



DATE	September 11, 2024
TIME	12:00 pm
LOCATION	CAPK Administrative Office Board Room 1300 18 th Street, 3 rd Floor Bakersfield, CA 93301

Program Review & Evaluation Committee Agenda

1. Call to Order

2. Roll Call

Ana Vigil (Chair)
Jimmie Childress

Fatima Echeverria
Gina Martinez

Yolanda Ochoa

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. Shafter Youth Center presented by Angie Nelson, Program Manager & Ryan Fergon, Senior Community Development Specialist (**p. 4-16**)

5. New Business

- a. July & August 2024 Program Reports – **Action Item (p. 17-95)** Pritika Ram, Chief Business Development Officer
 1. Housing & Supportive Services
 - Coordinated Entry Services (CES)
 - M Street Homeless Navigation Center
 - CalAIM – Homeless Services
 - Adult Re-entry Program
 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
 - Maintenance
 - Information Technology
 - Data Services
 - Risk Management

5. Community Development

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

b. July & August 2024 - Application Status Report & Funding Profiles – **Action Item (p. 96-106)**

Vanessa C. Mendoza, Grant Administrator

a. Application Status Report

b. Funding Profiles

- i. California Department of Natural Resource-Youth Community Development Office
- ii. Wonderful-Community Grant
- iii. Food Research & Action Center-Women Infant & Children Community Innovation & Outreach Project
- iv. Kaiser Permanente-County Community Health Grant 2024
- v. National Science Foundation-Type II Engine Grant
- vi. American Association of Retired Persons-Capacity Building to increase Older Adult Access to Health Essentials

c. Small Funding Profiles (\$50,000 and under)

c. July & August 2024 Head Start/State Child Development Division/Program Monthly Activity Report - **Action Item (p. 107-110)**

Carol Hendricks, Enrollment and Attendance Manager

d. Head Start 2025-2026 Program Goals and Objectives- **Action Item (p. 111-120)**

Rosa Guerrero, Administrative Analyst

e. Head Start 2025-2026 Training & Technical Assistance Plan- **Action Item (p. 121-139)**

Rosa Guerrero, Administrative Analyst

f. Goal Group 1 Presentation-**Info Item (p. 140-144)**

Susana Magana, Director of Health & Nutrition

g. Goal Group 2 Presentation- **Info Item (p. 145-147)**

Yolanda Gonzalez, Director of Head Start/State Child Development

6. **Committee Member Comments**

7. **Next Scheduled Meeting**

Program Review & Evaluation Committee
12:00 pm
October 16, 2024
CAPK Administrative Office, Board Room

1300 18th Street, 3rd Floor
Bakersfield, CA 93301

8. Adjournment

This is to certify that this Agenda Notice was posted in the lobby of the CAPK Administrative Office at 1300 18th Street, 3rd Floor Bakersfield, CA and online at www.capk.org by 12:00 pm, September 6, 2024. Annelisa Perez, Outreach & Communications Supervisor.



Helping People... Changing Lives.



is Shafter Youth Center

The Shafter Youth Center (SYC) was established in December 2003, thanks to a \$1.3 million grant from the California Youth Authority and a \$249,000 match from the City of Shafter along with 1 acre of land to build the SYC. Each day, youth are empowered to live healthier lives through programs that focus on nutrition, recreation, education, and active healthy living.





After School and Summer Programs

Connecting Youth by:

- ✿ Provide After School programming to children ages 6 yrs through 18 yrs old.
- ✿ Opportunities for field trips and new class experiences with the assistance of grant funding.
 - ✿ California Coastal Commission
 - ✿ Kern Health Systems
 - ✿ Dollar General Literacy Summer Reading Program
- ✿ Collaboration with community partners in order to provide additional services
 - ✿ Local Service Organizations
 - ✿ Donations from local businesses





After School and Summer Programs





Community & Evening Program

Connecting Community by:

- ❖ Community access to the center for fitness and exercise programming, space for meetings, use of computers for research and resume building
 - ❖ Served 351 unduplicated clients, January 1, 2023 – October 23, 2023
- ❖ Provide location for Energy, Food Bank and seasonal VITA services each month. In the process of adding WIC to the facility.
- ❖ Partnered with Kern County Human Services Dept to provide a County Job Fair location
- ❖ Collaboration with community partners in order to provide additional services
 - ❖ California Farmworkers Foundation
 - ❖ Kern Literacy Council
 - ❖ Girl Scouts of Central California South





Community & Evening Program





Angie Nelson
Program Manager

(661) 746-8235

455 E. Euclid Avenue

Shafter, CA, 93263

www.capk.org





**Helping People...
Changing Lives.**

Shafter Youth Center:
Strategic Growth Council's Community Resiliency
Centers (CRC) Grant Update

CRC Grant Update – Current Progress

Award Information:

- In **May 2024**, we were informed of our award for the **Community Resiliency Center (CRC) Research and Planning Grant** with a total budget of **\$988,752**.

Purpose of the Grant:

- This grant supports **research and planning** to assess community needs and opportunities for transforming the **Shafter Youth Center** into a **Community Resiliency Center** to ensure community resiliency amidst the threat of disasters stemming from climate change.
- The goal is to use these findings to apply for the **implementation grant**, which will fund the necessary **construction and upgrades to SYC** in the next funding cycle.

Current Status:

- Since receiving the notice of award, we have been working with the funder to finalize our **Workplan, Budget, and Partnership Agreement**.
- Our priority is to secure **contract execution** as soon as possible to move forward with the next phase of the project.



Grant Phases

- **Phase 1 (October 2024 – June 2025):**
 - Conduct a **needs assessment** to evaluate service gaps and opportunities for collaboration.
 - Engage with **stakeholders** and gather key input for CRC services.
- **Phase 2 (July 2025 – March 2026):**
 - **Community engagement** involving at least 1,700 residents to guide the design and services of the CRC.
 - Collect **feedback** through public forums, surveys, and other outreach efforts.
- **Phase 3 (April 2026 – October 2026):**
 - Finalize the **planning, design, and permitting** for the CRC.
 - Prepare for the **implementation grant application** based on the research findings.
- **Grant Term:**
 - The **two-year grant** runs from **October 2024 to October 2026**, during which we will complete the research and planning phases to inform future construction and upgrades.
 - **Timeline Consideration:** The timeline is **tentative**, pending **contract execution** with the **Strategic Growth Council (SGC)**.

Key Partners & Roles

- **Listen to Shafter:**
 - Lead community outreach by engaging directly with residents through canvassing, public meetings, and survey collection to ensure diverse feedback informs CRC services.
- **Building Healthy Communities (BHC):**
 - Facilitate broad community participation, organizing public forums and collecting input from at least 800 community members to guide the design and services of the CRC.
- **Shafter Family Resource Center:**
 - Engage underserved populations, including low-income families, ensuring their needs and feedback are integrated into the CRC planning and development process.
- **Kern Community College District (KCCD):**
 - Conduct research on the feasibility of a clean energy workforce development program, with the aim of incorporating this as an ongoing initiative under the CRC, ensuring both **economic resiliency** and a focus beyond disaster preparedness.

Next Steps in the Grant Process

- **Next Steps:**
 - **Finalize Budget & Workplan:** We are completing the final edits with the funder.
 - **Contract Execution:** We aim to secure the **grant contract** by **late October or early November 2024**.
 - **RFP Publication:** Following contract execution, we plan to issue the **RFP** for a consultant by **late October or early November 2024**.
- **Adhering to Collaborative Stakeholder Structure (CSS) throughout grant implementation:**
 - Ensure we are meeting the SGC's CSS guidelines, including equitable decision-making, community engagement, and transparency.
 - Regular CSS meetings will provide updates, collect feedback, and ensure community voices guide the planning process.
 - **Community Feedback:** Develop a Community Engagement Plan for continued feedback throughout the planning process. Ensure regular public updates and participation.
 - **Future Planning:** Incorporate sustainability practices and prepare for long-term programming at the CRC beyond emergency preparedness.



September 2024 PRE Committee

July & August 2024 Program Monthly Reports



Housing and Supportive Services

Coordinated Entry Services
M Street Homeless Navigator Center
CalAIM - Homeless Services
Adult Re-entry Program

**Community Action Partnership of Kern
Monthly Report 2024**

Month	July-24	Program/Work Unit		Coordinated Entry Services (CES)	
Division/Director	Rebecca Moreno		Program Manager	Joseph Aguilar	
Reporting Period	January 1, 2024 - December 31, 2024				
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. The Coordinated Entry System (CES) process will support the encampment proposal. The strategy will expedite the housing process by creating an Encampment by Name List and an encampment match call with collaborating partners to review status, barriers, and match encampment residents to permanent housing units and/or housing resources identified.					
Homeless Referrals/Assessments (SRV 7c)	Month	YTD	YTD Goal	Month Progress	Annual Progress
Kern County	3,135	19,656	20,000	16%	98%
Number of applicants who received a response within 24 Hours	Month	YTD	YTD Goal	Month Progress	Annual Progress
Kern County	2,699	15,582	16,000	17%	97%
Pending Assessments	Month	YTD	YTD Goal	Month Progress	Annual Progress
Number of clients without initial contact by the end of the month.	37	109	240	15%	45%
Among clients from the preceding month, the average duration (days) to reach those who are still pending.	7				
Encampment Resolution	Month	YTD	YTD Goal	Month Progress	Annual Progress
Number of Clients Served	79	218	81	36%	269%
Matched to Housing Subsidy (i.e., voucher, rapid rehousing or physical location) (SRV 4m, 4o)	15	32	70	47%	46%
Explanation (Over/Under Goal Progress)					
Program Strategic Goals		Progress Towards Goal			
1. Optimize the use of existing access points in rural areas of Kern County.		CES continues to offer trainings to new staff from agencies and community members. CES continues to work on improving system through CoC Strategic Plan			
2. Increase staff recruitment and retention.		Interviews completed			

**Community Action Partnership of Kern
Monthly Report 2024**

3. Among clients from the prior month, the average time taken to reach pending clients is currently 15 days, attributed to high call volume and limited staff. The objective is to achieve client contact within 5 days of the initial request.	
	new hire starting 8/16
Program Highlights	

**Community Action Partnership of Kern
Monthly Report 2024**

Month	August-24	Program/Work Unit		Coordinated Entry Services (CES)	
Division/Director	Rebecca Moreno		Program Manager	Joseph Aguilar	
Reporting Period	January 1, 2024 - December 31, 2024				
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. The Coordinated Entry System (CES) process will support the encampment proposal. The strategy will expedite the housing process by creating an Encampment by Name List and an encampment match call with collaborating partners to review status, barriers, and match encampment residents to permanent housing units and/or housing resources identified.					
Homeless Referrals/Assessments (SRV 7c)	Month	YTD	YTD Goal	Month Progress	Annual Progress
Kern County	2,709	22,365	20,000	14%	112%
Number of applicants who received a response within 24 Hours	Month	YTD	YTD Goal	Month Progress	Annual Progress
Kern County	2,336	17,918	16,000	15%	112%
Pending Assessments	Month	YTD	YTD Goal	Month Progress	Annual Progress
Number of clients without initial contact by the end of the month.	20	129	240	8%	54%
Among clients from the preceding month, the average duration (days) to reach those who are still pending.	5				
Encampment Resolution	Month	YTD	YTD Goal	Month Progress	Annual Progress
Number of Clients Served	97	315	81	31%	389%
Matched to Housing Subsidy (i.e., voucher, rapid rehousing or physical location) (SRV 4m, 4o)	3	35	70	9%	50%
Explanation (Over/Under Goal Progress)					
Program Strategic Goals		Progress Towards Goal			
1. Optimize the use of existing access points in rural areas of Kern County.		and community members. CES continues to work on improving system through CoC Strategic Plan. CES provided training to East Kern Mojave site to start implementing calaim			
2. Increase staff recruitment and retention.		1 FTE onboarded, offer was made to another FTE and accepted			

**Community Action Partnership of Kern
Monthly Report 2024**

3. Among clients from the prior month, the average time taken to reach pending clients is currently 15 days, attributed to high call volume and limited staff. The objective is to achieve client contact within 5 days of the initial request.	objective completed, calls closed for Aug within 5 days.
Program Highlights	

**Community Action Partnership of Kern
Monthly Report 2024**

Month	July-24	Program/Work Unit		M Street Navigation Center		
Division/Director	Rebecca Moreno		Program Administrator	Laurie Hughey		
Reporting Period	January 1, 2024 - December 31, 2024					
Program Description						
CAPK operates the 148-bed homeless Low Barrier Navigation Center in partnership with the County of Kern. This 24-hour shelter offers housing, meals, showers, laundry and an array of mental health, medical care, dental and economic resources to un- sheltered individuals with pets and partners.						
Shelter Services		Month	YTD	YTD Goal	Month Progress	Annual Progress
Overnight Residents (Assigned Beds) (FNPI 4a & SRV 7b, SRV 4m)		116	706	1,500	8%	47%
Total Clients Served		173	1,156	2,400	7%	48%
Pets (i.e., kennel, emotional support assistance and service pet)		10	68	75	13%	91%
Residents Under 90 days length of stay		51	387	800	6%	48%
Exits to Permanent Housing (FNPI 4b)		6	39	114	5%	34%
Exits-Self		17	167	150	11%	111%
Exits-Involuntary		34	272	700	5%	39%
Case Management Services (SRV 7a)		222	3,487	8,000	3%	44%
Critical Incidents		28	239	250	11%	96%
Shelter Residents Meals (SRV 5ii)		7,969	46,382	70,000	11%	66%
Number of Volunteers (duplicated)		127	796	100	127%	796%
Volunteers Hours (duplicated)		182	1,053	3,000	6%	35%
Safe Camping		Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served (SRV 7b)		54	444	500	11%	89%
Current client census		48	302	300	16%	101%
Meals (SRV 5ii)		1,754	15,494	20,000	9%	77%
Pets		11	75	75	15%	100%
Clients moved to Shelter (SRV 4m)		0	6	15	0%	40%
Exits to Permanent Housing (FNPI 4b)		2	10	20	10%	50%
Exits-Self		4	29	50	8%	58%
Exits-Involuntary		2	50	75	3%	67%
Critical Incidents		2	24			
Safe Parking		Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served		8	69	30	27%	230%
Current client census		8	60	25	32%	240%
Clients moved to Shelter (SRV 4m)		0	1	10	0%	10%
Explanation (Over/Under Goal Progress)						

**Community Action Partnership of Kern
Monthly Report 2024**

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).	There are 8 clients that are currently working in the community with various types of employment, Project Hire-Up has started their recruitment for their next cohort.
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 currently being reviewed, this is an on-going process.
3. Increase the number of clients who transition to permanent housing by 10% from the prior year (2023 - 114 clients) to 120 clients.	39 total clients housed from January 2024 until July 2024.

M Street Navigation Center - Client Demographic Information

Race Demographic	Month
18 - 24	11
25 - 34	34
35 - 44	41
45 - 54	41
55 - 61	26
62+	20
Total:	173

Race Demographic	Month
American Indian or Alaska Native	2
Asian	
Black or African American	32
Hispanic/Latina/e/o	22
White	70
Multiple races	47
Client Don't know / Refused	
No Answer	
Total:	173

Gender	Month
Female	66
Male	105
Trans Female and Male (Male to Female, Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	2
Client doesn't know	
Client refused	
No Answer	
Total:	173

Zip Code	Month	Zip Code	Month
93301	29	90044	
		93250	2
93304	18	95340	
93305	17	93501	1
93306	11	96001	
93307	20	94964	1
93308	22	93561	1
93309	5	93280	1
93311	1	30011	1
93312		38109	1
93313	1	24521	1
93314	2	86351	1
93385		90701	
90212	1	93203	
93206		93204	
93212		93523	1
95502		90013	1
93714		93555	1
93240		97201	1
93241			
90013			
Not specified	31		
Total			168

**Community Action Partnership of Kern
Monthly Report 2024**

Safe Camping - Client Demographic Information

Race Demographic	Month
18 - 24	
25 - 34	11
35 - 44	15
45 - 54	13
55 - 61	10
62+	6
Total:	55

Race Demographic	Month
American Indian or Alaska Native	1
Asian	
Black or African American	11
Hispanic/Latina/e/o	7
White	25
Multiple races	11
Client Don't know / Refused	
No Answer	
Total:	55

Gender	Month
Female	23
Male	32
Trans Female and Male (Male to Female, Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	
Client doesn't know	
Client refused	
No Answer	
Total:	55

Zip Code	Month	Zip Code	Month
93301	5		
93304	12		
93305	6		
93306	3		
93307	4		
93308	7		
93309	4		
93311			
93312	2		
95322	1		
93251			
93501	1		
93275	1		
Not specified	9		
Total			55

Program Highlights

**Community Action Partnership of Kern
Monthly Report 2024**

Month	August-24	Program/Work Unit		M Street Navigation Center		
Division/Director	Rebecca Moreno	Program Manager		Laurie Hughey		
Reporting Period	January 1, 2024 - December 31, 2024					
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, showers, laundry and an array of mental health, medical care, dental and economic resources to un- sheltered individuals with pets and partners.						
Shelter Services		Month	YTD	YTD Goal	Month Progress	Annual Progress
Overnight Residents (Assigned Beds) (FNPI 4a & SRV 7b, SRV 4m)		119	825	1,500	8%	55%
Total Clients Served		184	1,340	2,400	8%	56%
Pets (i.e., kennel, emotional support assistance and service pet)		12	80	75	16%	107%
Residents Under 90 days length of stay		62	449	800	8%	56%
Exits to Permanent Housing (FNPI 4b)		8	47	114	7%	41%
Exits-Self		15	182	150	10%	121%
Exits-Involuntary		50	322	700	7%	46%
Case Management Services (SRV 7a)		1,067	4,554	8,000	13%	57%
Critical Incidents		32	271	250	13%	108%
Shelter Residents Meals (SRV 5ii)		7,963	54,345	70,000	11%	78%
Number of Volunteers (duplicated)		267	1,063	100	267%	1063%
Volunteers Hours (duplicated)		130	1,183	3,000	4%	39%
Safe Camping		Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served (SRV 7b)		69	513	500	14%	103%
Current client census		30	332	300	10%	111%
Meals (SRV 5ii)		1,586	17,080	20,000	8%	85%
Pets		10	85	75	13%	113%
Clients moved to Shelter (SRV 4m)		1	7	15	7%	47%
Exits to Permanent Housing (FNPI 4b)		2	12	20	10%	60%
Exits-Self		14	43	50	28%	86%
Exits-Involuntary		4	54	75	5%	72%
Critical Incidents		4	28			
Safe Parking		Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served		10	79	30	33%	263%
Current client census		10	70	25	40%	280%
Clients moved to Shelter (SRV 4m)		0	1	10	0%	10%
Explanation (Over/Under Goal Progress)						

**Community Action Partnership of Kern
Monthly Report 2024**

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).	5 clients are currently participating in Project Hire-Up, and 6 clients working in the community, and 3 attended the last financial literacy class.
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 currently being reviewed, this is an on-going process.
3. Increase the number of clients who transition to permanent housing by 10% from the prior year (2023 - 114 clients) to 120 clients.	Total of 47 individuals housed during this reporting period.

M Street Navigation Center - Client Demographic Information

Race Demographic	Month
18 - 24	12
25 - 34	35
35 - 44	46
45 - 54	40
55 - 61	28
62+	23
Total:	184

Race Demographic	Month
American Indian or Alaska Native	2
Asian	1
Black or African American	28
Hispanic/Latina/e/o	28
White	79
Multiple races	46
Client Don't know / Refused	
No Answer	
Total:	184

Gender	Month
Female	77
Male	105
Trans Female and Male (Male to Female, Female to Male)	2
Gender Non-Conforming (i.e. not exclusively male or female)	
Client doesn't know	
Client refused	
No Answer	
Total:	184

Zip Code	Month	Zip Code	Month
93301	38	38109	1
		24521	1
93304	15		
93305	17		
93306	11		
93307	27		
93308	23		
93309	7		
93311	1		
93313	2		
93314	1		
90212	1		
90013	1		
93501	1		
93555	3		
94964	1		
93268	1		
93561	3		
93280	1		
34470	1		
97201	1		
Not specified	26		
Total		184	

**Community Action Partnership of Kern
Monthly Report 2024**

Safe Camping - Client Demographic Information

Race Demographic	Month
18 - 24	0
25 - 34	12
35 - 44	15
45 - 54	17
55 - 61	9
62+	6
Total:	59

Race Demographic	Month
American Indian or Alaska Native	1
Asian	0
Black or African American	9
Hispanic/Latina/e/o	7
White	30
Multiple races	12
Client Don't know / Refused	
No Answer	
Total:	59

Gender	Month
Female	24
Male	35
Trans Female and Male (Male to Female, Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	
Client doesn't know	
Client refused	
No Answer	
Total:	59

Zip Code	Month	Zip Code	Month
93301	4		
93304	10		
93305	6		
93306	3		
93307	5		
93308	9		
93309	5		
93312	2		
93313	1		
95322	1		
93240	1		
93501	1		
93275	1		
93277	1		
93280	1		
97201	1		
Not specified	7		
Total			59

Program Highlights

Two individuals from Sae Camp were housed into permanent supportive housing and one individual transferred to M Street.

**Community Action Partnership of Kern
Monthly Report 2024**

Month	July-24	Program/Work Unit	California Advancing and Innovating Medi-Cal (CalAIM)		
Division/Director	Rebecca Moreno Director of Community Services	Program Manager	Joseph Aguilar		
Reporting Period	January 1, 2024 to December 31, 2024				
Program Description					
CalAIM is a new initiative by the Department of Health Care Services (DHCS) to improve the quality of life and health outcomes of Medi-Cal beneficiaries by implementing broad delivery of system, programmatic, and payment system reforms. A key feature of CalAIM is the introduction of a new menu of “in lieu of services” (ILOS), or Community Supports, which, at the option of a MediCal managed care health plan (MCP) and a Member, can substitute for covered Medi-Cal services as cost-effective alternatives. MCPs will be responsible for administering Community Supports. For this partnership, CAPK would serve as a Community Support providing rental assistance.					
Housing Transition Navigation Services	Month	YTD Goal	Annual Progress		
Number of Clients Currently Served	429	3,150	14%		
Number of Referrals Received (SRV 7c)	75				
Number of Enrollments	30				
Number of services per client per month (i.e., one-on-one case management, landlord engagement, obtaining vital documents) (SRV 7a)	1,135	5,132	8,100	14%	63%
Housing & Furnishing Deposits (SRV4d)	Month	YTD	YTD Goal	Month Progress	Annual Progress
One-time use up-to \$5000 per client (includes housing deposits, furnishing, appliances)	26	106	40	65%	265%
Housing Tenancy and Sustaining Services	Month	YTD	YTD Goal	Month Progress	Annual Progress
Number of clients secured placement (SRV 4o)	16	73	110	15%	66%
Explanation (Over/Under Goal Progress)					
Program Strategic Goals	Progress Towards Goal				
1.) 3 FTE HN to establish caseload (1:35) by 2/1/2024	completed				
2.) 3 FTE HN to establish caseload (1:75) by 3/1/2024	completed				
3.) Increase staff recruitment and retention	Interviews completed for Cal-Aim Program Coordinator and Billing analyst				
Program Highlights					

**Community Action Partnership of Kern
Monthly Report 2024**

Month	August-24	Program/Work Unit	California Advancing and Innovating Medi-Cal (CalAIM)		
Division/Director	Rebecca Moreno Director of Community Services	Program Manager	Joseph Aguilar		
Reporting Period	January 1, 2024 to December 31, 2024				
Program Description					
CalAIM is a new initiative by the Department of Health Care Services (DHCS) to improve the quality of life and health outcomes of Medi-Cal beneficiaries by implementing broad delivery of system, programmatic, and payment system reforms. A key feature of CalAIM is the introduction of a new menu of “in lieu of services” (ILOS), or Community Supports, which, at the option of a MediCal managed care health plan (MCP) and a Member, can substitute for covered Medi-Cal services as cost-effective alternatives. MCPs will be responsible for administering Community Supports. For this partnership, CAPK would serve as a Community Support providing rental assistance.					
Housing Transition Navigation Services	Month	YTD Goal	Annual Progress		
Number of Clients Currently Served	444	3,594	12%		
Number of Referrals Received (SRV 7c)	89				
Number of Enrollments	56				
Number of services per client per month (i.e., one-on-one case management, landlord engagement, obtaining vital documents) (SRV 7a)	1,017	6,149	8,100	13%	76%
Housing & Furnishing Deposits (SRV4d)	Month	YTD	YTD Goal	Month Progress	Annual Progress
One-time use up-to \$5000 per client (includes housing deposits, furnishing, appliances)	7	113	40	18%	283%
Housing Tenancy and Sustaining Services	Month	YTD	YTD Goal	Month Progress	Annual Progress
Number of clients secured placement (SRV 4o)	4	77	110	4%	70%
Explanation (Over/Under Goal Progress)					
Program Strategic Goals			Progress Towards Goal		
1.) 3 FTE HN to establish caseload (1:35) by 2/1/2024			completed		
2.) 3 FTE HN to establish caseload (1:75) by 3/1/2024			completed		
3.) Increase staff recruitment and retention			Cal-Aim Program Coordinator will onboard in September, and Billing analyst onboarded in August		
Program Highlights					

**Community Action Partnership of Kern
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Month	June-24	Program/Work Unit		Adult Re-entry Program		
Division/Director	Rebecca Moreno Director of Housing & Supportive Services		Program Manager	Rosario Miranda		
Reporting Period	July 1, 2024 to July 31, 2024					
Program Description						
Community Action Partnership of Kern’s (CAPK) Adult Reentry Grant Warm Handoff and Reentry Services Program (ARG WHO) is designed to reduce rates of homelessness and recidivism in the reentering AB 128 population, CAPK proposes a multi-modal intervention strategy with complementary reentry service line targeting known dynamic risk factors for homelessness and recidivism including housing stability, employment, and mental health. Case Management services will be provided using a Strengths-Based approach model that addresses immediate needs upon release and facilitates individual change to ensure self-sufficiency upon program exit. Case Management activities may include Housing Search Services, Housing Plan Development, Landlord Engagement, Financial Capability Skill Training, Financial Coaching/Counseling, Tenant Rights Education, and Rental Counseling. CAPK will use interagency referral to determine eligibility to any of its 16 unique anti-poverty programs. Community partners such as Kern Behavioral Health and Recovery Services and Employers’ Training Resource will provide intensive specialized services around Mental Health/Substance Use and Employment Training, respectively.						
Client Services		Month	YTD	YTD Goal	Month Progress	Annual Progress
Case Management Services (SRV 7a)		21	132	100	21%	132%
Number of Client Contacts		26	214	720	4%	30%
Client Outcomes		Month	YTD			
Number of individuals who obtained safe and affordable housing (FNPI 4b), such as Housing Subsidy or Permanent Supportive Housing (PSH)		5	27			
Number of unemployed clients who obtained employment (up to a living wage) FNPI 1b, such as Workforce Development, Education, or Employment Services		5	10			
Referrals		Month	YTD			
Number of Clients referred to Mental Health Services or Substance Abuse Services (SRV 5v)		5	107			
Financial Management Programs (including budgeting, credit management, credit repair, credit counseling) SRV 3c		2	104			
Transitional Housing Placements (SRV 4n)		0	19			

**Community Action Partnership of Kern
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Permanent Housing Placements (SRV 4o)	0	41	
Job Readiness Training (SRV 1f)+	12	99	
Job Referrals (SRV 1l)	12	113	
Incentives (e.g., food vouchers, gift cards) SRV 5hh	0	0	
Food Distribution (food bags/boxes, food share program, bags of groceries) SRV 5jj	0	51	
Parenting Classes SRV 5mm	1	3	
Kits/boxes (i.e., toiletries, hygiene kits) SRV 5nn	0	0	
Explanation (Over/Under Goal Progress)			
Program Strategic Goals	Progress Towards Goal		
1.) Enhance recruitment initiatives and bolster staff retention strategies.	Pending to hire a third housing navigator position.		
2.) Create a comprehensive program policy and procedure manual, including documents such as referral forms and intake/assessment forms.	Engaging with Parole Agency Officers and utilizing the Intake/Assessment forms.		
3.) Building robust relationships by engaging in outreach activities to connect with the Parole and Probation Departments.	Continuously participating in community events in efforts to engage with justice involved participants.		
Program Highlights			

**Community Action Partnership of Kern
Monthly Report 2024**

Quarterly Report 2024						
Month	August-24	Program/Work Unit		Adult Re-entry Program		
Division/Director	Rebecca Moreno Director of Housing & Supportive Services		Program Manager	Rosario Miranda		
Reporting Period	July 1, 2024 to July 31, 2024					
Program Description						
Community Action Partnership of Kern's (CAPK) Adult Reentry Grant Warm Handoff and Reentry Services Program (ARG WHO) is designed to reduce rates of homelessness and recidivism in the reentering AB 128 population, CAPK proposes a multi-modal intervention strategy with complementary reentry service line targeting known dynamic risk factors for homelessness and recidivism including housing stability, employment, and mental health. Case Management services will be provided using a Strengths-Based approach model that addresses immediate needs upon release and facilitates individual change to ensure self-sufficiency upon program exit. Case Management activities may include Housing Search Services, Housing Plan Development, Landlord Engagement, Financial Capability Skill Training, Financial Coaching/Counseling, Tenant Rights Education, and Rental Counseling. CAPK will use interagency referral to determine eligibility to any of its 16 unique anti-poverty programs. Community partners such as Kern Behavioral Health and Recovery Services and Employers' Training Resource will provide intensive specialized services around Mental Health/Substance Use and Employment Training, respectively.						
Client Services		Month	YTD	YTD Goal	Month Progress	Annual Progress
Case Management Services (SRV 7a)		25	157	100	25%	157%
Number of Client Contacts		62	276	720	9%	38%
Client Outcomes		Month	YTD			
Number of individuals who obtained safe and affordable housing (FNPI 4b), such as Housing Subsidy or Permanent Supportive Housing (PSH)		0	27			
Number of unemployed clients who obtained employment (up to a living wage) FNPI 1b, such as Workforce Development, Education, or Employment Services		11	21			
Referrals		Month	YTD			
Number of Clients referred to Mental Health Services or Substance Abuse Services (SRV 5v)		25	132			
Financial Management Programs (including budgeting, credit management, credit repair, credit counseling) SRV 3c		25	129			
Transitional Housing Placements (SRV 4n)		0	19			

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Monthly Report 2024**

Permanent Housing Placements (SRV 4o)	0	41	
Job Readiness Training (SRV 1f)+	0	99	
Job Referrals (SRV 1l)	13	126	
Incentives (e.g., food vouchers, gift cards) SRV 5hh	0	0	
Food Distribution (food bags/boxes, food share program, bags of groceries) SRV 5jj	0	51	
Parenting Classes SRV 5mm	0	3	
Kits/boxes (i.e., toiletries, hygiene kits) SRV 5nn	0	0	
Explanation (Over/Under Goal Progress)			
Program Strategic Goals	Progress Towards Goal		
1.) Enhance recruitment initiatives and bolster staff retention strategies.	Pending to hire a third housing navigator position.		
2.) Create a comprehensive program policy and procedure manual, including documents such as referral forms and intake/assessment forms.	Engaging with Parole Agency Officers and utilizing the Intake/Assessment forms.		
3.) Building robust relationships by engaging in outreach activities to connect with the Parole and Probation Departments.	Continuously participating in community events in efforts to engage with justice involved participants.		
Program Highlights			
All three staff members received training and certification as Reentry Specialists through the National Reentry Workforce Collaboration.			



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 2024**

Month	July-24	Program/Work Unit		CalFresh Healthy Living		
Division/Director	Susana Magana		Program Manager	Alan Rodriguez		
Reporting Period	January 1, 2024 - December 31, 2024					
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). The CFHL program has three (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 (SRV 5ff)		Month	YTD	YTD Goal	Month Progress	Annual Progress
Community Action Partnership of Kern (CAPK) Direct Education provided.		5	753	1,100	0%	68%
Kern County Superintendent of Schools (KCSOS) Subcontractor Direct Education provided.		0	5,740	7,500	0%	77%
Kernville Unified School District (KUSD) Subcontractor Direct Education provided.		0	2,300	3,500	0%	66%
Lamont Elementary School District (LESD) Subcontractor Direct Education provided.		0	4,000	7,500	0%	53%
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.		1842	11,516	20,000	9%	58%
Policy Systems and Environmental Changes (PSE's)		Month	YTD	YTD Goal	Month Progress	Annual Progress
Partner with 6 agencies/program to evaluate/implement the Nutrition Pantry Program (NPP) to implement Trauma Informed Care practices with-in the food pantry.		2	7	6	33%	117%
Partner with 3 Clinics to implement Food Insecurity screening practices.		0	1	3	0%	33%

**Community Action Partnership of Kern
Monthly Report 2024**

Explanation (Over/Under Goal Progress)	
Subcontractor #'s have slowed due to most schools being on summer break but should be returning to normal within the next 2 months. CFHL staff is prepping for the new school year and finishing data entry for programmatic purposes. CFHL's DE #'s were lower than usual due to starting to training staff on a new curriculum that the program is hoping to implement in the next few months.	
Program Strategic Goals	Progress
Minimize staff turn-over and become fully staffed.	The CFHL Program is fully staffed as of March 2024.
Partner with community agencies and collaboratives that are SNAP-Ed approved, including other CAPK Programs, to increase the amount of Direct and indirect Education to improve the opportunities for the SNAP-Ed eligible population to choose healthier food choices, physical activity, and review nutrition information.	In the month of July 2024, CFHL partnered with The Open Door Network to provide Direct Education classes and were able to offer a \$50 Food Voucher incentive for those who complete the curriculum. CFHL has continued working with PVMG to establish a food insecurity screener and referral process. This includes both internal CAPK referrals and a referral to New Life's Pantry when clients are identified as being food insecure. The CFHL program also attended community events at the F St. Farmers Market, Bakersfield Colleges Farmers Market distribution, CAPK Food Banks Distribution, BAIHP's Bright Futures, New Life Church's Back to school event.
Progress with Policy Systems and Environmental Changes (PSE) Initiatives.	Policy Systems and Environmental Changes (PSE) are longer-term projects that are aimed at implementing and sustaining long-term changes. CFHL is continuing its efforts and collaboration with PVMG and Local Pantries and Farmers Markets to increase access to Healthy, affordable food throughout the county of Kern. CFHL also met with a representative of Adventist Health and they are extremely interested in starting a process similar to the one we start with PVMG.
Program Highlights	
During the month of June 2024, CFHL has continued the partnership with PVMG and has started collecting referral forms for clients. Collaboration with pantries with the Goal of converting into a Client's Choice Pantry has been progressing positively as well. The major highlight this month is that we met with another CalAim Direct support implementor to fill the gap with food Security within the Food Insecurity Screener. CFHL staff have also began training on a new curriculum to implement within the community.	

**Community Action Partnership of Kern
Monthly Report 2024**

Month	August-24	Program/Work Unit		CalFresh Healthy Living		
Division/Director	Susana Magana		Program Manager	Alan Rodriguez		
Reporting Period	January 1, 2024 - December 31, 2024					
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). The CFHL program has three (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 (SRV 5ff)		Month	YTD	YTD Goal	Month Progress	Annual Progress
Community Action Partnership of Kern (CAPK) Direct Education provided.		47	800	1,100	4%	73%
Kern County Superintendent of Schools (KCSOS) Subcontractor Direct Education provided.		0	5,740	7,500	0%	77%
Kernville Unified School District (KUSD) Subcontractor Direct Education provided.		114	2,414	3,500	3%	69%
Lamont Elementary School District (LESD) Subcontractor Direct Education provided.		0	4,000	7,500	0%	53%
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.		2227	13,743	20,000	11%	69%
Policy Systems and Environmental Changes (PSE's)		Month	YTD	YTD Goal	Month Progress	Annual Progress
Partner with 6 agencies/program to evaluate/implement the Nutrition Pantry Program (NPP) to implement Trauma Informed Care practices with-in the food pantry.		1	8	6	17%	133%
Partner with 3 Clinics to implement Food Insecurity screening practices.		0	1	3	0%	33%

**Community Action Partnership of Kern
Monthly Report 2024**

Explanation (Over/Under Goal Progress)	
Subcontractor #'s have slowed due to most schools being on summer break but should be returning to normal within the next month. CFHL staff is prepping for the new school year and finishing data entry for programmatic purposes. CFHL's DE #'s were lower than usual due to starting to train staff on a new curriculum that the program is hoping to implement in the next few months.	
Program Strategic Goals	Progress
Minimize staff turn-over and become fully staffed.	The CFHL has 2 resignations in August 2024. 1 resignation was due to going out of the county to pursue a Master's Degree and the other was due to another position aligning more with their current Master's courses. Recruitment was opened, interviews were held, and 2 offers were made and accepted. 2 new staff are expected to start in September 2024.
Partner with community agencies and collaboratives that are SNAP-Ed approved, including other CAPK Programs, to increase the amount of Direct and indirect Education to improve the opportunities for the SNAP-Ed eligible population to choose healthier food choices, physical activity, and review nutrition information.	In the month of August 2024, CFHL partnered with The Open Door Network and Taft Colleges TIL Program to provide Direct Education classes and was able to offer a \$50 Food Voucher incentive for those who complete the curriculum. CFHL has continued working with PVMG to establish a food insecurity screener and referral process. This includes both internal CAPK referrals and a referral to New Life's Pantry when clients are identified as being food insecure. The CFHL program also attended community events at the F St. Farmers Market, CalCity Farmers Market, Bakersfield Colleges Farmers Market distribution, and CAPK's Food Bank Distribution.
Progress with Policy Systems and Environmental Changes (PSE) Initiatives.	Policy Systems and Environmental Changes (PSE) are longer-term projects that are aimed at implementing and sustaining long-term changes. CFHL is continuing its efforts and collaboration with PVMG and Local Pantries and Farmers Markets to increase access to Healthy, affordable food throughout the county of Kern.
Program Highlights	

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During the month of August 2024, CFHL continued the partnership with PVMG and continued collecting referral forms for clients. In 3 months CFHI was able to outreach to 72 families who screened positive for food insecurity and refer them to internal and external resources including Food Pantries within their zip code Collaboration with pantries with the Goal of converting into a Client's Choice Pantry has been progressing positively as well. The major highlight this month is that our program hosted its annual National Farmers Market Week celebration at the F. St Farmers Market. The event was a success with an estimated attendance of over 250 community members and 12 resource vendors.

**Community Action Partnership of Kern
Monthly Report 2024**

Month	July-24	Program/Work Unit		Food Bank		
Division/Director	Health & Nutrition, Susana Magana		Program Manager	Kelly Lowery		
Reporting Period	January 1, 2024 - December 31, 2024 <i>(Note: The data represents information from two months earlier.)</i>					
Program Description						
The Food Bank provides food assistance to low-income families and individuals through a network of more than 200 agency partner distribution sites across Kern County. The CAPK Food Bank is the primary organization responsible for distributing State and Federal emergency food assistance for Kern County neighbors in need. Additionally, the Food Bank is the Feeding America affiliate food bank for Kern, facilitating grocery rescue [Fresh Rescue Program] to support the network of more than 150 Pantries across the county. Every month, the food bank distributes between more than 1.5 million pounds of food which reaches tens of thousands of Kern County food insecure neighbors.						
The Emergency Food Assistance Program (TEFAP)		Month	YTD	Annual Goal	Month Progress	Annual Progress
Neighbor Engagements - TEFAP		57,424	394,575	600,000	10%	66%
Pounds Distributed		797,321	5,551,374	10,000,000	8%	56%
Pantry Program		Month	YTD	Annual Goal	Month Progress	Annual Progress
Neighbor Engagements - Pantry Program		94,707	568,901	1,000,000	9%	57%
Pounds Distributed		374,783	2,340,842	5,000,000	7%	47%
Fresh Rescue		Month	YTD	Annual Goal	Month Progress	Annual Progress
Neighbor Engagements <i>(Not included in Pantry Prgm)</i>		27,027	122,624	150,000	18%	82%
Pounds Distributed <i>(total)</i>		211,150	958,001	1,250,000	17%	77%
Commodity Supplemental Food Program (CSFP)		Month	YTD	Annual Goal	Month Progress	Annual Progress
Neighbor Engagements - CSFP		4,756	30,634	60,000	8%	51%
Pounds Distributed		207,136	1,162,792	2,000,000	10%	58%
Free Farmers Markets		Month	YTD	Annual Goal	Month Progress	Annual Progress
Neighbor Engagements - Free Farmers Markets <i>(includes some connected to TEFAP distributions)</i>		16,500	93,014	175,000	9%	53%
Pounds Distributed		82,924	567,265	1,200,000	7%	47%
Brighter Bites		Month	YTD	Annual Goal	Month Progress	Annual Progress
Neighbor Engagements - Brighter Bites		0	11,667	30,000	0%	39%
Pounds Distributed		0	114,230	450,000	0%	25%
Snack Attack		Month	YTD	Annual Goal	Month Progress	Annual Progress
Neighbor Engagements - Snack Attack		2,734	9,315	15,000	18%	62%
Pounds Distributed		1,170	4,990	12,500	9%	40%
Community Events & Other		Month	YTD	Annual Goal	Month Progress	Annual Progress
Neighbor Engagements - Community Events		1,668	7,264	15,000	11%	48%
Pounds Distributed		160,163	697,385	1,200,000	13%	58%

**Community Action Partnership of Kern
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Totals	Month	YTD	Annual Goal	Month Progress	Annual Progress
Total Neighbor Engagements	204,817	1,184,731	2,045,000	10%	58%
Total Pounds Distributed (SRV 5jj)	1,834,647	10,854,286	21,112,500	9%	51%
Volunteers (SRV 6f)	Month	YTD	Annual Goal	Month Progress	Annual Progress
Volunteers who received job skill training (e.g., paid partnership through service providers, duplicated)	44	270	350	13%	77%
Other Volunteers (i.e., the general public, duplicated)	227	1,099	1,750	13%	63%
Explanation (Over/Under Goal Progress)					
Brighter Bites does not operate in July as it is a school-based program. Despite this, the overall neighbor engagements number continues to exceed 200,000 monthly.					
Program Strategic Goals		Progress Towards Strategic Goals			
In light of a potential change in funding, Food Bank staff are reconsidering the program's strategic goals.					
Program Highlights					
In July, CAPK staff began a series of meetings with municipal leaders from communities we serve around the County. The first was July 18th with Delano. The next is scheduled for September in Wasco.					

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Month	July-24	Program/Work Unit		Migrant Childcare Alternative Payment (MCAP)	
Division/Director	Susana Magana		Program Administrator	Laura Porta	
Reporting Period	January 01, 2024 to December 31, 2024				
Program Description					
The Migrant Childcare Alternative Payment (MCAP) program provides childcare subsidies to migrant, agriculturally working families. Once families are authorized, their services are certified based on their verified need for childcare services. MCAP maximizes parental choice for services and utilizes the approved childcare providers in our communities to satisfy the family's need for services. Families can apply for childcare services in six entry counties: Kern, Kings, Madera, Merced, Tulare, and Fresno. Once a family is enrolled in the program, they can migrate anywhere in California to follow agricultural work, and their childcare services can continue.					
Program Reimbursements (CY Jan - Dec 2024) Note: duplicated below for program fiscal year.		Current Month	YTD	Goal	Annual Progress
Provider Payments-Subsidies Expended (SRV7e)		\$2,397,521.04	15,249,504	23,000,000	66%
Program FY Reimbursements Progress (FY Jul 2023- Jun 24)		Current Month	YTD	Goal	Annual Progress
Provider Payments-Subsidies Expended (SRV7e)		\$2,397,521.04	30,671,427	23,000,000	133%
Services	Current Month				
Active Child Enrollment	2,662				
Active Childcare Providers (SRV 7f)	555				
	Prev- Month	Add (+)	Drop (-)	Current Month	
Waiting List Totals (children)				0	
Explanation (Over/Under Goal Progress)					
During the month of July, the Migrant Childcare Program processed all childcare provider reimbursements for the month of June 2024 and finalized operations for FY 2023-2024. For the closing period the MCAP program was able to reach and exceed all set enrollment and reimbursement goals. Our reimbursement totals for the entire FY totaled \$30.9 million dollars in childcare reimbursement payments. Another significant accomplishment is the opening of our second satellite office in Tulare County which will enable our program to serve our clients and community members better, enhancing access and minimizing traveling burden to our clients in the Tulare County area.					
Program Strategic Goals		Progress Towards Strategic Goal			
1. Fill Staff Vacancies.		Program administration is currently advertising two vacant positions to better serve the community in our Tulare and Kern County areas. These positions are currently being advertised for and interviews will be conducted as soon as possible.			
2. Staff Retention and Professional Development (Training).		Program administration continued to offer trainings on a monthly basis both in group and individual settings.			
3. Contingency Staffing Plan & Solidify Program Growth.		Program administration continues to seek out and facilitate personal and professional development opportunities for staff members, and management team members. Policy reviews			

**Community Action Partnership of Kern
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Program Highlights

For the FY 23/24, the MCAP program was able to reach and exceed all set enrollment and reimbursement goals. Our reimbursement totals for the entire FY totaled \$30.9 million dollars in childcare reimbursement payments. Another significant accomplishment is the opening of our second satellite office in Tulare County which will enable our program to serve our clients and community members better, enhancing access and minimizing traveling burden to our clients in the Tulare County area.

**Community Action Partnership of Kern
Monthly Report 2024**

Month	August-24	Program/Work Unit		Migrant Childcare Alternative Payment (MCAP)	
Division/Director	Susana Magana		Program Administrator	Laura Porta	
Reporting Period	January 01, 2024 to December 31, 2024				
Program Description					
The Migrant Childcare Alternative Payment (MCAP) program provides childcare subsidies to migrant, agriculturally working families. Once families are authorized, their services are certified based on their verified need for childcare services. MCAP maximizes parental choice for services and utilizes the approved childcare providers in our communities to satisfy the family's need for services. Families can apply for childcare services in six entry counties: Kern, Kings, Madera, Merced, Tulare, and Fresno. Once a family is enrolled in the program, they can migrate anywhere in California to follow agricultural work, and their childcare services can continue.					
Program Reimbursements (CY Jan - Dec 2024) Note: duplicated below for program fiscal year.		Current Month	YTD	Goal	Annual Progress
Provider Payments-Subsidies Expended (SRV7e)		\$2,358,564.00	17,608,068	23,000,000	77%
Program FY Reimbursements Progress (FY Jul 2023- Jun 24)		Current Month	YTD	Goal	Annual Progress
Provider Payments-Subsidies Expended (SRV7e)		\$2,358,564.00	33,029,991	23,000,000	144%
Services	Current Month				
Active Child Enrollment	2,646				
Active Childcare Providers (SRV 7f)	544				
	Prev- Month	Add (+)	Drop (-)	Current Month	
Waiting List Totals (children)				0	
Explanation (Over/Under Goal Progress)					
The Migrant Childcare Program continues to be fully enrolled and expected to meet 100% of the contract amount for the new FY 2023-2024. After processing the first month of reimbursements, it was verified that we show to be on target to meet all program set goals.					
Program Strategic Goals		Progress Towards Strategic Goal			
1. Fill Staff Vacancies.		Program administration is currently hiring for two family specialists positions. These positions will provide support and manageable workloads for our satellite office staff members.			
2. Staff Retention and Professional Development (Training).		Program management continues to provide monthly training and support opportunities to staff, enhancing personal and professional development for all staff.			
3. Contingency Staffing Plan & Solidify Program Growth.		Program management continues to revise and update policies as necessary to reflect current CDSS directive. Further, management is conducting a revision of program policies and procedures and enhancing the quality of work with regular reviews and technical assistance sessions with staff.			
Program Highlights					

**Community Action Partnership of Kern
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The Migrant Childcare Program began FY 2024-2025 in the month of July 2024. Processed reimbursement totals in the month of August indicate that we are on target to be able to meet our set reimbursement goals this year.

Community Action Partnership of Kern

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Month	July-24	Program/Work Unit		Women Infants & Children (WIC) Nutrition		
Division/Director	Susana Magana		Program Manager	Marissa Ortiz-Cortez		
Reporting Period	January 1, 2024 - December 31, 2024					
Program Description						
The Women, Infants, & Children (WIC) program is a supplemental nutrition initiative that offers nutrition education, breastfeeding support, and nutritious foods to enhance diets. It serves pregnant, postpartum, and breastfeeding women, as well as infants and children under the age of 5. Additionally, fathers, grandparents, migrant families, military families, and caretakers can receive food benefits for eligible infants and children. CAPK WIC operates across 16 sites in Kern County and has 3 locations in San Bernardino County.						
Services		Month	YTD	Annual Goal	Month Progress	Annual Progress
Caseload (SRV 5g)		14,365		14,610		98%
Breast Feeding 30% of infants are breastfed (i.e., some, mostly or fully breastfeeding compared to formula)		1,048		900		116%
Local Vendor Liaison-Contact Stores (contact 67 vendors 1 contact required per quarter totaling 268 contacts per year)		11	94	268	4%	35%
Outreach		Month	YTD	Goal	Month	Annual
Online Enrollment		205	1,214	1,200	17%	101%
WIC Presentations and Outreach Events		5	44	100	5%	44%
Publication in newspaper, television, and/or social media postings (English and Spanish)		13	221	350	4%	63%
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.		2	2	120	2%	2%
Peer Counseling Program (PCP)		Month	YTD	Goal	Month Progress	Annual Progress
Provide basic breastfeeding education and encouragement to WIC PCP participants.		229	1,695	1000	23%	170%
Explanation (Over/Under Goal Progress)						
RBL position vacant since Jan 2024.						
Program Strategic Goals			Progress			

**Community Action Partnership of Kern
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Restructure WIC Program staffing model to improve recruitment and retention of staff.	The WIC program has implemented changes to the organizational chart, classifications, and job descriptions. The WIC program has provided staff with a caseload to ensure an equitable caseload among WIC Nutrition Education Specialists. The caseloads will be evaluated the first week of Sept. The CAPK- WIC program has provided staff with competitive salaries which has improved staff morale.
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Program Highlights

CAPK - WIC has increased events with the community which has improved community relationships with our WIC participants. In the month of July, WIC CAPK reached 98.32% of the participation caseload requirement.

Community Action Partnership of Kern

Monthly Report 2024

Month	August-24	Program/Work Unit		Women Infants & Children (WIC) Nutrition		
Division/Director	Susana Magana		Program Manager	Marissa Ortiz-Cortez		
Reporting Period	January 1, 2024 - December 31, 2024					
Program Description						
The Women, Infants, & Children (WIC) program is a supplemental nutrition initiative that offers nutrition education, breastfeeding support, and nutritious foods to enhance diets. It serves pregnant, postpartum, and breastfeeding women, as well as infants and children under the age of 5. Additionally, fathers, grandparents, migrant families, military families, and caretakers can receive food benefits for eligible infants and children. CAPK WIC operates across 16 sites in Kern County and has 3 locations in San Bernardino County.						
Services		Month	YTD	Annual Goal	Month Progress	Annual Progress
Caseload (SRV 5g)		14,454		14,610		99%
Breast Feeding 30% of infants are breastfed (i.e., some, mostly or fully breastfeeding compared to formula)		1,024		900		114%
Local Vendor Liaison-Contact Stores (contact 67 vendors 1 contact required per quarter totaling 268 contacts per year)		15	109	268	6%	41%
Outreach		Month	YTD	Goal	Month	Annual
Online Enrollment		118	1,332	1,200	10%	111%
WIC Presentations and Outreach Events		6	50	100	6%	50%
Publication in newspaper, television, and/or social media postings (English and Spanish)		3	224	350	1%	64%
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.		3	5	120	3%	4%
Peer Counseling Program (PCP)		Month	YTD	Goal	Month Progress	Annual Progress
Provide basic breastfeeding education and encouragement to WIC PCP participants.		187	1,882	1000	19%	188%
Explanation (Over/Under Goal Progress)						

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We hired a new RBL 8/6/24 and she completed her RBL orientation on 8/14/24. She was not allowed to visit stakeholders per CDPH regulations until she completed her orientation along with trainings for the position. We no longer have the LVL and Outreach position which resulted in lower social media posts since we are training staff. We maintained consistent LVL visits because we had previously cross trained multiple staff

Program Strategic Goals	Progress
Restructure WIC Program staffing model to improve recruitment and retention of staff.	The WIC Program is planning to relocate the CAPK WIC main office at 500 E California Bakersfield to improve participant and staff safety. We believe improving office accessibility and safety for participants will increase enrollment and participation at the WIC main office.

Program Highlights

WIC has received a 100-client caseload increase from CDPH WIC due to performance over the last few months. The program reaching 99% of monthly caseload has demonstrated to CDPH WIC that we need additional funding to increase WIC services. Due to performance CDPH WIC has granted the CAPK WIC program with an additional \$358,944 for the next fiscal year of our WIC contract. At the operational level the increase in wages for WIC staff have improved staff morale and teamwork. The caseload implementation has just started but I'm confident it will ensure an equitable caseload. New CAPK- WIC events have improved community relationships with current WIC participants. We hired a new RBL 8/6/24 and she completed her RBL orientation on 8/14/24. In the month of August, CAPK- WIC reached 98.99% of the participation caseload requirement.



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	July-24	Program/Work Unit		East Kern Family Resource Center (EKFRC)		
Division/Director	Fred Hernandez Youth & Community Services		Program Manager	Anna Saavedra		
Reporting Period	January 1, 2024 - December 31, 2024					
Program Description						
East Kern Family Resource Center (EKFRC) is a regional resource center based in Mojave, Ca. The EKFRC provides assistance to low-income individuals and families from the desert and Tehachapi Mountain communities. The primary focus is to assist individuals and families who are facing housing insecurities and to prepare children 0-5 years of age to enter kindergarten successfully. The EKFRC also provides individuals and families with basic need services, clothing, diapers, food, household items, hygiene kits, blankets, business services, VITA, and assistance with HEAP applications.						
Homeless Housing Assistance and Prevention (HHAP) Rural Drop-in Center		Month	YTD	Annual Goal	Month Progress	Annual Progress
Case Management Services (SRV 7a)		12	30	60	20%	50%
Street Outreach and Education		10	49	75	13%	65%
HHAP Linkages to Services (Referrals)		Month	YTD			
California Driver's License (SRV 7j)		6	12			
Social Security Insurance (SSI) (SRV 7i)		0	0			
Medical Services (SRV 7c)		2	30			
Mental Services (SRV 7c)		5	14			
Housing Placement (e.g., transitional, temporary, permanent) (SRV 4m, 4n, 4o)		0	10			
Educational and Career Development (SRV 7c)		0	4			
HHAP Distribution of Supplies		Month	YTD			
Food Assistance (SRV 5jj)		51	237			
House Hold Items		14	90			
Hygiene Kits (SRV 5oo)		17	89			
Emergency Clothing (SRV 7n)		61	281			
Administrative Services & Copies		16	67			
Transportation Services (SRV 7d)		2	9			
Educational Supplies (SRV 2k)		0	0			
Covid - 19 Supplies (SRV 5oo)		15	33			

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First 5 Kern	Month	YTD	Annual Goal	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)	17	23	30	57%	77%
Children Receiving Case Management Services (SRV 7a)	24	30	30	80%	100%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)	3	14	10	30%	140%
Children Educational Center Base Activities (FNPI 2b)	0	11	30	0%	37%
Children Educational Home Base Activities (FNPI 2b)	24	33	30	80%	110%
Children Summer Bridge Activities (FNPI 2b)	7	14	15	47%	93%
Collaborative Meetings Participated	1	7	12	8%	58%
Family Support Services for non-clients with children 5 and under	107	256			
First 5 Total	183	388			
First 5 Kern/ Department Health Services	Month	YTD	Annual Goal (12 Mo)	Month Progress	Annual Progress (12 Mo)
Family Support Services for non-clients with children 6-18 (SRV 2e K-12)	106	354			
CalCapa Diaper Supply Bank	Month	YTD	Annual Goal	Month Progress	Annual Progress
Diaper Supply Management Enrollment Unduplicated (NPI5.2)	7	129	150	5%	86%
Monthly Diaper Kit Supply Delivery Duplicated (SRV5.nn)		437	1800	0%	24%
Walk-In Community Services (Duplicated Clients & Case Managed Clients)	Month	YTD			
Administrative Services & Copies	143	935			
Baby Supplies (SRV 2w)	86	426			
Covid - 19 Supplies (SRV 5oo)	20	57			
Court Mandated Parenting Correspondence (SRV 2w)	3	30			
Educational Supplies (SRV 2k)	5	55			
Emergency Clothing (SRV 7n)	167	953			
Food Assistance (SRV 7c)	156	1034			
Household Items (SRV 7c)	52	421			
Hygiene Kits (SRV 7c)	44	124			

**Community Action Partnership of Kern
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Referrals (SRV 7c)	18	248	
Transportation Services (SRV 7d)		31	
Explanation (Over/Under Goal Progress)			
Program Strategic Goals	Progress Towards Goal		
1. Secure additional funding to cover operational costs and improve the delivery of services.	We continue to look for funding for our Center and were recently awarded \$5000 from Care for Kids, which allowed us to purchase new educational hands on supplies for our center-based classroom. We were able to purchase a play kitchen which had not been upgraded for over 10 years,		
2. Partner with private enterprises to boost program visibility and foster meaningful relationships.	We are partnering with other organizations and providing services to our Afghan Community who are currently relocating to Mojave. We have approximately 40 families with minimal 6 members in each household for a total of 240 new residents. EKFRFC has provided many services to the Afghan Community which include food, diapers, emergency clothing and referring to other programs such as WIC, medical services and more.		
3. Improve on-site services to more effectively connect with the East Kern target population.	Our HMIS Team continues to do outreach in the East Kern Community , sharing flyers and information regarding our program and services we are providing to our homeless population.		
Program Highlights			
We received \$5000 from Care for Kids, EKFRFC had a wish list for fun educational learning hands on toys. We also purchased books and a carpet and couch for the pre schoolers reading area. Our KHS construction project is running as scheduled and soon we will have our washers and dryers installed and ready to provide services to our case managed community.			

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Month	August-24	Program/Work Unit	East Kern Family Resource Center (EKFRC)			
Division/Director	Fred Hernandez Youth & Community Services		Program Manager	Anna Saavedra		
Reporting Period	January 1, 2024 - December 31, 2024					
Program Description						
East Kern Family Resource Center (EKFRC) is a regional resource center based in Mojave, Ca. The EKFRC provides assistance to low-income individuals and families from the desert and Tehachapi Mountain communities. The primary focus is to assist individuals and families who are facing housing insecurities and to prepare children 0-5 years of age to enter kindergarten successfully. The EKFRC also provides individuals and families with basic need services, clothing, diapers, food, household items, hygiene kits, blankets, business services, VITA, and assistance with HEAP applications.						
Homeless Housing Assistance and Prevention (HHAP) Rural Drop-in Center		Month	YTD	Annual Goal	Month Progress	Annual Progress
Case Management Services (SRV 7a)		27	57	60	45%	95%
Street Outreach and Education		32	81	75	43%	108%
HHAP Linkages to Services (Referrals)		Month	YTD			
California Driver's License (SRV 7j)		4	16			
Social Security Insurance (SSI) (SRV 7i)		0	0			
Medical Services (SRV 7c)		2	32			
Mental Services (SRV 7c)		0	14			
Housing Placement (e.g., transitional, temporary, permanent) (SRV 4m, 4n, 4o)		0	10			
Educational and Career Development (SRV 7c)		1	5			
HHAP Distribution of Supplies		Month	YTD			
Food Assistance (SRV 5jj)		51	288			
House Hold Items		19	109			
Hygiene Kits (SRV 5oo)		16	105			
Emergency Clothing (SRV 7n)		66	347			
Administrative Services & Copies		12	79			
Transportation Services (SRV 7d)		6	15			
Educational Supplies (SRV 2k)		0	0			
Covid - 19 Supplies (SRV 5oo)		20	53			

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First 5 Kern	Month	YTD	Annual Goal	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)	2	25	30	7%	83%
Children Receiving Case Management Services (SRV 7a)	2	32	30	7%	107%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)	0	14	10	0%	140%
Children Educational Center Base Activities (FNPI 2b)	12	23	30	40%	77%
Children Educational Home Base Activities (FNPI 2b)	1	34	30	3%	113%
Children Summer Bridge Activities (FNPI 2b)	0	14	15	0%	93%
Collaborative Meetings Participated	0	7	12	0%	58%
Family Support Services for non-clients with children 5 and under	45	301			
First 5 Total	62	450			
First 5 Kern/ Department Health Services	Month	YTD	Annual Goal (12 Mo)	Month Progress	Annual Progress (12 Mo)
Family Support Services for non-clients with children 6-18 (SRV 2e K-12)	119	473			
CalCapa Diaper Supply Bank	Month	YTD	Annual Goal	Month Progress	Annual Progress
Diaper Supply Management Enrollment Unduplicated (NPI5.2)	8	137	150	5%	91%
Monthly Diaper Kit Supply Delivery Duplicated (SRV5.nn)	88	525	1800	5%	29%
Walk-In Community Services (Duplicated Clients & Case Managed Clients)	Month	YTD			
Administrative Services & Copies	134	1069			
Baby Supplies (SRV 2w)	79	505			
Covid - 19 Supplies (SRV 5oo)	90	147			
Court Mandated Parenting Correspondence (SRV 2w)	12	42			
Educational Supplies (SRV 2k)	102	157			
Emergency Clothing (SRV 7n)	184	1137			
Food Assistance (SRV 7c)	144	1178			
Household Items (SRV 7c)	61	482			
Hygiene Kits (SRV 7c)	54	178			
Referrals (SRV 7c)	26	274			

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Transportation Services (SRV 7d)		31	
Explanation (Over/Under Goal Progress)			
Program Strategic Goals		Progress Towards Goal	
1. Secure additional funding to cover operational costs and improve the delivery of services.		We applied for the First 5 funding opportunity for the upcoming 3 years.	
2. Partner with private enterprises to boost program visibility and foster meaningful relationships.		We partnered with the Mojave Unified School District and were able to join them and provide school supplies for the Back to School Backpack giveaway. Their event was a success ,this event took place in California City Hacienda Elementary school. We partnered with the Mojave Moms and partnered with their Backpack giveaway which took place in Mojave at a local church, we also partnered with The Salvation Army and their Backpack give away in Rosamond CA, We reached out to a total of 160 students providing them with crayons, colored pencils, pencils, new socks, pencil boxes etc. during our three events.	
3. Improve on-site services to more effectively connect with the East Kern target population.		We are seeking Medi-cal services for our center. We would like to be trained and provide that service to our clients. We will be focusing on all our clients but more so on our Homeless population and take the opportunity of meeting with them and offering them that service along with cal-fresh and renewals.	
Program Highlights			
We had the opportunity of meeting with Nimo who is the Project Manager for the Afghan Community. Our meeting was attended by Jeremy Tobias our CEO, Louis Gill, Pritika Ram, Freddy Hernandez, Rebecca Moreno and our Grant Team. We offered more services and asked How can we help? The meeting was successful. We had the opportunity of touring the Afghan Community Mobile Park and learned a lot more regarding their culture.			

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Month	July-24	Program/Work Unit		Oasis Family Resource Center		
Division/Director	Youth & Community Services Freddy Hernandez		Program Manager	Eric Le Barbé		
Reporting Period	January 1, 2024 - December 31, 2024					
Program Description						
The Oasis Family Resource Center provides resources, education, and crisis assistance to individuals, families, and children in Ridgecrest and surrounding communities. They focus on providing case management and educational support to families to build resilience.						
First 5		Month	YTD	Annual Goal	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)		13	16	30	43%	53%
Children Receiving Case Management Services (SRV 7a)		14	18	30	47%	60%
Parents Participating in Court Mandated Classes (FNPI 5d, and SRV 5mm)		0	7	10	0%	70%
Children Educational Home Base Activities (FNPI 2b)		14	17	15	93%	113%
Children Summer Bridge Activities (FNPI 2b)		13	24	10	130%	240%
Family Support Services for non-clients with children 5 and under (SRV 2w)		96	273			
First 5 Total		150	355			
First 5 Kern/ Department Health Services		Month	YTD	Annual Goal	Month Progress	Annual Progress
Family Support Services for non-clients with children 6-18 (SRV 2e K-12)		N/A	198			
Planned Parenthood		Month	YTD	Annual Goal	Month Progress	Annual Progress
LiFT Delivery Seminar to 10 Parents/Guardians (SRV 5l, and SRV 5mm)		0	10	10	0%	100%
LiFT Delivery Seminar to 10 Youth 13-19 (SRV 5l)		0	14	10	0%	140%
Plan A Sex Education Kits for qualifying youth 16-19 (SRV 5m)		0	83	75	0%	111%
CalCAPA Diaper Supply Bank		Month	YTD	Annual Goal (12 Mo)	Month Progress	Annual Progress (12 Mo)
Diaper Supply Management Enrollment Unduplicated (NPI5.2)		17	248	150	11%	165%
Monthly Diaper Kit Supply Delivery Duplicated (SRV5.nn)		136	1013	1800	8%	56%
Walk-In Community Services (Duplicated & Non First 5 Clients)		Month	YTD			
Administrative Support (SRV 7c)		58	473			
Baby Supplies (SRV 2w)		119	700			
Copies		30	183			
Court Mandated Parenting Correspondence (SRV 2w)		0	20			
Educational Supplies (SRV 2k)		49	219			

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Emergency Clothing (SRV 7n)	14	93	
Food (SRV 7c)	142	952	
Household Items (SRV 7c)	139	956	
Referrals(SRV 7c)	50	208	
Transportation Assistance (SRV 7d)	29	204	
Total Community Services	630	4008	
Explanation (Over/Under Goal Progress)			
The new F5K fiscal year started on July 1st therefore higher number as existing F5K clients continuing to receive services are being rolled over to the new fiscal year. Note that DHS grant reporting ended June 30th 2024 hence NA in results.			
Program Strategic Goals		Progress Towards Goal	
1. 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 the next 3-year funding cycle from First 5 Kern for 2025-2028.	
2. 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 United Way Resource Fair in Ridgecrest on 07/22/24 promoting its services to the community. The Oasis FRC received additional donations of supplies from Baby2Baby to help with victims of the Borel fire. The Oasis FRC also received dental supplies from Kern County Dental Society.	
Program Highlights			
The Oasis FRC hosted its July Summer Bridge program with 13 children. Guest readers from Ridgecrest Library and the Children Burns Foundation supported the program. Children participated in family field trips at local museums (Maturango & China Lake).			

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Month	August-24	Program/Work Unit	Oasis Family Resource Center		
Division/Director	Youth & Community Services Freddy Hernandez		Program Manager	Eric Le Barbé	
Reporting Period	January 1, 2024 - December 31, 2024				
Program Description					
The Oasis Family Resource Center provides resources, education, and crisis assistance to individuals, families, and children in Ridgecrest and surrounding communities. They focus on providing case management and educational support to families to build resilience.					
First 5	Month	YTD	Annual Goal	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)	4	20	30	13%	67%
Children Receiving Case Management Services (SRV 7a)	4	22	30	13%	73%
Parents Participating in Court Mandated Classes (FNPI 5d, and SRV 5mm)	7	14	10	70%	140%
Children Educational Home Base Activities (FNPI 2b)	2	19	15	13%	127%
Children Summer Bridge Activities (FNPI 2b)	0	24	10	0%	240%
Family Support Services for non-clients with children 5 and under (SRV 2w)	46	319			
First 5 Total	63	418			
First 5 Kern/ Department Health Services	Month	YTD	Annual Goal	Month Progress	Annual Progress
Family Support Services for non-clients with children 6-18 (SRV 2e K-12)	N/A	198			
Planned Parenthood	Month	YTD	Annual Goal	Month Progress	Annual Progress
LiFT Delivery Seminar to 10 Parents/Guardians (SRV 5l, and SRV 5mm)	0	10	10	0%	100%
LiFT Delivery Seminar to 10 Youth 13-19 (SRV 5l)	0	14	10	0%	140%
Plan A Sex Education Kits for qualifying youth 16-19 (SRV 5m)	0	83	75	0%	111%
CalCAPA Diaper Supply Bank	Month	YTD	Annual Goal (12 Mo)	Month Progress	Annual Progress (12 Mo)
Diaper Supply Management Enrollment Unduplicated (NPI5.2)	24	272	150	16%	181%
Monthly Diaper Kit Supply Delivery Duplicated (SRV5.nn)	249	1262	1800	14%	70%
Walk-In Community Services (Duplicated & Non First 5 Clients)	Month	YTD			
Administrative Support (SRV 7c)	77	550			
Baby Supplies (SRV 2w)	126	826			
Copies	33	216			
Court Mandated Parenting Correspondence (SRV 2w)	15	35			
Educational Supplies (SRV 2k)	75	294			

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Emergency Clothing (SRV 7n)	17	110	
Food (SRV 7c)	168	1120	
Household Items (SRV 7c)	140	1096	
Referrals(SRV 7c)	63	271	
Transportation Assistance (SRV 7d)	31	235	
Total Community Services	745	4753	

Explanation (Over/Under Goal Progress)

Note that DHS grant reporting ended June 30th 2024 hence N/A in results.

Program Strategic Goals	Progress Towards Goal
1. 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 from WACOM (Women's Auxiliary of the Commissioned Officer's Mess) for the Fall 2024 funds distribution.
2. 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 Child Support Services backpack distribution helping distributing backpacks and conduct outreach to the Ridgecrest community. The FRC coordinated the recruitment of 50 volunteers to support the Kiwanis Back to School Shopping Spree on 08/03/24. The Oasis FRC also received backpacks and school supplies from Boeing. Boeing will provide a monetary match of all items purchased by employees.

Program Highlights

The Oasis Family Resource Center started a new court-mandated parenting class in August with 9 parents (7 reported to F5K with children 0-5 and 2 additional parents with children 6-18). A great focus was to help families with back to school supplies in August. The Oasis FRC started helping new Afghan refugees families moving to Ridgecrest in August. The Oasis Family Resource Center provided community services responding to a total of 347 inquiries in the month of April 2024. This was yet another new record for the busiest month ever since the OFRC opened in May 2021.

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Month	July-24	Program/Work Unit		Energy & Utility Assistance	
Division/Director	Fred Hernandez		Program Administrator	Wilfredo Cruz Jr.	
Reporting Period	January 1, 2024 - December 31, 2024				
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 Household Water Assistance Program (LIHWAP) 2021 Ends March 2024	Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance		1,551	700	0%	222%
Utility Payments		\$ 502,583.01	\$302,457	0%	166%
Low-income Home Energy Program (LIHEAP) 2024	Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance	734	4,660	3,200	23%	146%
Utility Payments	\$ 649,479	\$ 4,963,476.43	\$ 4,947,219	13%	100%
Households Served - Weatherization	15	111	200	8%	56%
Supplemental Low-Income Energy Assistance Program (SLIHEAP) 2024 Ends Dec 2024	Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance	2	2	324	1%	1%
Utility Payments	\$ 2,000	\$ 2,000.00	\$ 325,164	1%	1%
Emergency Supplemental Low-Income Energy Assistance Program (ESLIHEAP) 2023 Ends May 2025	Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance	7	437	450	2%	97%
Utility Payments	\$ 5,225	\$ 664,231.07	\$ 744,877	1%	89%
Department of Energy (DOE) Bi-partisan Infrastructure Law (BIL) - Weatherization Assistance Program (WAP)	Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Weatherization	0	0	54	0%	0%
Totals	Month	YTD	Goal	Month Progress	Annual Progress
Total Households Served - Utility Assistance (FNPI 4z, SRV 4i, SRV 7b)	743	6,650	4,350	17%	153%
Total Utility Payments	\$ 656,703	\$ 6,132,290.51	\$ 5,994,553	11%	102%
Total Households Weatherized (FNPI4h, FNPI 4z, SRV 4q, SRV 7b, & SRV 4t)	15	111	200	8%	56%
Weatherized Homes (Note: The data represents work submitted to CSD for reimbursement - delayed by 2 months)	Month	YTD	Goal	Month Progress	Annual Progress
Total Households Weatherized	19	92	200	10%	46%
Total Weatherized Homes Payments	220,040	\$ 1,262,406.48	\$ 2,677,067	8%	47%
Explanation (Over/Under Goal Progress)					
1) DOE BIL WAP contract is currently underway - anticipate jobs to start closing within next couple of months.					
Program Strategic Goals		Progress Towards Goal			
1) Successfully implement online client self-application tool for Utility Assistance (UA) services.		The tool is currently in the test phase.□			

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2) Effectively initiate and manage the City of Bakersfield - Transformative Climate Communities (TCC) grant, focusing on providing weatherization and solar services to residents in Southeast Bakersfield. This endeavor involves a collaborative partnership with GRID Alternatives and Kern Community College District (KCCD).	Currently in the process of developing program and receiving contract. Anticipated to start program during second half of 2024.
3) Meet at least 22% of production goal for DOE BIL WAP contract	Guidelines for program are currently being review by state. Will update this goal in the near future.
Program Highlights	

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Month	August-24	Program/Work Unit		Energy & Utility Assistance		
Division/Director	Fred Hernandez		Program Administrator	Wilfredo Cruz Jr.		
Reporting Period	January 1, 2024 - December 31, 2024					
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 Household Water Assistance Program (LIHWAP) 2021 Ends March 2024		Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance			1,551	700	0%	222%
Utility Payments			\$ 502,583.01	\$302,457	0%	166%
Low-income Home Energy Program (LIHEAP) 2024		Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance		843	5,503	3,200	26%	172%
Utility Payments		\$ 596,751	\$ 5,560,227.78	\$ 4,947,219	12%	112%
Households Served - Weatherization		12	123	200	6%	62%
Supplemental Low-Income Energy Assistance Program (SLIHEAP) 2024 Ends Dec 2024		Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance		0	2	324	0%	1%
Utility Payments		\$ -	2,000	\$ 325,164	0%	1%
Emergency Supplemental Low-Income Energy Assistance Program (ESLIHEAP) 2023 Ends May 2025		Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance		6	8	450	1%	2%
Utility Payments		\$ 4,358	\$ 6,358.42	\$ 744,877	1%	1%
Department of Energy (DOE) Bi-partisan Infrastructure Law (BIL) - Weatherization Assistance Program (WAP)		Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Weatherization		0	0	54	0%	0%
Totals		Month	YTD	Goal	Month Progress	Annual Progress
Total Households Served - Utility Assistance (FNPI 4z, SRV 4i, SRV 7b)		849	7,499	4,350	20%	172%
Total Utility Payments		\$ 601,110	6,733,400	\$ 5,994,553	10%	112%
Total Households Weatherized (FNPI4h, FNPI 4z, SRV 4q, SRV 7b, & SRV 4t)		12	123	200	6%	62%
Weatherized Homes (Note: The data represents work submitted to CSD for reimbursement - delayed by 2 months)		Month	YTD	Goal	Month Progress	Annual Progress
Total Households Weatherized		15	107	200	8%	54%
Total Weatherized Homes Payments		212,503	\$ 1,474,909	\$ 2,677,067	8%	55%
Explanation (Over/Under Goal Progress)						
1) DOE BIL WAP contract is currently underway - anticipate jobs to start closing within next couple of months - state is changing program goals for all LSP's (Local Service Providers)						
Program Strategic Goals			Progress Towards Goal			
1) Successfully implement online client self-application tool for Utility Assistance (UA) services.			As of 8/27/24, this is now live on the Energy Program's website			

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2) Effectively initiate and manage the City of Bakersfield - Transformative Climate Communities (TCC) grant, focusing on providing weatherization and solar services to residents in Southeast Bakersfield. This endeavor involves a collaborative partnership with GRID Alternatives and Kern Community College District (KCCD).	Currently in the process of developing program and receiving contract. Anticipated to start program October-November 2024.
3) Meet at least 22% of production goal for DOE BIL WAP contract	Guidelines for program are currently being review by state. Will update this goal in the near future.
Program Highlights	
1) We went live with an online client self-application tool for utility assistance services. This took about 8 months to design (Hancock) and test. 2) Over the last several weeks in August, IT has been working with the Energy Program to complete Phase 1 of an Energy Project Management Tool. The project management tool was initially created and maintained by Energy staff member Jose Gomez. In conjunction with Jose, our IT Team worked to port this over to a sustainable and compatible system to be used by our program. 3) The CAPK Energy Program signed a \$1.7 million contract with PG&E for a utility arrearage case management (pilot program), the first of its kind, in the state of California.	

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Month	July-24		Friendship House Community Center (FHCC)			
Division/Director	Fred Hernandez	Program Manager	Lois Hannible			
Reporting Period	January 1, 2024 - December 31, 2024					
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		Month	YTD	YTD Goal	Month Progress	Annual Progress
Youth Mentoring (FNPI 2c.2., FNPI 2c.3, SRV 2p) Reporting ends June 30, 2023		49	49	100	100%	49%
Summer Program (Max Capacity due to COVID) (SRV 2m)		13	70	35	19%	200%
After School/Learning Pods Enroll (FNPI 2c.2., FNPI 2c.3, SRV 2p)		-	43	50	0%	86%
Medi-Cal Outreach		Month	YTD	YTD Goal	Month Progress	Annual Progress
Social media emails and impressions		-	4,057,577	15,000,000	0	27%
Canvasing phone calls and flyers		-	7,494	12,000	0	62%
California Violence Intervention Program (CalVIP)			Month	YTD		
Incident Response (SRV 5w)		-	1			
Outcome/Case Managed Families (SRV 7a)		-	12			
Provided Food Assistance (SRV 7c)		-	67			
Assisted with Energy/HEAP Services (SRV 7c)		-	2			
Provided Assistance with Medi-Cal (SRV 7c)		-	-			
Provided Mentoring Services (SRV 2p, 7c)		9	65			
Assisted with relocation services		-	-			
Deposit Payments (SRV 4d)		1	1			
Temporary Housing Placements (SRV 4m)		-	-			
Explanation (Over/Under Goal Progress)						
The Medi-Cal Program ended during the start of June of 2024, so there are no numbers to report for that program. The afterschool program is not offered in July so there are no participants to report for that month. CAPK was granted a New Mentor Program which started 7/1/24. The numbers reported above show the number of participants in the new Mentor Program (49). The former Mentor Program ended 6/31/24.						
Program Strategic Goals			Progress Towards Strategic Goals			
Plan and facilitate Friendship House (FHCC) Advisory Board fundraising event to benefit the Friendship House.			The Friendship House Advisory Board is seeking sponsorships for the 2024 Mixer fundraiser. A huge Thank You to Kern Health Systems and PENTA Construction for the sponsorships and support of the CAPK Friendship House.			
Recruit and secure staffing for the Friendship House.			The Friendship House is fully staffed.			
Work with the CAPK Executive Team to increase the number of grants researched/submitted for the CAPK Friendship House.			The Friendship House Program Administrator is actively seeking grant opportunities to benefit youth and families in Kern County.			
Program Highlights						
The CAPK Friendship House will be hosting a backpack giveaway on Sunday, August 11th at Vintage Cutz, located at 2677 Mt. Vernon Ave. in Bakersfield. Along with backpacks & school supplies, youth will be treated to free haircuts, food boxes, and hot dogs & drinks. A huge Thank You to Vintage Cutz and to all those who donated time & supplies to make this well needed event possible!						

Community Action Partnership of Kern
Monthly Report 2024

Month	August-24		Friendship House Community Center (FHCC)		
Division/Director	Fred Hernandez	Program Manager	Lois Hannible		
Reporting Period	January 1, 2024 - December 31, 2024				
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	Month	YTD	YTD Goal	Month Progress	Annual Progress
Youth Mentoring (FNPI 2c.2., FNPI 2c.3, SRV 2p) Reporting ends June 30, 2023	18	67	100	27%	67%
Summer Program (Max Capacity due to COVID) (SRV 2m)	-	70	35	0%	200%
After School/Learning Pods Enroll (FNPI 2c.2., FNPI 2c.3, SRV 2p)	13	56	50	23%	112%
Medi-Cal Outreach	Month	YTD	YTD Goal	Month Progress	Annual Progress
Social media emails and impressions	-	4,057,577	15,000,000	0	27%
Canvasing phone calls and flyers	-	7,494	12,000	0	62%
California Violence Intervention Program (CalVIP)		Month	YTD		
Incident Response (SRV 5w)	0	1			
Outcome/Case Managed Families (SRV 7a)	0	12			
Provided Food Assistance (SRV 7c)	0	67			
Assisted with Energy/HEAP Services (SRV 7c)	0	2			
Provided Assistance with Medi-Cal (SRV 7c)	0	-			
Provided Mentoring Services (SRV 2p, 7c)	3	68			
Assisted with relocation services	0	-			
Deposit Payments (SRV 4d)	0	1			
Temporary Housing Placements (SRV 4m)	0	-			
Explanation (Over/Under Goal Progress)					
The Medi-Cal Program ended during the start of June of 2024, so there are no new numbers to report for that program. The Summer Program ended in August and there were no new program participants to report.					
Program Strategic Goals		Progress Towards Strategic Goals			
Plan and facilitate Friendship House (FHCC) Advisory Board fundraising event to benefit the Friendship House.		The Friendship House Advisory Board is seeking sponsorships for the 2024 Mixer fundraiser. A huge Thank You to Valley Strong and Houchin Community Blood Bank for their sponsorships in August to support the CAPK Friendship House.			
Recruit and secure staffing for the Friendship House.		The Friendship House is fully staffed.			
Work with the CAPK Executive Team to increase the number of grants researched/submitted for the CAPK Friendship House.		The Friendship House Program Administrator is working with the CAPK grant team to actively seek grant opportunities.			
Program Highlights					
On August 19 Councilmember Arias, a few investors, and representatives from the City of Bakersfield held a community meeting at the Friendship House to inform community members about the ground breaking of new housing of all types, the MLK Blvd sewer line expansion, a new retail shopping center, and many other community amenities coming to the area of Southeast Bakersfield. The event was well attended by the community who were able to ask questions and provide input on the new developments coming to the area.					

Community Action Partnership of Kern

Monthly Report 2024

Month	July-24	Program/Work Unit		Shafter Youth Center (SYC)		
Division/Director	Fred Hernandez		Program Manager	Angelica Nelson		
Reporting Period	January 1, 2024 - December 31, 2024					
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		Month	YTD (unduplicated)	Goal	Month Progress	Annual Progress
Summer Program (SRV 2m) June/July		45	46	60	75%	77%
After School Program Enroll (FNPI 2c &SRV 2I) (hours of operation: 2-5pm; 1230p - 5pm for minimum day)		-	25	35	0%	71%
Community Programs		Month (New)	YTD (unduplicated)			
Fitness Boot Camp, Zumba and Adult Basketball (individual counts)		-	189			
Girls Scouts, Community Meeting Space, Dignity Mental Health Support, etc. (group count)		-				
On Site Collaboration: Energy, VITA, Food Bank		-				
Outreach Activities		Month	YTD	Goal	Month Progress	Annual Progress
Outreach Events (presentations/informational updates, distributions (e.g., food, diapers))		-	3	6	0%	50%
Explanation (Over/Under Goal Progress)						
Program Strategic Goals		Progress				
1. Monitor and assess students' academic advancement through regular school progress and grade reports. Utilize the gathered data to refine and modify individual student learning plans.		Grade assessment was on break due to school not being in session				
2. Improve the attainment of program funding to broaden the scope of program offerings. This involves working in partnership with the CAPK Foundation to integrate funding that facilitates the introduction of new services.		Consistently working with the Foundation and Grants team to find additional funding.				
3. Support the Exploration of Interests and the Development of Skills and Creativity for Youth		Conducted impromptu survey of student interests to help plan activities				

**Community Action Partnership of Kern
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Program Highlights

Summer Program was in full swing as kids attended for 9 weeks. Students enjoyed activities, guest speakers and a few field trips.

Community Action Partnership of Kern

Monthly Report 2024

Month	August-24	Program/Work Unit		Shafter Youth Center (SYC)		
Division/Director	Fred Hernandez		Program Manager	Angelica Nelson		
Reporting Period	January 1, 2024 - December 31, 2024					
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	Month	YTD (unduplicated)	Goal	Month Progress	Annual Progress	
Summer Program (SRV 2m) June/July	-	46	60	0%	77%	
After School Program Enroll (FNPI 2c &SRV 2I) (hours of operation: 2-5pm; 1230p - 5pm for minimum day)	15	29	35	43%	83%	
Community Programs	Month (New)	YTD (unduplicated)				
Fitness Boot Camp, Zumba and Adult Basketball (individual counts)	6	195				
Girls Scouts, Community Meeting Space, Dignity Mental Health Support, etc. (group count)	-					
On Site Collaboration: Energy, VITA, Food Bank	1					
Outreach Activities	Month	YTD	Goal	Month Progress	Annual Progress	
Outreach Events (presentations/informational updates, distributions (e.g., food, diapers))	-	3	6	0%	50%	
Explanation (Over/Under Goal Progress)						
Program Strategic Goals		Progress				
1. Monitor and assess students' academic advancement through regular school progress and grade reports. Utilize the gathered data to refine and modify individual student learning plans.		School term just began. Staff is already contacting parents about Back-to-School reports and conducting plans for student success.				
2. Improve the attainment of program funding to broaden the scope of program offerings. This involves working in partnership with the CAPK Foundation to integrate funding that facilitates the introduction of new services.		Two recent grants are now complete and are in the process of having reports written.				

**Community Action Partnership of Kern
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3. Support the Exploration of Interests and the Development of Skills and Creativity for Youth	Students have expressed areas of interest that they would like to pursue. Staff is researching areas that can meet
Program Highlights	
Students returned from the Summer break. Majority of the students are returning students, although we do have 4 new faces.	

**Community Action Partnership of Kern
Monthly Report 2024**

Month	July-24	Program/Work Unit	Volunteer Income Tax Assistance (VITA)			
Division/Director	Fred Hernandez		Program Manager	Jacqueline Guerra		
Reporting Period	January 1, 2024 - December 31, 2024					
Program Description						
The Volunteer Income Tax Assistance (VITA) program provides free tax preparation and electronic filing services for individuals and families with low to moderate incomes. VITA also aids eligible clients in maximizing benefits from the Earned Income Tax Credit (EITC), thereby enhancing their tax returns and contributing to the local economy. All VITA services are delivered by IRS-certified staff and volunteers.						
e-Completed Tax Returns (SRV 3o)		Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Federal		53	6,912	7,400	1%	93%
Social Security Number (SSN)		47				
Individual Taxpayer Identification Number (ITIN)		6				
State		110	7,152	7,400	1%	97%
Social Security Number (SSN)		78				
Individual Taxpayer Identification Number (ITIN)		32				
Paper Filed Tax Return (SRV 3o) <i>(total YTD added to Federal YTD)</i>		Month	YTD			
Paper-files Tax Returns		-	-			
Sub-contractor: United Way Central Eastern California		Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Federal		-	0	2,600	-	-
State		-	0	2,600	-	-
Refunds and Credits (SRV 3o)		Month	YTD			
Federal Refunds		\$44,701	\$4,281,802			
State Refunds		\$33,353	\$3,349,437			
Federal Earned Income Tax Credit (EITC) <i>(income limit \$63,398 household)</i>		\$35,607	\$2,716,105			
California Earned Income Tax Credit (CalEITC) <i>(income limit \$30,950/household)</i>		\$8,345	\$2,146,500			
Total Refunds and Credits		\$122,011	\$12,493,844			
Sub-contractor: United Way Central Eastern California Refunds and Credits (SRV 3o)		Month	YTD			
Federal Refunds		-	\$0			

**Community Action Partnership of Kern
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State Refunds	-	\$0			
Federal Earned Income Tax Credit (EITC) <i>(income limit \$63,398 household)</i>	-	\$0			
California Earned Income Tax Credit (CalEITC) <i>(income limit \$30,950/household)</i>	-	\$0			
Total Refunds and Credits		\$0			
Individual Taxpayer Identification Number (ITIN) (SRV 3o) Applications <i>(Note: duplicate of Federal Tax Returns Completed)</i>	Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Applications (New/Renewal)	7	193	150	5%	129%
Explanation (Over/Under Goal Progress)					
Program Strategic Goals			Progress Towards Goal		
Persist in fostering connections within rural communities to extend outreach and engage with a larger number of clients.					
Program Highlights					

**Community Action Partnership of Kern
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Month	August-24	Program/Work Unit	Volunteer Income Tax Assistance (VITA)			
Division/Director	Fred Hernandez		Program Manager	Jacqueline Guerra		
Reporting Period	January 1, 2024 - December 31, 2024					
Program Description						
The Volunteer Income Tax Assistance (VITA) program provides free tax preparation and electronic filing services for individuals and families with low to moderate incomes. VITA also aids eligible clients in maximizing benefits from the Earned Income Tax Credit (EITC), thereby enhancing their tax returns and contributing to the local economy. All VITA services are delivered by IRS-certified staff and volunteers.						
e-Completed Tax Returns (SRV 3o)		Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Federal		45	7,245	7,400	1%	98%
Social Security Number (SSN)		38				
Individual Taxpayer Identification Number (ITIN)		7				
State		50	7,202	7,400	1%	97%
Social Security Number (SSN)		43				
Individual Taxpayer Identification Number (ITIN)		7				
Paper Filed Tax Return (SRV 3o) <i>(total YTD added to Federal YTD)</i>		Month	YTD			
Paper-files Tax Returns		288	288			
Sub-contactor: United Way Central Eastern California		Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Federal		2,711	2,711	2,600	104%	104%
State		2,711	2,711	2,600	104%	104%
Refunds and Credits (SRV 3o)		Month	YTD			
Federal Refunds		\$19,531	\$4,301,333			
State Refunds		\$22,352	\$3,371,789			
Federal Earned Income Tax Credit (EITC) <i>(income limit \$63,398 household)</i>		\$18,700	\$2,734,805			
California Earned Income Tax Credit (CalEITC) <i>(income limit \$30,950/household)</i>		\$5,498	\$2,151,998			
Total Refunds and Credits		\$122,011	\$12,559,925			
Sub-contactor: United Way Central Eastern California Refunds and Credits (SRV 3o)		Month	YTD			
Federal Refunds		\$2,139,191	\$2,139,191			
State Refunds		\$654,010	\$654,010			

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Federal Earned Income Tax Credit (EITC) <i>(income limit \$63,398 household)</i>	\$1,400,898	\$1,400,898			
California Earned Income Tax Credit (CalEITC) <i>(income limit \$30,950/household)</i>	\$281,138	\$281,138			
Total Refunds and Credits		\$4,475,237			
Individual Taxpayer Identification Number (ITIN) (SRV 3o) Applications <i>(Note: duplicate of Federal Tax Returns Completed)</i>	Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Applications (New/Renewal)	7	200	150	5%	133%
explanation of over or under					
Subcontractors information is January through August 2024.					
Program Strategic Goals		Progress Towards Goal			
Persist in fostering connections within rural communities to extend outreach and engage with a larger number of clients.		Attending multiple outreach events in order to recruit new volunteers and site locations.			
Program Highlights					
The CAPK VITA program has surpassed the VITA minimum return requirement of 10,000 in partnership with United Way of Central Eastern California.					



Operations

Data Services
Facilities & Maintenance
Information Technology
Information Systems
Risk Management

**Community Action Partnership of Kern
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Month	July-24	Program/Work Unit	Operations Division	
Division/Chief, Director	Emilio Wagner CFTO, Maria Contreras Director of Facilities	Program Managers	Ryan Dozier, Laurie Sproule, Luisa Rosa Silva, Kenneth Lawrence	
Reporting Period	January 1, 2024 - December 31, 2024			
Division Description				
The Operations Division is a dynamic and multifaceted division that plays a pivotal role in ensuring the seamless functioning of our organization. This division is responsible for spearheading new construction projects, overseeing fleet management, maintaining our physical facilities, mitigating risks, and managing all aspects of Information Technology (IT) and Information Systems (IS).				
Data Services				
Activity	Requested	In-Progress	Processed	Processed YTD
IS Tickets	0	0	0	132
Dynamic 365 Enhancements	0	0	0	5
Projects		Description of Status		Current % Status
Universal Intake				
Contract Management System				
In-kind Management				
CalAIM - KHS				
Referral Management Enhancements				
FRC Platform Updates				
Feeding America Service Insights Project				
Facilities				
Activity	Requested	In-Progress	Processed	Processed YTD
Facility Work Orders	210	483	241	242
Construction Projects		Description of Status		Current % Status
Food Bank Expansion		Generator installed		100%
Central Kitchen		1303 Has been approved, Construction Started		50%
18th Street Admin		3rd floor finalizing finishes, framing Board Room RR and additional offices / 2nd floor finalizing finishes		99% / 99%
Major Maintenance Projects		Description of Status		Current % Status
Angela Martinez		Pending Inspections		85%
Stockdale HS		Play Yard installation began Front Office Open Entry began		75%
EKFRC		East Kern new office space TI began laundry room		60%
Sterling		Temp Kitchen Kitchen Remodel Plans finalized		15%
Harvey Hall		Phase 2 Phase 3 of 2nd Phase plans completed		8%
Alberta Dillard		Survey Complete Working of Property Line Discrepancies		5%
Food Bank Pole Sign		Obtain Permit		60%

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Information & Technology				
Activity	Requested	In-Progress	Processed	Processed YTD
Help Desk Work Orders				0
Information & Technology Projects		Description of Status		Current % Status
Head Start Expansion				
Risk Management				
Workers Compensation Claims		Reported	Reported YTD	
For Report Only		2	46	
First Aid		4	15	
Medical		1	2	
Modified Duty		0	3	
Lost Time		0	0	
Under Investigation / Non-Industrial / Students / Parents / Volunteers / Clients		2	5	
Property		0	15	
Vehicle Incident / Grand Theft Auto		0	8	
Motor Vehicle Accident		2	4	
Work Place Violence / Over Doses / Death		1	3	
Total		12	101	
Program Strategic Goals		Progress Towards Goal		
Description	Description of Status		Current % Status	
Develop a facility deferred maintenance program.				
Develop and implement a Data Governance strategy.				
Improve the customer experience by assessing it through factors such as response time and customer sentiment.				
Program Highlights				

**Community Action Partnership of Kern
Monthly Report 2024**

Month	August-24	Program/Work Unit	Operations Division	
Division/Chief, Director	Emilio Wagner CFTO, Maria Contreras Director of Facilities	Program Managers	Ryan Dozier, Laurie Sproule, Luisa Rosa Silva, Kenneth Lawrence	
Reporting Period	January 1, 2024 - December 31, 2024			
Division Description				
The Operations Division is a dynamic and multifaceted division that plays a pivotal role in ensuring the seamless functioning of our organization. This division is responsible for spearheading new construction projects, overseeing fleet management, maintaining our physical facilities, mitigating risks, and managing all aspects of Information Technology (IT) and Information Systems (IS).				
Data Services				
Activity	Requested	In-Progress	Processed	Processed YTD
IS Tickets	0	0	0	132
Dynamic 365 Enhancements	0	0	0	5
Projects		Description of Status		Current % Status
Universal Intake				
Contract Management System				
In-kind Management				
CalAIM - KHS				
Referral Management Enhancements				
FRC Platform Updates				
Feeding America Service Insights Project				
Facilities				
Activity	Requested	In-Progress	Processed	Processed YTD
Facility Work Orders	225	663	200	201
Construction Projects		Description of Status		Current % Status
Central Kitchen		1303 Has been approved, Construction Started		51%
18th Street Admin		3rd floor finalizing finishes, framing Board Room RR and additional offices / 2nd floor finalizing finishes		99% / 99%
Major Maintenance Projects		Description of Status		Current % Status
Angela Martinez		Staff Resource Development Center Completed		95%
Stockdale HS		Play Yard nearing its completion Fire Inspection To Do List is being worked on Getting Center ready for licensing		95%
EKFRC		East Kern new office space TI began laundry room		85%
Sterling		Temp Kitchen Kitchen Remodel Plans finalized		18%
Harvey Hall		Phase 2 Phase 3 of 2nd Phase plans completed		10%
Alberta Dillard		Survey Complete Working of Property Line Discrepancies		5%
Food Bank Pole Sign		Completed		100%

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Information & Technology				
Activity	Requested	In-Progress	Processed	Processed YTD
Help Desk Work Orders				0
Information & Technology Projects		Description of Status		Current % Status
Head Start Expansion				
Risk Management				
Workers Compensation Claims		Reported	Reported YTD	
For Report Only		8	54	
First Aid		3	18	
Medical		0	2	
Modified Duty		0	3	
Lost Time		0	0	
Under Investigation / Non-Industrial / Students / Parents / Volunteers / Clients		2	7	
Property		3	18	
Vehicle Incident / Grand Theft Auto		1	9	
Motor Vehicle Accident		0	4	
Work Place Violence / Over Doses / Death		0	3	
Total		17	118	
Program Strategic Goals		Progress Towards Goal		
Description	Description of Status		Current % Status	
Develop a facility deferred maintenance program.				
Develop and implement a Data Governance strategy.				
Improve the customer experience by assessing it through factors such as response time and customer sentiment.				
Program Highlights				



Community Development

Grant Development

CAPK Foundation

Outreach & Marketing

2-1-1 Kern Call Center

CenterCommunity Schools Partnership Program (CSPP)

Community Action Partnership of Kern

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Month	July-24	Program		Community Development		
Division/Director	Pritika Ram		Program Manager	Catherine Anspach, Vanessa Mendoza, Savannah Maldonado-Oates		
Reporting Period	January 1, 2024 - December 31, 2024					
Program Description						
The services under the Community Development 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		27,000	175,987	250,000	11%	70%
Facebook Impressions (i.e., number of times users see content)		323,616	2,805,247	4,500,000	7%	62%
Other Social Media Impressions		18,727	138,993	250,000	7%	56%
Highest Performing Post						
		https://www.facebook.com/photo/?fbid=867374905426048&set=pcb.867375132092692 2,616 impressions (How many times the post came across screens) 2,612 reach (how many individuals saw the post) 75 interactions (how many liked, commented, or shared)				
Outreach Special Projects						
Sorted 15,000 books in collaboration with KC Child Support and distributed them to them, UFW, KCL, and several other local partners						
Attended the 3rd of July event in Shafter and passed out books and shared information of KHEP shafter meeting						
Began on the redevelopment of the CalFresh and WIC websites						
Relaunched a newly designed 211 website						
Partnering with CVAF in the marketing of the 2024 Veterans Stand Down						
Hosted KHEP Community meeting at the Shafter Youth Center						
Attended CALVIP graduation ceremony to provide media coverage						
Attended State of the City Luncheon						
Savannah met with WV CAP, Texas State CAP, and Alaska rural CAP as representation of the NCAP YPAC in collaborating with young professional development						
Savannah met with CALCAPA in planning the launch of a YP affinity group statewide						

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Outreach Advocacy	
CPO& Homeless services team went to DC for conference and met with elected officials such as Congressman Valadao	
Completed a CSBG comment in partnership with CALCAPA	
Toured Congressman Valadao's Staff member Steven Kemp around FHCC and Food Bank	
Toured Assemblymember Tom Lackey at EKFRCC	
Toured Congressman Valadao around FHCC	
Advocacy Watch-list	
CAL-EITC Tax credit expansion	
Projects	
In July, the Kern Coalition, along with Dalberg, the contracted research firm, organized another round of community meetings across all five subregions. These meetings aimed to inform the communities about the final selected tradable and locally serving industries. The tradable industries prioritized in the Regional Plan Part Two are Manufacturing, Clean Energy, and Agriculture. Additionally, the three highlighted locally serving industries are Healthcare, Entrepreneurship, and Education & Workforce Development. During the meetings, community members provided feedback on the selected industries, as well as the objectives and strategies aligned with each industry, with the vision of creating better jobs and increasing access to opportunities for obtaining those jobs. The Governance Council has completed their training sessions focused on team bonding, economic development, and evaluating viable projects. Additionally, the group has started reviewing their bylaws, aiming for eventually ratifying. As the fiscal sponsor of the Kern Coalition, KCCD has published two RFPs: one for a grant writing firm and another for a PR and marketing firm. These efforts are to help finalize the deliverables for the planning phase of the CA Jobs First Initiative.	
The IS team has concluded the first phase of updates to the IRM Platform and java set up the testing environment. On 7/30 the team led a virtual training to demonstrate how programs could use the testing environment and provide feedback.	
Community Services Block Grant (CSBG)	Results Oriented Management & Accountability (ROMA)
Ongoing Monthly Reporting	Our team designed an intro to ROMA training for our Chiefs, Directors, and CSPP team. These staff members will meet with ROMA trainers next month to complete a two-day training.
Pending Annual Organizational Standards Report due 8/30/2024 to CSD.	
Foundation	
Meeting with Food Bank Team to discuss ongoing fundraising strategies specifically a fundraising night with the Condors game and a fundraising night at the Bakersfield TrainRobbers game.	
Scouted locations for 2025 Gourmet For Good including touring the Nirvana Estate and the Old River Ranch.	
Met with event planner, Elaine Solan to discuss Consulting services for Gourmet For Good 2025	
Researched costs and developed plans to add a Drive-Thru Lunch component to the KGET-TV Holiday Food Drive to increase funds for the Food Bank's annual event.	

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Redesigned the PowerPoint for the Delano Food Insecurity Presentation.	
Attended the Chamber of Commerce Ambassadors luncheon.	
Attended the State of the City Luncheon.	
Attended In-person ROMA Training.	
Attended the City Connect monthly meeting in Tehachapi.	
Meeting with Central Kitchen Team. Discuss past collaboration with Gourmet For Good and also possible collaboration for the drive-thru lunch for KGET Holiday Food Drive.	
Program Strategic Goals	Progress Towards Goal
Proactively identify and pursue new funding opportunities to support and enhance our organization's mission and projects.	Revisit needs for FRC's, Food Bank & M Street - setting up a calendar of Virtual Food Drives, Hygiene Drives and Toy Drives for the Holidays to kick-off in the fall.
Develop a long term plan to raise awareness and funds to support the Food Bank.	Participating twice monthly meetings with key Food Bank staff to identify prospective supporters and discuss fundraising strategies.
Increasing board effectiveness into your annual strategic planning process.	Using the summer months while the board meetings are dark to actively meet on-on-one with board members to align the Foundation's mission and vision with the board members' responsibilities.

Community Action Partnership of Kern

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Month	August-24	Program	Community Development		
Division/Director	Pritika Ram	Program Manager	Catherine Anspach, Vanessa Mendoza, Savannah Maldonado-Oates		
Reporting Period	January 1, 2024 - December 31, 2024				
Program Description					
The services under the Community Development 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	-	175,987	250,000	0%	70%
Facebook Impressions (i.e., number of times users see content)	-	2,805,247	1,250,000	0%	224%
Other Social Media Impressions	-	138,993	250,000	0%	56%
Highest Performing Post					
		https://www.facebook.com/capkern/posts/pfbid035S4YvAD3iNBGt5CEL3ckoBXzRpsT7v7KyJduzGtbDALQZ4GyaLPrHd7a1sY7H4p5I 95,446 impressions (How many times the post came across screens) 50,748 reach (how many individuals saw the post) 2,409 interactions (how many liked, commented, or shared)			
Outreach Special Projects					
Ongoing revamp project for WIC program's website					
Finalized revamp project for CalFresh Healthy Living Program website along with Website training to CalFresh HL outreach specialist					
Building the TCC website in collaboration with Operations, Grants, and Energy program					
Updated Dual Language One Sheets; in print production					
Creating program collateral for CSPP Program: Flyers, Graphics, and Headshots,					
Assisted CalFresh Healthy Living with National Farmers Market Event: provided media and promotional assistance					
Assisted Friendship House with Back to School Event: provided media and promotional assistance					
Actively working with Friendship House program and Advisory Board on annual Fundraising event: Sponsorship packet, promotional assistance, and logistics.					
Assisting Foundation and Food Bank Lunch and Learn project: Created script and editing video for those presentations.					
Ongoing Recruitment Campaign: Social Media Marketing, KGET proposal finalized and campaign now in effect.					
Hunger Action Month Campaign created: talking points, merch, collateral, and event planning.					
Hunger Action Month Campaign: Coordinated Press Conference					

**Community Action Partnership of Kern
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Hunger Action Month Campaign: Social Media Campaign planned
Hunger Action Month Campaign: Coordinating PSA's with all Media Outlets, creating script and scheduling interviews to promote Feed the Need 2024
Finalized collateral for Housing and Supportive Services: Dual Language program flyer for CalAIM and updated rack cards for CES, that include emergency shelters, food pantries, and drop in centers.
Outreach assistance for programs and Kern County Child Support Services Back 2 School event
Media support for Head Start Pre-Service
Marketing and Comms support for Head Start Father Figure Conference
Actively working with Kern County Public Health and community partners for KHEP committee. Planning community engagement meetings throughout Kern County.
Scheduling media interviews to promote Migrant Childcare program via Spanish media outlets
Working with Human Resources on beautification project for their space.
Working on creating wall wraps for walls in Administrative Office 3rd Floor building.
Savannah attended NCAP and lead YPAC cohort in training development and lead workshop.
Savannah attended State Hispanic Chamber of Commerce event
Projects
In August, the Kern Coalition, in collaboration with Dalberg, worked on finalizing the Regional Plan Part 2, which was due on August 30th. This report outlines a strategic plan with various strategies for each identified priority industry to create access to quality jobs. We also focused on finalizing the details for the CJF summit, scheduled for Saturday, September 7th. This summit will be free to the community and highlight the work accomplished during the planning phase of the CA Jobs First initiative. Dalberg will also be presenting the Regional Plan Part 2 to all stakeholders present. The presentation will highlight strategies for creating accessible quality jobs and moving towards a carbon-neutral economy.
The IS team officially launched the updated IRM Platform on August 16, 2024. Following the virtual training, a two-week period was provided for feedback and reporting issues. No issues were reported. Referral groups have been updated to ensure that the correct team members receive referrals. Additionally, a new onboarding manual has been created and is available on SharePoint. For any new issues or encounters, please submit a ticket or email is-support@capk.assist.com. If possible, include a description of the problem and a screenshot.
Foundation
Participated in twice monthly meetings with Food Bank Team to discuss ongoing fundraising strategies.
Development meeting with Spectrum to develop corporate support.
Volunteered at Friendship House "Back To School Event"
Submitted PG&E Community Resiliency Grant for Food Bank for 59,350 to support general operations.
Finalized numbers and program allocation for Gourmet For Good 2024.
Worked on development of Food Bank Holiday Food Drive. Met with Central Kitchen Team and vendor to review logistics. Sent volunteer opportunity to PG & E to recruit volunteers for day of event. Secured Media

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Revised the job description and implemented the recruitment of a Donor Relations Administrator for the Foundation.	
Attended networking reception and luncheon for California Hispanic Chamber of Commerce Convention.	
Attended In-person ROMA Training.	
Developed collateral for Gourmet For Good 2025 including Save The Date and Sponsorship Packet	
Developed and updated Venue & Contractor vendor contracts for G4G 2025.	
Developed Foundation Campaign Workbook to track development activities for each program annually.	
Reached with Sponsorship request to Alta One Bank and to the Ridgecrest Grocery Outlet to support the Oasis FRC through the Paper Huggy Heart Campaign.	
Attended the Bakersfield National Cemetery annual fundraising dinner at Tejon Ranch.	
Sent out invitation for Food Bank's Lunch & Learn Series for end of October.	
Attended the National CAP Convention in Seattle.	
Program Strategic Goals	Progress Towards Goal
Proactively identify and pursue new funding opportunities to support and enhance our organization's mission and projects.	Revisit needs for FRC's, Food Bank & M Street - setting up a calendar of Virtual Food Drives, Hygiene Drives and Toy Drives for the Holidays to kick-off in the fall.
Develop a long term plan to raise awareness and funds to support the Food Bank.	Participating twice monthly meetings with key Food Bank staff to identify prospective supporters and discuss fundraising strategies. Foundation support for Anti-Hunger Month Campaign.
Increasing board effectiveness into your annual strategic planning process.	Continue to set-up individual meetings with board members to outline responsibilities that will align with the mission of and vision of the Foundation.

**Community Action Partnership of Kern
Monthly Report 2024**

Month	July-24	Program/Division		2-1-1 Call Center Program			
Division/Director	Pritika Ram		Program Manager	Sabrina Jones-Roberts			
Reporting Period	January 1, 2024 - December 31, 2024						
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 1,300 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 17 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		Utility Service Payment		Food Pantries		
Top 3 Unmet Needs	Rent Payment Assistance		Food Stamps		Homeless Shelter		
Information and Referral Services Calls Handled (SRV 7c)		Month	YTD	Annual Goal	Month Progress	Annual Progress	
Kern County		7074	43,907	90,000	8%	49%	
Kings County		296	1,681	4,000	7%	42%	
Tulare County		846	5,875	10,000	8%	59%	
Stanislaus County		852	5,645	10,000	9%	56%	
Fresno & Madera		2776	21,599	20,000	14%	108%	
Merced & Mariposa		107	548	900	12%	61%	
Total I&R Calls Handled		11,951	79,255	134,900	106%	59%	
Average Wait Time	0:29						
Average Handle Time	5:18						
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.				16	10.9	5.14	
Grant Funded Services		Activity	Month	YTD	Annual Goal	Month Progress	Annual Progress
CalFresh Application (SRV 3l)		46	22	158	300	14%	53%
Medi-Cal Application (MNP) (SRV 3h)		-	-	142	100	0%	142%
Medi-Cal Redetermination- KP (SRV 3h)		16	0	0	70	0%	0%
First 5 Help Me Grow (HMG) Ages & Stages New Children Screened (SRV 5c)		75	49	247	300	20%	82%
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)		27,531		168,284	225,000	12%	75%
Other Calls		Month		YTD			
LIHEAP (SRV 7b)		4,346		24,532			
Mental Health (SRV 7c)		518		2,988			
Utility Assistance Calls- Discount Internet or Utility (SRV 7c)		939		4,643			
Food-related Calls (SRV 7c)		1,534		10,474			
Housing and Homelessness Calls (SRV 7c)		2,555		16,325			

**Community Action Partnership of Kern
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Health and Human Service Referrals (SRV 7c)	2,319	16,033	
Total Other Services		74,995	
Explanation (Over/Under Goal Progress)			
2-1-1 lends its call handling service to several counties amongst the Central Valley in addition to the local county of Kern. Internally, the program also answers calls associated with homelessness assistance and completes a Quick Reference Tool to transfer callers to Coordinated Entry System. 2-1-1 makes every effort to meet standard goals and deliverables for all contracts and projects. Through its various scopes of work, the program supports providing application assistance, assessments, and outreach to bring awareness of services within the community. Calls, applications, and assessments are monitored and reviewed to determine appropriate methods and material needed for outreach events. The program is nearly staffed to capacity having an sufficient number of employees in roles to perform the work. Call volumes have been consistent in recent months and the program continues offering assistance for Medi-Cal renewal applications. The Medi-Cal Health Navigator Program (Medi-Cal) came to an end on 6/30/24 resulting in State budget changes; as of 7/1/2024, the program is no longer in contract to lead those efforts.			
Program Strategic Goals		Progress Towards Goal	
1. Enhance recruitment initiatives to attract and hire well-qualified candidates.	The program seeks to captivate skilled candidates by streamlining the recruitment process of internal Human Resources and external Staffing Agency efforts. The program is in a position currently to offer competitive wages, language fluency and competency incentives, and opportunities for growth.		
2. Enhance employee retention and foster opportunities for professional growth.	2-1-1 is staffed with 20 Full Time and 2 temporary Information and Referral (IR) Specialists to handle Low-Income Home Energy Assistance related as wells as standard calls. The program enriches employees through strategic schedule planning, honoring traditions, and celebrating achievements or milestones. The program offers opportunities for professional development and an incentive for IR's who obtain certification as a Community Resource Specialist.		
3. Focus on retaining current contracts, such as those with United Ways, and explore growth opportunities to enhance the impact on clients.	2-1-1 aims to achieve strengthened partnerships by effectively communicating, and meeting with partners and contract grantors to share performance data and discuss progress relative to its objectives, deliverables, and goals. The program is consistently working on meeting the reporting expectations of all funding sources and maintaining a trusting relationship to increase the opportunity for existing contracts to be retained. The program has been able to renew contracts with existing Funders.		
Program Highlights			
The program achieved an average of 94% calls handled and 6% abandoned calls amongst seven (7) campaigns for the month of July 2024 which lends itself to continuous efforts of improvement. The program has renewed contracts with three (3) of its county partners.			

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Month	August-24	Program/Division		2-1-1 Call Center Program			
Division/Director	Pritika Ram		Program Manager	Sabrina Jones-Roberts			
Reporting Period	January 1, 2024 - December 31, 2024						
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 1,300 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 17 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	Utility Service Payment☐		Homeless Diversion Programs		Food Pantries		
Top 3 Unmet Needs	Rent Payment Assistance		Food Stamps		Homeless Shelter		
Information and Referral Services Calls Handled (SRV 7c)		Month	YTD	Annual Goal	Month Progress	Annual Progress	
Kern County		6463	50,370	90,000	7%	56%	
Kings County		302	1,983	4,000	8%	50%	
Tulare County		872	6,747	10,000	9%	67%	
Stanislaus County		956	6,601	10,000	10%	66%	
Fresno & Madera		3355	24,954	20,000	17%	125%	
Merced & Mariposa		86	634	900	10%	70%	
Total I&R Calls Handled		12,034	91,289	134,900	107%	68%	
Average Wait Time	0:41						
Average Handle Time	5:37						
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.				16	10.9	5.06	
Grant Funded Services		Activity	Month	YTD	Annual Goal	Month Progress	Annual Progress
CalFresh Application (SRV 3l)		53	24	182	300	13%	61%
Medi-Cal Application (MNP) (SRV 3h)		-	-	142	100	0%	142%
Medi-Cal Redetermination- KP (SRV 3h)		14	2	2	70	100.00%	3%
First 5 Help Me Grow (HMG) Ages & Stages New Children Screened (SRV 5c)		57	33	280	300	12%	93%
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)		30,588		198,872	225,000	14%	88%
Other Calls		Month		YTD			
LIHEAP (SRV 7b)		5352		29,884			
Mental Health (SRV 7c)		461		3,449			
Utility Assistance Calls- Discount Internet or Utility (SRV 7c)		1204		5,847			
Food-related Calls (SRV 7c)		1388		11,862			
Housing and Homelessness Calls (SRV 7c)		2103		18,428			

**Community Action Partnership of Kern
Monthly Report 2024**

Health and Human Service Referrals (SRV 7c)	2072	18,105	
Total Other Services		87,575	
Explanation (Over/Under Goal Progress)			
2-1-1 lends its call handling service to several counties amongst the Central Valley in addition to the local county of Kern. Internally, the program also answers calls associated with homelessness assistance and completes a Quick Reference Tool to transfer callers to Coordinated Entry System. 2-1-1 makes every effort to meet standard goals and deliverables for all contracts and projects. Through its various scopes of work, the program supports providing application assistance, assessments, and outreach to bring awareness of services within the community. Calls, applications, and assessments are monitored and reviewed to determine appropriate methods and material needed for outreach events. The program is nearly staffed to capacity having an sufficient number of employees in roles to perform the work. Call volumes have been consistent in recent months and the program continues offering assistance for Medi-Cal renewal applications. The Medi-Cal Health Navigator Program (Medi-Cal) came to an end on 6/30/24 resulting in State budget changes; as of 7/1/2024, the program is no longer in contract to lead those efforts.			
Program Strategic Goals		Progress Towards Goal	
1. Enhance recruitment initiatives to attract and hire well-qualified candidates.	The program seeks to captivate skilled candidates by streamlining the recruitment process of internal Human Resources and external Staffing Agency efforts. The program is in a position currently to offer competitive wages, language fluency and competency incentives, and opportunities for growth.		
2. Enhance employee retention and foster opportunities for professional growth.	2-1-1 is staffed with 20 Full Time and 2 temporary Information and Referral (IR) Specialists to handle Low-Income Home Energy Assistance related as wells as standard calls. The program enriches employees through strategic schedule planning, honoring traditions, and celebrating achievements or milestones. The program offers opportunities for professional development and an incentive for IR's who obtain certification as a Community Resource Specialist.		
3. Focus on retaining current contracts, such as those with United Ways, and explore growth opportunities to enhance the impact on clients.	2-1-1 aims to achieve strengthened partnerships by effectively communicating, and meeting with partners and contract grantors to share performance data and discuss progress relative to its objectives, deliverables, and goals. The program is consistently working on meeting the reporting expectations of all funding sources and maintaining a trusting relationship to increase the opportunity for existing contracts to be retained. The program has been able to renew contracts with existing Funders.		
Program Highlights			
The program has a newly certified Community Resource Specialist. With consistent call procedures in place, the average calls handled is 94% and abandoned is 6% abandoned amongst seven (7) campaigns for the month of August 2024.			

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Month	July-24	Program/Work Unit		Community School Partnership Program		
Division/Director	Pritika Ram		Program Manager	Que'Mesha Banner		
Reporting Period	January 1, 2024 - December 31, 2024					
Program Description						
The Community School Partnership Program (CSPP) provides comprehensive case management services to student-families enrolled in Bakersfield City School District's (BCSD) Community Schools. CSPP receives referrals from the community schools' Multi-Tiered System of Support and Family and Community Engagement (FACE) Liaisons. The program connects student-families with community-based services to address food insecurities, housing stability, and other essential needs. It is modeled after the Four Pillars of a successful Community School, aimed at mitigating the academic and social impacts of emergencies on local communities and enhancing school responsiveness to student and family needs.						
Additional Requested Services	Resume Building		Interview Clothing		N/A	
BCSD Referral Type	M.T.S.S (0)		F.A.C.E (10)		OTHER (4)	
Direct Services		Month	YTD	Annual Goal	Month Progress	Annual Progress
Families referred to Program (SRV 7c) One-time services		14	363	650	2%	56%
Families Receiving Case Management Services (SRV 7a)		6	87	488	1%	18%
Results-Oriented Management and Accountability (ROMA) Assessment		Month	YTD			
Families that completed Pre-assessment		6	89			
Families that completed Post-assessment		0	7			
Internal Referral Services (SRV 7c)		Month	YTD			
Total Families referred internally for Food and Nutrition (2-1-1 or CalFresh)		1	51			
Total Families referred internally for Housing (CES)		1	31			
Total families referred for Employment Resources (2-1-1 or external)		1	27			
Total Families referred internally for Childcare (Head Start)		1	19			
Total Families referred internally for Utility Assistance (Energy)		2	49			
Total Families referred to Friendship House afterschool/ mentorship program		0	17			
Families Receiving Emergency Food Boxes through CAPK Food Bank Pantry Partnership (SRV 5jj)		9	201			
Home Visits (SRV 2cc)		10	27			
Explanation (Over/Under Goal Progress)						

**Community Action Partnership of Kern
Monthly Report 2024**

The 2023-2024 academic year has ended, and all four community schools are currently on summer break. During this period, school-based meetings are not held as all school staff are offsite. Case Managers are working out of the 211 office due to the school closures. On July 24, 2024, interviews were conducted to fill one Case Manager vacancy. Despite the break, Case Managers have continued to follow up with families on their caseloads, distributing food items and addressing any arising needs. However, student-families tend to be less engaged during the summer break.

Program Strategic Goals	Progress Towards Goal
1. Elevate program standards and effectiveness by providing a minimum of 3-months and up to one year of case management services to families referred to program and ensure the case management flow chart is being followed and conducted promptly.	Worked with the ROMA Trainer to convert the agency's current ROMA assessment scale into a MATRIX format, enhancing the tracking of progress and outcomes.
2. Implement Specific, Measurable, Achievable, Relevant, and Time-Bound (SMART) goals with participating families based on their needs outlined in ROMA assessment to reduce barriers and increase successful outcomes.	Case Managers have improved in completing initial Family Goal Plans with SMART goals and conducting 30-day follow-ups. However, there is a need for improvement in completing 60-day and 90-day follow-ups.
3. Increase access to housing support and financial educational opportunities for families experiencing or at-risk of homelessness.	For the upcoming 2024-2025 academic year, CSPP will continue its collaboration with Chase Bank to offer financial literacy education to families.
4. Recruitment	A job requisition was opened to fill one CSPP Case Manager vacancy, and interviews were conducted on July 24, 2024. A candidate will be selected and offered the position by the end of the month.
Program Highlights	
On 7/17/24 and 7/18/24, CSPP team attended the intro to Results-Oriented and Accountability (ROMA) for the Community Action Network training. CSPP also received non-food items for families through our Food Pantry partnership.	

**Community Action Partnership of Kern
Monthly Report 2024**

Month	August-24	Program/Work Unit		Community School Partnership Program		
Division/Director	Pritika Ram	Program Manager	Que'Mesha Banner			
Reporting Period	January 1, 2024 - December 31, 2024					
Program Description						
The Community School Partnership Program (CSPP) provides comprehensive case management services to student-families enrolled in Bakersfield City School District's (BCSD) Community Schools. CSPP receives referrals from the community schools' Multi-Tiered System of Support and Family and Community Engagement (FACE) Liaisons. The program connects student-families with community-based services to address food insecurities, housing stability, and other essential needs. It is modeled after the Four Pillars of a successful Community School, aimed at mitigating the academic and social impacts of emergencies on local communities and enhancing school responsiveness to student and family needs.						
Additional Requested Services	Resume Building		Furniture		Rental Assistance	
BCSD Referral Type	M.T.S.S (1)		F.A.C.E (43)		OTHER (26)	
Direct Services		Month	YTD	Annual Goal	Month Progress	Annual Progress
Families referred to Program (SRV 7c) One-time services		70	433	650	11%	67%
Families Receiving Case Management Services (SRV 7a)		22	109	488	5%	22%
Results-Oriented Management and Accountability (ROMA) Assessment		Month	YTD			
Families that completed Pre-assessment		16	105			
Families that completed Post-assessment		1	8			
Internal Referral Services (SRV 7c)		Month	YTD			
Total Families referred internally for Food and Nutrition (2-1-1 or CalFresh)		15	66			
Total Families referred internally for Housing (CES)		4	35			
Total families referred for Employment Resources (2-1-1 or external)		2	29			
Total Families referred internally for Childcare (Head Start)		1	20			
Total Families referred internally for Utility Assistance (Energy)		19	68			
Total Families referred to Friendship House afterschool/ mentorship program		4	21			
Families Receiving Emergency Food Boxes through CAPK Food Bank Pantry Partnership (SRV 5jj)		62	263			
Home Visits (SRV 2cc)		12	39			

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Explanation (Over/Under Goal Progress)	
The 2024-2025 academic year has begun, and CSPP experienced one case manager vacancy at McKinley Elementary School for the month of August. A job offer was extended on August 7, 2024, and the candidate accepted on August 12, 2024. The new hire is scheduled to attend orientation in September. Case Managers participated in Back-to-School night events, engaging with both new and returning parents about the program's services. Additionally, the Program Supervisor met with the Case Managers to discuss goals for the academic year aimed at increasing program referrals and parent involvement, reinforcing our value as a resource to our school partners.	
Program Strategic Goals	Progress Towards Goal
1. Elevate program standards and effectiveness by providing a minimum of 3-months and up to one year of case management services to families referred to program and ensure the case management flow chart is being followed and conducted promptly.	The Program Supervisor has been working closely with the IS team to improve the Dynamics Case Management System. Updates include refining the ROMA assessment and integrating the Family Goal Plans into the system. Additionally, we have implemented a Supervisor's Dashboard to provide a clearer overview of the services being provided to student-families.
2. Implement Specific, Measurable, Achievable, Relevant, and Time-Bound (SMART) goals with participating families based on their needs outlined in ROMA assessment to reduce barriers and increase successful outcomes.	Case Managers have improved in completing initial Family Goal Plans with SMART goals and conducting 30-day follow-ups. However, there is a need for improvement in completing 60-day and 90-day follow-ups.
3. Increase access to housing support and financial educational opportunities for families experiencing or at-risk of homelessness.	For the upcoming 2024-2025 academic year, CSPP will continue its partnership with Chase Bank to provide financial literacy education to families. Additionally, CSPP will actively seek out and explore other housing resources.
4. Recruitment	Successful recruitment and onboarding of a new Case Manager for McKinley Elementary School.
Program Highlights	
Successful onboarding of new case manager, Back-to-School Night engagement, goal-setting for the academic year, continued partnership with Chase Bank, Case Management System enhancements. Enhancing outreach efforts by partnering with the outreach team to take headshots of Case Managers, which will be featured on flyers distributed within the schools and to student-families. This initiative aims to raise awareness of the presence of CAPK representatives on-site and the services they offer.	

**Application Status Report
July and August 2024**

Name	Description	Funder	Amount Requested	Amount Awarded	Decision Date	Status
Zero-Emission Forklift Replacement Program	Grant funds are to replace forklifts for newer energy efficient models. The Food Bank has determined this opportunity is not applicable to them at this time.	San Joaquin Valley Air Pollution Control District	\$ -	\$ -		Abandoned
HUD 2024 Preservation and Reinvestment Initiative for Community Enhancement (PRICE)	The Preservation and Reinvestment Initiative for Community Enhancement (PRICE) grant aims to support the preservation, revitalization, and enhancement of manufactured housing communities. The program provides substantial funding for projects that improve the quality and resilience of manufactured homes, promote affordable housing, and support low- and moderate-income households. Abandoned due to tight timeline on application requirements.	US Department of Housing and Urban Development (HUD)	\$ 5,000,000.00	\$ -		Abandoned
Transform Youth Justice	The 2024-2026 Transform Youth Justice (TYJ) Community-Based Organization (CBO) Capacity Building Initiative (CBI) aims to improve the health, social and intergenerational life course outcomes of justice-involved youth and their families. Abandoned- CAPK does not meet annual budget requirements	Office of Youth and Community Restoration	\$ -	\$ -		Abandoned
Local Food Purchase Assistance (LFPA) Central California Collaborative	California Department of Social Services - USDA Local Food Purchase Assistance Cooperative Agreement Program A proposal prepared by the Central California Food Bank (CCFB) for the Local Food Purchase Assistance (LFPA) Central California Collaborative grant as part of a BIPOC Small Farmer Engagement Initiative.	Central California Food Bank (CCFB)	\$ -	\$ 983,837.00	7/16/2024	Awarded
CJF Catalyst Funds	The Catalyst program will work to bridge the gap between planning regional economic development strategies and implementing projects designed to achieve outcomes that align with those strategies. CAPK is a subrecipient to KCCD, the lead in the project. Funder: Employment Development Department, State of California	Kern Community College District	\$ 380,000.00	\$ 380,000.00	8/13/2024	Awarded
Community Based Organization Arrears Case Management Pilot Program	Case management for PG&E clients in arrears.	Pacific Gas and Electric Company (PG&E)	\$ 1,790,077.00	\$ 1,790,077.00	8/16/2024	Awarded
Borel Fire Response	Baby2Baby reached out to OFRC and donated emergency supplies for families affected by the Borel Fire.	Baby 2 Baby	\$ 8,045.00	\$ 8,045.00	8/2/2024	Awarded
Kern Family Health Care Community Grant Program	This project will fund the continuation of VITA services after tax season ends.	Kern Family Health Care (KFHC)	\$ 5,000.00	\$ -	7/1/2024	Denied

**Application Status Report
July and August 2024**

Kern Family Health Care Community Grant Program	Funds from KFHC will allow CalFresh to purchase incentive items during outreach events that will promote healthy habits/alternatives.	Kern Family Health Care (KFHC)	\$ 5,000.00	\$ -	7/1/2024	Denied
CalMoneySmart Grant	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)	\$ 200,000.00	\$ -	8/6/2024	Denied
Building Capacity to Increase Older Adult Access to Health Essentials Programs	Enhance the Senior Food Box Program by adding a new text service technology to improve process and delivery.	American Association of Retired Persons	\$ 50,000.00	\$ -		LOI-Submitted
HUD CoC FY 2024 Letter of Intent (LoI) Packet	Coordinated Entry System (CES) continued funding	Bakersfield Kern Regional Homeless Collaborative	\$ 236,388.00	\$ -		LOI-Submitted
2025-2028 Funding- East Kern	EKFRC will provide case management, comprehensive services, early education, and parenting classes.	First 5 Kern	\$ 689,866.00	\$ -		Pending
211 Kern _ I&R Services	The scope is to provide parents/guradians with education and support services by identifying callers with children ages 0-5 years that are concerned with their child's current development.	First 5 Kern	\$ 405,718.00	\$ -		Pending
County Community Health Grant 2024 - Ensuring Access for All	Support access to health insurance coverage by ensuring eligible immigrants and undocumented individuals apply.	Kaiser Permanente	\$ 200,000.00	\$ -		Pending
NSF Type II Engine Grant	Develop a sustainable workforce development program targeting disinvested communities in East Kern, with a focus on high-wage middle class careers in water technology, energy, agricultural tech, space, and aerospace sectors. CAPK will be a subcontractor under this grant.	National Science Foundation	\$ 362,000.00	\$ -		Pending
Commonspirit Health Grants	This funding opportunity, provided by CommonSpirit Health, aims to support programs that address community health needs and promote equity. CAPK is applying for \$20,000 to fund the purchase of over 500 hygiene kits for individuals and families experiencing homelessness at the M Street Navigation Center. These kits, which include personal care items and basic clothing, will be distributed as part of the intake process to meet immediate needs and connect clients to healthcare services, improving overall health and stability.	CommonSpirit Health	\$ 20,000.00	\$ -		Pending

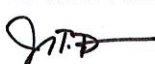
**Application Status Report
July and August 2024**

Prop 64 Youth community Access	The Youth Community Access (YCA) Grant Program, funded by the California Natural Resources Agency, aims to support youth access to natural and cultural resources, particularly for low-income and disadvantaged communities. CAPK is applying for both SYC and FHCC to offer leadership opportunities and field trip excursions to youth. Step one in the three step process complete. Waiting to hear for a call back for a teleconference before proceeding to step 3.	State of California Natural Resources Agency	\$ 500,000.00	\$ -		Pending
Equitable Access to Healthy Food Initiative	This funding opportunity will allow the Food Bank to pilot a 24/7 Food Locker for community members to obtain emergency food at anytime.	Kaiser Permanente	\$ 60,000.00	\$ -		Pending
August 2024 Distribution of Funds	Funds from WACOM will assist with ongoing operational expenses for the OFRC.	WACOM Thrift Shop	* N/A - WACOM decides funding amount	\$ -		Pending
Other Opportunities						
Kern County Veterans Stand Down	This donation request was submitted by CAPK on behalf of California Veterans Assistance Foundation. Request - Lunch and beverages for 1,000 veterans for the Stand Down event on 10/10 at Stramler Park.	Vallarta Supermarkets	\$5,000 *Donation will be provided in the form of food and beverages. Not monetary.	\$ -		Pending
Kitchen Bridge to Health -Kern River Bridge	The Kitchen Bridge to Health project aims to educate low-income and underserved community members in Lake Isabella on nutrition cooking using ingredients from our on-site pantry and edible Garden.	Kaiser Permanente	\$ 10,000.00	\$ -		Pending
HUD Youth Homeless Demonstration Program	CAPK assisted Bakersfield-Kern Regional Homeless Collaborative (BKRHC) in crafting a narrative for the Youth Homelessness Demonstration Program (YHDP) grant application. Our role involved incorporating data from the Homeless Management Information System (HMIS) and local housing plans to showcase how BKRHC projects, such as College Heights Cottages, align with affirmatively furthering fair housing (AFFH) goals.	Housing and Urban Development	\$ -	\$ -		Pending

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	State Grant	CAPK Program	FHCC, SYC
Funding Agency	California Department of Natural Resources	Project Name	Youth Community Access Grants
CFDA	n/a	Target Population	Youth
Reapplication (Y/N)	N	Number to be served	80 youth (40 from each center)
Estimated Request	\$ 500,000	Division Director	Freddy Hernandez
Award Period	Fall 2025 to March 2027	Program Manager	Lois Hannible, Angelica Nelson
Project Goal (One sentence goal statement)			
To provide underserved youth in Kern County with transformative experiences in nature and cultural heritage that foster environmental stewardship, cultural awareness, and leadership skills.			
Project Description (Brief one paragraph description)			
Note: CAPK is in the first phase of the Youth Community Access (YCA) grant process and is awaiting selection to submit a full application. The CAPK Youth Centers Nature and Culture Program will engage 80 youth from low-income and underserved communities in East and West Kern County in immersive educational experiences. Implemented at the Friendship House Community Center in Bakersfield and the Shafter Youth Center in Shafter, this one-year program includes field trips to state and national parks, cultural sites, and other significant locations, guided by the One Step Environmental Education curriculum. The program aims to instill a deep appreciation for California's natural and cultural heritage, while equipping participants with leadership skills and a strong sense of environmental responsibility.			
Estimated Budget Summary			
The \$500,000 budget is evenly split between the Friendship House and Shafter Youth Centers. Each center receives \$250,000 for personnel, program materials (including One Step curriculum), transportation (hybrid vehicle purchase), and field trip costs. This allocation ensures both centers can deliver impactful, high-quality programming focused on environmental stewardship and cultural awareness.			
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:

 <u>Freddy Hernandez</u> Freddy Hernandez (Aug 28, 2024 13:00 PDT) 08/28/2024 1. Division Director Date	 <u>Amy Webster</u> Amy Webster (Aug 28, 2024 14:16 PDT) 08/28/2024 4. Chief Financial Officer Date
 <u>Pritika Ram</u> Pritika Ram (Aug 28, 2024 14:16 PDT) 08/28/2024 2. Chief Business Development Officer Date	 <u>Emilio Wagner</u> Emilio Wagner (Aug 28, 2024 14:16 PDT) 08/28/2024 5. Chief Facilities and Technology Officer Date
 <u>[Name]</u> [Name] (Aug 28, 2024 14:16 PDT) 08/28/2024 3. Chief Program Officer Date	 <u>[Name]</u> [Name] (Aug 29, 2024 14:16 PDT) 08/29/2024 6. Chief Executive Officer Date

Date Presented / Approved:

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

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	Private	CAPK Program	Food Bank
Funding Agency	Wonderful Company	Project Name	Wonderful Community Grant
CFDA	N/A	Target Population	Low-income individuals and families
Reapplication (Y/N)	Y	Number to be served	350+ households
Estimated Request	\$ 200,000	Division Director	Susana Magana
Award Period	1 year	Program Manager	Kelly Lowery
Project Goal (One sentence goal statement)			
Provide fresh produce to community members in Shafter, Wasco, Delano, and Lost Hills.			
Project Description (Brief one paragraph description)			
The Wonderful Community Food Center at the CAPK Food Bank intends to continue its efforts in providing a free farmers' market experience to outlying areas of Bakersfield that experience food insecurities and economic challenges. The CAPK Food Bank will deliver monthly fresh produce to the outlying areas of Shafter, Wasco, Delano, and Lost Hills. This program reduces local food insecurity rates by increasing access and affordability to produce goods distributed at our local farmers markets.			
Estimated Budget Summary			
\$50,000 will be budgeted for each town: Shafter, Wasco, Delano, and Lost Hills for the program term year to allocate fresh produce for the community; totaling to \$200,000.			
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:

 Susana Magana (Aug 22, 2024 16:18 PDT)	08/22/2024
1. Division Director	Date
 Pritika Ram	08/22/2024
2. Chief Business Development Officer	Date
 Amy	08/26/2024
3. Chief Program Officer	Date

 Amy Webster	08/26/2024
4. Chief Financial Officer	Date
 Emilio Wagner (Aug 26, 2024 11:23 PDT)	08/26/2024
5. Chief Facilities and Technology Officer	Date
 J.T.D.	08/26/2024
6. Chief Executive Officer	Date

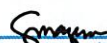
Date Presented / Approved:

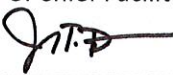
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Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	Private	CAPK Program	Women Infant and Children
Funding Agency	Food Research and Action Center	Project Name	Community Outreach Grant
CFDA	N/A	Target Population	Enrolled/Unenrolled WIC clients
Reapplication (Y/N)	N	Number to be served	1,200
Estimated Request	\$ 750,000	Division Director	Susana Magana
Award Period	1/1/25-12/31/26	Program Manager	N/A
Project Goal (One sentence goal statement)			
The purpose of this grant is to improve WIC enrollment and in Kern County by through comprehensive and data-driven outreach efforts.			
Project Description (Brief one paragraph description)			
The purpose of this grant is to improve WIC enrollment in Kern County through comprehensive and data-driven outreach efforts. Two Outreach Specialists will be hired to implement and evaluate three key project activities. The project aims to: (1) increase awareness by reaching 1,000 eligible families through continuous visibility of the outreach team at community events, meetings, and workshops; (2) improve accessibility by establishing a mobile outreach unit to boost WIC enrollment by 9% or 1,200 clients and (3) enhance utilization of WIC benefits by making it easier for families to reach the resources they need by providing transportation assistance. This assistance is especially important in rural areas where there are hundreds of enrolled clients but few WIC-approved vendors to access nutritious food. Outreach efforts will also capitalize on CAPK's extensive network, including the Head Start programs and several advertising campaigns that include GET bus advertisements, billboards, social media, newsletters, mailers, and newspaper ads.			
Estimated Budget Summary			
The budget includes approximately \$350,000 for personnel and fringe benefits to hire two Outreach Specialists, 20% of the WIC Administrator's time and 10% of the Director of Health and Nutrition's time. About \$24,000 is allocated for program incentives, including gas gift cards to support transportation assistance and incentives for survey participation, which will be conducted twice over two years to gather feedback and adjust the plan as needed. Additionally, \$80,000 is budgeted for advertisements, such as billboards, mailers, and newspaper ads, \$8,000 allocated for travel expenses, and \$7,500 for 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:

 <u>Susana Magana (Sep 3, 2024 14:15 PDT)</u>	09/03/2024
1. Division Director	Date
	09/03/2024
2. Chief Business Development Officer	Date
	09/03/2024
3. Chief Program Officer	Date

 <u>Tracy Webster (Sep 3, 2024 07:55 PDT)</u>	09/03/2024
4. Chief Financial Officer	Date
 <u>Emilio Wagner (Sep 3, 2024 07:55 PDT)</u>	09/03/2024
5. Chief Facilities and Technology Officer	Date
	09/02/2024
6. Chief Executive Officer	Date

Date Presented / Approved:

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

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	Private	CAPK Program	Food Bank
Funding Agency	Kaiser Permanente	Project Name	CAPK Food Locker Pilot Program
CFDA	N/A	Target Population	low-income individuals and families
Reapplication (Y/N)	N	Number to be served	2,500 individuals
Estimated Request	\$ 60,000	Division Director	Susana Magana
Award Period	1 year	Program Manager	Kelly Lowery
Project Goal (One sentence goal statement)			
Provide a 24/7 food access alternative for community members.			
Project Description (Brief one paragraph description)			
The CAPK Food Locker Pilot Program is designed to enhance food access for low-income individuals and families in Kern County by implementing a secure, temperature-controlled food locker system at the CAPK Food Bank. The food locker contains sixteen (16) locker spaces and will contain 25 pounds of non-perishable food items and fresh produce. Clients will have the ability to select their preferred language to access a code to open a locker and retrieve their food boxes. 20,800 pounds of food items will be stored in the food lockers weekly for community members to come to the CAPK Food Bank and retrieve at their time of availability/need.			
Estimated Budget Summary			
\$54,918 has been allocated for the purchase of a food locker, \$4,620 will be used to cover software configuration and fees. \$462 will be allocated for indirect.			
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:


Susana Magana (Aug 22, 2024 16:18 PDT) 08/22/2024
 1. Division Director Date


Pritika Ram 08/22/2024
 2. Chief Business Development Officer Date


[unclear] 08/26/2024
 3. Chief Program Officer Date


Amy Webster 08/26/2024
 4. Chief Financial Officer Date


Emilio Wagner (Aug 26, 2024 11:23 PDT) 08/26/2024
 5. Chief Facilities and Technology Officer Date


[unclear] 08/26/2024
 6. 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	Independent Federal Agency	CAPK Program	Outreach Team
Funding Agency	National Science Foundation	Project Name	NSF. Type 2 Engine Grant
CFDA	n/a	Target Population	East Kern college students and adults
Reapplication (Y/N)	N	Number to be served	1,000
Estimated Request	\$ 362,000	Division Director	Pritika Ram
Award Period	10/2024-09/2026	Program Manager	Savannah Maldonado
Project Goal (One sentence goal statement)			
Develop a sustainable workforce development program targeting disinvested communities in East Kern, with a focus on high-wage middle-class careers in water technology, energy, agricultural technology, space, and aerospace sectors			
Project Description (Brief one paragraph description)			
The plan is divided into four phases. Phase 1 focuses on building strong partnerships with educational institutions, businesses, and community leaders. Phase 2 involves curriculum development, pilot programs in schools and centers, and establishing internship and mentorship opportunities. Phase 3 expands successful pilots, increases program awareness, and provides ongoing support to participants. Finally, Phase 4 secures long-term partnerships, seeks additional funding, measures program impact, and explores regional expansion and policy advocacy. This approach ensures a sustainable program that fosters a skilled workforce and economic growth in East Kern.			
Estimated Budget Summary			
The drafted budget is estimated for a two year term with funds going to the following budgetary items: personnel, benefits, travel, supplies, translation services, outreach expenses, and client incentives; totaling to \$362,000.			
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:


08/22/2024
 1. Division Director Date


08/22/2024
 2. Chief Business Development Officer Date


08/26/2024
 3. Chief Program Officer Date


08/26/2024
 4. Chief Financial Officer Date


Emilio Wagner (Aug 26, 2024 11:23 PDT)
08/26/2024
 5. Chief Facilities and Technology Officer Date


08/26/2024
 6. Chief Executive Officer Date

Date Presented / Approved:

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

Community Action Partnership of Kern Funding Profile

Funding Information			
Funding Type	Private	CAPK Program	Food Bank
Funding Agency	American Association of Retired Persons	Project Name	Building Capacity to Increase Older Adult Access to Health Essentials Programs
CFDA	N/A	Target Population	people over 50
Reapplication (Y/N)	N	Number to be served	100+
Estimated Request	\$ 50,000	Division Director	Susana Magana
Award Period	1 year grant period	Program Manager	Kelly Lowery
Project Goal (One sentence goal statement)			
Enhance the current logistics of the Senior Food Box Program by adding a text service.			
Project Description (Brief one paragraph description)			
If invited to submit a full proposal, the Food Bank will propose an added technology service that will improve the current access and distribution to the Senior Food Box Program. This added technology will increase the number of people reached and awareness of the program in the community.			
Estimated Budget Summary			
If invited to submit a full proposal, the Food Bank will work closely with the Grants Team to develop a budget draft that will fulfill the technological request for this grant proposal.			
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:


Susana Magana (Sep 3, 2024 14:20 PDT)

09/03/2024

1. Division Director Date



09/03/2024

2. Chief Business Development Officer Date



09/04/2024

3. Chief Program Officer Date



09/04/2024

4. Chief Financial Officer Date



Emilio Wagner (Sep 4, 2024 15:00 PDT)

09/04/2024

5. Chief Facilities and Technology Officer Date



09/04/2024

6. Chief Executive 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)
August 2024

Funding Type	Private	CAPK Program	M Street Navigation Center
Funding Agency	Common Spirit Health	Project Name	M Street Homeless Hygiene Initiative
CFDA	N/A	Target Population	Persons experiencing homelessness
Request	\$20,000	Division Director	Rebecca Moreno
Award Period	3/1/25 - 2/28/26	Program Manager	Laurie Hughey
Description	If funded, this program at the M Street Navigation Center will distribute over 500 hygiene kits to individuals and families experiencing or at risk of homelessness in Bakersfield. Each kit includes essential personal care items, basic clothing, and specialized products for those with additional needs, such as incontinence underwear. These kits will be provided as part of the client intake process, serving not only to meet immediate hygiene needs but also as a strategic tool to encourage engagement with ongoing support services. The program aims to improve health outcomes and promote stability by connecting clients to healthcare screenings and referrals facilitated through existing partnerships with local medical and dental providers. This initiative is designed to enhance the overall impact of M Street's services, addressing both urgent and long-term needs of the community.		

Funding Type	Private	CAPK Program	Oasis FRC
Funding Agency	WACOM	Project Name	Fall 2024
CFDA	N/A	Target Population	Veteran households
Request	WACOM determines amount-typically less than \$3,000	Division Director	Freddy Hernandez
Award Period	1 year	Program Manager	Eric Le Barbe
Description	Funds from WACOM help the OFRC provide case management support to military families in the Naval Air Weapons Station-China Lake.		

Funding Type	Private	CAPK Program	NOT a CAPK Program – California Veterans
Funding Agency	WACOM	Project Name	Fall 2024
CFDA	N/A	Target Population	Veteran households
Request	WACOM determines amount-typically less than \$3,000	Division Director	Freddy Hernandez
Award Period	1 year	Program Manager	Eric Le Barbe

**Community Action Partnership of Kern
Small Funding Request (\$50,000 or less per year)
August 2024**

Description	Funds from WACOM help the OFRC provide case management support to military families in the Naval Air Weapons Station-China Lake.
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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:
_____	:	_____	_____

**Community Action Partnership of Kern
Monthly Report 2024**

Month	July-24	Program/Work Unit		Head Start & Early Head Start		
Division/Director	Head Start/State Child Development Division/ Yolanda Gonzales	Enrollment and Attendance Manager	Carol Hendricks			
Reporting Period	July 1, 2024 - July 31, 2024					
Program Description						
Head Start provides high-quality, early childhood education to children ages zero to five years old through part-day, full-day, and home-based options. The program has a holistic approach, not only addressing the needs of the child but teaching parents to become advocates and skilled providers for their children through its Parent Policy Council and Family Engagement programs. CAPK offers Head Start and Early Head Start services throughout Kern and San Joaquin counties.						
Early Head Start (ages 0-3) (FNPI 2a, 2b, 2c, 2c.1,2d, SRV 2b, 7a)	Month	Target	Annual Goal	Annual Progress	Closed Classrooms Slots	
Reportable/Funded Enrollment (15 fully closed classrooms/2 partially closed classroom)	524	753	753	70%	128	
Disabilities	117 (YTD)	10%	10%	15%	n/a	
Over Income 101%-130% (up to 35%)	20	n/a	n/a	4%	n/a	
Over Income 131% and up (up to 10%)	48	n/a	n/a	9%	n/a	
Head Start (ages 3-5) (FNPI 2a, 2b, 2c, 2c.1,2d,SRV 2b, 7a)	Month	Target	Annual Goal	Annual Progress	Closed Classrooms Slots	
Reportable/Funded Enrollment (10 fully closed classrooms)	269	953	953	28%	138	
Disabilities	18 (YTD)	10%	10%	2%	n/a	
Over Income 101%-130% (up to 35%)	8	n/a	n/a	3%	n/a	
Over Income 131% and up (up to 10%)	16	n/a	n/a	6%	n/a	
Home Visiting Program (SRV 2cc, 7a)	Monthly	Year-To-Date	Annual Goal (Contract Limit 400)	Annual Progress		
Enrollment	141	141	312	45%		
Central Kitchen	Total Number Prepared		Breakfast	Lunch	Snack	
Meals and Snacks	31,973		10,651	10,661	10,661	
Child and Adult Care Food Program (CACFP) (Note: The data represents information from June 2024)	Total Meals Delivered		Meals Allocated (CACFP/HS)	# of Meals Served	% of Meals Served	
Meals and Snacks (SRV 5ii)	35,316		14,174/21,142	18,111	68%	
Household Services	Month	YTD				
Eligibility Determination (SRV 7b)	235	476				
Total Community Services	235	476				
Explanation (Over/Under Goal Progress)						

**Community Action Partnership of Kern
Monthly Report 2024**

The current challenges we are facing regarding enrollment is due to staffing shortages. To address our staffing shortages, ongoing efforts to recruit and retain staff are underway, including but not limited to the following: Education waivers, recruitment events, as well as a Job Fair on June 27, 2024. We will see a reduction in vacant positions as the Office of Head Start approved the 2024/2025 Program Options.

	Progress Towards Goal
1.School Rediness: Increase families and staff capacity to support children's school readiness and to implement a quality program by enhancing an inclusive environment to strengthen teacher and child interactions.	Objective: Increase families and staff capacity to support children's school readiness and to implement a quality program by enhancing an inclusive environment to strengthen teacher and child interactions. Progress: 100% of staff atteded Loose Parts/STEM training during pre-service. Loose Parts/STEM curriculum pilot sites were identified. Materials are being ordered for loose Parts. Loose parts curriculum was presented at the Father Engagement Conference.

Program Description
1.7/20/2024 – BAIHP Recruitment Event 2.7/25/2024 – Recruitment at the Alberta Dillard and Vineland centers/communities 3.Ongoing recruitment throughout the community.

**Community Action Partnership of Kern
Monthly Report 2024**

Month	August-24	Program/Work Unit		Head Start & Early Head Start		
Division/Director	Head Start/State Child Development Division/ Yolanda Gonzales	Enrollment and Attendance Manager	Carol Hendricks			
Reporting Period	August 1, 2024 - August 30, 2024					
Program Description						
Head Start provides high-quality, early childhood education to children ages zero to five years old through part-day, full-day, and home-based options. The program has a holistic approach, not only addressing the needs of the child but teaching parents to become advocates and skilled providers for their children through its Parent Policy Council and Family Engagement programs. CAPK offers Head Start and Early Head Start services throughout Kern and San Joaquin counties.						
Early Head Start (ages 0-3) (FNPI 2a, 2b, 2c, 2c.1,2d, SRV 2b, 7a)	Month	Target	Annual Goal	Annual Progress	Closed Classrooms Slots	
Reportable/Funded Enrollment (9 fully closed classroom rooms)	572	753	753	76%	128	
Disabilities	136 (YTD)	10%	10%	18%	n/a	
Over Income 101%-130% (up to 35%)	21	n/a	n/a	4%	n/a	
Over Income 131% and up (up to 10%)	53	n/a	n/a	9%	n/a	
Head Start (ages 3-5) (FNPI 2a, 2b, 2c, 2c.1,2d,SRV 2b, 7a)	Month	Target	Annual Goal	Annual Progress	Closed Classrooms Slots	
Reportable/Funded Enrollment (8 fully closed classrooms)	568	953	953	60%	138	
Disabilities	49 (YTD)	10%	10%	5%	n/a	
Over Income 101%-130% (up to 35%)	19	n/a	n/a	3%	n/a	
Over Income 131% and up (up to 10%)	58	n/a	n/a	9%	n/a	
Home Visiting Program (SRV 2cc, 7a)	Monthly	Year-To-Date	Annual Goal (Contract Limit 400)	Annual Progress		
Enrollment	142	142	312	46%		
Central Kitchen	Total Number Prepared		Breakfast	Lunch	Snack	
Meals and Snacks	31,973		10,651	10,661	10,661	
Child and Adult Care Food Program (CACFP) (Note: The data represents information from July 2024)	Total Meals Delivered		Meals Allocated (CACFP/HS)	# of Meals Served	% of Meals Served	
Meals and Snacks (SRV 5ii)	40,133		21,482/18,651	18,111	61%	
Household Services	Month	YTD				
Eligibility Determination (SRV 7b)	176	652				
Total Community Services	176	652				
Explanation (Over/Under Goal Progress)						

**Community Action Partnership of Kern
Monthly Report 2024**

The current challenges we are facing regarding enrollment is due to staffing shortages and the licensing of centers. We have addressed our staffing shortages by hiring several staff members, such as, teachers, assistant teachers and kitchen staff. These new staff members are in the hiring process before starting. Many of our centers are pending visits by licensing to approve remodels, repairs and the yards of some centers. Once licensing approves the centers we can open classrooms and yards.

	Progress Towards Goal
1. Workforce: To enhance onboarding, recruitment and retention of staff by implementing programs that embraces pathways for learning, professional development, succession planning, and a positive culture to obtain and retain staff.	Objective B: Develop, implement, and evaluate a mentorship program for new staff onboarding to ensure comprehension, knowledge, and understanding of their position by gathering feedback from the mentors and mentees, assessing goal attainment, retention, and promotion rates, and measuring the level of engagement between the mentees and mentors in the program. Progress: The third cohort group of the mentorship program met at the end of July 2024. Surveys are provided at the first and last meeting of each cohort group and provide ongoing feedback to inform mentorship program assessment and evaluation. Policies and procedures for the mentorship program were approved by program

Program Description
1. August 1, 2024 – Vineland School, First day of school recruitment. 2. August 1, 2024 – Delano Recruitment – Intake clinic. 3. August 8, 2024 – Ready, Set, Back to School-Child Support Offices – Kern County Museum 4. August 11, 2024 – Friendship House Community Center School Backpack Drive and Resource Fair. 5. August 15, 2024 – Delano – Intake clinic 6. August 22, 2024 – Taft- Intake clinic. 7. August 29, 2024 – Recruiting for the Broadway and Sunrise Villa Centers.



MEMORANDUM

To: Program Review and Evaluation Committee
From: Rosa Guerrero, Administrative Analyst
Date: September 11, 2024
Subject: *Agenda Item 5d: Head Start 2025-2026 Program Goals and Objectives – Action Item*

The Head Start & State Child Development Division requests approval of the 2025-2026 Program Goals and Objectives for the Head Start/Early Head Start grant #09CH012489 due in December 2024. This update is part of our annual program planning process, during which we assess and monitor our Program Goals and Objectives for the five-year grant period.

As we enter our second grant cycle, we will continue prioritizing our Workforce, Program Options, Health and Safety, and School Readiness goals. Notable milestones during the first grant year period include introducing our mentorship program, implementing Family Child Care as a program option, establishing a tracking system for health and safety incidents, and reaching training benchmarks in areas such as dual language framework and Loose Parts curriculum. The program will continue tracking progress and challenges through the end of the five-year grant period through 2029.

Recommendation

Staff recommends the Program Review and Evaluation Committee approve the 2025-2026 Program Goals and Objectives for the Head Start/Early Head Start grant #09CH012489.

Attachment:

2025-2026 Program Goals and Objectives

Head Start and Early Head Start 09CH012489
2025-2026 Program Goals and Objectives

Goal I Workforce: To enhance onboarding, recruitment, and retention of staff by implementing programs that embraces pathways for learning, professional development, succession planning, and a positive culture to obtain and retain staff.			
HS & EHS Kern Measurable Objectives/ Outcomes	Objectives	Action Steps	Progress/Challenges
	Objective A: Develop a structured onboarding process that introduces new employees to the organization's culture, values, and expectations. Provide them with the necessary tools, resources, and training to quickly integrate into their roles.	1. During new hire orientation, conduct an official welcome session to introduce them to key team members, managers, and colleagues. 2. Provide an overview of the organizational structure, departments, and how their roles fit within the broader picture. 3. Provide job-specific training that covers the tasks, responsibilities, and expectations associated with their position. 4. Conduct hands-on training, workshops, or online courses to enhance their understanding of job functions, tools, and systems they will be using. 5. Assign a mentor who could provide guidance and support.	In Progress • The New Hire 2.0 packet is underway. Head Start departments submitted their new-hire materials in July and are under review by Professional Development.
	Objective B: Develop, implement, and evaluate a mentorship program for new staff onboarding to ensure	1. Identify experienced and knowledgeable employees who can serve as mentors.	In Progress • The third cohort group of the mentorship program met at the end of July 2024.

Revised 07/15/2024

Head Start and Early Head Start 09CH012489
2025-2026 Program Goals and Objectives

	comprehension, knowledge, and understanding of their position by gathering feedback from the mentors and mentees, assessing goal attainment, retention, and promotion rates, and measuring the level of engagement between the mentees and mentors in the program.	2. Provide mentorship training to help mentors understand their roles, effective communication techniques, and the importance of fostering a positive learning environment. 3. Assign mentors with mentees. 4. During orientation, introduce mentors and mentees to each other and provide an overview of the mentorship program. 5. Set clear expectations and goals for both mentors and mentees via policies and procedures. 6. Evaluation and Feedback: Regularly assess the mentorship program's effectiveness through surveys, feedback sessions, or focus groups. Questions regarding the satisfaction with the program, the quality of the mentoring relationship, and whether the goals were met. An inquiry about specific aspects such as communication, supportiveness, and knowledge transfer	• Surveys are provided at the first and last meeting of each cohort group and provide ongoing feedback to inform mentorship program assessment and evaluation. • Policies and procedures for the mentorship program were approved by program directors. Challenges • Obtaining consistent survey participation among mentees. Staff will identify alternate methods to increase the number of survey responses among center staff.
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Head Start and Early Head Start 09CH012489
2025-2026 Program Goals and Objectives

		will be documented as well. The questions will be in quantitative format; however, a qualitative portion will be included to determine if there are any themes that need to be addressed. 7. Gather input from mentors and mentees to identify strengths and areas for improvement. 8. Continuously review and update the mentorship program to ensure its alignment with evolving organizational needs and changing employee demographics. 9. Retention and Promotion rates: Monitor the retention rates of mentees within the organization. Additionally, track the number of mentees who have been promoted or advanced in their careers as an indication of the program's impact on their professional development. 10. Measure the level of engagement of both mentees and mentors.	
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Head Start and Early Head Start 09CH012489
2025-2026 Program Goals and Objectives

	Objective C: Incorporate incentive or reward programs to empower all staff to be directly involved in the recruitment and retention process that would shift the culture of the division.	1. Develop a reward program that will incentivize staff recruitment. The incentive would be based on the position recruited and obtained when the recruit passes their probationary period.	COMPLETE - Recruitment incentive will be in effect until 12/31/2024. - Retention incentive is complete. - We will continue to empower all staff to be directly involved in the recruitment and retention process.
Goal II Program Options: To develop and implement program options that coincide with the needs of the community and ensure eligible families receive services that provide a strong foundation for their children's academic journey.			
HS & EHS Kern Measurable Objectives/ Outcomes	Objectives Objective A: Develop and implement program options that tailor to the community's unique needs and characteristics.	Action Steps - Develop and implement a Home Base option for children eligible for Head Start services. - Develop and implement a Family Childcare Option to reach families that are receiving services in the private sector while ensuring it upholds the Head Start Performance Standards. - Provide opportunities that allow for more 3-year-old designated classrooms to reach a needed population in the community.	Progress/Challenges COMPLETE - Head Start Home Base is now available as a program option. - Family Child Care Option was approved by OHS. Program has onboarded FCC staff. The timeline to start enrolling children is set for November 2024.

Head Start and Early Head Start 09CH012489
2025-2026 Program Goals and Objectives

		4. Explore the need to create more Early Head Start classrooms to facilitate the needs of the community for the specific demographic.	
Goal III Health and Safety: Strengthen standards of practice for mitigating risk through expanding our culture of child health and safety.			
HS & EHS Kern Measurable Objectives/ Outcomes	Objectives Objective A: The program will expand tools and resources necessary to ensure we have a standard of practice focused on protecting child safety and preventing and identifying child abuse before August 2024. For example, Bee Safe and iLookOut training, a free online professional development course focused on protecting child safety and preventing and identifying child abuse.	Action Steps 1. Explore new resources to enhance protecting children by recognizing the signs and symptoms of suspected child abuse or neglect, understanding the responsibilities of a mandated reporter, and supporting families when filing a mandated report. 2. 20% of program staff will complete the iLookOut training by the year 2.	Progress/Challenges In Progress • Program staff will complete iLookOut upon all staff's return for school year 2024-2025. • Site staff will participate in health and safety topics during monthly meetings. • Health and Safety practices will be regularly communicated through family engagement meetings.
	Objective B: The program will establish a system of fidelity for implementing a child health and safety environment, including reporting of all incidents for all program options prior	1. Administration will partner with program to enhance system on the importance of seamless reporting. 2. The program will set clear expectations on the importance of reporting health and safety incidents.	COMPLETE • Policy for health and safety incidents were submitted and approved by program executive staff. • Data system on health and safety incidents has been developed using a

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Head Start and Early Head Start 09CH012489
2025-2026 Program Goals and Objectives

	to the 2024 school year.	3. The program will develop a data system to track and report child health and safety incidents.	Power BI dashboard in collaboration with Data Analyst.
	Objective C: The program will implement a CIR (Critical Incident Review) system to establish a culture of active supervision to support ongoing health and safety improvement prior to the Year 3 funding period.	1. Gather input from program and admin staff to identify strengths and areas for improvement. 2. Develop and implement a Critical Review System and ensure it upholds the Community Care Licensing and Head Start Program Performance Standards. 3. Continuously review and update the system to ensure fidelity and quality with evolving organizational needs.	In Progress Pending completion of Objective A before initiating this Objective.

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2025-2026 Program Goals and Objectives

Goal IV School Readiness: Increase families and staff capacity to support children’s school readiness and to implement a quality program by enhancing an inclusive environment to strengthen teacher and child interactions.			
HS & EHS	Objectives	Action Steps	Progress/Challenges
Kern Measurable Objectives/ Outcomes	Objective A: The program will redesign indoor/outdoor environments to reflect the children’s culture, promote curiosity, diversity, equity, inclusion, and safety.	1. 10% of the program staff will attend Loose Parts and STEM training by year 1. 2. The program will pilot 15% of centers in a Loose Parts / STEM curriculum enhancement implementation by Year 2. 3. The program will increase male involvement participation to enhance learning environments.	In Progress • 100% of staff attended Loose Parts/STEM training during pre-service. • Loose Parts/STEM curriculum pilot sites are identified; materials to carry out Loose Parts/STEM curriculum have been ordered. • Loose Parts curriculum was presented at the Father Engagement Conference in January 2024.
	Objective B: The program will develop a dual-language framework and will strengthen the ability of staff to work with dual-language learners.	1. The program will provide training to 15% of staff to increase their knowledge of best practices that support dual language learners and bilingualism by Year 2. 2. The program will partner with families in the importance of maintaining their home language by Year 2.	In Progress • At least 75% of infant and toddler staff completed training on best practices for dual language. • Pre-school staff training for dual language is pending.
	Objective C: The program will elevate children’s social-emotional development and strengthen teacher-child interactions.	1. The program will have 4 train-the-trainers on Pyramid Model, Trauma Informed Care, and CLASS by end of year 2. 2. 85% of education and support services staff will be trained in Pyramid	In Progress • Two (2) trauma informed and one (1) Pyramid Model train-the-trainers are currently certified. At least three (3) Pyramid Model train-the-trainer

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		Model by the end of Year 2. 3. 50% of newly hired staff will participate in the Pyramid Model training and ongoing coaching in Trauma Informed Care during Professional Learning Communities. 4. The program will increase the number of mentor coaches to enhance quality interactions. 5. The program will implement an annual Family Workshop to increase Social Emotional Awareness in young children.	will be certified by the end of year 2. • Five (5) train-the-trainers for CLASS Pre-K have been identified to train in October 2024. • Seven (7) staff were selected to attend and received certification in Pyramid Infant Toddler Observation Scale (TPITOS), Teaching Pyramid Observation Tool (TPOT) and Behavior Incident Report (BIR) for social emotional awareness in April 2024. • Annual Family Workshop to increase Social Emotional Awareness took place in April. Challenges • Transition from 2008 CLASS to current CLASS 2.0 guidelines.
	Objective D: The program will strengthen the collaboration with 25% of receiving School Districts by developing MOUs.	1. The program will collaborate with community agencies to support transitions by participating in collaborative meetings and community resource fairs. 2. The program will provide ongoing series of parent's roles in transitions and developmental milestones.	In Progress • Additional efforts will be made to connect staff to liaison meetings to establish connections for MOU's by end of school year 2024-2025. • School Readiness committee will be used to speak to parents about their roles in transitions and milestones by end of school year 2024-2025.

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		3. The program will develop a data system to track transitions across program options.	• In collaboration with our Data Analyst, a tracking system for transitions will be developed in ChildPlus by end of school year 2024-2025.
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DRAFT



MEMORANDUM

To: Program Review and Evaluation Committee
From: Rosa Guerrero, Administrative Analyst
Date: September 11, 2024
Subject: *Agenda Item 5e*: Head Start 2025-2026 Training and Technical Assistance Plan –
Action Item

The Head Start & State Child Development Division requests approval of the 2025-2026 Training and Technical Assistance Plan for the Kern Head Start/Early Head Start grant #09CH012489 due in December 2024.

Using program data analysis, the Training and Technical Assistance Plan (T/TA) encompasses the program's plan for the professional development of staff including mandatory training and priorities to support the program's long-term plans of accomplishing our Program Goals and Objectives. Also, included are teams/people responsible, training audience, dates, budget costs, and use of T/TA resources.

Upon approval, the Head Start/State Child Development Division will include the Training and Technical Assistance Plan in the Head Start Refunding Application in December 2024 and apply the incorporated training activities in the 2025-2026 fiscal year.

Recommendation

Staff recommends the Program Review and Evaluation Committee approve the 2025-2026 Training and Technical Assistance Plan for the Head Start/Early Head Start grant #09CH012489.

Attachment:

2025-2026 Training and Technical Assistance Plan

Community Action Partnership of Kern
Head Start/State Child Development
2025-2026 TRAINING and TECHNICAL ASSISTANCE PLAN

Approach/Philosophy/Priorities:

Community Action Partnership of Kern's Head Start/State Child Development is dedicated to building staff's skills, knowledge, experience, and professional competencies necessary to provide high quality, comprehensive, culturally, and linguistically appropriate family centered services for children and families assisting them on their road to success and school readiness. The program's priority is to provide training and technical assistance, so program services and systems are in compliance with Head Start and Early Head Start Performance Standards, the Head Start Act, State and Federal Regulations. The program offers Staff, Parents and our Governing Body opportunities and support for ongoing learning and career/professional development. The Training and Technical Assistance Plan has been developed using program data analysis (e.g. Self Assessment, PIR Data, DRDP results, Community Assessment, CLASS scores, Parent, Family and Community Engagement Framework, etc.) to identify operational improvements, potential areas of non-compliance, means in which we will meet the new education requirements for teachers/partners, and audit findings, all of which will support the programs long term plans of accomplishing our Program Goals and Objectives.

Key Elements of Head Start/State Child Development Training and Technical Assistance Approach:

- Address Program Goals and Objectives, Head Start Performance Standards, Head Start Act, CLASS, School Readiness, and Parent, Family, & Community Engagement support for teachers/partners in the credentialing and continuing education process, integration of systems and services, professional growth, program policies/procedures, reporting, monitoring and evaluation, current and new Federal and State initiatives as well as continuous program improvements
- CAPK's EHS San Joaquin will continue their partnership with PITC Partners for Quality, a project of WestEd's Center for Child and Family Studies to offer Infant and toddler related topics college courses and coaching.
- Incorporate cross training as a strategy for building capacity in the areas of child development, health, nutrition, wellness, disabilities, family services, program governance, Enrollment & Attendance
- Include pre-service sessions, monthly staff development opportunities, clinics, conference attendance, use of community resources, consultants, college coursework, shadowing, mentoring/coaching, and individual professional growth plans and performance appraisals.
- Address the need for all Partnership Teachers to meet or demonstrate progress toward meeting EHS qualifications and focus on trainings that assist Partners in understanding Head Start Federal Guidelines

Planning Process:

A committee comprised of Staff, Parents and community members was organized to provide input and identify goals and objectives for the program as well as strategies for this Training and Technical Assistant Plan. This committee reviewed the monitoring activities, self assessment, program information report data, child outcome reports, Parent, Family, & Community Engagement framework, Head Start Act requirements, Head Start Performance Standards, California Licensing Requirements, Agency Policy and Procedures, Management observations, CLASS, and Staff input to develop the 2025-2026 program Goals and Objectives as well related training goals.

Community Action Partnership of Kern
Head Start/State Child Development
2025-2026 TRAINING and TECHNICAL ASSISTANCE PLAN

PROGRAM GOALS & TRAINING GOALS

Grantee 2025-2026 Program Goals	Grantee 2025-2026 Training Goals
PROGRAM GOAL #1 ~ Workforce ~ To enhance onboarding, recruitment, and retention of staff by implementing programs that embraces pathways for learning, professional development, succession planning, and a positive culture to obtain and retain staff.	TRAINING GOAL A: Develop a structured onboarding process that introduces new employees to the organization’s culture, values, and expectations. Provide them with the necessary tools, resources, and training to quickly integrate into their roles. TRAINING GOAL B: Develop, implement, and evaluate a mentorship program for new staff onboarding to ensure comprehension, knowledge, and understanding of their position by gathering feedback from the mentors and mentees, assessing goal attainment, retention, and promotion rates, and measuring the level of engagement between the mentees and mentors in the program. TRAINING GOAL C: Incorporate incentive or reward programs to empower all staff to be directly involved in the recruitment and retention process that would shift the culture of the division.
PROGRAM GOAL #2 ~ Program Options ~ To develop and implement program options that coincide with the needs of the community and ensure eligible families receive services that provide a strong foundation for their children’s academic journey.	TRAINING GOAL A: Develop a structured onboarding process that introduces new employees to the organization’s culture, values, and expectations. Provide them with the necessary tools, resources, and training to quickly integrate into their roles.
PROGRAM GOAL #3 ~ Health and Safety ~ Strengthen standards of practice for mitigating risk through expanding our culture of child health and safety.	TRAINING GOAL A: The program will expand tools and resources necessary to ensure we have a standard of practice focused on protecting child safety and preventing and identifying child abuse before August 2024. For example, Bee Safe and iLookOut training, a free online professional development course focused on protecting child safety and preventing and identifying child abuse. TRAINING GOAL B: The program will establish a system of fidelity for implementing a child health and safety environment, including reporting of all incidents for all program options prior to the 2024 school year.

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	TRAINNG GOAL C: The program will implement a CIR (Critical Incident Review) system to establish a culture of active supervision to support ongoing health and safety improvement prior to the Year 3 funding period.
PROGRAM GOAL #4 ~ School Readiness ~ Increase families and staff capacity to support children's school readiness and to implement a quality program by enhancing an inclusive environment to strengthen teacher and child interactions.	TRAINING GOAL A: The program will redesign indoor/outdoor environments to reflect the children's culture, promote curiosity, diversity, equity, inclusion, and safety. TRAINING GOAL B: The program will develop a dual-language framework and will strengthen the ability of staff to work with dual-language learners. TRAINING GOAL C: The program will elevate children's social-emotional development and strengthen teacher-child interactions. TRAINING GOAL D: The program will strengthen the collaboration with 25% of receiving School Districts by developing MOUs.

BUDGET FOR TRAINING AND TECHNICAL ASSISTANCE ACTIVITIES	EXPECTED COST
Training and Technical Assistance for the Program Goal Completion	\$30,949
Staff Professional Development (Including degree completion, annual pre-service & mandated trainings)	\$18,584
Early Childhood Development and Health, Disabilities and Family Partnerships	\$8,906
Professional Conferences and Trainings	\$103,003
Indirect Cost	\$16,144
Total Head Start Cost	\$177,586
Training and Technical Assistance for the Program Goal Completion	\$74,666
Staff Professional Development (Including degree completion, annual pre-service & mandated trainings)	\$23,012
Early Childhood Development and Health, Disabilities and Family Partnerships	\$26,340
Professional Conferences and Trainings	\$188,660
Indirect Cost	\$31,268
Total Early Head Start Cost	\$343,946
Total Training and Technical Assistance Budget	\$521,532

Community Action Partnership of Kern
Head Start/State Child Development
2025-2026 TRAINING and TECHNICAL ASSISTANCE PLAN

PROGRAM GOALS

The program has developed various **Training Goals** to reach the 2025-2026 Program Goals. Each of the **Training Goals** below identifies the expected outcome, how T/TA resources will be used, person(s) responsible, the target audience, date, and cost for each activity. Following each will be the tool used to identify and evaluate training outcomes.

PROGRAM GOAL #1 ~ Workforce ~ To enhance onboarding, recruitment, and retention of staff by implementing programs that embraces pathways for learning, professional development, succession planning, and a positive culture to obtain and retain staff.

Training Goal A: Develop a structured onboarding process that introduces new employees to the organization's culture, values, and expectations. Provide them with the necessary tools, resources, and training to quickly integrate into their roles.

Training Goal B: Develop, implement, and evaluate a mentorship program for new staff onboarding to ensure comprehension, knowledge, and understanding of their position by gathering feedback from the mentors and mentees, assessing goal attainment, retention, and promotion rates, and measuring the level of engagement between the mentees and mentors in the program.

Training Goal C: Incorporate incentive or reward programs to empower all staff to be directly involved in the recruitment and retention process that would shift the culture of the division.

Information Source Identifying Need for Training: Self-Assessment, Professional Growth Plans, and Head Start Performance Standards.

Objectives/Expected Outcomes	How T/TA Resources will be used	Person(s) Responsible	Audience	Date	Budget Costs	Evaluation, Training Outcomes, Progress
Training Goal A: Objective 1:						
During new hire orientation, conduct an official welcome session to introduce them to key team members, managers, and colleagues.	- Contracts - Venues - Supplies	- Assistant Directors - Human Resources - Professional Development Department	All New Hires	On-going	Budget: HS \$6,627 EHS \$3,980	Staff will develop a more strategic training track based on position for new hire orientation. Additionally, up to three surveys will be provided, collected, and reviewed during staff's probationary period to ensure fidelity of the new hire orientation

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Head Start/State Child Development
2025-2026 TRAINING and TECHNICAL ASSISTANCE PLAN

						program.
Training Goal B: Objective 1:						
Develop, implement, and evaluate a mentorship program for new staff onboarding to ensure comprehension, knowledge, and understanding of their position by gathering feedback from the mentors and mentees, assessing goal attainment, retention, and promotion rates, and measuring the level of engagement between the mentees and mentors in the program.	- Contracts - Trainings	- Assistant Directors - Administrators - Mentors - Mentees - Professional Development Team	All New Hires and Assigned Mentors	Ongoing	Budget: HS \$5,200 EHS \$9,150	1. Identify experienced and knowledgeable employees who can serve as mentors. 2. Provide mentorship training to help mentors understand their roles, effective communication techniques, and the importance of fostering a positive learning environment. 3. Assign mentors with mentees. 4. During orientation, introduce mentors and mentees to each other and provide an overview of the mentorship program. 5. Set clear

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Head Start/State Child Development
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						expectations and goals for both mentors and mentees via policies and procedures. 6. Evaluation and Feedback: Regularly assess the mentorship program's effectiveness through surveys, feedback sessions, or focus groups. Questions regarding the satisfaction with the program, the quality of the mentoring relationship, and whether the goals were met. An inquiry about specific aspects such as communication, supportiveness, and knowledge transfer will be documented as well. The questions will be in quantitative
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Community Action Partnership of Kern
Head Start/State Child Development
2025-2026 TRAINING and TECHNICAL ASSISTANCE PLAN

						format; however, a qualitative portion will be included to determine if there are any themes that need to be addressed. 7. Gather input from mentors and mentees to identify strengths and areas for improvement. 8. Continuously review and update the mentorship program to ensure its alignment with evolving organizational needs and changing employee demographics. 9. Retention and Promotion rates: Monitor the retention rates of mentees within the organization. Additionally, track the number of mentees who have been promoted or
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Community Action Partnership of Kern
Head Start/State Child Development
2025-2026 TRAINING and TECHNICAL ASSISTANCE PLAN

						advanced in their careers as an indication of the program's impact on their professional development. 10. Measure the level of engagement of both mentees and mentors.
Training Goal A: Objective 3:						
Incorporate incentive or reward programs to empower all staff to be directly involved in the recruitment and retention process that would shift the culture of the division.	Recruitment and Retention Incentives	- Assistant Director - Chief Finance Officer - Professional Development Manager - Human Resources	All Employees	Completed 12/31/2024	Budget: \$0	1. Develop a reward program that will incentivize staff recruitment. The incentive would be based on the position recruited and obtained when the recruit passes their probationary period.

Travel Related to Meeting Workforce Goal	How T/TA Resources will be used	Estimated HS Costs	Estimated EHS Costs	Total Estimated Budget Costs for Travel within this Training Goal
Head Start California Annual Training Conference ~ 4 staff	Travel, Housing, & Misc. Expenses	\$6,160	\$4,054	\$10,214
Total Training Goal A		\$6,160	\$4,054	\$10,214

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Head Start/State Child Development
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PROGRAM GOAL #2 ~ Program Options ~ To develop and implement program options that coincide with the needs of the community and ensure eligible families receive services that provide a strong foundation for their children’s academic journey.

Training Goal A: Develop and implement program options that tailor to the community’s unique needs and characteristics.

Information Source Identifying Need for Training: All Program surveys, Recruitment and Selection Plan, and the Community Needs Assessment.

Objectives/Expected Outcomes	How T/TA Resources will be used	Person(s) Responsible	Audience	Date	Budget Costs	Evaluation, Training Outcomes, & Progress
Training Goal A: Objective 1:						
Develop and implement program options that tailor to the community’s unique needs and characteristics.	• Contract • Training	• Assistant Director • Administrators	• Center-Based Staff • Home-Based Staff • Support Services Department • Enrollment and Attendance Department	7/24-6/25	Budget: HS \$15,317 EHS \$19,536	1. Develop and implement a Home Base option for children eligible for Head Start services. 2. Develop and implement a Family Childcare Option to reach families that are receiving services in the private sector while ensuring it upholds the Head Start Performance Standards. 3. Provide opportunities that allow for more 3-year-old designated classrooms to reach a needed population in the community. 4. Explore the need to create more Early Head Start classrooms to facilitate the needs of the

Community Action Partnership of Kern
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						community for the specific demographic.
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PROGRAM GOAL #3 ~ Health and Safety: Strengthen standards of practice for mitigating risk through expanding our culture of child health and safety.

TRAINING GOAL A: The program will expand tools and resources necessary to ensure we have a standard of practice focused on protecting child safety and preventing and identifying child abuse before August 2024. For example, Bee Safe and iLookOut training, a free online professional development course focused on protecting child safety and preventing and identifying child abuse.

TRAINING GOAL B: The program will establish a system of fidelity for implementing a child health and safety environment, including reporting of all incidents for all program options prior to the 2024 school year.

TRAINING GOAL C: The program will implement a CIR (Critical Incident Review) system to establish a culture of active supervision to support ongoing health and safety improvement prior to the Year 3 funding period.

Information Source Identifying Need for Training: Parent & Family Engagement survey results, self-assessment and staff surveys, and CIR's.

Objectives/Expected Outcomes	How T/TA Resources will be used	Person(s) Responsible	Audience	Date	Budget Costs	Evaluation, Training Outcomes, & Progress
Training Goal A: Objective 1:						
The program will expand tools and resources necessary to ensure we have a standard of practice focused on protecting child safety and preventing and identifying child abuse before August 2024. For example, Bee Safe and iLookOut training, a free	• Training • Supplies • Contracts	• Support Services Department • Quality Assurance Department	• Direct Service Staff	On-going	Budget: HS: \$5,000 EHS: \$3,000	1. Explore new resources to enhance protecting children by recognizing the signs and symptoms of suspected child abuse or neglect, understanding the responsibilities of a mandated reporter, and supporting families when

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Head Start/State Child Development
2025-2026 TRAINING and TECHNICAL ASSISTANCE PLAN

online professional development course focused on protecting child safety and preventing and identifying child abuse.						filing a mandated report. 2. 20% of program staff will complete the iLookOut training by year 2.
Training Goal B: Objective 1:						
The program will establish a system of fidelity for implementing a child health and safety environment, including reporting of all incidents for all program options prior to the 2024 school year.	• Training • Supplies	• Support Services Department • Quality Assurance Department	• Direct Service Staff	Completed, process will be used moving forward.		1. Administration will partner with program staff to enhance system on the importance of seamless reporting. 2. The program will set clear expectations on the importance of reporting health and safety incidents. 3. The program will develop a data system to track and report child health and safety incidents.
Training Goal C: Objective 1:						
The program will implement a CIR (Critical Incident Review) system to establish a culture of active supervision to support ongoing health and safety improvement prior to the Year 3 funding period.	• Training • Supplies • Contracts	• Support Services Department • Quality Assurance Department	• Direct Service Staff	Ongoing		1. Gather input from program and admin staff to identify strengths and areas for improvement. 2. Develop and implement a Critical Review System and ensure it upholds the Community Care Licensing and Head Start

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						Program Performance Standards. 3. Continuously review and update the system to ensure fidelity and quality with evolving organizational needs.
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PROGRAM GOAL #4 ~ School Readiness: Increase families and staff capacity to support children’s school readiness and to implement a quality program by enhancing an inclusive environment to strengthen teacher and child interactions.

TRAINING GOAL A: The program will redesign indoor/outdoor environments to reflect the children’s culture, promote curiosity, diversity, equity, inclusion, and safety.

TRAINING GOAL B: The program will develop a dual-language framework and will strengthen the ability of staff to work with dual-language learners.

TRAINING GOAL C: The program will elevate children’s social-emotional development and strengthen teacher-child interactions.

TRAINING GOAL D: The program will strengthen the collaboration with 25% of receiving School Districts by developing MOUs.

Information Source Identifying Need for Training: Community Assessment, Self-Assessment, PIR, and ADP source of applicant trends; will be looked at to determine need.

Objectives/Expected Outcomes	How T/TA Resources will be used	Person(s) Responsible	Audience	Date	Budget Costs	Evaluation, Training Outcomes
Training Goal A: Objective 1:						
The program will redesign indoor/outdoor environments to reflect the children’s culture, promote curiosity, diversity, equity, inclusion, and safety.	• Training • Supplies • Contracts • Venues	• Professional Development Department • Center-Based Administrator • Support	Center-based staff Home-based staff	On-going	Budget: HS \$5,305 EHS \$6,500	1. 10% of the program staff will attend Loose Parts and STEM training by year 1. 2. The program will pilot 15% of centers in a Loose Parts /

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		Services Department				STEM curriculum enhancement implementation by Year 2. 3. The program will increase male involvement participation to enhance learning environments.
Training Goal B Objective 1:						
The program will develop a dual-language framework and will strengthen the ability of staff to work with dual-language learners.	Supplies	Support Services Department	All Direct Service Positions	On-going	\$1,500.00	1. The program will provide training to 15% of staff to increase their knowledge of best practices that support dual language learners and bilingualism by year 2. 2. The program will partner with families in the importance of maintaining their home language by end of year 2.
Training Goal C Objective 1:						
The program will elevate children's social-emotional development and strengthen teacher-child interactions.	- Supplies - Venues	- Professional Development Department - Support Services Department - Education Department	All Direct Service Positions	Ongoing	HS: \$1,600 EHS: \$400	1. The program will have 4 train-the-trainers on Pyramid Model, Trauma Informed Care, and CLASS by the end of year 2. 2. 85% of education and support services staff will be trained in Pyramid Model by the end of Year 2. 3. 50% of newly hired staff will participate in the Pyramid

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						Model training and ongoing coaching in Trauma Informed Care during Professional Learning Communities. 4. The program will increase the number of mentor coaches to enhance quality interactions. 5. The program will implement an annual Family Workshop to increase Social Emotional Awareness in young children.
Training Goal D Objective 1:						
The program will strengthen the collaboration with 25% of receiving School Districts by developing MOUs.	Supplies	- Professional Development Department - Administrators - Assistant Directors	Community Partners	Ongoing		1. The program will collaborate with community agencies to support transitions by participating in collaborative meetings and community resource fairs. 2. The program will provide ongoing series of parent's roles in transitions and developmental milestones. 3. The program will develop a data system to track transitions across program options.

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Travel Related to Meeting School Readiness Goal	How T/TA Resources will be used	Estimated HS Costs	Estimated EHS Costs	Total Estimated Budget Costs for Travel within this Training Goal
Head Start California Health Institute ~ 4 staff	Travel, Housing, & Misc. Expenses	\$2,392	\$798	\$3,190
NHSA Managers and Directors Academy ~ 6 Staff	Travel, Housing, & Misc. Expenses		\$11,877	\$11,877
NHSA Annual Conference ~ 2 Staff	Travel, Housing, & Misc. Expenses	\$4,451	\$13,353	\$17,804
Total Training Goal		\$6,843	\$26,826	\$32,871

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Mandated Trainings

The following training/activities will be provided in various formats including in-house training and follow-up to ensure all requirements are met. Each area will have effects on the T&TA Budget detailed under the categories of Supplies, Contractual, and Other identified in the budget detail under the pre-service and professional growth line items following a 76.5% HS and 23.5% EHS allocation.

STAFF:	Performance Standards	Date
Respectful Language Training & Dual Language Training	HS Act Section 640(a)(3)(B)(ii)	Annually
Child Protective Services Training	N-30-354-1-30(B)(ii)	Pre-Service
Universal Precautions & Blood Borne Pathogens	45 CFR 1302.(a) – (d)	New Hire Orientation
Transitions for Children / School Readiness	45 CFR 1302.(a) – (d)	Annually
New Hire Orientation	45 CFR 1302.(a) – (d)	Weekly
Pre-Service & In-Service training opportunities	45 CFR 1302.(a) – (d)	Annually
HS Goals and Objective Training	45 CFR 1302.(a) – (d)	Annually
Vehicle Safety Training	45 CFR 1302.(a) – (d)	New Hire Orientation by Human Resources
First Aid and CPR Training	45 CFR 1302.(a) – (d)	Monthly
Health and Safety Training	45 CFR 1302.(a) – (d)	Monthly
Classroom Assessment Scoring System (CLASS)	45 CFR 1302.(a) – (d)	Ongoing
PARENTS:		
Parents as Primary Teachers	45 CFR 1302.5	Annually
Parent orientation on the prevention of Child Abuse	45 CFR 1302.5	Parent Orientation Meetings
Parent Rights (Licensing Form upon Enrollment)	45 CFR 1302.15	Home Visit with Eligibility Technicians /Home Based Educators
Pedestrian training	45 CFR 1302.47	Parent Committee Meetings
Family Assistance with Nutrition	45 CFR 1302.44	Nutrition Assessment, first 45 days
Parent Education of mental health issues	45 CFR 1302.46	Annually & as needed
Parenting Skills Training	45 CFR 1302.43	Parent Committee Meetings
Disabilities Training	45 CFR 1302.60	Inclusion Advisory Meetings

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ADDITIONAL TRAININGS

The following training/activities will be supported by local community partnerships, Region IX TAS and internal staff trainings at little* to no cost to the program. (*some minor cost for supplies may be needed, and would be identified under the category of Supplies in the budget detail)

PARENT EDUCATION	
Policy Council New Member Training	November 2025
Parent Committee Training	November 2025
Case Management for Family Engagement	Monthly Series
EARLY CHILDHOOD DEVELOPMENT / PROGRAM	
ITERS & ECERS Identified Trainings	October 2025
Challenging Behaviors/Behavioral Strategies (ASQ)	January 2026
DRDP Identified Trainings	April 2025
Creative Curriculum	April 2025
Teacher Talk (SELPA)	August 2025
Disabilities Transitions	May 2025
Monitoring Audit	December 2025
CLASS	August 2025
Mentor Coaching Training	August 2025
ADMINISTRATION	
Pre-Service 2025	August 2025
Professional Development Post Service	April 2025
Health and Safety Training	Monthly
Performance Evaluation Training	Annually
Student/Volunteer Accident Training	As needed
BOD Training ~ Roles and Responsibilities	November 2025
FISCAL	
Budget Development	Quarterly

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ADDITIONAL CONFERENCES

The following trainings have been selected to improve staff skills in completing daily tasks. The various topics will assist in providing the training(s) needed that are not readily available within our community or by one of our own employees.

Head Start California trainings and BOD Meetings
Child and Adult Care Food & Nutrition Conference Expo
ChildPlus Trainings
Every Child California
Policy Leadership (NHSA)
Pyramid Model Annual National Conference
Early Start National Home Visiting Summit
Region 9 Conference
Community Action Partnership Conferences



MEMORANDUM

To: Program Review and Evaluation Committee

From: Kelly Lowery, Food Bank Administrator

Date: September 11, 2024

Subject: *Agenda Item 5f*: Strategic Plan 2021-2025 – Goal Group 1 Presentation
-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, Laurie Hughey, Vanessa Cortez, Alan Rodriguez, and Kelly Lowery. These members represent various programs and the Executive Division. Board Member, Michelle Jara-Rangel, will also support efforts through her attendance and collaboration during our monthly meetings.

CAPK Strategic Goal 1

“Increased access to healthy affordable food to support the health of the communities we serve.”

Meetings

Goal group 1 meets on the first Friday of every month. The next scheduled meeting is Friday, October 4th.

National Farmers Market Week Event

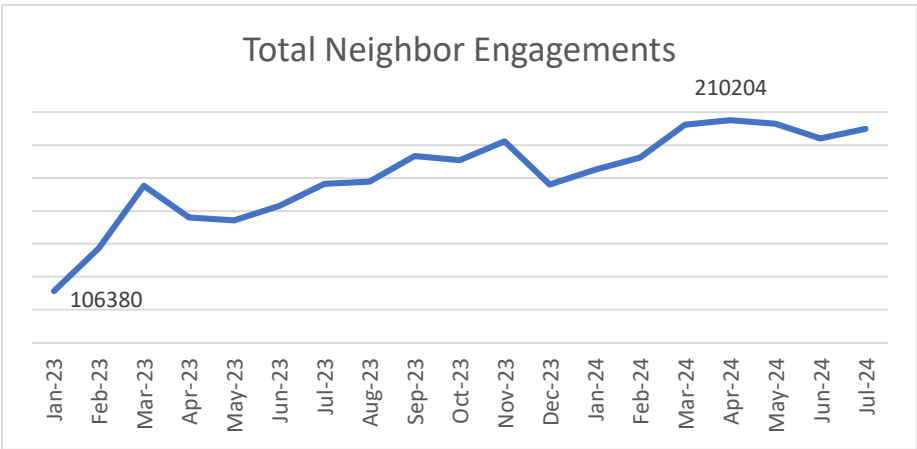
The CFHL team hosted a National Farmers Market Week event in partnership with the only local farmers market that accepts EBT. Over 250 families were able to be connected to resources, had a chance to win raffles and buy from local farmers. We were also able to have media coverage from 23ABC (KERO-TV) and provide emergency food boxes from the CAPK Foodbank.

Agency Partner Capacity Building Project (Update)

Last year we applied for and were granted funding under the Reach & Resiliency Round 2 grant from CDSS. The purpose for which we applied for these funds is to expand the capacity of our agency partners to receive and distribute more food, especially fresh and frozen items like proteins and produce. In May we had our first delivery of 35 two-door commercial refrigerators and 20 one-door commercial freezers. Shelving, hand trucks, and tables have also been ordered and delivered. There will be another 10-15 pantry sites that will receive the same resources in the second and final phase of the project in Q4.

Current Food Bank Engagements Exceed 100% of 2023 Numbers

The chart below illustrates the rise in neighbor engagements from January 2023 to the present:



Food Locker Program

Food Bank staff are developing a program to deploy food lockers in areas where acute food insecurity is highest to provide after-hours access to emergency food. We have been in contact with potential donors as well as potential host sites. Additionally, the grants team is pursuing potential grant opportunities to fund a pilot program. If we are able to launch this program before the end of the year, CAPK would be the first in California to utilize a food locker program like this in the fight to fully address food insecurity.

Nutrition Pantry Program

In the last nine months, our Nutrition Pantry Program (NPP) added eight agency partners. Partnering with the NPP program means that pantries are committing to modifying their location and processes to promote food security through a trauma-informed approach. Our original goal was six for 2023, we are excited to use these last three months to recruit more.

Food Insecurity Screening

To address food insecurity, we piloted a Food Insecurity Screener at a local clinic. The CFHL team has contacted 72 families who screened positive for food insecurity in the three months since we launched the program. The families were referred to internal and external services to meet their individual needs, including referring them to the local food pantries in their zip code.

ReThink Your Drink Highlight

CAPK CFHL was honored to be chosen as one of the two counties selected by the California Department of Public Health to film a "Success Story" regarding our ReThink Your Drink Initiatives that have been growing over the last few years. this was such an honor because there were only 2 counties chosen to be promoted from all 58 countries in California. During the filming of the story we also highlighted the collaboration with the CAPK Foodbank and their amazing impact on the community. Due to this, the State Department is interested in filming a story on the food bank as well.

Attachments:

Action Plan by Team Member – Susana Magana

Organizational Slogan



100%

On Target
& Achieved

Towards Target 80

2 Items

0% Off Target

0% Not Started

0% Deferred

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

Vision Description

Item	YTD Actual	Item	YTD Actual
1.1: Enhance accessibility through expansion of food distribution sites and services.	57%		
1.2: Leverage new and strengthened partnerships to reach additional families and communities.	57%		

Susana Magana My Items for 2024

YTD Actual

10/01/21

12/31/25

Community Action...
As of September 4, 2024

YTD Actual

10/01/21

12/31/25

Objective

Enhance accessibility through expansion of food distribution sites and services. (1.1) (Last updated: 02/02/24)

Aligned to: #1 Food Access

Owner

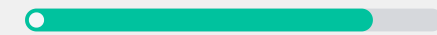
Susana Magana

Measure:

Percent Complete

57%

0%



YTD Target: 68.6%

Objective

Leverage new and strengthened partnerships to reach additional families and communities. (1.2) (Last updated: 02/02/24)

Aligned to: #1 Food Access

Owner

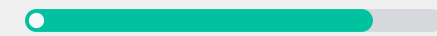
Susana Magana

Measure:

Percent Complete

57%

0%



YTD Target: 68.6%

Susana Magana Contributing to for 2024

YTD Actual

10/01/21

12/31/25

Community Action...
As of September 4, 2024

Objective

Leverage new and strengthened partnerships to reach additional families and communities. (1.2) (Last updated: 02/02/24)

Aligned to: #1 Food Access

Owner

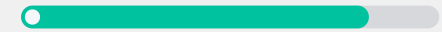
Susana Magana

Measure:

Percent Complete

57%

0%



YTD Target: 68.6%



MEMORANDUM

To: Program Review & Evaluation - PRE-Committee

From: Yolanda Gonzales – Director of Head Start/State Child Development

Date: September 11, 2024

Subject: *Agenda Item 5g*: Strategic Plan 2021-2025 – Goal Group 2 Presentation
– **Info Item**

Strategic Goal 2 – 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.

The team continues the process of collaborating with internal and external community partners that can help expand educational support services for the communities throughout Kern County. Listed below are some program updates that will help us reach our goal:

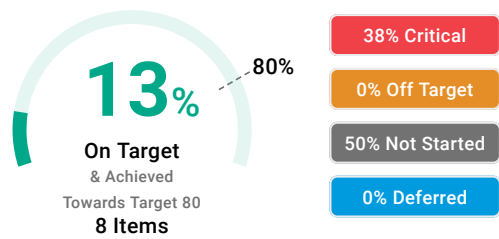
- Head Start is expanding services in San Joaquin County as an SJCOE Educational Partner to serve preschool children with a focus on three-year-olds. The new funding that CAPK will receive is CSPP and Head Start Preschool to serve 17 children in the City of Stockton, CA. Head Start is securing a new facility for this expansion to accommodate infants, toddlers, and preschoolers.
- Head Start is on track to submit a contract in November for a Family Child Care (FCC) Partnership option which will offer Early Head Start and Head Start options.
- Oasis Family Resource Center is currently in the process of negotiating the expansion of the Planned Parent Hood program to the City of Mojave to educate families and help reduce teen pregnancy.
- The East Kern Family Resource Center will be implementing their new laundry service in the Month of December to help meet the needs of the community and help improve the health of low-income families.

Group 2 met on August 2, 2024, to review and evaluate our current Strategic goal and to identify new opportunities. The next meeting is scheduled for October 4, 2024.

Attachment:

Action Plan by Team Member Report -Yolanda Gonzales

Yolanda Gonzales



2 Community Access All families in the communities we serve have access to high-quality early learning and care choices to meet their diverse needs.			
Objective		Activity	Sub-Activity
90% of 69% Expand access to services and resources for health and safety of children and youth by providing a safe environment. (2.1) Owner: Yolanda Gonzales, (10/01/21 - 12/31/25) Updated as of 06/07/24 Latest Comment: Obtained contract to increase services in Jan Joaquin County by opening a new facility, including 3-5 yr old children. Also in the beginning stages of opening a family home child care option. (Angie Nelson, 06/07/24)		Not Started of 67% Identify and secure additional funding to support facility and capacity development required to expand geographic coverage. (2.1.3) (EOY Target: 100%) Owner: Yolanda Gonzales, (01/01/24 - 12/31/24) Updated as of 02/02/24 Latest Comment: Received a second grant to provide homeless services in Eastern Kern County (Angie Nelson, 02/02/24)	

40% of 69% Support the quality and availability of non-traditional hours of service. (2.2) Owner: Yolanda Gonzales, (10/01/21 - 12/31/25) Updated as of 06/07/24 Latest Comment: Will be seeking childcare providers that are able to provide non-traditional hours, within the Early Head Start and Head Start Program. (Angie Nelson, 06/07/24)	35% of 69% Continue to work with partners like the Community Connection for Child Care (CCCC) on referrals and partnerships to increase capacity of existing and new provider networks (2.2.2) Owner: Yolanda Gonzales, (10/01/21 - 12/31/25) Updated as of 02/02/24 Latest Comment: East Kern Resource Center and Oasis has partnered with Dept of Human Services to increase support services for parenting classes, and waiving fees. Transportation services are also provided. Families from Head Start are also receiving services. (Angie Nelson, 02/02/24)	
73% of 69% Support workforce development and employment opportunities for CAPK clients. (2.3) Owner: Yolanda Gonzales, (10/01/21 - 12/31/25) Updated as of 06/07/24 Latest Comment: Energy has partnered up with Bakersfield College and a Solar Company to train individuals to install solar systems. (Angie Nelson, 06/07/24)	Not Started of 83% Establish a diverse workforce committee with partnerships to formalize pathways from entry-level to advanced positions through comprehensive career fields. (2.3.2) (EOY Target: 100%) Owner: Yolanda Gonzales, (01/01/23 - 12/31/24) Updated as of 10/06/21	Not Started of 83% Develop and formalize internal pathway mapping inclusive of education/training to benefit clients and community members. (2.3.2.1) (EOY Target: 100%) Owner: Yolanda Gonzales, (01/01/23 - 12/31/24) Updated as of 10/06/21 Not Started of 83% Identify and implement mechanisms to provide ongoing support to participants. (2.3.2.2) (EOY Target: 100%) Owner: Yolanda Gonzales, (01/01/23 - 12/31/24) Updated as of 10/06/21