Fresno & Madera		2,264	3,729	20,000	136%	19%
Merced & Mariposa (effective March 2022)		82	224	500	197%	45%
Total I&R Calls Handled		5,967	18,346	151,700	83%	12%
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.				9	0.9	1.28
Grant Funded Services		Month	YTD	Annual Goal	Month Progress	Annual Progress
CalFresh Application (SRV 7b & SRV 7c)		7	18	300	28%	6%
Medi-Cal Application (SRV 7b & SRV 7c)		2	6	100	24%	6%
First 5 Help Me Grow (HMG) Ages & Stages New Children Screened (SRV 5c, SRV 7b & SRV 7c)		23	64	300	92%	21%
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)		19,982	43,929	225,000	107%	20%
Other Calls		Month	YTD	Annual Goal	Month Progress	Annual Progress
LIHEAP (SRV 7b & SRV 7c)		3,110	11,804	45,000	83%	26%
Mental Health (SRV 7c)		255	712	3,700	83%	19%
Health and Human Service Referrals		4,352	10,639	110,000	47%	10%
Total Other Services		7,717	23,155	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 6 Information & Referral Specialists. The program has completed three rounds of interviews in February 2023 with an objective to fill the vacancies. 2-1-1 has made several offers and anticipates an external candidate will onboard on 3/6/23.
2. Contract Retention	2-1-1 has an objective to maintain current contracts and seek new contract opportunities that align with the programs objectives. The program is working on meeting reporting expectations of all funding sources and maintain a trusting relationship to strengthen the opportunity for the contracts to be expanded.
Program Highlights	
2-1-1 strives to handle calls with quality and efficiency and is pleased with exceeding the call handling goals for several counties.	

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

Month	February-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)	42	62	920	55%	7%
Total Families referred internally for Employment Resources (2-1-1)	4	8	153	31%	5%
Total Families referred internally for Food and Nutrition (2-1-1 or CalFresh)	5	17	153	39%	11%
Total Families referred internally for Housing (CES)	8	17	153	63%	11%
Total Families referred internally for Childcare (Head Start)	10	15	153	78%	10%
Total Families referred internally for Utility Assistance (Energy)	10	20	153	78%	13%
Total Families referred internally for Weatherization (Energy)	2	6	153	16%	4%
Families Receiving Case Management Services (SRV 7a)	22	41	460	57%	9%
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 made its final recruitment for the case manager position and also opened a requisition for Program Supervisor. The program has interviews scheduled for the beginning of March to fill the Supervisor vacancy.			
2) Fill vacancies for open positions		In an effort to fill vacant positions, the program has onboarded a case manager on 2/6/23 and anticipates conducting successful interviews for its Program Supervisor in March 2023.			
Program Highlights					
The program onboarded a case manager on 2/6/2023 and the school site transition occurred on 2/14/2023.					

Application Status Report
February 2023

Opportunity Name	Description	Funder	Amount Requested	Amount Awarded	Deadline	Status
Whale Tail Grants Program	Project funds will be utilized to give FHCC and SYC at-risk children from FHCC and SYC residing in the economically challenged areas of southeast Bakersfield and Shafter California new knowledge, curiosity, appreciation and respect for marine life and ecosystems	California Coastal Commission	\$ 11,003.00	\$ -	11/4/2022	Denied
The Women's and Girls' Fund	This grant application is intended to provide 45 low-income women with paid training and work experience through VITA during the tax season to help lead them to future job prospects.	Kern Community Foundation	\$ 25,000.00	\$ -	2/3/2023	Denied
Economic Mobility focused on the needs of individuals and families	Program: M St. Navigation Center Description: Funds for this project will be utilized to purchase feminine and hygiene supplies.	Bank of America	\$ 15,000.00	\$ -	2/17/2023	Pending
CA Dept. of Food and Agriculture- Community Resilience Centers Program	Program: Friendship House Community Center This proposal focuses on improving community facilities to enhance the state's emergency preparedness capabilities, particularly in response to climate change.	City of Bakersfield	\$ 7,762,302.00	\$ -	2/27/2023	Pending
Homeless Management Information System (HMIS) Lead Agency	The proposal is to operate the HMIS for the Homeless Management Information System (HMIS) Lead Agency for the Bakersfield/Kern Continuum of Care (CA-604).	Bakersfield Kern Regional Homeless Collaborative	\$ 625,000.00	\$ -	2/28/2023	Pending
English Language Learner Integrated Education and Training Fund	County ETR is the lead applicant. CAPK to provide referrals and child care for participants with children during their course training at the FHCC.	County of Kern Employer's Training Resource	\$ 114,376.00	\$ -	3/6/2023	Pending
Workplace Literacy Pilot Project	Project goal: Partner with employers for improving language and literacy skills of their current workforce. Abandoned: We currently do not have a program like this and there are other partners in the county that can support this better.	Employment Training Panel	\$ -	\$ -	3/11/2023	Abandoned
National Institute of Food & Agriculture, Gus Schumacher Nutrition Incentive Program	The GusNIP Nutrition Incentive Program aims to fund and evaluate projects intended to increase the purchase of fruits and vegetables by USDA SNAP participants in all 50 States. Underserved communities: and/or communities where most residents are racial/ethnic minorities, living below the Federal poverty line, and/or rural or remote communities	US Department of Agriculture (USDA)	\$ -	\$ -	3/15/2023	Abandoned
CalMoneySmart Grant	CalMoneySmart is a grant program created by Senate Bill 455 (Ch. 478, Stats. 2019), which established the Financial Empowerment Fund. Through this program, the Department of Financial Protection and Innovation (DFPI) offers grants of up to \$200,000 each to develop and deliver free financial education and empowerment programs to help unbanked and underbanked communities.	Department of Financial Protection and Innovation (DFPI)	\$ -	\$ -	3/15/2023	Abandoned
National Institute of Food & Agriculture, Gus Schumacher Nutrition Incentive Program Produce Prescription Program	Make Safe, Nutritious Food Available to All Americans. The GusNIP Nutrition Incentive Program aims to fund and evaluate projects intended to increase the purchase of fruits and vegetables by USDA SNAP participants in all 50 States. Target population includes underserved communities: and/or communities where most residents are racial/ethnic minorities, living below the Federal poverty line, and/or rural or remote communities.	US Department of Agriculture (USDA)	\$ -	\$ -	3/15/2023	Abandoned
Kern Family Health Care Community Grant Program	Program: SYC Funds from this grant will be used to conduct healthy cooking classes for youth at the Shafter Youth Center.	Kern Family Health Care (KFHC)	\$ 4,000.00	\$ -	3/17/2023	Pending
Kern Family Health Care Community Grant Program	Program: FHCC Funds from this grant will be used to purchase Science learning material from LeapFrog Academy and the rental of a charter bus for a fieldtrip to the California Science Museum.	Kern Family Health Care (KFHC)	\$ 4,000.00	\$ -	3/17/2023	Pending
Kern Family Health Care Community Grant Program	Program: East Kern FRC Description: Funds from this grant will be used to purchase gas cards, bus passes, feminine products, and baby supplies for Mojave residents.	Kern Family Health Care (KFHC)	\$ 4,000.00	\$ -	3/17/2023	Pending
Kern Family Health Care Community Grant Program	Program: VITA Funds from this grant will be used to purchase office supplies, gas cards, and meals for VITA volunteers.	Kern Family Health Care (KFHC)	\$ 4,000.00	\$ -	3/17/2023	Pending
Kern Family Health Care Community Grant Program	Program: Oasis FRC Funds from this grant will be used to purchase gas cards, bus passes, feminine products, and baby supplies for Ridgecrest residents.	Kern Family Health Care (KFHC)	\$ 4,000.00	\$ -	3/17/2023	Pending

Application Status Report
February 2023

Kern Family Health Care Community Grant Program	Program: M St. Navigation Center. Description: This project aims to purchase hygiene products for residents at M St.	Kern Family Health Care (KFHC)	\$ 4,000.00	\$ -	3/17/2023	Pending
Listos California Target Grant (LG) Program	Distribution of emergency preparedness resources and education. Program: 2-1-1	California Governor's Office of Emergency Services	\$ 300,000.00	\$ -	3/20/2023	Pending
FY23 Morgan Stanley Foundation Child and Family Choice Year 3	To support costs associated with increasing choice among sites that reach families with Children. Choice Model.	Feeding America	TBA	\$ -	3/23/2023	Pending
Global Products Program	Dental supplies for M Street Navigation	California Dental Association	\$ 25,000.00	\$ -	3/31/2023	Pending
One-Time State Funding for Homeless Housing, Assistance and Prevention Program (HHAP 3)	Diversion Program, Landlord Incentives, Family/Individual Hotel Rural Program, Rural Drop-in Center, Head Start Transportation	Bakersfield Kern Regional Homeless Collaborative	TBA	\$ -	3/31/2023	Pending
Providing Access and Transforming Health (PATH) Capacity and Infrastructure Transition, Expansion and Development (CITED)	The PATH CITED initiative provides funding to enable the transition, expansion and development of Enhanced Care Management (ECM) and Community Supports capacity and infrastructure.	California Department of Healthcare Services (DHCS)	TBA	\$ -	3/31/2023	Pending
High Road Training Partnership Training Implementation Project: Clean Vehicle Technician Apprenticeship	Kern Community College District is the lead applicant in partnership with the California New Car Dealership Foundation for a electric vehicle a training program to achieve employment and career advancement outcomes. CAPK will support with community outreach and engagement in target communities in Kern County.	Kern Community College District	TBA	\$ -	3/31/2023	Pending
Other Opportunities						
CA CERF Economic Development Pilot Project	KCCD is the lead and fiscal agent. CAPK did not apply. Only provided support on the grant development portion of the grant.	Kern Community College District	\$ -	\$ -	2/13/2023	N/A

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	Federal and State	CAPK Program	Homeless Services
Funding Agency	Bakersfield/Kern Regional Homeless Collaborative	Project Name	HMIS Lead
CFDA	N/A	Target Population	Kern Homeless Provider Network
Reapplication (Y/N)	N	Number to be served	estimated 60 organizations
Estimated Request	\$625,000	Division Director	Rebecca Moreno
Award Period	12 month period, renewal cycle	Program Manager	TBD, if awarded
Project Goal (One sentence goal statement)			
Identify a Homeless Management Information System (HMIS) lead agency to administer the HMIS system on behalf of the Bakersfield/Kern Regional Homeless Collaborative (also known as the Continuum of Care), which consists of training and technical assistance for the CoC network, contract and licenses management, and complying with the US Department of Housing and Urban Development (HUD) HMIS administrative guidelines, including reporting.			
Project Description (Brief one paragraph description)			
CAPK has applied to be the lead administrator of the HMIS system used among 60+ agencies that work with individuals experiencing homelessness. The system is currently managed by the County of Kern - Behavioral Health and Recovery Services. The request for proposals is to transition the current role to a qualified agency to operate the HMIS system for Kern County. Homeless Management Information System (HMIS) is a local information system required for data entry and centralized information storage of individuals utilizing the homeless system within any CoC. The system allows communities within their respective jurisdictions to obtain a duplicated count of all persons served by HMIS participating homeless programs. HMIS provides information on individuals and families enrolled in programs, services accessed, and can be used to assist in homeless system evaluation and effectiveness. Data provided by the HMIS allows for informed policy review and recommendations at the local, state, and federal levels.			
Estimated Budget Summary			
The annual operating budget as the HMIS Lead for CAPK is approximately \$625,000.00 considering staffing at full capacity of 3.5 FTE, as described above and in the budget detail, which represents 40% of the budget, including personnel and benefits. The second largest portion of the budget at 24% is the contract services fee for licensing with Bitfocus Clarity Human Services as the HMIS software vendor. This represents the software support, licenses, and maintenance totaling 220 HMIS licenses, a projected total of licenses compared to the 120 licenses currently managed by the HMIS administrator. We anticipate a 3-5% increase in operational costs (staffing and operations) to align with cost-of-living adjustments.			

Approvals:

1. Division Director	Date
<i>Pratika Ram</i>	Mar 2, 2023
2. Chief Business Development Officer	Date
<i>Louis Gill</i>	Mar 2, 2023
Louis Gill (Mar 2, 2023 16:16 PST)	
3. Chief Program Officer	Date

<i>Macy Webster</i>	Mar 2, 2023
4. Chief Financial Officer	Date
<i>JTP</i>	Mar 3, 2023
5. Chief Executive Officer	Date

Date Presented / Approved:

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

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	State	CAPK Program	211
Funding Agency	The California Governor's Office of Emergency Services	Project Name	Listos California Target Grant (LG) Program
CFDA	N/A	Target Population	Socially vulnerable population
Reapplication (Y/N)	No	Number to be served	TBA
Estimated Request	\$300,000	Division Director	
Award Period	June 1, 2023 – December 31, 2024	Program Manager	Sabrina Jones-Roberts
Project Goal (One sentence goal statement)			
This work is intended to increase their communities' disaster preparedness, response, recovery, and mitigation capabilities.			
Project Description (Brief one paragraph description)			
2-1-1 Informational and Referral Specialist will connect community members interested in learning more about disaster preparedness to a Program Specialist. The Program Specialist will share online resources regarding emergency food supplies, first aid kits, etc. and the days and times of local community training opportunities. A total of 5 community training courses will be offered. These courses will be located throughout Kern County and provide education and resources related to disaster preparedness. The first 20 people in attendance at each session will receive a food box by way of our food bank, as well as a gift card for \$50.			
Estimated Budget Summary			
\$300,000 will be requested for this project. This budget will cover 10 to 20% FTE for program staff, a subcontractor allocation for County OES (TBD), general supplies and equipment, indirect costs, rental-fees, and incentive-based fees.			
Recommendation			
Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.			

Approvals:

1. Division Director _____ Date _____

4. Chief Financial Officer _____ Date _____

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 Funding Profile

Funding Information			
Funding Type	State	CAPK Program	Friendship House Community Center
Funding Agency	Funding Agency: California Labor and Workforce Development Agency Lead Applicant: Kern County Employers' Training Resource	Project Name	English Language Learners (ELL) Integrated Education and Training Fund (IETF) grant
CFDA	N/A	Target Population	Disadvantaged groups
Reapplication (Y/N)	No	Number to be served	TBA
Estimated Request	\$114,376	Division Director	Freddy Hernandez
Award Period	42 to 45 months, with an anticipated start date in July 2023.	Program Manager	Lois Hannible
Project Goal (One sentence goal statement)			
CAPK will support Employers' Training Resource by providing referrals of prospective participants that need English language education.			
Project Description (Brief one paragraph description)			
Project efforts will focus on providing vocational training for English Language Learners in Kern County. CAPK will work with the project team to help identify opportunities to streamline referrals and the provision of services to maximize the opportunity for project participants to achieve self-sufficiency employment. CAPK also commits to helping with outreach to qualified participants.			
Estimated Budget Summary			
\$114,376 is requested for 1.25 FTEs Program Managers, general office supply and equipment, hiring costs, space costs, and indirect costs.			
Recommendation			
Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.			

Approvals:

1. Division Director _____ Date _____

4. Chief Financial Officer _____ Date _____

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)
February 2023

Funding Type	Private	CAPK Program	M St. Navigation Center
Funding Agency	Bank of America	Project Name	Economic Mobility Focused on Individuals and Families
CFDA	N/A	Target Population	M St. Clients
Request	\$15,000	Division Director	Rebecca Moreno
Award Period	June 2023- June 2024	Program Manager	Laurie Hughey
Description	This proposal aims to receive funds to purchase feminine and 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	Private	CAPK Program	East Kern Family Resource Center
Funding Agency	Kern Family Health Care	Project Name	The East Kern Family Resource Center Provides Essential Products
CFDA	N/A	Target Population	East Kern Residents
Request	\$4,000	Division Director	Freddy Hernandez
Award Period	June 2023- December 2023	Program Manager	Anna Saavedra
Description	Program funds will be utilized to purchase essential products for East Kern residents, which are: baby supplies, feminine supplies, gas cards, and bus vouchers. The purchase of gas cards and bus passes will assist clients to travel to their medical or educational needs. The purchase of baby and feminine supplies will help cover the growing demand for these supplies at EKFRFC.		

Funding Type	Private	CAPK Program	Oasis Family Resource Center
Funding Agency	Kern Family Health Care	Project Name	The Oasis Family Resource Center Provides Essential Products
CFDA	N/A	Target Population	Ridgecrest residents
Request	\$4,000	Division Director	Freddy Hernandez
Award Period	June 2023- December 2023	Program Manager	Eric Le Barbe
Description	Program funds will be utilized to purchase essential products for Ridgecrest residents, which are: baby supplies, feminine supplies, gas cards, and bus vouchers. The purchase of gas cards and bus passes will assist clients to travel to their medical or educational needs. The purchase of baby and feminine supplies will help cover the growing demand for these supplies at OFRC.		

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

Funding Type	Private	CAPK Program	Friendship House Community Center
Funding Agency	Kern Family Health Care	Project Name	The Friendship House Community Center Science Explorers
CFDA	N/A	Target Population	Youth in 93307
Request	\$4,000	Division Director	Freddy Hernandez
Award Period	June 2023- December 2023	Program Manager	Lois Hannible
Description	This project proposal aims to provide a meaningful and educational experience for summer students at FHCC with a visit to the California Science Museum. In addition to the field trip, students will embark on a science learning experience with LeapFrog Academy Science software and devices.		
Funding Type	Private	CAPK Program	Shafter Youth Center
Funding Agency	Kern Family Health Care	Project Name	The Shafter Youth Center Gets Cooking
CFDA	N/A	Target Population	Youth in 93263
Request	\$4,000	Division Director	Freddy Hernandez
Award Period	June 2023- December 2023	Program Manager	Angie Nelson
Description	This proposal aims to provide a healthy cooking experience for youth at the Shafter Youth Center with a chef attending the site to provide healthy cooking lessons. This project will teach children easy healthy recipes that they will be able to follow at home and encourage their family members to have them as well.		
Funding Type	Private	CAPK Program	Volunteer Income Tax Assistance
Funding Agency	Kern Family Health Care	Project Name	Volunteer Income Tax Assistance Supplies
CFDA	N/A	Target Population	Kern County
Request	\$4,000	Division Director	Freddy Hernandez
Award Period	June 2023- December 2023	Program Manager	Jacquelyn Guerra
Description	Program funds will be utilized to purchase office supplies, gas cards, and meal costs for volunteers. The proposal seeks to cover expenses that are unallowable costs through VITA's main source of funding to retain volunteers.		

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

Funding Type	Private	CAPK Program	M St. Navigation Center
Funding Agency	Kern Family Health Care	Project Name	Low Barrier Navigation Center
CFDA	N/A	Target Population	Homeless individuals
Request	\$4,000	Division Director	Freddy Hernandez
Award Period	June 2023- December 2023	Program Manager	Laurie Hughey
Description	This project proposal will fund the purchase of hygiene kits which include shampoo, conditioner, soap/body wash, toothpaste, toothbrushes, deodorant, hairbrushes, socks, sports bras, feminine hygiene items, and underwear.		

Funding Type	Private	CAPK Program	M St. Navigation Center
Funding Agency	California Dental Association	Project Name	Dental Supplies for M St.
CFDA	N/A	Target Population	Homeless individuals
Request	\$25,000	Division Director	Rebecca Moreno
Award Period	January 1, 2024- December 31, 2026	Program Manager	Laurie Hughey
Description	Program funds will be utilized to purchase dental supplies. The dental supplies received will help individuals improve their oral health.		

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: February 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	904	69%	3%	4% 6%
Early Head Start • 13 Classrooms Fully Closed/ 5 Classrooms Partially Closed	908 118	621	68%	9%	7% 5%

Home Visiting Program	Cumulative Enrollment	Contract Enrollment Target
	187	240

Division Staffing = 701			
Currently Employed	Vacant Positions	Continuous Family Leave	Intermittent Family Leave
587	114	32	54

HIGHLIGHTS: 12 staff were onboarded, and there were 10 resignations. There were 13 days of interviews for 16 open requisitions.

Program Update & Compliance
Kern: - BC Resource Fair- Approximately 95 people visited the booth. Provided information for child enrollment opportunities and staffing. - Job Fair at the David Head Center in Lamont. - Prepare for Read Across America event in March. SJC: - Staff development training regarding Loose Parts curriculum to strengthen the use of everyday common objects found in the environment into classrooms was provided. - Two recruitment events attended. 9 interest forms were submitted for childcare services. Partnership: - Blanton Center received licensing visit; no deficiencies reported. - Dental clinic provided at Garden Pathways.

Program:

- The California Department of Social Services (CDSS) is conducting an audit to ensure the program is meeting regulatory requirements. Quality Assurance, Finance, and selected departments assisted in answering all questions from CDSS and our internal auditing firm.

Central Kitchen February 2023				
Meals & Snacks	Total # Prepared	Breakfast	Lunch	Snack
Center Totals	53,300	20,854	16,235	16,211

HIGHLIGHTS: Requisition for Food Service Manager submitted, and vacant Food Production Driver position was filled.

CACFP						
January 2022						
Total Meals Delivered			Meals Allocated		# of Meals Served	% of Meals Served
Central Kitchen	Vendor Meals	Total Meals	CACFP/USDA	HS/EHS		
57,284	8,664	65,948	29,381	36,567	35,250	66%



MEMORANDUM

To: Program Review & Evaluation Committee

From: Rebecca Moreno, Director of Community Development

Date: March 15, 2023

Subject: *Agenda Item 5d*: Strategic Plan 2021-2025 – Goal 3 Update, **Info Item**

CAPK's Strategic Goal 3 is to advance economic empowerment and financial stability for low-income people in the communities we serve. We hope to achieve this goal through the following objectives as approved by the CAPK Board:

- 3.1 – Increase housing stability for people experiencing/at risk of homelessness.
- 3.2 – Increase CAPK capacity to provide long-term affordable housing solutions for low-to-moderate income people and families.
- 3.3 – Increase opportunities and supports for clients to advance through career and education pathways.
- 3.4 – Increase access to economic asset enhancement and financial educational opportunities.

Team members for Goal Group 3 include: Rebecca Moreno (lead), Keith Jackson, Savannah Maldonado, Sylvia Ortega, and Wilfredo Cruz. The group continues to meet monthly to discuss new ideas and progress on Goal 3 objectives.

During the last quarter, the group has continued to identify several opportunities being led by Community Development programs/efforts that enhance housing services for impacted populations in collaboration with the Bakersfield Kern Regional Homeless Collaborative and wraparound services through other departments, programs, and external stakeholders. Below is a short list of accomplishments the last three months:

- Safe Camping and Safe Parking programs at M Street have launched well and are seeing results. All tents (41) in the Safe Camping area are currently inhabited, and there is a long waiting list for clients wanting to use the space. (3.1.2)
 - 17 people matched to a voucher/subsidies
 - 3 housed via vouchers/subsidies
 - 2 moved into the M Street shelter
 - 13 people in Safe Parking
- M Street continues to function at a high capacity and quality service. (3.1.2)
 - 28 housed via vouchers/subsidies
 - 18 working jobs in the community



- 3 graduates from the last cohort of Project Hire Up
 - 8 attended the financial literacy program through Chase bank
- CES process changes for the CoC continue to improve “throughput” for clients who need permanent supportive housing. (3.1.1)
- CES Cal-AIM staff have been onboarded and continue to work with KHS on the data exchange. (3.1.2)
 - 195 referrals have been received
 - 2 housing placements
 - 58 active clients

The team continues to meet and identify opportunities that will effectively support CAPK’s Goal 3 and the communities we serve.