DATE: June 24, 2026
TIME: 12:00 pm
LOCATION: CAPK Administration Office
1300 18th St., 3rd Floor Board Rm.
Bakersfield, CA 93301

Board of Directors Meeting Agenda

I. Call to Order

a. Pledge of Allegiance

b. Reading of the Promise of Community Action

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

c. Roll Call

Maritza Jimenez (Chair)	Curtis Floyd	Guadalupe Perez
Denise Boshers (Vice Chair)	Jonathan Mullings	Maria Reyes
Gina Martinez (Secretary)	Rocio Munoz	Ana Vigil
Fred Plane (Treasurer)	Chris Parlier	Marget Willer
Rebecca Banke	Gema Perez	

II. Introduction of Guests / Public Forum

The public may address the Board of Directors on items not on the agenda but under the jurisdiction of the Board. 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.

III. Special Presentation

a. Recognition of outgoing Board Members, Ana Vigil, Marget Willer and Lee'o Whisenant by Jeremy Tobias, Chief Executive Officer.

IV. Consent Agenda

The Consent Agenda consists of items that are considered routine and non-controversial. These items are approved in one motion unless a member of the Board or the Public requests removal of a particular item. If comment or discussion is requested, the item will be removed from the Consent Agenda and will be considered in the order listed – ***Action Item***

a. Minutes from May 27, 2026, Board of Directors Meeting ***(p. 3-7)***
b. Minutes from June 3, 2026, Personnel Committee Meeting ***(p. 8-9)***
c. New Organizational Chart and Revisions on Job Description Veteran Supportive Services (VSS) ***(p. 10-16)***
d. New Organization Chart and Reclassify Job Description M Street Navigation Center ***(p. 17-26)***
e. Head Start Personnel Update ***(p. 27-28)***
f. Minutes from June 10, 2026, Program Review & Evaluation Committee Meeting ***(p. 29-31)***
g. WIC Program Presentation ***(p. 32-51)***
h. Shafter Youth Center CRC Community Needs Assessment Final Presentation ***(p. 52-75)***
i. May 2026 Program Reports ***(p. 76-115)***
j. May 2026 Application Status Report & Funding Profiles ***(p. 116-125)***
k. May 2026 Head Start / State Child Development Division / Program Monthly Activity Report ***(p. 126-127)***

l. 2027-2028 Head Start Program Goals and Objectives ***(p. 128-138)***
m. Approval of 2026-2027 Early Head Start/Head Start School Readiness Goals ***(p. 139-160)***
n. Strategic Priority B – Partnerships ***(p. 161-167)***
o. Minutes from June 15, 2026 Special Executive Committee Meeting ***(p. 168-169)***
p. City of Bakersfield Community Vitality Unit Intensive Case Management Services Contract Approval ***(p. 170-246)***
q. July 15, 2026 Executive Committee Meeting – Request to Amend Date of Meeting ***(Verbal Report)***
r. Minutes from June 17, 2026, Budget & Finance Committee Meeting ***(p. 247-248)***
s. Head Start / Early Head Start Budget to Actual Reports for April 30, 2026 ***(p. 249-258)***
t. Head Start & Early Head Start No Cost Extension Request ***(p. 259-260)***
u. 2026-27 Department of Human Services (DHS) Home Visiting Program Agreement ***(p. 261-301)***

V. New Business

a. Certification of Election Results and Seat Representatives for the East Kern and North Kern Low-Income Sector Board Seats – ***Action Item (p. 302-307)*** — Pritika Ram, Chief Business Development Officer

b. Appointment to the Board of Directors Private Sector Veteran Seat – ***Action Item (p. 308-309)*** — Pritika Ram, Chief Business Development Officer

c. April 2026 Financial Statements – ***Action Item (p. 310-405)*** — Tracy Webster, Chief Financial Officer

d. Workers Compensation Insurance Renewal – ***Action Item (p. 406-436)*** — Luis Barron, Safety Manager

VI. CAPK Foundation Board Report

a. Foundation Board Report – ***Action Item (p. 437-449)*** — Catherine Anspach, Director of Development

VII. Advisory Board Report

b. Head Start Policy Council Report and Minutes from the April 28, 2026, Policy Council Meetings – ***Action Item (p. 450-456)*** — Maria Reyes, Policy Council Representative

VIII. Chief Executive Officer Report

a. Update on Employee Wage COLA – ***Info Item (Verbal Report)*** — Jeremy Tobias, Chief Executive Officer

IX. Board Member Comments

X. Next Scheduled Meeting

Board of Directors Meeting
12:00 pm
August 26, 2026
CAPK Administrative Office
1300 18th St., Suite 200
Bakersfield, CA 93301

XI. Adjournment

This is to certify that this Agenda Notice was posted in the lobby of the CAPK Administrative Office at 1300 18th Street, Bakersfield, CA and online at www.capk.org by 5:00 pm, June 18, 2026. Paula Daoutis, Executive Assistant.

DATE	May 27, 2026
TIME	12:00 PM
LOCATION	CAPK Administrative Office Board Room 1300 18th Street Bakersfield, CA 93301

Board of Directors Meeting Minutes

I. Call to Order

Board Chair Maritza Jimenez called the meeting to order at 12:02 pm at the CAPK Administrative Offices, Board Room, located at 1300 18th Street, Bakersfield, CA.

c. Roll Call was taken with a quorum present:

Present: Maritza Jimenez (Chair), Denise Boshers, Vice Chair; Gina Martinez, (Secretary, arrived at 12:15 pm, left at 12:50 pm), Fred Plane (Treasurer), Rebecca Banke, Jonathan Mullings, Rocio Munoz, Chris Parlier, Gema Perez, Guadalupe Perez (arrived at 12:08 pm), and Ana Vigil

Absent: Curtis Floyd, Maria Reyes and Marget Willer

Others present: Jeremy Tobias, Chief Executive Officer; Lisa McGranahan, Chief Human Resources Officer; Pritika Ram, Chief Business Development Officer; Emilio Wagner, Chief Facilities & Technology Officer; Tracy Webster, Chief Financial Officer; Gabrielle Alexander, Director of Finance; Yolanda Gonzales, Director of Head Start / State Child Development; Susana Magana, Director of Health & Nutrition Services; Rebecca Moreno, Director of Housing Supportive Services; and other CAPK staff.

II. Introduction of Guests / Public Forum

None.

III. Special Presentations

a. Retirement of Kamika Porter by Yolanda Gonzales, Director of Head Start / State Child Development.

Yolanda Gonzales reported that 20-year Head Start Employee, Kamika Porter is retiring and provided her with an appreciation plaque.

b. Safe Camp Update and Good Neighbor Crew Presentation – Rebecca Moreno, Director of Housing & Supportive Services and Albert Garza, M Street Navigation Center Operations Manager

Rebecca Moreno thanked the Board especially Kern County Supervisor Chris Parlier for support of the continuation of the Safe Camp Program. Through Behavioral Health and County Administrative Funds, CAPK is able to continue with the program for another year, and although the program size will be reduced, it will remain operational. Contracts will be presented to the Board in the near future and will likely be retroactive to July 1, 2026.

Rebecca said of the clients here today, many have participated in the Good Neighbor Crew and Rebecca introduced Albert Garza, M Street Operations Manager, to provide comments. Albert thanked the members of the Good Neighbor Crew for all they are doing at the shelter and in the community, helping people and changing lives. Albert invited the Board to visit M Street to witness the work being done on site to beautify their community and to keep it clean. Albert explained that the Good Neighbor Crew started organically with some of the Safe Camp clients working to clean up the camp area and has since expanded into a community clean up effort. Albert said that when we give someone the opportunity for service, it is amazing what can happen. Staff is currently working on a more formalized tier program for services, jobs that they do onsite and in the community and are empowering the clients to continue with their efforts. Once they reach a certain number of hours, they move into the next tier level.

Chris Parlier thanked the members of the Good Neighbor Crew for all they are doing in the community. Ana Vigil also commented that she has seen the great work they are doing in the community on social media platforms and she often shares their stories with others.

Several of the clients from the Good Neighbor Crew provided comments on how the Safe Camp program and the Good Neighbor Crew have changed their lives in a very meaningful way, they have purpose and find the work to be very rewarding. They also said that for the first time, they feel "seen" in the community and are no longer shameful about being homeless. Many of the clients are working on their education, expunging previous court records, and securing permanent housing thanks to the work of the staff at M Street Navigation Center. The group expressed gratitude to the Board for their support and efforts to continue the Safe Camp Program.

Rebecca Moreno concluded the presentation by saying there are hard days and hard work but this is why we do what we do. Rebecca invited the Board to the Open House on Thursday, celebrating 6 years at M Street and 4 years for the Safe Camp program. The format is open house, you can drop in and tour the facility anytime between 11:00 am and 1:00 pm to see the site improvements and get to know the staff and clients.

IV. Consent Agenda

Board Chair Maritza Jimenez asked members of the Board, and the public, if they would like to remove any items from the Consent Agenda for further discussion. No items were removed.

Motion was made and seconded to approve the consent agenda. Carried by unanimous vote (Plane/Perez, Guadalupe)

V. New Business

a. Appointment of Ad-Hoc Committee to Review Employee Health Plan Benefits – Lisa McGranahan, Chief Human Resources Officer - ***Action Item***

Lisa McGranahan presented the above action item and reported on the challenges over the past few years when renewing health insurance for staff and said that preliminary reports indicate that there will be another significant increase next contract year for our health insurance renewal. Lisa requested the Board approve the appointment, by the Chair of the Board, of a special Employee Health Benefit Ad-Hoc Committee to work with staff to review cost effective health plan solutions that support recruitment and retention of qualified staff.

Gina Martinez asked about the scope of work for Ad Hoc committee and if the committee would make a recommendation to the full Board. Lisa confirmed that is the intent of the committee. Jeremy Tobias added that they will look at various available options as well as self-insured options, and report back to the full Board.

Rocio Munoz asked who among the staff will be involved with the committee. Lisa said that she, Tracy Webster and Jeremy Tobias will be part of the committee initially, and other staff may be brought on at a later time as needed.

Maritza Jimenez asked how employees will be included in the process. Lisa said that HR will issue an emeployee benefits survey to get their input that will aid the committee as they consider options. There have been a lot of positive experiences from the Kaiser option re-introduced a few years ago. PACE will continue to look at plans in the pool and will also look at plans that have not been considered in the past, casting a wide net as we come upon the benefits cycle.

Ana Vigil reminded the committee to be mindful of the medical options in the more rural areas. Lisa said that they have addressed those obstacles by offering Board supported stipends to assist the employees.
Maritza Jimenez asked about the timeline for the Ad-Hoc Committee to report back to the Board. Lisa said the first meeting will commence in June with the goal of finalizing the recommendation in August for presentation to

the Board in September. Jeremy Tobias added that there may be a preliminary report to the Board in August with the final recommendation in September. It is tight, but the health plan renewals need to occur with enough time to educate staff, schedule open enrollment, and complete all paperwork in time for the January 1 health plan year.

Motion was made and seconded to approve staff's recommendation. Carried by unanimous vote (Martinez/Perez, Guadalupe).

b. FY 2025-2026 Program Self-Evaluations (CSPP, CCTR, CMIG &CMAP) – Sylvia Ortega, Quality Assurance Administrator – ***Action Item***

Sylvia Ortega presented the above action item and reported on the findings from the recent Head Start/State Child Development Division and the Migrant Childcare Program Self-Evaluation (PSE) for their state contracts. The programs met all standards of the state contract requirements and based on the results from the parent survey the programs will focus on two main goals in regard to safety standards, and the implementation of an ongoing feedback survey from all clients to conduct training and other program needs on an ongoing basis.

Rocio Munoz asked about the timeline to submit the report and Syliva responded that staff cannot submit the report until they have Board approval.

Maritza Jimenez asked how progress on the goals will be monitored and reported back to the Board. Sylvia said staff will report back to the Board bi-annually.

Motion was made and seconded to approve staff's recommendations. Carried by unanimous vote (Plane/Martinez).

c. Cost of Living Adjustment (COLA) for All Employee Wages – Tracy Webster – ***Action Item***

Tracy Webster presented the above action item and reported that the recently approved federal budget includes funding for a 0.635% COLA for the Head Start contracts. CAPK leadership is recommending an agency-wide COLA of 1.0% for all employees retroactive to March 1. The COLA applies to all staff except the CEO.

Fred Plane asked if we have met our obligation to meet and confer with the Union. Jeremy Tobias said that staff are in the middle of a meet and confer on a new contract with the Union, and they are aware of and support the COLA.

Motion was made and seconded to approve staff's recommendations. Carried by unanimous vote (Banke/Plane).

d. Financial Reports for March 2026 – Tracy Webster, Chief Financial Officer – ***Action Item***

Tracy Webster presented the March 2026 Financial Statements and provided key highlights to the Board and noted that it was not necessary to draw from the line of credit and provided a summary of the year-end financials but noted that the financials will not be final until all income and expenses have settled. As the finance staff continues to close out the financials for the fiscal year, they are also preparing for the annual audit.

Staff are monitoring unrestricted cash balance with the goal of obtaining the equivalent of a 30-day operating cushion as an unrestricted cash balance and will begin to share updates with the Budget & Finance Committee and the Board on a monthly basis. We are currently at 19.7% of the goal.

New Fiscal Year started on March 1, 2026 and at the end of March, the Budget to Actual was 7% with a goal of 8.3%.

Tracy announced that the current reports will be shifting to dashboard reports now that we have fully implemented Sage Financial software, which allows for real time access to data helping the staff and Board to

make decisions based on present data, vs. past data. This is also the first year that auditors can use our software to pull their own transaction reports, which has saved a lot of staff time.

Motion was made and seconded to approve the Financial Reports for March 2026. Carried unanimous vote (Plane/Vigil).

e. Information Systems & Technology Road Map – Emilio Wagner, Chief Facilities & Technology Officer, Rommel Almanze, IT Administrator, and Mohamed Ahmed, IS Administrator – ***Info Item***

Emilio Wagner, Rommel Almanze, and Mohamed Ahmed provided a brief overview and a video of the after-hour AI tool being tested for the 2-1-1 program. Following the testing of the after hour segment, if all goes well, we will move to a full-time agent. AI Chatbot is imbedded in website, and the Dynamics 365 Application is in development. Staff are working to refresh the CAPK website and take over management and the re-design of the website.

Rommel Almanze said his staff will focus on the 8 priorities noted in the slide deck for the Network & Device Management

Mohamed Ahmed said the IS team is working on AI automation, strategy and deployment, among many other projects to enhance the capture of client data for the programs.

Emilio Wagner said the AI presentation today was implemented in-house, using Co-Pilot. Staff will deploy the AI tool for the 2-1-1 program after hour calls, and will continue to review regulations, and provide an assessment on how others are getting around the use of auto generated call centers as they relate to state PUC 2-1-1 regulations. The current tool will make it more fluid and helpful as we move forward.

Emilio also reported on the governance and next steps and said we still have to set plans in place and get buy-in, noting that everything for this year has been budgeted. AI Governance policy will be presented to the Board next month and is currently under legal review.

Maritza Jimenez asked how we ensure that there are capacity and resources to stay on the timeline. Emilio said we have a consultant that we are working with and if we do not have the capacity in-house, we can sub out work to the consultant on an as needed basis. Maritza thanked the staff for bringing CAPK current with the development of AI tools.

VI. Advisory Board Reports

a. Head Start Policy Council Report – Lisa Gonzales, Governance Coordinator – ***Action Item***

Lisa Gonzales presented the above action report on behalf of Maria Reyes and provided updates from the Policy Council Report for May and the minutes from the March 24, 2026, Policy Council meeting.

Motion was made and seconded to approve the Policy Council Report from May 2026, and all items. Carried by unanimous vote (Munoz/Perez, Guadalupe).

VII. Chief Executive Officer Report

a. Update on City of Bakersfield Ramkabir Project – ***Info Item***
Jeremy Tobias reported on the current status of the Ramkabir project and reminded the Board that last year, the Board approved an agreement with the City of Bakersfield to apply for funding with the State of California, HomeKey+ program, funded through Prop 1, transitional housing projects. When the application was submitted, we did not get initially funded. However, the State has responded back to the city and asked them to submit additional information, following new requirements within the new workbook guidelines. The city is currently

working on it now and will resubmit the required information. Jeremy said that based on the information being requested, he believes the State appears to be interested in funding the project.

Jeremy reminded the Board that the Ramkabir is an old vacant 37-unit motel hotel located on Union Avenue. The City bought the site some time ago and approached CAPK to be a partner in the project. CAPK is the lead in the design and the construction phase. After completion of the construction phase, we would be the lead on supplying client services. The city funded the initial design work, which is essentially complete, and we will be ready to pull building permits once the project is awarded. If the State awards funding, the timeline is tight, construction will be completed within 12 months with housing starting immediately after. There will be 30 units onsite and the funding in the application for HomeKey+ funding will include $10.6 million for construction and just over $3 million to operate on-site services. If the State awards funding to the City of Bakersfield, there will be detailed agreements to come before the Board, detailing construction responsibilities and details on the services to be provided on-site for 15 years. We anticipate the award from the State to be approximately $13.6 million to the city, and once we receive notice of award, we will update the Board.

Ana Vigil asked about the size of the units. Jeremy said they are very small, approximately 400 square feet that include a bed, bathroom, and small kitchenette. This project is designed to house 15 homeless veterans and 15 units for others on the verge of homelessness to keep them off the street.

Rebecca Banke asked what services will be provided to the residents. Jeremy said it will be a mixture of services including mental health, employment assistance, navigation, etc. Tracy Webster added that the revenue streams include individual rent, and other streams and also includes staffing of a part-time maintenance person, security staff, and housing navigators. The goal is to provide permanent supportive housing and support necessary to gain success and move on to greater stability.

VIII. Board Member Comments

Pastor Mullings said the presentation by the clients from M Street was very moving and rewarding.

IX. Closed Session

Motion was made and seconded to enter into closed session at 1:33 pm. Carried by unanimous vote (Vigil/Plane).

a. Conference with Real Property Negotiators pursuant to Section 54956.8: Property is located at 1400 Easton Drive, Suite 102, Bakersfield, CA 93309. Agency Negotiators are Jeremy Tobias, Tracy Webster and Emilio Wagner.

Motion was made and seconded to reconvene into open session at 1:44pm. Carried by unanimous vote (Plane/Banke).

X. Closed Session Report

Jeremy Tobias provided the Closed Session Report and reported that the Board gave direction to staff on the sale of property located at 1400 Easton Dr., Suite 102 Bakersfield, CA 93309.

XI. Next Scheduled Meeting

Board of Directors Meeting
12:00 pm
Wednesday, June 24, 2026
CAPK Administrative Office Board Room
1300 18th Street, 3rd Floor
Bakersfield, CA 93301

XII. Adjournment

The meeting was adjourned at 1:45 pm

DATE	June 3, 2026
TIME	12:00 PM
LOCATION	CAPK Administrative Office Board Room 1300 18th Street, 3rd Floor Bakersfield, CA 93301

Personnel Committee Minutes

1. **Call to Order**

   Committee member Rocio Munoz called the meeting to order at 12:00 pm at the Community Action Partnership of Kern Administrative Office, located at 1300 18th Street, 3rd Floor, Bakersfield, CA.

2. **Roll Call**

   Roll call was taken with a quorum present.

   Present: Gema Perez, Rocio Munoz

   Absent: Denise Boshers (Chair)

   Others present: Lisa McGranahan, Chief Human Resources Officer, Raul Jimenez, Program Administrator Veterans Supportive Services, Laurie Hughey, Program Administrator Housing Services, Robert Espinoza, Program Design and Management Administrator, other CAPK staff.

3. **Public Comments**

   Rocio Munoz asked members of the Committee and the public if they would like to make any public comment. No one addressed the committee.

4. **New Business**

   a. New Organization Chart and Revision on Job Description Veteran Supportive Services (VSS) – Raul Jimenez, Veteran Supportive Services Program Administrator – **Action Item**

      Raul Jimenez presented the above action item on behalf of Rebecca Moreno and discussed the necessity to eliminate the current Program Supervisor I and Program Supervisor II positions in the Veterans Support Services program. During the review of the Program Supervisor I and Program Supervisor II classifications, it was identified that there were only minimal differences between the two positions, primarily related to wording and required experience, using Program Supervisor II Job Description and retitling to Program Supervisor. This will be a reclassification, and funding for this adjustment will be absorbed within the approved budget.

      Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Perez/Munoz).

   b. New Organization Chart and Reclassify Job Description M St Navigation Center – Laurie Hughey, M Street Navigation Center Program Administrator – **Action Item**

      Laurie Hughey presented the above action item on behalf of Rebecca Moreno and discussed archiving the current Custodian position and replacing it with a Shelter Worker position for the M Street Program. While the duties of the Custodian and Shelter Worker positions are relatively similar in supporting the overall operations, the Shelter Worker includes a few additional responsibilities related to client engagement, program operations,

documentation, de-escalation, safety monitoring, and service coordination. The proposed change will not present a budgetary impact.

Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Munoz/Perez).

c. Head Start Personnel Update – **Info Item**

Robert Espinosa presented the above info item and reported on the Head Start personnel status for the month of May 2026.

5. Committee Member Comments

No comments.

6. Next Scheduled Meeting

Personnel Committee
12:00 pm
Wednesday, August 5, 2026
1300 18th St., 3rd Floor
Bakersfield, CA 93301

7. **Adjournment**

The meeting was adjourned at 12:09 pm.

MEMORANDUM

To: Personnel Committee

From: Rebecca Moreno, Director of Housing & Supportive Services

Date: June 3, 2026

Subject: *Agenda Item 4a*: New Organizational Chart and Revisions on Job Description Veteran Supportive Services (VSS)- **Action Item**

Summary of Proposed Changes

On January 7, 2026, this Board approved the job descriptions presented by Chief of HR, Lisa McGrabahan, which were subsequently finalized and approved on January 26, 2026. On April 8, 2026, I presented to the Board a revised organizational chart requesting that the VSS program be moved under the Housing and Supportive Services Division, which was subsequently approved on April 29, 2026.

Since that time, we have been working to review and strengthen staff functions while ensuring that job descriptions accurately align with assigned duties and operational needs. During our review of the Program Supervisor I and Program Supervisor II classifications, we identified that there were only minimal differences between the two positions, primarily related to wording and required experience. After further consultation and review with Human Resources, it was determined that both positions ultimately carry the same responsibilities, expectations, and functional requirements.

Position Title	Proposed Changes	Current Grade *Include grade levels	New Grade *Include grade levels
Program Supervisor I –VSS	Eliminate position	10 Min. $28.67 Mid. $35.84 Max. $43.02	N/A
Program Supervisor II -VSS	Retitle Program Supervisor – VSS	11 Min. $32.06 Mid. $40.08 Max. $49.69	11 Min. $32.06 Mid. $40.08 Max. $49.69

Therefore, we are requesting that the Program Supervisor I classification be eliminated and that the organizational chart be updated to reflect the Program Supervisor II position change to a single Program Supervisor – VSS titled position. All Program Supervisor I and Program Supervisor II positions will be titled Program Supervisor – VSS.

Fiscal Impact and Timeframe
Based on a full-time schedule of 2,080 annual work hours, the estimated full annual fiscal impact is approximately $21,195 in additional salary costs, excluding associated benefits. Funding for this adjustment will be absorbed within the approved departmental budget. This is due to significant salary savings in VSS from unfilled positions and the elimination of the VSS Director of Veterans and Supportive Services.

Strategic Plan Impact
As part of the 2026–2029 Strategic Action Plan, specifically under Priority C, Key Goal 2: *Invest in attracting and retaining a high-quality and engaged workforce*, this proposal supports staff development, professional growth, and employee retention by creating greater consistency in classification structure, clarifying roles and responsibilities, and ensuring equitable alignment of staff duties and expectations across the division..

Recommendation:
Staff recommend the Personnel Committee approve the elimination of the Program Supervisor I and Program Supervisor II positions and authorize the update to the organizational chart to reflect a single Program Supervisor and submission to the Board of Directors for final approval.

Attachments:
Program Supervisor -Veteran Supportive Services Job Description
Housing & Supportive Services Division Org Chart

Program Supervisor-Veterans Supportive Services

Disclaimer: Job descriptions are written as a representative list of the ADA essential duties performed by a job class. They cannot include nor are they intended to include all duties performed by all positions occupying a class.

Salary Range: Grade 11 **FLSA Status:** Exempt **Date Approved:** TBD

SUMMARY:
The Program Supervisor assists in managing and monitoring Veterans & Supportive Services programs including grants, identifying and addressing program and policy issues, and overseeing the accuracy of programmatic reporting. The role involves managing schedules, coordinating staff training, preparing official correspondence for approval, and ensuring property safety and security. The Program Supervisor drafts and implements policies for resident handbooks and must be well-versed in Agency policies and guidelines, ensuring major decisions are approved by the Administrator. This position will serve as a liaison with stakeholders and community partners.

SUPERVISION RECEIVED:
Program Manager

SUPERVISION EXERCISED:
Lead Case Manager, Program Assistant, Outreach Specialist, Healthcare Navigator, Intake/ Eligibility Technician, Housing Navigator

DUTIES AND RESPONSIBILITIES:
Disclaimer: This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties listed or may perform related duties as assigned. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Essential Job Specific Duties:

- Assist leadership in managing and monitoring programs operated by Veterans & Supportive Services, including Grants.
- Monitor each program and inform leadership of ongoing program and policy issues to seek ways to resolve concerns.
- Review and participate in an emergency contact schedule of Veterans & Supportive Services employees for all programs.
- Monitor reports generated by Program staff for accuracy.
- Create and maintain control of reports and schedules.
- Coordinate, as assigned, necessary staff training such as first aid and CPR certification.
- Prepare for signature and posting of outgoing official correspondence as assigned. Send all correspondence to assigned leadership for approval.
- Establish and maintain the safety and security of Agency property and furnishings.
- Prioritize the need for and draft policies and procedures for resident handbooks.
- Establish, expand and implement policies contained within the resident handbook.
- Understanding of the current edition of the Agency Employee Handbook, Resident Handbooks, Veteran & Supportive Services programs Guidelines, and all operational policies.

- Ensure decisions affecting the Veteran & Supportive Services are not made without consultation and approval by leadership.
- Generate a morning report and submit to leadership for approval.
- Prepare Monthly and Quarterly Program Reports.
- Create and review performance requirements for the Veteran & Supportive Services Case Management team.
- Supervise and evaluate staff, assign work, provide guidance and direction to ensure they have sufficient resources to complete their responsibilities.
- Assess program staff performance and make change recommendations including disciplinary action.
- Responsible for timesheet review and approval including supervision, and evaluation of assigned staff.

Other Job Specific Duties:

- Prepare, conduct, and attend all meetings, trainings, and conferences as assigned.
- Maintain a staff schedule.
- Work alternative hours as required, including nights, weekends, holidays and rotating on-call duties.
- Maintain a safe and functional work environment.
- Work collaboratively with staff, partners, volunteers, and clients in achieving the monthly program goals.
- Performs other tasks as required for the efficient operation of the comprehensive, integrated Veteran & Supportive Services programs.
- Maintain confidentiality of client information and records.
- Other duties and special projects as assigned.

MINIMUM QUALIFICATIONS:

The requirements listed below are representative of the knowledge, skills, and abilities required to satisfactorily perform the essential duties and responsibilities.

Knowledge of:

- Socioeconomic conditions and trends.
- Physical and mental illnesses and their impact upon personality, aging process, patterns of stability affecting veterans and barriers to self-sufficiency (such as drug abuse, unemployment, domestic abuse).
- Individual and group behavior and family relationships.
- Cultural and socioeconomic factors and influences affecting delivery of social services.
- Techniques of interviewing, diagnostic assessment and various counseling modalities.
- Transference and boundary setting.
- Professional ethics,
- Knowledge of program laws, rules and regulations.
- Public and private community social service resources.

Ability to:

- Demonstrate good interpersonal skills.
- Work as a positive team member and demonstrate strong leadership, management, and supervisory skills.

- Communicate effectively, verbally and in writing.
- Work with conceptual matters.
- Plan, organize, and allocate resources.
- Effectively present shelter program services information to the public.
- Establish professional working relationships with staff, partners, and volunteers.
- Reasonably obtain knowledge of applicable federal, state, and local laws, codes, and regulations.
- Work with diverse populations whose circumstances may include mental health, substance abuse, medical issues, and other socioeconomic and environmental factors.
- Demonstrate excellent communication, interpersonal, and conflict resolution skills.

EDUCATION AND EXPERIENCE:

The following requirements generally demonstrate possession of the minimum requisite knowledge and ability necessary to perform the duties of the position.

- Bachelor's degree from an accredited college or university.
- Must be an experienced driver with experience transporting clients.
- Honorably discharged veteran preferred.
- Experience working in the non-profit sector preferred.
- Three (3) years of management experience.
- Any equivalent combination of education, training and experience that will demonstrate the capabilities to perform the described duties considered.

OTHER REQUIREMENTS:

- Possession of a valid California driver's license and state automobile insurance with an acceptable driving record, substantiated by a DMV printout.
- Must have reliable transportation during work hours.
- Must be fingerprinted and pass pre-employment background check.
- Successful completion of live scan, physical, substance abuse screening, TB and all required vaccinations.
- Must complete American Heart Association First-Aid and CPR certification.
- Narcan Training certification within 90 days of employment.
- Bilingual language fluency (English/Spanish) desirable.

WORK ENVIRONMENT:

The work environment characteristics described are representative of those an employee encounters in performing the essential functions of this job.

- Work is primarily performed indoors.
- Noise level is quiet to moderately quiet.
- Hazards are minimal.

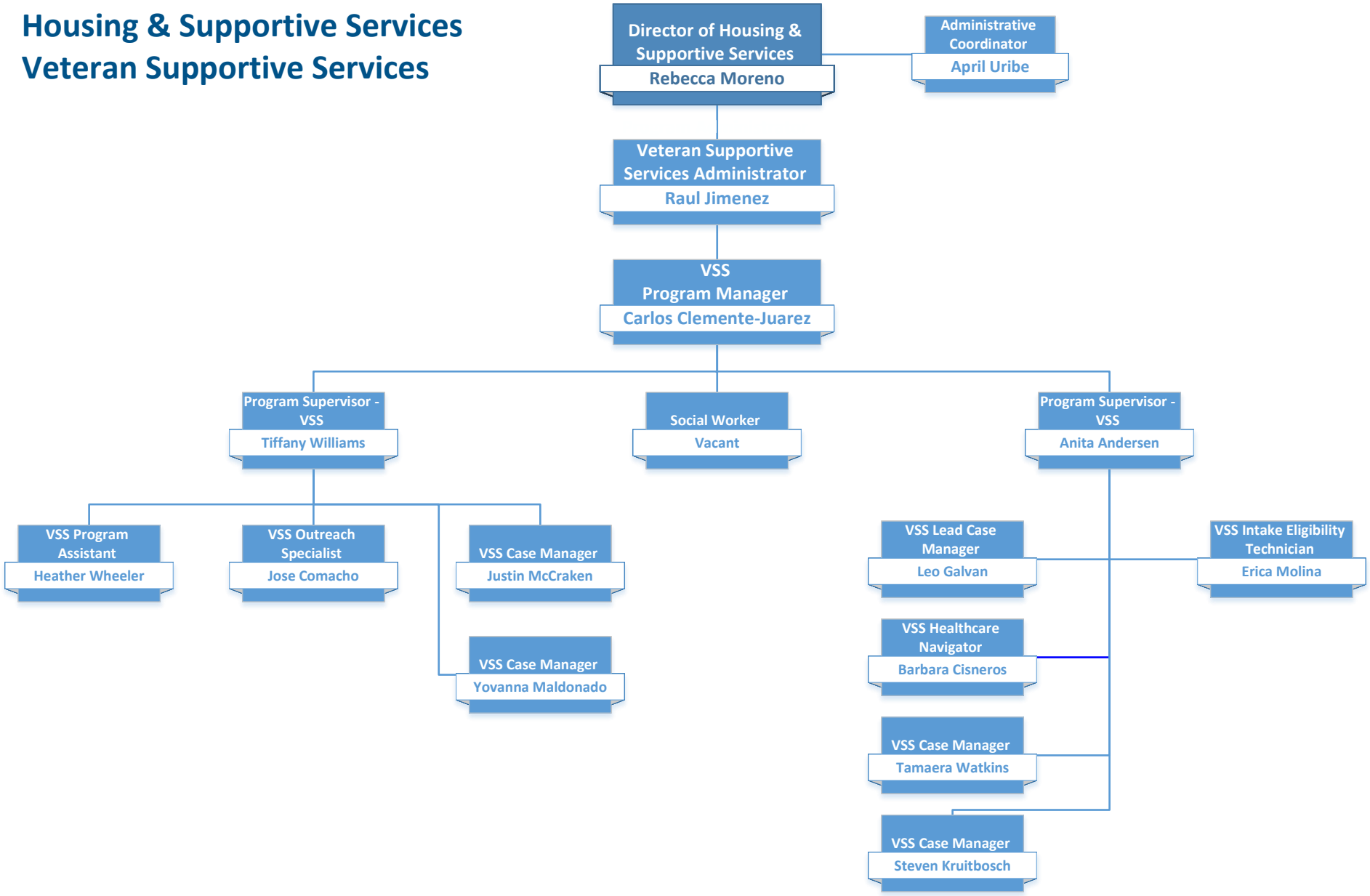
ESSENTIAL PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform' the essential functions of the job. Reasonable accommodation may be made to enable employees with disabilities to perform the essential duties.

POSITION TITLE: Program Supervisor II-Veterans Supportive Services			
Activity **Hours Per Day**	**NEVER 0 HOURS**	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**
Sitting			x
Walking			x
Standing			x
Bending (neck)			x
Bending (waist)			x
Squatting		x	
Climbing	x		
Kneeling		x	
Crawling	x		
Twisting (neck)			x
Twisting (waist)			x
Is repetitive use of hand required?			x
Simple Grasping (right hand)			x
Simple Grasping (left hand)			x
Power Grasping (right hand)		x	
Power Grasping (left hand)		x	
Fine Manipulation (right hand)			x
Fine Manipulation (left hand)			x
Pushing & Pulling (right hand)		x	
Pushing & Pulling (left hand)		x	
Reaching (above shoulder level)		x	
Reaching (below shoulder level)		x	

	LIFTING			CARRYING		
	NEVER 0 HOURS	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**	**NEVER 0 HOURS**	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**
0-10 lbs			x			x
11-25 lbs		x			x	
26-50 lbs		x			x	
51-75 lbs	x			x		
76-100 lbs	x			x		
100+ lbs	x			x		

Housing & Supportive Services
Veteran Supportive Services



Revised – 05-26

MEMORANDUM

To: Personnel Committee

From: Rebecca Moreno, Director of Housing & Supportive Services

Date: June 3, 2026

Subject: *Agenda Item 4b*: New Organizational Chart and Reclassify Job Description M Street Navigation Center - **Action Item**

Summary of Proposed Changes

The Safe Camping Program was required to reduce its operating budget in order to secure funding for the upcoming fiscal year. As part of those reductions, three full-time Shelter Worker positions were eliminated. Because these positions were cross-trained to support both the Safe Camping Program and the M Street Navigation Center, the reduction has created a staffing gap, particularly during off-shifts and weekends. To address this operational need, staff are requesting Board approval to eliminate the current Custodian position and reclassify it as a Shelter Worker position within the M Street Navigation Center program. This change will allow the program to maintain four full-time equivalent (FTE) Shelter Worker positions and improve coverage for critical operational hours.

While the duties of the Custodian and Shelter Worker positions are relatively similar in supporting the overall operations and cleanliness of the facility, the Shelter Worker position includes additional responsibilities related to client engagement, program operations, documentation, de-escalation, safety monitoring, and service coordination. Due to these expanded responsibilities, the Shelter Worker position is assigned a higher rate of pay. Staff believes this reclassification better aligns staffing resources with the current operational and service needs of the M Street Navigation Center.

Position Title	Proposed Changes	Current Grade *Include grade levels	New Grade *Include grade levels
Shelter Worker	Formerly Custodian and grade change from 2 to 4	02 Min. $16.90 Mid. $16.90 Max. $19.41	04 Min. $16.90 Mid. $19.36 Max. $23.27

Fiscal Impact and Timeframe

The current salary allocation for this position has already been included in the upcoming fiscal year budget. With position wages overlapping, there will be no changes to the budget for wages. As a result, staff anticipates no significant impact to the overall program budget associated with this reclassification.

Strategic Plan Impact
As part of the 2026–2029 Strategic Action Plan, specifically under Priority C, Key Goal 2: *Invest in attracting and retaining a high-quality and engaged workforce*, this proposal supports staff development, professional growth, and employee retention by creating greater consistency in classification structure, clarifying roles and responsibilities, and ensuring equitable alignment of staff duties and expectations across the division..

Recommendation:
Staff recommend the Personnel Committee approve the elimination and reclassification of the Custodian position to the Shelter Worker position within the Housing and Supportive Services Division and submission to the Board of Directors for final approval.

Attachments:
Custodian-Housing Services Job Description
Shelter Worker-Housing Services Job Description
Housing & Supportive Services Division Org Chart

Custodian - Housing Services

Disclaimer: Job descriptions are written as a representative list of the ADA essential duties performed by a job class. They cannot include nor are they intended to include all duties performed by all positions occupying a class.

Salary Range: Grade 02 **FLSA Status:** Non-Exempt **Date Approved:** 01/27/2025

SUMMARY:
In collaboration with shelter staff, maintains a safe and healthy environment for homeless and disadvantaged adults, staff, providers, volunteers, and other community members.

SUPERVISION RECEIVED:
Housing Services Operations Manager

SUPERVISION EXERCISED:
None

DUTIES AND RESPONSIBILITIES:
Disclaimer: This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties listed or may perform related duties as assigned. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Essential Job Specific Duties:
- Performs necessary work to maintain a clean and safe environment managing general clean-up of all areas as directed.
- Manage routine upkeep of exterior areas, remove garbage daily, both indoors and outdoors, as needed for the safety of all clients and staff.
- Requisitions, receives, and stores materials and supplies in a safe place which is always kept locked and away from clients.
- Ensure standards of sanitation are met and maintained by adhering to health and safety and sanitation policies and procedures.
- Ensures general maintenance and cleaning of kitchen, staff areas, grounds, showers, and restrooms using a cleaning schedule which defines the tasks on a daily, weekly, and monthly basis.
- Assists the staff to ensure that the physical environment is clean, safe, and inviting, respectful of the clients' cultures and ethnic diversity, reflects the needs of the clients served and that areas are well organized into easily recognizable functional areas.
- Works with shelter volunteers and clients and assists when donations are delivered.
- Must be able to work alternative schedules such as nights, weekends, and holidays.

Other Job Specific Duties:
- Attends all meetings, trainings, and conferences as assigned.
- Maintains a safe and functional work environment.
- Performs any other like duties as assigned.

MINIMUM QUALIFICATIONS:
The requirements listed below are representative of the knowledge, skills, and abilities required to satisfactorily perform the essential duties and responsibilities.

Knowledge of:

- Agency and departmental policies and procedures.
- Applicable federal, state, and local laws, codes, and regulations.
- Familiarity with problems of homeless, socially, and economically challenged families.

Ability to:

- Demonstrate good interpersonal skills.
- Work as a positive team member.
- Communicate effectively, verbally and in writing.
- Work with conceptual matters.
- Assist with allocation of onsite resources.
- Effectively present shelter program services information to the public.
- Establish professional working relationships with staff, partners, and volunteers.
- Reasonably obtain knowledge of applicable federal, state, and local laws, codes, regulations.
- Work with diverse populations whose circumstances may include mental health, substance abuse, medical issues, and other socioeconomic and environmental factors.

EDUCATION AND EXPERIENCE:

The following requirements generally demonstrate possession of the minimum requisite knowledge and ability necessary to perform the duties of the position.

- High school diploma or equivalent.
- Custodial experience preferred.
- Up to one (1) year experience working with the unsheltered population and/or any duration of lived experience.

OTHER REQUIREMENTS:

- Must be able to obtain the CPR certification within 90 days of employment.
- Narcan Training certification within 90 days of employment.
- Food Handler certification within 30 days of employment.
- Bilingual language fluency (English/Spanish) desirable.
- Successful completion of live scan, physical, substance abuse screening, TB, and all required vaccinations.

WORK ENVIRONMENT:

The work environment characteristics described are representative of those an employee encounters in performing the essential functions of this job.

- Work is performed indoors and outdoors.
- Noise level is moderate to high.
- Hazards are moderate to high. This includes exposure to biohazards.

ESSENTIAL PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodation may be made to enable employees with disabilities to perform the essential duties.

POSITION TITLE: Custodian – Housing Services			
Activity **Hours Per Day**	**NEVER 0 HOURS**	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**
Sitting		x	
Walking		x	
Standing		x	
Bending (neck)			x
Bending (waist)			x
Squatting		x	
Climbing	x		
Kneeling		x	
Crawling	x		
Twisting (neck)			x
Twisting (waist)			x
Is repetitive use of hand required?			x
Simple Grasping (right hand)			x
Simple Grasping (left hand)			x
Power Grasping (right hand)		x	
Power Grasping (left hand)		x	
Fine Manipulation (right hand)			x
Fine Manipulation (left hand)			x
Pushing & Pulling (right hand)		x	
Pushing & Pulling (left hand)		x	
Reaching (above shoulder level)		x	
Reaching (below shoulder level)		x	

	LIFTING			CARRYING		
	NEVER 0 HOURS	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**	**NEVER 0 HOURS**	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**
0-10 lbs			x			x
11-25 lbs		x			x	
26-50 lbs		x			x	
51-75 lbs	x			x		
76-100 lbs	x			x		
100+ lbs	x			x		

Shelter Worker - Housing Services

Disclaimer: Job descriptions are written as a representative list of the ADA essential duties performed by a job class. They cannot include nor are they intended to include all duties performed by all positions occupying a class.

Salary Range: Grade 04 **FLSA Status:** Non-Exempt **Date Approved:** 01/27/2025

SUMMARY:

Under the direction of the Housing Services Operations Manager, identifies and provides social services to homeless individuals at the M Street Navigation Center and Safe Parking and Encampment. Works collaboratively with operations staff, providers, and volunteers.

SUPERVISION RECEIVED:

Housing Services Operations Manager

SUPERVISION EXERCISED:

None

DUTIES AND RESPONSIBILITIES:

Disclaimer: This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties listed or may perform related duties as assigned. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Essential Job Specific Duties:

- Identifies and provides direct services to homeless individuals at the M Street Navigation Center and Safe Camping/Parking around the clock. Services may include intake, information and referral, distribution of basic supplies needed, as well as on-site client supervision.
- Works with security, emergency services personnel (law enforcement and paramedics, etc.) as well as shelter providers (e.g., medical, and mental health personnel).
- Performs client sign-in and data collection process and maintains appropriate program attendance records and other records as required.
- Works with shelter staff, volunteers, and multiple service providers to enhance, augment, and coordinate service delivery to program clients.
- May be required to assist security with screening clients for entry to homeless programs, including identifying inappropriate behavior, checking for possession of weapons, and evidence of alcohol or controlled substances.
- Maintains a safe environment by continually monitoring the immediate site and premises.
- Enforces Homeless Services and site-specific policies and procedures.
- Acts as a client resource by providing referrals for services available in the community.
- Manage clients by utilizing conflict resolution skills and crises management techniques.
- Manages Homeless Services documentation, including client mail, daily log, client warnings, incident reports, filing, and other clerical duties as required.
- Coordinates and oversees ongoing client housekeeping activities to ensure programs are always clean and safe, especially prior to clients vacating program premises (e.g., cleaning dorms, removing bedding, encampment clean up, etc.).

- Addresses housekeeping and maintenance issues as they occur and will be responsible for day center laundry equipment.
- Distribute personal hygiene items to clients.
- Supports CAPK mission by providing care and assistance to clients and encouraging and facilitating self-sufficiency.
- Assists with food preparation, serving, and maintaining the cleanliness of the kitchen to comply with the department of public health standards.

Other Job Specific Duties:

- Assists with training and providing directions to other staff, providers, and volunteers, as needed.
- Attends staff meetings and training sessions as required.
- Ability to work alternative schedules such as morning, evening, overnight, with a rotating schedule every three months, to include weekends, and holidays.
- Performs other duties as required.

MINIMUM QUALIFICATIONS:

The requirements listed below are representative of the knowledge, skills, and abilities required to satisfactorily perform the essential duties and responsibilities.

Knowledge of:

- Agency and departmental policies and procedures.
- Correspondence and report writing practices and procedures.
- Current problems of homelessness and socially and economically challenged families.
- Modern office practices, methods, procedures, and equipment, including computers.
- Word processing, spreadsheet, database, and related software applications.

Ability to:

- Demonstrate good interpersonal skills.
- Work collaboratively in a teamwork environment.
- Communicate effectively, verbally and in writing.
- Problem solve and make informed decisions
- Work with conceptual matters.
- Administer Narcan to clients as required.
- Assist with allocation of onsite resources.
- Effectively present shelter program services information to the public.
- Establish professional working relationships with staff, partners, and volunteers.
- Reasonably obtain knowledge of applicable federal, state, and local laws, codes, regulations.
- Work with diverse populations whose circumstances may include mental health, substance abuse, medical issues, and other socioeconomic and environmental factors.

EDUCATION AND EXPERIENCE:

The following requirements generally demonstrate possession of the minimum requisite knowledge and ability necessary to perform the duties of the position.

- High school diploma or equivalent.

- Must be 18 years of age or older.
- Requires one (1) year of experience providing direct human or health services to the economically disadvantaged, physically/mentally disabled, substance abuse/dual diagnosed individuals, the elderly, and/or at-risk youth.
- Up to one (1) year experience working with the unsheltered population and/or any duration of lived experience.

OTHER REQUIREMENTS:

- Must be able to obtain the CPR certification within 90 days of employment.
- Food Handler certification within 30 days of employment.
- Narcan Training certification within 90 days of employment.
- Bilingual language fluency (English/Spanish) desirable.
- Successful completion of live scan, physical, substance abuse screening, TB, and all required vaccinations.

WORK ENVIRONMENT:

The work environment characteristics described are representative of those an employee encounters in performing the essential functions of this job.

- Work is performed indoors and outdoors.
- Noise level is moderate to high.
- Hazards are moderate to high. This includes exposure to biohazards.

ESSENTIAL PHYSICAL DEMANDS:

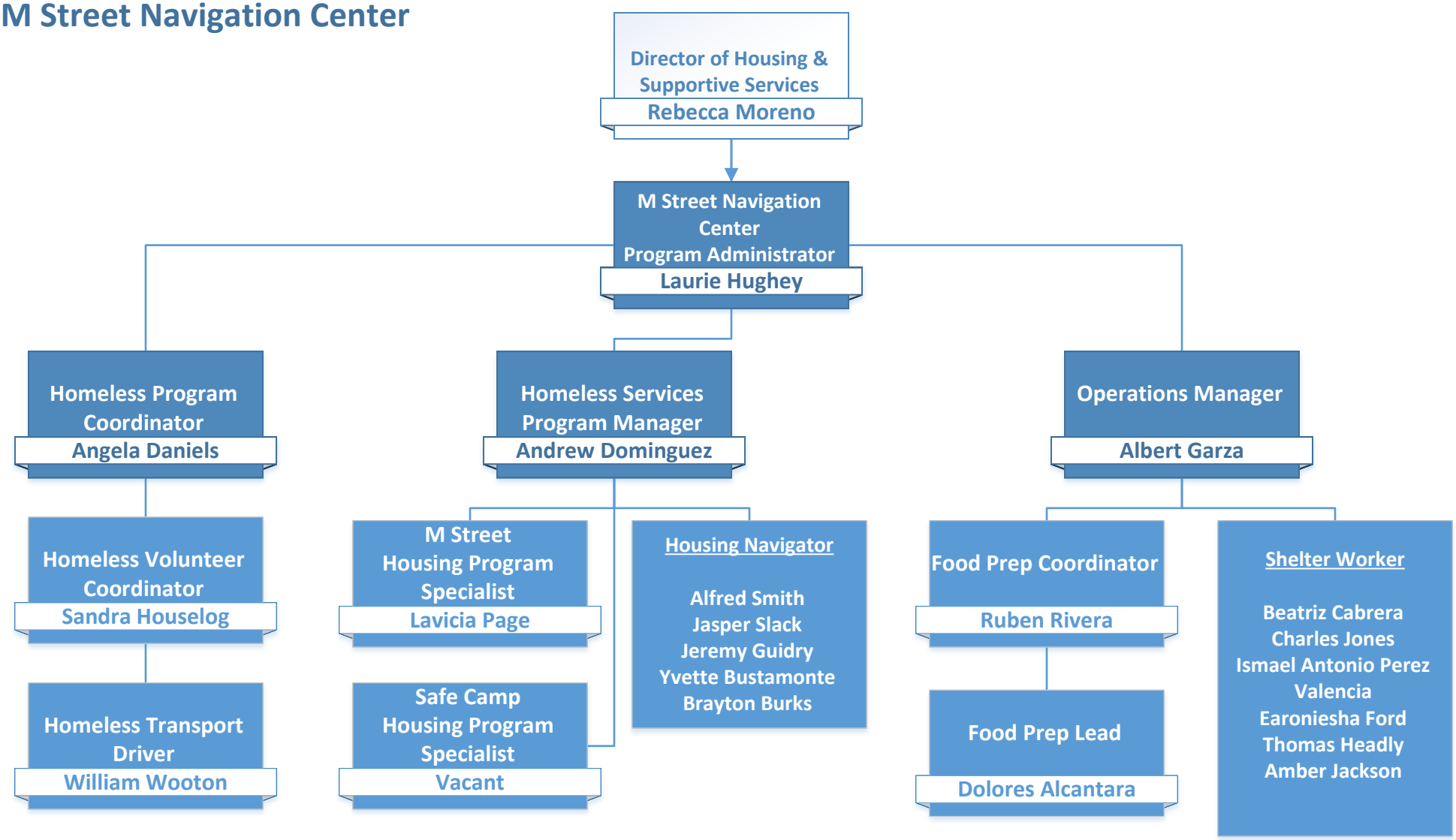
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodation may be made to enable employees with disabilities to perform the essential duties.

POSITION TITLE: Shelter Worker – Housing Services			
Activity **Hours Per Day**	**NEVER 0 HOURS**	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**
Sitting		x	
Walking		x	
Standing		x	
Bending (neck)			x
Bending (waist)			x
Squatting		x	
Climbing	x		
Kneeling		x	
Crawling	x		
Twisting (neck)			x
Twisting (waist)			x
Is repetitive use of hand required?			x
Simple Grasping (right hand)			x
Simple Grasping (left hand)			x
Power Grasping (right hand)		x	
Power Grasping (left hand)		x	

Fine Manipulation (right hand)						x
Fine Manipulation (left hand)						x
Pushing & Pulling (right hand)						x
Pushing & Pulling (left hand)						x
Reaching (above shoulder level)						x
Reaching (below shoulder level)						x

	LIFTING			CARRYING		
	NEVER 0 HOURS	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**	**NEVER 0 HOURS**	**OCCASIONALLY UP TO 4 HOURS**	**FREQUENTLY 4-8 HOURS**
0-10 lbs			x			x
11-25 lbs		x				x
26-50 lbs		x			x	
51-75 lbs		x		x		
76-100 lbs	x			x		
100+ lbs	x			x		

M Street Navigation Center



Revised 5-29-26

MEMORANDUM

To: Personnel Committee

From: Jerry Meade, Assistant Director of Program

Dr. Robert Espinosa, Program Design and Management Administrator

Date: June 3, 2026

Subject: *Agenda Item 4c: Head Start Personnel Update* – **Info Item**

The Head Start and State Child Development Division remains dedicated to providing regular updates on personnel matters and their impact on the Head Start program.

For the month of May 2026, the following information is provided to the Personnel Committee:

- 653 Staff employed.
- 47 Vacant Positions.
- Onboard 9 new staff members.
- Rehired 2 staff members.
- Nine (9) Resignations.
- Six (6) days of interviews for 5 open requisitions.

Job opportunities are continuously posted on the Head Start California website, accompanied by dedicated recruitment efforts for our direct service positions.

Attached is a document outlining the closed classrooms and current staff vacancies for both closed and open classrooms as of May 25, 2026.

Attachment:
Enrollment Staffing Data Sheet

Head Start State Child Development

Enrollment Staffing Data Sheet

Site	Funded	Reportable Enrollment	% Enrolled	Budgeted Staffed	Currently Staffed	Staff Vacancies	% Staffed
Alberta Dillard (PY)	34	33	97%	6	6	0	100%
Alicante	20	20	100%	3	3	0	100%
Angela Martinez EHS	24	26	108%	9	9	0	100%
Angela Martinez HS	81	60	74%	9	9	0	100%
Bakersfield College	32	29	91%				
Blanton	16	14	88%				
Broadway (PY)	37	31	84%	6	6	0	100%
California City (PY)	17	18	106%	2	2	0	100%
California Street	24	25	104%	9	9	0	100%
Cleo Foran EHS	8	9	113%	3	3	0	100%
Cleo Foran HS	15	15	100%	3	3	0	100%
Delano (PY)	60	59	98%	12	12	0	100%
Escuelita Hernandez	16	16	100%				
Fairfax (PY)	34	37	109%	6	6	0	100%
Family Childcare EHS	24	20	83%				
Family Childcare HS	24	20	83%				
Gianone	16	17	106%	3	3	0	100%
Harvey L. Hall EHS	68	68	100%	27	27	0	100%
Harvey L. Hall	74	61	82%	12	12	0	100%
Heritage (PY)	17	18	106%	2	2	0	100%
Kennedy	16	17	106%	6	4	2	67%
Kennedy HS	17	0	0%	3	0	3	0%
La Plaza	24	0	0%	6	0	6	0%
Lathrop	24	24	100%	9	7	2	78%
Lathrop HS	17	17	100%	3	3	0	100%
Lodi	32	24	75%	12	12	0	100%
M. Massei	24	23	96%	9	9	0	100%
M. Massei HS	17	17	100%	3	3	0	100%
MJM EHS	16	16	100%	6	5	1	100%
MJM HS	34	40	118%	6	6	0	100%
Oasis EHS (PY)	8	4	50%	3	3	0	100%
Oasis (PY)	34	33	97%	6	6	0	100%
Pete Parra EHS	48	48	100%	15	13	1	87%
Pete Parra HS	68	78	115%	12	12	0	100%
Primeros Pasos EHS	16	17	106%	6	6	0	100%
Primeros Pasos HS	51	51	100%	9	8	1	89%
Rosamond (PY)	51	50	98%	9	9	0	100%
San Diego EHS	32	33	103%				
Shafter EHS	24	24	100%				
Shafter	17	19	112%	12	12	0	100%
Stockdale HS	41	39	95%	9	9	0	100%
Sterling EHS	64	65	102%	3	3	0	100%
Sterling HS	53	60	113%	9	8	1	89%
Sunrise Villa (PY)	17	16	94%	9	8	1	89%
Taft (PY)	51	60	118%	24	22	2	92%
Taft College	22	11	50%	9	9	0	100%
Tehachapi (PY)	15	17	113%	3	2	1	67%
Tiny Powers	16	0	0%				
Tiny Powers HS	34	34	100%	2	2	0	100%
Vineland	17	17	100%	2	2	0	100%
Virginia	17	17	100%	2	2	0	100%
Home Base Kern 170	170	145	85%	6	0	0	0%
SJC EHS HB 70	70	61	87%	6	0	6	0%
Total	**1798**	**1673**	**93%**	16	15	1	94%
				7	6	1	86%
				347	**318**	**29**	**92%**

Funded Enrollment	1798	1673	93%

Reportable Enrollment	1665	1673	100%

Closed Classrooms	Funded Enrollment	Staff Vacancies
Angela Martinez HS ~ 81		
Class D	15	0
Class E	15	1
EHS HB ~ 110		
ECE 8	10	0
ECE 11	10	0
ECE 17	10	1
Kennedy HS~ 17		
Class A	17	3
La Plaza~ 24		
Class A	12	1
Class B	12	3
SJC HB ~ 70		
Stockton 2	10	1
Tiny Powers EHS ~ 16		
Class 1	8	3
University Park ~ 34		
Class A	11	1
Class B	17	1
Class C	16	3
Classrooms Fully	**Total Slots**	**Staff Vac.**
13	**133**	**17**

	Slots	Staff Vac.
Closed Enrollment	**7%**	**58.62%**
Open Enrollment	**93%**	**41.38%**

DATE June 10, 2026
TIME 12:00 pm
LOCATION CAPK Administrative Office
Executive Conference Room
1300 18th Street, 3rd Floor
Bakersfield, CA 93301

Program Review & Evaluation Committee Minutes

1. **Call to Order**
   Committee Member Marget Willer called the meeting to order at 12:02 pm at the Community Action Partnership of Kern Administrative Building, located at 1300 18th Street, 3rd Floor, Bakersfield, CA.

2. **Roll Call**
   Roll call was taken with a quorum present.

   Present: Rebecca Banke, Maria Reyes, Gina Martinez (left at 1:06 pm) and Marget Willer

   Others Present: Jeremy Tobias, Chief Executive Officer, Pritika Ram, Chief Business Development Officer, Freddy Hernandez, Director of Youth & Community Services; Susana Magana, Director of Health & Nutrition Services; Yolanda Gonzales, Director of Head Start / State Child Development; and other CAPK staff.

   Public Comments
   No one addressed the Committee.

3. **Program Presentation**

   a. WIC Program presented by Marissa Ortiz-Cortez, WIC Program Administrator

   Marissa Ortiz presented a program update, beginning with an overview of who is served, Women, Infants, and Children. To qualify, participants must meet income requirements, be pregnant or have a child ages 0–5. The program's main pillars include breastfeeding support, nutrition education, nutritious food at no cost, and improved birth outcomes. Since 2019, debit cards have replaced paper checks, streamlining the purchasing process. The WIC office handles administrative functions and is not a location for grocery shopping. The WIC app allows users to locate approved stores, track balances, and manage appointments. There are 12 sites across Kern and San Bernardino counties, serving over 14,000 clients in 2025. A newer initiative distributes books to all children and has expanded to include story time and activities. Another initiative teaches sign language to parents and children as young as five months. Kern County faces high rates of maternal and child mortality, as well as premature births, and these efforts aim to raise awareness of related health concerns. The American Heart Association will support the program by providing five blood pressure monitoring sites and at-home kits for mothers.

   Maria Reyes shared that she was a WIC recipient through CAPK and had a positive experience. In response to a question from Gina about access for those without mobile devices, staff explained that support is available by phone or in person to assist with troubleshooting.

4. **New Business**

a. Shafter Youth Center CRC Community Needs Assessment Final Presentation presented by Angelica Nelson, Program Manager and Daniel Polk, Research & Evaluation Associate with HARC Inc. – ***Info Item***

Angelica Nelson spoke about the goal of adapting the Shafter Youth Center to also serve as a Community Resilience Center and how CAPK has partnered with a consultant to initiate a Community Needs Assessment (CNA) to solicit feedback from community members in the Shafter area. Angelica introduced Daniel Polk, who provided a summary of the feedback received from the survey that is highlighted in the Community Needs Assessment final results provided in the agenda packet.

Gina Martinez raised concerns about the number of "I don't know" responses in the survey and what that might indicate about transparency. Daniel explained that this option allows respondents without relevant knowledge or experience within a specific question, to still answer accurately. Rebeca Banke asked about next steps, and Angelica shared that planning would begin on July 2nd to turn the findings into action and apply for capital funding. The potential grant includes workforce development components, with up to $10 million in funding over six years and a commitment to sustain the center as a Community Resilience Center for at least 10 years.

b. May 2026 Program Reports presented by Pritika Ram , Chief Program Officer - ***Action Item***

Pritika Ram presented an overview of program profiles, highlighting Housing and Supportive Services, which includes updates from M Street Navigation Center, CalAIM and Veteran Supportive Services. Pritika also highlighted the VITA Program, noting that nearly 7,000 tax returns have been completed, with plans to expand services into rural communities in East Kern for the next tax season, and updates from the Community Development Division, that includes marketing and advocacy work, as well as the work of the CAPK Foundation.

Motion was made and seconded to approve the May 2026 Program Reports. Carried by unanimous vote (Willer/Banke).

c. May 2026 Application Status Report & Funding Profiles presented by Karen Vazquez – ***Action Item***

Karen Vazquez provided a summary of the status of existing grant applications and new applications. Karen also highlighted several Funding Profiles, requesting approval to submit applications and approval to proceed if awarded. One funding opportunity for the Community Vitality program, with funding through the City of Bakersfield, was highlighted as CAPK has received a verbal notice of award to support individuals experiencing homelessness through housing and mental health services, working directly with the Bakersfield Police Department with a goal to serve 135 unique individuals. Due to a very quick turnaround requirement by the city, an Executive Committee meeting is scheduled for Monday, June 15th, to authorize the Chief Executive Officer to sign the contract.

Motion was made and seconded to approve the May 2026 Application Status Report & Funding Profiles. Carried by unanimous vote (Banke/Reyes).

d. May 2026 Head Start/State Child Development Division/Program Monthly Activity Report presented by Carol Hendricks, Enrollment & Attendance Manager – ***Action Item***

Carol Hendricks reported that Early Head Start enrollment is at 97%, while Head Start has reached full enrollment at 100%, with over-income enrollment remaining below the maximum 10%. In San Joaquin County, enrollment is currently at 44% as efforts continue to hire staff and open additional classrooms. Carol also highlighted the meals served by Central Kitchen and partners.

Motion was made and seconded to approve the May 2026 Head Start/State Child Development Program Activity Report. Carried by unanimous vote (Willer/Reyes).

e. 2027-2028 Head Start Program Goals & Objectives presented by Rosa Guerrero, Administrative Analyst – ***Action Item***

Rosa Guerrero presented the 2027–2028 Program Goals and Objectives for approval, noting that they will be submitted with the Head Start/Early Head Start grant as part of the Division's annual planning and ongoing monitoring process. She explained that as the program enters its fourth grant year, staff continue to advance goals related to Workforce, Health and Safety, and School Readiness. Rosa also highlighted key accomplishments from the third grant year.

Motion was made and seconded to approve the 2027-2028 Head Start Program Goals & Objectives. Carried by unanimous vote (Willer/Banke).

f. Approval of 2026-2027 Early Head Start/Head Start School Readiness Goals presented by Cynthia Rodriguez, Education Manager – ***Action Item***

Cynthia Rodriguez presented the proposed 2026–2027 Early Head Start/Head Start School Readiness Goals, explaining that the goals are developed annually using year-end DRDP 2015 child assessment data to guide high-quality teaching and learning.

Maria Reyes asked about the self-comforting measure, which assesses whether a child can self-soothe and regulate their emotions. It was noted that next year, emotional knowledge will be evaluated under a revised category name. Developmental milestones will continue to be tracked, ensuring alignment with best practices.

Motion was made and seconded to approve the 2026-2027 Early Head Start/Head Start School Readiness Goals. Carried by unanimous vote (Reyes/Willer).

g. Strategic Priority B – Partnerships presented by Freddy Hernandez – ***Info Item***

Freddy Hernandez presented an update on Strategic Priority B, highlighting ongoing efforts to strengthen community partnerships and expand organizational impact. He reported progress toward establishing key strategic partnerships, including improved monitoring of funding gaps, development of financial dashboards, advancement of the Community Needs Assessment, and expanded Foundation-led fundraising collaborations.

5. <u>Next Scheduled Meeting</u>

Program Review & Evaluation Committee
Wednesday, August 12, 2026
CAPK Administrative Office, Board Room
1300 18th Street, 3rd Floor
Bakersfield, CA 93301

6. <u>Adjournment</u>

The meeting was adjourned at 1:08 pm.

Community Action Partnership of Kern

Helping People. . . Changing Lives.

WIC Program

PRESENTED BY: MARISSA ORTIZ-CORTEZ

TITLE: WIC PROGRAM ADMINISTRATOR



Program Overview

Program Summary

The program provides nutrition education, breastfeeding support, and food to supplement diets at no cost to participants.

CDPH Assigned Caseload

- Serve 14,910 participants monthly

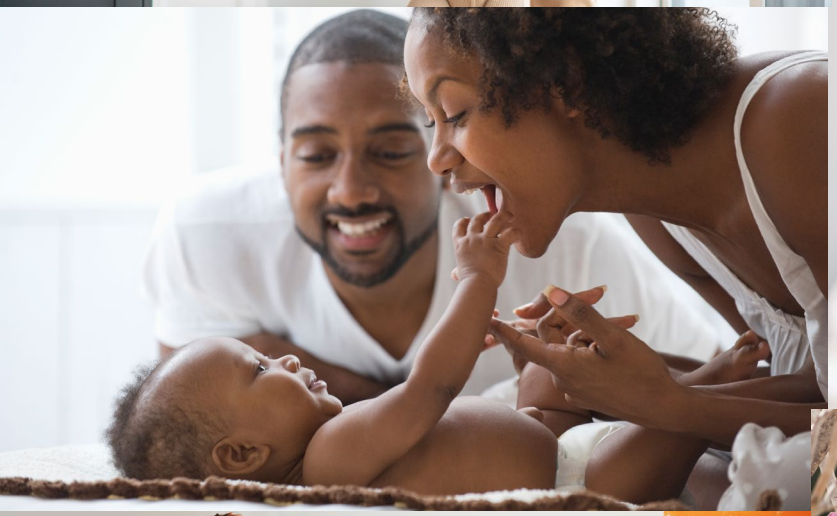
Clients served includes:

- Pregnant Women
- Infants and children up to 5 years of age
- Breastfeeding women up to 1 year postpartum
- Non-breastfeeding women up to 6 months postpartum
- All foster children under 5 years of age
- Fathers, grandparents, and caretakers may receive WIC food benefits for eligible infants and children
- Women who had a pregnancy loss
- Migrants and military families

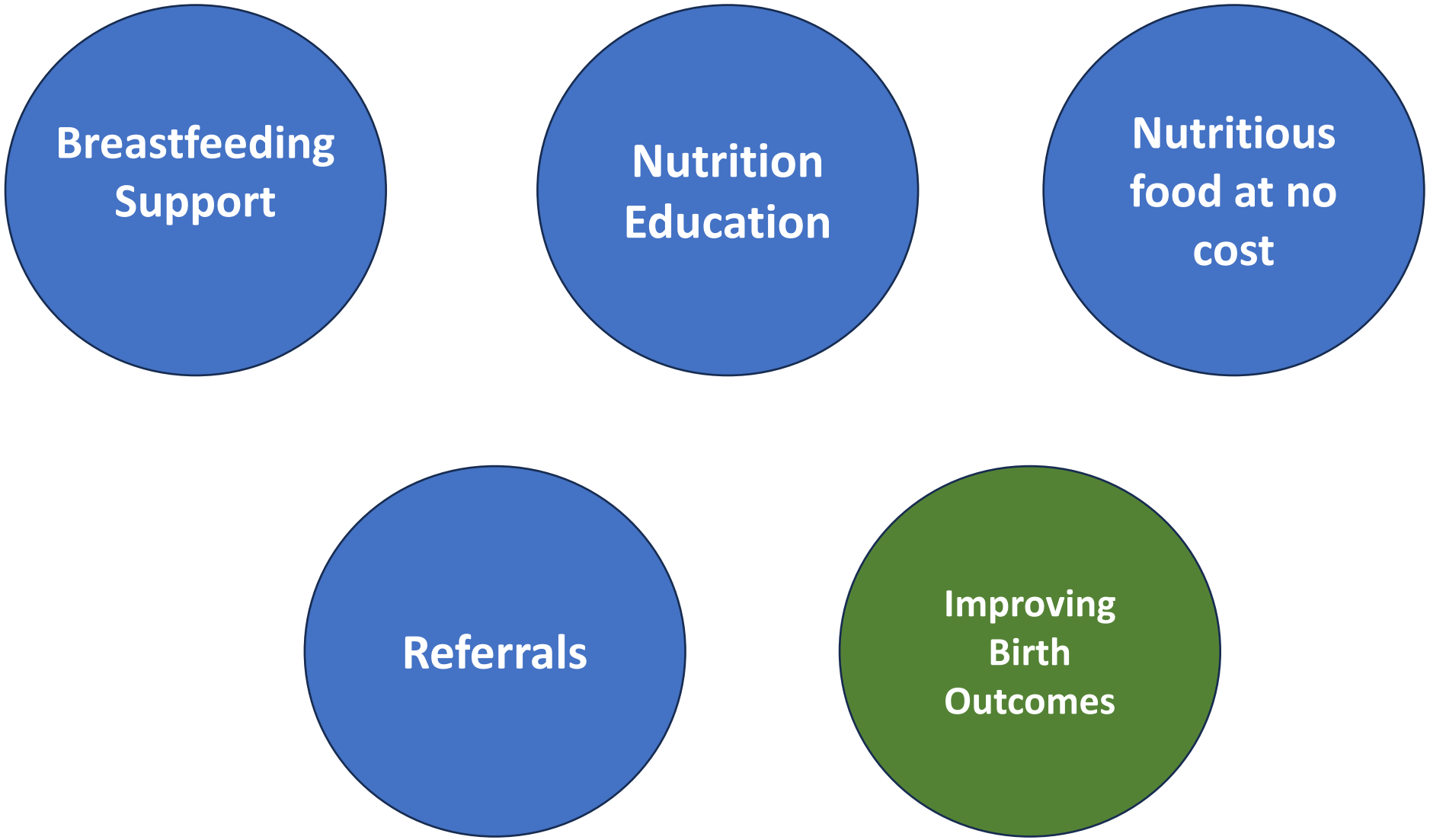










Breastfeeding Support
Nutrition Education
Nutritious food at no cost
Referrals
Improving Birth Outcomes


OCT 15 09
NOV 14 09
269534036
700-269534038
WIC
Pay to the order of: WIC Authorized Vendor
VOID
What to buy:
16 OZ BREAKFAST CEREAL
16 OZ WHOLE GRAINS
2 (64 OZ) BOTTLE JUICE
OR 2 (16 OZ) CONCENTRATE JUICE
OR 3 (11.5 OR 12 OZ) CONCENTRATE JUICE
State of California WIC Program


WIC

2019


CALIFORNIA
WIC
WOMEN, INFANTS & CHILDREN
Families grow healthy with WIC


Home
CALIFORNIA
WIC
WOMEN, INFANTS & CHILDREN
Families grow healthy with WIC
0123 4567 8901 2345
Appointments
Food Balance
UPC Scan
WIC Locations
WIC Grocers
Logout



- 12 total sites in Kern County
- 3 sites in San Bernardino County (Needles, Crestline, Adelanto)
- WIC olive office (new site)



14,134 Unduplicated clients in CY 2025

MAY Data	
Newborns & Children up to age 5	11,791
Pregnant, Breastfeeding, and Postpartum women	2,148



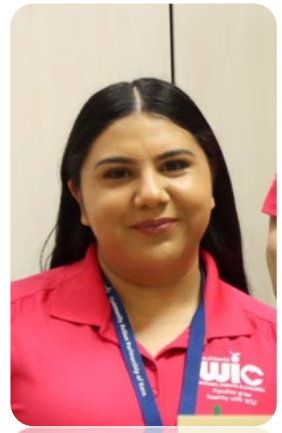
Breastfeeding Peer Counselor Program



Ashley Trevino
10 years of service



Irita Davis
25 years of service



Lourdes Mendoza
3 years of service

International Board Certified Lactation Consultant (IBCLC)

Total Number of IBCLCs Worldwide: 39,374 as of January 22, 2026

There were approximately 12.8 to 13 million medical doctors globally in 2024



Terriva Porter

Kharazmi E, Bordbar S, Bordbar N, Tavakolian A. Are Doctors Equally Distributed Throughout the World? Iran J Public Health. 2024 May;53(5):1155-1163. doi: 10.18502/ijph.v53i5.15597. PMID: 38912144; PMCID: PMC11188644

Storytime Kern County Library x CAPK WIC



Time to Sign x CAPK WIC



American Heart Association x WIC Partnership Blood Pressure Hubs

Kern County Perinatal Health Indicators

	Kern	CA	State Comparison	Healthy People 2030	
Birth Rate	12.6	10.0	27% higher	None established	
Infant Mortality	5.1	3.9	30% higher	≤5.0	Not Met
Low Birth Weight	7.8%	7.4%	5% higher	None established	
Preterm Births	9.9%	9.0%	10% higher	≤9.4%	Not Met
Births to Adolescents	12.7	6.9	84% higher	≤31.4	Met
Early Prenatal Care	73.3%	82.6%	11% lower	≥80.5%	Not Met

KERN COUNTY PUBLIC HEALTH




WOMEN, INFANTS & CHILDREN




capk
ity Action Partnership
of Kern
CALIFORNIA
wic
WOMEN, INFANTS & CHILDREN
Families grow healthy with WIC


CALIFORNIA
wic
WOMEN, INFANTS & CHILDREN
Families grow healthy with WIC
CALIFORNIA
wic
WOMEN, INFANTS & CHILDREN
Families grow healthy with WIC


DIRTY DETAILS:
Breastfed Baby Stool Story™
First stool
BLACK AND STICKY
Day 3 or 4
GREEN STOOL
YELLOW STOOL
Breastmilk Composition:
What's in a Day?


capk wic
CALIFORNIA
WOMEN, INFANTS & CHILDREN


300


KETTLE CORN
6

Questions?



HARC
HEALTH ASSESSMENT AND RESEARCH FOR COMMUNITIES

capk
Community Action Partnership of Kern

Shafter Community Resiliency Center Needs Assessment Final Results

June 10, 2026

Daniel Polk, PhD

Community Needs Assessment

- Existing Data
- Survey Results
- Interview Results
- Recommendations

Existing Data

Age and Language Data

- Average (median) age: 29.0 years (38.4 years statewide)
- 65+ population: 7.3% (16.5% statewide)
- Spanish at home: 57.1% (28.8% statewide)

Race/Ethnicity Data

- Latino/Hispanic: 77.5% (39.4% statewide)
- White (non-Hispanic): 16.8% (34.7% statewide)
- Black/African American: 2.4% (5.4% statewide)

Socio-Economic Data

- Student eligible for free/reduced meals: 87.5% (59.0% statewide)
- People under poverty level: 21.5% (11.8% statewide)
- Bachelor's education or higher: 9.9% (34.1% statewide)

Environmental Data

- Extreme heat days per year: 26.6 days (18.2 days statewide)
- Tree canopy: 2.1% (7.6% statewide)
- PM2.5: 13.9 ug/m3 (10.2 ug/m3 statewide)

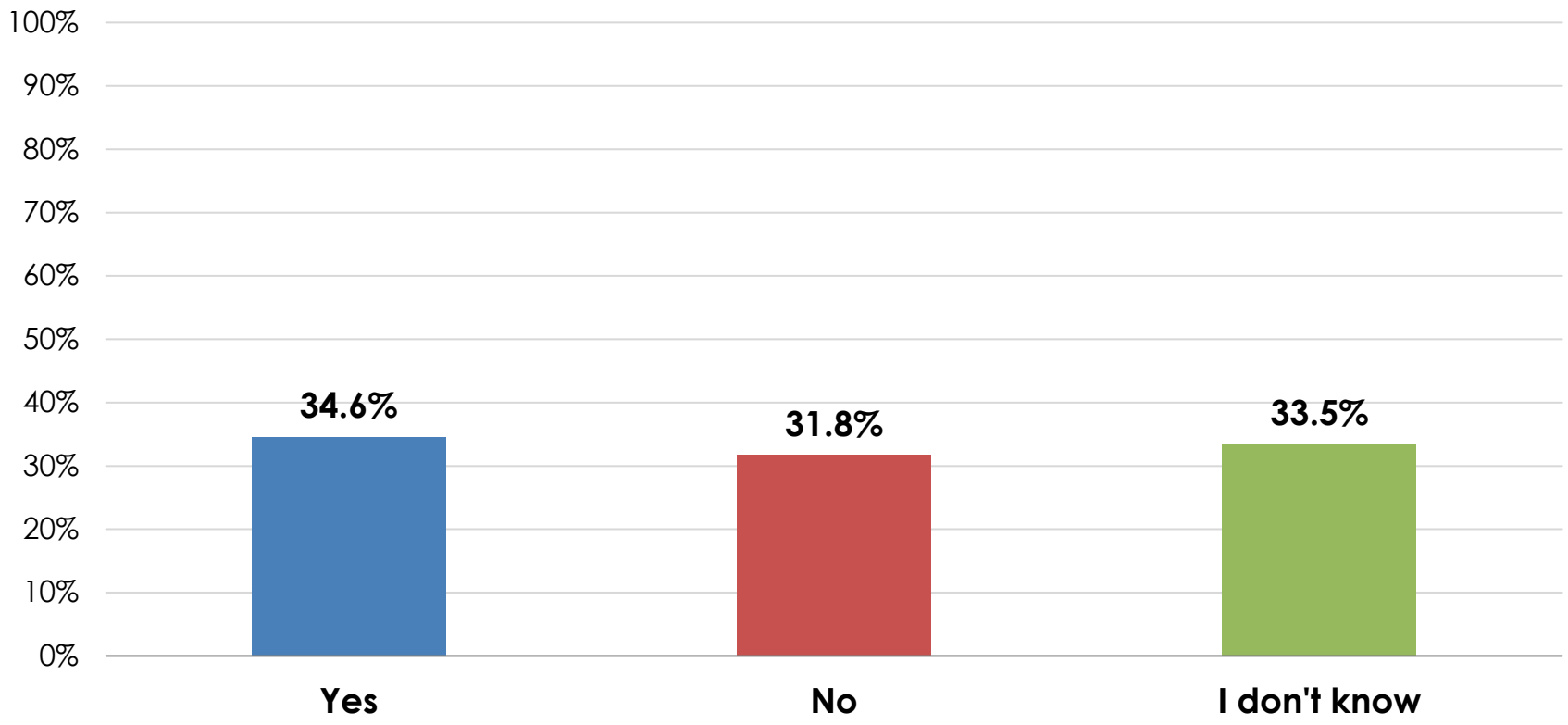
Survey Results

Survey Method

- 1,938 total valid survey responses
  - 360 mailed surveys
  - 1,578 in-person surveys

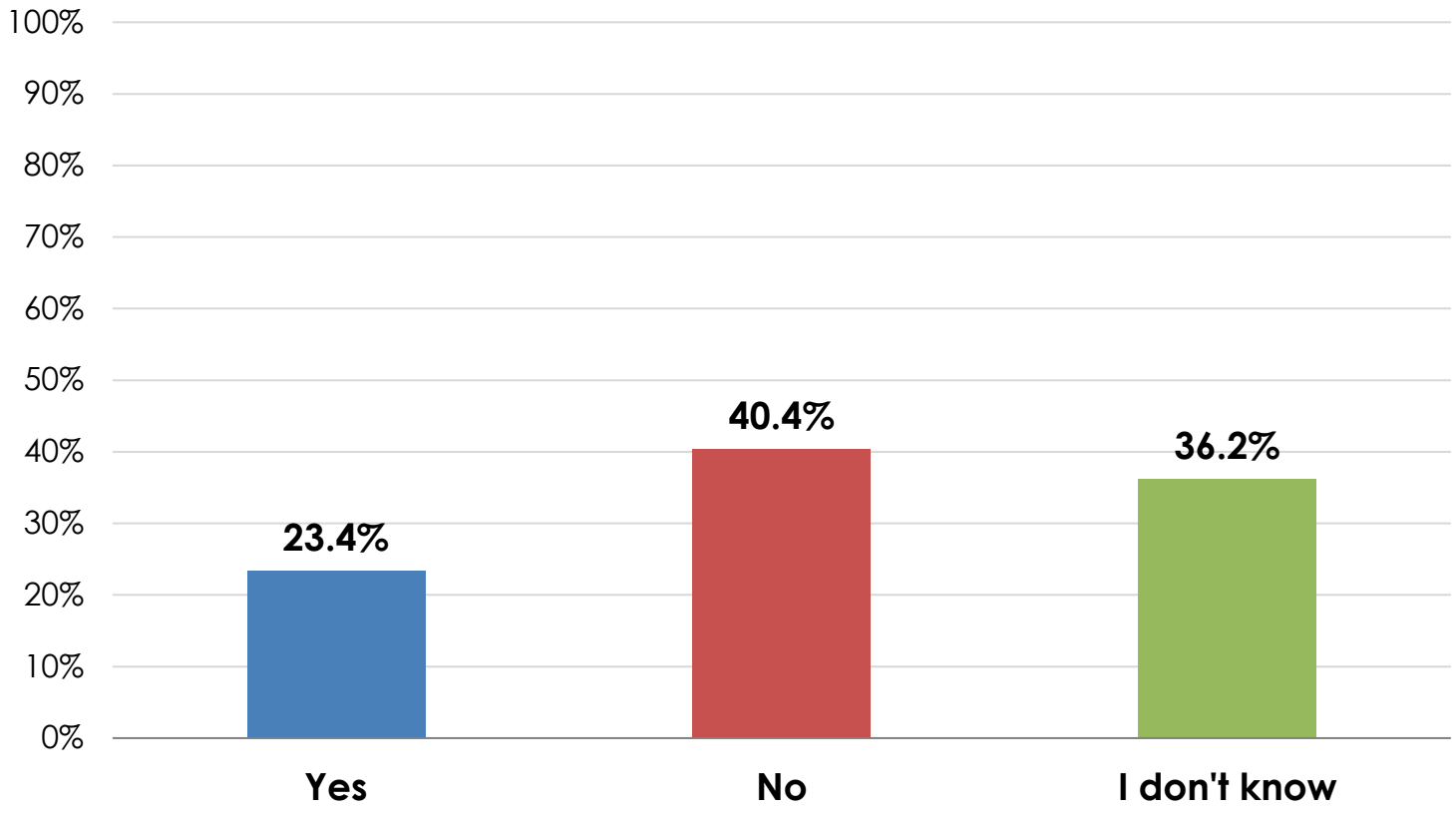
Services for Children

"Does the community have enough services for children aged 6 to 13?"



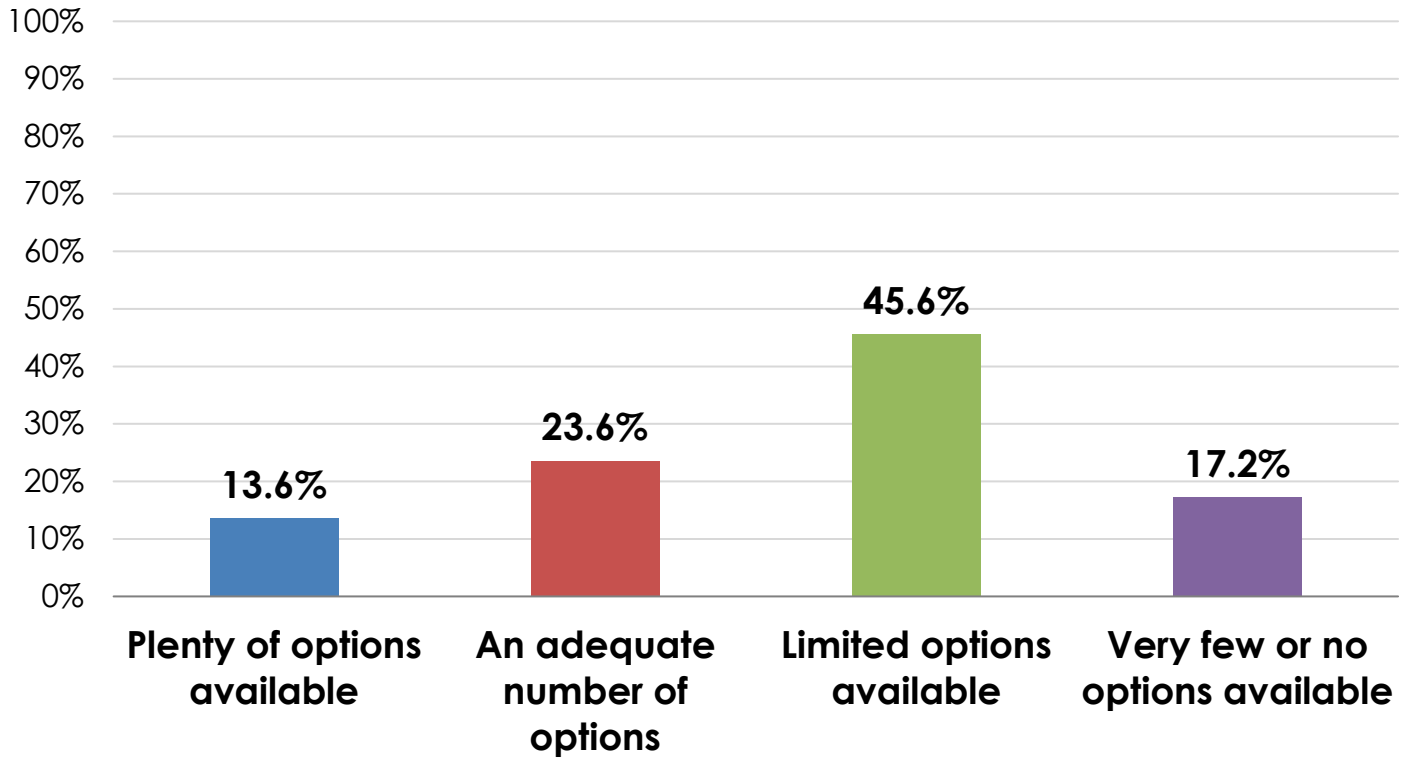
Services for Children

"Does the community have enough services for children aged 14 to 18 years?"



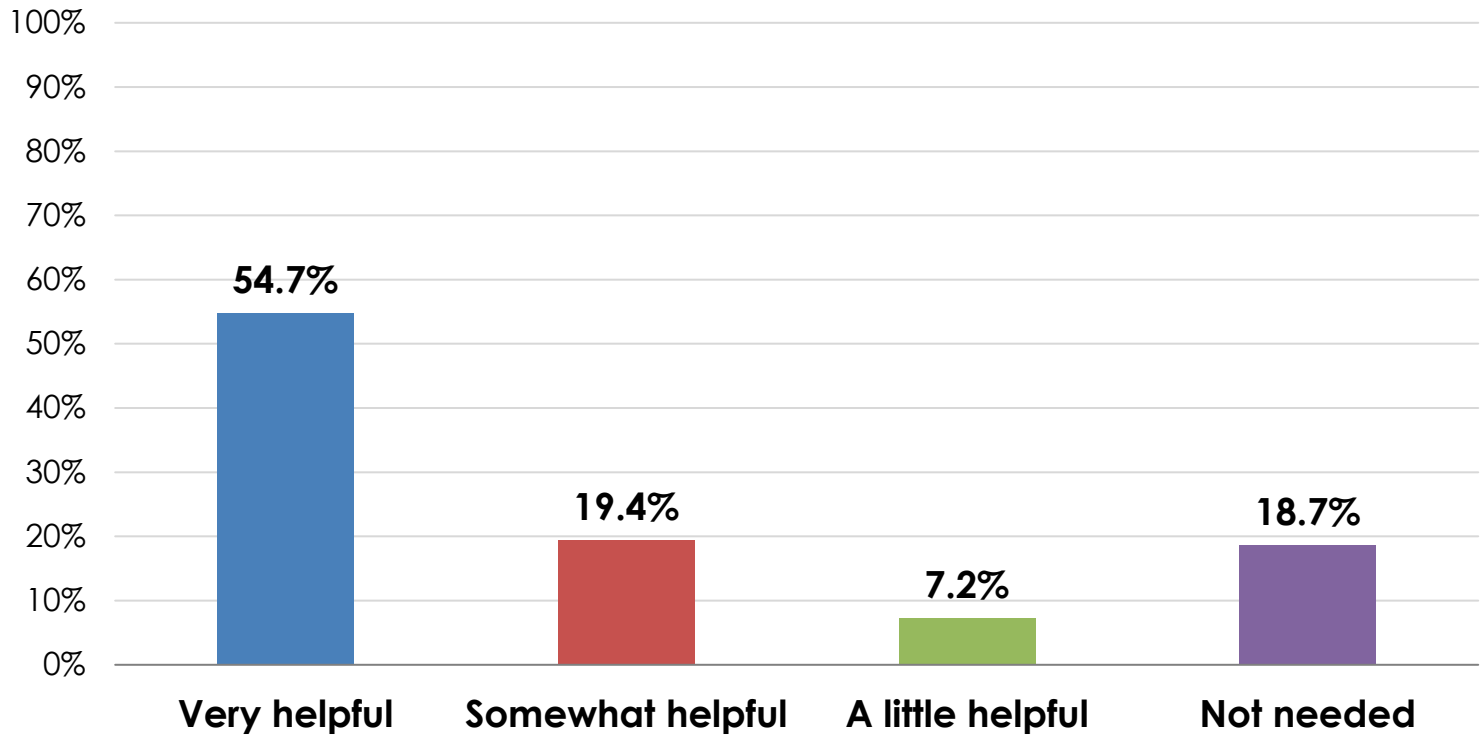
Family-Friendly Activities

"How would you rate the availability of affordable, family-friendly activities in your local area? (For example, sports games, movies, theater shows, live music, parks, etc.)"



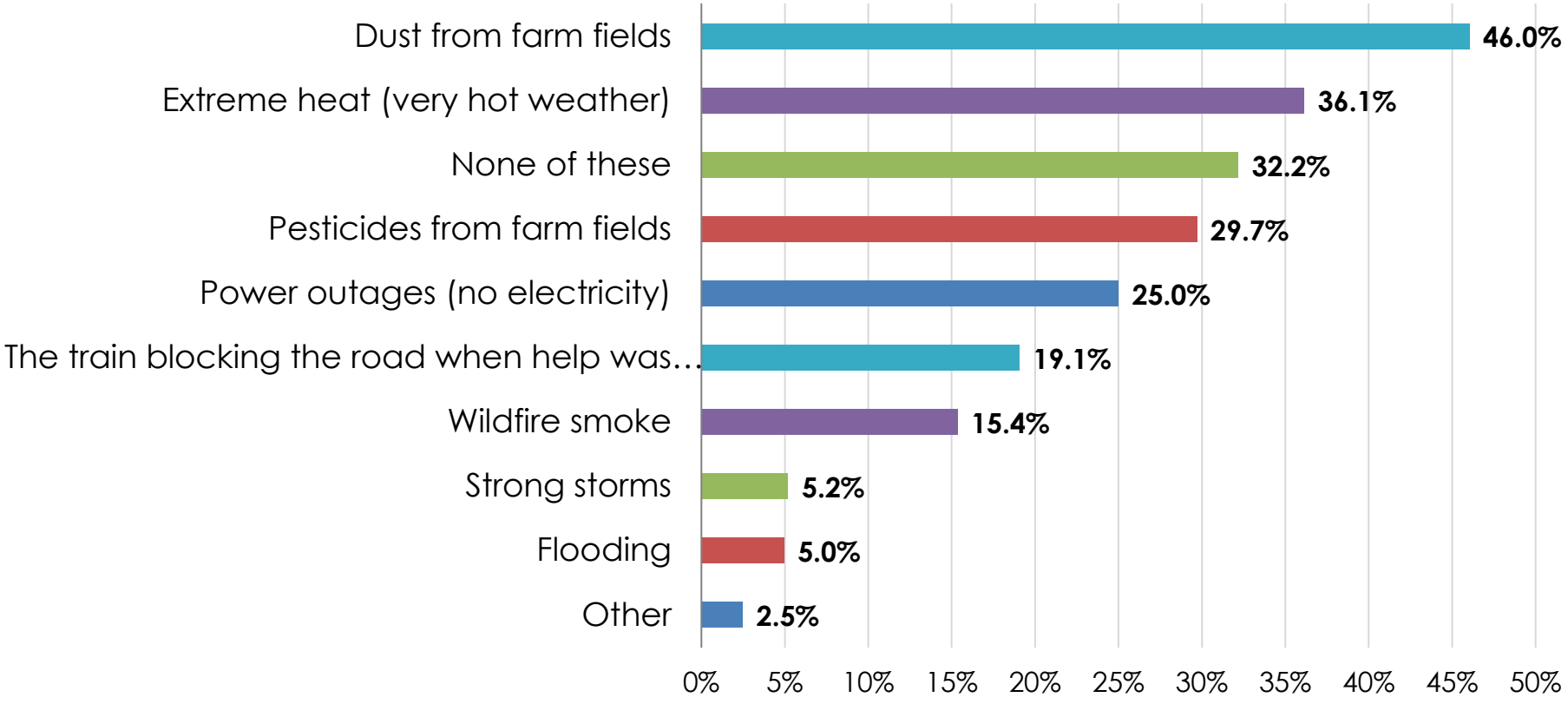
Workforce Development

"CAPK may offer classes or support with workforce development, such as creating a resume and finding a job. How helpful would this be to you and your family?"



Environmental Risks

"Have you or your family been locally affected by things like these?



Interview Results

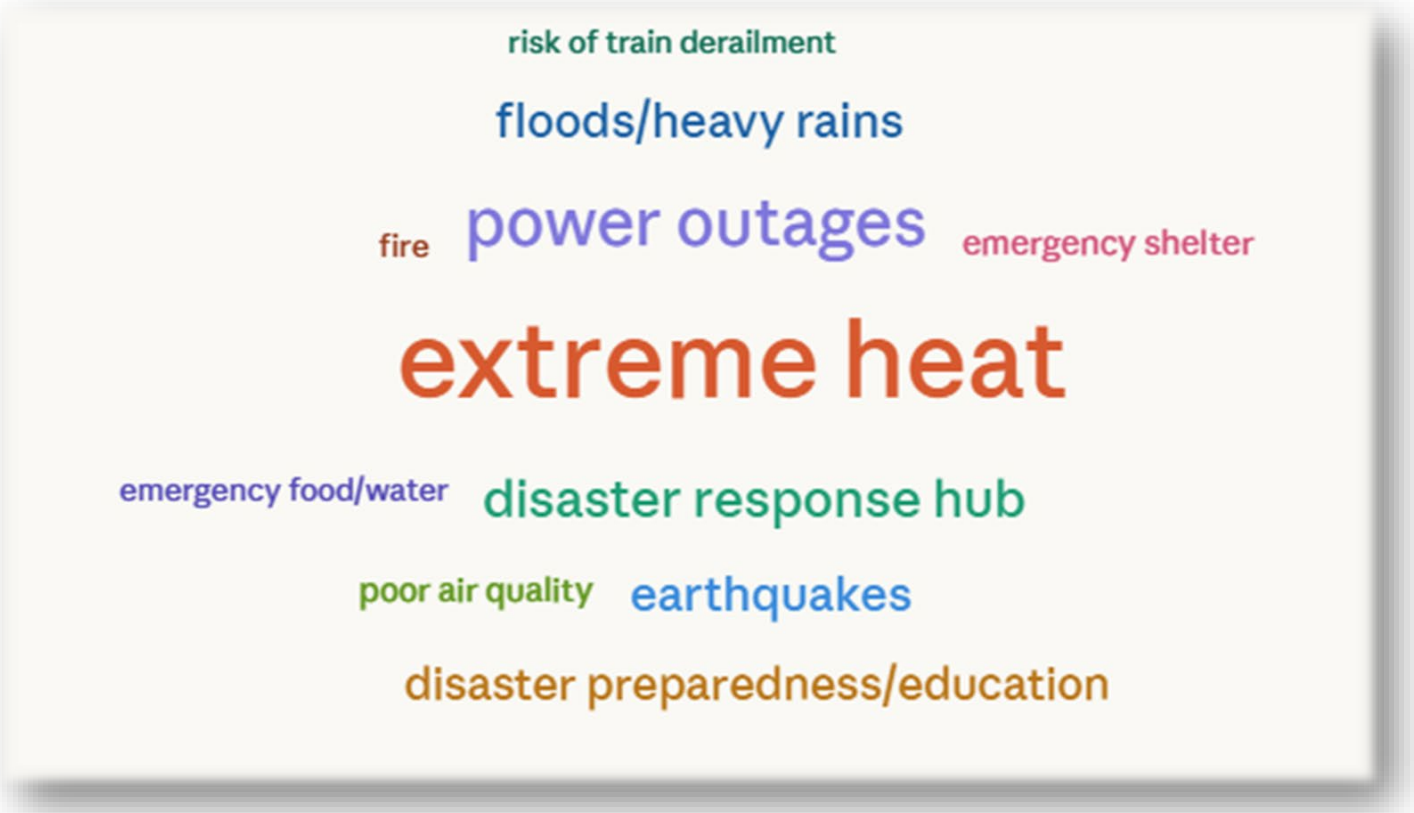
Shafter's Biggest Strengths



Shafter's Biggest Needs



Emergency/Disaster Needs



Recommendations

Recommendations

- **Goal 1: Provide Wrap-Around Services**
  - **Youth/afterschool programs & family friendly events**
    - Partner with existing programs (e.g., RSD, Rec District, Learning Center, nonprofits, other schools, etc.)
    - Recreational space/programs for junior high or high school students
  - **Mental health/social support**
    - Partner with existing programs (e.g., local schools, County, etc.)
  - **Food distribution**

Recommendations

- **Goal 1: Provide Wrap-Around Services (cont.)**
  - **Job training and resume/job search help**
    - Partner with existing programs (e.g., County, nonprofits, etc.)
    - Job training programs for youth and adults
  - **Transport for youth**
    - Explore approaches such as securing a vehicle that staff drive, using rideshare vouchers, or partnering with public transport
  - **Location for partners to provide services**
    - Explore leasing or rental options for partners to provide services

Recommendations

Goal 2: Provide Disaster/Emergency Response Services

- **Disaster response hub/coordination during emergencies**
  - Emergency food/water supplies
  - Backup electricity during outages
  - Emergency shelter
- **Disaster preparedness/environmental risk education**
- **Cooling center/clean air center**

Thank you!

Thank you to CAPK staff, Community Collaborative members, and all residents who provided their input.

Questions?

Daniel Polk, PhD

Senior Research & Evaluation Associate

HARC, Inc.

dpolk@harcdata.org

760-404-1945

HARC

HEALTH ASSESSMENT AND RESEARCH FOR COMMUNITIES

June 2026 PRE Committee

May 2026 Program Monthly Reports

Housing and Supportive Services

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

Community Action Partnership of Kern
Monthly Report 2026

Month	May-26	**Program/Work Unit**	Coordinated Entry Services (CES)
Division/Director	Rebecca Moreno	**Program Manager**	Joseph Aguilar
Reporting Period	January 1, 2026 - December 31, 2026		

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 7a) (duplicated client counts)	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Kern County	2,981	15,107	25,000	12%	60%
Number of applicants who received a response within 24 Hours (duplicated client counts)	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Kern County	2,875	14,330	20,000	14%	72%
Pending Assessments (duplicated client counts)	**Month**	**YTD**	**YTD Goal**	**Month Progress**	**Annual Progress**
Number of clients without initial contact by the end of the month.	7	28	200	4%	14%
Among clients from the preceding month, the average duration (days) to reach those who are still pending.	3				
Encampment Resolution (SRV 7a) (duplicated client counts)	**Month**	**YTD**	**YTD Goal**		**Annual Progress**
Number of Clients Served	Program is closed as of March 31, 2026	105	450		23%
Matched to Housing Subsidy (i.e., voucher, rapid rehousing or physical location) (SRV 4m, 4o)	Program is closed as of March 31, 2026	15	70		21%
HOUSED to permanent housing placement (SRV 4o)	Program is closed as of March 31, 2026	11			

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 work on improving system through CoC Strategic Plan. CES continues to offer trainings to new staff from partner agencies and community members. CES continues to work on the Roadmap to Housing tool.
2. Enhance recruitment initiatives to attract and hire well-qualified candidates. This includes enhancing employee retention and foster opportunities for professional growth.	Currently providing additional support and trainings facilitated by CoC partner agencies to improve retention. Program remains actively searching and communicating with stakeholders for funding opportunities.
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.	Fully new trained staff is projected to provide the additional support needed.

Program Highlights

Community Action Partnership of Kern
Monthly Report 2026

Month	May-26	**Program/Work Unit**	M Street Navigation Center
Division/Director	Rebecca Moreno	**Program Manager**	Laurie Hughey
Reporting Period	January 1, 2026 - December 31, 2026		

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)	140	661	1,500	9%	44%
Total Clients Served	173	927	2,400	7%	39%
Pets (i.e., kennel, emotional support assistance and service pet)	11	63	75	15%	84%
Residents Under 90 days length of stay	69	302	800	9%	38%
Exits to Permanent Housing (FNPI 4b)	8	39	100	8%	39%
Exits-Self	23	58	150	15%	39%
Exits-Involuntary	3	142	700	0%	20%
Exits - Other	0	8	75	0%	11%
Case Management Services (SRV 7a)	132	1,457	8,000	2%	18%
Critical Incidents	39	217	250	16%	87%
Shelter Residents Meals (SRV 5ii)	62,148	77,806	70,000	89%	111%
Number of Volunteers *(duplicated)*	169	800	100	169%	800%
Volunteers Hours *(duplicated)*	153.00	823	3,000	5%	27%

Safe Camping	Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served (SRV 7b)	49	282	500	10%	56%
Current client census	45	211	300	15%	70%
Meals (SRV 5ii)	12,643	16,658	20,000	63%	83%
Pets	9	46	75	12%	61%
Clients moved to Shelter (SRV 4m)	0	1	15	0%	7%
Exits to Permanent Housing (FNPI 4b)	3	9	20	15%	45%
Exits-Self	2	8	50	4%	16%
Exits-Involuntary	2	25	75	3%	33%
Exits - Other	3	5	75	4%	7%
Critical Incidents	4	17			

Safe Parking	Month	YTD	YTD Goal	Month Progress	Annual Progress
Total clients served	9	49	30	30%	163%
Current client census	9	37	25	36%	148%
Clients moved to Shelter (SRV 4m)	0	0	10	0%	0%

Explanation (Over/Under Goal Progress)

Community Action Partnership of Kern
Monthly Report 2026

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).	participating in the 18th co-hort of Project Hire-Up, and 7 clients are currently working out in the community performing various jobs such as Construction, Bolthouse, Padre Hotel, Hard Rock Casino, Dollar General and Western Security, fields and IT technology.
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.	Completed
3. Increase the number of clients who transition to permanent housing by 5% from the prior year (2024 - 73 clients) to 100 clients.	7 individuals were placed into housing this month, and one individual returned to New York to be with family.

M Street Navigation Center - Client Demographic Information

Race Demographic	Month
18 - 24	7
25 - 34	28
35 - 44	37
45 - 54	32
55 - 61	38
62+	31
Total:	**173**

Race Demographic	Month
American Indian or Alaska Native	2
Asian	2
Black or African American	34
Hispanic/Latina/e/o	38
White	70
Multiple races	27
Client Don't know / Refused	
No Answer	
Total:	**173**

Gender	Month
Female	66
Male	107
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:	**173**

Zip Code	Month	Zip Code	Month
93203	1		
93301	69		
93304	8		
93305	7		
93306	10		
93307	8		
93308	25		
93309	6		
93311	2		
93312	3		
93313	3		
92225	1		
93505	2		
93215	1		
93225	1		
93245	1		
93555	3		
93560	1		
93561	1		
Not specified	20		
Total			**173**

Community Action Partnership of Kern
Monthly Report 2026

Safe Camping - Client Demographic Information

Race Demographic	Month
18 - 24	1
25 - 34	6
35 - 44	7
45 - 54	15
55 - 61	7
62+	13
Total:	**49**

Race Demographic	Month
American Indian or Alaska Native	0
Asian	0
Black or African American	5
Hispanic/Latina/e/o	9
White	23
Multiple races	12
Client Don't know / Refused	
No Answer	
Total:	**49**

Gender	Month
Female	20
Male	28
Trans Female and Male (Male to Female, Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	1
Client doesn't know	
Client refused	
No Answer	
Total:	**49**

Zip Code	Month	Zip Code	Month
93301	9		
93304	7		
93305	5		
93306	2		
93307	3		
93308	8		
93309	4		
93311	1		
93313	1		
93225	1		
93433	1		
93553	1		
93556	1		
95206	1		
93285	1		
Not specified	3		
Total			**49**

Program Highlights

Three individual received housing this month and 3 are participating in Project Hire-Up.

Community Action Partnership of Kern
Monthly Report 2026

Month	May-26	**Program/Division**	Enhanced Care Management
Division/Director	Rebecca Moreno	**Program Admin**	Carla Nieto
Reporting Period	January 1, 2026 - December 31, 2026		

Program Description

The Enhanced Care Management (ECM) program provides intensive, whole-person care coordination for Medi-Cal members with complex health and social needs, with a focus on individuals experiencing homelessness, high utilization, behavioral health conditions, or other identified risk factors. The program delivers person-centered services including outreach and engagement, comprehensive assessment, individualized care planning, care coordination, transitional care, and connection to community and social supports. Services are provided in close coordination with Kern Health Systems and community partners to improve continuity of care, address social drivers of health, and support improved health outcomes.

Program Goals	Month	YTD	Annual Goal
Number of enrolled members (SRV 7a)	7	54	225
Number of clients receiving services through CalAIM Housing and ECM	39	114	135
Number of clients receiving ECM and Day Services	38	91	169
Patient Engagement in Care Plans (Care Coordination)	39	133	113
Number of clients successfully completing program (self-suffiency by 1 year)	0	0	15

Referrals (SRV 7c)	Month	YTD
Food Assistance	129	487
Transitional Housing Providers	0	2
SSI/SSDI	1	4
Outpatient Treatment	7	14
Other	0	0
Referrals to Community Services	**137**	**507**

Explanation (Over/Under Goal Progress)

Due to an unforeseen staffing change (one of our Lead Care Managers resigned), we had to stop accepting new members during the month of May, related to our MCO's guidelines. This event resulted in our number of newly enrolled members being under the goal.

Program Strategic Goals	Progress Towards Goal

Increase Access to Care: Ensure that all patients, including underserved populations, have access to necessary healthcare services and support.	During the month of May, we partnered with our LBNC (M-Street) to provide Day Habilitation Services to their clients and, in the process, to provide support and linkage to healthcare, behavioral health, and substance use disorder services.This has resulted in an increased access to care for these underserved populations.
Improve Care Coordination: Promote collaboration among the various Cal-AIM services we provide to ensure clients receive comprehensive wraparound support, resulting in a seamless care experience and better communication.	More than half of the ECM Program Members also receive Cal-Aim housing services, with the members' assigned Community Health Worker providing both services. Our program has also continued to collaborate with other members of the Cal-Aim team as we strive to become subject matter experts in our Cal-Aim service delivery.
Patient Engagement: Increase patient involvement in their care plans and decision making processes	We continue to progress well towards this goal, with all program members completing their initial assessment and care planning in person. We continue to meet our members where they are at for monthly care plan update/Interdisciplinary Care Team Meetings to foster greater involvement in their care plans and decision making process.

Program Highlights

Although we do not yet have the official results, we had our second quarterly audit with our MCO, Kern Health Systems, and the assigned clinical auditor reported that we did "very, very well," complimenting us on our dilligence in keeping members engaged and the quality of work we do for each of our members. The ECM program has also now fully enveloped our Day Habilitation Services and our bi-weekly food pantry distribution activities and we have increased our reach and ability to provide education, resources, and food to our underserved populations.

Community Action Partnership of Kern
Monthly Report 2026

Month	May-26	**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, 2026 to December 31, 2026		

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	YTD Goal	Annual Progress	
Number of Clients Currently Served	383	1,840	450	409%	
Number of Referrals Received (SRV 7c)	52				
Number of Enrollments	45				
Number of services per client per month (i.e., one-on-one case management, landlord engagement, obtaining vital documents) (SRV 7a)	1,118	5,531	8,100	14%	68%

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)	17	52	100	17%	52%

Housing Tenancy and Sustaining Services	Month	YTD	YTD Goal	Month Progress	Annual Progress
Number of clients secured placement (SRV 4o)	14	46	75	19%	61%

Transitional Rent	Month	YTD			
Number of Clients Currently Enrolled	0	0			

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
1.) Enhance recruitment initiatives to attract and hire well-qualified candidates. This includes enhancing employee retention and foster opportunities for professional growth.	In the process of hiring, More interview to be scheduled.
2.) Broaden CalAIM services by collaborating with existing and new managed care plans to diversify the program's funding sources.	Proactively assisting Oasis and East Kern Resource Center develop and improve CalAIM services; exploring options to add additional ECM and CS services, submitted application to partner and become a CBO with Anthem.

Program Highlights



Veterans & Supportive Services

Community Action Partnership of Kern
Monthly Report 2026

Month	May-26	**Program/Work Unit**	Veterans & Supportive Services
Division/Director	Rebecca Moreno	**Program Manager**	Raul Jimenez
Reporting Period	January 1, 2026 - December 31, 2026		

Program Description

CVAF operates a 40 bed BRIDGE and Service Intensive Transitional housing program through the US Department of Veterans Affairs. This consists of two apartment complexes and two homes through the City of Bakersfield. This is a 24-hour per day, 365 day per year program that provides housing, case management, transportation, food, and laundry services. Staff also provides referrals to medical, mental health and community based service programs. CVAF also operates the Supportive Services for Veterans and Families Program through the US Department of Veterans Affairs which is a rapid rehousing/homeless prevention program for veterans households that are homeless or at risk of homelessness. The HHAP CM program provides case management services for HUD Emergency Housing Voucher clients through the Housing Authority. The HHAP YS programs provides scattered-site, low barrier shelter for youth aged 18 - 24.

Grant and Per Diem	Month	YTD	Annual Goal	Month Progress	Annual Progress
BRIDGE: % Exit to Permanent Housing (> 75%) (SRV 4o)	3	9	10	30%	90%
BRIDGE: % Negative Program Exit (< 20%) (SRV 4m, 4n)	0	2	7	0%	29%
BRIDGE: % Employed at Exit (SRV1m)	0	2	3	0%	67%
SITH: % Exit to Permanent Housing (> 75%) (SRV 4o)	3	14	16	19%	88%
SITH: % Negative Program Exit (< 20%) (SRV 4m, 4n)	0	2	7	0%	29%
SITH: % Employed at Exit (SRV1m)	2	7	5	40%	140%
Total Households Served	5	35	85	6%	41%
Supportive Services for Veteran Families (SSVF)	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Total Households Served	9	108	150	6%	72%
Permanent Housing Placements	1	14	35	3%	40%
Rental Assistance Payments	22	181	475	5%	38%
Security Deposit	3	18	40	8%	45%
Bus Pass	2	12	35	6%	34%
Application Fees	0	4	15	0%	27%
General Housing Stability Assistance (GHSA)	6	23	35	17%	66%
Utility Payments	3	6	25	12%	24%
Late Fees	0	3	40	0%	8%
Moving Costs	1	3	7	14%	43%
Landlord Incentives	0	1	5	0%	20%
Tenant Incentives	3	4	5	60%	80%
Rental Arrears	1	6	10	10%	60%
Permanent Supportive Housing (Park 20th/Residences at East Hills)	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Number of Households served	1	36	25	4%	144%
Covey Cottages	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Number of Clients served	0	11	12	0%	92%
Vacancies	1	5	5	20%	100%

Explanation (Over/Under Goal Progress)



Health and Nutrition Services

Food Bank
Migrant Childcare Alternative Payment
Women, Infant, and Children

Community Action Partnership of Kern
Monthly Report 2026

Month	April-26	Program/Work Unit	Food Bank
Division/Director	Health & Nutrition, Susana Magana	Program Manager	Kelly Lowery
Reporting Period	January 1, 2026 - December 31, 2026 *(Note: The data represents information from two months earlier.)*		

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 and 2 million pounds of food, which reaches more than 100,000 Kern County food-insecure neighbors.

The Emergency Food Assistance Program (TEFAP)	Month	YTD	Annual Goal	Month Progress	Annual Progress
Neighbor Engagements	38,057	144,205	700,000	26%	21%
Pounds Distributed	742,079	3,156,406	10,000,000	24%	32%
Pantry Program	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Neighbor Engagements	100,320	303,956	1,250,000	33%	24%
Pounds Distributed	612,818	2,361,167	4,500,000	26%	52%
CSFP (Senior Box) Program	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Neighbor Engagements	5,356	20,809	66,000	26%	32%
Pounds Distributed	203,212	777,403	2,300,000	26%	34%
Free Farmers Markets	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Neighbor Engagements *(Not attached to distros)*	11,399	30,584	50,000	37%	61%
Pounds Distributed	59,750	209,667	750,000	28%	28%
Brighter Bites	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Neighbor Engagements	1,060	10,340	75,000	10%	14%
Pounds Distributed	23,405	86,873	275,000	27%	32%
Community Events & Other	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Engagements	1,130	6,428	25,000	18%	26%
Pounds Distributed	85,914	732,423	1,500,000	12%	49%
Totals	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Total Engagements	157,322	516,321	2,166,000	30%	24%
Total Pounds Distributed (SRV 5jj)	1,727,178	7,323,939	19,325,000	24%	38%
Volunteers (SRV 6f)	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**

Volunteers who received job skill training (e.g., paid partnership though service providers, duplicated)	44	128	450	34%	28%
Other Volunteers (i.e., general public, duplicated)	233	700	2,250	33%	31%

Explanation (Over/Under Goal Progress)
Total engagements are lower compared to historical numbers, as anticipated. With the deployment of Oasis, some are opting out of support, while others are assuming that they can't visit additional sites since the CRM is in place (although we have not made any operational changes restricting access). Also, in previous years, agencies were potentially over-reporting. Now having neighbor level tracking in place, we are in a position to receive more accurate data moving forward.

Program Strategic Goals	Progress Towards Strategic Goals
In 2026, CAPK Food Bank will be deploying the CRM system OASIS to be used by all agency partners across the county to be able to report unduplicated amounts of neighbors served.	Almost 90% of agency partners are onboarded and active in Oasis. Additional meetings are being held and individual training given to agency partners who have specific challenges.
By Q3 2026, The CAPK Food Bank will implement a classification system for measuring, tracking, and increasing the nutrition level of the food distributed.	Training and updating receiving process to include nutrition value.
In 2026, the CAPK Food Bank will increase the percentage of fruits and vegetables provided to neighbors by 5% from the previous year.	We are anticipating additional CalFood funding which will allow for a greater procurement of fruits and vegetables in Q2-Q4.

Program Highlights
In April, Food Bank Administrator Kelly Lowery testified at the Capitol in Sacramento on behalf of SB 1025, the bill he is co-sponsoring with Senator Hurtado to establish the Office of Food Security & Affordability. Later in April, Kelly attended the annual Feeding America Conference in Dallas, Texas.

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Month	May-26	**Program/Work Unit**	Migrant Childcare Alternative Payment (MCAP)
Division/Director	Susana Magana	**Program Administrator**	Laura Porta
Reporting Period	January 01, 2026 to December 31, 2026		

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 2025) Note: duplicated below for program fiscal year.	**Current Month**	**YTD**	**Goal**	**Annual Progress**
Provider Payments-Subsidies Expended (SRV7e)	3,306,638	14,538,758	$ 27,900,000	52%

Program FY Reimbursements Progress	**Current Month**	**YTD**	**Goal**	**Annual Progress**
Provider Payments-Subsidies Expended (SRV7e)	3,306,638	14,538,758	27,900,000	52%

Services	**Current Month**
Active Child Enrollment	3,592
Active Childcare Providers (SRV 7f)	667

	Previous Month	**Add (+)**	**Drop (-)**	**Current Month**
Waiting List Totals (children)				0

Explanation (Over/Under Goal Progress)

The Migrant Childcare Alternative Payment Program (MCAP) Continues to make significant progress in meeting the set goals for the current Fiscal Year, 2025-2026. Currently the program is demonstrating exceptional progress toward all established goals for the current contract period. Performance indicators show that the team is not only on schedule to meet every target but has already achieved several record setting outcomes that significantly exceed preciously established benchmarks. This advancement reflects strong operational execution, effective team coordination, and a high level of commitment from staff. Key performance areas include service delivery, compliance accuracy and policy compliance with current regulatory requirements. The MCAP Team shows great skill and adaptability in handling all areas of the CMAP contract.

	Progress Towards Strategic Goal
1. Staff Recruitment & Retention – Develop and implement a staffing plan that supports recruitment, retention, and workforce development to meet the program's growing needs.	With the support of our Human Resources Department, the MCAP Team has been able to obtain temporary support to ensure our team has manageable workloads, and the goals of the contract are met as scheduled. Leadership continues with direct staff support and scheduled trainings to ensure constant support an oversight is provided on a timely manner.
2. Program Growth & Sustainability – Strengthen program capacity by enhancing training, technology, and reporting systems to ensure efficient operations and sustainable growth.	Program leadership continues to support growth and sustainability by investing in consistent, and ongoing staff development initiatives, cross-training, and support opportunities. Recent achievements, including improved performance outcomes and enhanced operational practices, reflect a commitment to long-term stability and continuous improvement.

Program Highlights

Community Action Partnership of Kern
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The MCAP Program achieved a major milestone this year, by successfully completing two separate CDSS State Audits with outstanding results. In both reviews, the program was verified to have a 0% error rate across all evaluated factors. This is an exceptional outcome that reflects the program's strong internal controls, consistent compliance practices, and commitment to high quality services delivery. This achievement not only demonstrates operational excellent but also sets a new performance standard for future audit cycles.

Youth and Community Services

East Kern Family Resource Center
Oasis Family Resource Center
Energy, Weatherization, and Utility Assistance
Friendship House Community Center
Volunteer Income Tax Assistance
2-1-1 Call Center

Community Action Partnership of Kern
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Month	May-26	**Program/Work Unit**	East Kern Family Resource Center (EKFRC)
Division/Director	Fred Hernandez Youth & Community Services	**Program Manager**	Anna Saavedra
Reporting Period	January 1, 2026 - December 31, 2026		

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)	0	13	60	0%	22%
Street Outreach and Education	35	140	75	47%	187%

HHAP Linkages to Services (Referrals)	Month	YTD
California Driver's License (SRV 7j)	1	9
Social Security Insurance (SSI) (SRV 7i)	2	11
Medical Services (SRV 7c)	5	21
Mental Services (SRV 7c)	2	11
Housing Placement (e.g., transitional, temporary, permanent) (SRV 4m, 4n, 4o)	4	12
Educational and Career Development (SRV 7c)	9	41

HHAP Distribution of Supplies	Month	YTD
Food Assistance (SRV 5jj)	106	562
House Hold Items	15	105
Hygiene Kits (SRV 5oo)	19	164
Emergency Clothing (SRV 7n)	112	610
Administrative Services & Copies	131	506
Transportation Services (SRV 7d)	18	83
Educational Supplies (SRV 2k)	3	16

Covid - 19 Supplies (SRV 5oo)	32	48			
First 5 Kern	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Parents Receiving Case Management Services (SRV 7a)	1	3	30	3%	10%
Children Receiving Case Management Services (SRV 7a)	1	4	30	3%	13%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)	1	4	10	10%	40%
Children Educational Center Base Activities (FNPI 2b)	5	12	30	17%	40%
Children Educational Home Base Activities (FNPI 2b)	1	2	30	3%	7%
Children Summer Bridge Activities (FNPI 2b)	0	0	15	0%	0%
Collaborative Meetings Participated	1	4	12	8%	33%
Family Support Services for non-clients with children 5 and under	19	76			
First 5 Total		**105**			
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)	18	68			
CalCapa Diaper Supply Bank	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Diaper Supply Management Enrollment **Unduplicated** (NPI5.2)	178	205	150	119%	137%
Monthly Diaper Kit Supply Delivery **Duplicated** (SRV5.nn)	7	664	1800	0%	37%
Walk-In Community Services (Duplicated Clients & Case Managed Clients)	**Month**	**YTD**			
Administrative Services & Copies	315	1427			
Baby Supplies (SRV 2w)	100	568			
Covid - 19 Supplies (SRV 5oo)	50	96			
Court Mandated Parenting Correspondence (SRV 2w)	7	87			
Educational Supplies (SRV 2k)	5	39			
Emergency Clothing (SRV 7n)	260	1446			

Food Assistance (SRV 7c)	280	1481
Household Items (SRV 7c)	50	228
Hygiene Kits (SRV 7c)	40	265
Referrals (SRV 7c)	18	123
Transportation Services (SRV 7d)	40	100

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.	
2. Partner with private enterprises to boost program visibility and foster meaningful relationships.	During the month of May we met with the Chamber of Commerce to gather ideas regarding the Night Owl/Back Pack giveaway which is scheduled for August 4, 2026 at the Mojave Central Park.
3. Improve on-site services to more effectively connect with the East Kern target population.	During the month of May we planned a Day at the Park. Chamber of Commerce, Elks Lodge, and CAPK collaborated together to have a fun event at the park. We provided 135 root beer floats to the East Kern

Program Highlights

During the Month of May we collaborated with the Southern Kern Unified School District and attended their Resource Fair at the Rosamond High School Gymnasium. We shared all about our services, gave out books from our Food Bank Book inventory and had the opportunity of meeting new organizations in the Community.

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Month	May-26	**Program/Work Unit**	Oasis Family Resource Center
Division/Director	Youth & Community Services Freddy Hernandez	**Program Manager**	Eric Le Barbé
Reporting Period	January 1, 2026 - December 31, 2026		

Program Description

The Oasis Family Resource Center provides resources, education, and crisis assistance to individuals, families, and children in Ridgecrest and surrounding communities. They focus on providing case management and educational support to families to build resilience.

First 5 Kern	Month	YTD	Annual Goal	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)	2	22	25	8%	88%
Children Receiving Case Management Services (SRV 7a)	2	28	25	8%	112%
Parents Participating in Court Mandated Classes (FNPI 5d, and SRV 5mm)	0	4	10	0%	40%
Children Educational Home Base Activities (FNPI 2b)	2	28	15	13%	187%
Children Summer Bridge Activities (FNPI 2b)	0	0	10	0%	0%
Family Support Services for non-clients with children 5 and under (SRV 2w)	17	47			
First 5 Total	**23**	**129**			

First 5 Kern/ Department Health Services *(Term: Dec 2024 through Jun 2025)*	Month	YTD	Annual Goal	Month Progress	Annual Progress
Family Support Services for non-clients with children 6-18 (SRV 2e K-12)	19	82			

CalCAPA Diaper Supply Bank	Month	YTD	Annual Goal (12 Mo)	Month Progress	Annual Progress (12 Mo)
Diaper Supply Management Enrollment **Unduplicated** (NPI5.2)	18	188	150	12%	125%
Monthly Diaper Kit Supply Delivery **Duplicated** (SRV5.nn)	210	969	1800	12%	54%

Rental Assistance Program	Month	YTD
Rental Assistance Program (estimated maximum $2,000 per household)		0

Walk-In Community Services (Duplicated & Non-First 5 Clients)	Month	YTD
Administrative Support (SRV 7c)	46	205
Baby Supplies (SRV 2w)	186	721
Copies	21	96
Court Mandated Parenting Correspondence (SRV 2w)	0	20
Educational Supplies (SRV 2k)	16	121
Emergency Clothing (SRV 7n)	17	74
Food (SRV 7c)	316	1404

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Household Items (SRV 7c)	226	841
Referrals(SRV 7c)	0	130
Transportation Assistance (SRV 7d)	31	98
Total Community Services	**859**	**3710**

Explanation (Over/Under Goal Progress)

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 a digital literacy grant with Jan's Dream to provide laptops to low-income college students and tablets to low income seniors.
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 Clarvida Mental Health Fair promoting its services to the community. The Oasis FRC received a set of brand new tires from Lee Schwab Tire for its SUV. The Oasis FRC raised $632.50 from the Give Big Kern campaign.

Program Highlights

The Oasis Family Resource Center celebrated its five-year anniversary recognizing grantors, donors, volunteers, community partners, and staff. The HHAP Rental Support grant was reactivated in May after being on hold for 4 months. Jeanette was promoted from Office Assistant to Housing Navigator providing Cal AIM and CES services.

Community Action Partnership of Kern
Monthly Report 2026

Month	May-26	Program/Work Unit	Energy & Utility Assistance
Division/Director	Freddy Hernandez	Program Administrator	Vipsassana Chawla
Reporting Period	January 1, 2026 - December 31, 2026		

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 includes home repairs or the replacement of appliances to make the home more energy efficient.

Low-income Home Energy Program (LIHEAP) 2026	Month	YTD	Goal	Month Progress	Annual Progress
Households Served - Utilities Assistance	208	1,819	5,000	4%	36%
Households Served - Weatherization	7	26	100	7%	26%
Department of Energy (DOE) Infrastructure Investment and Jobs Act (IIJA)	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Households Served - Weatherization	1	18	160	1%	11%
Department of Energy (DOE) 2025 DOE WAP	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Households Served - Weatherization	0	0	**10**	0%	0%
Total Homes - Weatherized & Utility Assistance (Note: The data represents work submitted to CSD for reimbursement - delayed by 2 months)	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Total Households Served - Utility Assistance (FNPI 4z, SRV 4i,)	**208**	1,819	**5,000**	4%	36%
Total Households Weatherized (FNPI 4h, SRV 4q, & SRV 4t)	**8**	44	**270**	3%	16%
City of Bakersfield - Transformative Climate Communities- Low Income Energy Efficiency Program	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Households Served	1	1	16	6%	6%
City of Bakersfield - Home Repair and Weatherization Program	**Month**	**YTD**	**Goal**	**Month Progress**	**Annual Progress**
Households Served	0	6	11	0%	55%

Explanation (Over/Under Goal Progress)

Program Strategic Goals	Progress Towards Goal
1.) Complete 40% of the units in Phase 1.	As of this reporting period, a total of 31 homes have been fully completed and reported to CSD. This reflects an increase of one additional home since the prior reporting period and represents approximately 27% of the Phase 1 target of 114 homes. While progress continues at a steady pace, the project team remains focused on maintaining production momentum and accelerating construction activities to stay aligned with the 40% completion benchmark for Phase 1 by June 2026.

2.) Successfully implement the City of Bakersfield Weatherization program and meet the contract goals.	As of this reporting period, 1 additional weatherization project has been completed, bringing the total number of completed homes under this grant to 19. This most recent unit has not yet been reported to the City and will be included in the upcoming reporting cycle. Overall, program implementation continues to progress steadily, with the project team maintaining focus on timely reporting, compliance, and completion of all required units to ensure contract goals—both annual and grant-wide—are successfully achieved.
3.) Successfully implement the Transformative Climate Communities-Low Income Energy Efficiency Program and meet the program and contract goals.	The Transformative Climate Communities – Low-Income Energy Efficiency Program continues to advance in alignment with its program and contract objectives. As of this reporting period, a total of 2 homes have been fully completed under this grant, reflecting the completion of 1 additional home this month. Additionally, weatherization services have begun on 2 homes following completed assessments.

Program Highlights

Program activity this month reflects continued progress across Energy Efficiency, Home Repair, and Weatherization initiatives serving elderly, disabled, and low income households in Bakersfield. The Phase 1 Energy Efficiency and Home Repair Program has reached 31 of 114 completed homes (27%), reflecting continued forward movement toward the 40% completion milestone. Under the City of Bakersfield Weatherization Program, 1 additional home was completed during this reporting period, bringing the total to 19 completed homes, with the most recent unit pending submission to the City. The TCC Low Income Energy Efficiency Program continues to advance, with a total of 2 homes completed to date following the completion of 1 additional home this month. In addition, 2 homes are actively receiving weatherization services, and 1 new household was enrolled during the reporting period.

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Month	May-26		Friendship House Community Center (FHCC)
Division/Director	Fred Hernandez	**Program Administrator**	Lois Hannible
Reporting Period	January 1, 2026 - December 31, 2026		

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)	3	86	100	3%	86%
Summer Program (SRV 2m)	N/A	N/A	50		
After School Program (FNPI 2c.2., FNPI 2c.3, SRV 2p)	3	41	50	6%	82%

California Violence Intervention Program (CalVIP)	Month	YTD
Reporting Period	May 13, 2026 - December 31, 2026	
Incident Response (SRV 5w)	0	0
Outcome/Case Managed Families (SRV 7a)	0	0
Provided Food Assistance (SRV 7c)	0	0
Subsidized Employment Program	0	0
Provided Mentoring Services (SRV 2p, 7c)	0	0
Assisted with relocation services/Deposit Payments (SRV 4d)	0	0
Temporary Housing Placements (SRV 4m)	1	1

Community Youth Access Program	Month	YTD	YTD Goal
Program Participants	0	63	80
Youth Leaders	0	12	12
Field Trips	0	5	30

Explanation (Over/Under Goal Progress)

CAPK is facilitating services for CalVIP Cohort 5 as a subcontract with the City, as of May of 2026. During this three year grant term, CAPK will be providing Program Support Services for the program and will no longer be providing direct services to the participants. Therefore, the number of those served will be lower than reported in past years. In regard to the Community Youth Access (CYA) Program, there were no field trips or new participants/youth leaders added to the program in May. However, the current CYA youth leaders worked on a project together to create a presentation on Yosemite National Park, which they plan to present to youth participants attending the Friendship House Summer Program in June of 2026.

Program Strategic Goals	Progress Towards Strategic Goals
1. Organize and execute successful fundraising events in collaboration with the Friendship House (FHCC) Advisory Board to generate financial support and sustain programs at the youth center.	Friendship House Advisory Board will be hosting a car show fundraiser at the Friendship House on Saturday, October 17, 2026. The Friendship House Advisory Board will also be hosting a backpack giveaway at the Friendship House on Saturday, August 8th.
2. Recruit and retain dedicated Advisory Board members with the skills, networks, and passion to raise funds and support initiatives for the Friendship House sustainability and growth.	The Friendship House Advisory Board is recruiting to fill two vacant Advisory Board positions. Those interested should contact Lois Hannible, Program Administrator at lhannib@capk.org .

3. Collaborate with the CAPK Executive Team to expand grant research and submission efforts for the CAPK Friendship House, ensuring resources align with and address the evolving needs of the community.	The Friendship House Program Administrator is currently seeking grant opportunities that can benefit the Friendship House.

Program Highlights

In the month of May, CAPK provided emergency relocation hotel assistance to a high-risk CalVIP participant and his family due to immediate safety concerns. This intervention helped remove the individual and his family from an unsafe situation and provided temporary stability while seeking permanent housing in a safer location.

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Month	1-May	**Program/Work Unit**	Volunteer Income Tax Assistance (VITA)
Division/Director	Fred Hernandez	**Program Administrator**	Jacqueline Guerra
Reporting Period	January 1, 2026 - December 31, 2026		

Program Description

The CAPK VITA program offers free tax preparation services. This service is available to low-to-moderate income individuals, the elderly, persons with disabilities, and limited English-speaking taxpayers. Additionally, the CAPK VITA program provides ITIN (Individual Taxpayer Identification Number) services through Certified Acceptance Agents (CAAs). CAAs are authorized by the IRS to assist individuals who do not qualify for a Social Security number but need an ITIN for tax filing purposes.

CAPK current year 2023-25 e-filed Tax Returns (SRV 3o)	Month	YTD	Goal	Month Progress	Annual Progress
Federal	142	6,352	7,550	2%	84%
Social Security Number (SSN)	121				
Individual Taxpayer Identification Number (ITIN)	21				
State *(includes CFF State refund information)*	168	6,904			
Social Security Number (SSN)	121				
Individual Taxpayer Identification Number (ITIN)	47				
CAPK 2020-25, Paper Filed Returns (total YTD added to Federal YTD) (SRV 3o)	**Month**	**YTD**			
Paper-filed, and Prior year returns (federal)	48	310			
Social Security Number (SSN)	43				
Individual Taxpayer Identification Number (ITIN)	5				
Paper-filed, and Prior year returns (state)	48	310			
Social Security Number (SSN)	43				
Individual Taxpayer Identification Number (ITIN)	5				
CAPK Refunds and Credits (SRV 3o)	**Month**	**YTD**			
Federal Refunds	$124,492.00	5,899,366			
State Refunds	$74,143	2,430,162			
Federal Earned Income Tax Credit (EITC) *(income limit $68,675 per household)*	$74,209	4,095,937			
California Earned Income Tax Credit (CalEITC) *(income limit $32,900 per household)*	$20,780.00	1,130,241			
Total Refunds and Credits		**$13,555,706**			

Community Action Partnership of Kern
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Individual Taxpayer Identification Number (ITIN) (SRV 3o) Applications (Note: duplicate of Federal Tax Returns Completed)	Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Applications (New/Renewal)	13	141	200	7%	71%

Explanation (Over/Under Goal Progress)

is higher this month. This happens when ITIN applications are processed. Once an ITIN number is issued by the Federal (IRS), the State side of the tax return (FTB) can be submitted and processed. Also, State returns completed is higher due to the inability to separate tax returns using SIDN in order to calculate tax returns completed by California Farm workers Foundation (CFF) and be able to include it to their own report.

Program Strategic Goals	Progress Towards Goal
Persist in fostering connections within rural communities to extend outreach and engage with a larger number of clients.	VITA sites were extended in the following rural areas of Kern: Taft, Lamont, and Arvin. This allows for clients to receive support in their community with filing previous year returns, help responding to audits and letters from the IRS or FTB, and processing ITIN applications new and renewals.

Sub-contactor: United Way Central Eastern California e-filed returns 2023-25	Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Federal	26	2,805	3,250	0.008	86%
State	27	2,812			
UWCEC 2020-22 Paper Filed, and Prior Year Returns ***(total YTD added to Federal YTD)***	**Month**	**YTD**			
Paper-filed, and Prior year returns (federal)	8	160			
Paper-filed, and Prior year returns (state)	10	137			
Sub-contactor: United Way Central Eastern California Refunds and Credits	**Month**	**YTD**			
Federal Refunds	$14,834	$ 2,493,235			
State Refunds	$7,977	$ 997,446			
Federal Earned Income Tax Credit (EITC) (income limit $66,819 per household)	$11,298	$ 1,704,380			
California Earned Income Tax Credit (CalEITC) *(income limit $31,950 per household)*	$3,915	$ 364,069			
Total Refunds and Credits	**$38,024**	**$5,559,130**			

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Sub-contactor: MAOF 2023-25 e-filed returns	Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Federal		169	400	0	0.4225
State		165			
MAOF 2020-22 Paper Filed, and Prior Year Returns ***(total YTD added to Federal YTD)***	**Month**	**YTD**			
Paper-filed, and Prior year returns (federal)		10			
Paper-filed, and Prior year returns (state)		9			
Sub-contactor: MAOF Refunds and Credits	**Month**	**YTD**			
Federal Refunds		262,642			
State Refunds		85,873			
Federal Earned Income Tax Credit (EITC) (income limit $68,675 per household)		154,753			
California Earned Income Tax Credit (CalEITC) *(income limit $32,900 per household)*		22,512			
Total Refunds and Credits		**$525,780**			
Sub-contactor: California Farmworkers Foundation (CFF) 2023-25 e-filed returns	**Month**	**YTD**	**Goal Adjusted**	**Month Progress**	**Annual Progress**
Federal	2	479	300	0.006666667	1.59666667
CFF 2020-22 Paper Filed Returns ***(total YTD added to Federal YTD)***	**Month**	**YTD**			
Paper-filed, and Prior year returns (federal)	5	47			
Sub-contactor: CFF Refunds and Credits	**Month**	**YTD**			
Federal Refunds	$3,322	611,938			
Federal Earned Income Tax Credit (EITC) (income limit $68,675 per household)	$420	300,847			
Total Refunds and Credits	**$3,742**	**$912,785**			

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Month	1-May	**Program/Work Unit**	Tax Counseling for the Elderly (TCE)		
Division/Director	Fred Hernandez		**Program Administrator**	Jacqueline Guerra	
Reporting Period	January 1, 2026 - December 31, 2026				

Program Description

The CAPK Tax Counseling for the Elderly (TCE) program provides free tax preparation and filing assistance to eligible taxpayers, with a primary focus on individuals age 60 or older. Services are designed to support seniors, persons with disabilities, and taxpayers with limited English proficiency by ensuring access to accurate tax preparation and information. Additionally, CAPK provides ITIN (Individual Taxpayer Identification Number) services through IRS Certified Acceptance Agents (CAAs). CAAs are authorized by the IRS to assist individuals who do not qualify for a Social Security number but need an ITIN for tax filing purposes.

(SRV 3o)	Month	YTD	Goal	Month Progress	Annual Progress
Federal	25	1,575	1,500	2%	105%
Social Security Number (SSN)	24				
Individual Taxpayer Identification Number (ITIN)	1				
State	26	26			
Social Security Number (SSN)	25				
Individual Taxpayer Identification Number (ITIN)	1				
CAPK 2020-22, Paper Filed Returns (total YTD added to Federal YTD) (SRV 3o)	**Month**	**YTD**			
Paper-filed, and Prior year returns (federal)		16			
Social Security Number (SSN)					
Individual Taxpayer Identification Number (ITIN)					
Paper-filed, and Prior year returns (state)		16			
Social Security Number (SSN)					
Individual Taxpayer Identification Number (ITIN)					
CAPK Refunds and Credits (SRV 3o)	**Month**	**YTD**			
Federal Refunds	$8,436.00	1,039,723			
State Refunds	$3,689	2,091,074			
Federal Earned Income Tax Credit (EITC) *(income limit $68-675 per household)*	$1,510	317,317			
California Earned Income Tax Credit (CalEITC) *(income limit $32,900 per household)*	$1,356.00	2,906			
Total Refunds and Credits		**$3,451,020**			

Community Action Partnership of Kern
Monthly Report 2026

Month	May-26	**Program/Division**	2-1-1 Call Center Program
Division/Director	Freddy Hernandez	**Program Manager**	Sabrina Jones
Reporting Period	January 1, 2026 - December 31, 2026		

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 18 years of experience in providing and linking community members to vital services, and currently serves multiple communities in the Central Valley including Fresno and Madera, Kings, Merced, Stanislaus, and Tulare through the United Way partnerships.

Most Requested Services	Food Pantries	Utility Payment Assistance	Homeless Diversion Programs
Top 3 Unmet Needs	Specialty Food Providers	VITA Programs	Local Transit Passes

Information and Referral Services (I&R) Calls Handled (SRV 7c)	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Fresno & Madera County	1928	18,962	40,000	5%	47%
Kern County	2242	12,474	40,000	6%	31%
Kings County	218	1,096	3,500	6%	31%
Merced & Mariposa County	106	578	2,000	5%	29%
Stanislaus County	906	5,457	13,000	7%	42%
Tulare County	723	3,797	11,000	7%	35%
Total County-based I&R Calls Handled	**6,123**	**42,364**	**109,500**	**67%**	**39%**

Average Wait Time	**1:18**
Average Handle Time	**5:35**

Other Service Call Types Handled (SRV 7c)	**Month**	**YTD**
LIHEAP (SRV 7b)	1148	7,541
Mental Health (SRV 7c)	88	201
Total County-based and Other Calls Handled	**7,359**	**50,106**

Staffing vs. Call Volume	**Current Staff**	**Staff Needed Per Call**	**Staff Over/ Short**
2-1-1 staff designated for calls handled across all counties contracts with the expectation of 42 calls per staff for an 8-hour shift.	9	5.6	**3.43**

Grant Funded Services	**Activity**	**Month**	**YTD**	**Annual Goal**	**Month Progress**	**Annual Progress**
Cal-Fresh (SNAP) Application (SRV 3l)	36	7	129	350	2%	37%
KIC Referrals (SRV 7c)	221	211	463	1,200	18%	39%

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)*		57,028	225,000	0%	25%

Referrals	**Month**	**YTD**
Food-related Calls (SRV 7c)	399	2,539
Health and Human Service Referrals (SRV 7c)	597	3,892
Housing and Homelessness Calls (SRV 7c)	212	1,244
Utility Assistance Calls- Discount Internet or Utility (SRV 7c)	108	799
Total Other Services	1,316	8,474

Explanation (Over/Under Goal Progress)
Call volumes remained consistent in alignment with the influx of calls for tax preparation needs to support Fresno and Madera counties. The program continues to provide 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 concluded one of its call handling contractual agreements on 5/30/2026, subsequently it is anticipated the call volume will decrease by more than 2,000 on a monthly basis. □ □ □

Program Strategic Goals	Progress Towards Goal
1. Enhance recruitment initiatives to attract and hire well-qualified candidates. This includes enhancing employee retention and foster opportunities for professional growth.	The program seeks to acquire skilled candidates by streamlining the recruitment process of internal Human Resources. The program aims to offer competitive wages, language fluency and competency incentives, and opportunity for growth. 2-1-1 is staffed with twelve (12) Full Time Information and Referral (IR) Specialists to handle Low-Income Home Energy Assistance and standard calls. The program enriches employees through strategic schedule planning, honoring traditions, and celebrating achievements or milestones. Additionally, it supports opportunities for professional development and an incentive for IR's who obtain certification as a Community Resource Specialist. 2-1-1 has experienced staffing changes associated with its anticipation of the transition of the call handling contract for Fresno and Madera Counties. Currently, there are no existing vacancies.
2. Enhance the efficiency and effectiveness of our call center operations in the coming year by thoroughly evaluating and optimizing the use of our tools and technologies, including CRM systems. Focus will be placed on improving call handling performance, streamlining workflows, and identifying opportunities to align staffing levels with operational needs.	The program remains in collaboration with the Information-Systems (IS) and Technology (IT) Team to improve the database by optimizing technology through the implementation of automation to ease the process of system navigation, documentation of call outcomes, and the collection of caller satisfaction surveys. The IS Team has developed an Intelligent Virtual Agent process to test prior to the pilot for afterhours calls. The AI Agent will be devoted to guiding callers with non-complex needs that do not require high engagement, problem solving, advocacy, or continuous interaction.
3. Prioritize retaining existing contracts, such as partnerships with United Ways, while actively exploring and proposing new opportunities to better serve our community members. Leverage the full potential of the call center by pursuing additional fee-for-service contracts and expanding services to maximize impact and efficiency.	2-1-1 aims to uphold the program to high expectations to strengthen existing partnerships by effectively communicating and meeting with partners and contract grantors to share performance data and discuss progress relative to objectives, deliverables, and goals. The program makes an effort to meet reporting expectations of funding sources and maintaining trusting relationships to increase the opportunity for existing contracts to be retained. □

Program Highlights
The program continues screening callers and submitting referrals to Kick It California (KIC). The initiative offers an incentive to the program as well as those who participate in the coaching processes to obtain treatment or other supports in the smoking cessation journey themselves or familiar individuals.



Operations

Data Services
Facilities & Maintenance
Information Technology
Information Systems
Risk Management

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Month	May-26	**Program/Work Unit**	Operations Division
Division/Chief, Director	Emilio Wagner CFTO, Maria Contreras Director of Facilities	**Program Managers**	Emilio Wagner, Maria Contreras, Rommel Almanza, Mohamed Ahmed, Laurie Sproule
Reporting Period	January 1, 2026 - December 31, 2026		

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).

Information Systems

Activity	Requested	In-Progress	Processed	Processed YTD
IS Tickets	33	10	35	174
Paginated Reports/ Power bi reports/ Dashboards	9	5		17
Background Processes	11	1		31
Power App Enhancements	13	4		27

Projects	*Description of Status*	*Current % Status*
211 After Hours AI	In development	60%
Energy Intake Website	On Hold - pending 211 Completion	70%
Needs assessment survey and Report	In progress	80%
Head Start Parent Survey and Report	In progress	60%
VSS	Project Completed: data import in progress	90%
Sage Intaact to Primarius	In development	95%
Field Service	Project Scope expanded	20%
CDP Optimizations	In progress	60%
211 CalFresh Report	Script Completed	95%
Finance Timesheets Application	In testing	75%

Facilities

Activity	Requested	In-Progress	Processed	Processed YTD
Facility Work Orders	433	712	389	1819

Construction Projects	*Description of Status*	*Current % Status*
Central Kitchen		
McFarland & Tehachapi Modulars		
Barnett House		

Major Maintenance Projects	*Description of Status*	*Current % Status*
MCAP Stine Second Floor	Additional leasing space/2nd floor for MCAP on Stine	95%
Stockdale HS	Signage	15%
Mojave Afghan Solar/Playard	Install shade structure and Solar to mobile park community	8%
Harvey Hall Phase 2 & 3	New Kitchen & Breakroom	25%
Sterling Block Wall	Property Line Site Survey	10%

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Alberta Dillard		Survey Complete Working of Property Line Discrepancy's		20%
SJC Tiny Powers		Facility Ready and Licensed Pending Children Sink Installation		95%
SJC Filipino Plaza		Fire & Alarm Monitoring Playard Mod		90%
SJC		University Park		40%
Activity	**Requested**	**In-Progress**	**Processed**	**Processed YTD**
Help Desk Work Orders	507	157	476	2447

Information & Technology Projects	***Description of Status***	***Current % Status***
Yubikey Go Live	adopted - 100% (password less)	*100%*
E-Rate	In-Progress	*90%*
Absolute Software adoption	96 mobile devices adopted	60%%

Risk Management

	Reported	**Reported YTD**
Students / Parents / Volunteers / Clients	0	1
Property	3	10
Vehicle Incident / Grand Theft Auto	0	3
Motor Vehicle Accident	0	2
Overdoses / Death	1	1
Workplace Violence	2	2
Total	**6**	19

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

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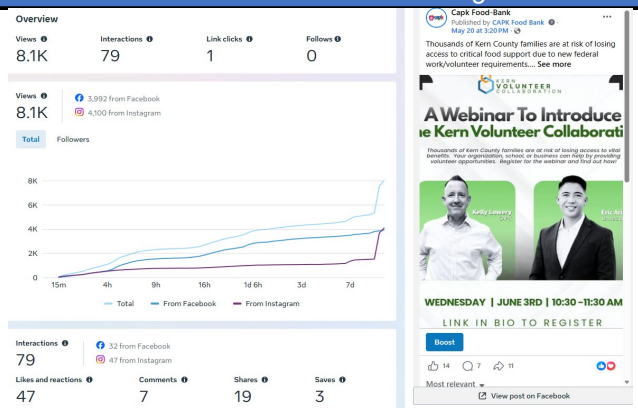
Month	May-26	Program	Community Development
Division/Director/Chief	Pritika Ram	Program Managers	Savannah Oates
Reporting Period	January 1, 2026 - December 31, 2026		

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 2025-2029 Strategic Plan and CAA-related plans, and special projects.

Outreach Social Media	Month	YTD	Annual Goal	Annual Progress
Website User Sessions	19,593	114,579	260,000	44%
Facebook Impressions (i.e., number of times users see content)	135,724	1,008,366	4,000,000	25%
Other Social Media Impressions	121,804	685,688	1,750,000	39%

Highest Performing Post



https://business.facebook.com/photo.php?fbid=1437540808401228&set=a.631032592385391&type=3

Outreach Special Projects

Assisted with sharing board recruitment for East and North Kern
Vino Amore
Attend City/County board meetings to proclaim Community Action Month in: Delano, Tehachapi, Shafter, Ridgecrest, Arvin, Bakersfield, Kern County Board of Supervisors, Taft, McFarland
Bakersfield CAM proclamation
McFarland CAM proclamation
Met with Tejon Conservancy to share CAPK programming
Presented at Kern Health Systems School meeting to share CAPK programming
Hosted OASIS Family Resource Center 5 Year Anniversary
Continuing to support CAPK Foundation with program, agenda, and talking points materials for Gourmet for Good
EMCORE & CAPK AC Giveaway media support, press release, media interviews
Gourmet for Good Promo: Rooster's Cantina's Cocktails media highlights
June Event Calendar
Attended Ambassador Luncheon - chamber of commerce
Received 2 PRSSA Image Awards for 2025 Campaign of the year (Hunger Action Month) and Digital
M Street 6 Year Anniversary invite development, collateral development
Hosted Summer Blood Drive
Continued Revisions on 2025 Annual Report

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WIC Summer Campaign - Concept
Completed MCAP revisions for collateral redevelopment
Home Depot donation to M St media support
Les Schwab OASIS FRC Tire Grant media support
Worked with Beacon studios to complete Mission Moment video for Gourmet for Good
America 250 & Canyon Hills Celebration media support
Attended Government Relations Committee Meeting
Attended KGET AI Lunch and Learn
Attended GET Bus call center grand opening
Documented Food Bank Agency Partners: Heart of Arvin & Bakersfield Hillcrest SDA
Attended and Collaborated with Children's first for annual east Bakersfield festival. 7 programs were in
Presented at Kern County Public Health and shared CAPK programming
Outreach Advocacy
Signed on to 211 Advocacy Coalition Support Letter: $20M Emergency Budget Request 2026
Scheduled meetings and talking points for CALCAPA Advocacy day with Assm. Bains and Sen. Grove
Food Bank working with Senator Hurtado's off on SB1025
Advocacy Watch-list
HR 1 and potential effects
SB1025
CALFoods

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Month	May-26	**Program**	CAPK Foundation
Division/Director/Chief	Pritika Ram	**Director**	Catherine Anspach
Reporting Period	January 1, 2026 - December 31, 2026		

Program Description
The Community Action Partnership of Kern (CAPK) Foundation is the philanthropic arm of Community Action Partnership of Kern, established to strengthen and expand CAPK's impact across Kern County. As a 501(c)(3) supporting organization governed by its own independent Board of Directors, the Foundation focuses on fundraising, community outreach, and building long-term financial sustainability to advance CAPK's mission.

Program Category Funding	
Homelessness & Housing	$480
Food Insecurity	$61,785
Veterans Supportive Services	$0
Youth & Families	$15,025
Other (VITA)	$145
Foundation (General)	$36,866

External Events	
Homelessness & Housing	Give Big Kern was held on May 5 and raised $1009
Food Insecurity	SLB Oil & Gas Virtual Food Drive being held May 1-31
Veterans Supportive Services	none
Youth & Families	none
Other	none

Special Initiatives
Applied and was approved for the Food Bank to be the recipient of 2026 Holiday Season Giving Machine
Meeting with Monarch Home Services regarding hosting a back-to-school drive for FHCC
Designed and posted social media graphics for Gourmet for Good.
Received notification of the Virginia and Alfred Harreld Award: $10,000 awarded to OFRC.
Continued coordination and logistics for Gourmet for Good. Developed event program and all other print materials. Coordinated Catering, Vendors, Auctioneer, Emcee & all Rentals.
Worked on the 2026 Sprouts Healthy Communities Foundation grant to support the Food Bank. The application was completed and submitted for $5,000.
Raised additional sponsorship for Gourmet For Good with the total going into event at $160,586
Discovery meeting with Mitchell Coleman with Tejon Conservancy
Scheduled a tour with the VITA program for Community West Bank representatives.

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Connected with Eduardo Vargas, Recreation Program Administrator with Wonderful CSR - discussed opportunities to engage in future employee events to share information about CAPK and the Foundation.
Presented at the Arvin Kiwanis Club meeting - currently coordinating tours for M Street.
Developed Huggy Heart Campaign with Alta One for Summer Campaign
Applied for and received in-kind support from Home Depot in the amount of $6,000 to benefit M Street
Applied for and received in-kind support from Les Schwab Tires for a set of new tires to benefit Oasis FRC Ford Explorer.
Met with Danette Hall of the KYA Group to tour Friendship House CC.

Community Outreach
Attended the CASA Derby fundraiser.
Attended the Make-A-Wish Foundation networking and luncheon event.
Attended the Oasis 5-Year Celebration.
Attended the East Bakersfield Festival

Program Strategic Goals	Progress Towards Goal
Expand Fundraising Capacity. Leverage the Board to establish a formal development committee and increase individual donor base by 40% through targeted campaigns and board-led cultivation events.	Engaging our board by tasking them with fundraising initiatives and goals. Adding program presentations at our board meetings to empower them to represent the Foundation in the community.
Launch Veterans Program Funding Campaign Secure $40,000 in dedicated funding for our new Veterans (homeless or at-risk of homelessness) program through targeted outreach to veteran-focused foundations, corporate sponsors with military initiatives, and individual major donors with military connections. Establish 3-5 strategic partnerships with veteran service organizations by Q3 2026.	Continued networking with local contacts to expand our reach with donors
Supporting CAPK's Strategic Plan (2026–2029).	Leading monthly meetings with our team to stay on track for goal setting.

Instrumentl Opportunities Report - June 4, 2026

Projects: Housing and Supportive Services, Health & Nutrition Services, Youth & Community Services, Community Development, and Veterans & Supportive Services

Statuses: Abandoned | Declined | Awarded - Active | LOI In Progress | LOI Submitted | Application In Progress | Application Submitted

Date Range: May 01, 2026 - May 31, 2026

Status

$0	$1,738,188	$0
Awarded	**Submitted**	**Declined**
0 opportunities	5 opportunities	0 opportunities

Displaying 8 opportunities

FY 2026 March 1 - February 28

NAME	DEADLINE	STATUS	AMOUNT	NEXT TASK	NOTES
May 2026					
Grants for Transportation in Highly Rural Areas (361702) US Department of Veterans Affairs: VA... Veterans & Supportive Services	Archived	Abandoned	Up to US $50,000		Abandoned opportunity due to ineligibility as only a Veterans Service Organization (VSO) recognized by the Secretary of Veterans…

Make America Healthy Again – Enhancing Lifestyle and Evaluating Val... US Department of Health & Human Servi... Health & Nutrition Services	Archived	Abandoned	Up to US $3,300,000	Abandoned due to the lack of capacity and infrastructure to implement an experimental randomized control trial.
Community Vitality Unit Proposition 47 Cohort 4 Grant Program Homel... City of Bakersfield Housing and Supportive Services	May 22, 2026	Application Submitted	Requesting $630,000	Provide high-touch, intensive case management services to a targeted population of individuals identified as justice-impacted and…
2026 AHEAD Program FHL Bank San Francisco Community Development	May 27, 2026	Application Submitted	Requesting $200,000	CAPK is requesting $200,000 in AHEAD funds to assess and develop a scalable workforce social enterprise, the Good Neighbor Program, that…
Community Innovation Pilot Awards (CIPA) Program University of California San Francisc... Health & Nutrition Services	May 27, 2026	Application Submitted	Requesting $400,000	Under the WIC program, the Black Maternal Health Equity Navigation Model aims to reduce Black maternal and infant health disparities in Kern Count…
Volunteer Income Tax Assistance (VITA) Matching Grant - 2026 JG US Internal Revenue Service (IRS) Youth & Community Services	May 27, 2026	Application Submitted	Requesting $468,188	This is a reapplication for the VITA program, 2026-2027 tax season.
Kern Community Foundation Farmworkers Grant SM Kern Community Foundation Health & Nutrition Services	May 15, 2026 Letter of inquiry (due Apr 1, 2026) May 29, 2026 Full proposal (invite only)	Application Submitted	Requesting $40,000	If awarded, this grant will assist farm worker families with emergency food and transportation vouchers under the MCAP program.
Tax Counseling for the Elderly (TCE) US Internal Revenue Service (IRS) Youth & Community Services	May 29, 2026	Abandoned	Requesting $20,000	VITA program decided not to pursue this grant due to its capacity to take on another grant during the new tax season.

Community Action Partnership of Kern
Funding Profile

Funding Information			
Funding Type	Private	**CAPK Program**	WIC
Funding Agency	University of California San Francisco Center for Health Equity (UCSF-CHE)	**Project Name**	Community Innovation Pilot Awards (CIPA) Program
CFDA		**Target Population**	Black Mothers and families
Reapplication (Y/N)	No	**Number to be served**	300
Estimated Request	$400,000.00	**Division Director**	Susana Magana
Award Period	July 1, 2026 to June 30, 2028	**Program Manager**	Marissa Ortiz-Cortez

Project Goal (One sentence goal statement)

The Black Maternal Health Equity Navigation Model aims to reduce Black maternal and infant health disparities in Kern County by providing culturally congruent, relationship-based navigation and wraparound support to Black pregnant and postpartum women and other birthing people throughout the full perinatal period. The project centers joy, dignity, and community belonging as active health interventions alongside cross-system coordination, directly addressing the chronic stress and structural inequities that drive adverse birth outcomes. If successful, this pilot will generate a replicable, community-based model for improving Black maternal and infant health in non-metropolitan, high-poverty communities across California.

Project Description (Brief one paragraph description)

The pilot will implement a two-year pilot serving 300 unduplicated Black pregnant and postpartum participants across Kern County through four integrated components: dedicated Maternal Health Equity Navigators providing individualized case coordination and cross-system referrals; Maternal Wellness Kits designed with community input to reduce material hardship; quarterly Joy-Centered Maternal Wellness Events co-designed with local Black artists and community partners; and wraparound navigation connecting participants to food, housing, financial, early childhood, and workforce resources through CAPK's ntegrated programs. Program oversight will be provided in-kind by Marissa Ortiz-Cortez, CAPK's WIC Program Administrator, whose 16-site network serves 14,134 clients annually, including 844 Black/African American participants.

Estimated Budget Summary

CAPK requests $200,000 per year for a total of $400,000 over the two-year award period, supporting two newly created Maternal Health Equity Navigator positions, Maternal Wellness Kits, participant engagement incentives, Wellness and Joy Events, and cross-system coordination infrastructure. Personnel represent 71.5% of direct costs per year with all remaining costs directed toward participant-facing materials, community programming, and field operations. At an estimated cost of $1,333 per participant, this pilot delivers a strong return on investment relative to the documented medical and social costs of preventable adverse maternal and infant outcomes.

Recommendation

Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.

Approvals:

1.Division Director	Susana Magana	***Date:***2026-05-28	***4.Chief Financial Officer***	Tracy Webster	***Date:***2026-05-29
2.Chief Business Development Officer	Pritika Ram	***Date:***2026-05-28	***5.Chief Facilities and Technology Officer***	Emilio Wagner	***Date:***2026-05-29
3.Chief Program Officer:		***Date:***	***6.Chief Executive Officer***	Jeremy Tobias	***Date:***2026-05-29

Date Presented / Approved:

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

Community Action Partnership of Kern
Funding Profile

Funding Information			
Funding Type	Local	**CAPK Program**	CES
Funding Agency	City of Bakersfield	**Project Name**	Community Vitality Unit Intensive Case Management Services
CFDA		**Target Population**	Justice impacted and chronically homeless with mental health, substance abuse or co-occurring issues
Reapplication (Y/N)	No	**Number to be served**	45
Estimated Request	$630,000.00	**Division Director**	Rebecca Moreno
Award Period	07/01/2026 to 06/30/2028	**Program Manager**	Joseph Aguilar

Project Goal (One sentence goal statement)

Funded through the California Board of State and Community Corrections (BSCC) Proposition 47 Cohort 4 Grant Program, this initiative prioritizes rehabilitation, housing stabilization, and long-term self-sufficiency through sustained, relationship-based intervention strategies tailored to the unique and complex needs of each participant. Success will be measured through sustained client engagement, successful permanent housing placement, housing retention, connection to behavioral health and substance use disorder treatment, and demonstrated reductions in criminal justice system involvement. CAPK's project goal is to serve forty-five (45) justice-impacted, chronically homeless individuals with mental health, substance abuse, or co-occurring disorders through high-touch, intensive case management services that reduce homelessness and recidivism in the City of Bakersfield.

Project Description (Brief one paragraph description)

CAPK will deploy three (3) full-time Justice-Involved Navigators to deliver comprehensive, field-based intensive case management services to justice-impacted and chronically homeless individuals referred primarily through the Bakersfield Police Department and the City's Community Vitality Unit, utilizing a trauma-informed, Housing First, and harm reduction-oriented framework that reflects the City's "relentless pursuit" model of engagement. Services include comprehensive assessment, individualized care planning, housing navigation, life skills development, crisis intervention, coordination of behavioral health resources, and post-placement stabilization support — ensuring each of the forty-five (45) participants receives the high-frequency, high-intensity engagement their complex needs require. CAPK's formal subcontract with STEPs, Inc. further ensures that all program participants have direct access to licensed clinical professionals, including a Licensed Therapist (LMFT/LCSW) and two Substance Use Disorder (SUD) Counselors, delivering intensive behavioral health and SUD services that extend well beyond the scope of traditional case management. With the current structure, staff is ready to be operational on July 1, 2026.

Estimated Budget Summary

The total proposed budget is $630,000, fully funded by the City of Bakersfield, covering the service period of July 1, 2026 through March 31, 2028, with administrative closeout through June 30, 2028 — structured as $333,713 in Year 1 and $296,287 in Year 2. The budget supports three (3) full-time Justice-Involved Navigators at 1.0 FTE each ($160,806 in direct salaries plus $11,970 in stipends and $86,893 in benefits), and a formal subcontract with STEPs, Inc. totaling $141,179 ($77,553 Year 1 / $63,626 Year 2), funding one Licensed Therapist (LMFT/LCSW) at 0.90 FTE, two part-time SUD Counselors at 0.25 FTE each, and participant engagement support for all forty-five (45) program participants. Program operating costs include office space ($19,000), meeting and client engagement expenses ($2,339), and indirect costs calculated at the 12% de minimis rate ($63,088) in accordance with 2 CFR §200.414, covering contract management, human resources, finance, facilities, and IT support. In-kind contributions, including executive oversight from the Director of Housing and Supportive Services (0.20 FTE, valued at $29,648/year) and program administration from the Program Administrator (0.40 FTE, valued at $37,964/year), both contributed at no cost to the grant.

Recommendation

Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract

term.

Approvals:

1.Division Director	Rebecca Moreno	***Date:***2026-05-26	***4.Chief Financial Officer***	Tracy Webster	***Date:***2026-05-26
2.Chief Business Development Officer	Pritika Ram	***Date:***2026-05-26	***5.Chief Facilities and Technology Officer***	Emilio Wagner	***Date:***2026-05-26
3.Chief Program Officer:		***Date:***	***6.Chief Executive Officer***	Jeremy Tobias	***Date:***2026-05-26

Date Presented / Approved:

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

Community Action Partnership of Kern
Funding Profile

Funding Information			
Funding Type	Federal	**CAPK Program**	VITA
Funding Agency	Internal Revenue Service	**Project Name**	Volunteer Income Tax Assistance (VITA)
CFDA	21.009	**Target Population**	Low income individuals and families
Reapplication (Y/N)	Yes	**Number to be served**	12000
Estimated Request	$468,188.00	**Division Director**	Freddy Hernandez
Award Period	Oct. 1, 2026 - Sept. 30, 2027	**Program Manager**	Jacqueline Guerra

Project Goal (One sentence goal statement)

Complete 12,000 tax returns for the 2026-2027 tax season.

Project Description (Brief one paragraph description)

This is VITA's annual reapplication to provide free tax services to low-income individuals and families throughout Kern County. VITA aims to recruit 275 volunteers and partner with local organizations like United Way of Central Eastern California (UWCEC), The Mexican American Opportunity Foundation (MAOF), and more to provide tax assistance to the community. VITA also assists ITIN members.

Estimated Budget Summary

Proposed funds will be allocated as followed: personnel, $170,000, fringe/benefits, $69,700, subcontractors, $177,500, other/space costs, $16,224, and indirect costs, $34,764.

Recommendation

Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.

Approvals:

1.Division Director	Freddy Hernandez	***Date:***2026-05-29	***4.Chief Financial Officer***	Tracy Webster	***Date:***2026-05-29
2.Chief Business Development Officer	Pritika Ram	***Date:***2026-05-29	***5.Chief Facilities and Technology Officer***	Emilio Wagner	***Date:***2026-05-29
3.Chief Program Officer:		***Date:***	***6.Chief Executive Officer***	Jeremy Tobias	***Date:***2026-05-29

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**	Community Development
Funding Agency	FHL Bank San Francisco	**Project Name**	Good Neighor Workforce Social Enterprise Project
CFDA		**Target Population**	Workforce Development
Reapplication (Y/N)	No	**Number to be served**	15
Estimated Request	$200,000.00	**Division Director**	Pritika Ram
Award Period	09/01/2026 to 03/31/2028	**Program Manager**	Pritika Ram

Project Goal (One sentence goal statement)

CAPK's goal is to design and launch a sustainable workforce social enterprise, the Good Neighbor Program, that creates direct employment and skill-building opportunities for clients facing significant barriers to work, including individuals experiencing homelessness. By the end of the 18-month grant period, CAPK will have a validated business model, defined service lines, and an implementation-ready framework to connect clients from programs such as the homeless shelter, Head Start, Food Bank, and VITA to meaningful, fairly compensated work.

Project Description (Brief one paragraph description)

CAPK will use AHEAD funds to hire a part-time Workforce Development Coordinator and engage a consultant to assess the feasibility of a workforce social enterprise built around the existing Good Neighbor pilot at the M Street Low-Barrier Navigation Center. The consultant will evaluate service lines, including alley and backyard cleanup crews, janitorial services, and fleet washing, and develop the staffing, legal, financial, and operational framework needed to scale the model responsibly. Client stipends will compensate shelter participants for structured project-based work, ensuring the model is ethical, empowering, and designed to transition clients into unsubsidized employment.

Estimated Budget Summary

CAPK will use AHEAD funds over 18 months for the Good Neighbor Workforce Pathways Assessment. A part-time Workforce Development Coordinator (0.5 FTE) at $30,000 salary + $9,000 benefits will lead coordination and implementation readiness across CAPK programs including the homeless shelter, Head Start, Food Bank, and VITA. A consultant ($100,000) will develop a workforce social enterprise program, evaluating service lines such as Good Neighbor cleanup crews, janitorial work, and fleet washing to create direct client employment pathways. Stipends/incentives ($25,000 AHEAD; $6,000 CAPK Foundation) compensate shelter participants in structured work. Equipment ($10,000): cleaning tools, safety gear, field supplies. Instructional supplies ($3,000): training and orientation materials. Marketing/outreach ($1,500): employer and customer engagement. Consumable supplies ($5,429): ongoing operational materials. Indirect costs (12%): $16,071. Total AHEAD: $200,000; Foundation: $6,000; Total: $206,000.

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:

1.Division Director	Pritika Ram	***Date:***2026-06-04	***4.Chief Financial Officer***	Tracy Webster	***Date:***2026-06-04
2.Chief Business Development Officer	Pritika Ram	***Date:***2026-06-04	***5.Chief Facilities and Technology Officer***	Emilio Wagner	***Date:***2026-06-04
3.Chief Program Officer:		***Date:***	***6.Chief Executive Officer***	Jeremy Tobias	***Date:***2026-06-04

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)
June 2025

Funding Type	Foundation	**CAPK Program**	MCAP
Funding Agency	Kern Community Foundation	**Project Name**	Kern Community Foundation Farmworkers Grant
CFDA		**Target Population**	farm worker families
Request	40,000.00	**Division Director**	Susana Magana
Award Period	1 year	**Program Manager**	Laura Porta
Description	Through this grant, MCAP will provide emergency, culturally sensitive food assistance and transportation vouchers for farm worker families. During off-seasons or periods of reduced work hours, families often lack sufficient income to purchase food, while transitions between agricultural seasons place additional strain on household resources. At the same time, limited access to reliable transportation prevents many farmworkers from attending medical appointments, accessing essential services, and meeting basic health needs. These unmet needs disproportionately affect migrant farmworker families who rely on ridesharing or informal transportation and must prioritize work and childcare over healthcare and nutrition.		

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.

Date Presented/Approved

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

Month	Jun-26	Program/Work Unit	Head Start Preschool & Early Head Start
Division/Director	Head Start/State Child Development Division/ Yolanda Gonzales	Enrollment and Attendance Manager	Carol Hendricks
Reporting Period	May 1, 2026 - May 31, 2026		

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	
Reportable/Funded Enrollment	732	753	753	97%	
Disabilities	292	10%	10%	43%	
Over Income 101%-130% (up to 35%)	17	n/a	n/a	2%	
Over Income 131% and up (up to 10%)	52	n/a	n/a	7%	

Head Start Preschool (ages 3-5) (FNPI 2a, 2b, 2c, 2c.1,2d,SRV 2b, 7a)	Month	Target	Annual Goal	Annual Progress	
Reportable/Funded Enrollment	936	936	936	100%	
Disabilities	137	10%	10%	15%	
Over Income 101%-130% (up to 35%)	16	n/a	n/a	2%	
Over Income 131% and up (up to 10%)	70	n/a	n/a	7%	

Head Start Preschool San Jaoquin County Ofice of Education - (ages 3-5) (FNPI 2a, 2b, 2c, 2c.1,2d,SRV 2b, 7a)	Month	Target	Annual Goal	Annual Progress	
Reportable/Funded Enrollment	68	153	153	44%	
Disabilities	9	n/a	n/a	13%	
Over Income 101%-130% (up to 35%)	5	n/a	n/a	7%	
Over Income 131% and up (up to 10%)	0	n/a	n/a	0%	

Home Visiting Program (SRV 2cc, 7a)	Monthly	Year-To- Date	Annual Goal (Contract Limit 310)	Annual Progress (Calendar)	Annual Progress (Program Year)
Enrollment	190	450	308	42%	68%

Central Kitchen	Total Meals Delivered	Breakfast	Lunch	Snack
Meals and Snacks	52,111	18,187	15,737	18,187

Child and Adult Care Food Program (CACFP) (Note: The data represents information from April 2026)	Total Meals Delivered	Meals Allocated (CACFP/HS)	# of Meals Served	% of Meals Served
Meals and Snacks (SRV 5ii)	78,461	56,202 / 22,259	62,002	79%
Meals and Snacks - Kern Vendors	66,050	47,126 / 18,924	51,742	78%
Meals and Snacks - SJC Vendors	12,411	9,076 / 3,335	10,260	83%

Eligbility Determination (SRV 7b) (January 2025-December 2025)	54	353
Total Community Services	**54**	**353**

Explanation (Over/Under Goal Progress)

CAPK Head Start and Early Head Start continue to meet the enrollment requirements set forth by the Office of Head Start. As we prepare for the new program year, ongoing efforts are underway to ensure we are fully enrolled when the part-year center re-open in August 2026.

Goals	Progress Towards Goal
Goal 1 Workforce: To enhance onboarding, recruitment, and retention of staff by implementing programs that enbrace pathways for learning, professional development, succession planning, and a positive culture to obtain and retain staff.	Objective A: Develop a structured onboarding process that introduces new employees to the organization's culture, values and expectations, and provide them with the necessary tools, resources, and training to quickly integrate into their roles. Progress: A Learning Management System (LMS) is currently being developed and will serve as the new platform for onboarding and training. Collaboration with Human Resources is underway to support the integration and implementation of this system within the Head Start Division.

Program Description
1.May 4, 2026 - Mental Health Resource Fair at Independence High School 2.May 6, 13, 20, 27, 2026 – Application Clinic, 1300 18th Street, Enrollment and Attendance Department 3.May 8, 2026 – Holloway Gonzalez Library, Pregnant Women and Children Event 4.May 15, 2026 – Cresent Elementary Resource Fair 5.May 16, 2026 – East Bakersfield Festival *With the Summer Days upon us, the Education Team would like to share that they have started the summer months' themes. Children are exploring music, boxes, gardening, and pets.*

MEMORANDUM

To: PRE Committee

From: Rosa Guerrero, Administrative Analyst

Date: June 10, 2026

Subject: *Agenda Item 5e.:* 2027-2028 Program Goals and Objectives – **Action Item**

The Head Start & State Child Development Division is requesting approval of the 2027–2028 Program Goals and Objectives to submit with the Head Start/Early Head Start grant #09CH012489. This update is part of the Division's annual program planning process, during which Program Goals and Objectives are continuously monitored to ensure that progress is recorded, and challenges are addressed in alignment with the objectives set for the five-year grant cycle.

As the program enters its fourth grant year, staff continue making strides towards its Workforce, Health and Safety, and School Readiness goals. Notable highlights of the third grant year include:

- Collaborating with Human Resources to integrate the Learning Management System (LMS) in support of new-hire onboarding and training practices.
- Using Active Supervision boards to reinforce health and safety practices by streamlining safety reporting and communication among center staff;
- Achieving benchmarks in dual language-training and piloting Loose Parts/STEM curriculum across Head Start Preschool and Early Head Start centers; and
- Fortifying parent letters to strengthen support for Head Start Preschool children and parents' transition to Kindergarten;

Through sustained collaboration and consistent progress monitoring, Program is well positioned to continue advancing these goals through the end of the grant cycle in 2029.

Recommendation

Staff recommends the PRE Committee approve the 2027-2028 Program Goals and Objectives for the Head Start /Early Head Start grant #09CH012489.

Attachments:
2027-2028 Program Goals and Objectives

Head Start and Early Head Start 09CH012489
2027-2028 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.			
	Objectives	**Action Steps**	**Progress/Challenges**
HS & EHS Kern Measurable Objectives/ Outcomes	**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.	**In Progress** New Hire Training presentations and materials are being updated to more effectively illustrate department information to new hires (ex: offering videos of real-life examples). Overview of the organization, the department, and employees' roles are provided at new-hire orientation. (1,2) Job-specific training is provided at new-hire training. Through collaboration with Human Resources (HR), Program will be integrating the Learning Management System (LMS) as the division's training platform. (3,4)
	Objective B: Develop, implement, and evaluate a mentorship program for new staff onboarding to ensure comprehension, knowledge, and	1. Identify experienced and knowledgeable employees who can serve as mentors. 2. Provide mentorship training to help mentors understand	**COMPLETE** Mentors identified by level of position, experience, or leadership skills. (1,2)

Revised: 5/6/2026
Policy Council Approved: 5/26/2026
Board Approved:

	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.	their roles, effective communication techniques, and the importance of fostering a positive learning environment. 3. During orientation, introduce mentors and mentees to each other and provide an overview of the mentorship program. 4. Assign a mentor who could provide guidance and support to new hires. 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	Mentorship orientations are ongoing in Kern and San Joaquin County with at least 10 conducted in since July 2024. (3,4) Policies and procedures for the mentorship program have been established. (5) Surveys are provided to mentees during the first and last meeting of each cohort group. Mentor contact cards were introduced to improve communication between mentors and mentees. (6,7,8) A total of 82% of new hires who attended their initial mentorship orientation returned for the follow-up mentorship meeting, four to five months following initial orientation. (9) The level of engagement between mentors are continuously measured through pre-and post-surveys. Survey feedback is analyzed and incorporated to improve mentorship dynamics (i.e. communication between mentors and mentees). (10)

		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.	

	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 ended December 31st, 2024. Retention incentive is complete.
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**	**Action Steps**	**Progress/Challenges**
	Objective A: Develop and implement program options that tailor to the community's unique needs and characteristics.	1. Develop and implement a Home Base option for children eligible for Head Start services. 2. Develop and implement a Family Childcare Option (FCC) 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	**COMPLETE** Head Start Home Base is now available as a program option. (1) The Family Childcare Program contracted with six FCC sites for services in its second program year 25-26. (2) Upon review of the 2025 Head Start Community Assessment, the program allocated FCC slots to serve families experiencing homelessness and domestic violence. The Stockdale center, along with other centers, have also allotted additional

		needed population in the community. 4. Explore the need to create more Early Head Start classrooms to facilitate the needs of the community for the specific demographic.	classrooms for 3-year-olds. (3,4)
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**	**Action Steps**	**Progress/Challenges**
	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 2026. For example, iLookOut training, a free online professional development course focused on protecting child safety and preventing and identifying child abuse.	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 year 3.	**In Progress** At present, 10% of staff have completed iLookOut training. Additional staff from select sites as well as Site Supervisors will also be assigned to take this training. Program expects to reach 25% of staff trained in iLookOut by the end Program Year 3, or June 30, 2026. (1,2)
	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	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	**COMPLETE** Policies and procedures for health and safety incidents were vetted by the Head Start Training and Technical Assistance Team. The language in these policies and

	program options prior to the 2024 school year.	health and safety incidents. 3. The program will develop a data system to track and report child health and safety incidents.	procedures will continue based on continued monitoring and evaluation of health and safety practices. Weekly email check-ins from center staff were also implemented to streamline incident monitoring (1,2). A Power BI dashboard focused on internal monitoring was developed to identify incidents or areas of noncompliance for administrative staff's viewing. The availability of this dashboard will assist leadership, and program managers identify sites in need of additional training, support and attention. (3)

	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** The CIR system is continuously reviewed to ensure consistent implementation and alignment with organizational needs. Updates are made following staff feedback as well as recommendations following incident reports, CIR's, internal reviews, and federal/state audits. (1,3) Program has implemented Active Supervision boards in all of Kern's center-based sites to streamline safety reporting and communication among center staff. Federal and state auditors have commended the program's Active Supervision boards for its "promising practice" in its consistent use and facilitating communication among staff. Peer-to-peer assistance is also provided to center staff to mitigate incident reporting. (2)

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 Kern Measurable Objectives/ Outcomes	**Objectives**	**Action Steps**	**Progress/Challenges**
	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 participation and involvement to enhance learning environments.	**COMPLETE** All staff attending pre-service were trained in Loose Parts/STEM. (1) Five of the program's thirty-three sites have piloted the Loose Parts/STEM curriculum thereby reaching 15% of the program's centers. Additional sites have been identified for further curriculum expansion. (2) The 3rd Annual Fatherhood Conference took place in January 2026. Data also reveals an increase in male participation in family engagement events, year to year. (3)
	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 3. 2. The program will partner with families in the importance of maintaining their home language by Year 3.	**COMPLETE** Total percentage of program staff who completed training in dual language is 70%. Staff will continue to engage in training and professional development opportunities to sustain dual language learning and bilingualism. (1) Using enrollment and assessment information on the home language, staff

			continuously discuss language benchmarks with families during parent meetings. Dual language staff are purposefully assigned to centers with dual language need. Center staff partner with parents to learn and integrate the home language in the classroom when resources on the home language aren't readily available. (2)
	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 3. 2. 85% of education and support services staff will be trained in Pyramid Model by the end of Year 3. 3. 50% of newly hired staff will participate in Pyramid Model and Trauma Informed Care training through professional development opportunities. 4. The program will modify the number of mentor coaches to include curriculum specialists to further enhance quality interactions.	**In Progress** A total of three additional staff is needed to complete train-the-trainer certification among all categories. Three staff also trained in the Desired Results Development Profiled (DRDP). (1) 82% of education and support services staff are trained in Pyramid Model. (2) Approximately 75% of all new hires participated in Pyramid Model training during PY 2024-25. Approximately 15% had TIC coaching. (3) The program added two curriculum specialist positions in the 26-27 program year. They will contribute to professional development opportunities by providing training in strengthening teacher-

		5.The program will implement an annual Family Workshop to increase Social Emotional Awareness in young children.	child interactions and social-emotional learning, while ensuring curriculum fidelity to drive school readiness outcomes. (4) The second annual Family Workshop is scheduled for May 2026. (5)
	Objective D: The program will secure MOU's with 25% of school districts to provide specialized services to children served, including transitions for school readiness.	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 parents' roles in transitions and developmental milestones. 3. The program will develop a data system to track transitions across program options.	**In Progress** MOU was sent to SELPA (Special Education Local Plan Areas) in April following final edits (1). School Readiness committee, Smore's newsletters, and school readiness checklists shared with parents during parent conferences are used to prepare parents and children for transitions. (2) Program transition letters were updated to better facilitate Head Start Preschool children's end of year transition to kindergarten. Additional information will be recorded in ChildPlus and staff will undergo data entry and transition training to supplement these changes in the 26-27 program year. (3)

MEMORANDUM

To: Program Review & Evaluation Committee

From: Cynthia Rodriguez, Education Manager

Date: June 10, 2026

Subject: *Agenda Item 5f.:* Approval of 2026-2027 Early Head Start/Head Start School Readiness Goals– **Action Item**

The Head Start/State Child Development Division develops School Readiness Goals annually using the program's year-end Desired Results Developmental Profile 2015 child assessment data to guide high-quality teaching and learning. These goals support families and teaching staff in fostering a comprehensive learning environment that addresses children's academic and social-emotional development and promotes positive learning outcomes.

The School Readiness Goals are organized into five core domains aligned with the Desired Results Developmental Profile and the Head Start Early Learning Outcomes Framework: Approaches to Learning, Social-Emotional Development, Language and Literacy Development, Cognitive Development, and Physical Development. To support consistent implementation, a printed copy is provided in each classroom, partnership setting, and Family Child Care Provider site, as well as to Early Childhood Educators and are aligned with our Creative Curriculum School Readiness Schedule.

Recommendation:

Staff recommend that the Program Review & Evaluation Committee approves the 2026-2027 Early Head Start/Head Start School Readiness Goals.

Attachment:

Proposed 2026-2027 Early Head Start/Head Start School Readiness Goals.



Head Start & Early Head Start School Readiness Goals 2026-2027

Policy Council Approval

Pending

Board of Directors Approval

Pending

Head Start
A Program of *CAPK*

School Readiness Plan 2026-2027

Head Start and State Child Development Education Division

OVERVIEW

Program staff will support Early Head Start and Head Start in an effort to strengthen school readiness for children and families. We will achieve this by following the Head Start Early Learning Outcomes Framework (HSELOF), Parent, Family, and Community Engagement Framework (PFCE), California's Early Learning Development System, and child data sources from screenings and assessments. The HSELOF foundations are written for each domain based on research and evidence, and are enhanced with expert practitioners' suggestions and examples; their purpose is to promote understanding of children's learning and to guide instructional practice. Teachers, administrators, parents, and policymakers will use the HSELOF as a springboard to augment efforts to enable all young children to acquire the competencies that will prepare them for success in school.

Our School Readiness goals are developed using current data and ongoing child assessments, including the DRDP 2015 and A Developmental Continuum from Early Infancy to Kindergarten Entry, which were implemented in the classroom during the 2025-2026 school year. The primary goals were determined by analyzing and comparing children's data from the Spring Assessment (2025-2026), which aggregated all three (3) assessment periods (Fall, Winter & Spring). School Readiness Goals will reflect successful learning across five key areas of learning and development: Approaches to Learning, Social-Emotional Development, Language and Literacy, Cognition, and Physical Development. The outcomes will be measured following data collection with the DRDP 2025 assessment.

Program staff will work in partnership with families to promote Parent, Family, and Community Engagement Outcomes that support school readiness goals. The partnership between parents and Head Start/Early Head Start staff is fundamental to children's current and future success in school readiness and beyond.

Our Program and partners will continue to research and stay up to date on the latest information on school readiness for **Early Head Start, Head Start, and Home-Based options**. To promote inclusion, we implement educational goals for all children with established Individualized Educational Plans (IEPs) or Individualized Family Service Plans (IFSPs), with input from our **Content Area Specialists** and **Local Education Agencies.** The School Readiness Goals are also used to help identify training topics to support professional development. Training will be offered during pre-services and throughout the upcoming program year.

DATA ANALYSIS AND REFLECTION

Each program year, we design our professional development to support individualized learning and improve teaching practices, including family engagement. This is accomplished by identifying trends in children's development during the end-of-the-year DRDP 2015 data aggregation. All developmental domains are planned for the year to improve teaching practices and promote higher learning outcomes. During the year 2026-2027 program, we have selected key findings to develop skills and practices that will continue to strengthen the following domains:

Age Group	Domain	Key Finding	DRDP 2025 Alignment
Infants 6 weeks to 7 months	Cognition, Including Math and Science	COG 3 Number Sense of Quantity	MATH 3: Number and Counting
Older Infants 8 months to 17 months	Cognition, including Math and Science	COG 3 Number Sense of Quantity	MATH 3: Number and Counting
Toddlers 18 months to 36 months	Cognition, including Math and Science	COG 3 Number Sense of Math Operations	MATH 3: Number and Counting
Preschool 3-year-olds	MATH	MATH 3 Number Sense of Math Operations	MATH 4: Number Operations
Preschool 4-year-olds	Literacy Development	LIT 8 Phonological Awareness	FLD 4: Foundational Literacy Skills

BACKGROUND

Data Aggregation is a key element for ensuring good practices when designing or identifying program improvements. Head Start / State Child Care has utilized the following data sources: ChildPlus Net, Developmental Screening, ASQ-3, ASQ: SE-2, Child Care Results, Desired Results Developmental Profile (2015), CLASS, ECERS, and ITERS.

Recognizing that collaboration is vital for children's success, the following representatives analyzed, planned, reviewed, and shared their recommendations for the development of the **Early Head Start & Head Start School Readiness Goals:**

Phase One: April 2026
2025-2026 School Readiness Data Aggregation/Analysis.

Phase Two: April 23, 2026
Collaborative School Readiness Meeting.

Phase Three: May 13, 2026
School Readiness Education Team Meeting.

Phase Four: May 21, 2026 School Readiness Sub-Committee Collaboration and Feedback.

Phase Five: May 26, 2026
2026 – 2027 School Readiness Goals Policy Council Approval.

Phase Six: June 2026
2026 – 2027 School Readiness Goals Board of Directors Approval.

Phase Seven: July-November 2026-2027
Implementation following the School Readiness Schedule

Framework for Effective Practice:
Supporting School Readiness for all Children

Parent, Family,
& Community Engagement



Head Start Early Learning Outcomes Framework
What Children Learn

	CENTRAL DOMAINS				
	APPROACHES TO LEARNING	SOCIAL AND EMOTIONAL DEVELOPMENT	LANGUAGE AND LITERACY	COGNITION	PERCEPTUAL, MOTOR, AND PHYSICAL DEVELOPMENT
▲ INFANT/ TODDLER DOMAINS	Approaches to Learning	Social and Emotional Development	Language and Communication	Cognition	Perceptual, Motor, and Physical Development
● PRESCHOOLER DOMAINS	Approaches to Learning	Social and Emotional Development	Language and Communication	Mathematics Development	Perceptual, Motor, and Physical Development
			Literacy	Scientific Reasoning	

Early Head Start/Head Start
2026-2027 School Readiness Goals

Approaches to Learning
Goal: Children will exhibit observable knowledge, skills, and behaviors essential for school readiness and success.

Social and Emotional Development
Goal: Children will exhibit skills, and behaviors essential to young children's ability to understand themselves and others.

Foundational Language Development
Goal: Children will exhibit knowledge, skills, and behaviors essential for the progress of all children in developing foundational language and literacy skills.

English Language Development
Goal: Children will exhibit knowledge, skills, and behaviors essential for the progress of children who are multilingual learners, including dual language learners, and who are learning spoken English as an additional language.

Cognition (Infant and Toddlers)
Goal: Children will exhibit knowledge, skills, and behaviors essential for the development of foundational cognitive skills.

Math (preschool)
Goal: Children will exhibit knowledge, skills, and behaviors essential for children's development of early mathematical concepts.

Science (preschool)
Goal: Children will exhibit knowledge, skills, and behaviors essential for young children's development of observation, exploration, and investigation of people, objects, and concepts.

Physical Development
Goal: Children will exhibit knowledge, skills, and behaviors essential for how children move and control their bodies and interact with objects, whether independently or with the use of adaptive equipment or other supports.

Health
Goal: Children will exhibit the capacity to understand safety and overall health and wellness and engage in personal care routines.

Approaches to Learning (ATL)

Goal: Children will exhibit increased skills in approaches to learning, including self-comforting, attention maintenance, and self-control of feelings and behaviors.

Objective: Infants and toddlers will develop the capacity to comfort and soothe themselves in response to stress by Spring 2027.

Measure: ATL 2: Self-Comforting (DRDP 2015) - DRDP 2025 Measure SED 5 Emotional Knowledge and Regulation	**Head Start Early Learning Outcome:** Goal IT-ATL 1

Young Infants 0-9 months	Older Infants 9-18 months	Toddlers
48% will be at the "Responding Later" level or above in measure ATL 2	58% will be at the "Exploring Earlier" level or above in measure ATL 2	48% will be at the "Exploring Later" level or above in measure ATL 2

Families as Learners: Families learn about their child's personality, development, and learning style. They will also advance their own learning interests through education, training, and other experiences that support their parenting, careers, and life goals, spring 2027.

Early Head Start Home-Based Effective Home Visiting Strategies, Educators will:

Provide face-matching games using happy, sad, or pictures with scared facial expressions.
Provide materials to develop favorite stories for flannel stories and engaging storytelling.
Assist families in developing age-appropriate expectations for daily routines and transitions.
Demonstrate calming techniques, such as blowing out candles, taking belly breaths, or pretending to blow a flower, to help children manage their emotions

Early Head Start Center-Based Effective Teaching Strategies, Teachers will:

Provide a designated quiet corner with comfort objects such as sensory materials and soft pillows.
Provide accessible pictures of children and their families in the classroom environment (family books, family trees, or posters "all about me").
Demonstrate calming techniques, such as blowing out candles, taking belly breaths, or pretending to blow a flower, to help children manage their emotions.
Provide self-comforting objects as needed and learn which items best support each child.

Learning Experiences for Families at Home, Families may:

Sing cultural songs in the family's home language and incorporate finger play chants.
Acknowledge child's efforts made to manage feelings and emotions.
Select comfort items to help child self-soothe.
Provide self-comforting objects as needed and learn which items best support your child.

Approaches to Learning (ATL)

Goal: Children will exhibit increased skills in approaches to learning, including self-comforting, imitation, attention maintenance, and self-control of feelings and behaviors.

Objective: Children will increasingly develop the capacity to pay attention to their surroundings and comfort or soothe themselves in response to distress from stimulation, by Spring 2027.

DRDP Measure: ATL 5: Self Control of Feelings and Behavior - **DRDP 2025 Measure** SED 5 Emotional Knowledge and Regulation	**Head Start Early Learning Outcome:** Goal P-ATL 4, 5, 6, 7
Preschool 3-year-olds	**Preschool 4 -year-olds**
32% will be at the "Building Middle" level or above in measure ATL 5	44% will be at the "Building Later" level or above in measure ATL 5

Families as Learners: Families learn about their child's personality, development and learning style. They will also advance their own learning interests through education, training, and other experiences that support their parenting, careers, and life goals spring 2027.

Head Start Home-Based Effective Home Visiting Strategies, Educators will:

Provide age-appropriate puzzles and support the child's development by gradually introducing more challenging levels of difficulty as their skills progress.
Use puppets or stories to introduce problem-solving skills, appropriate behaviors, and feelings.
Model calming strategies, like deep breathing and allow time for children to regulate their emotions with support.
Introduce chants and songs for successful transitions such (Mighty Minutes).

Head Start Center-Based Effective Teaching Strategies, Teachers will:

Encourage children to engage in problem-solving independently while providing supportive guidance as needed.
Brainstorm the use of solution cards in both small and large groups by providing scenarios and providing solutions as a group.
Prepare children for transitions by providing clear, advanced warnings and use the Mighty Minutes with consistency (example visuals)
Follow the children's interests and provide open-ended materials that invite children to create freely.

Learning Experiences for Families at Home, Families may:

Role-play problem-solving scenarios with the family and teach appropriate ways to express emotions.
Play turn-taking games to build social-emotional skills and provide transition warnings.
Encourage independence by allowing children to do things for themselves, such as feeding or dressing.
Organize an area in the home to identify feelings throughout the day.

Social and Emotional Development (SED)

Goal: Children will exhibit improved awareness of identity of self in relation to others and social emotional understanding.

Objective: Infants and toddlers will become increasingly aware of self as distinct from and also related to others by Spring 2027.

DRDP Measure: SED 2: Social and Emotional Understanding – **DRDP 2025 Measure** SED 2: Social Awareness	**Head Start Early Learning Outcome:** Goal IT-SE 6, IT-SE 7

Young Infants 0-9 months	Older Infants 9-18 months	Toddlers
52% will be at the "Responding Later" level or above in measure SED 2	58% will be at the "Exploring Earlier" level or above in measure SED 2	52% will be at the "Exploring Later" level or above in measure SED 2

Families as Learners: Families learn about their child's personality, development and learning style. They will also advance their own learning interests through education, training, and other experiences that support their parenting, careers, and life goals spring 2027.

Early Head Start Home-Based Effective Home Visiting Strategies, Educators will:

Develop arrival routines to recognize feelings upon arrival, then check in at the end of the visit to update feelings and emotions and use emotional literacy books or visual resources.
Support families in using social-emotional language in everyday activities and create sensory calming bottles.
Encourage children to offer and share toys or food.
Describe familiar people and places and bring their focus to new people or places offering safety and reassurance.

Early Head Start Center-Based Effective Teaching Strategies, Teachers will:

Create sensory calming bottles with materials like water, oil, sand, and food coloring.
Create opportunities for children to play side by side and use parallel talk to describe what children are doing.
Use books or photos about feelings to help children identify and discuss emotions.
Place a mirror at children's eye level so they can observe their facial expressions and practice making different faces.

Learning Experiences for Families at Home, Families may:

Narrate and acknowledge emotions throughout the day.
Create a family picture album, look through the pictures and label emotions.
Assist children in understanding and naming their feelings by saying, for example, "I wonder if you're feeling frustrated because the blocks fell down."
Guide children to express emotions safely, such as suggesting, "If you feel mad and want to hit something, you can hit this cushion."

Social and Emotional Development (SED)	
Goal: Children will demonstrate improved awareness of identity of self in relation to others and social and emotional understanding.	
Objective: Children will develop an understanding of people's behavior, feelings, and thoughts as well as increased awareness of self as distinct from others by Spring 2027.	
DRDP Measure: SED 2: Social and Emotional Understanding – **DRDP 2025 Measure** SED 2: Social Awareness	**Head Start Early Learning Outcome:** Goals P-SE7 P-SE6 P-SE 9
Preschool 3-year-olds	**Preschool 4-year-olds**
33% will be at the "Building Middle" level or above in measure SED 2	44% will be at the "Building Later" level or above in measure SED 2
Families as Learners: Families learn about their child's personality, development and learning style. They will also advance their own learning interests through education, training, and other experiences that support their parenting, careers, and life goals spring 2027.	
Head Start Home-Based Effective Home Visiting Strategies, Educators will:	
Support families in recognizing and labelling emotions, provide examples such as excitement, happiness, and sadness. Encourage families to model social emotional expressions in appropriate ways. Create a family emotional book and take turns telling the story of family members and the feelings and emotions they are expressing. Use descriptive language to describe personal feelings and feelings of others.	
Head Start Center-Based Effective Teaching Strategies, Teachers will:	
Facilitate emotion identification games such as emotion charades and emotion bingo. Engage in role plays and discuss possible feelings and emotions as you prepare to visit the doctor, dentist, or cook. Displaying self-portraits, a classroom emotion greeting board, or singing songs that discuss emotions during daily routines. Encourage children to express their feelings throughout the day.	
Learning Experiences for Families at Home, Families may:	
Create an all-about-me book for each family member, focusing on feelings and emotions. Play turn-taking games such as playing catch. Read books that explore feelings and emotions and ask questions about how they are feeling. Encourage your child to describe the feelings of others and ask your child how they felt in a similar situation.	

Language and Literacy Development (LLD)

Goal: Children will demonstrate improved communication and responsiveness to language.

Objective: Infants and toddlers will communicate or act in response to language and respond to increasingly complex language, by Spring 2027.

DRDP Measure: LLD 4: Reciprocal Communication and Conversation – **DRDP 2025 Measure** FLD 3: Shared Communication and Conversation	Head Start Early Learning Outcome: Goal IT-LC1 & IT-LC2

Young Infants 0-9 months	Older Infants 9-18 months	Toddlers
60% will be at the "Responding Later" level or above in measure LLD 4	44% will be at the "Exploring Earlies" level or above in measure LLD 4	37% will be at the "Exploring Later" level or above in measure LLD 4

Families as Learners: Families learn about their child's personality, development and learning style. They will also advance their own learning interests through education, training, and other experiences that support their parenting, careers, and life goals spring 2027.

Early Head Start Home-Based Effective Home Visiting Strategies, Educators will:

Introduce labels with pictures of the family's home items to initiate conversations about where to find that item and what it is used for.
Use self and parallel talk to describe the personal actions and actions observed.
Use words and gestures to engage in back-and-forth communication.
Introduce basic signs or phrases for specific daily routines, such as 'all done,' 'more,' 'nap time,' etc.

Early Head Start Center-Based Effective Teaching Strategies, Teachers will:

Read books and follow up with an engaging activity for children to join in finger plays or felt stories.
Ask open-ended questions while pausing for children to respond verbally and non- verbally.
Add children's favorite books into the classroom environment.
Use songs during transition activities to facilitate smooth transitions, such as Mighty Minutes from Creative Curriculum.

Learning Experiences for Families at Home, Families may:

Go on a nature walk and discuss what children see and hear. Focus on pedestrian safety signs and nature items.
Establish a bedtime routine that includes reading books together.
Sing songs and rhymes and makeup your own silly songs and rhymes that relate to your family and routines.
Narrate routines and activities, for instance, "I see you stacking the blocks, you are doing a great job balancing the red and yellow blocks."

Language and Literacy Development (LLD)	
Goal: Children will demonstrate improved communication, language, phonological awareness, and letter and word knowledge.	
Objective: Children will engage in back-and-forth communication and increase awareness of letters in the environment, including their relationship to sounds, by Spring 2027.	
DRDP Measure: LLD 9 Letter and Word Knowledge **DRDP 2025 Measure** FLD 5: Alphabetics and Print Knowledge*	**Head Start Early Learning Outcome:** Goal
Preschool 3-year-olds	**Preschool 4-year-olds**
38% will be at the "Building Earlier" level or above in measure LLD 4	41% will be at the "Building Later" level or above in measure LLD 4
Families as Learners: Families learn about their child's personality, development and learning style. They will also advance their own learning interests through education, training, and other experiences that support their parenting, careers, and life goals spring 2027.	
Head Start Home-Based Effective Home Visiting Strategies, Educators will:	
Introduce early literacy skills such as recognizing logos, symbols, and the first letter of the child's name. Use collage sticks or playdough to create single letters. Draw children's attention to different features of print in books (read from left to right and point out the author and illustrator of the book). Provide different kinds of print in the environment and in children's home language.	
Head Start Center-Based Effective Teaching Strategies. Teachers will:	
Provide language-rich environments with labels, letter bingo games, magnetic letters, and books, engage children in sounding out letters in their name, and incorporate rhyming. Create games where children may discover letters in the sensory table, matching games, or under cups. Encourage writing by providing tools and paper in various areas such as pencils, crayons, and markers. Encourage children to write their names on their work and document what they say about it.	
Learning Experiences for Families at Home, Families may:	
Describe your surroundings when exploring the community and focus on familiar letters or words to encourage your child to do the same. Model writing and explain to your child what you are writing and why for instance, a grocery list. Encourage your child to write and provide tools such as crayons, pencils, paper, and chalk. Use environmental print- like labels, mail, signs, and store names- to help your children understand how letters form words and how print is used.	

English Language Development (ELD)	
Goal: Children will demonstrate increasing understanding of symbols, letters, and print words in English/Spanish and communicate in English.	
Objective: Children will show increasing progress towards fluency in speaking English, by Spring 2027.	
DRDP Measure: ELD 4: Symbol, Letter, and Print Knowledge in English **DRDP 2025 Measure:** ELD 3: Understanding and Responding to English Literacy Activities	**Head Start Early Learning Outcome:** Goal P-LIT 3
Preschool 3-year-olds	**Preschool 4-year-olds**
33% will be at the "Building English" level or above in measure ELD 4	37% will be at the "Building English" level or above in measure ELD 4
Families as Learners: Families learn about their child's personality, development and learning style. They will also advance their own learning interests through education, training, and other experiences that support their parenting, careers, and life goals spring 2027.	
Head Start Home-Based Effective Home Visiting Strategies, Educators will:	
Support families in expanding children's language by adding details to what the child says. Model combining Spanish and English by repeating and extending in the language that the child is using. Encourage families to tell stories from past experiences so the child can relate the English language to recent experiences. Play games that promote letter and symbol recognition, use the English language to describe the letters and symbols.	
Head Start Center-Based Effective Teaching Strategies, Teachers will:	
Encourage children to retell stories in English using full sentences and reacting the stories. Ask open-ended questions like "Why do you think that happened?" Introduce the letter of the week in English and the languages spoken by other children in the classroom. Label the child's materials with their name and picture.	
Learning Experiences for Families at Home, Families may:	
Read books together and ask your child questions. Talk about daily activities using complete sentences. Ask your child "who, what, where, and why" questions. Sing songs and talk about the meaning using new vocabulary words.	



"The Head Start Approach to School Readiness means that children are ready for school, families are ready to support their children's learning, and schools are ready for children."

Head Start
A Program of *CAPK*

EARLY HEAD START

Cognition Including Math and Science (COG)

Goal: Children will demonstrate improved general cognitive skills including number sense of quantity.

Objective: Infants and toddlers will show an increasing ability to compare, match, and sort objects into groups according to their attributes. They will also develop an understanding of numbers and quantity, by Spring 2027.

DRDP Measure: COG 3: Number Sense of Quantity **DRDP 2025 Measure:** MATH 3: Number and Counting	**Head Start Early Learning Outcome:** Goal ITC-8,9 ITC-10

Young Infants 0-9 months	Older Infants 9-18 months	Toddlers
65% will be at the "Responding Later" level or above in measure COG 3	54% will be at the "Exploring Earlier" level or above in measure COG 3	65% will be at the "Exploring Later" level or above in measure COG 3

Families as Learners: Families learn about their child's personality, development and learning style. They will also advance their own learning interests through education, training, and other experiences that support their parenting, careers, and life goals spring 2027.

Early Head Start Home-Based Effective Home Visiting Strategies, Educators will:

Point to physical objects and to objects in books and count while pointing at each one.
Count body parts such as fingers, toes, and hands while pointing at them.
Share a rattle and count the number of shakes (counting to 5).

Early Head Start Center-Based Effective Teaching Strategies, Teachers will:

Use a small basket to gather items to count (2-5), count as you take them out, then create subgroups to count smaller quantities.
Introduce songs and chants with numbers using numbers 1-5.
Point to things that you can count so children can see the number, for example, 1 apple, 2 apples.
Provide a discovery box to count how many items are inside as you or the child takes them out.

Learning Experiences for Families at Home, Families may:

During daily routines, take the opportunity to count as you wait, wash hands, or sort out clothes.
Introduce numbers and words related to size, such as "small and big."
When putting away groceries, count out loud to demonstrate number sequences.
Make a discovery box with children's favorite items and count how many items are inside as you or your child takes them out.

Cognition Including Math and Science (COG)

Goal: Children will demonstrate improved general cognitive skills including spatial relationships, sorting, and patterning skills.

Objective: Children will show an increasing ability to add and subtract small quantities of objects and show an understanding of how objects move outside of space or fit in different spaces, by Spring 2027.

DRDP Measure: COG 4: Number Sense of Math Operations **DRDP 2025 Measure:** MATH 4: Number Operations	**Head Start Early Learning Outcome:** Goal P-Math 3, P-Math 4, P-Math 8, and P-Math 10
Preschool 3-year-olds	**Preschool 4-year-olds**
35% will be at the "Building Earlier" level or above in measure COG 4	39% will be at the "Building Later" level or above in measure COG 4

Families as Learners: Families learn about their child's personality, development and learning style. They will also advance their own learning interests through education, training, and other experiences that support their parenting, careers, and life goals spring 2027.

Head Start Home-Based Effective Home Visiting Strategies, Educators will:

Create A and B patterns using kitchen items, such as utensils.
Count during mealtimes, the number of participants in the visit, and family members.
Sort clothes or shoes by size and or appropriate clothes for hot/cold weather.
Provide opportunities for sensory exploration with playdough to manipulate and create big and small balls and roll out multiple balls to count.

Head Start Center-Based Effective Teaching Strategies, Teachers will:

During mealtimes, count the food, such as the number of peaches, chicken nuggets, and, when possible, introduce measurements (1 Cup, ½ cup).
Introduce songs with clapping patterns and rhythms, and add additional steps such as stomp, clap, double clap, etc.
Set up manipulatives that offer opportunities to sort into multiple categories and subgroups (colors, sizes, shapes, etc.).
Provide opportunities for children to predict and chart responses, such as how many children are in attendance, voting for favorite books or songs, etc., and discuss the results.

Learning Experiences for Families at Home, Families may:

Sort laundry, specifically socks, by color and size.
Use plates, cups, forks, and spoons to sort and count.
Provide opportunities to explore bowls, pots, and pans, to stack and fill them, and then discuss their sizes and the weight of each item, both empty and full.
Encourage your child to set the table, count the number of family members that are going to eat, and ask them to get one spoon or fork for each person.

Physical Development Health (PD-HLTH)

Goal: Children will demonstrate improved personal care routines and knowledge of safety.

Objective: Infants and toddlers will demonstrate awareness of safety and increasingly demonstrate knowledge of safety skills when participating in daily activities, by Spring 2027.

DRDP Measure: PD-HLTH 5: Safety **DRDP 2025 Measure:** HLTH 1: Safety	**Head Start Early Learning Outcome:** Goal IT-PMP 9,10

Young Infants 0-9 months	Older Infants 9-18 months	Toddlers
49% will be at the "Responding Later" level or above in measure PD-HLTH 5	33% will be at the "Exploring Middle" level or above in measure PD-HLTH 5	52% will be at the "Exploring Later" level or above in measure PD-HLTH 5

Families as Learners: Families learn about their child's personality, development and learning style. They will also advance their own learning interests through education, training, and other experiences that support their parenting, careers, and life goals spring 2027.

Early Head Start Home-Based Effective Home Visiting Strategies, Educators will:

Encourage families to share and discuss pedestrian safety practices in their community.
Introduce safety practices for young children as they explore the floor and as they lift to stand from furniture.
Discuss the importance of developing a family evacuation plan and an emergency contact list.
Offer pretend play with scenarios that promote better understanding of safety practices.

Early Head Start Center-Based Effective Teaching Strategies, Teachers will:

Discuss and post safety rules for each area, for instance, in the block area, we build up to this height, in the art area, we use scissors this way, etc.
Encourage and model counting during transitions for children.
When walking outside, teach children safety rules, such as walking feet and following the line.
Establish simple classroom rules such as "Teacher opens the door."

Learning Experiences for Families at Home, Families may:

Practice fire drills and discuss safety practices to prevent incidents.
Identify a safe storage space for chemicals, out of reach of children.
When going for walks, remind your child to hold your hand for safety and look both ways before crossing the street.
Establish simple household rules such as "Parent opens the door."

Physical Development Health (PD-HLTH)	
Goal: Children will demonstrate improved fine motor skills and an awareness of safety.	
Objective: Children will demonstrate knowledge of safety skills and increasing precision, strength, and coordination of fine motor skills, by Spring 2027.	
DRDP Measure: PD-HLTH4 Fine Motor Manipulative Skills **DRDP 2025 Measure:** PD 4: Fine Motor Manipulative Skills	**Head Start Early Learning Outcome:** P-PMP 3
Preschool 3-year-olds	**Preschool 4-year-olds**
32% will be at the "Building Middle" level or above in measure PD-HLTH 4	41% will be at the "Building Later" level or above in measure PD-HLTH 4
Families as Learners: Families learn about their child's personality, development and learning style. They will also advance their own learning interests through education, training, and other experiences that support their parenting, careers, and life goals spring 2027.	
Head Start Home Base Effective Home Visiting Strategies, Educators will:	
Encourage parents to promote grasping activities such as using scissors, spoons, and tongs to practice using the thumb and index finger. Encourage parents to offer children opportunities to manipulate their own cups to drink from. Provide opportunities to explore paper to tear and introduce scissors to make snips and eventually cut through the following lines.	
Head Start Center-Based Effective Teaching Strategies, Teachers will:	
Introduce self-help, such as dressing using zippers and buttons appropriately. Provide playdough with tools such as rollers and scissors for children to manipulate and explore. Encourage children to peel and or cut fruits and vegetables, offering nutritional experiences. Provide a variety of materials that promote fine motor skills, such as scissors, spray bottles, droppers, lacing beads, and Legos.	
Learning Experiences for Families at Home, Families may:	
Provide opportunities to explore art with markers, crayons, and pencils to promote understanding and strengthen skills in manipulating writing tools. Encourage your child to use self-help skills such as self-feeding, peeling bananas, or inserting straws in juice boxes. Incorporate fine motor practice into daily routines such as folding socks, brushing teeth, or picking flowers. Provide your child an opportunity to explore bowls with lids so they can practice removing and putting lids on.	

Professional Development Opportunities

Objective	Teams Responsible	Timelines	Supporting Documents	Professional Development and Resources
Practice-Based Coaching and TLC Support teaching staff to promote effective teaching practices and ensure the curriculum is implemented to fidelity, to strengthen CLASS with the emphasis on Instructional Support **Desired Results Developmental Profile** Support teaching staff and Early Childhood Educators to promote effective teaching practices and ensure that the evidence collected for assessment is authentic and reliable. Support teaching staff by establishing a year-long professional development plan focused on CLASS, specializing in a positive climate. Support identifying the High, Mid, and Low for Homebase	Education Managers Education Supervisors Mentor Coaches Data Analysts Site Supervisors Teaching Staff Home Based Manager Home Based Supervisors Early Childhood Educators Partnership and Family Child Care Manager	Ongoing July 2026-June 2027 2x a year Ongoing July 2026- June 2027 Assessment on percentage timeline 2x Year, Fall and Spring for HOVRS	Classroom Management Outcomes English Language Development (ELD) Data Outcomes CLASS Data Outcomes ECERS/ITERS Data Outcomes Curriculum Monitoring Tool Curriculum Mentoring Fidelity Tool Practice-Based Coaching Mentee Resource Folder DRDP 2015 T/TA Support Plan Practice-Based Coaching PLC Newsletter	Creative Curriculum/Smart Teach Lesson Plan Implementation/Fidelity Classroom Assessment Scoring System Infant/Toddler/Pre-k myTeachstone CLASS Environments HSELOF Training Desired Results Developmental Profile DRDP Observation Training DRDP Rater Reliability Meaningful Observations ChildPlus Mobile Environmental Assessments Loose Parts Responsiveness to English-Language Learners Developmentally Appropriate Practices Peer to Peer training HOVRS PAT FCCERS

Objective	Teams Responsible	Timelines	Supporting Documents	Professional Development and Resources
Family Engagement Support parents in developing skills, attitudes, and behaviors that support and promote School Readiness practices in the home, continuing to promote families as learners. Support parents in completing surveys or other materials as needed to gain additional participation.	Family Engagement Inclusion Manager Family Engagement Specialists Program Governance Coordinator Site Supervisors Family Service Workers Home Based Educators	August 2026- Fall and Spring June 2027 Annual	Very Important Parent (VIP) meetings Ready Rosie Workshops Parent Training & Workshops Pre/Post Parent Surveys Fatherhood Conference Family Events FCC Newsletter	Very Important Parent (VIP) Meetings Regional Parent Committee Meetings Early Learning Outcomes Data Comparisons Parent Training & Workshops to identify how social-emotional activities support School Readiness Goals. Boost School Readiness Through Family Engagement School Readiness Sub-Committee Meeting Pyramid Model Survey
Health & Nutrition Support parents by promoting the importance of ongoing hearing, vision, and dental checkups for children to develop sounds, speech recognition, and the use of language. Encourage biannual dental visits to promote optimal oral health and follow-up care. Support parents by introducing diverse cultural foods for children through menus and meals. Train all staff/parents on infectious diseases and prevention practices, First Aid/Safety Practices, by providing research-based information and updates as necessary through parent meetings.	CAS- Health Family Service Workers Site Supervisors Teaching Staff CAS-Nutrition Central Kitchen Staff Family Service Workers Site Supervisors Teaching Staff	August 2026-June 2027 August 2026 Quarterly Meetings July 2026	Hearing, Vision, and Dental ChildPlus Data Parent Meetings Parent Handbook Reminder Letters Nutritional Experiences Nutritional Advisory Committee Meetings Supporting Special Diets	Parent Meetings CHDP Periodicity Schedule for Health Assessment Requirements by Age Groups Child Plus-Health Training CHDP Provider List Dental Roster Nutrition Books/Posters Site Supervisor Development training Family Service Worker Development Training CPR Training School Readiness Sub-Committee Meeting Sanitation

Objectives	Teams Responsible	Timelines	Supporting Documentation	Professional Development and Resources
Inclusion & Wellness Support parents and teaching staff by training and implementing the Screening Ages and Stages Questionnaires (*ASQ-3 & ASQ: SE-2*) to help identify children at risk for developmental/language delay who should be referred for further assessments by LEA. ASQ-3 *& ASQ: SE-2* will be used to identify children who are on schedule and those who do not meet the referral criteria but whose scores fall within the monitor areas of the ASQ-3 *& ASQ: SE-2*. Family Wellness will strengthen relationships between teacher and parent by implementing strategies to enhance/support the social and emotional development of children with challenging behaviors. Family wellness will support staff by providing new training that supports dealing with challenging behaviors, physical aggression, and trauma-informed care.	Inclusion Specialists Family Service Workers Site Supervisors Teaching Staff CAS-Family Wellness Family Service Workers Site Supervisors Teaching Staff	August 2026-June 2027 August 2026-June 2027 Fall and Spring Monthly	ASQ-3 Questionnaire Implement the Teaching Pyramid ASQ-: SE-2 Questionnaire Teacher Support Planning Sheet Family Wellness Screening Behavior Incident Report (BIR) Social and Emotional Checklist	Classroom Expectations ASQ-3 & ASQ:SE-2 Trainings Using Visuals in the Classroom Training Using the Solution Kit Training Onsite/Offsite Teacher Support ASQs Presentations Intra-agency Referral Effective Strategies for Social and Emotional Development Pyramid Model Positive Behavior Support Workshops Behavior Incident Report (BIR) Training Effective strategies to promote social-emotional development. Teacher Support Planning Sheet Training Trauma-Informed Care School Readiness Sub-Committee Meeting IFSP/IEP training Pyramid Model Leadership Meetings Mental Health Consultant Parent Meetings Mental Health Consultant Staff trainings

Data Analysis Data Analyst will support the Education Program Goals by providing aggregated DRDP reports, ELD Measures and IEP/IFSP Data.	Data Analyst	December 2026 March 2027 May 2027 As Needed	ChildPlus Group Reports Administration report	How to enter DRDP into Child Plus Download reports from ChildPlus. Content and Child Plus area Support

Resources:	**Data Aggregation:**
Head Start Early Learning Outcomes Framework California Infant/Toddler Learning & Development Foundations California Infant/Toddler Curriculum Framework California Preschool Curriculum Framework California Preschool Learning Foundations Parent, Family, and Community Engagement Framework Early Head Start/Head Start School Readiness Goals Pyramid Model Positive Behavior Support myTeachstone Ready Rosie Parenting Curriculum	DRDP (2015) A Developmental Continuum from Early Infancy to Kindergarten Entry CLASS/Environments ITERS/ECERS HOVRS myTeachstone Curriculum Fidelity

Professional Development:		
Training Opportunities	**Onsite Coaching Opportunities**	**Printed Materials**
California's Early Learning Development Systems. DRDP (2015) CLASS/Environments ITERS/ECERS/FCCERS Creative Curriculum Systems and Fidelity Program for Infant/Toddlers Care Pyramid Model Positive Behavior Support MMCI PAT	Educational Webinars Practice-Based Coaching CLASS/ Environments MMCI ITERS/ECERS/ FCCERS Curriculum Fidelity myTeachstone	Management Bulletins School Readiness Goals School Readiness Timelines CLASS tips S'mores

MEMORANDUM

To: Program Review & Evaluation Committee

From: Freddy Hernandez, Director of Youth & Community Services

Date: Wednesday, June 10, 2026

Subject: *Agenda Item 5g.:* Strategic Priority B – Partnerships - **Info Item**

Strategic Priority B focuses on strengthening our communities by building and expanding strategic partnerships that enhance collaboration and support community-wide transformation. This priority is centered on developing meaningful partnerships that improve service delivery, expand reach, and increase overall organizational impact.

Key Goal 1 – Establish Key Strategic Partnerships for vulnerable programs by August 2029

Objective #1

- Funding gaps are actively monitored through monthly Budget-to-Actual meetings, supported by the development of program financial dashboards to be fully implemented by the end of 2026.
- CNA is being developed to assess community needs and guide partnership priorities, alongside expanded (Launching October 2026).
- Foundation has expanded partnership efforts through targeted donor collateral, grant writing, and increased focus on external fundraising collaborations.

Objective #2

- Marketing, Foundation, and program teams are strengthening outreach through storytelling, testimonials, and campaign development to support CAPK Food Bank funding opportunities.
- Food Bank financial dashboard launching June 1, 2026, to support tracking of funding growth and performance.
- Inventory tracking is being developed to support capital and operational funding strategies, including creating a centralized system to manage donated goods and allow internal programs to access items through a formal ordering and billing process integrated with Primarius and SAGE.

Objective #4

- Actively engaged in Food Bank–related policy and advocacy efforts, including ongoing coordination with Senator Hurtado's office on SB 1025, aiming to establish a statewide Office of Food Security and Affordability to address hunger and improve system coordination.
- Met with regional legislators (Lackey, Grove, and Bains) to advocate for key priorities such as CalFood funding, LIHEAP support, and 211 infrastructure.

Key Goal 2 - Expand our services by developing strategic partnerships that enhance existing programs, increase community reach, and strengthen service delivery by June 2028

Objective #1

- The Energy Program has created a partnership with PG&E that would provide additional utility assistance to low-income families in our community.

- Oasis FRC has created a partnership with Kern Family Health Care to expand Cal Aim services to the city of Ridgecrest.

Objective #2

- The team is actively looking for new funding and partnership opportunities that would help enhance and expand current services.

Key Goal 3 - Assess all agency partnerships on effectiveness, accountability, and return on investment by May 2027

- We have scheduled a meeting for July 1, 2026, to define what we consider a return on investment when collaborating with community partners.

Key Goal 4 - Increase our visibility by offering wraparound services to support individuals and families by July 2027

- No information at the moment, will provide an update on the next meeting.

Attachment:
Onstrategy 2026 Summary Report

Freddy Hernandez
My Summary for 2026

Community Action...
As of June 4, 2026

Mission Statement

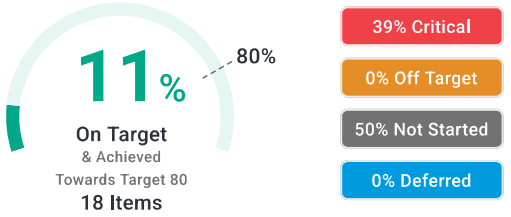
Organizational Slogan

Community Action Partnership of Kern is committed to addressing poverty through direct services, advocacy,and locally driven solutions that promote dignity and self-sufficiency in the communities we serve.

Vision Statement

Community Action Partnership of Kern will create resilient communities where every individual has opportunities to succeed and pursue their unique goals through the expansion and implementation of support services, partnerships, and resources.

Vision Description



My Items

Item	YTD Actual
2.1: Establish Key Strategic Partnerships for vulnerable programs by August 2029.	0%
2.1.1: Secure 2-3 partners to support our programs with diversified financial or in-kind contributions by December 2027.	0%
2.1.1.2: Assess vulnerable programs in relation to community needs, environmental impact, and agency mission.	24%
2.1.1.3: Prioritize vulnerable programs according to greatest need and agency alignment.	
2.1.1.4: Identify and establish strategic financial partnerships to sustainably support non-self-sufficient programs, ensuring ongoing operational...	4%
2.1.2: Secure new private and public funds to increase each vulnerable programs operational budget by at least 5% annually.	
2.1.2.3: Develop compelling proposals that outline the impact and benefits of supporting the FB.	10%
2.1.2.4: Implement a capital campaign to support the operating costs of the FB.	24%
2.1.2.5: Implement a system to track outreach, funding, and progress toward the 5% annual increase goal.	24%
2.1.2.6: Evaluate the effectiveness of the outreach strategy and implement necessary adjustments to enhance outcomes.	

Item	YTD Actual
2.1.3: Complete and execute an internal review to assess funding gaps and financial vulnerabilities to create a long-term funding roadmap for...	
2.1.3.2: Conduct research on sustainability strategies employed by similar organizations to identify effective solutions and applicable frameworks.	
2.1.3.3: Compile a report summarizing funding gaps, financial risks, and areas for improvement based on collected data.	
2.1.3.5: Develop a comprehensive funding plan to address our gaps and secure long-term financial sustainability.	
2.1.4: Identify sustainable funding that can support internal program services by increasing Advocacy Efforts at the City, County, and State...	
2.1.4.1: Actively participate in at least two county-level advocacy efforts per year.	
2.1.4.2: Prioritize policy changes that support our mission and vision.	
2.1.4.3: Prioritize policy changes that support our mission and vision.	

Freddy Hernandez
My Items for 2026

YTD Actual 09/01/25 08/31/29

Community Action...
As of June 4, 2026

YTD Actual 09/01/25 08/31/29

Key Goal
Establish Key Strategic Partnerships for vulnerable programs by August 2029. (2.1) (Last updated: 01/15/26)
Aligned to: #2 Partnerships

Owner
Freddy Hernandez

Measure:
Percent Complete

YTD Actual 09/01/25 08/31/29

0%

YTD Target: 70.2%

Objective
Secure 2-3 partners to support our programs with diversified financial or in-kind contributions by December 2027. (2.1.1) (Last updated: 01/15/26)

Owner
Freddy Hernandez

Measure:
Percent Complete

YTD Actual 09/01/25 08/31/29

0%

YTD Target: 80.6%

Objective
Secure new private and public funds to increase each vulnerable programs operational budget by at least 5% annually. (2.1.2) (Last updated:)

Owner
Freddy Hernandez

Measure:
Percent Complete

YTD Actual 01/01/26 08/31/29

0%

YTD Target: 92.9%

Objective
Complete and execute an internal review to assess funding gaps and financial vulnerabilities to create a long-term funding roadmap for our programs by June 2027. (2.1.3) (Last updated:)

Owner
Freddy Hernandez

Measure:
Percent Complete

0%

YTD Target: 92.9%

Objective
Identify sustainable funding that can support internal program services by increasing Advocacy Efforts at the City, County, and State levels by meeting with elected officials by August 2029. (2.1.4) (Last updated:)

Owner
Freddy Hernandez

Measure:
Percent Complete

0%

YTD Target: 11.2%

Freddy Hernandez
Contributing to for 2026

Community Action...
As of June 4, 2026

Key Goal
Support the health and well-being of clients by expanding access to essential holistic services through Enhanced Care Management (ECM) by August 2029. (1.3) (Last updated:)
Aligned to: #1 Community Investment

Owner: Rebecca Moreno
Measure: *Percent Complete*
YTD Actual 01/01/26 08/31/29
0%
YTD Target: 11.2%

Objective
Implement a quarterly assessment of food deserts for trends that improve our resource allocation and access to strengthen effective communities by August 2028. (1.3.1) (Last updated:)

Owner: Rebecca Moreno
Measure: *Percent Complete*
YTD Actual 02/01/26 07/31/28
0%
YTD Target: 11.2%

Sub-Objective
Develop a process to continuously collect food insecurity data and map outcomes. (1.3.1.1) (Last updated:)

Owner: Rebecca Moreno
Measure: *Percent Complete (Process Detailed)*
YTD Actual 01/01/26 08/31/29
0%
YTD Target: 19.7%

Sub-Objective
Conduct surveys and map food deserts based on the developed process. (1.3.1.2) (Last updated:)

Owner: Rebecca Moreno
Measure: *Percent Complete (Quarterly Updated)*
YTD Actual 01/01/26 06/30/26
0%
YTD Target: 13.1%

Objective
Strengthen support for Mental Health and Substance Abuse Services by partnering with at least two mental health and substance abuse organizations and providing on-site support and referrals for clients facing barriers to become self-sufficient by April 2027. (1.3.2) (Last updated:)

Owner: Rebecca Moreno
Measure: *Percent Complete*
YTD Actual 01/01/26 06/30/26
0%
YTD Target: 11.2%

Sub-Objective
Identify mental health service gaps geographically throughout Kern County. (1.3.2.1) (Last updated:)

Owner: Rebecca Moreno
Measure: *Percent Complete (Gap Analysis)*
YTD Actual 04/01/26 04/30/27
0%
YTD Target: 83.3%
100%

Sub-Objective
Identify mental health and substance abuse providers. (1.3.2.2) (Last updated:)

Owner: Rebecca Moreno
Measure: *Percent Complete (Providers Report)*
YTD Actual 09/01/25 06/30/28
0%
YTD Target: 83.3%
100%

Sub-Objective
Establish 2 MOUs for onsite services based on the geographic gaps identified. (1.3.2.3) (Last updated:)

Owner: Rebecca Moreno
Measure: *Percent Complete (Executed Mou's)*
YTD Actual 01/01/26 12/31/26
0%
YTD Target: 15.2%

Key Goal
Expand our services by developing strategic partnerships that enhance existing programs, increase community reach, and strengthen service delivery by June of 2028. (2.2) (Last updated: 01/14/26)
Aligned to: #2 Partnerships

Owner: Eric LeBarb
Measure: *Percent Complete*
YTD Actual 01/01/26 12/31/26
55%
0%
YTD Target: 123.6%

Objective
Integrate additional services into existing programs by establishing at least two new partnerships by December 2027. (2.2.1) (Last updated: 04/01/26)

Owner: Eric LeBarb
Measure: *Percent Complete*
YTD Actual 01/01/26 06/30/27
73%
0%
YTD Target: 80.4%

Sub-Objective
Research and secure at least two new partnerships. (2.2.1.2) (Last updated:)

Owner: Eric LeBarb
Measure: *Percent Complete (New Partnerships)*
YTD Actual 01/01/26 06/30/26
0%
YTD Target: 122.5%
100%

Sub-Objective
Collaborate with partners to design a seamless integration plan. (2.2.1.3) (Last updated:)

Owner: Eric LeBarb
Measure: *Percent Complete (Detailed Plan)*
YTD Actual 01/01/26 06/30/26
0%
YTD Target: 41.2%
100%

Objective
Equip Program Managers with tools to build partnerships using a partnership development toolkit for Program Managers and Administrators by June 2027. (2.2.2) (Last updated: 04/01/26)

Owner: Eric LeBarb
Measure: *Percent Complete*
YTD Actual 06/01/26 09/30/26
5%
0%
YTD Target: 27.5%

Sub-Objective
Survey/interview program managers to identify partnership challenges and needed tools (2.2.2.1) (Last updated: 04/01/26)
Last comment: Survey review and approved. (04/01/26)

Owner: Eric LeBarb
Measure: *Percent Complete (Survey)*
YTD Actual: 20%
09/01/26 — 0% — 10/30/26 — 100%
YTD Target: 100%

Sub-Objective
Create resources on outreach, collaboration, and sustainability aligned with our goals. (2.2.2.2) (Last updated: 01/14/26)

Owner: Eric LeBarb
Measure: *Percent Complete (Toolkit)*
YTD Actual: 5%
01/01/26 — 0% — 12/31/27 — 100%
YTD Target: 5%

Sub-Objective
Test the toolkit with a small group of program managers and gather feedback to refine its content and usability. (2.2.2.3) (Last updated:)

Owner: Eric LeBarb
Measure: *Percent Complete (Toolkit)*
YTD Actual
01/01/26 — 0% — 06/30/26 — 100%
YTD Target: 49.2%

Objective
Increase community reach through strategic partnerships to expand service delivery by at least 5% for more unduplicated households annually. (2.2.3) (Last updated:)

Owner: Eric LeBarb
Measure: *Percent Complete*
YTD Actual
01/01/26 — 0% — 06/30/26
YTD Target: 61.2%

Sub-Objective
Pinpoint underserved households and their specific needs by using data analysis and community feedback. (2.2.3.1) (Last updated:)

Owner: Eric LeBarb
Measure: *Percent Complete (Surveys And Gis...*
YTD Actual
01/01/26 — 0% — 01/31/27 — 100%
YTD Target: 83.3%

Sub-Objective
Identify potential partners whose missions and resources align with our goals for reaching underserved communities. (2.2.3.2) (Last updated:)

Owner: Eric LeBarb
Measure: *Percent Complete (Planning Document)*
YTD Actual
07/01/26 — 0% — 06/30/27 — 100%
YTD Target: 247.8%

Sub-Objective
Collaborate with partners to design culturally relevant, accessible outreach for identified communities. (2.2.3.3) (Last updated:)

Owner: Eric LeBarb
Measure: *Percent Complete (Planning Document)*
YTD Actual
07/01/26 — 0% — 04/30/27
YTD Target: 112.9%

Sub-Objective
Launch programs with new partners to expand services and track annual household growth. (2.2.3.4) (Last updated:)

Owner: Eric LeBarb
Measure: *Percent Complete (Pre Report)*
YTD Actual
07/01/26 — 0% — 04/30/27
YTD Target:

Key Goal
Assess all agency partnerships on effectiveness, accountability, and return on investment by May 2027. (2.3) (Last updated:)
Aligned to: #2 Partnerships

Owner: Jose Figueroa
Measure: *Percent Complete*
YTD Actual
07/01/26 — 0% — 09/30/26
YTD Target:

Objective
Implement a Partnership Evaluation Framework to assess partnership effectiveness, including financial contributions, service impact, and in-kind ROI by April 2027. (2.3.1) (Last updated:)

Owner: Jose Figueroa
Measure: *Percent Complete*
YTD Actual
09/01/26 — 0% — 12/31/26
YTD Target:

Sub-Objective
Establish a Partnership Evaluation Framework committee to develop a tool to evaluate partnership effectiveness. (2.3.1.1) (Last updated:)

Owner: Jose Figueroa
Measure: *Percent Complete (Committe Formed)*
YTD Actual
0% — 10/01/25 — 06/30/27 — 100%
YTD Target: 33%

Sub-Objective
Create clear metrics to assess the impact of each partnership on our programs, focusing on accessibility, quality, and program outcomes. (2.3.1.2) (Last updated:)

Owner: Jose Figueroa
Measure: *Percent Complete (Partnership Metrics)*
YTD Actual
0% — 10/01/25 — 06/30/27 — 100%
YTD Target: 24%

Key Goal
Increase our visibility by offering wraparound services to support individuals and families by July 2027. (2.4) (Last updated:)
Aligned to: #2 Partnerships

Owner
Measure: *Percent Complete*
YTD Actual
0% — 10/01/25 — 03/31/26
YTD Target: 170.7%

Objective
Develop and implement an all-program our commercial/ad in multiple languages by March 2027. (2.4.1) (Last updated:)

Owner
Measure: *Percent Complete*
YTD Actual
03/01/26 — 0% — 05/30/26
YTD Target: 170.7%

Sub-Objective
Allocate indirect funds for an agency awareness campaign. (2.4.1.1) (Last updated:)

Owner
Measure: *Percent Complete (Approval of Funds)*
YTD Actual
03/01/26 — 0% — 05/30/26 — 100%
YTD Target: 100%

Sub-Objective
Add an evaluation metric to each program's intake form to measure awareness success. (2.4.1.2) (Last updated:)

Owner
Measure: *Percent Complete (Increase In Inquiries)*
YTD Actual
05/01/26 — 0% — 08/31/26 — 100%
YTD Target: 200%
08/01/26 — 10/31/26

Sub-Objective

Conduct a focus group to gather feedback from all CAPK programs. (2.4.1.3) (Last updated:)

Owner

Measure:

Percent Complete (Feedback from Focus...

YTD Actual

0%

100%

11/01/26 YTD Target: 200%

02/28/27

Sub-Objective

Design agency-wide awareness campaign. (2.4.1.4) (Last updated:)

Owner

Measure:

Percent Complete (Design Development)

0%

100%

YTD Target: 24.6%

Sub-Objective

Produce agency campaign(s) — commercial, sound bites, radio, etc. (2.4.1.5) (Last updated:)

Owner

Measure:

Percent Complete (Approval of...

0%

100%

YTD Target: 33%

Sub-Objective

Launch an agency-wide awareness campaign. (2.4.1.6) (Last updated:)

Owner

Measure:

Percent Complete (Campaign Goes Live)

0%

YTD Target:

DATE:	June 15, 2026
TIME:	1:00 pm
LOCATION:	CAPK Administrative Office Board Room 1300 18th Street Bakersfield, CA 93301

Special Meeting
Executive Committee Minutes

1. **Call to Order**

   Committee Chair Maritza Jimenez called the meeting to order at 8:08 am at the Community Action Partnership of Kern Administrative Office, located at 1300 18th St., Suite 200, Bakersfield, CA 93301.

2. **Roll Call**

   Roll Call was taken with a quorum present.

   Present: Maritza Jimenez (Chair), Denise Boshers (Vice Chair), Fred Plane (Treasurer)

   Absent: Gina Martinez, (Secretary), and Curtis Floyd

   Others present: Jeremy Tobias, Chief Executive Officer; Pritika Ram, Chief Business Development Officer; Gabrielle Alexander; and other CAPK staff.

3. **Public Forum**

   No one addressed the Committee.

4. **New Business**

   a. City of Bakersfield Community Vitality Unit Intensive Case Management Services Contract Approval – Joseph Aguilar, Client Services Program Administrator and Pritika Ram, Chief Business Development Officer – ***Action Item***

      Joseph Aguilar reported that Community Action Partnership of Kern (CAPK) received notice from the City of Bakersfield of its intention to select CAPK as the contractor for the Board of State and Community Corrections (BSCC) Proposition 47 Community Vitality Unit (CVU) Intensive Case Management Services program. This program will serve 135 justice-impacted, chronically homeless individuals with mental health, substance abuse, or co-occurring disorders through high-touch, intensive case management services designed to reduce homelessness and recidivism in the City of Bakersfield.

      The contract term begins July 1, 2026, and ends June 30, 2028, with a proposed total budget of $630,000 fully funded by the City of Bakersfield.

      Fred Plane asked if additional staffing is needed to meet the terms of the contract. Joseph said the budget supports three (3) full-time justice-involved staff to deliver comprehensive, field-based intensive case management services to justice-impacted and chronically homeless individuals referred primarily through the Bakersfield Police Department and the City's Community Vitality Unit. The identified staff are wrapping up the Adult Re-Entry grant work and will transition to Client Services to perform the work outlined above.

Additional details regarding the staff and funding breakout are provided in the Funding Profile presented to the PRE Committee on June 10, 2026.

Motion was made and seconded to approve the City of Bakersfield Community Vitality Unit Intensive Case Management Services Contract and authorize the Chief Executive Officer to execute the agreement and any subsequent amendments throughout the duration of the contract term. Carried by unanimous vote (Plane/Boshers).

b. July 15 2026 Executive Committee Meeting – Request to Amend Date of Meeting – Jeremy Tobias, Chief Executive Officer – ***Action Item***

Jeremy Tobias reported that the date of the scheduled July 15, 2026 Executive Committee meeting conflicts with the Wipfli Conference and all three members in attendance today are scheduled to attend the conference. Jeremy proposed the committee change the date to any day during the following week. Fred Plane proposed the date of Tuesday, July 21, 2026.

Motion was made and seconded to change the date of the July 15, 2026 Executive Committee meeting to Tuesday, July 21, 2026. Carried by unanimous vote (Boshers/Plane).

5. Next Scheduled Meeting

Executive Committee
12:00 pm
Tuesday, July 21, 2026
Board Room
1300 18th Street, Suite 300
Bakersfield, CA 93301

6. Adjournment

The meeting was adjourned at 8:20 am

MEMORANDUM

To: Executive Committee

From: Joseph Aguilar, Program Administrator - Client Services

Pritika Ram, Chief Business Development Officer

Date: June 15, 2026

Subject: *Agenda Item IV(a):* City of Bakersfield Community Vitality Unit Intensive Case Management Services Contract Approval **– Action Item**

Background

Community Action Partnership of Kern (CAPK) has received notice from the City of Bakersfield that the City intends to select CAPK as the contractor for the Board of State and Community Corrections (BSCC) Proposition 47 Community Vitality Unit (CVU) Intensive Case Management Services program. This program will serve 135 justice-impacted, chronically homeless individuals with mental health, substance abuse, or co-occurring disorders through high-touch, intensive case management services designed to reduce homelessness and recidivism in the City of Bakersfield.

The award period runs from July 1, 2026, through June 30, 2028, with a total proposed budget of $630,000 fully funded by the City of Bakersfield.

Timeline and Funder Requirements

The City of Bakersfield has communicated that the executed contract must be submitted to the City Clerk before the upcoming City Council meeting. The absolute latest date by which CAPK must submit the signed agreement is June 17, 2026.

CAPK's standard internal process, the Board of Directors approves new funding through the funding profile presented at a PRE Committee, followed by Board ratification. However, given the compressed timeline imposed by the City of Bakersfield submission deadline, the standard Board approval cycle cannot be completed before the June 17th deadline.

A PRE Committee met on June 10, 2026, at which time the funding profile for this contract was approved[1]. In light of the June 17th deadline, staff is requesting that the Executive Committee approve the contract and grant the Chief Executive Officer authority to sign the contract on behalf of CAPK.

Recommendation:

Staff recommend that the Executive Committee approve the City of Bakersfield Community Vitality Unit Intensive Case Management Services contract and authorize the Chief Executive Officer to execute the agreement and any subsequent amendments throughout the duration of the contract term.

Attachment:

City of Bakersfield Community Vitality Unit Intensive Case Management Services Contract

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[1] PRE-Committee-Agenda-6-10-26-1.pdf reference page 92.

AGREEMENT NO. _____

INDEPENDENT CONTRACTOR'S AGREEMENT

[Over $100,000]

This **INDEPENDENT CONTRACTOR'S AGREEMENT** ("Agreement") is made and entered into on _____, by and between the **CITY OF BAKERSFIELD,** a municipal corporation (referred to herein as "CITY"), and Community Action Partnership of Kern (CAPK) a Corporation authorized to do business in California (referred to herein as "CONTRACTOR").

R E C I T A L S

WHEREAS, in October 2024, the Board of State and Community Corrections' (BSCC) awarded the City of Bakersfield a multi-year $1,999,374 Proposition 47: Safe Neighborhoods and Schools Act Grant to support implementation of the Bakersfield Homeless Services and Prevention Initiative (the Initiative); and

WHEREAS, the Initiative addresses homelessness through targeted interventions, focusing on three main objectives: (1) addressing the parole to homeless pipeline; (2) strengthening support services; and (3) increasing transitions to permanent housing; and

WHEREAS, a key strategy of the Initiative is to facilitate intensive case management services for individuals with a history of mental health and substance use disorders; and

WHEREAS, on October 7, 2024, CITY issued a Request for Proposals (RFP) for the provision of intensive case management services for individuals identified as chronically homeless, and subsequently entered into an agreement with a service provider to perform such services; and

WHEREAS, the service provider notified CITY of its intent to terminate the agreement effective July 13, 2026; and

WHEREAS, on May 11, 2026, CITY issued a subsequent RFP for the continued provision of intensive case management services for individuals identified as chronically homeless, and CONTRACTOR submitted a proposal responsive to the RFP; and

WHEREAS, CONTRACTOR represents that CONTRACTOR is experienced, well qualified and a specialist in the field of homeless services and prevention.

NOW, THEREFORE, incorporating the foregoing recitals herein, CITY and CONTRACTOR mutually agree as follows:

1. **SCOPE OF WORK.** In exchange for the Compensation (defined below), CONTRACTOR shall perform the following: deliver intensive case management services for justice-impacted and chronically homeless individuals with mental health, substance use, or co-occurring disorders in alignment with Proposition 47

program objectives, Housing First principles, and the City of Bakersfield's Community Vitality initiative, as further detailed in **Exhibit A** attached hereto ("Scope of Work"). The Scope of Work shall include all items and procedures necessary to properly complete the task CONTRACTOR has been hired to perform, whether specifically included in the Scope of Work or not.

2. **GOVERNING DOCUMENTS.** All work performed under this agreement is subject to the rules, requirements, proposals, objectives, and guidelines set forth in the following documents and attached hereto as **Exhibit B**:

2.1 City of Bakersfield Local Evaluation Plan (LEP) – Bakersfield Homeless Services and Prevention Initiative (HSPI).

2.2 BSCC Proposition 47 Cohort 4 RFP.

2.3 BSCC Grant Award # BSCC 1314-24.

2.4 BSCC Grant Administration Guide.

2.5 Certification of Compliance with BSCC Policies Regarding Debarment, Fraud, Theft, and Embezzlement, and Criteria for Non-Governmental Organizations Receiving BSCC Grant Subawards.

3. **COMPENSATION/PAYMENT PROCEDURE.** Subject to the conditions of this section, CITY will pay CONTRACTOR as follows for performing the Scope of Work ("Compensation"):

On a time/material basis in accordance with the rates as shown on **Exhibit A**.

CITY will pay CONTRACTOR within thirty (30) days after CONTRACTOR submits an itemized invoice for the portions of the Scope of Work completed and that invoice is approved by CITY. CONTRACTOR shall submit an itemized invoice for services rendered during each billing period no later than the last day of the month immediately following the billing period. The Compensation will be the total amount paid to CONTRACTOR for performing the Scope of Work and includes, but is not limited to, all out-of-pocket costs and taxes. CITY will pay no other compensation to CONTRACTOR. **In no case will CITY compensate CONTRACTOR more than $630,000.00 for performing the Scope of Work.**

4. **GRANT PERIOD.** The BSCC Proposition 47 Cohort 4 Grant Period is October 3, 2024 – June 30, 2028. The selected contractor shall remain under contract through June 30, 2028, solely to allow for fiscal and administrative closeout activities, including final billing and reporting. Active service delivery **must conclude by March 31, 2028**, and no reimbursement will be provided for services rendered after that date.

5. **TERM.** Unless terminated sooner, as set forth herein, this Agreement shall terminate

on **June 30, 2028**.

6. **TERMINATION.** Either party may terminate this Agreement after giving the other party written notice, as provided herein, ten (10) days before the termination is effective.

7. **ACCOUNTING RECORDS.** CONTRACTOR shall maintain accurate accounting records and other written documentation pertaining to all costs incurred in performance of this Agreement. Such records and documentation shall be kept at CONTRACTOR's office during the term of this Agreement, and for a period of three (3) years from the date of the final payment hereunder, and made available to CITY representatives upon request at any time during regular business hours.

8. **ASSIGNMENT.** Neither this Agreement nor any rights, interests, duties, liabilities, obligations or responsibilities arising out of, concerning or related in any way to this Agreement (including, but not limited to, accounts, actions, causes of action, claims, damages, demands, liabilities, losses, obligations, or reckonings of any kind or nature whatsoever, for compensatory or exemplary and punitive damages, or declaratory, equitable or injunctive relief, whether based on contract, equity, tort or other theories of recovery provided for by the common or statutory law) may be assigned or transferred by any party. Any such assignment is prohibited, and shall be unenforceable and otherwise null and void without the need for further action by the non-assigning party or parties.

9. **BINDING EFFECT.** The rights and obligations of this Agreement shall inure to the benefit of, and be binding upon, the parties to the Agreement and their heirs, administrators, executors, personal representatives, successors and assigns.

10. **COMPLIANCE WITH ALL LAWS.** CONTRACTOR shall, at CONTRACTOR's sole cost, comply with all of the requirements of municipal, state, and federal authorities now in force, or which may hereafter be in force, pertaining to this Agreement, and shall faithfully observe in all activities relating to or growing out of this Agreement all municipal ordinances and state and federal statutes, rules or regulations, and permitting requirements now in force or which may hereafter be in force including, without limitation, obtaining a City of Bakersfield business tax certificate (Bakersfield Municipal Code Chapter 5.02) where required.

11. **NON-DISCRIMINATION CLAUSE AND CIVIL RIGHTS COMPLIANCE**. During the performance of this Agreement, Contractor and its subcontractors shall not deny the contract's benefits to any person on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military

and veteran status. Contractor shall insure that the evaluation and treatment of employees and applicants for employment are free of such discrimination. Contractor and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12900 et seq.), the regulations promulgated thereunder (Cal. Code Regs., tit. 2, §11000 et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Gov. Code §§11135-11139.5), and the regulations or standards adopted by the awarding state agency to implement such article. Contractor shall permit access by representatives of the Department of Fair Employment and Housing and the awarding state agency upon reasonable notice at any time during the normal business hours, but in no case less than 24 hours' notice, to such of its books, records, accounts, and all other sources of information and its facilities as said Department or Agency shall require to ascertain compliance with this clause. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement. (See Cal. Code Regs., tit. 2, §11105.) Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

12. **BOOKS AND RECORDS**. Maintain adequate fiscal and project books, records, documents, and other evidence pertinent to the subcontractor's work on the project in accordance with generally accepted accounting principles. Adequate supporting documentation shall be maintained in such detail so as to permit tracing transactions from the invoices to the accounting records, to the supporting documentation. These records shall be maintained for a minimum of three (3) years after the acceptance of the final grant project audit under the Grant Agreement and shall be subject to examination and/or audit by the BSCC or designees, state government auditors or designees, or by federal government auditors or designees.

13. **ACCESS TO BOOKS AND RECORDS**. Make such books, records, supporting documentations, and other evidence available to the BSCC or designee, the State Controller's Office, the Department of General Services, the Department of Finance, California State Auditor, and their designated representatives during the course of the project and for a minimum of three (3) years after acceptance of the final grant project audit. CONTRACTOR shall provide suitable facilities for access, monitoring, inspection, and copying of books and records related to the grant-funded project.

14. **PROJECT ACCESS**. CITY shall ensure that the BSCC, or any authorized representative, will have suitable access to project activities, sites, staff, and documents at all reasonable times during the grant period including those maintained by subcontractors. Access to program records will be made available by both the CITY and the CONTRACTOR for a period of three (3) years following the end of the grant period.

15. **CORPORATE AUTHORITY.** Each individual signing this Agreement on behalf of

entities represents and warrants that they are, respectively, duly authorized to sign on behalf of the entities and to bind the entities fully to each and all of the obligations set forth in this Agreement.

16. **COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which shall be considered as an original and be effective as such.

17. **DIRECTION.** CONTRACTOR retains the right to control or direct the manner in which the services described herein are performed.

18. **EQUIPMENT.** CONTRACTOR will supply all equipment, tools, materials and supplies necessary to perform the services under this Agreement.

19. **EXECUTION.** This Agreement is effective upon the date first written above and is the product of negotiation and all parties are equally responsible for authorship of this Agreement. Section 1654 of the California Civil Code shall not apply to the interpretation of this Agreement.

20. **EXHIBITS.** In the event of a conflict between the terms, conditions or specifications set forth in this Agreement and those in exhibits attached hereto, the terms, conditions, or specifications set forth in this Agreement shall prevail. All exhibits to which reference is made in this Agreement are deemed incorporated in this Agreement, whether or not actually attached.

21. **FURTHER ASSURANCES.** Each party shall execute and deliver such papers, documents, and instruments, and perform such acts as are necessary or appropriate, to implement the terms of this Agreement and the intent of the parties to this Agreement.

22. **GOVERNING LAW.** The laws of the State of California will govern the validity of this Agreement and its interpretation and performance. Any litigation arising in any way from this Agreement shall be brought in Kern County, California.

23. **INCLUDED DOCUMENTS.** Any bid documents, including, without limitation, special provisions and standard specifications and any Request for Proposals, Request for Qualifications and responses thereto relating to this Agreement are incorporated by reference as though fully set forth herein.

24. **INDEMNITY.** CONTRACTOR shall indemnify, defend, and hold harmless CITY and CITY's officers, agents and employees against any and all liability, claims, actions, causes of action or demands whatsoever against them, or any of them, before administrative or judicial tribunals of any kind whatsoever, arising out of, connected with, or caused by CONTRACTOR or CONTRACTOR's employees, agents, independent contractors, companies, or subcontractors in the performance of, or in any way arising from, the terms and provisions of this Agreement whether or not caused in part by a party indemnified hereunder, except for CITY's sole active negligence or willful misconduct.

25. **INDEPENDENT CONTRACTOR.** This Agreement calls for CONTRACTOR's performance of the Scope of Work as an independent contractor. CONTRACTOR is not an agent or employee of CITY for any purpose and is not entitled to any of the benefits provided by CITY to its employees. This Agreement shall not be construed as forming a partnership or any other association with CONTRACTOR other than that of an independent contractor.

26. **INSURANCE.**

26.1 **Types and Limits of Insurance.** In addition to any other insurance or security required under this Agreement, CONTRACTOR must procure and maintain, for the duration of this Agreement, the types and limits of insurance below ("Basic Insurance Requirements").

26.1.1 **Automobile liability insurance,** providing coverage for owned, non-owned, and hired autos on an occurrence basis for bodily injury, including death, of one or more persons, property damage, and personal injury, with limits of not less than $1,000,000 per occurrence.

26.1.2 **Commercial general liability insurance,** unless otherwise approved by CITY's Risk Manager, providing coverage on an occurrence basis for bodily injury, including death, of one or more persons, property damage, and personal injury, with limits of not less than $1,000,000 per occurrence. The policy must:

26.1.2.1 Provide contractual liability coverage for the terms of this Agreement;

26.1.2.2 Provide products and completed operations coverage;

26.1.2.3 Provide premises, operations, and mobile equipment coverage; and

26.1.2.4 Contain an additional insured endorsement in favor of CITY and its mayor, council, officers, agents, employees, and designated volunteers.

26.1.3 **Workers' compensation insurance** with limits of not less than $1,000,000 per occurrence. In accordance with the provisions of Labor Code Section 3700, every contractor will be required to secure the payment of compensation to his employees. Pursuant to Labor Code Section 1861, CONTRACTOR must submit to CITY the following certification before beginning any work on the Improvements:

I am aware of the provisions of Section 3700 of the Labor

Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

By executing this Agreement, CONTRACTOR is submitting the certification required above.

The policy must contain a waiver of subrogation in favor of CITY and its mayor, council, officers, agents, employees, and designated volunteers.

26.2 <u>General Provisions Applying to All Insurance Types</u>.

26.2.1 All policies required of CONTRACTOR must be written on a first-dollar coverage basis, or contain a deductible provision. Subject to CITY's advance approval, CONTRACTOR may utilize a self-insured retention in any or all of the policies provided, but the policy or policies may not contain language, whether added by endorsement or contained in the policy conditions, that prohibits satisfaction of any self-insured provision or requirement by anyone other than the named insured or by any means including other insurance or which is intended to defeat the intent or protection of an additional insured.

26.2.2 All policies required of CONTRACTOR must be primary insurance as to CITY and its mayor, council, officers, agents, employees, or designated volunteers and any insurance or self-insurance maintained by CITY and its mayor, council, officers, agents, employees, and designated volunteers must be excess of CONTRACTOR's insurance and must not contribute with it.

26.2.3 The insurance required above, except for workers' compensation insurance, must be placed with insurers with a Best's rating as approved by CITY's Risk Manager, but in no event less than A-:VII. Any deductibles, self-insured retentions, or insurance in lesser amounts, or lack of certain types of insurance otherwise required by this Agreement, or insurance rated below Best's A-:VII, must be declared prior to execution of this Agreement and approved by CITY in writing.

26.2.4 The insurance required in this section must be maintained until the Scope of Work is satisfactorily completed as evidenced by CITY's written acceptance. All policies must provide that there will be continuing liability thereon, notwithstanding any recovery on any policy.

26.2.5 Full compensation for all premiums which CONTRACTOR is

required to pay to satisfy the Basic Insurance Requirements shall be considered as included in the prices paid for the performance of the Scope of Work, and no additional allowance will be made therefor or for additional premiums which may be required by extensions of the policies of insurance.

26.2.6 It is further understood and agreed by CONTRACTOR that its liability to CITY will not in any way be limited to or affected by the amount of insurance obtained and carried by CONTRACTOR in connection with this Agreement.

26.2.7 Unless otherwise approved by CITY, if any part of the Scope of Work is subcontracted, the Basic Insurance Requirements must be provided by, or on behalf of, all subcontractors even if CITY has approved lesser insurance requirements for CONTRACTOR, and all subcontractors must agree in writing to be bound by the provisions of this section.

27. **INTERPRETATION.** Whenever the context so requires, the masculine gender includes the feminine and neuter, and the singular number includes the plural.

28. **KEY PERSONNEL.** At request of CITY, CONTRACTOR shall name all key personnel to be assigned to the work set forth herein. CITY reserves the right to approve key personnel, which approval shall not be unreasonably withheld. Once the key personnel are approved CONTRACTOR shall not change such personnel without the approval of CITY.

29. **LICENSES.** CONTRACTOR shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement any licenses, permits and approvals which are legally required for CONTRACTOR to practice its profession and perform the Scope of Work. If CONTRACTOR is a corporation, at least one (1) officer or key employee shall hold the required licenses or professional degrees. If CONTRACTOR is a partnership, at least one (1) partner shall hold the required licensees or professional degrees.

30. **MERGER AND MODIFICATION.** This Agreement sets forth the entire agreement between the parties and supersedes all other oral or written representations. This Agreement may be modified only in a writing approved by the City Council and signed by all the parties.

31. **NO WAIVER OF DEFAULT.** The failure of any party to enforce against another party any provision of this Agreement shall not constitute a waiver of that party's right to enforce such a provision at a later time and shall not serve to vary the terms of this Agreement.

32. **NON-INTEREST.** No CITY officer or employee shall hold any interest in this Agreement (California Government Code section 1090).

33. **NOTICES.** All notices relative to this Agreement shall be given in writing and shall be personally served or sent by certified or registered mail and be effective upon actual personal service or depositing in the United States mail. The parties shall be addressed as follows, or at any other address designated by notice:

CITY: **CITY OF BAKERSFIELD**
CITY HALL
1600 Truxtun Avenue
Bakersfield, California 93301

CONTRACTOR: **COMMUNITY ACTION PARTNERSHIP OF KERN**
1300 18th Street, Suite 200
Bakersfield, CA 93301

34. **RESOURCE ALLOCATION.** All CITY obligations under the terms of this Agreement are subject to the appropriation and allocation of resources by the City Council.

35. **SB 854 COMPLIANCE.** To the extent Labor Code Section 1771.1 applies to this Agreement, a contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, be subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in this chapter, unless currently registered and qualified to perform public work pursuant to Labor Code Section 1725.5. It is not a violation of Labor Code Section 1771.1 for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Labor Code Section 1725.5 at the time the contract is awarded. The prime contractor is required to post job site notices in compliance with California Code of Regulations, Title 8, Section 16451. This project is subject to compliance monitoring and enforcement by the California Department of Industrial Relations.

36. **STANDARD OF PERFORMANCE.** The Scope of Work shall be performed in conformity with all legal requirements and industry standards observed by a specialist of CONTRACTOR's profession in California.

37. **STARTING WORK.** CONTRACTOR shall not begin work until authorized to do so in writing by CITY. No work will be authorized before the date first written above.

38. **TAX NUMBERS.**
CONTRACTOR's Federal Tax ID Number 95-2402760
CONTRACTOR is a corporation? Yes X No
(Please check one.)

39. **THIRD-PARTY CLAIMS.** In the case of public works contracts, CITY will timely notify CONTRACTOR of third-party claims relating to this Agreement. CITY shall be allowed to recover from CONTRACTOR, and CONTRACTOR shall pay on demand,

all costs of notification.

40. **TITLE TO DOCUMENTS.** All documents, plans, and drawings, maps, photographs, and other papers, or copies thereof prepared by CONTRACTOR pursuant to the terms of this Agreement, shall, upon preparation, become CITY property.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date first written above.

"CITY"
CITY OF BAKERSFIELD

By:_____
KAREN GOH
Mayor

"CONTRACTOR"
NAME OF CONTRACTOR

By:_____
JEREMY TOBIAS
Chief Executive Officer

APPROVED AS TO CONTENT:
POLICE SERVICES

By:_____
BRENT STRATTON
Police Chief

APPROVED AS TO FORM:

(Deputy) City Attorney:_____
ASHLEY ZAMBRANO

Insurance:_____

COUNTERSIGNED:

Finance Director: _____
RANDY MCKEEGAN

Attachment(s): Exhibit A
Exhibit B

PROPOSAL IN RESPONSE TO

REQUEST FOR PROPOSALS (RFP)

City of Bakersfield – Community Vitality Unit

Proposition 47 Cohort 4 Grant Program

Homeless Services and Prevention Initiative

Intensive Case Management Services for Justice-Impacted, Chronically Homeless

Submitted by:

Community Action Partnership of Kern (CAPK)

Friday, May 22, 2026, at 6:00 PM

300 19th Street, Suite 200, Bakersfield, CA 93301 | www.capk.org

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Section 1 | Cover Letter

May 21, 2026

Jamie Achterberg, Assistant to the City Manager
City of Bakersfield, City Manager's Office
1600 Truxtun Avenue, Fifth Floor
Bakersfield, CA 93301

Re: Proposal — Proposition 47 Cohort 4, Intensive Case Management Services for Justice-Impacted, Chronically Homeless Individuals

Dear Ms. Achterberg and Members of the Review Committee:

Community Action Partnership of Kern (CAPK) is pleased to submit this proposal in response to the City of Bakersfield's Request for Proposals for Intensive Case Management Services for Justice-Impacted, Chronically Homeless Individuals with Mental Health, Substance Abuse, or Co-Occurring Issues under the Proposition 47 Cohort 4 Grant Program.

CAPK is Kern County's federally designated Community Action Agency, a California 501(c)(3) nonprofit organization established in 1965 and headquartered at 300 19th Street, Bakersfield, CA 93301 (www.capk.org). With more than 60 years of experience addressing poverty, health inequity, and family instability across the region, and serving over 137,000 low-income residents annually through an integrated continuum of programs, CAPK is among the largest and most operationally diverse human services organizations in the Central Valley. We are fully committed to the City's vision of reducing homelessness and recidivism through sustained, relationship-based, and trauma-informed intervention.

CAPK is uniquely positioned to deliver the intensive, field-based case management services this program requires. Our existing BSCC Adult Re-entry Grant (ARG) contracts, CalAIM whole-person care programs, co-located SUD treatment partnership with STEPS, Inc., and active management of the M Street Navigation Center collectively demonstrate both our direct experience with the target population and our administrative capacity to meet Proposition 47's rigorous compliance and reporting standards. Critically, CAPK can mobilize on July 1, 2026, with no lapse in service. Three experienced Navigators currently employed under our ARG program will transition directly into this contract on day one.

The total proposed cost for services under this agreement is $630,000, covering the active service period of July 1, 2026, through March 31, 2028, and administrative closeout through June 30, 2028.

We look forward to the opportunity to serve as a trusted partner to the City's Community Vitality Unit in support of Bakersfield's coordinated homelessness response.

Sincerely,

Jerem T. Tobias
Chief Executive Officer
(661) 336-5236 | jtobias@capk.org

Section 2 | Organizational Overview and Capacity

2a. Organizational History, Mission, and Service Experience

Community Action Partnership of Kern (CAPK) is one of the largest and most established nonprofit human services organizations in Kern County, California. Founded in 1965 as part of the national Community Action Agency network established under the Economic Opportunity Act, CAPK has served as Kern County's designated Community Agency for more than five decades. Our mission is to address poverty through direct services, advocacy, and locally driven solutions that promote dignity and self-sufficiency in the communities we serve. Today, CAPK serves more than 137,000 low-income Kern County residents annually through a broad array of programs across several interconnected service domains, including housing and homelessness services, Head Start and early childhood education, veteran support services and housing, migrant programs, nutrition programs, and energy assistance. This multi-sector presence allows CAPK to address the intersecting and compounding needs of individuals experiencing poverty, homelessness, behavioral health challenges, and justice system involvement. The precise population this RFP seeks to serve.

Relevant to this proposal, CAPK's core program portfolio includes the following:

Adult Re-Entry Grant (ARG) BSCC Cohorts 3 and 4

CAPK currently operates active contracts with the California Board of State and Community Corrections (BSCC) under the Adult Re-entry Grant (ARG) program for both Cohort 3 and Cohort 4. These contracts fund targeted services for individuals existing the criminal justice system who face barriers to stable housing, employment, and community reintegration. Under the ARG program, CAPK provides intensive case management, housing navigation, rental assistance, emergency hotel placement, and coordination of supportive services for individuals who are justice-impacted and at risk of or experiencing homelessness. This direct operational experience with BSCC grant administration, including performance reporting, HMIS data collection, file documentation, fiscal compliance, and audit readiness, directly parallels the requirements of the grant and ensures CAPK is fully prepared to meet the City's administration expectations.

CalAIM — Enhanced Care Management (ECM), Community Supports, and Day Habilitation

CAPK delivers California Advancing and Innovating Medi-Cal (CalAIM) funded services through whole-person care contracts with both Anthem Blue Cross and Kern Family Healthcare (also known as Kern Health Systems). Our CalAIM program lines include Enhanced Care Management (ECM), Community Supports, and Day Habilitation, each designed to address the complex, intersecting needs of Medi-Cal beneficiaries with significant social determinants of health. In addition to its full staffing profile, the CalAIM programs are professionally staffed by

2.0 Full-Time Equivalent Registered Nurses (RNs) and one (1.0 FTE) Master of Social Work (MSW), providing robust clinical and case management capacity that is integrated into our service delivery model and available to support the individuals served under this proposal.

The whole-person care approach embedded in CalAIM, addressing medical, behavioral health, housing, and social needs in a coordinated, client-centered manner, aligns directly with the Housing First and trauma-informed service model required under this grant. CAPK's clinical team regularly coordinates with behavioral health providers, primary care, Medi-Cal, and housing agencies to ensure that clients receive seamless, integrated support across systems.

Prospective CalAIM - Justice-Involved Program Development

In addition to the ARG program, CAPK is actively developing an expanded justice-involved services program anticipated to launch within the next twelve (12) months under the umbrella of CalAIM services. This initiative will further deepen our organizational expertise in serving individuals with justice-system involvement and strengthen our relationships with the Bakersfield Police Department, Kern County courts, probation, and re-entry service providers, all of whom are key partners in the referral and coordination infrastructure envisioned under this contract.

Behavioral Health and SUD Services — STEPS, Inc. Partnership

CAPK has established a formal Memorandum of Understanding with STEPS, Inc., a California nonprofit and DHCS-licensed provider of Outpatient Drug-Free (ODF) substance use disorder counseling, DUI programs, and community outreach support. Under this MOU, STEPS provides co-located ODF treatment services at CAPK's facility, enabling CAPK clients, including those enrolled in case management programs, to access individual counseling, group counseling, and psychoeducational groups without transportation barriers or referral delays. This partnership reflects CAPK's commitment to integrated, on-site behavioral health care and creates a seamless connection between social services and SUD treatment that is critical for the justice-impacted population targeted by this RFP. Cross-referral protocols and information-sharing procedures are established within the MOU in compliance with HIPAA and 42 CFR Part 2.

Rental Assistance and Emergency Housing Placement

Through the ARG program, CAPK directly administers rental assistance and emergency hotel placement services for justice-impacted individuals at risk of or experiencing homelessness. This includes management of direct financial assistance funds, landlord engagement, hotel voucher coordination, and follow-up housing stabilization support. CAPK's experience managing client incentive and direct assistance funds in compliance with BSCC grant requirements, including documentation, prior authorization, and expenditure tracking processes, directly supports our ability to administer the client incentive and supportive item components of this contract.

Program Performance Highlights

The following summary captures key outcome indicators across CAPK's relevant program portfolio. Specific metrics should be inserted prior to submission.

Program	Key Services / Activities	Outcomes to Insert
ARG Cohort 3 & 4	Justice-impacted ICM Housing navigation Rental assistance Emergency hotel placement BSCC reporting & compliance	In 2025, the ARG Program provided intensive support services to 304 justice-impacted individuals, successfully assisting 56 participants in securing stable housing and completing more than 300 referrals to critical community resources. Through a highly coordinated, client-centered approach, participants were connected to mental health services, medical care, employment resources, transportation assistance, and housing stabilization supports. The program continues to demonstrate a strong commitment to reducing barriers for justice-involved populations by expanding access to emergency motel placements, rental and deposit assistance, and individualized intensive case management. ARG's comprehensive service model promotes long-term housing stability, increased self-sufficiency, and successful community reintegration while strengthening participant engagement and overall quality of life.
CalAIM ECM / Community Supports (Anthem & KHS)	Enhanced Care Management Community Supports Day Habilitation RN and MSW integration	CalAIM currently provides intensive case management to 450 clients with complex housing needs. Through collaboration, housing navigation, ECM coordination, community support, and day habilitation services, the program delivers coordinated whole-person care designed to improve long-term health and housing outcomes. Over the past several years, the program has achieved significant growth in housing stability outcomes, increasing from 19.1% in 2023 to 41.1% in 2025. This measurable improvement reflects the program's effectiveness in connecting vulnerable populations to sustainable housing solutions, improving care coordination, and increasing participant stability and independence across multiple domains of care.

		ECM currently serves 69 members with high medical, behavioral needs. All clients receiving care case management through the use of carefully crafted client-centered care plans to track client progression in achieving health goals, as of today, 40% of our clients have successfully met or exceeded these plans.
HHAP Program	Direct housing assistance Stabilization services Rapid rehousing support	The HHAP Program continues to serve as a critical homelessness response and housing stabilization resource within the community, providing direct housing assistance, rapid rehousing support, and stabilization services to individuals and families experiencing homelessness. In 2026, the program served 1,460 households, with 68% of participants successfully exiting into positive or permanent housing situations, including independent rental housing, subsidized units, and permanent family reunification placements. The program has also strengthened system accessibility and responsiveness through the launch of an enhanced CES campaign and improved coordinated entry processes. Average CES call wait times have been reduced to approximately 4.5 minutes, while average callback response times have improved to within 1–3 business days. These enhancements have increased community access to services, improved engagement with vulnerable populations, and reinforced the program's commitment to timely, equitable, and effective housing interventions.
CalVIP Grant	Violence intervention Community outreach Coordinated response, in-person crisis response, and intensive case management	Annually serves approximately 19 at-risk individuals and their families in communities disproportionately impacted by gun violence, homicides, shootings, and aggravated assaults. Through coordinated outreach, in-person crisis response, and intensive case management, the program supports participants in reducing involvement in violent activity and connecting to stabilizing community resources.

2b. Experience Serving Justice-Impacted and Chronically Homeless Populations

CAPK's experience serving justice-impacted and chronically homeless individuals is grounded in years of direct service delivery through the ARG program and a robust network of community partnerships. Our navigators and case managers regularly work with individuals who have multiple prior incarcerations, active probation or parole conditions, outstanding legal matters, and co-occurring mental health and substance use disorders, the precise profile of individuals the City seeks to serve through this contract.

CAPK staff are trained in trauma-informed engagement, motivational interviewing, and assertive outreach strategies, and have direct experience working in the field alongside law enforcement, outreach teams, and behavioral health providers in Bakersfield's homeless encampments, navigation centers, and emergency shelters. CAPK does not simply navigate Kern County's homelessness response system; we administer it. As the lead agency overseeing the Coordinated Entry System (CES), we partner closely with HMIS, the Brundage Lane Navigation Center, and the broader Continuum of Care (CoC) to ensure direct access to the systems, data, and relationships required to move clients efficiently from assessment to housing.

Our CalAIM clinical team brings additional capacity to serve individuals with complex behavioral health profiles, including engagement with individuals who are difficult to connect to traditional clinical services. The embedded RNs and MSW routinely coordinate care for individuals with severe mental illness, chronic physical health conditions, and active substance use, providing a level of clinical depth that complements and strengthens our case management model.

2c. Organizational Staffing Structure and Key Personnel

CAPK's proposed staffing structure for this program is built around a core team of experienced professionals, the majority of whom are currently employed by CAPK and will transition directly into this program. All staff funded through these grant funds will maintain Proposition 47-specific duty statements clearly identifying grant-related responsibilities and activities. Part-time staff will maintain functional time-keeping records in compliance with BSCC requirements, as applicable.

Position	FTE Allocation	Key Responsibilities
Justice-Involved Navigator 1 (transitioning from ARG)	1.0 FTE	Experienced Navigator (current ARG staff). Intensive case management, field-based outreach, housing navigation, referral coordination, crisis response, and client documentation. HMIS data entry and integrity, Proposition 47 reporting, documentation compliance, file audits, and grant support.

Justice-Involved Navigator 2 (transitioning from ARG)	1.0 FTE	Intensive case management, field-based outreach, housing navigation, client incentives coordination, and CES/HMIS data entry.
Justice-Involved Navigator 3 (transitioning from ARG)	1.0 FTE	Intensive case management, field-based outreach, community coordination, after-care follow-up support, and reporting.
STEPS, Inc. – Contract Services	1.50 FTE	STEPs, Inc. contracted staffing includes three positions totaling 1.50 FTE, which covers one full-time Licensed Therapist (LMFT/LCSW) and two part-time substances use disorder (SUD) Counselors, each at 0.25 FTE, with all positions including a 25% benefits rate.
IN-KIND Leveraged/Integrated Support		
Director of Housing and Supportive Services – Rebecca Moreno	0.20 FTE	Overall program oversight, staff supervision, City and BSCC compliance, quality assurance, reporting, and community partnership management.
Program Administrator	0.40 FTE	Overall program oversight, staff supervision, City and BSCC compliance, quality assurance, reporting, and community partnership management.
Registered Nurse (RN) as part of CalAIM	0.10 FTE (estimated)	Clinical assessment support, health coordination, coordination with behavioral health providers, and Medi-Cal navigation for dual-enrolled clients.
MSW / Clinical Coordinator as part of CalAIM	0.10 FTE (estimated)	Behavioral health coordination, co-occurring disorder support, trauma-informed practice consultation, and clinical supervision support.

A critical advantage of staffing for this program is CAPK's ability to onboard the three Navigator positions immediately on July 1, 2026. These individuals are current CAPK employees working within the ARG program, whose grant funding concludes on June 30, 2026. Because these staff are already employed by CAPK, trained in the organization's systems and compliance protocols, experienced with the target population, and familiar with Kern County's homelessness response network, they can be fully functional case managers on Day One of the contract, with no hiring lag, no onboarding delay, and no lapse in service to the community.

2d. Administrative and Operational Capacity

CAPK maintains a robust administrative infrastructure purpose-built to support complex, multi-funder grant programs with demanding compliance, documentation, fiscal, and reporting requirements. Our organizational capacity for grant management is not theoretical; it is demonstrated daily across an active portfolio of an estimated 85 state and federally funded contracts spanning housing, behavioral health, violence prevention, emergency services, and community development. A full inventory of CAPK's active grants and contracts is available for review in the May 2026 Budget and Finance Committee Agenda (BF-Committee-Agenda-5.20.26-Comb-1.pdf refer to pages 50-55).

Representative programs that reflect the depth and rigor of CAPK's grant management experience include:

- HUD Office of Community Planning and Development — Coordinated Entry System (CES): Multi-year administration of the region's Continuum of Care-wide coordinated intake and assessment system, requiring standardized data collection, HMIS compliance, interagency coordination, and HUD performance reporting across multiple partner organizations.
- M Street Low-Barrier Navigation Center and Safe Camping and Parking Grant — County of Kern: CAPK operates a 147-bed, 24-hour congregate shelter providing housing, meals, showers, laundry, and an onsite array of mental health, medical, dental, and economic services for unsheltered individuals, including those with pets and partners. The shelter is complemented by 42 safe camping spaces and 10 safe parking slots, offering additional low-barrier options for individuals not yet ready for indoor shelter. Operating a facility of this scale requires rigorous daily compliance with County contract standards, incident reporting protocols, client documentation requirements, and ongoing fiscal oversight.
- Homeless Housing Assistance and Prevention (HHAP) Program — City of Bakersfield, County of Kern, and Kern Regional Homeless Collaborative: Administration of direct financial assistance, client tracking, and compliance with HCD state program guidelines across multiple administering entities — requiring coordination of documentation standards, eligibility verification, and expenditure reporting across jurisdictions.
- California Violence Intervention and Prevention (CalVIP) Grant — City of Bakersfield (BSCC-administered): Performance reporting, outcome data collection, and community partnership coordination under a BSCC grant program — the same administrative framework governing Proposition 47 — demonstrating CAPK's direct familiarity with BSCC reporting expectations, allowable cost standards, and program compliance obligations.

- CalVIP Outreach Grant — City of Bakersfield: A companion BSCC-funded initiative supporting community-based gun violence reduction in areas disproportionately impacted by homicides, shootings, and aggravated assaults, requiring field-based outreach documentation, performance data collection, and coordinated reporting.

CAPK's administrative systems include dedicated fiscal staff experienced in grant fund accounting, allowable cost determination, and multi-funder expenditure reconciliation. Our data management team is an active HMIS participant, experienced with data collection and reporting standards associated with BSCC-funded programs. Internal quality assurance processes include regular file reviews, supervisor case audits, and documentation spot-checks. CAPK maintains a formal records retention policy consistent with state and federal requirements and has successfully navigated external monitoring visits and audits from multiple state and federal funders, establishing a track record of compliance readiness that directly supports our ability to meet all City and BSCC requirements under this Proposition 47 contract.

2e. Multidisciplinary Collaboration Experience

CAPK's work is inherently collaborative, and our programs are deliberately integrated into Kern County's broader human services, behavioral health, and criminal justice systems. Key existing partnerships that directly support this proposal include:

- Bakersfield Police Department (BPD): CAPK has an established working relationship with BPD through the ARG and CalVIP program, participating in coordinated outreach activities, receiving referrals from officers in the field, and collaborating on case conferences for individuals with repeated law enforcement contact.
- Kern County Behavioral Health and Recovery Services (KCBHRS): CAPK coordinates with KCBHRS on referrals to mental health services, crisis intervention support, and care coordination for clients with severe mental illness.
- Bakersfield Kern Regional Homeless Collaborative / Kern County Continuum of Care (CoC) and CES: CAPK is an active participant in the Kern CoC and Coordinated Entry System, with staff trained in CES intake, HMIS data entry, and housing prioritization processes. Currently, Rebecca Moreno, Director of Housing & Supportive Services, is the Chair of the Kern CoC.
- STEPS, Inc.: Formal MOU for co-located ODF/SUD treatment services, enabling warm referrals and coordinated care between CAPK case managers and STEPS clinical staff for clients with substance use disorders.
- Anthem Blue Cross and Kern Health Systems: Active CalAIM contracts creating a formal coordination framework between CAPK's social services and managed care health plans, enabling dual enrollment and cross-system care coordination.

- CAPK's M Street Low-barrier Navigation Center, the City's Brundage Lane Navigation Center, and Shelter Partners: Existing working relationships with shelter operators support rapid placement coordination and continuity of care for enrolled participants.
- Government and Public Agencies (Kern County DHSS, Social Security Administration): Established referral relationships and familiarity with public benefits enrollment processes, including Medi-Cal, CalFresh, and SSI/SSDI navigation.

Section 3 | Approach and Methodology

3a. High-Touch Intensive Case Management Service Model

CAPK's proposed service model for this program is grounded in a high-touch, field-based, and assertively relationship-driven approach to intensive case management, one that aligns directly with the City's 'relentless pursuit' model of outreach and stabilization. We understand that the individuals referred to this program have often experienced significant trauma, system failures, and repeated cycles of homelessness and incarceration. Engaging and retaining these individuals in meaningful, life-changing services requires more than a traditional office-based case management model. It requires persistent presence, a genuine relationship, and an unwavering commitment to each individual's potential for stability.

CAPK's case managers will function as the primary, consistent point of contact for each enrolled participant, maintaining a caseload of no more than fifteen (15) active clients per Case Manager in accordance with the City's requirements. Case managers will maintain a minimum of multiple meaningful contacts per week during active enrollment, including field-based outreach, in-person meetings, transportation assistance, accompaniment to appointments, wellness checks, crisis response, and coordination of supportive services. Contact frequency will be adjusted only upon demonstrated client stabilization and with prior approval from the Community Vitality Unit.

CAPK's model is built around five core principles: (1) Housing First: rapid connection to stable housing without preconditions; (2) Trauma-Informed Practice: services designed to minimize re-traumatization and promote safety, predictability, and healing; (3) Harm Reduction: meeting clients where they are and supporting incremental progress toward stability; (4) Whole-Person Care: addressing the full continuum of health, behavioral health, housing, legal, and social needs; and (5) Relentless Engagement: never closing a door on a participant, regardless of setbacks or missed contacts.

3b. Engagement Philosophy and Field-Based Outreach

CAPK's case managers bring direct, on-the-ground experience engaging Kern County's most difficult-to-reach individuals, those with repeated justice involvement, chronic homelessness, distrust of service systems, and active behavioral health challenges. Our staff are trained in and regularly practice the following evidence-based and trauma-responsive engagement strategies:

- Motivational Interviewing. Case managers use reflective listening, open-ended questioning, and collaborative goal setting to support clients in identifying their own motivations for change and building intrinsic momentum toward stability.
- Assertive Community Treatment (ACT) Principles: CAPK's outreach model mirrors ACT principles by bringing services directly to the client's location, whether on the street, at an encampment, in a shelter, or in the community, rather than expecting clients to come to us.
- CAPK will not disengage from a participant following missed contacts or setbacks. Case managers will make repeated, varied attempts at contact, including field visits, coordination with shelter staff, outreach through shared contacts, and coordination with BPD and partner agencies, to maintain engagement and prevent service dropout.
- Harm Reduction Orientation: CAPK's approach does not require sobriety, treatment participation, or behavioral compliance as a precondition for engagement. Clients are met where they are, and incremental progress is acknowledged and reinforced.
- Crisis Response Integration: Case managers are trained to recognize and respond to behavioral health crises, coordinating with KCBHRS crisis services, BPD, hospital emergency departments, and other crisis resources as needed. CAPK's embedded clinical staff (RNs and MSWs) provide a critical resource for crisis de-escalation and clinical consultation.

3c. Assessment Tools, Documentation, and Individualized Care Planning

Upon referral, CAPK case managers will initiate a comprehensive assessment process to determine program eligibility and establish a detailed understanding of each client's needs, barriers, strengths, and goals. Assessment domains include mental health status, substance use history and current use, physical health, housing history and stability, justice-system involvement, employment status, income, public benefits enrollment, and social support systems. Through the assessment process and CES, staff utilize the Vulnerability Index – Service Prioritization Decision Assistance Tool (VI-SPDAT) that is designed to be administered quickly in the field by outreach workers, shelter staff, etc., to determine vulnerability and housing intervention (e.g., diversion, rapid rehousing, permanent supportive housing).

Care Plans and client outcome documentation will be structured in alignment with the City's Local Evaluation Plan (LEP), ensuring that all data collected at intake, during service delivery, and at exit is consistent with the performance indicators, outcome measures, and reporting expectations established under this grant. Based on the comprehensive assessment, CAPK will develop an individualized care plan with each client. Care Plans are living documents that establish realistic, measurable, and achievable goals tailored to each individual's unique circumstances. Consistent with RFP requirements, all clients will have a minimum of two primary goal areas: (1) housing stability and/or employment, and (2) mental health stabilization

and/or substance use treatment or recovery. Additional goals will be established as appropriate based on individual needs and barriers.

The Care Plans will be updated regularly throughout service delivery, at a minimum at each significant milestone, upon any change in client circumstances, and at established review intervals. Case managers will monitor progress toward goals, document contacts and outcomes in CAPK's case management system and in HMIS and use Care Plan reviews as an opportunity to celebrate progress, adjust goals as circumstances evolve, and recalibrate engagement strategies when barriers arise.

3d. Coordination with City, BPD, Behavioral Health, Housing, and Community Partners

CAPK will serve as an active, engaged, and responsive partner within Bakersfield's coordinated homelessness response system. We will maintain proactive and consistent communication with the Community Vitality Unit, treating them as a core organizational partner rather than a contractual oversight entity. Key coordination commitments include:

- Bakersfield Police Department (BPD) and Community Vitality Unit (CVU): CAPK prioritize referrals generated by BPD and the Community Vitality Unit through field contacts, encampment engagement, and coordinated outreach. We will maintain open lines of communication with referring officers and CVU staff, providing timely updates on client status, referral outcomes, and service barriers.
- Behavioral Health Partners (KCBHRS, STEPS, Inc.): CAPK's MOU with STEPS enables direct, co-located ODF/SUD treatment referrals for enrolled clients. For clients requiring higher levels of mental health care, CAPK will coordinate with KCBHRS and other licensed behavioral health providers, facilitating warm referrals and maintaining coordinated communication with treatment teams.
- Housing Providers and Shelter Operators: CAPK will work closely with shelter operators, the Brundage Lane Navigation Center, and permanent supportive housing providers to facilitate rapid placement and maintain housing stability post-placement. Our existing relationships with these partners enable direct communication and timely coordination.
- CES and HMIS: CAPK administers the CES program and is a registered HMIS participant. Our staff will enter and maintain accurate, timely client data in HMIS, support CES referral and prioritization processes, and ensure that enrolled clients are appropriately documented within Kern County's coordinated entry system.
- CalAIM Health Plan Partners: For clients who are Medi-Cal beneficiaries, CAPK will coordinate with Anthem and Kern Health Systems to explore CalAIM ECM and Community Supports enrollment where appropriate, leveraging our existing relationships to create a whole-person care continuum for enrolled participants.

3e. Housing First Implementation and Housing Navigation

Housing First is a foundational principle of CAPK's service model, not merely a compliance requirement, but a genuine organizational value rooted in the belief that stable housing is the essential precondition for addressing all other barriers to self-sufficiency. CAPK will prioritize rapid connection to permanent housing for all enrolled participants without imposing preconditions related to sobriety, mental health treatment participation, income, or criminal history.

CAPK's housing navigation services will include: comprehensive assessment of housing barriers and needs; identification of appropriate housing options including emergency shelter, bridge housing, transitional housing, permanent supportive housing (PSH), and rapid re-housing opportunities; assistance with housing applications, documentation, background check remediation, and landlord negotiation; coordination with the City's Brundage Lane Navigation Center, CAPKs M Street Low-barrier Navigation Center, and other shelter resources for interim placement while permanent housing is secured; and post-placement stabilization support to promote long-term housing retention.

CAPK's experience with rental assistance and emergency hotel placement through the ARG program provides a direct operational foundation for the housing navigation and interim placement functions required under this contract. Our existing landlord relationships and familiarity with Kern County's affordable and supportive housing inventory will support more efficient and effective housing placement for enrolled participants.

3f. Referral Response Times and Client Engagement Protocols

CAPK is committed to rapid, responsive engagement with all referrals received from the Community Vitality Unit, Bakersfield Police Department, and partner agencies. Our referral response protocols are as follows:

- Immediate Acknowledgment: All referrals will be acknowledged to the referring party within one (1) business day of receipt, with assignment to a specific Case Manager confirmed.
- Initial Contact Attempts: Case managers will initiate outreach efforts immediately upon referral assignment, the same day when feasible, using all available contact information, field knowledge, and coordination with partner agencies.
- In-Person Connection: Case managers will establish an initial in-person connection with each new client within forty-eight (48) hours of referral, consistent with the City's expectation, whenever the client's location is known or can be determined through field coordination.
- Ongoing Contact Frequency: During active enrollment, case managers will maintain a minimum of multiple meaningful contacts per week with each client. Contact modalities

include field visits, in-person meetings at CAPK facilities or community locations, phone or video contact, and joint outreach with partner agencies.

- Documentation: All contacts, contact attempts, and their outcomes will be documented in CAPK's case management system and in HMIS within 24 hours of occurrence, ensuring a real-time record of engagement for City review and compliance purposes.

3g. Onboarding and Transition Planning

CAPK understands the critical importance of a smooth and disruption-free transition at the program's launch. Given that the target population is highly vulnerable and that disruptions in service relationships can have significant negative consequences, including loss of engagement, housing instability, and increased risk of recidivism, CAPK is prepared to prioritize continuity of care above all else during the transition and onboarding period.

CAPK's transition plan takes advantage of a unique structural asset: our three transitioning Navigator staff are current CAPK employees who will move directly from the ARG program into this contract on July 1, 2026. Because they are already active members of Bakersfield's homeless response network, known to partner agencies, shelter staff, BPD officers, and many of the individuals who will be referred to this program, the relational continuity that is so critical to effective engagement with this population is preserved from Day One.

During the anticipated two-week transition and onboarding period, CAPK will:

- participate in collaborative transition planning meetings with the Community Vitality Unit and any outgoing service provider; review and receive appropriate transfer of existing client records and service plans (subject to applicable confidentiality requirements).
- conduct warm handoff coordination for any currently enrolled participants transitioning to our care; complete staff orientation specific to program requirements, City reporting standards, and program-specific protocols; and
- establish all operational systems, including HMIS access, documentation templates, client intake forms, and referral intake workflows, prior to or concurrent with service delivery launch.

3h. Staffing Structure and Continuity Planning

CAPK's staffing structure for this program is designed to ensure supervision, accountability, and continuity of service delivery throughout the contract period. The Program Administrator will provide regular individual supervision to all Case Managers, conduct regular case reviews, ensure documentation compliance, participate in City-required meetings and case conferences, and serve as the primary escalation point for complex client situations or compliance concerns.

With three (3) dedicated full-time Justice-Involved Navigators and a maximum caseload of fifteen (15) active clients per Navigator, CAPK is positioned to serve a total of forty-five (45)

unduplicated clients over the grant period. The caseloads will be managed by the CAPK team, as the lead entity, with the Program Administrator providing oversight, to ensure equitable distribution based on client acuity, geographic concentration, and staff capacity, ensuring each client receives the high-frequency, high-intensity engagement that justice-involved individuals transitioning from incarceration require for successful housing stabilization and community reintegration. Complementing direct case management, STEPs, Inc. will provide all forty-five (45) program participants with access to licensed clinical professionals, delivering more intensive and complex services including Substance Use Disorder (SUD) counseling, behavioral health intervention, and therapeutic support, ensuring that clients with the highest levels of need receive specialized, professional-level care beyond the scope of traditional case management.

Staff continuity is a priority. In the event of a vacancy, extended absence, or other staffing disruption, CAPK will provide written notification to the Community Vitality Unit within one business day and will implement contingency protocols, including temporary caseload redistribution, use of organizational on-call staff, and expedited recruitment, to minimize any disruption to client services. CAPK's broader organizational staffing base provides a depth of coverage and institutional support that smaller, single-program organizations cannot offer.

3i. Administrative Capacity and Compliance

CAPK's administrative infrastructure for this program leverages the same organizational systems and personnel that have successfully supported our BSCC ARG Cohorts 3 and 4 contracts and CalAIM programs. Key administrative capacity elements include:

- HMIS Participation and Data Management: CAPK is an active HMIS participant with trained staff experienced in data entry, data quality standards, and HMIS reporting requirements. We will ensure timely, accurate, and complete data entry for all enrolled participants and generate reports on the formats required by the City and BSCC.
- Grant Compliance and Documentation: CAPK's compliance team conducts regular internal file reviews and documentation audits to ensure consistency with grant requirements. All client files will contain required intake, assessment, care plan, contact log, referral, and outcome documentation in accordance with Proposition 47 and City standards.
- Fiscal Tracking and Accountability: CAPK's finance department maintains grant fund accounting systems that track expenditures by budget category, generate monthly budget-to-actual reports, and support invoice preparation and submission. All client incentive and direct assistance expenditures will be subject to prior City approval and documented in accordance with BSCC allowable cost guidelines.
- Reporting: CAPK will submit all required reports, including monthly, quarterly, and annual performance reports, on schedule and in the formats specified by the City and BSCC. We will designate a specific staff member responsible for reporting coordination.

CAPK will ensure all data collection, documentation, and reporting activities align with the City's Local Evaluation Plan (LEP), including adherence to LEP-defined outcome measures, data elements, and evaluation timelines. Staff will be trained on LEP requirements prior to program launch, and internal quality assurance processes will include regular review of LEP compliance.

3j. Trauma-Informed, Culturally Responsive, and Harm Reduction-Oriented Service Delivery

CAPK's service philosophy recognizes that the vast majority of individuals served through this program have experienced significant, often complex and multi-generational trauma, including trauma associated with incarceration, victimization, homelessness, family disruption, substance use, and systemic marginalization. Trauma-informed practice is embedded throughout our organizational culture and program design, not simply a training checkbox.

Key elements of CAPK's trauma-informed, culturally responsive, and harm reduction approach include:

- Safety, Trustworthiness, and Transparency: All client interactions prioritize physical and emotional safety. Case managers are transparent about program expectations, client rights, and the limits of confidentiality, fostering trust from the first contact.
- Cultural Responsiveness: CAPK serves a diverse Kern County community with significant Latino, Indigenous, Black, and other underrepresented populations among the chronically homeless and justice involved. Our staff reflect the communities we serve, and bilingual services (English/Spanish) are available. Program materials, outreach approaches, and communication styles are adapted to the cultural contexts of the individuals we serve.
- Strengths-Based Practice: Case managers are trained to identify and build on client strengths, capacities, and existing support networks, not merely to catalogue deficits and barriers.
- Harm Reduction: CAPK does not require abstinence or behavioral compliance as a condition of service. Clients are supported by taking incremental steps toward stability, and case managers are trained to respond to relapses and setbacks with compassion, not judgment.
- Peer Support Consideration: CAPK recognizes the value of lived experience in building trust with this population and will explore opportunities to incorporate peer support elements into the service model as appropriate.

Section 4 | Work Plan and Timeline

4a. Key Activities, Milestones, and Implementation Timeline

The following work plan reflects CAPK's proposed implementation timeline, beginning with transition and onboarding activities and extending through administrative closeout on June 30, 2028.

Phase / Milestone	Target Date	Key Activities
Pre-Launch / Transition Period	July 1–14, 2026	Participate in City-led transition planning meetings; coordinate warm handoffs with outgoing providers; finalize staff assignments and caseload structure; establish HMIS access and program documentation systems; complete Proposition 47 program orientation; finalize referral intake protocols with CVU and BPD; confirm partner agency coordination agreements.
Program Launch — Active Service Delivery	July 1, 2026	Begin accepting referrals from CVU and BPD; initiate immediate outreach to newly referred clients; complete comprehensive assessments and develop initial Individualized Care Plans; begin HMIS data entry for all enrolled participants; initiate weekly case conferencing with CVU.
Month 1–3 Operations	July–Sept. 2026	Establish caseloads at full target capacity; maintain multiple contacts per week per client; submit first monthly report to City; conduct first internal documentation audit; participate in bi-weekly case conferencing with CVU; initiate housing navigation for all enrolled clients; complete first quarterly performance report.
Mid-Year Program Review	December 2026 / Jan. 2027	Conduct internal mid-year program evaluation; review client outcome data and progress toward goals; submit mid-year performance report; adjust engagement strategies for clients with limited progress; identify training or capacity gaps; confirm staffing continuity and report any changes to CVU.
Year 2 Continuation	July 2027 – March 2028	Maintain full caseloads and high-frequency engagement; continue housing navigation and stabilization; begin transitioning clients completing 12-month ICM phase to after-care follow-up support (up to 12 months); submit quarterly performance reports; maintain HMIS data currency and accuracy; support CVU-directed evaluation activities.

After-Care Support Phase (selected clients)	Ongoing per client timeline	Periodic follow-up contacts (monthly or as directed); monitoring of housing retention and behavioral health stability; crisis response as needed; support linkage to community services for long-term self-sufficiency; documentation of after-care contacts and outcomes in HMIS.
Active Service Delivery Conclusion	March 31, 2028	Complete all active client services; transition enrolled participants to community services or after-care support; submit final program performance report; ensure all HMIS records are current and complete; provide CVU with final client status summary.
Administrative Closeout	April 1 – June 30, 2028	Complete final billing and invoice reconciliation; submit final fiscal report; conduct final file review and documentation audit; respond to any CVU or BSCC requests; archive all program records in compliance with grant retention requirements.

4b. Program Management, Supervision, and Evaluation

CAPK will manage this program through a structured supervision and quality assurance framework. The Program Administrator will hold weekly individual supervision sessions with each Case Manager, conduct monthly case reviews for a sample of active client files, and convene quarterly all-staff program review meetings to assess performance data, discuss challenges, and identify opportunities for improvement. Monthly budget-to-actual reviews will ensure fiscal compliance and early identification of any expenditure concerns.

CAPK will use HMIS data and internal tracking spreadsheets to monitor real-time progress toward performance targets, including client enrollment numbers, housing placement rates, housing retention rates, engagement frequency, and reduction in recidivism indicators. Performance data will be shared with the Program Administrator and CVU in monthly reports and discussed at bi-weekly case conferences.

Program performance will be monitored and evaluated in accordance with the City's Local Evaluation Plan (LEP), with HMIS data and internal tracking systems configured to capture all LEP-required data elements and outcome indicators, including housing placement rates, housing retention, sustained client engagement, and reductions in recidivism.

4c. Onboarding and Transition Plan

CAPK's transition plan is a critical organizational advantage and is designed to ensure that enrolled clients experience no disruption in supportive services during the program's launch. Key elements of the transition plan include:

- Staff Continuity: Three existing CAPK ARG Navigators will transition directly into Case Manager roles on July 1, 2026. Their familiarity with the local service system, established relationships with referral partners, and existing knowledge of many of the individuals who will be referred to this program eliminates the ramp-up period that new hires would require.
- Warm Handoff Coordination: CAPK will actively participate in any warm handoff processes facilitated by the Community Vitality Unit, reviewing existing client records, meeting with clients currently enrolled with any outgoing provider, and ensuring that current service plans are understood and honored from the beginning.
- Partner Agency Notifications: CAPK will notify key referral and coordination partners, including BPD, KCBHRS, STEPS, shelter operators, and housing providers, of the program launch and our role as the new service provider, ensuring that referral pathways are established and functioning from the first day of service delivery.
- Operational System Setup: Before July 1, CAPK will complete all HMIS access setup, case management system configuration, documentation template finalization, and intake workflow establishment to ensure that administrative systems are fully operational at launch.

4d. Hiring, Onboarding, and Startup Timeline

CAPK's startup timeline is streamlined by the availability of three experienced ARG Navigators who will transition directly into this program. The primary hiring activities will focus on any supervisory or administrative positions not currently filled by existing staff. CAPK anticipates the following pre-launch activities:

- Weeks prior to July 1: Finalize program position descriptions, confirm staff assignments, and complete any necessary personnel actions for staff transitioning from ARG to this program.
- June-July 2026: Complete program-specific orientation and training for all assigned staff, including grant requirements, City reporting standards, documentation protocols, HMIS procedures, and program-specific intake workflows. Establish all operational agreements and coordination MOUs with partner agencies.
- July 1, 2026: Full program launch, no ramp-up period required. Case managers are ready to accept referrals, conduct outreach, and begin comprehensive assessments.

4e. Multidisciplinary Collaboration and Case Conferencing

CAPK is fully committed to active and consistent participation in the collaborative structures established by the Community Vitality Unit (CVU). Specifically, CAPK will:

- Participate in weekly or bi-weekly case conferencing meetings with the CVU and partner agencies, as directed by the City, providing timely case updates, raising service barriers, and coordinating complex client situations.
- Designate the Program Administrator as the primary point of contact for the CVU for all administrative, compliance, and operational matters.
- Continue to participate in the Bakersfield-Kern Regional Homeless Collaborative – Continuum of Care (CoC) meetings, referral network coordination meetings, and other community meetings as directed by the CVU.
- Maintain a shared tracking mechanism or communication protocol with the CVU to ensure real-time visibility into client referral status, enrollment, and outcomes.
- Respond to CVU communications, data requests, and status inquiries within one business day as a standard operating protocol.

Section 5 | Resumes, References, and Organizational Experience

5a. Key Personnel — Summary of Qualifications

Full resumes for all key personnel are attached as **Exhibit A** to this proposal. Summaries of qualifications for positions proposed for this program are provided below.

Rebecca Moreno, Director of Community Development (In-Kind)

Rebecca Moreno brings over 10 years of homeless services experience and 7 years of supervisory leadership, currently overseeing all agency contracts and grants related to housing and homelessness, including direct supervision of the Coordinated Entry System (CES), M Street Navigation Center, Housing, Re-Entry programs, and the newly added Veteran Supportive Services Division. Rebecca is an active leader within Kern County's homelessness response system, serving as a Governing Board Officer of the Bakersfield-Kern Regional Homeless Collaborative (BKRHC) as the Chairperson and participating in multiple community working groups, including the Built for Zero Campaign and Connected Community Network. Her expertise spans HMIS, VI-SPDAT assessments, trauma-informed care, program budget oversight, federal and state compliance, and community outreach. Rebecca will contribute 0.20 FTE to this program as an in-kind resource, providing executive oversight, program leadership, and quality assurance at no cost to the grant.

Joseph Aguilar — Program Administrator (In-Kind)

Joseph Aguilar brings more than five years of progressive leadership within CAPK's homeless services division and eight-plus years of total program supervision experience, currently serving as CES Program Manager overseeing CAPK's Coordinated Entry System, CalAIM, and Day Habilitation programs. In this role, he manages all staff supervision, stakeholder reporting,

community partnerships, and compliance with programs that have collectively processed over 800 KHS referrals and ensured more than 10,000 clients were contacted within CES's 24-hour response standard. Mr. Aguilar was instrumental in launching both the CalAIM and Day Habilitation programs at CAPK and serves as Chair of the CES Committee within the Bakersfield-Kern Regional Homeless Collaborative (BKRHC), where he provides HMIS data quality training to CoC partners across Kern County. He is trained in motivational interviewing, VI-SPDAT/PR-SPDAT/VITAY assessment tools, and HUD homelessness definitions, and is bilingual in English and Spanish. Mr. Aguilar holds a Leadership certificate from Bakersfield College, was accepted into the Bakersfield Chamber of Commerce Leadership Program (2024) and is a candidate for the Certified Community Action Professional (CCAP) credential.

Veronica Ramos — Justice-involved Navigator

Veronica Ramos is a bilingual (English/Spanish) housing and homelessness services professional with over 7 years of progressive experience in Kern County's homelessness response system. Currently serving as a Program Specialist at Community Action Partnership of Kern (CAPK), she brings deep expertise in Coordinated Entry System (CES) operations, HMIS data management, HUD compliance, housing navigation, and cross-agency collaboration.

Throughout her career, Veronica has demonstrated a strong ability to manage complex, multi-program environments — simultaneously supporting CES operations, the Encampment Resolution Fund (ERF), and the KHS CalAIM Housing Navigation Program. Her direct contributions include helping house 126 of 164 households matched to a housing subsidy under the ERF program, launching CalAIM housing navigation services as one of the program's first navigators, and providing ongoing technical assistance and compliance guidance to community providers across Kern County. Prior to CAPK, Veronica served as a Lead Case Manager at the Bakersfield Homeless Center, where she delivered intensive case management through the CalWORKs Housing Support Program, coordinated housing placements, and trained incoming staff on HMIS and program compliance. Her core competencies include CES match coordination, data quality oversight, policy development, staff training, housing inspections, crisis intervention, trauma-informed care, and public presentations. She holds certifications in Trauma-Informed Care, SOAR Works, the 16-Hour NSPIRE Physical Inspection course, and multiple Asthma Education credentials.

Cesar Serrano — Justice-involved Navigator

Cesar Serrano is a bilingual (English/Spanish) social services professional with a background spanning justice-involved navigation, behavioral intervention, and youth advocacy. His experience reflects a consistent commitment to serving vulnerable and underserved populations through trauma-informed, culturally sensitive, and person-centered approaches.

Currently serving as a Justice Involved Navigator at Community Action Partnership of Kern (CAPK), Cesar provides intensive case management and outreach to justice-involved individuals experiencing homelessness, conducting assessments, developing individualized support plans, and coordinating access to housing, healthcare, and community resources. He works closely with multidisciplinary teams, law enforcement, correctional facilities, and social service providers to support successful client reintegration.

Before CAPK, Cesar worked as a Behavior Interventionist with Maxim Healthcare Services, where he implemented Behavior Intervention Plans, supported students in crisis, and contributed to collaborative education team efforts through data tracking and progress monitoring. Earlier, as a Youth Advocate and Community Liaison with the Child Abuse Prevention Center, he managed a caseload of Foster and McKinney-Vento youth involved in the juvenile justice system throughout Kern County, connecting clients to grants, programs, and educational pathways to support their transition back into society.

Cesar holds two Associate of Arts degrees from Bakersfield College in Communication and Liberal Studies, and his core competencies include crisis intervention, care coordination, trauma-informed care, leadership, and bilingual service delivery in English and Spanish.

Claudia E. Huerta — Justice-involved Navigator

Claudia E. Huerta is a bilingual (English/Spanish) social services professional with a bachelor's degree in criminal justice from California State University, Bakersfield, and a dedicated career focused on housing navigation, case management, and community reintegration for justice-involved and vulnerable populations throughout Kern County.

Currently serving as a Justice Involved Navigator at Community Action Partnership of Kern (CAPK), Claudia provides intensive, client-centered case management to individuals transitioning from incarceration into stable housing. Her work includes developing individualized housing plans, coordinating vital document procurement, facilitating CES referrals, conducting outreach in CDCR facilities, and providing aftercare case management to support long-term housing sustainability and recidivism reduction. She maintains strong partnerships with Adult Probation, the Department of Corrections, and community service providers.

Prior to her current role, Claudia served as a CalAIM Case Manager at CAPK, where she conducted VI-SPDAT and QRT assessments, managed HMIS documentation, coordinated housing deposits, conducted housing inspections, and supported clients through 30, 60, and 90-day follow-up intervals. Earlier, as an Outreach Specialist at CAPK, she supported food bank coordination, community partnerships, donor database management, and emergency financial assistance programs.

Her core competencies include trauma-informed care, intensive case management, housing stabilization, CES navigation, HMIS documentation, crisis intervention, and bilingual service delivery in English and Spanish.

5b. Primary Program Manager and City Point of Contact

Name: Joseph Aguilar
Title: Program Administrator, Housing & Supportive Services
Address: 1631 30th Street, Bakersfield, CA 93301
Email: jaguilar@capk.org
Phone: 661-336-5236

5c. Comparable Contracts and Organizational Experience

The following table summarizes CAPK's current and recent contracts for comparable intensive case management, homeless services, re-entry services, behavioral health coordination, and housing stabilization programs.

Program / Contract	Funder	Services Provided
Adult Re-Entry Grant (ARG) Cohort 3	BSCC	Intensive case management, housing navigation, rental assistance, emergency hotel placement, and coordinated services for justice-impacted, homeless individuals.
Adult Re-Entry Grant (ARG) Cohort 4	BSCC	Same as Cohort 3; expanded capacity and service enhancements based on Cohort 3 learnings.
CalAIM ECM / Community Supports / Day Habilitation — Anthem	Anthem Blue Cross	Enhanced Care Management, Community Supports, and Day Habilitation services for Medi-Cal beneficiaries with complex health and social needs.
CalAIM ECM / Community Supports — Kern Health Systems	Kern Health Systems	Enhanced Care Management and Community Supports for KHS Medi-Cal beneficiaries; whole-person care coordination with 2.0 FTE RNs and 1.0 FTE MSW.
Homeless Housing Assistance and Prevention (HHAP)	CA HCD	Direct financial assistance, housing navigation, and stabilization services for individuals and families experiencing or at risk of homelessness.

California Violence Intervention and Prevention (CalVIP)	BSCC-City of Bakersfield	Target communities that are disproportionately impacted by homicides, shootings, and aggravated assaults. CAPK provides in-person response and case management.

5d. Professional References (Minimum 3)

1. Kern Family Health Care

Name: Adriana Salinas
Title: Director of Community and Social Services
Phone: 661-426-7711
Email: Adriana.Salinas@khs-net.com
Agency website: www.kernfamilyhealthcare.com

CAPK maintains an active contractual relationship with Kern Health Systems through its CalAIM program, delivering Enhanced Care Management (ECM) and Community Supports services to KHS Medi-Cal beneficiaries under a whole-person care model. Ms. Salinas can speak directly about CAPK's performance, clinical coordination capacity, and responsiveness as a managed care partner.

2. County of Kern

Name: Stacy Kuwahara
Title: Assistant Chief Administrative Officer
Phone: 661-868-3169
Email: KuwaharaS@kerncounty.com
Agency website: https://www.kerncounty.com

CAPK partners with the County of Kern across multiple homeless response contracts, including operation of the M Street Low-Barrier Navigation Center and Safe Camping and Parking program, the Homeless Housing Assistance and Prevention (HHAP) program, the Homeless Drop-In Center in Mojave, and ongoing Continuum of Care coordination. Ms. Kuwahara can speak to CAPK's contract compliance, operational performance, and collaborative role within Kern County's homelessness response system.

3. Kern County Public Defenders Office

Name: Peter Kang
Title: Public Defender
Phone: 661-868-4799
Email: kangp@kerncounty.com
Agency website: https://www.kerncounty.com/government/departments/public-defender

The M Street Navigation Center maintains a collaborative partnership with the Kern County Public Defender's Office to help address legal barriers that often contribute to homelessness and housing instability. Through this partnership, individuals experiencing homelessness are connected to legal support services designed to improve their ability to secure and maintain permanent housing, employment, and overall stability.

Public Defender representatives work in coordination with the M Street case management staff to assist participants with resolving outstanding warrants, addressing court obligations, navigating Homeless Court processes, and pursuing expungement opportunities when appropriate. This collaboration helps reduce barriers that may otherwise prevent individuals from qualifying for housing programs, employment opportunities, or supportive services. By incorporating legal advocacy into the continuum of care, the M Street team is able to provide more comprehensive stabilization services and improve long-term housing outcomes for vulnerable populations. This coordinated approach strengthens system-wide collaboration between homeless services providers and the justice system while supporting participants in achieving self-sufficiency, reducing recidivism, and successfully transitioning into permanent housing.

Section 6 | Proposed Budget

6a. Budget Alignment with Narrative, Work Plan & Service Model

The proposed budget totals $630,000 over the full grant period, fully funded by the City of Bakersfield. All expenditures are directly aligned with Intensive Case Management (ICM) service delivery, program administration, and subcontracted substance use disorder (SUD) clinical services through STEPs, Inc. The budget supports three full-time Justice-Involved Navigators, program oversight, and a comprehensive array of client-centered services consistent with the program narrative, work plan, staffing plan, and proposed service model.

Period	Amount
Year 1 (July 1, 2026 – June 30, 2027)	$333,713
Year 2 (July 1, 2027 – March 31, 2028, + Closeout)	$296,287
TOTAL GRANT AWARD	**$630,000**

6b. Service Period & Administrative Closeout

The budget covers the full-service period from July 1, 2026, through March 31, 2028. Year 2 incorporates three months of administrative closeout (April 1 – June 30, 2028), with costs limited to activities necessary for grant closeout, including HMIS data management, reporting, and fiscal reconciliation, consistent with BSCC Administrative Grant Guide requirements.

6c. Budget Narrative & Calculations

Personnel — CAPK | $317,501 Total (Salaries + Stipends) + $86,893 Benefits

Three (3) full-time Justice-Involved Navigators are budgeted at 1.0 FTE each at an hourly rate of $25.77 ($53,602 annually per navigator), providing direct case management, housing navigation, and reintegration support to justice-involved individuals experiencing homelessness throughout Kern County. Direct-charge salary total: $160,806 (Year 1) across all three navigators.

Employee stipends are included at $75/month per staff for cell phone reimbursement and $100/month per staff for bilingual pay across 3.0 FTE, totaling $11,970 over the grant period ($6,300 Year 1 / $5,670 Year 2). Benefits are calculated at 28% of base salary, totaling $86,893 over the grant period ($45,020 Year 1 / $41,873 Year 2).

The following positions are contributed as in-kind and charged at no cost to the grant:

- Rebecca Moreno, Director of Housing & Supportive Services — 0.20 FTE at $71.27/hr ($29,648 annually) 100% **In-Kind**
- Joseph Aguilar, Program Administrator — 0.40 FTE at $45.63/hr ($37,964 annually) 100% **In-Kind**

Contract Services — STEPs, Inc. | $141,179 Total

CAPK has contracted with STEPs, Inc. to provide Substance Use Disorder (SUD) clinical and counseling services as a subcontractor under this grant. STEPs, Inc. will deliver evidence-based SUD assessment, individual and group counseling, therapeutic services, and participant engagement support to program clients. The subcontract is budgeted at $77,553 in Year 1 and $63,626 in Year 2, totaling $141,179 over the grant period.

Position	FTE	Base Salary	Benefits (25%)	Total
Licensed Therapist (LMFT/LCSW)	0.90 FTE	$80,943	$20,236	$101,179
SUD Counselor #1	0.25 FTE	$15,000	$3,750	$18,750
SUD Counselor #2	0.25 FTE	$15,000	$3,750	$18,750
Participant Engagement (Snacks/Food/Coffee)				$2,500 (est.)
TOTAL — STEPs, Inc. (Grant-Funded Portion)	**1.40 FTE**			**$141,179**

The Licensed Therapist (LMFT/LCSW) is budgeted at 0.90 FTE under this grant; the remaining 0.10 FTE is supported through STEPs, Inc. organizational funding.

Space Costs | $19,000 Total

Office space is calculated at $2.31/SF x 120 SF x 12 months x 3.0 FTE staff, totaling $10,000 in Year 1 and $9,000 in Year 2. This provides a dedicated workspace for Justice-Involved Navigators to conduct client meetings, case documentation, and coordination activities.

Other Operating Costs | $2,339 Total

Other operating costs support the full range of program operations and community engagement, including:

- Meeting Expenses: Partner coordination, match calls, and case conferencing. Client engagement and meeting support. One-on-One & Group Meeting Supplies/Snacks ($1,231 Year 1 / $1,108 Year 2)

Indirect Costs | $63,088 Total

Indirect costs are calculated at a 12% de minimis rate covering contract management, human resources, general administrative support, finance, facilities, and IT support. Year 1: $32,803 | Year 2: $30,285.

Category	Year 1	Year 2	Total
Salaries & Stipends	$167,106	$150,395	$317,501
Benefits (28%)	$45,020	$41,873	$86,893
Space Costs	$10,000	$9,000	$19,000
Contract Services — STEPs, Inc.	$77,553	$63,626	$141,179
Other Operating Costs Meeting Expenses (Direct)	$1,231	$1,108	$2,339
Indirect (12% de minimis)	$32,803	$30,285	$63,088
TOTAL	**$333,713**	**$296,287**	**$630,000**

6d. Allowable Budget Line Items

All proposed budget line items fall within allowable categories as defined in the BSCC Administrative Grant Guide, including:

- Personnel & Payroll Taxes / Fringe Benefits
- Space Costs
- Contract Services (STEPs, Inc. Subcontract)
- Other Direct Costs (Outreach, Meetings, Printing, Postage, Employee Costs)
- Indirect Costs (12% de minimis rate)

Reference the sections above for a detailed budget description.

6e. Staffing & Administrative Sufficiency

CAPK's staffing structure provides sufficient capacity to sustain all service delivery, compliance, reporting, case coordination, HMIS data management, and administrative requirements associated with Proposition 47-funded services throughout the grant period. Three full-time Justice-Involved Navigators, Veronica Ramos, Cesar Serrano, and Claudia Huerta, each bring specialized expertise in CES operations, housing navigation, justice-involved populations, and HMIS compliance. The Program Administrator (0.40 FTE, in-kind) ensures operational compliance, grant reporting, and coordination with the City, while executive oversight from the Director of Housing & Supportive Services (0.20 FTE, in-kind) provides program leadership and accountability at no cost to the grant.

6f. Client Incentives & Supportive Items

STEPs, Inc. has budgeted approximately $2,500 for participant engagement items, including snacks, food, and coffee, to support client participation and retention in SUD counseling and group sessions. Additionally, CAPK's Other Operating Costs include $2,339 for one-on-one and group meeting supplies and snacks to support client engagement in case management activities. All client incentive and supportive item expenditures will be tracked through itemized receipts, documented in program files, and submitted for City approval in compliance with applicable grant requirements and BSCC guidelines before expenditure.

6g. Leveraged Staffing, In-Kind Contributions & Partnerships

CAPK contributes substantial in-kind resources that significantly enhance program capacity beyond grant-funded activities:

Name	Position	Contribution	Est. Value	Role in Program
Rebecca Moreno	Director of Housing & Supportive Svcs.	0.20 FTE | In-Kind	$29,648/yr	Executive oversight & program leadership
Joseph Aguilar	Program Administrator	0.40 FTE | In-Kind	$37,964/yr	Compliance, reporting & admin coordination

Beyond staffing, CAPK's role as the lead administrator of Kern County's Coordinated Entry System (CES) and HMIS, and its operation of the Brundage Lane Navigation Center and partnership within the Continuum of Care (CoC), provides unmatched infrastructure support for this program at no additional cost to the grant. Justice-Involved Navigators will have immediate access to real-time housing availability data, established referral pathways, and cross-system coordination across all homeless service providers in Kern County from day one.

STEPs, Inc.’s broader organizational resources, including clinical supervision infrastructure, licensed behavioral health staff, and established SUD community partnerships, further extend program capacity beyond the grant-funded subcontract allocation, ensuring clients receive a comprehensive continuum of care.

Section 7 | Insurance Requirements

CAPK confirms its ability and intent to obtain and maintain all insurance coverages required under the City of Bakersfield's Professional Services Agreement as a condition of contract award. CAPK currently maintains organizational insurance coverage appropriate to our operational scale and programming activities, and will ensure that all required coverage, at the specified limits and with the required endorsements, is in place before contract execution.

Refer to **EXHIBIT B** for evidence of insurance compliance.

Section 8 | Independent Contractor Agreement Acknowledgement

Refer to **EXHIBIT C** for the signed independent contractor agreement acknowledgement form.

Section 9 | Non-Collusion Affidavit

Refer to **EXHIBIT D** for the non-collusion affidavit.

Exhibit A: Section 5 | Resumes, References, and Organizational Experience

Rebecca Moreno

2601 Auburn Ct Bakersfield, CA 93306 | 661-376-7568 | morenorebecca30@gmail.com

Objective

My objective as the Program Director is to take my current knowledge and experience in program development, implementation, developing policies and procedures, leadership skills, management abilities, established partnerships, and willingness to learn and apply it, in accordance and alignment with federal, state, local policies as well as those of the Community Development division and Community Action Partnership of Kern, to assist those in our community that are currently in need of services.

Skills & Ability

- Microsoft Office
- HMIS
- Public Speaking
- 10 years in Homeless Services
- Coordinated Entry System
- Motivational Interviewing
- Trauma Informed Care
- Data Driven Outcomes
- Program Budget Oversight
- Community Outreach
- Excellent Communication Skills
- Written and Oral Presentations
- Program Development and Growth
- 6 years of Supervision Experience
- Microsoft Dynamics- D365
- Federal, State, Local Compliance

Experience

11/2021- Current ***Director of Community Development, Community Action Partnership of Kern***

Directs, supervises, and monitors all Agency contracts and/or grants that pertain to homeless and housing services. Ensures program compliance with federal, state, and local regulations. Provides direct supervision and oversight to the Coordinated Entry System (CES), M Street Navigation Center, Housing, and Re-Entry programs. Performs internal quality control activities to monitor and evaluate the progress of contracts to ensure that the goals and objectives of the contracts are being met within required timeframes. Develops, reviews, and coordinates budget preparation, monitors expenditures and revenues for assigned program/contracts. Evaluates program effectiveness, compliance, and makes recommendations as needed. Serves as a liaison on the county-wide homeless collaborative to ensure that the needs of the homeless population are being met. Provide effective presentations to the Board of Directors and its subcommittees, elected officials, private and public agencies, and the community.

10/2018- 10/2021 ***Coordinated Entry System (CES) Program Supervisor, Community Action Partnership of Kern***

The Coordinated Entry System (CES) is responsible for providing oversight, leadership, and direction for the Bakersfield-Kern Regional Homeless Collaborative CES. As the Program Supervisor, I was responsible for program development, implementation, management, and evaluation of a newly established

program. I developed Policies and Procedures in accordance with federal, state, and local guidelines. Established and coordinated program services, policies, and procedures to ensure compliance with data quality requirements and conformity with federal, state, and local regulations, as well as best practices. Evaluate programs using outcome data to determine effectiveness of program components. Provide quarterly presentations to the CAPK Board of Directors as well as the BKRHC Governing Board. CES is also responsible for providing training for the entire CoC on HMIS, the Vulnerability Index Service Prioritization Decision Tool (VI-SPDAT) and the Quick Referral Tool (QRT). During my time with CES, we were able to grow the program from one funding source to seven funding sources and have increased the budget from $237,000 with 3 FTEs to $618,224 and 10 FTE's. Responsible for interviewing, hiring, training, evaluating, and mentoring staff, volunteers, and service providers, as appropriate.

1/2020-6/2021 ***Homeless Program Supervisor, Community Action Partnership of Kern***

Responsible for the monitoring of day-to-day operations and staff specifically related to CES and HMIS, case management, services providers, and client support to ensure compliance with federal, state, and local regulations. Ensured ongoing communication to center staff in a timely manner. Monitored related and/or assigned electronic reports to ensure all mandatory requirements are met. Prepared and submitted accurate and timely reports, assessments, and correspondence as required. Ensured maintenance of required program files. Worked in collaboration with shelter staff to implement strategies, techniques, and/or recommendations. Was responsible for providing document planning and program implementation. Provided technical assistance and guidance to shelter staff, service providers and community/volunteers. Conducted performance evaluations based on measurable and objective criteria. Ensured that personal and professional development plans are implemented for supervised staff. Completed disciplinary plans of action as identified to maintain program compliance. Assisted in interviewing, hiring, training, evaluating, and mentoring staff, volunteers, and service providers, as appropriate. Ensured client records, individual case files, daily log and service statistics were maintained in an accurate and timely manner. Prepared, conducted, and attended all meetings, trainings, and conferences as assigned. Maintained safe and functional work environment. Was proactive in cooperation with other center staff, partners, volunteers, and clients in achieving the monthly shelter and program goals. In the 13 months of operation, under my supervision and the direction of the program manager, the Housing Navigators were able to successfully place 56 residents in permanent housing.

04/2017-10/2018- ***Case Manager- Supportive Services for Veterans and Families (SSVF), California Veterans Assistance Foundation***

Assessed housing needs of clients and developed a Housing Stability Plan, assisted clients in the process of obtaining and maintaining housing. Assisted clients in securing income, review monthly budget, assist clients with job searches, resumes, and mock interviews. Conducted housing inspections, provided outreach to the community, worked closely with, and developed relationships with property managers, document case notes, and reported client progress in HMIS and client files, assessed and made referrals on client's behalf to available community resources. During my time at CVAF, I assisted with the following: 40 clients with permanent housing, 7 clients achieved full time employment, 7 clients with successful award of VA benefits, and 4 clients with SSI/SSDI.

12/2015-4/2017- ***Member Service Representative, Nationwide Mutual Insurance Company***

Assisted Nationwide members via inbound calls, servicing homeowner/auto insurance policies. Able to answer complex billing questions, processed requests for changes to policies and answered any other inquiries. During my time at Nationwide, I was able to achieve the following stats: After call work @ 25% or below (business unit is @ 32%) Average Handle Time @ 550 seconds (business unit is @ 650) Voice of Costumer Rating 100%

08/2008-03/2014- *Program Manager, New Arising Destiny Center (NADC)*

Established, organized, and maintained record keeping, tax preparation, obtained 501(c)3 status, coordinated and oversaw programmatic budgeting and fiscal reporting. Community outreach, advocacy, and public education. Established and maintained effective working relationships with diverse agencies, service providers, community groups such as Kern County Superintendent of Schools (Project 180), Kern Juvenile Probation Department, and the City Anti-Gang Committee and Safe Streets Projects. Was responsible for program development, implementation, and management. Developed policies and procedures, case management, and program guidelines. Supervised, trained, and evaluated program staff and House Manager. Practiced conflict resolutions and problem-solving techniques. Establish and maintain program budget.

10/2002-08/2008- *Reimbursement Representative, Pacific Pulmonary Services*

04/1998-10/2002- *Rehab Tech II/Medical Records Clerk/Outpatient Receptionist, HealthSouth Rehabilitation Hospital*

Working Groups

Housing Outreach Partnership Inc. Board Member- the mission of the Housing Outreach Partnership Inc. is to engage in outreach towards landlords and property owners to educate them on the benefits, programs, and strategies for renting to homeless individuals.

Bakersfield-Kern Regional Homeless Collaborative (BKRHC) Governing Board Officer- The work of the BKRHC is maintained and conducted by a twenty-one-member Governing Board, authorized by the Voting Members of the collaborative to conduct the work and structure defined in BKRHC's Governance Charter. The Governing Board directs the work of BRHKC, the U.S. Department of Housing and Urban Development (HUD) Continuum of Care (CoC) program and Emergency Solutions Grant (ESG) program support.

Built for Zero Campaign, Community Solution -Builds and maintains standardized By Name lists for Veterans and Chronically Homeless to ensure the most up-to-date information from outreach, HMIS, shelters, and homelessness stakeholder providers, and maximize Housing First connections.

Connected Community Network (CCN) - The purpose of the CCN is to create linkages between hospitals, clinics, and local community organizations that provide services vital to underserved populations. The broader goal is to construct a community solution – consisting of a network of community partners to address the social determinants of health and link individuals to appropriate community resources. These resources meet a variety of social and economic needs, including stable and affordable housing; maternal, infant, and child health; chronic disease management programs, healthy food, and mental health and substance abuse counseling. Through Community Action Partnership of Kern and the

Coordinated Entry Program and 211 Call Center, we are a key role in linking populations to good health outcomes via linkages and referrals to social services.

Affordable Housing Project- Housing and Community Development (HCD) working group to research and discuss opportunities for housing available to low to moderate income families. Meets semiannually.

Homeless Action Planning, Adventist Health- The purpose of this workshop is to discuss data elements throughout our community and discuss how that data is being used.

KCNC Leadership Program 2020- The program focus is on skills-training to build the strength of local organizations and nurture natural leaders in communities where they are already engaged in local collaborative groups and citizen action mobilization efforts.

Bakersfield Chamber of Commerce Leadership Bakersfield Program 2022- Leadership Bakersfield is a 10-month program with a 33-year tradition that brings together a group of 32 individuals from across the city and asks them to step out of their daily lives, open their minds and imagine how they can help create a better Bakersfield. LB graduates will gain the knowledge and confidence to effectively lead Bakersfield into the future by meeting and interacting with current leaders, discover more about their own individual leadership styles study local issues and cultivate appreciation for differing perspectives.

Education

1997-1998- San Joaquin Valley College- Associates of Science-Rehab Nursing

2021- Current University of La Verne- Bachelor of Science- Public Administration

Joseph Aguilar

Background:

I am part of the transformative force in homeless services, serving as the Homeless Services CES Program Manager for five years at CAPK. Overseeing the Coordinated Entry System (CES) in partnership with the Bakersfield-Kern Regional Homeless Collaborative, I have played a vital role in streamlining services for individuals experiencing homelessness. Additionally, I have contributed significantly to the development and implementation of the Cal-Aim and Day Habilitation program in partnership with Kern Health System, demonstrating my commitment to comprehensive support. With over 8 years of program supervision expertise, I serve as the Chair of the CES committee, former secretary of the CES Committee, and proxy within the BKRHC Governing Board, showcasing my leadership and collaborative skills. A graduate of Bakersfield College's Leadership program and accepted into the Bakersfield Leadership program by the Chamber of Commerce. For the past five years, I have actively collaborated with community members and service providers on regional efforts to end homelessness, embodying a commitment to building a compassionate future for the Bakersfield community.

Skills:

- HMIS Knowledge and Information Input
- Great Communication Skills and Reliable
- HUD Homelessness Definitions and Guidelines
- Bilingual - Spanish and English
- Knowledge of Microsoft and Apple Programs
- Coaching - One on One / Team
- Homelessness Social Services and Agencies Knowledge
- Outlook System Knowledge
- Supervisory Experience
- Hiring and Training Skills
- Assessment Intake (VI-SPDAT/PR-SPDAT/VI-TAY)
- Outreach and Client/Agency Interaction
- Homeless, CAPK RA, and At-Risk Match Call and List Procedures and Policies
- Confidential Data Protection
- Program Guidelines and Polices Implementation

Experience:

Community Action Partnership of Kern October 2022- Current

CES Program Manager

The Program Manager is responsible for supervising the day-to-day operations of CES, Calaim, and Day Habilitation housing navigators, CES Supervisor, volunteers, and paid-to-work interns. The manager works with community service providers to build relationships within the community, provide advocacy, and assists with promoting CES and Calaim connection to benefits and housing. The manager implements best practices for staff, training, coordination of outreach events, and works as part of the team within the Bakersfield Kern Regional Homeless Collaborative. The manager is responsible for all reporting and call center outcomes to be delivered to stakeholders, continuum of care, and agency directives.

- Proactively administered day-to day procedures, policies, and training of Capk Calaim, CES, and Day Habilitation Services.
- Coordinates with HMIS team to provide data standards affecting HUD reports as CES information is entered by all CoC partners.
- Provides trainings to all new hires and senior staff from other providers to ensure HMIS data quality standards within the Coordinated Entry System.
- Assisted in implementation and administration of the policies and procedures, guided by program’s SWOT analysis.
- Effectively implemented and ensured that over 10,000 clients were contacted within our 24-hour time expectation.
- Provide monthly updates to BKRHC executive director and follow up with the narrative of our homeless response system, rental assistance program, and Calaim services.
- Provide training and support to new hire staff members and ensures continuous comprehensive training to the staff and ensuring best practices such as motivational interviewing is implemented.
- Aided in starting up the Cal-Aim Program within CAPK and ensured that intakes, questionnaires, and over the phone support was provided within a timely manner.

- Proactively assisted in growing Calaim in billable services, true member enrollments, and connecting clients into permanent housing.
- Grew Calaim capacity and effectively processed over 800 referrals from Kern Health System. Manage intake process, case management, and assist in effective communication with CBOs and KHS.
- Started the Day Habilitation program implementation of services as of April 2024.
- Provides feedback to call times, call processes, and couching to over the phone navigators and case managers.
- Nominated as CES Secretary for the CES Committee Meeting and former Co-Chair for our HMIS Committee Meeting.
- Nominated into the CES Chair within the CES Committee Meeting in year 2023.
- Effectively implementing best practices in leadership and applying the leadership program from BC College to day-to-day operations.
- Part of Human Resources working group to assist in agency retention efforts and growing our staff.
- Ensured CES training to community members and CoC members, including but not limited to all Kern County DHS offices, Dignity Health, homeless providers, Kern County Superintendent of Schools, Family Resources Centers, and more.
- Accepted to participate in being a Certified Community Action Professional.
- Accepted into the Bakersfield Leadership program 2024.

Community Action Partnership of Kern November 2021- September 2022
CES Program Supervisor

The Program Supervisor is responsible for supervising the day-to-day operations of CES homeless navigators. The supervisor works with community service providers to build relationships within the community, provide advocacy, and assists with promoting CES connection to benefits and housing. The supervisor implements best practices for staff, trainings, coordination of outreach events for CES, and work as part of the team within the Bakersfield Kern Regional Homeless Collaborative.

- Proactively administered day-to day CES procedures, policies, and training.
- Assisted in polices and administration of the CES policies and procedures, including SWOT analysis.
- Effectively implemented and ensured that over 10,000 clients were contacted within our 24-hour time expectation.
- Provide monthly updates to BKRHC executive director and followed up with the narrative of our homeless response system.
- Aided in the implementation of homeless verification to aid the efforts our street outreach providers.
- Provide training and support to new hire staff members and ensures continuous comprehensive training to the staff.
- Nominated as CES Secretary for the CES Committee Meeting and Co-Chair for our HMIS Committee Meeting.
- Effectively implementing best practices in leadership and applying the leadership program from BC College to day-to-day operations.
- Part of Human Resources working group to assist in agency retention efforts and growing our staff.
- Ensured CES trainings to community members and CoC members, including but not limited to all Kern County DHS offices, Dignity Health, homeless providers, Kern County Superintendent of Schools, Family Resources Centers, and more.
- Effectively implementing a continuous relationship with Stanislaus County and aiding Director of Community Development in setting process changes to take on Stanislaus County CES.
- Accepted to participate in being a Certified Community Action Professional.

Community Action Partnership of Kern November 2019- November 2021
CES Program Specialist

The Program Specialist assesses individual client resource needs, strengths, and barriers. The specialist coordinates, refers, and delivers services to meet the short-term needs of individuals and families, which includes connection to housing

supports, emergency services, asset development programming, case coordination, and other resources that move individuals and families towards self-sufficiency.

- Aid CES Program Supervisor in administration of day-to day CES procedures, policies, and training.
- Assisted in polices and administration of the rental assistance program referral for CAPK, Housing Authority, and Bakersfield Homeless Center, including data collection and check request forms for finance.
- Evaluated over 10,000 clients as a direct result of COVID-19 pandemic and community needs of homeless, at risk, and rental assistance referrals.
- Aided in eligibility screening, check request submission, check request data management, gathering of documentation, and reviewing all documentation for CES Program Supervisor and Director approval.
- Aided in the opening of the M St. Low Barrier Navigation Center, providing intakes, case management, procedural updates, and advocacy for shelter services.
- Provide training and support to new hire staff members and ensures continuous comprehensive training to the staff.
- CES committee work within the CoC groups and actively part of the Homeless Outreach Committee, Youth BNL meetings, Youth and Veteran case conferences, Elderly BNL, and any other directed by CES Program Supervisor
- Assists with staff scheduling preparation of reports and participation in the design of new systems, as required.
- Implement call center policies, practices, and procedures related to the database management, QRT tracking excel sheet, CRM system, and CAPK Rental Assistance working excel sheet.
- Administrate, prioritize, and ensure CoC procedures are implemented on the Homeless and At-Risk Prioritization lists.
- Provide weekly reports directly to CoC to ensure compliance and data within CoC and to the public.
- Aid in CoC Homeless Collaborative trainings to all service providers and ensure that all HUD guidelines and procedures are implemented among all providers.

Community Action Partnership of Kern July 2019- November 2019

Homeless Navigator

The Homeless Navigator works with the homeless community and assessment point service providers to build relationships with the homeless community, provide advocacy, and assist with connection to benefits and housing. The primary goal is to identify unsheltered homeless individuals through community referrals from direct homeless providers and social service agencies and permanent housing.

- Training to new members and proactively moving the QRT list daily.
- Provided motivational interviewing to facilitate clients' referrals based under HUD definition.
- Aided CES Program Specialist with community queue referrals, data quality, and document management.
- Exceeded call volume at 45-50 calls daily versus the average of 20-30.
- Aided in community outreach to promote education on CAPK homeless services.

Conduent Nov 2015- June 2019

Supervisor

The Call Center Supervisor leads and manages all activities associated with the USAC Programs Call Center and Enrollment operations in order to meet and exceed contractual obligations to the client. Delivers all KPI's of the immediate team, including quality, productivity, and compliance parameters. The Supervisor is responsible for implementation of policies under different contractual obligations and analyzing best practices for continuous improvement.

- Developed and managed project plans to expand our current scope of support provided under contract with third party vendor.
- Trained end-users in best practices to minimize errors and protect key data such as client information, third party confidential resolution pages, and site plans for maximizing work force.
- Maintained quality-focused performance benchmarks and schedules when directing project teams of 30-40 team members.

- Exceeded business needs target goals such as team Customer Satisfaction goal of 96% (business team goal of 88%), After Call Work of 1.26 (business team goal of 2), Average Handle Time of 17.5 (business team goal of 19) and maintained Dissatisfied Surveys at a low of 4% (business average of 12%).
- Formed part of the hiring committee, which included hiring, training, and one-on-one couching for new hires, placing them into one of the 22 teams. Successful employee retention rate was at 90% verse site average at 55%.
- Promoted from Supervisor I to Mac + Supervisor II within the first month of the Mac + program opening. Maintaining a continuous customer satisfaction of 90% versus the Mac site average of 71%.

Conduent June 2015-Nov 2015

Call Center Advisor

The Call Center Representative supports the third-party vendor's customers as a first point of contact and resolving questions concerning their accounts. The representative actively listens to the clients' customers by utilizing customer service experience, passion, and creativity to meet their needs and deliver a world-class experience across every interaction they have with their clients. In this role they do not only help customers with their account issues via telephone, email and/or website inquiries, but also provide them with exceptional customer service.

- Maintained composure and patience in face of difficult customer situations, applying de-escalation techniques and positive customer support.
- Consulted via telephone to understand user problems, run through testing scripts, and ask probing questions to locate root causes.
- Drafted technical documents, including whitepapers, user manuals, implementation documentation and support base entries.
- Exceeded business expectations in the following areas: After Call Work at 0.75 (business average was 2), Customer Satisfaction Surveys at 92% (business average was at 82%), Average Call Times at 14.32 minutes (business average was at 18.2 minutes)

Education:

- Bakersfield College Summer 2022- June 2023
  Bakersfield, California 93305
  Intro To Leadership

Member of Subcommittee Groups:

- *Coordinated Entry Committee*- Facilitates Coordinated Entry and Assessment for Kern in compliance with HUD CoC requirements, and enveloping processes and procedures that maximize BKRHC member resources; collaborate with community partners and seeks to serve the full County of Kern. Annually reviews the Coordinated Entry and Assessment Plan for Board approval. **I have been the chair of this committee since Early 2023.**
- *Homeless Youth Committee*- Strategizes ways to engage, count and serve homeless youth 24 years and younger in Kern County. The Committee collaborates with school personnel, youth agencies, child welfare, law enforcement, and other agencies committed to ending youth homelessness. The committee conducts outreach and hosts events geared towards homeless youth. The committee collects data on homeless youth through surveys and focus groups.
- *Street Outreach Committee*- Strategies ways to engage and serve homeless clients within County of Kern. Assisting in planification for outreach to connect and/or educate clients to all homeless services within the CoC. The committee conducts outreach and hosts events geared towards community involvement and homelessness assistance.

- *Case Conferencing (Multiple Populations)*- Case conferencing work groups meet weekly to conference on different populations that we serve within Kern to help aid in client assessment and barriers to housing. The case conferencing is geared to help aid in stopping client homelessness chronicity in populations such as homeless youth, homeless veteran, elderly population, and homeless families.
- *HMIS*: Coordinates the BKRHC Homeless Management Information System (HMIS) processes including application implementation; facilitates staff training; prioritizes technical support issues; ensures data collection processes and quality are in accordance with HUD standards; reviews HMIS policies and recommends best practices on data quality collection; reporting; HIPAA Compliance, and security.
- *CRM Work Group*: Proactively worked with the WIPFLI team to integrate the CRM system within CES and CAPK Rental Assistance program. Aided in creating and resolving sandbox technical issues and made it more customer friendly. Aided in creating the rental assistance questionnaire and addressing both client and CAPK user-end concerns. Assisted in translating all questions and website statements from English to Spanish.
- *Governing Board Meeting*: directs the work of BKRHC, conducts hands-on work and facilitates committees and task groups necessary for the proper and efficient functioning of BKRHC, the U.S. Department of Housing and Urban Development (HUD) Continuum of Care (CoC) program (Bakersfield/Kern County CA-604) and Emergency Solutions Grants (ESG) program support. **I am a proxy of the CE chair.**

Veronica Ramos

Bakersfield, CA 93306 ramosveronica90@gmail.com • 661-431-5332

Professional Summary

Results-driven Coordinated Entry and Housing Services professional with 7+ years of experience in homelessness services, housing navigation, HUD compliance, HMIS data management, staff training, and cross-agency collaboration throughout Kern County. Proven leadership in Coordinated Entry System (CES) operations, CalAIM implementation, housing stabilization, and program development serving vulnerable populations experiencing homelessness, at-risk of homelessness and justice involved clients. Skilled in policy implementation, match coordination, data quality oversight, public presentations, intensive case management and training staff on CES workflows and HUD eligibility standards. Bilingual in English and Spanish.

Professional Experience

Community Action Partnership of Kern (CAPK) — Bakersfield, CA

Program Specialist- Coordinated Entry System | *December 2023- Present*

- Provide operational and administrative support across multiple homelessness response initiatives, including Coordinated Entry System (CES), CalAIM Housing Navigation and housing stabilization programs serving vulnerable populations such as those who are experiencing homelessness, at risk of homelessness and Justice Involved throughout Kern County.
- Working with justice-involved individuals experiencing homelessness or housing instability by coordinating housing referrals, community resources, and supportive services aimed at reducing barriers to housing stability and successful community reintegration.
- Collaborated with community providers, outreach teams, and partner agencies to support justice-involved clients in navigating housing programs, maintaining program compliance, and accessing stabilization resources following incarceration or system involvement. Coordinate cross-system collaboration between healthcare providers, homeless service agencies, outreach teams, housing providers, and local government partners to support successful housing placement and stabilization outcomes.
- Provide technical assistance and compliance guidance to community providers regarding HUD regulations, CES policies, HMIS documentation standards, housing referrals, and grant-specific eligibility requirements.
- Monitor and maintain HMIS data quality, program enrollments, referrals, exits, and housing outcomes to support compliance with our Continuum of Care (CoC), HUD, and state funding requirements.
- Assist with implementation and ongoing operational support of grant-funded housing initiatives, including workflow coordination, policy interpretation, reporting support, and community partner engagement.
- Support housing navigation efforts by assisting households experiencing homelessness or housing instability with housing applications, landlord engagement, community resource linkage, and housing stabilization planning.
- Conduct program presentations, provider trainings, and community outreach regarding Coordinated Entry processes, housing resources, grant requirements, and available supportive services.

- Assist management with identifying operational gaps, resolving complex provider or client concerns, and supporting continuity of services across multiple housing and homelessness programs.
- Track program performance measures, housing placement outcomes, and referral activity to support grant reporting, system coordination, and continuous quality improvement efforts.

Encampment Resolution Fund- Program Specialist | ***December 2023 – April 2026***

- Assisted in the launch and implementation of the Encampment Resolution Fund (ERF) Program funded through the California Department of Housing and Community Development (HCD), supporting local jurisdictions in resolving encampments and transitioning individuals experiencing homelessness into safe and stable housing.
- Coordinated and facilitated bi-weekly by-name list meetings with community providers, housing partners, and local government agencies to support housing placements, case coordination, and program compliance.
- Provided technical assistance and compliance guidance to service providers regarding ERF eligibility requirements, housing navigation processes, and housing placement coordination.
- Supported cross-agency collaboration efforts to streamline referrals, housing matches, and housing stabilization services for vulnerable populations throughout Kern County.
- Contributed to positive housing outcomes for program participants, with 126 households successfully housed out of 164 clients matched to a housing subsidy.

KHS CalAIM CAPK Housing Navigator | ***November 2022 – Present***

- Assisted in launching and implementing the KHS CalAIM CAPK Housing Program as one of the first Housing Navigators within the program.
- Coordinated housing navigation services for individuals and families experiencing homelessness or at-risk of homelessness while maintaining compliance with HUD and Kern Health Systems (KHS) requirements.
- Processed medical referrals through the KHS provider portal and verified member eligibility and insurance enrollment.
- Conducted client intakes, gathered vital documentation, completed homeless verifications, and maintained accurate HMIS records.
- Assisted clients with locating housing opportunities, completing housing applications, securing landlord engagement, and obtaining security deposit assistance.
- Collaborated with public and private housing providers, homeless service agencies, and community stakeholders throughout Kern County to support housing stabilization efforts.
- Trained incoming Housing Navigators on housing inspections, HMIS documentation standards, data collection, and best practices.
- Assisted with drafting and refining program policies and procedures to support operational consistency and compliance.
- Conducted housing inspections to ensure unit habitability and compliance with program standards.
- Maintained detailed case documentation, completed weekly reports, and ensured timely HMIS data entry.
- Assisted with community presentations regarding the KHS CalAIM CAPK Program and housing navigation services.

- Provided leadership support and workflow guidance to fellow Housing Navigators as needed.

Housing Services Navigator| *September 2021 – November 2022*

- Coordinated Entry System (CES) specialist responsible for assisting households experiencing homelessness or housing instability with connection to community resources and housing programs.
- Processed CES assessments, direct referrals, and program matches in accordance with HUD and Bakersfield-Kern Regional Homeless Collaborative (BKRHC) guidelines.
- Assisted with facilitation of weekly match calls involving community providers and housing programs.
- Maintained and updated CES working lists, including At-Risk and Homeless SPDAT lists, ensuring accuracy and data quality compliance.
- Ensured timely and accurate HMIS documentation, data entry, enrollments, exits, and referral tracking.
- Assisted management with onboarding and training new Housing Navigators regarding CES policies, HMIS workflows, QRT procedures, CRM systems, Five9, Outlook, and iCarol.
- Provided guidance to staff and community providers regarding HUD eligibility standards, CES policies, and housing referral processes.
- Conducted outreach and community engagement activities to educate the public and service providers regarding CES and CAPK programs.
- Assisted with presentations and trainings regarding Coordinated Entry operations and community housing resources.
- Identified and escalated data quality concerns while supporting compliance with HMIS documentation standards.
- Coordinated shelter, safe parking, safe camping, and housing referrals for vulnerable households.

Bakersfield Homeless Center Bakersfield, CA

Lead Case Manager| September 2018 – July 2021

- Provided intensive case management and housing stabilization services for families experiencing homelessness through the CalWORKs Housing Support Program (CWHSP).
- Coordinated housing placement activities including landlord engagement, housing inspections, home visits, rental assistance, utility assistance, and security deposit processing.
- Conducted HUD-compliant housing inspections and ensured units met habitability standards.
- Managed interagency communication with Department of Human Services (DHS), BKRHC providers, and community partners.
- Compiled and submitted monthly program reports and service data to leadership.
- Participated in CES match calls and coordinated referrals following client program matches.
- Trained incoming Case Managers and Assessors on program policies, HMIS data quality, housing inspections, and documentation standards.
- Conducted file audits to ensure compliance with program requirements and corrected documentation deficiencies.
- Assisted fellow Case Managers with landlord mediation, case compliance concerns, and housing retention strategies.

- Coordinated warm handoffs to aftercare services and community resources to support long-term housing stability.
- Provided transportation and field-based support services throughout Kern County.

Conduent, Bakersfield, CA

Technical Support Representative| April 2017 – September 2018

- Delivered technical support and customer service assistance in a high-volume call center environment.
- Assisted with troubleshooting software and hardware issues and coordinated repair appointments nationwide.
- Supported onboarding and training efforts for incoming advisors.
- Maintained strong customer satisfaction while meeting productivity and call volume metrics.

Education

Bakersfield College — Bakersfield, CA
Associate of Arts (A.A.)
2012 – 2014

Foothill High School — Bakersfield, CA
High School Diploma
2004 – 2008

Core Competencies

- Coordinated Entry System (CES)
- HMIS Data Management
- HUD Compliance
- Housing Navigation
- CalAIM Operations
- Program Coordination
- Staff Training & Development
- Data Quality Oversight
- Housing Stabilization
- Match Call Coordination
- Community Outreach
- Interagency Collaboration
- Policy & Procedure Development
- Crisis Intervention
- Trauma-Informed Care
- Public Speaking & Presentations
- Housing Inspections
- Case Management Leadership
- Bilingual English/Spanish

Certifications and Licenses

Trauma-Informed Care | September 2020 – Present
Strategies 2.0
Bilingual (Spanish/English) Oral Proficiency Examination| February 2023 – Present
Bakersfield College **|** Tier 1 & Tier 2 Spanish Proficiency
SOAR Works- Adult Curriculum | July 22, 2025
Substance Abuse and Mental Health Services Administration, Approval #886500698-9260
16-Hour NSPIRE Course and Comprehension Examination | July 24, 2025
National Standards Physical Inspection of Real Estate
Asthma Education for Community Health Workers| June 20, 2025
10 hours- Association of Asthma Educators
Asthma Basics-Respiratory Care | June 4, 2025
1.0 Hours -American Lung Association
Asthma Education Institute-Respiratory Care | June 10, 2025
14.0 hours -American Lung Association
Valid California Driver's License

CESAR SERRANO

SKILLS

Bilingual - Spanish
Crisis Intervention
Care Coordination
Trauma-informed Care
Leadership

CONTACT

5404 Milagro Drive
Bakersfield, CA 93307
661-864-6277
ceserrano23@gmail.com

EXPERIENCE

2025-PRESENT

JUSTICE INVOLVED NAVIGATOR
– COMMUNITY ACTION PARTNERSHIP OF KERN

● Provided intensive case management and outreach services to justice-involved individuals experiencing homelessness by conducting assessments, developing individualized support plans, and connecting clients with housing, healthcare, and community resources

● Collaborated with multidisciplinary teams, law enforcement agencies, correctional facilities, social service providers, and community organizations to coordinate care and support successful client reintegration

● Maintained accurate client documentation, case files, progress notes, and service records while ensuring compliance with program policies and timely follow-up services

● Built professional and supportive relationships with clients through trauma-informed care, crisis intervention, advocacy, and emotional support for individuals facing mental health, substance abuse, and housing instability challenges

BEHAVIOR INTERVENTIONIST 2024-2025
- MAXIM HEALTHCARE SERVICES

● Coordinated and executed Behavior Intervention Plans through the generalization of learned skills with students experiencing crisis escalations. Utilized social-emotional support skills to assist students transition to mainstream education settings.

● Extensive data entry and maintenance of case files for the analysis of student progress and encounters was pivotal for collaborative efforts with members of education team and monthly student goals.

● Used positive reinforcement and de-escalation techniques to manage challenging behaviors and collaborated with multiple tiers of team including teachers, classroom support and school administration.

YOUTH ADVOCATE/COMMUNITY LIAISON 2022-2023

– CHILD ABUSE PREVENTION CENTER

● As a Community Liaison through Youth2Leaders, managed a caseload consisting of Foster and McKinney-Vento Youth in juvenile detention centers throughout Kern County. Collaborated with Kern County Probation and Kern High School District to identify students in need of services on a case-by-case basis.
● Observed students' circumstances, as a mandated reporter, and acted as a liaison to connect clients with grants, programs and educational institutions for a smooth transition to society.
● Implemented strategic plans influenced by cultural sensitivity skills and knowledge on trauma-informed care.
● Conducted behavior intervention meetings utilizing check-in, check-out method with students identified by administrative team.

EDUCATION

BAKERSFIELD COLLEGE 2022

ASSOCIATE OF ARTS, COMMUNICATION
ASSOCIATE OF ARTS, LIBERAL STUDIES

Claudia E. Huerta

661-586-1195 | Estrada043012@gmail.com | Bakersfield, Ca.

Summary

Compassionate and results-driven Justice-Involved Housing Navigator with experience assisting individuals transitioning from incarceration into stable housing and independent living. Skilled in coordinating housing placements, navigating complex systems, and connecting clients to essential community resources. Adept at building trust with justice-involved populations, advocating for client needs, and addressing barriers such as homelessness, mental health, and substance use challenges. Committed to promoting housing stability, reducing recidivism, and supporting successful community reintegration through a trauma-informed and client-centered approach.

Education

Cal State University of Bakersfield,
Bachelor's Degree
Criminal Justice
May 2022

Awards & acknowledgments

Bi-Lingual Tear 1 – Spanish
CPR Certification

Experience

Justice Involved Navigator
Community Action Partnership of Kern | Bakersfield, Ca.
April 2026 – Current

- Provide Intensive Case Management focusing on Self-Sufficiency and Individualized support with clients with complex needs.
- Provide clients with Job leads, Job Fairs, Resume building class, etc.
- Coordinate with clients to obtain documents such as ID, Health Insurance, Birth Certificate, Social Security Card, etc.
- Take part in outreach events in CDCR facilities to identify clients who experience homelessness at the time of release.
- Built a relationship with Partner Agencies, Community partner, Adult Probation, Department of Corrections, highlighting the importance of sympathy, intent listening and adaptability working with homeless community.
- Develop housing plans to reduce recidivism and overall well-being.

- Referrals for Emergency Shelters, Outreach Programs, Rehab Centers, Mental Health, Temporary Motel Placement Etc.
- Ensure clients who qualify are being processed by the CES process to find sustainable housing.
- Maintain client files which may include Vital Documents, Awards, Proof of income, Lease, Budget reviews, Housing plans, Progress notes, Etc.
- Providing After Care Case Management for clients who found housing to ensure clients are sustainable after program exit.

Motor Vehicle Representative
California Department of Motor Vehicle | Oakland, Ca.
June 2023 – December 2023

- Help clients resolve issues which may include department laws, regulations, policies, and procedures via the telephone
- Help clear pending registration transactions, issue receipt and accountable items.
- Provide in person assistance to the members of the public by inspecting documents, verifying customer identity, collecting appropriate fees, etc.
- Meet the quota of customer calls.
- File case documents when closed.
- update database as well as case documents.

CalAIM Case Manager
Community Action Partnership of Kern | Bakersfield, Ca.
April 2025 – May 2026

- Always maintain a courteous and professional demeanor, using program's best practices and trauma informed care, ensuring a positive client experience.
- Conducts appropriate assessments (QRT and VI-SPDAT) and enters client's information in HMIS, and processes appropriate referrals for shelter placement, street outreach, and other community resources. Monitor and document members' progress in maintaining stable housing to support their overall health and well-being.
- Coordinate Housing Deposits services, ensuring access to security deposits, rent, utility setup fees, and necessary medical accommodation for safe home environments.

- Reach out to clients, conduct housing inspections, shelter visits, home visits and coordinate the development of services by establishing a housing plan. Ensuring that follow up is completed every 30, 60, 90 days and recertifying if needed.
- Works directly with homeless service providers and designated community service providers. Assists with and participates in weekly conference calls with homeless service providers/others.
- Maintains case files, documentation, and forms. If applicable, ensure that all regulations and standards of care are followed by policy and procedures. Ensures program follow-up is completed in a timely manner

Outreach Specialist
Community Action Partnership of Kern | Bakersfield, Ca.
July 2021 – January 2023

- Maintains case files, documentation, and forms. If applicable, ensure that all regulations and standards of care are followed by policy and procedures. Ensures program follow-up is completed in a timely manner
- Assists with coordination of outreach activities for the Food Bank.
- Assists in identifying new partners for collaboration.
- Maintains a donor database
- Maintain CRM updated.
- Assist Agency Coordinator in maintaining Sub-ERA's and EFA7's up-to-state standards.
- Manage agency's incoming and outgoing complaint calls.
- Assist with Data Entry, Pantry Program, Logistics, Payroll.

Exhibit B: Section 7 | Insurance Requirements

COMMACT03C RPATRICK

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 5/22/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 6011031 INSURICA 8500 Stockdale Highway, Suite 200 Bakersfield, CA 93311	CONTACT NAME: Robyn Patrick, CISR PHONE (A/C, No, Ext): (661) 316-5160 FAX (A/C, No): E-MAIL ADDRESS: Robyn.Patrick@INSURICA.com
INSURED Community Action Partnership of Kern 1300 18th St. # 200 Bakersfield, CA 93301	INSURER(S) AFFORDING COVERAGE / NAIC # INSURER A : Philadelphia Indemnity Insurance Company 18058 INSURER B : Cypress Insurance Company 10855 INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	[ ] CLAIMS-MADE [ ] OCCUR	X	X	PHPK2662179	3/1/2026	3/1/2027	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 3,000,000
	X POLICY [ ] PRO-JECT [ ] LOC						PRODUCTS - COMP/OP AGG	$ 3,000,000
	[ ] OTHER:							$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO	X		PHPK2662179	3/1/2026	3/1/2027	BODILY INJURY (Per person)	$
	[ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	[ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	[ ] UMBRELLA LIAB [ ] OCCUR						EACH OCCURRENCE	$
	[ ] EXCESS LIAB [ ] CLAIMS-MADE						AGGREGATE	$
	[ ] DED [ ] RETENTION $							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						X PER STATUTE X OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N [ ] (Mandatory in NH)	N / A	X	COWC668513	7/31/2025	7/31/2026	E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
A	Professional Liab			PHPK2662179	3/1/2026	3/1/2027	Each Incident	1,000,000
A	Professional Liab			PHPK2662179	3/1/2026	3/1/2027	Aggregate	3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Prop 47 Cohort 4 Grant - Homeless Services & Prevention Initiative

The City of Bakersfield, its mayor, council, officers, agents, employees, and designated volunteers, and a waiver of subrogation in favor of City of Bakersfield its mayor, council, officers, agents, employees, and designated volunteers are an additional insured and a waiver of subrogation applies with respect to the general & auto liability and work comp policies if required or agreed to in a written contract subject to all provisions and limitations of the policy. General liability is primary and non-contributory.

CERTIFICATE HOLDER

City of Bakersfield
1600 Truxtun Ave. 5th Floor
Bakersfield, CA 93301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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K. Key and Lock Replacement – Janitorial Services Client Coverage

SECTION I – COVERAGES, SUPPLEMENTARY PAYMENTS – COVERAGES A AND B is amended to include the following:

We will pay for the cost to replace keys and locks at the "clients" premises due to theft or other loss to keys entrusted to you by your "client," up to a $10,000 limit per occurrence and $10,000 policy aggregate.

We will not pay for loss or damage resulting from theft or any other dishonest or criminal act that you or any of your partners, members, officers, "employees", "managers", directors, trustees, authorized representatives or any one to whom you entrust the keys of a "client" for any purpose commit, whether acting alone or in collusion with other persons.

The following, when used on this coverage, are defined as follows:

a. "Client" means an individual, company or organization with whom you have a written contract or work order for your services for a described premises and have billed for your services.

b. "Employee" means:

(1) Any natural person:

(a) While in your service or for 30 days after termination of service;

(b) Who you compensate directly by salary, wages or commissions; and

(c) Who you have the right to direct and control while performing services for you; or

(2) Any natural person who is furnished temporarily to you:

(a) To substitute for a permanent "employee" as defined in Paragraph **(1)** above, who is on leave; or

(b) To meet seasonal or short-term workload conditions;

while that person is subject to your direction and control and performing services for you.

(3) "Employee" does not mean:

(a) Any agent, broker, person leased to you by a labor leasing firm, factor, commission merchant, consignee, independent contractor or representative of the same general character; or

(b) Any "manager," director or trustee except while performing acts coming within the scope of the usual duties of an "employee."

c. "Manager" means a person serving in a directorial capacity for a limited liability company.

L. Additional Insureds

SECTION II – WHO IS AN INSURED is amended as follows:

1. If coverage for newly acquired or formed organizations is not otherwise excluded from this

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Coverage Part, Paragraph **3.a.** is deleted in its entirely and replaced by the following:

a. Coverage under this provision is afforded until the end of the policy period.

2. Each of the following is also an insured:

a. Medical Directors and Administrators – Your medical directors and administrators, but only while acting within the scope of and during the course of their duties as such. Such duties do not include the furnishing or failure to furnish professional services of any physician or psychiatrist in the treatment of a patient.

b. Managers and Supervisors – Your managers and supervisors are also insureds, but only with respect to their duties as your managers and supervisors. Managers and supervisors who are your "employees" are also insureds for "bodily injury" to a co-"employee" while in the course of his or her employment by you or performing duties related to the conduct of your business.

This provision does not change Item 2.a.(1)(a) as it applies to managers of a limited liability company.

c. Broadened Named Insured – Any organization and subsidiary thereof which you control and actively manage on the effective date of this Coverage Part. However, coverage does not apply to any organization or subsidiary not named in the Declarations as Named Insured, if they are also insured under another similar policy, but for its termination or the exhaustion of its limits of insurance.

d. Funding Source – Any person or organization with respect to their liability arising out of:

(1) Their financial control of you; or

(2) Premises they own, maintain or control while you lease or occupy these premises.

This insurance does not apply to structural alterations, new construction and demolition operations performed by or for that person or organization.

e. Home Care Providers – At the first Named Insured's option, any person or organization under your direct supervision and control while providing for you private home respite or foster home care for the developmentally disabled.

f. Managers, Landlords, or Lessors of Premises – Any person or organization with respect to their liability arising out of the ownership, maintenance or use of that part of the premises leased or rented to you subject to the following additional exclusions:

This insurance does not apply to:

(1) Any "occurrence" which takes place after you cease to be a tenant in that premises; or

(2) Structural alterations, new construction or demolition operations performed by or on behalf of that person or organization.

g. Lessor of Leased Equipment – Automatic Status When Required in Lease Agreement With You – Any person or organization from whom you lease equipment when you and such person or organization have agreed in writing in a contract or agreement that such person or organization is to be added as an additional insured on your policy. Such person or

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organization is an insured only with respect to liability for “bodily injury,” “property damage” or “personal and advertising injury” caused, in whole or in part, by your maintenance, operation or use of equipment leased to you by such person or organization.

A person’s or organization’s status as an additional insured under this endorsement ends when their contract or agreement with you for such leased equipment ends.

With respect to the insurance afforded to these additional insureds, this insurance does not apply to any “occurrence” which takes place after the equipment lease expires.

h. Grantors of Permits – Any state or political subdivision granting you a permit in connection with your premises subject to the following additional provision:

(1) This insurance applies only with respect to the following hazards for which the state or political subdivision has issued a permit in connection with the premises you own, rent or control and to which this insurance applies:

(a) The existence, maintenance, repair, construction, erection, or removal of advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoist away openings, sidewalk vaults, street banners or decorations and similar exposures;

(b) The construction, erection, or removal of elevators; or

(c) The ownership, maintenance, or use of any elevators covered by this insurance.

i. Vendors – Only with respect to “bodily injury” or “property damage” arising out of “your products” which are distributed or sold in the regular course of the vendor's business, subject to the following additional exclusions:

(1) The insurance afforded the vendor does not apply to:

(a) "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;

(b) Any express warranty unauthorized by you;

(c) Any physical or chemical change in the product made intentionally by the vendor;

(d) Repackaging, except when unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;

(e) Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;

(f) Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with the sale of the product;

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(g) Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor; or

(h) "Bodily injury" or "property damage" arising out of the sole negligence of the vendor for its own acts or omissions or those of its employees or anyone else acting on its behalf. However, this exclusion does not apply to:

(i) The exceptions contained in Sub-paragraphs **(d)** or (**f**); or

(ii) Such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.

(2) This insurance does not apply to any insured person or organization, from whom you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing.

j. Franchisor – Any person or organization with respect to their liability as the grantor of a franchise to you.

k. As Required by Contract – Any person or organization where required by a written contract executed prior to the occurrence of a loss. Such person or organization is an additional insured for "bodily injury," "property damage" or "personal and advertising injury" but only for liability arising out of the negligence of the named insured. The limits of insurance applicable to these additional insureds are the lesser of the policy limits or those limits specified in a contract or agreement. These limits are included within and not in addition to the limits of insurance shown in the Declarations

l. Owners, Lessees or Contractors – Any person or organization, but only with respect to liability for "bodily injury," "property damage" or "personal and advertising injury" caused, in whole or in part, by:

(1) Your acts or omissions; or

(2) The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured when required by a contract.

With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

(a) All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or

(b) That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

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m. State or Political Subdivisions – Any state or political subdivision as required, subject to the following provisions:

(1) This insurance applies only with respect to operations performed by you or on your behalf for which the state or political subdivision has issued a permit, and is required by contract.

(2) This insurance does not apply to:

(a) "Bodily injury," "property damage" or "personal and advertising injury" arising out of operations performed for the state or municipality; or

(b) "Bodily injury" or "property damage" included within the "products-completed operations hazard."

M. Duties in the Event of Occurrence, Claim or Suit

SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS, Paragraph **2.** is amended as follows:

a. is amended to include:

This condition applies only when the "occurrence" or offense is known to:

(1) You, if you are an individual;

(2) A partner, if you are a partnership; or

(3) An executive officer or insurance manager, if you are a corporation.

b. is amended to include:

This condition will not be considered breached unless the breach occurs after such claim or "suit" is known to:

(1) You, if you are an individual;

(2) A partner, if you are a partnership; or

(3) An executive officer or insurance manager, if you are a corporation.

N. Unintentional Failure To Disclose Hazards

SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS, 6. Representations is amended to include the following:

It is agreed that, based on our reliance on your representations as to existing hazards, if you should unintentionally fail to disclose all such hazards prior to the beginning of the policy period of this Coverage Part, we shall not deny coverage under this Coverage Part because of such failure.

O. Transfer of Rights of Recovery Against Others To Us

SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS, 8. Transfer of Rights of

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Recovery Against Others To Us is deleted in its entirety and replaced by the following:

If the insured has rights to recover all or part of any payment we have made under this Coverage Part, those rights are transferred to us. The insured must do nothing after loss to impair them. At our request, the insured will bring "suit" or transfer those rights to us and help us enforce them.

Therefore, the insured can waive the insurer's rights of recovery prior to the occurrence of a loss, provided the waiver is made in a written contract.

P. Liberalization

SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS, is amended to include the following:

If we revise this endorsement to provide more coverage without additional premium charge, we will automatically provide the additional coverage to all endorsement holders as of the day the revision is effective in your state.

Q. Bodily Injury – Mental Anguish

SECTION V – DEFINITIONS, Paragraph **3.** Is deleted in its entirety and replaced by the following:

"Bodily injury" means:

a. Bodily injury, sickness or disease sustained by a person, and includes mental anguish resulting from any of these; and

b. Except for mental anguish, includes death resulting from the foregoing (Item **a.** above) at any time.

R. Personal and Advertising Injury – Abuse of Process, Discrimination

If **COVERAGE B PERSONAL AND ADVERTISING INJURY LIABILITY COVERAGE** is not otherwise excluded from this Coverage Part, the definition of "personal and advertising injury" is amended as follows:

1. SECTION V – DEFINITIONS, Paragraph 14.b. is deleted in its entirety and replaced by the following:

b. Malicious prosecution or abuse of process;

2. SECTION V – DEFINITIONS, Paragraph 14. is amended by adding the following:

Discrimination based on race, color, religion, sex, age or national origin, except when:

a. Done intentionally by or at the direction of, or with the knowledge or consent of:

(1) Any insured; or

(2) Any executive officer, director, stockholder, partner or member of the insured;

b. Directly or indirectly related to the employment, former or prospective employment, termination of employment, or application for employment of any person or persons by an insured;

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED
PRIMARY AND NON-CONTRIBUTORY INSURANCE

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Effective Date: 03/01/2026

Name of Person or Organization (Additional Insured):

Blanket As Required by Written Contract

SECTION II – WHO IS AN INSURED is amended to include as an additional insured the person(s) or organization(s) shown in the endorsement Schedule, but only with respect to liability for "bodily injury," "property damage" or "personal and advertising injury" arising out of or relating to your negligence in the performance of "your work" for such person(s) or organization(s) that occurs on or after the effective date shown in the endorsement Schedule.

This insurance is primary to and non-contributory with any other insurance maintained by the person or organization (Additional Insured), except for loss resulting from the sole negligence of that person or organization.

This condition applies even if other valid and collectible insurance is available to the Additional Insured for a loss or "occurrence" we cover for this Additional Insured.

The Additional Insured's limits of insurance do not increase our limits of insurance, as described in **SECTION III – LIMITS OF INSURANCE**.

All other terms, conditions, and exclusions under the policy are applicable to this endorsement and remain unchanged.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):
As Required By Written Contract
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. **Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CANCELLATION NOTICE TO SCHEDULED ADDITIONAL INSURED OR CERTIFICATE HOLDER

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PROFESSIONAL LIABILITY COVERAGE PART
COMMERCIAL CRIME COVERAGE PART
COMMERCIAL INLAND MARINE COVERAGE PART
COMMERCIAL PROPERTY COVERAGE PART
COMMERCIAL AUTOMOBILE COVERAGE PART

SCHEDULE OF ADDITIONAL INSUREDS OR CERTIFICATE HOLDERS

AI or CH	Additional Insured or Certificate Holder	Address
AI	City of Bakersfield Office of Risk	1600 Truxtun Ave
	Management	Bakersfield CA 93301

The following is added to **A. CANCELLATION** of the Common Policy Conditions of the above applicable coverage part:

A. In the event we cancel the policy in accordance with the policy's terms and conditions, we will endeavor to mail written notice of cancellation to Additional Insureds or Certificate Holders, shown in the above SCHEDULE within the time frame listed below. However, failure to mail such notice shall impose no obligation of any kind upon us, our agents or representatives.

1. 30 days before the effective date of cancellation if we cancel for any reason other than for non - payment of premium.

As respects Additional Insureds, the above cancellation provision applies only when the Additional Insured shown in the above **SCHEDULE** is added to the policy by a separate additional insured endorsement as the **CANCELLATION NOTICE TO ADDITIONAL INSURED OR CERTIFICATE HOLDER** does not provide additional insured coverage.

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT-CALIFORNIA BLANKET BASIS

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

The additional premium for this endorsement shall be calculated by applying a factor of 2% to the total manual premium, with a minimum initial charge of $350, then applying all other pricing factors for the policy to this calculated charge to derive the final cost of this endorsement.

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

Schedule

Blanket Waiver

Person/Organization	Blanket Waiver – Any person or organization for whom the Named Insured has agreed by written contract to furnish this waiver.

Job Description

All CA Operations

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.
(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective: 07/31/2025 Policy No.: COWC668513 Endorsement No.:

Insured: Premium $

Insurance Company: Cypress Insurance Company

Countersigned by _____

Exhibit C: Section 8 | Independent Contractor Agreement Acknowledgement

Exhibit A - page 28 only as referenced in the RFP (pp. 13/29)

"I have received and reviewed the sample Independent Contractor's Agreement, which was included in the City's RFP, including the Indemnity clause. My signature on the Sample Independent Contractor's Agreement signifies our firm's acceptance of said agreement if our firm is selected for awarding an agreement for the project as described in said RFP. This acceptance is made with the understanding that the Compensation clause will be modified to contain the amounts and dates established for this agreement."

Signature of Proposer: _____ Date: 5/21/2026

SUBMIT WITH PROPOSAL

Exhibit D: Section 9 | Non-Collusion Affidavit

Exhibit B – Non-Collusion Affidavit to be Executed by Contractor

NON-COLLUSION AFFIDAVIT

STATE OF CALIFORNIA
COUNTY OF KERN } SS

Jeremy T. Tobias, being first duly sworn, deposes and says that he or she is Chief Executive Officer (Title) of Community Action Partnership of Kern (company) the party making the foregoing proposal that the proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the proposal is genuine and not collusive or sham; that the proposal has not directly or indirectly induced or solicited any other proposal to put in a false or sham proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any proposal or anyone else to put in a sham proposal, or that anyone shall refrain from proposing; that the proposal has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price of the proposer or any other proposal, or to fix any overhead, profit, or cost element of the proposal price, or of that of any other proposal, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the proposal are true; and, further, that the proposal has not, directly or indirectly, submitted his or her proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, proposal depository, or to any member or agent thereof to effectuate a collusive or sham proposal.

Signature of Proposer

1300 18th St., Suite 200 Bakersfield, CA 93301
Business Address

State of California
County of Kern }

On 5/21/2026 before me, Paula Daoutis, Notary Public personally appeared Jeremy T. Tobias

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are/ subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

PAULA DAOUTIS
Notary Public - California
Kern County
Commission # 2546619
My Comm. Expires Jan 24, 2030

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

NOTARY PUBLIC SIGNATURE

Notary Public Seal

SUBMIT WITH PROPOSAL

DATE	June 17, 2026
TIME	12:00 pm
LOCATION	CAPK Administrative Office 1300 18th St., 3rd Floor Bakersfield, CA 93301

Budget & Finance Committee Minutes

1. **Call to Order**

   Committee member Fred Plane called the meeting to order at 12:02 pm at the Community Action Partnership of Kern Administrative Office, located at 1300 18th Street, 3rd Floor, Bakersfield, CA.

2. **Roll Call**

   Roll Call was taken with a quorum present.

   Present: Fred Plane (Chair) & Anna Vigil
   Absent: Jonathan Mullings

   Others present: Jeremy Tobias, Chief Executive Officer; Tracy Webster, Chief Financial Officer; Susana Magana, Director Health & Nutrition; Yolanda Gonzalez, Director of Head Start and State Child Development, Gabrielle Alexander, Director of Finance; and other CAPK staff.

3. **Public Comments**

   No one addressed the Committee.

4. **New Business**

   a. Head Start / Early Head Start Budget to Actual Reports for entire April 30, 2026 – Tracy Webster, Chief Financial Officer – ***Info Item***

      Tracy Webster presented the above agenda item to the committee.

   b. Head Start & Early Head Start No cost Extension Request- Jerry Meade, Assistant Director, Head Start & State Child Development – ***Action Item***

      Jerry Meade presented the above action item to the committee.

      Ana Vigil inquired what age group this pertains to. Jerry Meade confirmed its Head Start, 3–5-year-olds.

      Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Vigil/Plane).

   c. 2026-2027 Department of Human Services (DHS) Home Visiting Program Agreement – Jerry Meade, Assistant Director Head Start & State Child Development- ***Action Item***

Jerry Meade presented the above action item and reported that the contract currently includes 37 Home Visiting employees, a decrease from previous years. He noted that the reduction was due to attrition and staff transferring to other positions within the organization, and that no layoffs occurred.

Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Vigil/Plane).

d. March 2026 Financial Reports – Tracy Webster, Chief Financial Officer – **Action Item**

Tracy Webster presented the April 2026 financials noting the agency did not draw from its line of credit during April and continues to maintain adequate unrestricted cash reserves to support operations. As of April 30, 2026, unrestricted cash reserves totaled $3.18 million, representing 27.6% of the agency's reserve goal and approximately eight days of operating expenses.

Central Kitchen expenditures were at 20.2% and USDA revenue at 19.1% through April 30, 2026, remaining generally aligned with year-to-date expectations. CMAP earnings were 77.0%, compared to a target of 83.3%. Center-based state programs continue to perform well, with CCTR attendance at 126.5% and CSPP enrollment at 104.3%. The agency is also operating a CCTR program in San Joaquin County, which is currently at 74.8% attendance, and is continuing to establish its new CSPP and Head Start-funded Pre-K program.

The Finance Division currently has three vacancies and is focused on year-end close activities and the implementation of new automation tools through Sage Intacct.

Agency expenditures are at 16.0% of budget, in line with the year-to-date target. The Indirect Fund reported revenues exceeding expenditures by $370,622, representing 45.9% of the budgeted surplus, while expenditures remain below budget expectations. The agency check register continues to be included in the monthly financial statements.

Fred Plane inquired about overspending on Supplies. Tracy Webster replied that this needs to be evaluated and possibly reclassified to a Head Start component if needed.

Ana Vigil asked if the Migrant Childcare numbers were for one center or all of Kern County. Tracy replied it is currently one center as well as being all of Kern County.

Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Vigil/Plane.)

5. <u>Committee Member Comments</u>

Fred Plane thanked committee member Ana Vigil for her time served on the committee and the CAPK Board, noting that this is her last committee meeting.

6. <u>Next Scheduled Meeting</u>

Budget & Finance Committee
August 19, 2026
1300 18th St., 3rd Floor Board Room
Bakersfield, CA 93301

7. <u>Adjournment</u>

The meeting was adjourned at 12:21 pm

o

MEMORANDUM

To: Budget and Finance Committee

From: Tracy Webster, CFO/ Louis Rodriguez, Finance Administrator

Date: June 17th, 2026

Subject: *Head Start*
Budget to Actual Report for the period ended April 30, 2026 – **Info Item**

The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year budget period, the third-year budget period is March 1, 2026, through February 28, 2027.

The following are highlights of the Head Start Budget to Actual Report for the period of March 1, 2026, through April 30, 2026. Two months (16.67%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 12% of the budget.

Training & Technical Assistance Funds

Overall expenditures are at 16% of the budget.

Non-Federal Share (Head Start and Early Head Start combined)

The non-Federal share is at 30% of the budget.

Community Action Partnership of Kern
Head Start
Budget to Actual Report
Budget Period: March 1, 2026 - February 28, 2027
Report Period: March 1, 2026 - April 30, 2026
Month 2 of 12 (16.67%)

Prepared 06/02/2026

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	9,546,814	663,125	8,883,688	7%	93%
FRINGE BENEFITS	3,184,875	450,121	2,734,754	14%	86%
SUPPLIES	613,172	97,799	515,373	16%	84%
CONTRACTUAL	258,399	76,788	181,611	30%	70%
OTHER	3,323,722	622,352	2,701,370	19%	81%
INDIRECT	1,957,817	280,801	1,677,016	14%	86%
TOTAL BASE FUNDING	**18,884,799**	**2,190,988**	**16,693,811**	**12%**	**88%**
TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	56,265	1,304	54,961	2%	98%
SUPPLIES	28,122	7,607	20,515	27%	73%
CONTRACTUAL	10,420	-	10,420	0%	100%
OTHER	63,752	16,786	46,966	26%	74%
INDIRECT	19,027	3,084	15,943	16%	84%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**177,586**	**28,780**	**148,806**	**16%**	**84%**
GRAND TOTAL HS FEDERAL FUNDS	**19,062,385**	**2,219,767**	**16,842,617**	**12%**	**88%**

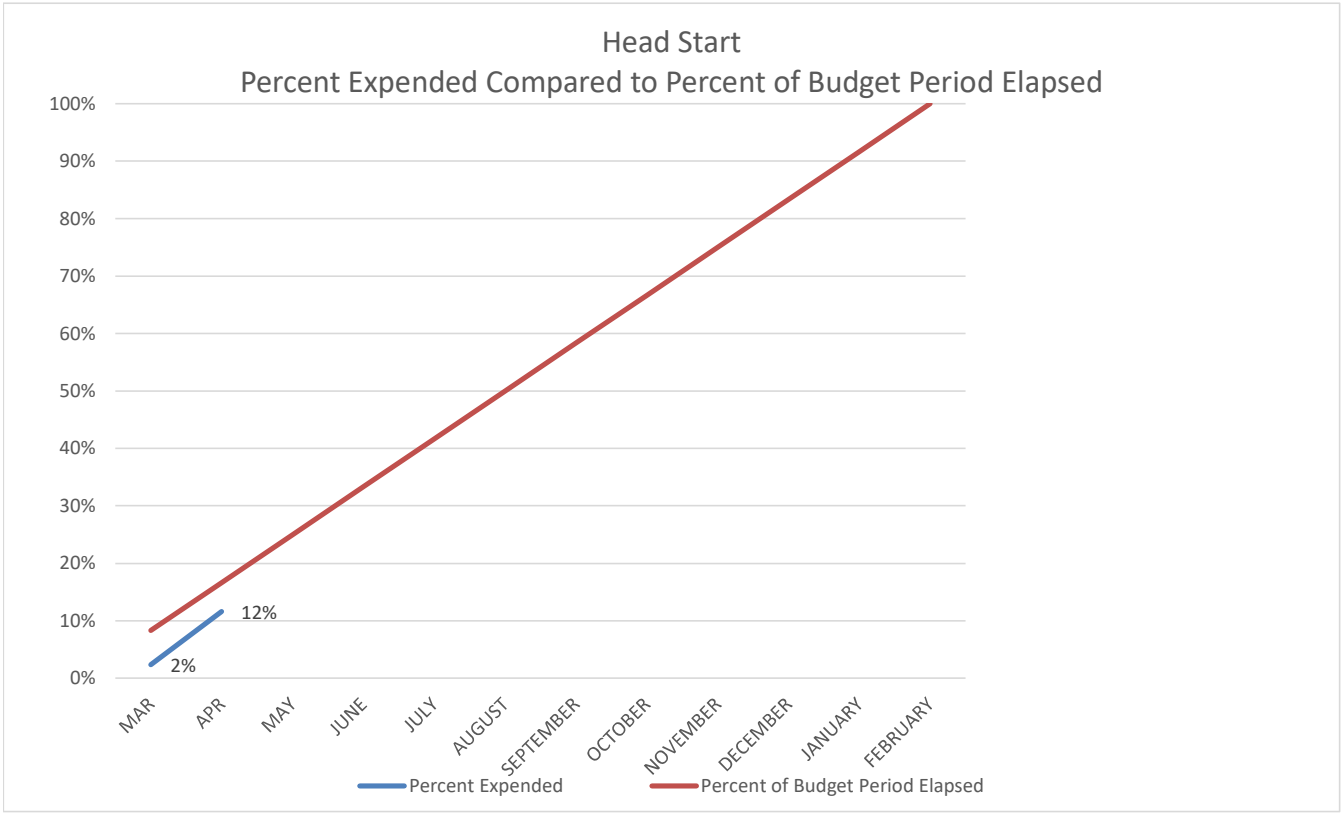
HEAD START and EARLY HEAD START COMBINED NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	2,117,972	802,598	1,315,374	38%	62%
CALIF DEPT OF ED	7,967,702	2,195,368	5,772,334	28%	72%
TOTAL NON-FEDERAL	**10,085,674**	**2,997,966**	**7,087,708**	**30%**	**70%**

Budget reflects Notice of Award #09CH012489-03-01
Actual expenditures include posted expenditures and estimated adjustments through 04/30/2026
Administrative Cost for HS and EHS Combined **14.0%**

Agency-Wide Credit Card Report

	CURRENT	1 TO 30	31 TO 60	61 TO 90	TOTAL	STATEMENT DATE
Elan Credit Card	49,954				**49,954**	5/1/2026
Lowe's	6,698	-	-	-	**6,698**	4/30/2026
Smart & Final	830	-	-	-	**830**	5/1/2026
Save Mart	665	-	-	-	**665**	5/4/2026
Chevron & Texaco Business Card	11,147	-	-	-	**11,147**	5/6/2026
Home Depot	20,171	-	-	-	**20,171**	5/5/2026
	89,465	**-**	**-**	**-**	**89,465**	


Head Start
Percent Expended Compared to Percent of Budget Period Elapsed
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
12%
2%
MAR
APR
MAY
JUNE
JULY
AUGUST
SEPTEMBER
OCTOBER
NOVEMBER
DECEMBER
JANUARY
FEBRUARY
Percent Expended
Percent of Budget Period Elapsed

MEMORANDUM

To: Budget and Finance Committee

From: Tracy Webster, CFO / Louis Rodriguez, Finance Administrator

Date: June 17th, 2026

Subject: *Early Head Start*
Budget to Actual Report for the period ended April 30, 2026 – **Info Item**

The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year budget period, the third-year budget period is March 1, 2026, through February 28, 2027.

The following are highlights of the Early Head Start Budget to Actual Report for the period of March 1, 2026, through April 30, 2026. Two months (16.67%) of the 12-month budget period has elapsed.

Base Funds

Overall expenditures are at 14% of the budget.

Training & Technical Assistance Funds

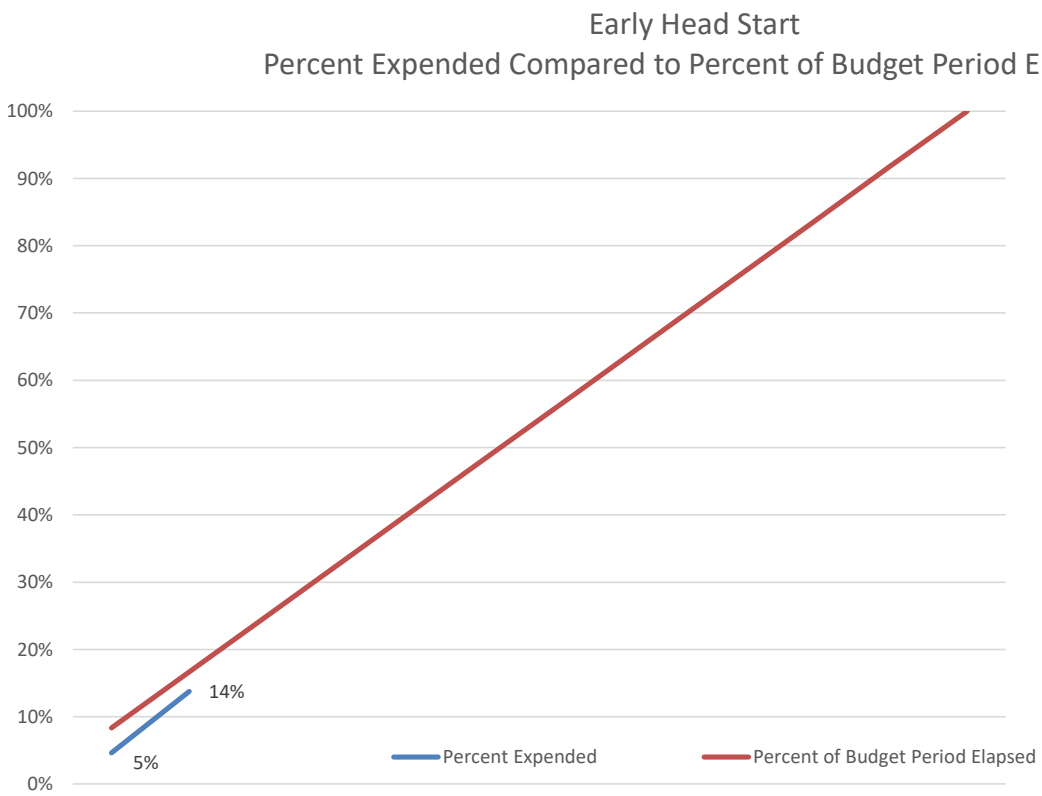
Overall expenditures are at 19% of the budget.

Community Action Partnership of Kern
Early Head Start
Budget to Actual Report
Budget Period: March 1, 2025 - February 28, 2027
Report Period: March 1, 2026 - April 30, 2026
Month 2 of 12 (16.67%)

Prepared 06/02/2026

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	10,872,663	1,236,194	9,636,469	11%	89%
FRINGE BENEFITS	3,584,023	656,969	2,927,054	18%	82%
SUPPLIES	818,999	116,903	702,096	14%	86%
CONTRACTUAL	1,021,511	184,289	837,222	18%	82%
OTHER	2,447,205	395,298	2,051,907	16%	84%
INDIRECT	2,191,961	295,395	1,896,566	13%	87%
TOTAL BASE FUNDING	**20,936,362**	**2,885,049**	**18,051,313**	**14%**	**86%**
TRAINING & TECHNICAL ASSISTAN					
TRAVEL	107,305	6,147	101,158	6%	94%
SUPPLIES	38,024	24,113	13,911	63%	37%
CONTRACTUAL	23,813	-	23,813	0%	100%
OTHER	137,953	26,973	110,980	20%	80%
INDIRECT	36,851	6,871	29,980	19%	81%
TOTAL TRAINING & TECHNICAL AS	**343,946**	**64,103**	**279,843**	**19%**	**81%**
GRAND TOTAL EHS FEDERAL FUN	**21,280,308**	**2,949,153**	**18,331,156**	**14%**	**86%**

Budget reflects Notice of Award #09CH012489-03-01
Actual expenditures include posted expenditures and estimated adjustments through 04/30/2026


Early Head Start
Percent Expended Compared to Percent of Budget Period Elapsed
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
14%
5%
Percent Expended
Percent of Budget Period Elapsed

MEMORANDUM

To: Budget and Finance Committee

From: Tracy Webster, CFO/ Louis Rodriguez, Finance Administrator

Date: June 17th, 2026

Subject: *Head Start*
McFarland Modular as of April 30, 2026 – **Info Item**

CAPK received authorization from the Office of Head Start (OHS) to purchase and install a modular unit at 410 E. Perkins Ave., McFarland, CA 93250.

The purchase of the new modular unit will be funded through the current grant (09CH012489-02-02).

Below are highlights of the modular project funds for the period ending April 30, 2026:

Overall expenditures to date: **0.38%.**

Community Action Partnership of Kern

McFarland Modular

Report Period: March 1, 2025 - Apr 30, 2026

Prepared 06/02/2026	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
McFarland - (Purchase and Installation of Modular)	1,699,878	6,500	1,693,378	0.38%	99.62%

NOA - 09CH012489-02-02

Community Action Partnership of Kern
Head Start and Early Head Start Kern
Year-to-Date Non-Federal Share and In-Kind Report
Budget Period: March 1, 2026 through February 28, 2027
Report for period ending April **30, 2026** (Month 2 of 12)

Percent of budget period elapsed: 16.67%

LOCATION	Enroll-ment	March	April	YTD Totals	Kern/SJC	IN-KIND GOAL	% OF GOAL MET
Alberta Dillard	34	8,550	8,986	17,536	Kern	47,159	37%
Alicante	17	7,857	15,882	23,739	Kern	23,579	101%
Angela Martinez	105	23,844	6,688	30,533	Kern	145,637	21%
Broadway	34	7,428	0	7,428	Kern	47,159	16%
California City	17	8,331	0	8,331	Kern	23,579	35%
Cleo Foran	23	171	10,945	11,116	Kern	31,901	35%
Delano	60	20,759	11,128	31,887	Kern	83,221	38%
Fairfax	34	11,346	3,804	15,150	Kern	47,159	32%
Harvey L. Hall	136	24,840	24,339	49,179	Kern	188,634	26%
Heritage	17	1,518	822	2,340	Kern	23,579	10%
Home Base	170	224	0	224	Kern	235,793	0%
Martha J. Morgan	50	19,112	17,059	36,171	Kern	69,351	52%
Oasis	42	10,764	8,689	19,453	Kern	58,255	33%
Pete H. Parra	116	49,031	0	49,031	Kern	160,894	30%
Primeros Pasos	67	82,435	88,147	170,582	Kern	92,930	184%
Rosamond	51	0	0	0	Kern	70,738	0%
San Diego	32	6,579	0	6,579	Kern	44,384	15%
Shafter	17	1,641	0	1,641	Kern	23,579	7%
Shafter HS/EHS	24	3,799	0	3,799	Kern	33,288	11%
Sterling	115	26,698	0	26,698	Kern	159,507	17%
Stockdale Head Start	41	6,986	0	6,986	Kern	56,868	12%
Sunrise Villa	17	147	0	147	Kern	23,579	1%
Taft	51	19,540	0	19,540	Kern	70,738	28%
Tehachapi	15	0	0	0	Kern	20,805	0%
Vineland	17	147	0	147	Kern	23,579	1%
Virginia	17	216	0	216	Kern	23,579	1%
Willow	0	0	0	0	Kern	0	0%
Administrative Services		0	0	0	Kern/SJC	0	0%
PC Planning		0	0	0	Kern/SJC	0	0%
PC By Laws		0	0	0	Kern/SJC	0	0%
Governance		0	0	0	Kern	0	0%
Program Services		13,550	0	13,550	Kern/SJC	74,265	18%
California Street	24	49	0	49	SJC	33,288	0%
Gianone	16	1,231	2,088	3,319	SJC	22,192	15%
Kennedy	16	147	5,226	5,372	SJC	22,192	24%
Lodi Home Base	20	10,353	0	10,353	SJC	27,740	37%
Lodi UCC	24	15,600	0	15,600	SJC	33,288	47%
Lathrop Home Base	20	4,683	0	4,683	SJC	27,740	17%
Marci Massei	24	0	0	0	SJC	33,288	0%
Stockton Home Base	40	5,116	0	5,116	SJC	55,481	9%
Lathrop	24	2,652	2,259	4,910	SJC	33,288	15%
SUBTOTAL IN-KIND	**1,527**	**395,343**	**206,062**	**601,405**	**0**	**2,192,237**	**27%**
					x		
State General Child Care*		0	0	0	Kern	2,135,515	0%
State Preschool*		1,026,140	693,628	1,719,768	Kern	4,067,566	42%
State Migrant Child Care*		2,382	2,268	4,650	Kern	157,004	3%
SUBTOTAL CA DEPT of ED		**1,028,522**	**695,896**	**1,724,418**		**6,360,085**	**27%**
					x		
State General Child Care*		235,717	235,233	470,950	SJC	1,607,617	**29%**
SUBTOTAL CA DEPT of ED		**235,717**	**235,233**	**470,950**		**1,607,617**	**29%**
GRAND TOTAL		**1,659,582**	**1,137,191**	**2,796,773**		**10,159,939**	**28%**
		CCP In-Kind	**201,193**				
			2,997,966				

Community Action Partnership of Kern
Early Head Start Child Care Partnerships
Non-Federal Share and In-Kind Year-to-Date Report
Budget Period: March 1, 2026 through February 28, 2027
Report for period ending April 30, 2026 (Month 2 of 12)

Percent of year elapsed: 16.67%

LOCATION	FUNDED ENROLL-MENT	Mar-26	Apr-26	Feb-27	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Kern Community College District - BC	32	28,364	28,174	0	56,537	137,864	41%
KCSOS - Blanton	16	39,828	32,032	0	71,860	68,932	104%
Garden Pathways	11	0	0	0	0	47,391	0%
Taft College	42	37,023	35,735	0	72,758	180,947	40%
Escuelita Hernandez	16	0	0	0	0	68,932	0%
Program Services		0	0	0	0		
Admin Services		0	0	0	0		
GRAND TOTAL	**117**	**105,214**	**95,941**	**0**	**201,156**	**504,065**	**40%**

Budget reflects Notice of Award #09CH012489-02-02

MEMORANDUM

To: Budget and Finance

From: Jerry Meade, Assistant Director ~ Program

Date: June 17, 2026

Subject: *Agenda Item: 4b* Head Start and Early Head Start 2025-26 No Cost Extension Request – **Action Item**

The Head Start and State Child Development Division is requesting approval from the Board of Directors to submit a request to extend the period of availability of funds for the 2025-2026 Head Start and Early Head Start funding period (09CH012489-02).

This request aims to extend the period of time by 12 months in which the program can fully oblige the Head Start and Early Head funding from 3/1/2025 - 2/28/2027. The extension will allow the program to fully obligate and liquidate funding available. Based on the Budget to Actuals for this funding period, the program has successfully obligated and liquidated 100% of the HS and EHS Base and T&TA funding for this funding period. However, CAPK was awarded $1,699,787 in supplemental funding in September 2025 to replace the modular Head Start building in McFarland. Though we have made significant progress to move this project forward, this extension will allow CAPK to fully obligate McFarland funding without a carry-over request.

This proposal was formulated through discussions with the Head Start West Region Office, as well as with members of our Finance and Executive teams. With approval from the Board of Directors, the program will submit the request in writing to extend the period of availability of funding for an additional 12 months. Upon approval from the Office of Head Start, the grant will close February 28, 2027.

Recommendation: Staff recommends the Board of Director's approves with resolution the submission of a request to Extend the Period of Availability of funds for Head Start and Early Head Start (09CH012489) grant and authorized the Chief Executive Officer to sign the letter on behalf of the Board of Directors.

Attachment:
Resolution #2026-08

RESOLUTION # 2026-08

A Resolution of the Board of Directors of the Community Action Partnership of Kern Approving the submission of a No Cost Extension Request Letter to the Office of Head Start

The Board of Directors of Community Action Partnership of Kern located at 1300 18th Street, Bakersfield, CA 93301, met on June 24, 2026, at a scheduled Board meeting and resolved as follows:

WHEREAS, Community Action Partnership of Kern (CAPK) is a private, non-profit 501(c)(3) corporation established as a result of the Economic Opportunity Act of 1964, and is the federally designated community action agency serving the low-income, elderly and disadvantaged residents of Kern County; and

WHEREAS, CAPK is charged with the responsibility of continuing the battle to alleviate poverty in Kern County by developing and implementing creative and innovative programs, and has adopted the philosophical position of "Helping People, Changing Lives' in its quest to assist people in need, and families with minimal or no resources; and

WHEREAS, the Head Start and State Child Development Division has requested to submit to the Office of Head Start a letter requestion to extend the period of availability for the Head Start / Early Head Start for the budget year 2025-2026 with a No Cost Extension request; and

WHEREAS, the Head Start and State Child Development Division has requested to have the availability of funds to be extended for twelve months to February 28, 2027,

WHEREAS, the Office of Head Start requires that an authorized signatory be named for the Head Start and Early Head Start contract; and

WHEREAS, the CAPK Board of Directors has determined that there is a need for anti-poverty programs and is willing to accept the submission of a No Cost Extension request Head Start and Early Head Start grants; and

NOW, THEREFORE, be it resolved that the CAPK Board of Directors hereby authorizes the Chief Executive Officer to act on behalf of the Board as CAPK's representative signatory with regard to the submission a No Cost Extension letter for the Head Start and Early Head Start grants.

APPROVED by a majority vote of the Board of Directors of Community Action Partnership of Kern, this 24th day of June 2026.

Maritza Jimenez, Chair
CAPK Board of Directors

Date: June, 24, 2026

MEMORANDUM

To: Budget and Finance

From: Jerry Meade, Assistant Director ~ Program

Date: June 17, 2026

Subject: *Agenda Item: 4c* 2026-27 Department of Human Services (DHS) – Home Visiting Program Agreement – **Action Item**

Kern County Department of Human Services (DHS) received funding from California Department of Social Services to continue supporting the Home Visiting Program (HVP) in Kern County for the 2026-2027 funding period. CAPK received the new Agreement on June 3, 2026. Within the attached Agreement you will find funding of $3,892,756 for the HVP Agreement beginning July 1, 2026, through June 30, 2027.

Funding from this agreement will support serving up to 240 clients serving the East, West and Northern parts of Kern County. CAPK staffing will include 37 HVP employees. The target population served are CALWorks participants that are pregnant with their first child, or first-time parents with children under 24 months. Additionally, services are offered to an expanded population of CALWorks parents with children under the age of 24 months.

As part of the CAPK 2026-2029 Strategic Plan, the HVP program supports CAPK mission and vision of supporting Kern County residents to reach self-sufficiency. Specifically: Key Goal 3 where CAPK is committed to supporting the health and well-being of clients by expanding access to essential holistic services.

Recommendation: Staff recommends the Board of Directors approve the 2026-27 DHS Home Visiting Program Agreement and authorize the CEO to execute the Agreement on behalf of CAPK and any amendments throughout the duration of the agreement term.

Attachment:
2026-27 DHS ~ HVP Agreement

Docusign Envelope ID: 797FB370-0F90-8F66-8389-7BC1E6491B34

AGREEMENT
FOR
CalWORKs HOME VISITING PROGRAM SERVICES
Independent Contractor
(COUNTY – COMMUNITY ACTION PARTNERSHIP OF KERN)

THIS AGREEMENT ("**Agreement**") is made and entered into on _____("**Execution Date**"), by and between the COUNTY OF KERN, a political subdivision of the State of California ("**County**"), as represented by the Department of Human Services ("**Department**"), and Community Action Partnership of Kern ("**Contractor**"), whose principal place of business is at 1300 18th Street, Suite 200, Bakersfield, CA 93301. County/Department and Contractor are referred to individually as a "**Party**" and collectively as the "**Parties**". CONTRACTOR'S UNIQUE ENTITY IDENTIFIER NUMBER: MH2JA4FK2WK1

WHEREAS:

a. Government Code Sections 31000 and 53060 permit the County Board of Supervisors to contract for the furnishing of special services with individuals specially trained, experienced, and competent to perform those services; and

b. Senate Bill 840 (Chapter 29, Statutes of 2018), Assembly Bill 1811 (Chapter 35, Statutes of 2018), and Welfare and Institutions Code (W&IC) Article 3.4 sections 11330.6-11330.9 codified the requirements for the Home Visiting Program; and

c. The CalWORKs Home Visiting Program is an evidence-based, voluntary service delivery model that pairs new parents with a nurse, or other trained professional to make regular visits in the participant's home to provide guidance, coaching, access to prenatal and postnatal care, and other health and social services; and

d. County desires to engage Contractor to provide said services, and Contractor, by reason of Contractor's qualifications and experience, has offered to provide the required services on the terms set forth in this Agreement.

NOW, THEREFORE, IT IS AGREED between the Parties as follows:

1. TERM

This Agreement shall commence on July 1, 2026, and shall remain in effect until June 30, 2027, unless sooner terminated as provided for in this Agreement.

2. RESPONSIBILITIES OF CONTRACTOR

Contractor shall assume responsibility for providing the following services:

A. Outreach

1) Contractors shall distribute Home Visiting Program ("HVP") information to available venues, such as stores, libraries, laundromats, doctor and dental offices, and medical clinics and shall host recruiting events in service areas.

Docusign Envelope ID: 797FB370-0F90-8F66-8389-7BC1E6491B34

2) Contractor shall station Community Action Partnership of Kern ("CAPK") HVP liaisons at the offices of the Kern County Department of Human Services ("KCDHS") to promote, enroll, and field questions for the HVP program.

3) Contractor shall provide CAPK-HVP posters for KCDHS lobbies; flyers for KCDHS interview rooms; and brochures for display in KCDHS public areas, inclusion in CalWORKs application packets, and distribution to KCDHS partner agencies within CAPK's service areas.

4) Contractor shall promote the HVP through its social media platforms.

B. Home Visiting

1) Contractor shall provide HVP services for individuals who meet the following criteria in A and B:
   a. The individual is one of the following:
      - A member of a CalWORKs assistance unit.
      - The parent or caretaker relative for a child-only case.
      - A pregnant individual who has applied for CalWORKs aid within 60 calendar days prior to reaching the second trimester of pregnancy and would be eligible for CalWORKs aid other than not having reached the second trimester of pregnancy.
      - An individual who is apparently eligible for CalWORKs aid.
   b. The individual is pregnant, or the individual is a parent or caretaker relative of a child younger than 36 months of age at the time of enrollment.

2) Contractor shall provide the following staff to provide HVP services:

   A. One Program Manager provides oversight for the HVP.

   B. Up to 26 qualified Home Visitors to provide direct services to participants.

   C. Up to four Liaison to recruit, provide outreach, and enroll participants in the HVP.

   D. Up to four Home Visiting Supervisors to provide oversight to the support staff.

   E. One Data Analyst to support reporting and data collection.

   F. Administrative Assistant to support program needs.

   G. Administrative Support Management consisting of Program Leadership and Program Leadership Support.

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3) Contractor shall concurrently serve up to 240 CalWORKs voluntary participants through the CAPK-HVP as set forth in **Exhibit "A"**.

4) Contractor shall cumulatively serve up to 288 families during the term of the Agreement as set forth in **Exhibit "A"**.

5) Contractor shall provide HVP services in the district areas of Taft, Shafter, Delano, Rosamond, Ridgecrest, Lamont, and other areas of Eastern Kern County.

6) Contractor may conduct Telehealth visits using an agreed-upon virtual platform if the following requirements are met:

   A. Telehealth home visits are implemented with fidelity to the evidence-based home visiting model.

   B. Alternate locations are agreed upon by Contractor and HVP participants.

   C. Telehealth home visits shall be used as supplemental visits. The initial home visit shall be conducted in person.

   D. Telehealth visits are required to be conducted on a HIPAA-compliant video platform.

   E. Home visitors who plan to conduct Telehealth home visits shall be trained in using the technology prior to conducting the virtual visit.

7) Contractor shall annually conduct up to 46 home visits per home for a maximum of 90 minutes in duration on a weekly basis and facilitate up to 22 socialization activities for each family participating in the CAPK-HVP. Home visits shall be supplemented by regular phone contact and shall be planned collaboratively with the parents (or the child's legal guardian).

8) Contractor shall use the Early Head Start Home Visiting Program-Home Based Option (EIS-HBO) as the home visiting model. Contractor shall provide and use the "Parents as Teachers" curriculum. Contractor may use other approved Home Visiting Evidence of Effectiveness curricula upon obtaining authorization from the Department.

9) Contractor shall provide a ratio of one CAPK-HVP home visitor for 10-12 families. This ratio is the same for the outlying areas of Taft, Shafter, Delano, Rosamond, Ridgecrest, Lamont, and other areas of Eastern Kern County.

10) Contractor shall provide services to the HVP families for the duration of the Early Head Start Home Visiting Program-Home Bases Option (EIS-HBO) home visiting model of 36 months. HVP participants who become discontinued from CalWORKs during HVP participation may continue to

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receive home visiting services for the duration of the Early Head Start Home Visiting Program-Home Bases Option (EIS-HBO) home visiting model for up to 12 months from the date the HVP participants was removed from the assistance unit or exited the CalWORKs program, whichever is sooner.

C. Connection Resources

1) Contractor shall utilize internal resources when possible to meet participants' needs.

2) Contractor shall refer participants to partner agencies (including KCDHS for job readiness; mental health and substance abuse services; and assistance for victims of domestic violence and sexual assault) when unable to internally meet the needs of the participants.

3) Contractor shall refer participants to Information and Referral Specialists through 211 Kern County when resources are not readily available.

D. Data Collection

1) Contractor shall collect the information necessary for the completion of the HVP Monthly Status Report (HVP19). Contractor shall provide a State Monthly (SMR) by the 10th calendar of the month with data to be submitted on the HVP 19 to the California Department of Social Services (CDSS).

2) Contractor shall collect, maintain, and electronically input into the ChildPlus® database.

3) Contractor shall generate and submit a report in a format agreed upon by the Department to track individual referrals, program enrollment and exit, CalWORKs aid codes, home visitor assignments, and services provided. Contractor shall update the report on a real-time basis and provide the report by the 10th calendar day of the month to the Department.

E. Material Goods

Material goods funding related to the health and safety of the child and family is available and shall not to exceed the life time limit of up to $500 per family. The contractor and Department collaborated in the development of a list of items for material goods purchase as set forth in **Exhibit "B"**. The CAPK home visitor and management staff shall do the following:

1) Verify need by completing initial assessment.

2) Submit list of health and safety items for approval and procurement of the items.

3) Deliver or arrange for delivery of items.

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4) Monitor cases to ensure material goods lifetime limit per family is not exceeded.

F. Training

1) Contractor shall provide general training on the CAPK-HVP for Department's HVP case managers, supervisors, and liaison.

2) Contractor shall mandate all home visitors to complete Cultural/Linguistic and Anti-Bias training. Contractor shall provide to Department verification of completion of Cultural/Linguistic and Anti-Bias training that meets CDSS minimum training standards for all CAPK Home Visiting Program staff.

3) As the administrator of the local Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) program, Contractor shall provide to Department verification of WIC program training for all CAPK Home Visiting Program staff.

4) Contractor shall mandate that all CAPK home visiting staff who provide direct participant services, as per the terms of this agreement, shall complete Civil Rights Training.

G. Contractor and Department shall collaborate and participate in the Head Start Policy Council Committee. Attendees include the following: Kern County Department of Public Health, Bakersfield Legal Assistance, and Community Connection for Childcare, CAPK home visitors, KCDHS staff, and CAPK-HVP participants. The committee shall meet quarterly to promote community awareness of home visiting; improve interagency coordination; develop procedures for communicating problems that may arise; and track remedies and outcomes.

H. Reporting Responsibilities

The Contractor shall track and report all program outcomes for the parents and children served in the HVP and measures specific to CalWORKs objectives that include:

1) CAPK/Home Visitor Performance

a) Number of home visits completed, including data on duration of families' enrollment in home visiting services.

b) Indicators of home visiting program workforce capacity, including demographics, characteristics, composition including employer and certification status, and future training needs of the home visiting workforce.

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c) Parental satisfaction with their gains in parenting skills and knowledge.

d) Child Protective Services referrals and outcomes.

e) Access to immigration services and remedies as applicable.

f) Rate of previously homeless families who return to homelessness.

2) Additional descriptive and outcome indicators, as appropriate and required by the California Department of Social Services (CDSS).

3) Contractor shall be responsible for collecting and analyzing data; recording outcomes of the participants and children; and compiling the data into appropriate reports related to the HVP as required by CDSS.

4) Contractor shall provide a monthly participation report to Department in an agreed upon format by the 10th of every month for each Welfare to Work participant who is participating in the HVP.

5) Contractor shall provide a report tracking the material goods funding that has been issued to each HVP family upon Department's request.

H. RESPONSIBILITIES OF COUNTY

Department shall assume responsibility for providing the following services:

A. Case Management/Coordination of Participants

1) Department shall provide Contractor with limited use of space, when available, for CAPK liaisons within KCDHS offices throughout Kern County. The specific dates, times, rooms, or areas within the offices to be used shall be determined solely by Department in consultation with Contractor. Contractor must obtain prior approval from Department for any changes in staff or requests to alter facility space. Department shall provide sufficient workstations to contain a desk, secretarial chair, locking file cabinet, telephone and internet access.

2) Department shall assign designated Eligibility staff to assist CalWORKs participants who are participating in the HVP. For CalWORKs Welfare-to-Work (**WTW**") active participants or volunteers who are participating in HVP, Department shall assign designated WTW Social Service Workers (SSW) to provide case management.

3) Department shall assist the CAPK home visitors by helping HVP families navigate eligibility for public assistance programs, facilitating referrals for barrier removal, and connecting the family with resources to promote self-sufficiency. Department staff shall do the following:

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a) Answer questions regarding assistance programs and provide assistance as required by regulation to obtain verification for eligibility requirements.

b) Provide referrals for mental health and substance abuse services through Kern Behavioral and Recovery Services or its designated representatives.

c) Provide referrals for victims of domestic violence and sexual assault to KCDHS Domestic Violence Social Workers or other approved agencies.

d) Provide contact information for job readiness services through America's Job Center, Employers' Training Resource, KCDHS Job's First Room at the main office in Bakersfield, and Resource Rooms located in KCDHS District offices.

e) Provide information on Job Fest job fairs via flyers and through the KCDHS Job Fest Facebook page.

f) Provide a full range of WTW activity options, as appropriate based upon assessment, for HVP participants who are enrolled in the WTW program as active participants or volunteers.

g) Report Issuance of services or referrals to the CAPK home visitor to avoid duplication of services.

4) Department shall provide a liaison to serve as primary point of contact for Contractor to provide HVP services to CalWORKs participants. The liaison shall provide the following:

a) Assist Contractor with securing read-only access to the Department's case management system (CalSAWS) for CAPK liaisons.

b) Communicate via e-mail with the KCDHS Eligibility and WTW workers (if applicable) to ensure participant is assigned to the appropriate CalSAWS caseload once HVP participation is confirmed or ended.

c) Receive monthly data reports from Contractor, review for completion, and transmit to CDSS.

d) Review and approve or deny Material Goods Approval Requests (**Exhibit "C"**) when participant material goods needs are beyond the scope of categorical descriptions or items listed in **Exhibit "B"**.

B. Outreach

1) Department shall conduct outreach by mailing HVP informing notices and outreach flyers to households in the target and expanded populations as needed by Contractor.

2) Department Eligibility staff and WTW SSWs shall screen CalWORKs participants for potential HVP eligibility.

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3) Department shall refer potential HVP volunteer participants to the CAPK liaisons for enrollment.

4) Department shall promote the HVP through its social media platforms.

5) Department shall display CAPK-HVP posters, flyers, and brochures in its offices throughout Kern County.

6) Department shall encourage partner agencies to display CAPK-HVP posters, flyers, and brochures.

C. Training

1) Department shall provide pre-service training on the CalWORKs, CalFresh, and Medi-Cal programs to CAPK Home Visiting staff.

2) Department shall provide additional training to CAPK Home Visiting staff on the WTW program to include (strengths-based) motivational interviewing and the referral processes for behavioral health, substance abuse, and assistance for victims of domestic violence and sexual assault.

D. Data

1) Department shall receive and review monthly reports from Contractor and submit the reports to CDSS using a secure file transfer process.

2) Department shall work with Contractor to generate, update, and submit a report in an agreed upon format to track individual referrals, program enrollment and exit, CalWORKs aid codes, home visitor assignments, and services provided. Department shall review the report and rake appropriate action.

E. Contractor and Department shall collaborate and participate in the Head Start Policy Council Committee. Attendees include the following: Kern County Department of Public Health, Bakersfield Legal Assistance, Community Connection for Childcare, CAPK home visitors, KCDHS staff, and CAPK-HVP parent participants. The committee shall meet quarterly to promote community awareness of home visiting; improve interagency coordination; develop procedures for communicating problems that may arise; and track remedies and outcomes.

I. COMPENSATION

County shall compensate Contractor in an amount not to exceed $3,892,756 for fiscal year 2026-27. The total amount of compensation over the term of this agreement is not to exceed $3,892,756. County shall reimburse Contractor for all necessary and reasonable costs incurred on behalf of County as set forth in **Exhibit "D"**.

J. REIMBURSEMENT POLICY AND BILLING REQUIREMENTS

Contractor shall submit monthly to Department an invoice for reimbursement of allowable expenditures for the previous month. Costs claimed under this Agreement are subject to the following federal publications:

Docusign Envelope ID: 797FB370-0F90-8F66-8389-7BC1E6491B34

- Uniform Guidance: 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements

A. All invoices shall be submitted in a form approved by Department and shall include:

1) A monthly total and itemization of all costs by budget line item, arranged in the same order as the approved budget. Supporting documentation, including payroll reports, must be provided for each item for which reimbursement is requested.

2) Itemization of all travel expenses incurred. Reimbursement for travel and other related costs shall not exceed County's rates which are in effect at the time the expense(s) is/are incurred.

3) Copies of invoices submitted to Contractor from subcontractors.

4) Invoices shall be sent to the following attention:

Fiscal Support Supervisor
Accounts Payable Unit
Kern County Department of Human Services
PO Box 511
Bakersfield, CA 93302

Contractor shall adjust from its billings to Department all charges not fully reimbursable under the applicable cost principles and the terms of this Agreement. Contractor accepts fiscal responsibility for any future audit findings resulting from Contractor's billings under this Agreement. Contractor shall refund County for all costs related to this Agreement which are disallowed by the California Department of Social Services ("**CDSS**") as a result of audit findings or insufficient funds available from the State.

Contractor shall comply with all audit exceptions by appropriate federal, State and County audit agencies as prescribed by the auditing agency, and provide all required audit documentation to Department pertaining to the services required by this Agreement.

Invoices shall be sent to Department's Accounts Payable Unit for processing by the 25th calendar day of the month following the month in which services were rendered. Payment will be made to Contractor within 30 days of receipt and approval of each complete invoice by Department.

B. Department reserves the right to withhold payment if Contractor falls behind schedule or submits substandard work.

C. Final invoices must be received by Department no later than 45 days following termination of this Agreement.

D. Budget funds are restricted for use within the budget fiscal year. Administrative shifts of funds among budget categories or the addition of a budget category cannot be approved without prior submission of a revised budget by Contractor and prior written approval by Department.

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E. Upon receipt of billing from the contractor, the Department shall pay an advance each month equal to the Contractor's estimated expenses for the following month; advances for any month will not exceed 1/12 of the total approved budget for that year. Each month the Department will reconcile actual invoices to advances paid, and any difference shall be adjusted to the current month's advance request as an increase or decrease to that advance.

All advances in excess of actual invoices over there term of agreement will be reimbursed to the Department by Contractor or deducted by the Department from the Contractor's final payment, at the discretion of the Department.

6. AWARD INFORMATION DISCLOSURE

Pursuant to 2CFR 200.332, all recipients and subrecipients of federal funds must be provided additional information, including the Assistance Listing (AL) Number associated with each award and/or subaward. The AL Number(s) below is/are associated with this Agreement:

Assistance Listing Number	Program Title
93.558	Temporary Assistance for Needy Families (TANF)

Additional award information can be found at: www.cdss.ca.gov/inforesources/letters-and-notices.

Amount of Federal Funding: $3,892,756

7. REPRESENTATIONS

Contractor makes the following representations which are agreed to be material to and form a part of the inducement for this Agreement:

i. Contractor has the expertise, support staff, and facilities necessary to provide the services described in this Agreement; and

ii. Contractor does not have any actual or potential interests adverse to County, nor does Contractor represent a person or firm with an interest adverse to County with reference to the subject of this Agreement; and

iii. Contractor shall diligently provide all required services in a timely and professional manner in accordance with the terms and conditions stated in this Agreement.

8. ASSIGNMENT

Contractor may only assign its rights or delegate or otherwise transfer its obligations hereunder only with County consent given or withheld in County's sole discretion. Any such assignment without County consent shall be void. County shall not be obligated to consider any proposed assignment if Contractor is in breach of this Agreement at any time during the period of such consideration. Contractor shall make any request for consent to assign in the form and manner prescribed by County. For purposes of this Section, the term **"assign"** includes, but is not limited to, the following:

A. Selling, exchanging or otherwise transferring to a third party effective control of Contractor management (through sale, exchange or other transfer or outstanding

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common stock of Contractor or otherwise) or any of Contractor's assets dedicated to the performance of services hereunder, unless such assets are promptly replaced with assets of greater or equal value and equivalent function;

B. Issuing new stock or selling, exchanging or otherwise transferring 10% or more of the then outstanding common stock of Contractor to a party other than the shareholders owning said stock as of the date hereof;

C. Any dissolution, reorganization, consolidation, merger, re-capitalization, stock issuance or re-issuance, voting trust, pooling agreement, escrow arrangement, liquidation or other transaction which results in a change of ownership or control of Contractor;

D. Any assignment by operation of law, including insolvency or bankruptcy, making assignment for the benefit of creditors, writ of attachment of an execution, being levied against this Agreement, appointment of a receiver taking possession of any of Contractor's property or transfer occurring in the event of a probate proceeding; and

E. Any combination of the foregoing (whether or not in related or contemporaneous transactions) which has the effect of any such transfer or change of ownership or control of Contractor.

9. NEGATION OF PARTNERSHIP

In the performance of the services under this Agreement, Contractor shall be, and acknowledges that Contractor is in fact and law, an independent contractor and not an agent or employee of County. Contractor has and retains the right to exercise full supervision and control over the manner and methods of providing services to County under this Agreement. Contractor retains full supervision and control over the employment, direction, compensation and discharge of all persons assisting Contractor in the provision of services under this Agreement. With respect to Contractor's employees, if any, Contractor shall be solely responsible for payment of wages, benefits and other compensation, compliance with all occupational safety, welfare and civil rights laws, tax withholding and payment of employment taxes whether federal, State or local, and compliance with any and all other laws regulating employment.

10. IMMIGRATION REFORM AND CONTROL ACT

Contractor acknowledges that Contractor, and all subcontractors hired by Contractor to perform services under this Agreement, are aware of and understand the Immigration Reform and Control Act ("**IRCA**"). Contractor is and shall remain in compliance with IRCA and shall ensure that any subcontractors hired by Contractor to perform services under this Agreement are in compliance with IRCA. In addition, Contractor agrees to indemnify, defend and hold harmless the County, its agents, officers and employees, from any liability, damages or causes of action arising out of or relating to any claims that Contractor's employees, or the employees of any subcontractor hired by Contractor, are not authorized to work in the United States for Contractor or its subcontractor and/or any other claims based upon alleged IRCA violations committed by Contractor or Contractor's subcontractors.

11. INDEMNIFICATION

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Contractor agrees to indemnify, defend and hold harmless County and County's agents, Board members, elected and appointed officials and officers, employees, volunteers, and authorized representatives from any and all losses, liabilities, charges, damages, claims, liens, causes of action, awards, judgments, costs, and expenses (including, but not limited to, reasonable attorneys' fees of County Counsel and counsel retained by County, expert fees, costs of staff time and investigation costs) of whatever kind or nature, which arise out of or are in any way connected with any act or omission of Contractor or Contractor's officers, agents, employees, independent contractors, subcontractors of any tier, or authorized representatives. Without limiting the generality of the foregoing, the same shall include bodily and personal injury or death to any person or persons; damage to any property, regardless of where located, including the property of County; and any workers' compensation claim or suit arising from or connected with any services performed pursuant to this Agreement on behalf of Contractor by any person or entity.

12. INSURANCE

Contractor, in order to protect County and its board members, officials, agents, officers, and employees against all claims and liability for death, injury, loss, and damage as a result of Contractor's actions in connection with the performance of Contractor's obligations, as required in this Agreement, shall secure and maintain insurance as described below. Contractor shall not perform any work under this Agreement until Contractor has obtained all insurance required under this section and the required certificates of insurance and all required endorsements have been filed with the County's authorized insurance representative. Receipt of evidence of insurance that does not comply with all applicable insurance requirements shall not constitute a waiver of the insurance requirements set forth herein. The required documents must be signed by the authorized representative of the insurance company shown on the certificate. Upon request, Contractor shall supply proof that such person is an authorized representative thereof, and is authorized to bind the named underwriter(s) and their company to the coverage, limits, and termination provisions shown thereon. The Contractor shall promptly deliver the County's authorized insurance representative a certificate of insurance, and all required endorsements, with respect to each renewal policy, as necessary to demonstrate the maintenance of the required insurance coverage for the term specified herein. Such certificates and endorsements shall be delivered to the County's authorized representative prior to the expiration date of any policy and bear a notation evidencing payment of the premium thereof if so requested. Contractor shall immediately pay any deductibles and self-insured retentions under all required insurance policies upon the submission of any claim by Contractor or County as an additional insured.

A. Workers' Compensation and Employers Liability Insurance Requirement. In the event Contractor has employees who may perform any services pursuant to this Agreement, Contractor shall submit written proof that Contractor is insured against liability for workers' compensation in accordance with the provisions of Section 3700 of the California Labor Code.

Contractor shall require any sub-contractors to provide workers' compensation for all of the subcontractors' employees, unless the sub-contractors' employees are covered by the insurance afforded by Contractor. If any class of employees engaged in work or services performed under this Agreement is not covered by California Labor Code section 3700, Contractor shall provide and/or require each sub-contractor to provide adequate insurance for the coverage of employees not otherwise covered.

Contractor shall also maintain employer's liability insurance with limits of one million dollars ($1,000,000) for bodily injury or disease.

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B. Liability Insurance Requirements:

1) Contractor shall maintain in full force and effect, at all times during the term of this Agreement, the following insurance:

a) Commercial General Liability Insurance including, but not limited to, Contractual Liability Insurance (specifically concerning the indemnity provisions of this Agreement with the County), Products-Completed Operations Hazard, Personal Injury (including bodily injury and death), and Property Damage for liability arising out of Contractor's performance of work under this Agreement. The Commercial General Liability insurance shall contain no exclusions or limitation for independent contractors working on the behalf of the named insured. Contractor shall maintain the Products-Completed Operations Hazard coverage for the longest period allowed by law following termination of this Agreement. The amount of said insurance coverage required by this Agreement shall be the policy limits, which shall be at least one million dollars ($1,000,000) each occurrence and two million dollars ($2,000,000) aggregate.

If the Commercial General Liability policy is not endorsed to include affirmative coverage for sexual abuse or molestation, Consultant shall obtain and maintain a policy covering sexual abuse or molestation. The amount of said insurance coverage required by this Agreement shall be the policy limits, which shall be at least one million dollars ($1,000,000) per occurrence or claim and two million dollars ($2,000,000) aggregate.

b) Automobile Liability Insurance against claims of Personal Injury (including bodily injury and death) and Property Damage covering any vehicle and/or all owned, leased, hired and non-owned vehicles used in the performance of services pursuant to this Agreement with coverage equal to the policy limits, which shall be at least one million ($1,000,000) each occurrence.

c) Professional Liability (Errors and Omissions) Insurance, for liability arising out of, or in connection with, the performance of all required services under this Agreement, with coverage equal to the policy limits, which shall not be less than one million ($1,000,000) per occurrence and three million ($2,000,000) aggregate.

d) Cyber Liability Insurance/Technology Professional Liability Insurance, for liability arising out of, or in connection with, the performance of all required services under this Agreement, involving access to personal and or confidential information, software or technology services where a data breach or exposure to personal and or confidential information could impact the County, coverage shall be equal to the policy limits, which shall not be less than one

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million dollars ($1,000,000) per occurrence and two million dollars ($2,000,000) aggregate. Coverage shall respond to the duties and obligations as is undertaken by Contractor in this agreement and shall include, but not limited to, claims involving security breach, system failure, data recovery, business interruption, cyber extortion, social engineering, infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, and alteration of electronic information. The policy shall provide coverage for breach response costs, regulatory fines and penalties as well as credit monitoring expenses.

2) The Commercial General Liability and Automobile liability Insurance required in this sub-paragraph B. shall include an endorsement naming the County and County's board members, officials, officers, agents and employees as additional insureds for liability arising out of this Agreement and any operations related thereto. Said endorsement shall be provided using one of the following three options: (i) on ISO form CG 20 10 11 85; or (ii) on ISO form CG 20 37 10 01 plus either ISO form CG 20 10 10 01 or CG 20 33 10 01; or (iii) on such other forms which provide coverage at least equal to or better than form CG 20 10 11 85.

3) The Contractor may use Umbrella or Excess Policies to provide the liability limits as required in this agreement. This form of insurance will be acceptable provided that all of the Primary and Umbrella or Excess Policies shall provide all of the insurance coverages herein required, including, but not limited to, primary and non-contributory, additional insured, Self-Insured Retentions (SIRs), indemnity, and defense requirements. The Umbrella or Excess policies shall be provided on a true "following form" or broader coverage basis, with coverage at least as broad as provided on the underlying Commercial General Liability insurance. No insurance or self-insurance maintained by the County, whether primary or excess, and which also apply to a loss covered hereunder, shall be called upon to contribute to a loss.

4) Contractor shall require and verify that all subcontractors maintain insurance meeting all requirements stated herein, and Contractor shall ensure that the County is an additional insured on insurance required from subcontractors.

5) Any self-insured retentions in excess of $100,000 must be declared on the Certificate of Insurance or other documentation provided to County and must be approved by the County Risk Manager.

6) If any of the insurance coverages required under this Agreement is written on a claims-made basis, Contractor, at Contractor's option, shall either (i) maintain said coverage for at least three years following the termination of this Agreement with coverage extending back to the effective date of this Agreement; (ii) purchase an extended reporting period of not less than three years following the termination of this Agreement; or (iii) acquire a full prior acts provision on any renewal or replacement policy.

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b. All insurance afforded by Contractor pursuant to this Agreement shall be primary to and not contributing to all insurance or self-insurance maintained by the County. An endorsement shall be provided on all policies, except professional liability/errors and omissions, which shall waive any right of recovery (waiver of subrogation) against the County.

c. All insurance shall be issued by a company or companies admitted to do business in California and listed in the current "Best's Key Rating Guide" publication with a minimum rating of A-; VII. Any exception to these requirements must be approved by the County Risk Manager.

d. If Contractor is, or becomes during the term of this Agreement, self-insured or a member of a self-insurance pool, Contractor shall provide coverage equivalent to the insurance coverages and endorsements required above. The County will not accept such coverage unless the County determines, in its sole discretion and by written acceptance, that the coverage proposed to be provided by Contractor is equivalent to the above-required coverages.

e. Insurance coverages in the minimum amounts set forth herein shall not be construed to relieve Contractor for any liability, whether within, outside, or in excess of such coverage, and regardless of solvency or insolvency of the insurer that issues the coverage; nor shall it preclude the County from taking such other actions as are available to it under any other provision of this Agreement or otherwise in law.

f. Failure by Contractor to maintain all such insurance in effect at all times required by this Agreement shall be a material breach of this Agreement by Contractor. County, at its sole option, may terminate this Agreement and obtain damages from Contractor resulting from said breach. Alternatively, County may purchase such required insurance coverage, and without further notice to Contractor, County shall deduct from sums due to Contractor any premiums and associated costs advanced or paid by County for such insurance. If the balance of monies obligated to Contractor pursuant to this Agreement are insufficient to reimburse County for the premiums and any associated costs, Contractor agrees to reimburse County for the premiums and pay for all costs associated with the purchase of said insurance. Any failure by County to take this alternative action shall not relieve Contractor of its obligation to obtain and maintain the insurance coverages required by this Agreement.

g. Cancellation of Insurance -- The above stated insurance coverages required to be maintained by Contractor shall be maintained until the completion of all of Contractor's obligations under this Agreement except as otherwise indicated herein. Each insurance policy supplied by the Contractor shall not be suspended, voided, cancelled or reduced in coverage or in limits except after ten (10) days written notice by Contractor in the case of non-payment of premiums, or thirty (30) days written notice in all other cases. This notice requirement does not waive the insurance requirements stated herein. Contractor shall immediately obtain replacement coverage for any insurance policy that

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is terminated, canceled, non-renewed, or whose policy limits have been exhausted or upon insolvency of the insurer that issued the policy.

13. EVALUATION

Services to be provided by Contractor shall be evaluated by Department on a continuing basis. Evaluation may be accomplished by written or verbal communication and/or by site visits to view fiscal and/or program processes and information. Any deficiencies noted during an evaluation shall be stated and placed in detailed written form, with a copy submitted to Contractor. Contractor shall respond in writing to the deficiencies statement within 20 days from the date of receipt. A plan to remedy these deficiencies, where applicable, shall be implemented within 60 days from the date of the deficiencies statement. Failure to remedy the stated deficiencies may result in termination of the Agreement by County.

Deficiencies that may be subject to non-payment of future invoices by County shall include:

A. Failure to notify Department and receive prior written approval for any changes to Program delivery within 15 days of change for:

1) Change in assigned program staff.

2) Change in program or service hours and days.

3) Change in program or service locations and access for participants.

B. Failure to notify Department for written approval prior to any changes to delivery of program services. As designated in the contract.

C. Failure to request, in writing, and receive written pre-approval from County for changes to, or the addition of line items in, the approved budget.

D. Failure to provide written assurance of required civil rights training as detailed in **Section 33**, below.

E. Failure to adhere to the performance and fiscal requirements and standards required under this Agreement.

14. CONTRACT DISPUTE

Should a dispute arise between Contractor and County relating to performance under this Agreement, Contractor will, prior to exercising any other remedy which may be available, provide County with written notice of the particulars of the dispute within 30 calendar days of the dispute. County will meet with Contractor, review the factors in the dispute, and recommend a means of resolving the dispute before a written response is given to Contractor. County will provide a written response to Contractor within 30 days of receipt of Contractor's written notice.

15. TERMINATION

County may at its election, at any time and without cause, terminate this Agreement by written notice to Contractor. Said termination shall be deemed effective 10 calendar days

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after personal delivery, or 15 calendar days after mailing by regular U.S. mail, postage prepaid. In addition, either Party may immediately terminate this Agreement should the other Party fail to substantially perform in accordance with the terms and conditions of this Agreement through no fault of the Party initiating the termination. In the event this Agreement is terminated by either Contractor or County, and if so requested by County, Contractor shall submit to County all files, memoranda, documents, correspondence and other items generated in the course of performing this Agreement, within 30 calendar days after the effective date of termination. Should either Party terminate this Agreement as provided herein, County shall pay Contractor for all satisfactory services rendered by Contractor prior to the effective date of termination in an amount not to exceed the maximum dollar amount indicated in Section 4 herein.

16. NON-APPROPRIATION

County reserves the right to terminate this Agreement in the event insufficient funds are appropriated or budgeted for this Agreement in any fiscal year. Upon such termination, County will be released from any further financial obligation to Contractor, except for services performed prior to the date of termination or any liability due to any default existing at the time this clause is exercised. Contractor will be given 30 days written notice in the event that such an action is required by County.

17. NOTICES

Notices to be given by one Party to the other under this Agreement shall be given in writing by personal delivery, by certified mail, return receipt requested, or express delivery service at the addresses specified below. Notices delivered personally shall be deemed received upon receipt; mailed or expressed notices shall be deemed received four days after deposit. A Party may change the address to which notice is to be given by giving notice as provided above.

Notice to County shall be addressed as follows:

Director
Kern County Department of Human Services
P.O. Box 511
Bakersfield, CA 93302

Notice to Contractor shall be addressed as follows:

Yolanda Gonzales, Director
Community Action Partnership of Kern
Head Start/State Child Development
1300 18th Street, Suite 93301

Nothing in this Agreement shall be construed to prevent or render ineffective delivery of notices required or permitted under this Agreement by personal service.

18. OWNERSHIP OF DOCUMENTS

All reports, documents, and other items generated or gathered in the course of providing services to County under this Agreement are and shall remain the property of County, and if so requested by County, shall be returned to County upon full completion of all services by Contractor or termination of this Agreement, whichever first occurs.

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19. CONFLICT OF INTEREST

The Parties to this Agreement have read and are aware of the provisions of Section 1090 et seq. and Section 87100 et seq. of the Government Code relating to conflict of interest of public officers and employees. Contractor agrees that they are unaware of any financial or economic interest of any public officer or employee of County relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement, County may immediately terminate this Agreement by giving written notice thereof. Contractor shall comply with the requirements of Government Code Section 87100 et seq. during the term of this Agreement.

20. SOLE AGREEMENT

This document, including all attachments hereto, contains the entire agreement between the Parties relating to the services, rights, obligations, and covenants contained herein and assumed by the Parties respectively. No inducements, representations, or promises have been made, other than those recited in this Agreement. No oral promise, modification, change, or inducement shall be effective or given any force or effect.

21. AUTHORITY TO BIND COUNTY

It is understood that Contractor, in Contractor's performance of any and all duties under this Agreement, has no authority to bind County to any agreements or undertakings.

22. MODIFICATION OF AGREEMENT

This Agreement may be modified in writing only, signed by the parties in interest at the time of the modification.

23. NON-WAIVER

No covenant or condition of this Agreement can be waived except by the written consent of County. Forbearance or indulgence by County in any regard whatsoever shall not constitute a waiver of the covenant or condition to be performed by Contractor. County shall be entitled to invoke any remedy available to County under this Agreement or by law or in equity despite said forbearance or indulgence.

24. CHOICE OF LAW/VENUE

The Parties hereto agree that the provisions of this Agreement will be construed pursuant to the laws of the State of California. This Agreement has been entered into and is to be performed in the County of Kern. Accordingly, the Parties agree that the venue of any action relating to this Agreement shall be in the County of Kern.

25. CONFIDENTIALITY

No Party to this Agreement shall, without the written consent of the other Party, communicate confidential information, designated in writing or identified in this Agreement as such, to any third party and shall protect such information from inadvertent disclosure to any third party in the same manner that they protect their own confidential information, unless such disclosure is required in response to a validly issued subpoena or other process of law. Upon completion of this Agreement, the provisions of this paragraph shall continue

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to survive.

A. During the term of this Agreement, Parties may receive or create certain confidential health or medical information ("Protected Health Information" or "**PHI**"). This PHI is subject to protection under State and federal law, including the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 ("**HIPAA**"), the Health Information Technology for Economic and Clinical Health Act, Public Law 111-005 ("**the HITECH Act**"), and regulations promulgated thereunder by the U.S. Department of Health and Human Services ("**HIPAA Regulations**") and other applicable laws. The Parties represent that the Parties have in place policies and procedures that will adequately safeguard any PHI the Parties receive or create, and the Parties specifically agree, on behalf of themselves, the Parties' subcontractors and agents, to safeguard and protect the confidentiality of PHI consistent with applicable law, including currently effective provisions of HIPAA, the HITECH Act, and the HIPAA Regulations.

B. For purposes of this section, PHI means any information, whether oral or recorded in any form or medium: (a) that relates to the past, present or future physical or mental health or condition of an individual; the provision of health care to an individual; or the past, present or future payment for the provision of health care to an individual, and (b) that identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the individual.

C. The Parties acknowledge that State and federal laws relating to electronic data security and privacy are rapidly evolving and that amendment of this Agreement may be required to provide for procedures to ensure compliance with such developments. The Parties hereto specifically agree to take such action as is necessary to implement the requirements of HIPAA, the HITECH Act, and HIPAA Regulations and other applicable laws relating to the security or confidentiality of PHI. The Parties understand and agree that the Parties must provide, when requested, written evidence that the Parties are in compliance with the HITECH Act, and applicable HIPAA Regulations.

D. Notwithstanding any other provision of this Agreement, the Parties may terminate this Agreement upon twenty (20) days' notice in the event: (a) the Parties do not promptly provide written evidence of compliance with the HITECH Act, and applicable HIPAA Regulations, or (b) the Parties become aware that the Parties or any of the Parties' subcontractors or agents discloses PHI in a manner that is not authorized by the Parties or by applicable law.

E. During the term of this Agreement, the contractor agrees to abide by the Information Exchange Agreement between the Social Security Administration ("**SSA**") and the California Department of Health Care Services "**DHCS**"), the Computer Matching and Privacy Protection Act Agreement between the Social Security Administration and the Health and Human Services Agency of California, the Electronic Information Exchange Security Requirement and Procedures for State and Local Agencies Exchanging Electronic Information with the Social Security Administration-Technical Systems Security Requirements ("**TSSR**"), and the Computer Matching Agreement between the Department of Homeland Security United States Citizenship and Immigration Services and the California Department of Health Care Services. **These documents contain sensitive material and the Contractor agrees not to post these documents in a public viewing area including any public Internet site.** Contractor agrees to abide by all relevant requirements in the National Institute of Standards and Technology ("**NIST**") Special Publications ("**SP**") 800-122 and 800-

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53 (https://www.nist.gov/), and the Memorandums of Understanding that the County has with DHCS and CDSS regarding all Personally Identifiable Information ("**PII**").

CONTRACTOR RESPONSIBILITIES

1) Contractor will provide a list of all employees who will have access to SSA data to the County prior to County giving Contractor access to such data. See **Exhibit "E"**.

2) Contractor and their staff will be required to complete an initial and annual confidentiality training. Each staff member, who handles SSA information, will sign a non-disclosure agreement stating they are aware of the requirements to maintain the confidentiality and non-disclosure of any SSA related information that is used by them to complete their daily duties and any sanctions and penalties that can follow any wrongful disclosure of PII/PHI information will be the responsibility of the Contractor. Contractor will maintain the non-disclosure statements for their employees for the required five years as stated in the TSSR and NIST guidelines. Additionally, if requested, Contractor will provide proof of such training to the Department as required by the MOUs.

3) Contractor agrees to allow the County to complete periodic onsite reviews of their facility to ensure that the following steps meet SSA's requirements:

   a) Safeguards for sensitive information;

   b) Technological safeguards on computer(s) that have access to SSA-provided information;

   c) Security controls and measures to prevent, detect, and resolve unauthorized access to, use of, and re-disclosure of SSA-provided information, and;

   d) Continuous monitoring of the Contractor's or agent's network and infrastructure and assets.

   e) Compliance with all applicable TSSR and NIST guidelines.

4) Contractor will maintain records of all PII and PHI exchanges under this contract for a period of five years and will provide such records upon request to the County for evidentiary purposes.

5) Contractor agrees no PII or PHI record will be stored outside the Contractor's information system without approval by County. Contractor will physically control and securely store information system media, both paper and digital, based on the highest Federal Information Processing Standard ("**FIPS**") 199 security category of the information recorded on the media. Contractor will restrict the pickup, receipt, transfer, and delivery of such media to authorized personnel.

6) Contractor is required to encrypt any PHI/PII information prior to transmission to the County as outlined in the TSSR and NIST guidelines. If encryption is not available, Contractor will work with County on alternate methods to receive any PII/PHI documents.

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7) Contractor is required to report any breach or loss of PII/PHI within 24 hours to the appropriate County Security Officers. See **Exhibit "E"**.

8) Contractor will institute a destruction policy for the handling of all PII/PHI information including shredding, burning, and pulverizing of records to avoid any accidental disclosure of such information along with purging and sanitizing digital media using approved equipment, techniques, and procedures. Contractor will track, document, and verify media sanitization actions.

9) Contractor and their employees who wrongfully disclose PII/PHI information are subject to criminal and civil sanctions including but not limited to suspension of all access to PII information provided by the County, jail time, and court actions by the person(s) whose information was disclosed.

COUNTY RESPONSIBLTIES

1) County will provide Contractor with training materials which the Contractor will use to assist in completing their initial and annual training. See **Exhibit "E"** for access instructions.

2) County will provide Contractor access to the TSSR guidelines and the Memorandums of Understanding with DHCS and CDSS to assist them in meeting the requirements for maintaining confidentiality of all PII/PHI records. See **Exhibit "E"** for access instructions.

3) County will maintain records of all Contractor's employees who handle PII/PHI as part of their daily duties and will only give access to SSA provided information as outlined in this Agreement.

4) If necessary, County will request records for evidentiary purposes when needed from the Contractor.

5) County agrees to provide a copy of their Breach Reporting Incident Policy to the Contractor along with contact names and telephone numbers for all County Privacy Officers.

26. BUSINESS ASSOCIATE ADDENDUM *If applicable (Outside Agency)*

Each Party agrees to execute the Business Associate Addendum attached hereto as **Exhibit "F"**, which covers obligations under HIPAA and HITECH, so that County may comply with its obligations under the HIPAA laws and Regulations.

27. ENFORCEMENT OF REMEDIES

No right or remedy herein conferred on or reserved to County is exclusive of any other right or remedy herein or by law or equity provided or permitted, but each shall be cumulative of every other right or remedy given hereunder or now or hereafter existing by law or in equity or by statute or otherwise, and may be enforced concurrently or from time to time.

28. SEVERABILITY

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Should any part, term, portion, or provision of this Agreement be decided finally to be in conflict with any law of the United States or the State of California, or otherwise be unenforceable or ineffectual, the validity of the remaining parts, terms, such portions, or provisions shall be deemed severable and shall not be affected thereby, provided remaining portions or provisions can be construed in substance to constitute the agreement which the Parties intended to enter into in the first instance.

29. COMPLIANCE WITH LAW

Contractor shall observe and comply with all applicable County, State and federal laws, ordinances, rules, and regulations now in effect or hereafter enacted, each of which are hereby made a part hereof and incorporated herein by reference.

30. CAPTIONS AND INTERPRETATION

Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement.

No provision of this Agreement shall be interpreted for or against a Party because that Party or its legal representative drafted such provision, and this Agreement shall be construed as if jointly prepared by the Parties.

31. TIME OF ESSENCE

Time is hereby expressly declared to be of the essence of this Agreement and of each and every provision hereof, and each such provision is hereby made and declared to be a material, necessary and essential part of this Agreement.

32. COUNTERPARTS

This Agreement may be executed simultaneously in any number of counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

33. NONDISCRIMINATION

Neither Contractor, nor any officer, agent, employee, servant or subcontractor of Contractor, shall discriminate in the treatment or employment of any individual or groups of individuals on the grounds of age, sex, color, disability, national origin, race, marital status, sexual orientation, religion, political affiliation, or any other classification protected by law, either directly, indirectly or through contractual or other arrangements as described in CDSS Manual of Policies and Procedures, Chapter 21. Contractor will further adhere to all mandated requirements as described in the CDSS Manual of Policies and Procedures, Chapter 21, including but not limited to, Section 21-117 Staff Development and Training. A copy of CDSS Manual of Policies and Procedures, Chapter 21 can be found at: www.cdss.ca.gov/inforesources/civil-rights.

Contractor understands and acknowledges that its assurance is given in consideration of and for the purpose of receiving compensation for service as provided in this Agreement, which compensation is funded through federal and State assistance. In the event County is subject to any fiscal sanction or other legal remedies as a result of Contractor's failure to comply with the requirements of this section, Contractor shall indemnify and hold harmless County from any such fiscal sanction or other legal remedy imposed against County as

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provided in the indemnification provisions of this Agreement. Contractor shall participate in and pay County's costs incurred in County's defense in any judicial or administrative hearing or process to determine where a violation of this section has occurred.

Contractor acknowledges that the County, as a recipient of such funding, is obligated to comply with State and federal requirements regarding nondiscrimination, as evidenced by form CR-50, Assurance of Compliance, (**Exhibit "G**"). By signing this Agreement, Contractor, as a recipient of such funding through the County, shall be equally bound to comply with each and every requirement set forth therein.

34. AUDIT, INSPECTION, AND RETENTION OF RECORDS

Contractor agrees to maintain and make available to County accurate books and records relative to all its activities under this Agreement. Contractor shall submit Reporting Package of a single audit performed by an Independent Certified Public Accountant (CPA) as required by law and permitted by 2 CFR 200 Subpart F when aggregate federal funding is $1,000,000 or more in a fiscal year to the Federal Audit Clearinghouse. Additionally, Contractor shall provide copy of single audit to the County at:

internalaudit@kerndhs.com

If aggregate federal funding is less than $1,000,000 in a fiscal year, Contractor must provide County with a letter stating the amount of aggregate federal funding received. Contractor shall permit County to audit, examine and make excerpts and transcripts from such records, and to conduct audits of all invoices, materials, records or personnel or other data related to all other matters covered by this Agreement. Contractor shall maintain such data and records in an accessible location and condition for a period of not less than five years from the date of final payment under this Agreement, or until after the conclusion of any fiscal audit, whichever occurs last. The State of California and/or any federal agency having an interest in the subject of this Agreement shall have the same rights conferred upon County herein.

35. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

A. Contractor certifies to the best of its knowledge and belief, that it and its subcontractors [45 CFR 92.35]:

1. Are not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency; and
2. Have not within a three (3) year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, State, or local) transaction or contract under a public transaction; violation of federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
4. Have not within a three-year period preceding this Agreement had one or more public transactions (federal, State, or local) terminated for cause or

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default.

5. Contractor shall report immediately to the County in writing any incidents of alleged fraud and/or abuse by either Contractor or Contractor's subcontractor. Contractor shall maintain any records, documents, or other evidence of fraud and abuse until otherwise notified by County.

B. The Contractor agrees to timely execute any and all amendments to this Agreement or other required documentation relating to their subcontractor's debarment/suspension status.

36. CAPITAL ASSET EQUIPMENT

A. At termination or completion of this Agreement, Contractor shall dispose of all "non-expendable equipment" which was purchased wholly or in part with federal or state funds, in accordance with federal, State and County procedures. If said equipment is to continue to be used by Contractor, said equipment, shall remain with and continue to be used by Contractor subject to DHS's written consent.

B. Unless otherwise provided for in this Section, property refers to all assets used in operation of this Agreement. Property includes land, buildings, improvements, machinery, vehicles, furniture, tools, intangibles, etc. Property does not include consumable office supplies such as paper, pencils, toner, file folders, etc.

C. Property acquired under this agreement, which meets any of the following criteria is subject to the reporting requirements:

1. Has a normal useful life of at least one (1) year and has a unit acquisition cost of at least $5,000 (a desktop or laptop setup, is considered a unit, if purchased as a unit).

2. All computing devices, regardless of cost (including but not limited to, workstations, servers, laptops, personal digital assistants, notebook computers, tablets, smartphones and cellphones).

3. All portable electronic storage media, regardless of cost (including but not limited to, thumb/flash drives and portable hard drives).

D. Contractor shall maintain an inventory list of equipment valued at $1,000 or more, including computer software, purchased with funds awarded under the terms of this Agreement or any predecessor Agreement for the same purpose. For the purposes of this section equipment is defined as moveable personal property with a useful life of one year or longer and has a value in excess of $1,000. The list will be transmitted in an excel document. The transmittal shall occur at fiscal year-end within 25 days and at the permanent closeout of the Agreement to:

DHSContracts@kerndhs.com

Contractor shall record the following information when property is acquired:

1. Date acquired on site.

2. Item description (include model number).

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3. Tag number or other tag identifier.

4. Serial number (if applicable).

5. Purchase cost or other basis of valuation.

6. Location

7. Condition

37. LOBBYING CERTIFICATION

Contractor, by signing this Agreement, hereby certifies to the best of his or her knowledge and belief, that:

a. No federal appropriated funds have been paid or will be paid, by or on behalf of the Contractor, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.

38. POLITICAL OR RELIGIOUS ACTIVITY

No person performing any service or providing any goods designated under this Agreement shall participate in any political or religious activity on County time or in any manner involving the use of county property or expenditure of public funds nor conveying the implication of County endorsement or support for a candidate for local, state, or federal office.

Notwithstanding the foregoing, nothing in this Agreement shall be construed to unlawfully limit an individual’s Constitutional rights. Accordingly, the limitations contained in this section are for the sole purpose of preventing proselytizing and politicking while engaged in the performance of services under this Agreement.

39. NON-COLLUSION COVENANT

Contractor represents and agrees that it has in no way entered into any contingent fee arrangement with any firm or person concerning the obtaining of this Agreement with County. Contractor has received from County no incentive or special payments or considerations related to the provision of services under this Agreement.

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40. NO THIRD PARTY BENEFICIARIES

It is expressly understood and agreed that the enforcement of these terms and conditions and all rights of action relating to such enforcement shall be strictly reserved to County and Contractor. Nothing contained in this Agreement shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of County and Contractor that any such person or entity, other than County or Contractor, receiving services or benefits under this Agreement shall be deemed an incidental beneficiary only.

41. SIGNATURE AUTHORITY

Each Party represents that they have full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authorized and empowered to enter into this Agreement.

42. EXHIBITS

Each Exhibit attached to this Agreement is incorporated into this Agreement by reference.

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The Parties have executed this Agreement on the Execution Date.

COUNTY OF KERN

Dated: _____ By _____
Chairman, Board of Supervisors
"County"

COMMUNITY ACTION PARTNERSHIP OF KERN

Dated: _____ By _____
Jeremy T. Tobias, Chief Executive Officer
"Contractor"

APPROVED AS TO CONTENT:
Kern County Department of Human Services

Dated: _____ By _____
Lito Morillo, Director

APPROVED AS TO FORM:
Office of the County Counsel

Dated: _____ By _____
Andrew Hamilton, Deputy County Counsel

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Exhibit “A”

CAPK Home Visiting Program
Head Start and State Child Development Division

1 Year Plan Home Visitor	**Estimated Case Load**	**Year 1** July 1, 2026, through June 30, 2027	**Year 1** July 1, 2026, through July 30, 2027
HV 1	10-12	10	1 Program Manager, 3 Supervisors, 3 Liaisons, and 24 Home Visitors serving up to 240 clients. Collaboration with KCDHS to conduct outreach to parents throughout Kern County. Services areas include Bakersfield, Taft, Shafter, Delano, Ridgecrest, and Eastern Kern.
HV 2	10-12	10	
HV 3	10-12	10	
HV 4	10-12	10	
HV 5	10-12	10	
HV 6	10-12	10	
HV 7	10-12	10	
HV 8	10-12	10	
HV 9	10-12	10	
HV 10	10-12	10	
HV 11	10-12	10	
HV 12	10-12	10	
HV 13	10-12	10	
HV 14	10-12	10	
HV 15	10-12	10	
HV 16	10-12	10	
HV 17	10-12	10	Program is a full capacity concurrently serving 240 clients. The goal is to reach a cap of cumulatively serving up to 288 families by 6/30/2027.
HV 18	10-12	10	
HV 19	10-12	10	
HV 20	10-12	10	
HV 21	10-12	10	
HV 22	10-12	10	
HV 23	10-12	10	
HV 24	10-12	10	
Total	**240-288**	**240**	

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EXHIBIT B

HOME VISITING PROGRAM
MATERIAL GOODS ITEMS FOR HEALTH AND SAFETY

List of potential Material Goods Items for Health and Safety:

Safe Sleep Items: Items for the purpose of promoting a safe sleeping environment for infants and toddlers. Items may include:

- Co-Sleeper
- Humidifier
- Pack and Play (Playpen)
- Vaporizer

Transportation: Items for the purpose of promoting a safe transportation for infants and toddlers. Items may include:

- Umbrella Stroller
- Infant Car Seat
- Door and Window Locks to Deter Child Access
- Cabinet Locks
- Baby Gates
- Carbon Monoxide Detectors
- Smoke Detectors
- Plug Covers
- Furniture Anchors
- Sharp Edge Protectors
- Appliance Locks/Stove Knob Covers
- Toilet Locks
- Window Guards
- Locking Cabinets
- Lead and Mold Detection Kits
- First Aid Kits

Nutrition: Items for the purpose of promoting a healthy eating habits for infants and toddlers. Items may include:

- Highchairs
- Choking Tubes

Pest Control: Items for the purpose of promoting a pest free environment for infants and toddlers. Items may include:

- Rodent Traps
- Bed Bug Treatment
- Lice Treatment

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Exhibit "C"
HVP Exceptional Material Goods Approval Request

Date:

Participant Name: _____ **Case #:** _____
Last, First, MI

Items Requested: _____
_____

Justification: _____
_____

$300.00 Material Goods Balance **$0**
Cost of Purchase _____
Balance Remaining _____

CAPK Home Visitor (Print) _____

_____ _____
Signature **Date**

_____
CAPK Manager (Print)

_____ _____
Signature **Date**

Approved ☐

Denied ☐

Reason: _____

_____
KCDHS Representative (Print)

_____ _____
Signature **Date**

REVISED: 11/2025

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Exhibit D

CAPK HOME VISITING PROGRAM **FY 26/27**	
Line Item	**Budget Amount**
SALARIES	**$2,040,657**
PAYROLL TAXES & BENEFITS	**$816,263**
OPERATIONAL/PROGRAM COSTS	**$613,355**
PROGRAM COSTS	**$11,700**
TOTAL DIRECT COSTS	**$3,481,975**
OVERHEAD OR INDIRCT COST @ 12%	$410,781
TOTAL PROGRAM COSTS	**$3,892,756**

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Exhibit D

Community Action Partnership of Kern	
CAPK Home Visiting Program	
FISCAL YEAR: *7/1/2026 - 6/30/2027*	
SALARIES	2,040,657
Home Base Manager	Salaries and wages includes a Home Base Manager responsible for program
24 Home Visitors	oversight, cost-of-living adjustment and merit increase; 3 Supervisors for
3 /Family Resource Specialist	staff supervision, support in the monitoring; up to 24 Home Visitors
3 Home Visitor	responsible for providing individual and family services and over-all program
1 Data Analyst	delivery; 3 Family Resource Specialists positions responsible for case
1 Administrative Assistant	management, enrollment services and coordination of shared
	communications with DHS; 1 Data Analyst that collects and aggregates
)	enrollment and attendance data and monitors data software reports; 1
2 Senior Management (@ 12% allocation)	Administrative Assistant that manages and processes purchases and
1 Program Support (@ 12% allocation)	provides support in all areas of the program.
HR Manager (@ 12% allocation)	
BENEFITS	$816,263
Taxes/Benefit	Benefits include FICA, State Disability, FUTA, Workers Compensation, and
	benefits @40% of Salaries and Wages. Benefits include retirement, medical,
	dental, vision, and long-term disability plan.
OPERATIONAL COSTS	$ 613,355
Professional Development/Travel	Operational expenses are prorated using the CAPK allocation schedule
Rent	based on occupied square footage. Costs allocated include rent, facility,
Facility	utilities, phone/telecommunications, equipment/leases, professional
Utilities	services, supplies, marketing/advertising/printing, and insurance. Other
Phone/Telecommunications	operational costs include mileage reimbursement, professional
Equipment/Leases	development training, and conferences, including curriculum, early
Professional Services	childhood education, and leadership. Travel expenses to be included.
Supplies	Computers and other workspace supplies, including furnishings for
Markenting/Advertising/Printing	additional staff.
Insurances	
PROGRAM COSTS	$ 11,700.00
Child and Family Services Supplies	Program curriculum licenses, consumable items, books, crafts, music, and
Nutrition Services	incidental food costs. Consultant services for specialized needs and family
Child Services Consultants	engagement activity funds. Material goods related to the health and safety
Parent Services	of the child/family (not to exceed $300 per family). Activity Kits and other
Material Goods	educational supplies.
TOTAL DIRECT COSTS - INDIRECT APPLICABLE (MTDC)	**3,423,175**
TOTAL DIRECT COSTS - NO INDIRECT PER OMB UNIFOR	**$ 58,800**
OVERHEAD OR INDIRECT COSTS @ 12%	$410,781
TOTAL PROGRAM COSTS	**$3,892,756**

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Exhibit E

The Department of Human Services (DHS) entered into a Memorandum of Understanding with the California Department of Healthcare Services (DHCS), effective September 1, 2024, and with the California Department of Social Services (CDSS), effective May 18, 2017, regarding the protection of Personally Identifiable Information (PII) that we share with our Contractors. The definition of PII covered by these MOUs refers to "specific information about an individual used to trace that individual's identity. Information such as his/her name, Social Security number (SSN), date and place of birth, mother's maiden name or biometric records, alone, or when combined with other personal or identifying information is linkable or linked to a specific individual's medical, educational, financial, and employment information."

DHS' agreements with these entities require DHS to provide a copy or access to both MOUs as well as the Technical System Security Requirements (TSSRs) and the National Institute of Standards and Technology (NIST) to each Contractor. DHS is required to inform Contractors of the specific information that applies to those who receive and send PII information and will provide training materials to assist the Contractors in initial and annual training requirements. Information to obtain copies of the confidential MOUs and security documents, as well as training materials, via secure file transfer, will be provided upon request by contacting **BAAContracts@kerndhs.com. You may not post any of the MOUs or the TSSR/NIST documents in a public place as specified by the Social Security Administration.**

Below are highlights of requirements outlined in the Agreement. This is not a comprehensive list, so please ensure you are familiar with responsibilities outlined in the Agreement relating to PII.

- All Contractors must provide the Department of Human Services with a list of their employees who will have access to PII information exchanged under its Agreement. Please send listing to **BAAContracts@kerndhs.com**.

- If there is a data breach of your technical system or any loss of PII information by you or your staff, this must be immediately reported to the Department of Human Services Security Officers. You must work with the Department's Security Officers to determine if the breach is reportable to the State and provide evidence and a report of how the loss occurred, if requested.

- It is important to note that any PII violation carries civil and criminal sanctions for Contractors as well as employees if the SSA information is used in a manner or purpose not authorized under your Agreement with the County. Additionally, violations may result in a suspension of all SSA related documents being provided to the Contractor.

The Department of Human Services is committed to protecting all PII information that is shared with Contractors and trust Contractors share in this commitment.

Department of Human Services Security Officers:

- Technology Services Manager (661-334-3432) BAAContracts@kerndhs.com
- Human Resources Manager (661-633-7373) BAAContracts@kerndhs.com

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Exhibit F

BUSINESS ASSOCIATE ADDENDUM

This Business Associate Addendum ("Addendum") supplements and is made a part of the contract ("Contract") by and between County of Kern, by and through the Department of Human Services ("CE") and Community Action Partnership of Kern ("BA").

RECITALS

A. CE wishes to disclose certain information, some of which may constitute Protected Health Information ("PHI") (defined below), to BA pursuant to the terms of the Contract.

B. CE and BA intend to protect the privacy and provide for the security of PHI disclosed to BA pursuant to the Contract in compliance with the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 ("HIPAA"), the Health Information Technology for Economic and Clinical Health Act, Public Law 111-005 ("the HITECH Act"), and regulations promulgated thereunder by the U.S. Department of Health and Human Services (the "HIPAA Regulations") and other applicable laws.

C. As part of the HIPAA Regulations, the Privacy Rule and the Security Rule (defined below) require CE to enter into a contract containing specific requirements with BA prior to the disclosure of PHI, as set forth in, but not limited to, Title 45, Sections 164.314(a), 164.502(e) and 164.504(e) of the Code of Federal Regulations ("C.F.R.") and contained in this Addendum.

In consideration of the mutual promises below and the exchange of information pursuant to this Addendum, the parties agree as follows:

1. **Definitions**

Catch-all definition:

The following terms used in this Agreement shall have the same meaning as those terms in the HIPAA Rules: Breach, Data Aggregation, Designated Record Set, Disclosure, Health Care Operations, Individual, Minimum Necessary, Notice of Privacy Practices, Protected Health Information, Required by Law, Secretary, Security Incident, Subcontractor, Unsecured Protected Health Information, and Use.

Specific definitions:

(a) Business Associate. "Business Associate" shall generally have the same meaning as the term "business associate" at 45 CFR 160.103, and in reference to the party to this agreement, shall mean the name of the Business Associate listed above.

(b) Covered Entity. "Covered Entity" or "CE" shall generally have the same meaning as the term "covered entity" at 45 CFR 160.103, and in reference to the party to this agreement, shall mean the Kern County Department of Human Services.

(c) HIPAA Rules. "HIPAA Rules" shall mean the Privacy, Security, Breach Notification, and Enforcement Rules at 45 CFR Part 160 and Part 164.

(d) **Electronic Health Record** shall have the meaning given to such term in the HITECH Act, including, but not limited to, 42 U.S.C. Section 17921.

(e) **Privacy Rule** shall I mean the HIPAA Regulation that is codified at 45 C.F.R. Parts 160 and 164 (Subparts A and E).

2. **Obligations and Activities of Business Associate**

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Business Associate agrees to:

(a) Not use or disclose protected health information other than as permitted or required by the Agreement or as required by law;

(b) Use appropriate safeguards, and comply with Subpart C of 45 CFR Part 164 with respect to electronic protected health information, to prevent use or disclosure of protected health information other than as provided for by the Agreement;

(c) Report to covered entity any use or disclosure of protected health information not provided for by the Agreement of which it becomes aware, including breaches of unsecured protected health information as required at 45 CFR 164.410, and any security incident of which it becomes aware;

(d) In accordance with 45 CFR 164.502(e)(1)(ii) and 164.308(b)(2), if applicable, ensure that any subcontractors that create, receive, maintain, or transmit protected health information on behalf of the business associate agree to the same restrictions, conditions, and requirements that apply to the business associate with respect to such information;

(e) Make available protected health information in a designated record set to the “covered entity” as necessary to satisfy covered entity’s obligations under 45 CFR 164.524;

(f) Make any amendment(s) to protected health information in a designated record set as directed or agreed to by the covered entity pursuant to 45 CFR 164.526, or take other measures as necessary to satisfy covered entity’s obligations under 45 CFR 164.526;

(g) Maintain and make available the information required to provide an accounting of disclosures to the “covered entity” as necessary to satisfy covered entity’s obligations under 45 CFR 164.528;

(h) To the extent the business associate is to carry out one or more of covered entity's obligation(s) under Subpart E of 45 CFR Part 164, comply with the requirements of Subpart E that apply to the covered entity in the performance of such obligation(s); and

(i) Make its internal practices, books, and records available to the Secretary for purposes of determining compliance with the HIPAA Rules.

Permitted Uses and Disclosures by Business Associate

(a) Business associate may only use or disclose protected health information as necessary to perform the services set forth in the attached Agreement

(b) Business associate may use or disclose protected health information as required by law.

(c) Business associate agrees to make uses and disclosures and requests for protected health information consistent with covered entity’s minimum necessary policies and procedures.

(d) Business associate may not use or disclose protected health information in a manner that would violate Subpart E of 45 CFR Part 164 if done by covered entity except for the specific uses and disclosures set forth below.

(e) Business associate may use protected health information for the proper management and administration of the business associate or to carry out the legal responsibilities of the business associate.

(f) Business associate may disclose protected health information for the proper management

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and administration of business associate or to carry out the legal responsibilities of the business associate, provided the disclosures are required by law, or business associate obtains reasonable assurances from the person to whom the information is disclosed that the information will remain confidential and used or further disclosed only as required by law or for the purposes for which it was disclosed to the person, and the person notifies business associate of any instances of which it is aware in which the confidentiality of the information has been breached.

(g) Business associate may provide data aggregation services relating to the health care operations of the covered entity.

Provisions for Covered Entity to Inform Business Associate of Privacy Practices and Restrictions

(a) Covered entity shall notify business associate of any limitation(s) in the notice of privacy practices of covered entity under 45 CFR 164.520, to the extent that such limitation may affect business associate's use or disclosure of protected health information.

(b) Covered entity shall notify business associate of any changes in, or revocation of, the permission by an individual to use or disclose his or her protected health information, to the extent that such changes may affect business associate's use or disclosure of protected health information.

(c) Covered entity shall notify business associate of any restriction on the use or disclosure of protected health information that covered entity has agreed to or is required to abide by under 45 CFR 164.522, to the extent that such restriction may affect business associate's use or disclosure of protected health information.

(d) **Reporting of Improper Access, Use or Disclosure.** BA shall report to CE in writing of any access, use or disclosure of Protected Information not permitted by the Contract and Addendum, and any Breach of Unsecured PHI of which it becomes aware without unreasonable delay and in no case later than 10 calendar days after discovery [42 U.S.C. Section 17921; 45 C.F.R. Section 164.504(e)(2)(ii)(C); 45 C.F.R. Section 164.308(b)].

(e) **Business Associate's Agents.** BA shall ensure that any agents, including subcontractors, to whom it provides Protected Information, agree in writing to the same restrictions and conditions that apply to BA with respect to such PHI and implement the safeguards required by paragraph (c) above with respect to Electronic PHI [45 C.F.R. § 164.504(e)(2)(ii)(D); 45 C.F.R. § 164.308(b)]. BA shall implement and maintain sanctions against agents and subcontractors that violate such restrictions and conditions and shall mitigate the effects of any such violation (see 45 C.F.R. §§ 164.530(f) and 164.530(e)(1)).

(f) **Amendment of PHI.** If applicable within ten (10) days of receipt of a request from CE for an amendment of Protected Information or a record about an individual contained in a Designated Record Set, BA or its agents or subcontractors shall make such Protected Information available to CE for amendment and incorporate any such amendment to enable CE to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.526. If any individual requests an amendment of Protected Information directly from BA or its agents or subcontractors. BA must notify CE in writing within five (5) days of the request. Any approval or denial of amendment of Protected Information maintained by BA or its agents or subcontractors shall be the responsibility of CE [45 C.F.R. Section 164.504(e)(2)(ii)(F)].

(g) **Accounting Rights.** Within ten (10) days of notice by CE of a request for an accounting of disclosures of Protected Information BA and its agents or subcontractors shall make available to CE the information required to provide an accounting of disclosures to enable CE to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.528, and the HITECH Act, including but not limited to 42 U.S.C. Section 17935(c), as determined by CE. BA agrees to implement a process that allows for an

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accounting to be collected and maintained by BA and its agents or subcontractors for at least six (6) years prior to the request. However, accounting of disclosures from an Electronic Health Record for treatment, payment or health care operations purposes are required to be collected and maintained for only three (3) years prior to the request, and only to the extent that BA maintains an electronic health record and is subject to this requirement. At a minimum, the information collected and maintained shall include: (i) the date of disclosure; (ii) the name of the entity or person who received Protected Information and, if known, the address of the entity or person; (iii) a brief description of Protected Information disclosed; and (iv) a brief statement of purpose of the disclosure that reasonably informs the individual of the basis for the disclosure, or a copy of the individual's authorization, or a copy of the written request for disclosure. In the event that the request for an accounting is delivered directly to BA or its agents or subcontractors, BA shall within five (5) days of a request forward it to CE in writing. It shall be CE s responsibility to prepare and deliver any such accounting requested BA shall not disclose any Protected Information except as set forth in Sections 2.b. of this Addendum [45 C.F.R. Sections 164.504(e)(2)(ii)(G) and 165.528]. The provisions of this subparagraph shall survive the termination of this Agreement.

(h) **Governmental Access to Records.** BA shall make its internal practices, books and records relating to the use and disclosure of Protected Information available to CE and to the Secretary of the U.S. Department of Health and Human Services (the "Secretary") for purposes of determining BA's compliance with the Privacy Rule [45 C.F.R. Section 164.504(e)(2)(ii)(H)]. BA shall provide to CE a copy of any Protected Information that BA provides to the Secretary concurrently with providing such Protected Information to the Secretary.

(i) **Data Ownership.** BA acknowledges that BA has no ownership rights with respect to the Protected Information.

(j) **Notification of Breach.** During the term of the Contract, BA shall notify CE within twenty-four (24) hours of any suspected or actual breach of security, intrusion or unauthorized use or disclosure of PHI of which BA becomes aware and/or any actual or suspected use or disclosure of data in violation of any applicable federal or state laws or regulations. BA shall take (i) prompt corrective action to cure any such deficiencies and (ii) any action pertaining to such unauthorized disclosure required by applicable federal and state laws and regulations.

(k) **Breach Pattern or Practice by Covered Entity.** Pursuant to 42 U.S.C. Section 17934(b), if the BA knows of a pattern of activity or practice of the CE that constitutes a material breach or violation of the CE's obligations under the Contract or Addendum or other arrangement, the BA must take reasonable steps to cure the breach or end the violation. If the steps are unsuccessful, the BA must terminate the Contract or other arrangement if feasible, or if termination is not feasible, report the problem to the Secretary of DHHS. BA shall provide written notice to CE of any pattern of activity or practice of the CE that BA believes constitutes a material breach or violation of the CE’s obligations under the Contract or Addendum or other arrangement within five (5) days of discovery and shall meet with CE to discuss and shall attempt to resolve the problem as one of the reasonable steps to cure the breach or end the violation.

(l) **Audits, Inspection and Enforcement.** Within ten (10) days of a written request by CE, BA and its agents or subcontractors shall allow CE to conduct a reasonable inspection of the facilities, systems, books, records, agreements, policies and procedures relating to the use or disclosure of Protected Information pursuant to this Addendum for the purpose of determining whether BA has complied with this Addendum; provided, however, that (i) BA and CE shall mutually agree in advance upon the scope, timing and location of such an inspection. (ii) CE shall protect the confidentiality of all confidential and proprietary information of BA to which CE has access during the course of such inspection; and (iii) CE shall execute a nondisclosure agreement, upon terms mutually agreed upon by the parties. If requested by BA. The fact that CE inspects, or fails to inspect, or has the right to inspect, BA’s facilities, systems, books, records, agreements. policies and procedures does not

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relieve BA of its responsibility to comply with this Addendum, nor does CE's (i) failure to detect or (ii) detection, but failure to notify BA or require BA's remediation of any unsatisfactory practices, constitute acceptance of such practice or a waiver of County's enforcement rights under the Contract or Addendum, BA shall notify CE within ten (10) days of learning that BA has become the subject of an audit, compliance review, or complaint investigation by the Office for Civil Rights.

3. **Termination**

(a) **Material Breach.** A breach by BA of any provision of this Addendum, as determined by CE, shall constitute a material breach of the Contract and shall provide grounds for immediate termination of the Contract, any provision in the Contract to the contrary notwithstanding. [45 C.F.R. Section 164.504(e)(2)(iii)].

(b) **Judicial or Administrative Proceedings.** CE may terminate the Contract, effective immediately, if (i) BA is named as a defendant in a criminal proceeding for a violation of HIPAA, the HITECH Act, the HIPAA Regulations or other security or privacy laws or (ii) a finding or stipulation that the BA has violated any standard or requirement of HIPAA, the HITECH Act, the HIPAA Regulations or other security or privacy laws is made in any administrative or civil proceeding in which the party has been joined.

(c) Obligations of Business Associate Upon Termination.

Upon termination of this Agreement for any reason, business associate, with respect to protected health information received from covered entity, or created, maintained, or received by business associate on behalf of covered entity, shall:

1. Retain only that protected health information which is necessary for business associate to continue its proper management and administration or to carry out its legal responsibilities;
2. Return to covered entity the remaining protected health information that the business associate still maintains in any form;
3. Continue to use appropriate safeguards and comply with Subpart C of 45 CFR Part 164 with respect to electronic protected health information to prevent use or disclosure of the protected health information, other than as provided for in this Section, for as long as business associate retains the protected health information;
4. Not use or disclose the protected health information retained by business associate other than for the purposes for which such protected health information was retained and subject to the same conditions set out in this Agreement above which applied prior to termination; and
5. Return to covered entity or, if agreed to by covered entity, destroy the protected health information retained by business associate when it is no longer needed by business associate for its proper management and administration or to carry out its legal responsibilities.

4. I**ndemnification**

BA agrees to indemnify, defend and hold harmless CE and CE's agents, board members, elected and appointed officials and officers, employees, volunteers and authorized representatives from any and all losses, liabilities, charges, damages, claims, liens, causes of action, awards, judgments, costs, and expenses (including, but not limited to, reasonable attorneys' fees of County Counsel and counsel retained by CE, expert fees, costs of staff time, and investigation costs) of whatever kind or nature, which arise out of or are in any way connected with any negligent act or omission of BA or BA's officers, agents, employees, independent BAs, sub-contractor of any tier, or authorized representatives. Without limiting the generality of the foregoing, the same shall include injury or death to any person or persons; damage to any property, regardless of where located, including the property of CE; and any workers' compensation claim or suit arising from or connected with any services performed pursuant to this Agreement on behalf of BA by any person or entity.

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5. **Disclaimer**

CE makes no warranty or representation that compliance by BA with this Addendum, HIPAA, the HITECH Act, or the HIPAA Regulations will be adequate or satisfactory for BA's own purposes. BA is solely responsible for all decisions made by BA regarding the safeguarding of PHI.

6. **Certification**

To the extent that CE determines that such examination is necessary to comply with CE's legal obligations pursuant to HIPAA relating to certification of its security practices, CE or its authorized agents or contractors, may, at CE's expense, examine BA's facilities, systems, procedures and records as may be necessary for such agents or contractors to certify to CE the extent to which BA's security safeguards comply with HIPAA, the HITECH Act, the HIPAA Regulations or this Addendum.

7. **Amendment**

a. **Amendment to Comply with Law.** The parties acknowledge that state and federal laws relating to data security and privacy are rapidly evolving and that amendment of the Contract or Addendum may be required to provide for procedures to ensure compliance with such developments. The parties specifically agree to take such action as is necessary to implement the standards and requirements of HIPAA, the HITECH Act, the Privacy Rule, the Security Rule and other applicable laws relating to the security or confidentiality of PHI. The parties understand and agree that CE must receive satisfactory written assurance from BA that BA will adequately safeguard all Protected Information. Upon the request of either party, the other party agrees to promptly enter into negotiations concerning the terms of an amendment to this Addendum embodying written assurances consistent with the standards and requirements of HIPAA, the HITECH Act, the Privacy Rule, the Security Rule or other applicable laws. CE may terminate the Contract upon thirty (30) days written notice in the event (i) BA does not promptly enter into negotiations to amend the Contract or Addendum when requested by CE pursuant to this Section or (ii) BA does not enter into an amendment to the Contract or Addendum providing assurances regarding the safeguarding of PHI that CE, in its sole discretion, deems sufficient to satisfy the standards and requirements of applicable laws.

8. **Assistance in Litigation or Administrative Proceedings**

BA shall make itself, and any subcontractors, employees or agents assisting BA in the performance of its obligations under the Contract or Addendum, available to CE. at no cost to County, to testify as witnesses, or otherwise, in the event of litigation or administrative proceedings being commenced against County, its directors, officers or employees based upon a claimed violation of HIPAA, the HITECH Act, The Privacy Rule, the Security Rule, or other laws relating to security and privacy, except where BA or its subcontractor, employee or agent is a named adverse party.

9. **No Third-Party Beneficiaries**

Nothing express or implied in the Contract or Addendum is intended to confer, nor shall anything herein confer, upon any person other than County, BA and their respective successors or assigns, any rights, remedies, obligations or liabilities whatsoever.

10. **Effect on Contract**

Except as specifically required to implement the purposes of this Addendum, or to the extent inconsistent with this Addendum, all other terms of the Contract shall remain in force and effect.

11. **Interpretation**

The provisions of this Addendum shall prevail over any provisions in the Contract that may conflict or appear inconsistent with any provision in this Addendum. This Addendum and the Contract shall be interpreted as broadly as necessary to implement and comply with HIPAA, the HITECH Act, the Privacy Rule and the Security Rule. The parties agree that any ambiguity in this Addendum shall be

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resolved in favor of a meaning that complies and is consistent with HIPAA, the HITECH Act, the Privacy Rule and the Security Rule.

Exhibit G

VENDOR ASSURANCE OF COMPLIANCE WITH
THE KERN COUNTY DEPARTMENT OF HUMAN SERVICES
NONDISCRIMINATION IN STATE AND FEDERALLY ASSISTED PROGRAMS

NAME OF VENDOR/RECIPIENT: Community Action Partnership of Kern (CAPK)

HEREBY AGREES THAT it will comply with Title VI and VII of the Civil Rights Act of 1964 as amended; Section 504 of the Rehabilitation Act of 1973 as amended; the Age Discrimination Act of 1975 as amended; the Food Stamp Act of 1977, as amended and in particular section 272.6; Title II of the Americans with Disabilities Act of 1990; California Civil Code Section 51 et seq., as amended; California Government Code section 11135-11139.5, as amended; California Government Code section 12940 (c), (h) (1), (i), and (j); California Government Code section 4450; Title 22, California Code of Regulations section 98000 – 98413; Title 24 of the California Code of Regulations, Section 3105A(e); the Dymally-Alatorre Bilingual Services Act (California Government Code Section 7290-7299.8); Section 1808 of the Removal of Barriers to Interethnic Adoption Act of 1996; and other applicable federal and state laws, as well as their implementing regulations [including 45 Code of Federal Regulations (CFR) Parts 80, 84, and 91, 7 CFR Part 15, and 28 CFR Part 42], by ensuring that employment practices and the administration of public assistance and social services programs are nondiscriminatory, to the effect that no person shall because of ethnic group identification, age, sex, color, disability, medical condition, national origin, race, ancestry, marital status, religion, religious creed or political belief be excluded from participation in or be denied the benefits of, or be otherwise subject to discrimination under any program or activity receiving federal or state financial assistance; and HEREBY GIVE ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal and state assistance; and THE VENDOR/RECIPIENT HEREBY GIVES ASSURANCE THAT administrative methods/procedures which have the effect of subjecting individuals to discrimination or defeating the objectives of the California Department of Social Services (CDSS) Manual of Policies and Procedures (MPP) Chapter 21, will be prohibited.

BY ACCEPTING THIS ASSURANCE, the vendor/recipient agrees to compile data, maintain records and submit reports as required, to permit effective enforcement of the aforementioned laws, rules and regulations and permit authorized CDSS and/or federal government personnel, during normal working hours, to review such records, books and accounts as needed to ascertain compliance. If there are any violations of this assurance, CDSS shall have the right to invoke fiscal sanctions or other legal remedies in accordance with Welfare and Institutions Code section 10605, or Government Code section 11135-11139.5, or any other laws, or the issue may be referred to the appropriate federal agency for further compliance action and enforcement of this assurance.

THIS ASSURANCE is binding on the vendor/recipient directly or through contract, license, or other provider services, as long as it receives federal or state assistance.

MEMORANDUM

To: Board of Directors

From: Pritika Ram, Chief Business Development Officer

Date: June 24, 2026

Subject: *Agenda Item V(a):* Certification of Election Results and Seat Representatives for the East Kern and North Kern Low-Income Sector Board Seats – **Action Item**

The Board of Directors Category II – Low-Income Sector for the East Kern County and North Kern County Representative elections were held by mail, concluding Friday, June 5, 2026. The North Kern seat was up for reelection due to the end of the 5-year term of Board member Ana Vigil, while the East Kern seat was a special election to fill the remaining term of former Board member Yolanda Ochoa (the seat was temporarily being filled by the appointment Marget Willer). The ballots have been counted and verified resulting in Victoria Davis as the East Kern Low-Income Representative and Geovany Lizarraga as the North Kern Low-Income Representative.

Summary:

The Low-Income East Kern recruitment resulted in two (2) qualified candidates for election, current Board member Marget Willer of Tehachapi and Victoria Davis of Rosamond. For the North Kern District, the recruitment also resulted in two (2) qualified candidates, current Board member Ana Vigil from Shafter and Geovany Lizarraga from Shafter. In accordance with the Agency Bylaws and the Board Election Rules and Procedures for the Low-Income Board Representatives, the Ad Hoc Election Committee appointed to oversee the recruitment and election process, approved the elections take place via mail in ballots. Each candidate was provided with ballots along with pre-stamped return envelopes to distribute to eligible voters in their respective districts. In addition, there were at least five sites identified in each sector where voters could pick up ballots and return by mail by the due date of June 5, 2026 (postmark deadline). On Thursday, June 11, 2026, the ballots were opened and counted in the presence and direction of Board and Ad-Hoc Committee Members, Denise Boshers and Gema Perez. A total of 94 ballots were opened for East Kern, with 7 deemed disqualified for a variety of reasons noted on the attached tally sheets. The qualified ballots included 37 votes for Marget Willer and 50 votes for Victoria Davis. For the North Kern District, a total of 227 ballots were opened with 11 deemed disqualified as noted on the attached tally sheets. The qualified ballots included 82 votes for Ana Vigil and 134 votes for Geovany Lizarraga.

Recommendation:

The Ad Hoc Election Committee and staff recommend the Board of Directors certify the election results and with an effective date of July 1, 2026 officially seat Victoria Davis as the Low-Income East Kern representative to fill the remaining term ending on July 31, 2030, and seat Geovany Lizarraga as the Low-Income North Kern representative to fill the 5-year term ending May 31, 2031.

Attachments:
East Kern Low-Income Election Tally Sheets
North Kern Low-Income Election Tally Sheets

EAST KERN ELECTION TALLY SHEET

MARGET WILLER		VICTORIA DAVIS		DISQUALIFIED BALLOTS		
COUNT	BALLOT #	COUNT	BALLOT #	COUNT	BALLOT #	REASON
1	2050	1	2420	1	2056	Not a reident of EK / Non Certified LI
1	2836	1	3105	1	2588	Not low income
1	2000	1	2469	1	2423	Not low income
1	3102	1	3149	1	2401	Not low income
1	2009	1	2421	1	2413	No Signature
1	2052	1	2410	1	2422	Not low income
1	2830	1	2415	1	2433	Not low income
1	2008	1	2419			
1	2065	1	2591			
1	2026	1	2442			
1	2022	1	2414			
1	2007	1	2473			
1	2033	1	2587			
1	3100	1	2577			
1	2014	1	2829			
1	2850	1	2831			
1	2015	1	2406			
1	2006	1	2592			
1	3104	1	2402			
1	2004	1	2403			
1	2045	1	2430			
1	2803	1	2593			
1	2041	1	2599			
1	2066	1	2589			
1	2001	1	2438			
1	2055	1	2408			
1	2057	1	2407			
1	2058	1	2411			
1	3101	1	2409			
1	2040	1	2405			
1	2051	1	2404			
1	2837	1	2579			
1	2161	1	2441			
1	2027	1	2440			
1	3201	1	3103			
1	2029	1	2471			
1	3150	1	2416			
		1	2437			
		1	2436			
		1	2435			
		1	2594			
		1	2452			
		1	2578			
		1	2590			

MARGET WILLER		VICTORIA DAVIS		DISQUALIFIED BALLOTS		
COUNT	BALLOT #	COUNT	BALLOT #	COUNT	BALLOT #	REASON
		1	2412			
		1	2424			
		1	2431			
		1	2432			
		1	2439			
		1	2400			
37		50		7		

NORTH KERN ELECTION TALLY SHEET

ANA VIGIL		GEOVANY LIZARRAGA		DISQUALIFIED BALLOTS		
COUNT	BALLOT #	COUNT	BALLOT #	COUNT	BALLOT #	REASON
1	1398	1	536	1	1355	Not Low Income / No Signature
1	183	1	455	1	600	Not low Income
1	177	1	593	1	663	No Vote
1	178	1	537	1	533	No Certification
1	194	1	459	1	469	No Address
1	181	1	595	1	583	No Certification / No Address
1	237	1	461	1	571	No Certification
1	109	1	573	1	494	Not Low Income
1	221	1	618	1	594	No Certification / No Vote
1	62	1	542	1	570	Not 18 / Did Not Certify Residency
1	52	1	464	1	534	No Certification
1	124	1	584			
1	1395	1	563			
1	191	1	528			
1	64	1	625			
1	223	1	529			
1	26	1	580			
1	161	1	581			
1	242	1	589			
1	240	1	577			
1	241	1	590			
1	239	1	597			
1	133	1	539			
1	226	1	576			
1	186	1	538			
1	132	1	574			
1	131	1	456			
1	196	1	530			
1	192	1	569			
1	195	1	535			
1	199	1	445			
1	193	1	472			
1	197	1	760			
1	236	1	761			
1	185	1	624			
1	238	1	1353			
1	184	1	1320			
1	245	1	543			
1	130	1	1337			
1	128	1	544			
1	51	1	1337			
1	180	1	651			
1	179	1	582			
1	198	1	1365			

ANA VIGIL		GEOVANY LIZARRAGA		DISQUALIFIED BALLOTS		
COUNT	BALLOT #	COUNT	BALLOT #	COUNT	BALLOT #	REASON
1	1323	1	662			
1	50	1	568			
1	28	1	773			
1	29	1	671			
1	220	1	648			
1	65	1	646			
1	137	1	647			
1	219	1	779			
1	222	1	516			
1	202	1	774			
1	201	1	781			
1	153	1	783			
1	30	1	780			
1	33	1	587			
1	123	1	437			
1	152	1	1477			
1	31	1	661			
1	125	1	518			
1	154	1	515			
1	218	1	588			
1	32	1	782			
1	217	1	758			
1	63	1	517			
1	27	1	432			
1	23	1	759			
1	140	1	1361			
1	114	1	436			
1	120	1	435			
1	119	1	626			
1	21	1	762			
1	135	1	477			
1	22	1	510			
1	20	1	475			
1	136	1	776			
1	134	1	488			
1	127	1	480			
1	126	1	462			
1	19	1	485			
		1	473			
		1	531			
		1	575			
		1	786			
		1	521			
		1	620			
		1	619			
		1	616			
		1	554			

ANA VIGIL		GEOVANY LIZARRAGA		DISQUALIFIED BALLOTS		
COUNT	BALLOT #	COUNT	BALLOT #	COUNT	BALLOT #	REASON
		1	484			
		1	439			
		1	442			
		1	482			
		1	438			
		1	487			
		1	460			
		1	463			
		1	476			
		1	617			
		1	486			
		1	545			
		1	615			
		1	1333			
		1	559			
		1	1316			
		1	523			
		1	440			
		1	1116			
		1	479			
		1	1115			
		1	489			
		1	1154			
		1	552			
		1	425			
		1	481			
		1	623			
		1	483			
		1	465			
		1	441			
		1	532			
		1	443			
		1	579			
		1	591			
		1	596			
		1	592			
		1	578			
		1	572			
		1	598			
		1	553			
		1	478			
		1	471			
		1	763			
82		134		11		

MEMORANDUM

To: Board of Directors

From: Pritika Ram, Chief Business Development Officer

Date: June 24, 2026

Subject: *Agenda Item V(b):* Appointment to the Board of Directors for the Private Sector Veteran Seat **– Action Item**

Background

During the March 25, 2026, Board of Directors meeting, staff announced that Lee'o A. Whisenant provided his resignation from the Board of Directors effective March 23, 2026. Subsequently, the Chair appointed an Ad Hoc Committee to recruit for a Private Sector member meeting the VA Grant Eligibility: Homeless or Formerly Homeless Veteran, to the complete the remaining term of the seat.

Summary

In accordance with the CAPK Bylaws, the Ad Hoc Committee conducted an open recruitment for the Category III Private Sector Veteran Homeless seat. The recruitment period ran from Friday, April 24, 2026, through Friday, May 8, 2026.

At the close of the recruitment period, the Committee received one (1) completed and qualified application from Manuel Vieyra. The applicant was screened for eligibility and determined to meet the qualifications for the designated seat.

The Ad Hoc Board Recruitment Committee conducted a formal interview with the applicant on May 29, 2026. The interview assessed the candidate's lived experience, professional qualifications, familiarity with nonprofit structure, and his ability to contribute meaningfully to CAPK's mission and strategic direction. The Committee finds that Mr. Vieyra's firsthand experience navigating homelessness as a veteran, combined with his years of direct service in the field and his track record of nonprofit board and committee participation, uniquely positions him to represent and advocate for this population at the board level. His deep roots in Kern County and familiarity with the local homelessness services landscape further strengthen his candidacy.

Candidate Information:

Mr. Vieyra brings a distinctive and compelling combination of lived experience and professional expertise to this seat. As a former homeless veteran, he was directly served by the California Veterans Assistance Foundation (CVAF), which is now CAPK's Veteran Supportive Services Division, and subsequently joined that organization as a staff member, dedicating his career to helping other veterans obtain stable housing. In his current role as Director of Programs at Flood Ministries Inc., Mr. Vieyra oversees three major program areas, Street Outreach, Housing & Case Management, and Rural Programs, while managing organizational budgets and preparing reports. His prior experience includes case management of veterans in the SSVF program and low-barrier bridge housing settings through the CVAF.

Mr. Vieyra has also demonstrated a commitment to collaborative community governance through his service on the Bakersfield/Kern Regional Homelessness Collaborative (BKRHC) Governing

Board, as Chair of the BKRHC PIT Count Subcommittee, and as a member of the BKRHC Planning and Performance Subcommittee.

Recommendation

Staff, along with the Ad Hoc Committee, recommend the Board approve the appointment of Manuel Vieyra to the Board of Directors under Category III: Private Sector Veteran seat, to complete the term of the vacated seat beginning July 1, 2026, to June 30, 2030.

BUDGET AND FINANCE COMMITTEE

JUNE 17, 2026

FINANCIAL REPORT

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COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2026 THROUGH FEBRUARY 28, 2027

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
UNRESTRICTED						
GENERAL FUND			NOT APPLICABLE	03/01/26 - 02/28/27	501000	NOT APPLICABLE
DISCRETIONARY FUND			NOT APPLICABLE	03/01/26 - 02/28/27	502000	NOT APPLICABLE
FOOD BANK			NOT APPLICABLE	03/01/26 - 02/28/27	504000	SHARED MAINTENANCE, MEMBERSHIP FEES, DONATIONS, ETC.
FOOD BANK EXPANSION			NOT APPLICABLE	03/01/26 - 02/28/27	505000	DONATIONS
ENERGY			NOT APPLICABLE	03/01/26 - 02/28/27	524000	NOT APPLICABLE
SHAFTER YOUTH CENTER			NOT APPLICABLE	03/01/26 - 02/28/27	527000	DONATIONS, RENTAL INCOME
FRIENDSHIP HOUSE			NOT APPLICABLE	03/01/26 - 02/28/27	531000	DONATIONS, RENTAL INCOME
EAST KERN FAMILY RESOURCE CENTER			NOT APPLICABLE	03/01/26 - 02/28/27	533000	DONATIONS
OASIS FAMILY RESOURCE CENTER			NOT APPLICABLE	03/01/26 - 02/28/27	534000	DONATIONS
211			NOT APPLICABLE	03/01/26 - 02/28/27	536000	FEE FOR SERVICE
M STREET NAVIGATION CENTER			NOT APPLICABLE	03/01/26 - 02/28/27	541000	DONATIONS
M STREET WORKFORCE			NOT APPLICABLE	03/01/26 - 02/28/27	541000	DONATIONS
TAX ASSISTANCE			NOT APPLICABLE	03/01/26 - 02/28/27	545000	DONATIONS
VETERANS SERVICES			NOT APPLICABLE	03/01/26 - 02/28/27	564000	DONATIONS
FUND RAISING			NOT APPLICABLE	03/01/26 - 02/28/27	595000	DONATIONS
RESTRICTED						
EARLY HEAD START/HEAD START	40,091,425	93.600	09CH012489-03	03/01/26 - 02/28/27	108000/109000/117000	U S DEPT OF HEALTH & HUMAN SERVICES
HUD - COORDINATED ENTRY SYSTEM	251,909	14.267	CA1799L9D042406	08/01/25 - 07/31/26	160025	U S DEPT OF HOUSING AND URBAN DEVELOPMENT OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
CITY OF BAKERSFIELD - HOME TBRA	1,000,000	14.239		05/01/26 - 10/31/28	161026	U.S DEPT OF HOUSING AND URBAN DEVELOPMENT, CITY OF BAKERSFIELD
VITA	375,500	21.009	26VITA0276	10/01/25 - 09/30/26	149025	U S DEPT OF THE TREASURY - INTERNAL REVENUE SERVICE
TAX COUNSELING FOR THE ELDERLY (TCE)	18,847	21.006	26TCEP0015	10/01/25 - 09/30/26	149125	U S DEPT OF THE TREASURY - INTERNAL REVENUE SERVICE
CSBG (COMMUNITY SERVICES BLOCK GRANT)	1,791,327	93.569	26F-5015	01/01/26 - 12/31/26	103026	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
LIHEAP (LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM)	8,319,924	93.568	26B-4012	11/1/25 - 6/30/27	122026	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT

A1

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2026 THROUGH FEBRUARY 28, 2027

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
SLIHEAP (SUPPLEMENTAL LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM)	40,306	93.568	26Q-3561	05/01/26 - 05/31/27	122126	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
DOE (DEPARTMENT OF ENERGY) BIL (BIPARTISAN INFRASTRUCTURE LAW)	3,630,998	81.042	22P-7010	06/01/23 - 06/30/29	123022	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
DOE (DEPARTMENT OF ENERGY) WAP (WEATHERIZATION ASSISTANCE PROGRAM	50,000	81.042	25C-8007	01/01/26 - 09/30/26	123025	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
GENERAL CENTER CHILD CARE	1,184,616	93.575	CCTR - 5068	07/01/25 - 06/30/26	253025	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
GENERAL CENTER CHILD CARE	105,401	93.596	CCTR - 5068	07/01/25 - 06/30/26	253025	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
MIGRANT ALTERNATIVE PAYMENT	5,411,000	93.575	CMAP - 5000	07/01/25 - 06/30/26	261025	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
NEOPB CAL FRESH HEALTHY LIVING	487,170	10.561	23-10317	10/01/25 - 04/30/26	145025	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA DEPT OF PUBLIC HEALTH, NUTRITION EDUCATION AND OBESITY PREVENTION BRANCH
EFAP (EMERGENCY FOOD ASSISTANCE PROGRAM)	463,977	10.568/.569	15 - MOU - 00118	10/01/25 - 09/30/26	105000/111000	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
CITY OF BAKERSFIELD HOME REPAIR SLFRF	932,464	21.027	2024-304	11/20/24-12/31/26	128024	US DEPT OF TREASURY, CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS (CSLFRF) FROM AMERICAN RESCUE PLAN, CITY OF BAKERSFIELD
LOCAL FOOD PURCHASE ASSISTANCE PROGRAM (LFPA)	996,918	10.182		04/01/25 - 03/31/26	131023	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
COUNTY OF KERN FOOD DISTRIBUTION	1,000,000	14.218		2/20/25 - 03/31/26	138024	U S DEPT OF HOUSING AND URBAN DEVELOPMENT, COUNTY OF KERN
SAFE CAMPING - COUNTY OF KERN	1,275,824	21.027		07/01/25 - 06/30/26	142025	U S DEPT OF TREASURY CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS (CSLFRF) FROM AMERICAN RESCUE PLAN, COUNTY OF KERN
CSFP (COMMODITY SUPPLEMENTAL FOOD PROGRAM)	556,147	10.565	MOU-20-6003	10/01/25 - 09/30/26	147025	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
CHILD AND ADULT CARE FOOD PROGRAM (CACFP) - KERN & SAN JOAQUIN	BASED ON MEALS SERVED	10.558	15 - 1248 - OJ	10/01/25 - 09/30/26	112025/139025	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF EDUCATION
WIC (WOMEN, INFANTS & CHILDREN)	4,671,207	10.557	22 - 10236	10/01/25 - 09/30/26	115025	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF PUBLIC HEALTH
SUPPORTIVE SERVICES FOR VETERAN FAMILIES (SSVF)	1,415,768	64.033	13-CA-090	10/01/25 - 09/30/26	153025	U S DEPT OF VETERAN AFFAIRS
VA HOMELESS GRANT AND PER DIEM PROGRAM (GPD)	1,116,024	64.024	CVAF044-4808-691-PD-24	10/01/25 - 09/30/26	154025	U S DEPT OF VETERAN AFFAIRS

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COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2026 THROUGH FEBRUARY 28, 2027

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
HOME ARP - CITY OF BAKERSFIELD	247,852	14.239	2024-308	12/01/24 - 09/30/26	162024	US DEPT OF HOUSING AND URBAN DEVELOPMENT - CITY OF BAKERSFIELD
SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP) AKA CALFRESH PROG	64,693	10.561	22 - CF - SUB - KERN	10/01/25 - 09/30/26	164025	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, INFO LINE OF SAN DIEGO dba 211 SAN DIEGO
QUALITY RATING AND IMPROVEMENT SYSTEM (QRIS) - SAN JOAQUIN	TBD	84.412	N/A	07/01/25 - 06/30/26	117000-1005	U.S. DEPT OF EDUCATION - STATE OF CALIFORNIA, DEPT OF EDUCATION - FIRST 5 CALIFORNIA, COUNTY OF SAN JOAQUIN, FIRST 5 SAN JOAQUIN, RACE TO THE TOP
CALCAPA DIAPER DISTRIBUTION PILOT	125,000	93.647	90EDA0009-DDDRP	10/01/23 - 06/30/26	191023	U.S. DEPT OF SOCIAL SERVICES, CAL CAPA
SJCOE HEADSTART	1,998,719	93.600	N/A	02/01/26 - 01/31/27	157026	U S DEPT OF HEALTH & HUMAN SERVICES , SAN JOAQUIN COUNTY OFFICE OF EDUCATION
KCCD CERF REGIONAL CONVENER	93,993	N/A		11/14/24 - 09/30/26	208024	STATE OF CALIFORNIA - EMPLOYMENT DEVELOPMENT DEPARTMENT, KERN COMMUNITY COLLEGE DISTRICT
KCCD CALIFORNIA WORKFORCE DEVELOPMENT BOARD (CWDB) HIGH ROAD TRAINING PARTNERSHIP RESILIENT (HRTPR) WORKFORCE FUND	75,000	N/A		10/01/23 - 03/30/26	209023	STATE OF CALIFORNIA - CALIFORNIA WORKFORCE DEVELOPMENT BOARD, KERN COMMUNITY COLLEGE DISTRICT
CITY OF BAKERSFIELD - RAMKABIR HHAP 4	500,000	N/A	2025-048	03/26/25 - 02/28/26	230025	STATE OF CALIFORNIA, DEPARTMENT OF SOCIAL SERVICES, HOMELESS AND HOUSING ASSISTANCE AND PREVENTION, CITY OF BAKERSFIELD
CITY OF BAKERSFIELD - FHCC SPORTS FIELD	1,000,000	N/A	2023 - 073	07/01/2022 - 07/30/2026	231022	STATE OF CALIFORNIA, DEPT OF PARKS AND RECREATION, CITY OF BAKERSFIELD
CALIFORNIA SGC - COMMUNITY RESILENCE CENTER (CRC)	988,752	N/A	0650-SGC24126	01/31/25 - 01/30/27	233025	STATE OF CALIFORNIA, GOVERNOR'S OFFICE OF LAND USE AND CLIMATE INNOVATION (LCI)
211 CALL CENTER TOBACCO CESSATION	386,290	N/A	25-10569	03/01/26 - 06/30/29	236026	STATE OF CALIFORNIA, DEPARTMENT OF PUBLIC HEALTH
TCC LOW INCOME ENERGY EFFICIENCY PROGRAM	4,630,006	N/A	2025-169	9/10/25 - 3/10/29	240025	STATE OF CALIFORNIA, STRATEGIC GROWTH COUNCIL, CITY OF BAKERSFIELD
TCC STAKEHOLDER ENGAGEMENT	36,520	N/A	ED26-004	3/1/26 - 3/10/29	240126	STATE OF CALIFORNIA, STRATEGIC GROWTH COUNCIL, CITY OF BAKERSFIELD
CITY OF BAKERSFIELD - CALVIP OUTREACH	225,000	N/A	2023-244	10/11/23 - 03/31/26	243023	STATE OF CALIFORNIA, CORRECTIONS PLANNING AND GRANTS PROGRAMS, OFFICE OF GRANT AND LOCAL RESOURCES, CITY OF BAKERSFIELD
STATE OF CALIFORNIA - YOUTH CENTERS NATURE AND CULTURE PROGRAM	500,000	N/A	YA24029-0	12/22/25 - 04/30/27	244025	STATE OF CALIFORNIA NATURAL RESOURCES AGENCY
CITY OF BAKERSFIELD CALVIP	578,731 375,000	N/A	2022-199 2026-070	9/21/22-12/31/25 05/13/26 - 09/30/29	247022 247026	STATE OF CALIFORNIA, CORRECTIONS PLANNING AND GRANTS PROGRAMS, OFFICE OF GRANT AND LOCAL RESOURCES, CITY OF BAKERSFIELD

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COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2026 THROUGH FEBRUARY 28, 2027

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
SAN JOAQUIN COE GENERAL CHILD CARE (CCTR)	2,458,117		N/A	07/01/25 - 06/30/26	248025	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES - SAN JOAQUIN COUNTY OFFICE OF EDUCATION, EARLY CHILDHOOD EDUCATION
CSPP QRIS BLOCK GRANT	TBD		N/A	07/01/25 - 06/30/26	258025-1005	STATE OF CALIFORNIA, DEPT OF EDUCATION - KERN COUNTY SUPERINTENDENT OF SCHOOLS, KERN EARLY STARS
SAN JOAQUIN COE GENERAL CHILD CARE (CSPP)	255,528		N/A	07/01/25 - 06/30/26	259025 259025	STATE OF CALIFORNIA, DEPT OF EDUCATION - SAN JOAQUIN COUNTY OFFICE OF EDUCATION, EARLY CHILDHOOD EDUCATION
MIGRANT ALTERNATIVE PAYMENT	31,802,685		CMAP - 5000	07/01/25 - 06/30/26	261025	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
GENERAL CENTER CHILD CARE	2,706,453		CCTR - 5068	07/01/25 - 06/30/26	253025	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
CALIFORNIA STATE PRESCHOOL PROGRAM	7,612,170 8,087,274		CSPP-5118 CSPP-6117	07/01/25 - 06/30/26 07/01/26 - 06/30/27	258025 258026	STATE OF CALIFORNIA, DEPT OF EDUCATION
MIGRANT CHILD CARE	293,823		CMIG - 5004	07/01/25 - 06/30/26	250025	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
MIGRANT SPECIALIZED SERVICES	44,073		CMSS - 5004	07/01/25 - 06/30/26	252025	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
CAL EITC FREE TAX PREPARATION ASSISTANCE GRANT	403,728		25T-7015	11/1/25 - 9/30/26	234025	STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
HOME VISIT INITIATIVE (COUNTY OF KERN)	3,892,756		047-2026	07/01/25 - 06/30/26	270025	STATE OF CALIFORNIA, DEPT OF HUMAN SERVICES, COUNTY OF KERN
POSITIVE YOUTH DEVELOPMENT SERVICES (COUNTY OF KERN)	102,384		267-2025	07/01/25 - 06/30/26	271025	STATE OF CALIFORNIA, DEPT OF HUMAN SERVICES, COUNTY
COUNTY OF KERN LOW BARRIER HOMELESS SHELTER OPERATIONAL	2,715,812		017-2020	07/01/25 - 06/30/26	275025	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, COUNTY OF KERN
BAKERSFIELD KERN REGIONAL HOMELESS COLLABORATIVE HOMELESS HOUSING ASSISTANCE AND PREVENTION (HHAP)	300,000 200,000 150,000 150,000		2023-302 645-2023 2023-313 2023-320	05/01/23 - 06/30/26 12/01/23 - 12/31/25 06/01/24 - 10/01/26 11/01/24 - 06/30/27	276003 276013 276023 276004	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, BAKERSFIELD REGIONAL HOMELESS COLLABORATIVE
TAX CHECK - OFF (FOOD BANK)	10,209		15 MOU - 00118	07/01/25 - 06/30/25	216025	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
STATE EMERGENCY FOOD ASSISTANCE (FOOD BANK) CAL FOOD	258,464		MOU-22-00118	07/01/25 - 05/30/26	216025-2087	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
STATE EMERGENCY FOOD ASSISTANCE (FOOD BANK) DROUGHT FOOD ASSISTANCE	339,726		MOU-22-00118	07/01/23 - 06/30/26	216025-2088	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
STATE EMERGENCY FOOD ASSOSTANCE CAL FOOD ONE-TIME FUNDS	1,737,540		N/A	07/01/25 - 04/30/26	216025-2102	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2026 THROUGH FEBRUARY 28, 2027

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
CA FARM TO SCHOOL INCUBATOR GRANT PROGRAM	199,243		24-0888-000-SG	01/01/25 - 12/31/26	267025	STATE OF CALIFORNIA, DEPT OF FOOD AND AGRICULTURE (CDFA)
BOARD OF STATE AND COMMUNITY CORRECTIONS WARM HAND-OFF COHORT 3	750,000		BSCC 1012-22	10/01/22 - 01/31/27	277024	STATE OF CALIFORNIA, BOARD OF STATE AND COMMUNITY CORRECTIONS
BOARD OF STATE AND COMMUNITY CORRECTIONS WARM HAND-OFF COHORT 4	2,225,000		BSCC 1270-33	06/30/25 - 12/31/28	277025	STATE OF CALIFORNIA, BOARD OF STATE AND COMMUNITY CORRECTIONS
FIRST 5 KERN EAST KERN FAMILY RESOURCE CENTER	145,000		2025.2.02	07/01/25 - 06/30/26	281025	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF KERN, FIRST 5 KERN
FIRST 5 KERN - RIDGECREST FAMILY RESOURCE CENTER	155,000		2025.2.03	07/01/25 - 06/30/26	286025	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF KERN, FIRST 5 KERN
BKRHC - ENCAMPMENT RESOLUTION FUNDING	139,968		2023-307	12/01/23 - 06/30/26	293023	STATE OF CALIFORNIA, CALIFORNIA INTERAGENCY COUNCIL ON HOMELESSNESS, BAKERSFIELD KERN REGIONAL HOMELES COLLABORTIVE
CITY OF BAKERSFIELD - HHAP CM	356,037		N/A	04/01/23 - 03/31/26	294001	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, CITY OF BAKERSFIELD
BKRHC HHAP YOUTH	212,883		N/A	03/01/24 - 04/30/26	295001	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, BAKERSFIELD REGIONAL HOMELESS COLLABORATIVE
COUNTY OF KERN HELPLINE 211	TBD		N/A	TBD	389026	COUNTY OF KERN
READY KERN	TBD		N/A	TBD	366000	COUNTY OF KERN, FIRE DEPT - OFFICE OF EMERGENCY SERVI
DAY ONE FAMILIES FUND	5,000,000		N/A	12/01/23 - 11/30/27	410023	DAY ONE FAMILIES FUND
PG&E ARREARS OUTREACH	1,790,077		C59576	09/13/24 - 03/31/26	482024	PACIFIC GAS & ELECTRIC
211 LA County	15,000		N/A	07/01/25 - 06/30/26	536000-4230	CALIFORNIA 211 PROVIDERS NETWORK
211 KINGS COUNTY	22,868		N/A	07/01/25 - 06/30/26	536000-4231	KINGS UNITED WAY
211 TULARE COUNTY	63,017		N/A	07/01/25 - 06/30/26	536000-4232	UNITED WAY OF TULARE COUNTY
211 STANISLAUS COUNTY	93,600		N/A	07/01/25 - 06/30/26	536000-4234	UNITED WAY OF STANISLAUS COUNTY
211 FRESNO AND MADERA COUNTIES	96,737		N/A	07/01/25 - 06/30/26	536000-4235	UNITED WAY OF FRESNO AND MADERA COUNTIES
211 MERCED & MARIPOSA	25,910		N/A	07/01/25 - 06/30/26	536000-4235	UNITED WAY OF MERCED & MARIPOSA COUNTIES
FOOD BANK FREE FARMERS MARKET - WASCO	150,000		N/A	12/01/25 - 11/30/26	467025	THE WONDERFUL COMPANY FOUNDATION

COMMUNITY ACTION PARTNERSHIP OF KERN
SCHEDULE OF PROGRAMS (FUNDS)
FOR THE PERIOD MARCH 1, 2026 THROUGH FEBRUARY 28, 2027

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
RESIDENCES AT EAST HILLS	82,800				464006	HOUSING AUTHORITY OF KERN
PARK 20TH	17,850				464007	HOUSING AUTHORITY OF KERN
COVEY COTTAGES	TENANT RENT		N/A	03/01/26 - 02/28/27	564008	TENANT RENT
KERN FAMILY HEALTH SYSTEMS CAL AIM	PER VISIT			07/01/22 - TBD	550000	KERN FAMILY HEALTH SYSTEMS
KERN FAMILY HEALTH SYSTEMS CAL AIM EAST KERN FAMILY RESOURCE CENTER	PER VISIT			06/01/24 - TBD	553000	KERN FAMILY HEALTH SYSTEMS

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNCTIONAL CLASSIFICATIONS BY FUND FISCAL YEAR 2026/27

Abila Fund #	Fund Name	PROGRAM SERVICES				SUPPORT SERVICES	
		Education	Nutrition	Energy Conservation	Community Services	Discretionary/ Fund Raising	General & Admin
103	Community Services Block Grant (CSBG)	X	X		X		X
501	General Fund				X		X
800	GAAP Fund						X
910	Community Development Pool				X		
915	Operations Pool			X	X		X
920	Facilities Pool						X
925	Health & Nutrition Pool	X	X		X		
999	Indirect Fund						X
502	Discretionary Fund					X	
595	Fund Raising					X	
601	CAPK Foundation					X	
108	Early Head Start	X					
109	Head Start	X					
117	Early Head Start San Joaquin	X					
117-005	EHS San Joaquin QRIS	X					
248	San Joaquin COE General Child Care (CCTR)	X					
250	Migrant Child Care	X					
252	Migrant Specialized	X					
253	General Child Care	X					
253-005	CCTR - QRIS	X					
258	California State Preschool (CSPP)	X					
258-005	CSPP QRIS	X					
260	Child Care Facilities	X					
261	Migrant Alternative Payment	X					
262/265	Child Development Reserve	X					
270	Home Visit Initiative	X					
112	Child Care Food Program (CACFP)		X				
115	Women, Infants & Children		X				
145	NEOPB Cal Fresh		X				
139	CACFP - San Joaquin		X				
	Food Bank		X				
105	Emergency Food Assistance		X				
111	USDA Commodities		X				
114	Emergency Food & Shelter		X				
135	County of Kern CARES Food Delivery Program		X				
147	Commodity Supplemental Food Program		X				
215	Food Bank Capacity Project		X				
216-000	Food Bank Tax Check-Off		X				
216-087	State Emergency Food Assistance		X				
216-102	CalFoods One-Time Round 1		X				
216-104	CalFoods One-Time Round 2		X				
218	CFDA Health Refrigeration		X				
422	Feeding America Senior Hunger		X				
423	Feeding America Service Insights		X				
475	Wonderful Company Food Bank Expansion		X				
485	Southern California Gas Company (Solar)		X				
467	Wonderful Company Foundation		X				
504	Food Bank		X				
505	Food Bank - Expansion		X				

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNCTIONAL CLASSIFICATIONS BY FUND FISCAL YEAR 2025/26

Abila Fund #	Fund Name	PROGRAM SERVICES				SUPPORT SERVICES	
		Education	Nutrition	Energy Conservation	Community Services	Discretionary/ Fund Raising	General & Admin
	Energy						
122	Low Income Home Energy Assistance			X			
123	Dept of Energy Weatherization			X			
124	Low Income Home Water Assistance			X			
241	LIWP Solar PV Pilot			X			
245	LIWP Single Family			X			
482	PG&E Arrears Outreach			X			
484	DAP (Disgorgement Assistance Program)			X			
494	PG&E			X			
524	Energy			X			
	VITA (Volunteer Income Tax Assistance)						
149	Internal Revenue Service - VITA				X		
234	CalEITC				X		
	East Kern Family Resource Center						
280	Differential Response				X		
281	First 5 East Kern Family Resource				X		
286	First 5 Oasis Family Resource Center				X		
454	Dignity Health East Kern Health Link				X		
501-005	EKFRC: KHS Emergency Closet				X		
533	East Kern Family Resource Center				X		
534	Oasis Family Resource Center				X		
553	KHS CalAIM EKFRC				X		
	Youth Services						
231	City of Bakersfield Sports Field				X		
243	City of Bakersfield CalVIP Outreach				X		
247	City of Bakersfield CalVIP				X		
271	Positive Youth Development Svcs				X		
274	Positive Youth Development Svcs-Medi-Cal				X		
448	Wells Fargo Foundation				X		
527	Shafter Youth Center				X		
527-068	SYC - Robotics/STEM				X		
527-260	SYC - KHS Make Bakersfield				X		
531	Friendship House Community Center				X		
531-068	FHCC - Robotics/STEM				X		
531-070	FHCC - Aggression Replacement Training				X		
531-260	FHCC - KHS Museum on the Move				X		
	Homeless Services						
142	County of Kern LBNC - Safe Camping				X		
160	HUD Coordinated Entry System				X		
275	County of Kern LBNC				X		
276	BKRHC HHAP				X		
277	BSCC Warm Hand-Off				X		
278	City of Bakersfield HHAP				X		
292	United Way Stanislaus CES				X		
293	BKRHC Encampment Resolution				X		
550	CalAIM Homeless Prevention Services				X		

COMMUNITY ACTION PARTNERSHIP OF KERN
FUNCTIONAL CLASSIFICATIONS BY FUND FISCAL YEAR 2025/26

Abila Fund #	Fund Name	PROGRAM SERVICES				SUPPORT SERVICES	
		Education	Nutrition	Energy Conservation	Community Services	Discretionary/ Fund Raising	General & Admin
	2-1-1						
164	Cal Fresh				X		
186	2-1-1 Hospital Preparedness Program				X		
284	First 5 Kern Help Me Grow				X		
288	First 5 Kern 2-1-1				X		
366	ReadyKern				X		
389	County of Kern 2-1-1				X		
428	2-1-1 United Way				X		
428-240	United Way - Coordinate Entry System				X		
429	Southern CA Gas CRM Development Program				X		
430	Goodwill Industries - CA COVID-19 Call Ctr				X		
431	United Way - COVID-19 Comm Resp & Relief				X		
536-231	2-1-1: Kings County				X		
536-232	2-1-1: Tulare County				X		
536-233	2-1-1: Merced County				X		
536-234	2-1-1: Stanislaus County				X		
536-260	2-1-1: KHS Homeless Collaborative				X		
	Other						
151	ASTHO Vaccine Equity				X		
205	BCSD Community School Partnership Program				X		
208	KCCD CERF Regional Convener				X		
209	KCCD CA CWDB HRTPR Workforce				X		
410	Day 1 Families Fund				X		

COMMUNITY ACTION PARTNERSHIP OF KERN

LINE OF CREDIT ADVANCES AND REPAYMENTS

FISCAL YEAR 2026/27

Date	Advance Amount	Repayment Amount	No. of Days Borrowed	Interest Expense	Interest Rate
03/31/26	n/a				
04/30/26	n/a				

Note 1: As of 2/14/2025, a $3 million line of credit is establsihed at Citizens Business Bank

CAPK — Unrestricted Cash Reserve Dashboard

Helping People...Changing Lives.

Board Policy 26-0121 | Minimum 30-day unrestricted cash reserve | Formula: (Annual Operating Expenses ÷ 365) × 30 | FY 2026–27 Target: $11.5M

Current Reserve Balance	Policy Minimum (30 Days)	Shortfall from Goal	Annual Operating Budget	
$3,182,933	$11,543,959	$8,361,026	$140,451,503	27.6% of goal
8 days of expenses	FY 2026-27 Board-approved target	22 days remaining	Daily cost ≈ $384,799	

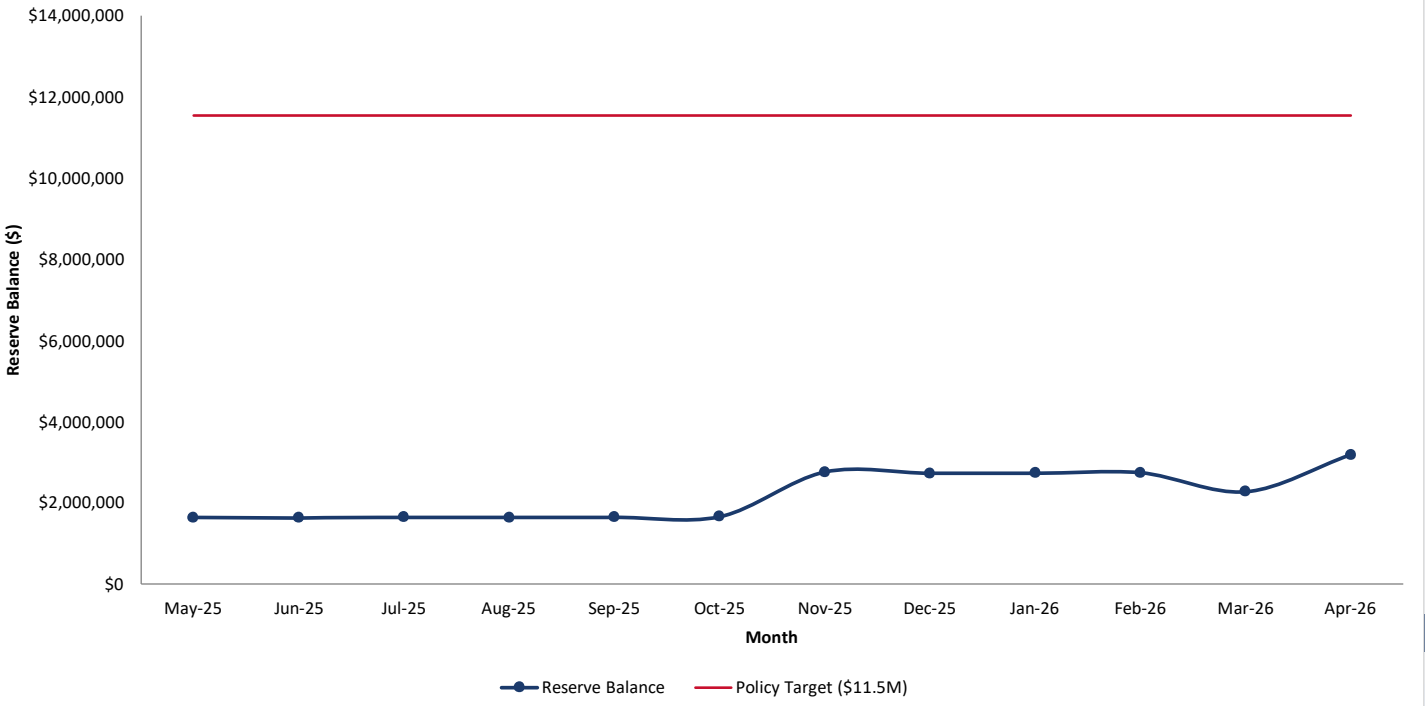
PROGRESS TOWARD 30-DAY RESERVE GOAL

Reserve Balance vs. Goal — 27.6%

28%

$0	$2.8M (25%)	$5.6M (50%)	$8.3M (75%)	$11.5M ✓
✓ 25% — $2.8M		50% — $5.7M	75% — $8,657,969	100% — $11,543,959

MONTHLY RESERVE TREND



Policy 26-0121 — Reserve requirement = (Annual operating expenses ÷ 365 days) × 30 days. Any use reducing reserves below the minimum requires Board notification within 15 business days and a replenishment plan within 30 days. CFO shall report reserve adequacy quarterly to the Board.

COMMUNITY ACTION PARTNERSHIP OF KERN

OPERATING CASH SUMMARY AS OF APRIL 30, 2026

PROGRAM (FUND)	CASH BALANCE
CHILD AND ADULT CARE FOOD PROGRAM	(282,171.61)
HEAD START/EARLY HEAD START	6,211,984.33
SJCOE Head Start	(406,274.54)
SUBTOTAL	**5,523,538.18**
CACFP - San Joaquin	(40,474.04)
SAN JOAQUIN COE GENERAL CHILD CARE	(351,302.34)
MIGRANT CHILD CARE	189,076.53
MIGRANT SPECIALIZED SERVICES	(2,755.00)
GENERAL CHILD CARE	(567,454.21)
STATE PRESCHOOL	118,593.74
SJCOE State Preschool (CSPP)	(226,631.09)
Child Care Facilities	114,084.67
MIGRANT A/P	1,661,776.63
Child Development Reserve Fund No. 1	120,361.43
Child Development Reserve Fund No. 2	90,351.24
SUBTOTAL	**1,105,627.56**
COMMODITY SUPPLEMENTAL FOOD PROGRAM	(156,223.10)
EF&S	0.00
EFAP	(148,651.59)
USDA Commodities	0.00
County of Kern Food Distribution	(846,031.34)
FOOD BANK	(589,305.08)
FOOD BANK EXPANSION	(50,569.57)
FOOD BANK CAPACITY PROGRAM	0.00
FOOD BANK - STATE	887,709.33
WONDERFUL FOOD BANK EXPANSION	0.00
WONDERFUL FOUNDATION	184,124.99
CDFA Healthy Refrigeration Grant Program (HRGP)	0.00
SUBTOTAL	**(718,946.36)**
ENERGY	(202,729.48)
LIHEAP	(343,842.84)
DOE	(294,621.65)
LIWHAP	0.00
PG&E	(15,720.99)
PG&E Arrears Case Management Program	338,580.26
TRANSFER NEGATIVE BALANCE	518,334.70
SUBTOTAL	**0.00**
CENTRAL VALLEY SMALL BUSINESS DEVELOPMENT	0.00
SUBTOTAL	**0.00**
CSBG	14,829.86
CSBG Discretionary 2025	0.00
WIC	(632,964.71)
City of Bakersfield Home Repair SLFRF	(292,167.16)
Local Purchase Assistance (LFPA) USDA	(9,969.16)
HOMELESS SAFE CAMPING - CSLRFR (ARPA)	(18,569.50)
NEOPB CAL FRESH HEALTHY LIVING	(346,085.56)
IRS - VITA	(38,728.32)
SSVF 2025-26	(221,997.15)
Grant Per Diem	41,353.57
HUD-COORDINATED ENTRY SYSTEM	(32,399.25)
HOME ARP - City of Bakersfield	(13,307.02)
CAL FRESH	(25,585.60)
CalCAPA-Diaper Distribution Pilot	(17,271.41)
BCSD CA COMMUNITY SCHOOL PARTNERSHIP (CCSPP)	75.16
KCCD CERF REGIONAL CONVENOR	(54,692.88)
KCCD CWDB High Road Training Partnership	49,199.72
City of Bakersfield Ramkabir Project HHAP 4	(145,568.74)
City of Bakersfield - FHCC Sports Field	(19,688.00)
California SGC - CRC	(181,082.22)
CALEITC	(127,676.14)
211 Call Center Tobacco Cessation	(11,698.88)
TCC Low Income Energy Efficiency Program	(43,496.29)
City of Bkfd-Cal VIP Outreach	(13,069.77)
Youth Centers Nature and Culture Program 2025-2027	(180,394.23)
CITY OF BAKERSFIELD CAL VIP	(63,834.27)
CA Farm to School Incubator Grant	(10,809.08)
HOME VISIT INITIATIVE (CO OF KERN)	(26,557.89)
POSITIVE YOUTH DEV SVC	(11,182.61)
POSITIVE YOUTH M	(1,319.65)
COUNTY OF KERN LOW BARRIER HOMELESS CENTER	(221,078.96)
BKRHC HOMELESS HOUSING ASSISTANCE & PREVENTION	(115,074.71)
ARG III - Warm Handoff	(273,122.39)
FIRST 5 KERN EAST KERN FAMILY RESOURCE CENTER	(48,793.08)
FIRST 5 HELP ME GROW	761.92
FIRST 5 RIDGECREST FAMILY RESOURCE CENTER	(45,265.88)
FIRST 5 KERN 211	0.00
BKRHC-Encampment Resolution	0.00
City of Bakersfield HHAP	(138,202.58)
BKRHC HHAP Youth Services (VSS)	(85,214.35)
Day 1 Families Housing Support	4,706,387.72
Kaiser	60,724.90
Kaiser 211 Kern	65.00
FEEDING AMERICA SERVICE INSIGHTS	20,000.00
Kaiser - Food Locker Pilot	0.00
UNITED WAY 211	0.00
Sustain Our Future - East Kern	52,985.02
SCE - 211 Access PSPS	(50,761.04)
California Veterans Assistance Foundation	(14,388.16)
GENERAL FUND	23,219.40
DISCRETIONARY FUND	1,441,823.15
SHAFTER YOUTH CENTER	23,228.01
FRIENDSHIP HOUSE	(18,391.53)
EAST KERN FAMILY RESOURCE CENTER	27,058.51
OASIS FAMILY RESOURCE CENTER	25,461.13
211	18,000.06
M ST NAVIGATION CENTER	(4,300.46)
TAX ASSISTANCE	32,832.65
CALAIM HOMELESS PREVENTION SERVICES	521,360.50
CalAIM Enhanced Case Management	(325,035.35)
CalAIM Asthma	(165.00)
CalAIM East Kern Family Resource Center	417,504.27
Veterans Services	107,367.29
CAPK FOUNDATION	(65,195.83)
GAAP FUND	0.22
INDIRECT FUND	1,966,150.86
COST POOLS	(192,455.63)
Facilities Cost Pools	188,271.93
LESS: ENERGY NEGATIVE BALANCE	(518,334.70)
ADD: LINE OF CREDIT	0.00
SUBTOTAL	**5,082,765.71**
TOTAL OPERATING CASH	10,992,985.09

COMMUNITY ACTION PARTNERSHIP OF KERN (CAPK)

CITIZENS BUSINESS BANK ACCOUNTS

1. Operating Account: Used to make all CAPK disbursements and for deposits of all cash receipts unless there are requirements to deposit cash in a restricted bank account.

2. Head Start Accrued Vacation: This is an interest-bearing restricted bank account that holds cash reserved for the payment of accrued vacation for Head Start and Early Head Start employees.

3. CSD Advances Account: This is an interest-bearing restricted bank account for CSBG and Energy grants. Advances on the Community Services Block Grant (CSBG), Department of Energy – Weatherization Assistance Program (DOE WAP) and Low-Income Home Energy Assistance Program (LIHEAP) grants are required to be deposited to a restricted bank account until there is an immediate need for the cash. Once the immediate need is determined, the cash is transferred to the Operating Account to make disbursements.

4. Day 1 Families Fund: This is an interest-bearing restricted bank account that is designated for funds received for the Day 1 Families Housing Fund. As the grant is expended, funds are subsequently transferred to the Operating Account.

5. Child Development Reserve #1: This is an interest-bearing restricted bank account that is required by the California Department of Education for center-based contracts, such as General Childcare (CCTR), State Preschool (CSPP) and State Migrant (CMIG) for the purpose of holding revenue earned in excess of costs. When the revenue is used, the cash is transferred to the Operating Account to make disbursements.

6. Child Development Reserve #2: This is an interest-bearing restricted bank account that is required by the California Department of Education for alternative payment contracts, such as Migrant Childcare Alternative Payment (CMAP) for the purpose of holding revenue earned in excess of costs. When the revenue is used, the cash is transferred to the Operating Account to make disbursements.

7. Head Start Facilities Fund: This is an interest-bearing restricted bank account required by the Office of Head Start to retain funds from the proceeds of sale for the Central Kitchen and Business Park North properties. These funds will be held in this restricted account and used for the construction of the new Central Kitchen.

COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD DEVELOPMENT RESERVE #1
1300 18TH STREET, SUITE 200
BAKERSFIELD, CA 93301

BANK RECONCILIATION FOR MONTH ENDING
April 30, 2026

CITIZENS BUSINESS BANK
701 N HAVEN AVENUE
ONTARIO, CA 91764

ACCOUNT NO.: XXXXX-X5984

BANK BALANCE ENDING:	**04/30/26**		**244,043.34**
DEPOSITS IN TRANSIT		0.00	
OUTSTANDING CHECKS		0.00	
OTHER		0.00	
ADJUSTED BANK BALANCE:	**04/30/26**		**244,043.34**

BALANCE PER G/L	**03/31/26**		**244,039.33**
ADD: DEPOSITS/WAIVE FEE		0.00	
INTEREST		4.01	
BANK ACCOUNT TRANSFER FROM GENERAL FUND		0.00	
LESS: CHECKS		0.00	
CLIENT ANALYSIS SERVICE CHARGE		0.00	
BANK ACCOUNT TRANSFER TO CITIZENS BUSINESS		0.00	
BALANCE PER G/L	**04/30/26**		**244,043.34**

DIFFERENCE: 0.00

PREPARED BY: Yolanda Nunez TITLE: Accountant DATE: 05/11/26

APPROVED BY: Stacy Webster TITLE: Chief Financial Officer DATE: 05/11/2026

COMMUNITY ACTION PARTNERSHIP OF KERN
CHILD DEVELOPMENT RESERVE #2
1300 18TH STREET, SUITE 200
BAKERSFIELD, CA 93301

BANK RECONCILIATION FOR MONTH ENDING
April 30, 2026

CITIZENS BUSINESS BANK
701 N HAVEN AVENUE
ONTARIO, CA 91764

ACCOUNT NO.: XXXXX-X5992

BANK BALANCE ENDING:	**04/30/26**		**55,273.79**
DEPOSITS IN TRANSIT		0.00	
OUTSTANDING CHECKS		0.00	
OTHER		0.00	
ADJUSTED BANK BALANCE:	**04/30/26**		**55,273.79**

BALANCE PER G/L	**03/31/26**		**55,272.88**
ADD: DEPOSITS		0.00	
INTEREST		0.91	
BANK ACCOUNT TRANSFER		0.00	
LESS: CHECKS		0.00	
CLIENT ANALYSIS SERVICE CHARGE		0.00	
BANK ACCOUNT TRANSFER		0.00	
BALANCE PER G/L	**04/30/26**		**55,273.79**

DIFFERENCE: 0.00

PREPARED BY: Yolanda Nunez TITLE: Accountant DATE: 05/11/26

APPROVED BY: Stacy Webster TITLE: Chief Financial Officer DATE: 05/11/2026

COMMUNITY ACTION PARTNERSHIP OF KERN
CSD ADVANCES ACCOUNT**
1300 18TH STREET, SUITE 200
BAKERSFIELD, CA 93301

BANK RECONCILIATION FOR MONTH ENDING
April 30, 2026

CITIZENS BUSINESS BANK
701 N HAVEN AVENUE
ONTARIO, CA 91764

ACCOUNT NO.: XXXXX-X5968

BANK BALANCE ENDING:	**04/30/26**		**896.92**
DEPOSITS IN TRANSIT		0.00	
OUTSTANDING CHECKS		0.00	
OTHER		0.00	
ADJUSTED BANK BALANCE:	**04/30/26**		**896.92**

BALANCE PER G/L	**03/31/26**		**487,895.32**
ADD: DEPOSITS		0.00	
INTEREST/WAIVE FEE		1.60	
BANK ACCOUNT TRANSFER FROM GENERAL FUND		0.00	
LESS: CHECKS		0.00	
CLIENT ANALYSIS SERVICE CHARGE		0.00	
BANK ACCOUNT TRANSFER TO CITIZENS BUSINESS		487,000.00	
BALANCE PER G/L	**04/30/26**		**896.92**

DIFFERENCE: 0.00

PREPARED BY: Yolanda Nunez TITLE: Accountant DATE: 05/11/26

APPROVED BY: Stacy Webster TITLE: Chief Financial Officer DATE: 05/11/2026

COMMUNITY ACTION PARTNERSHIP OF KERN
DAY 1 FAMILIES ACCOUNT
1300 18TH STREET, SUITE 200
BAKERSFIELD, CA 93301

BANK RECONCILIATION FOR MONTH ENDING
April 30, 2026

CITIZENS BUSINESS BANK
701 N HAVEN AVENUE
ONTARIO, CA 91764

ACCOUNT NO.: XXXXX-X5976

BANK BALANCE ENDING:	**04/30/26**		**5,553.82**
DEPOSITS IN TRANSIT		0.00	
OUTSTANDING CHECKS		0.00	
OTHER		0.00	
ADJUSTED BANK BALANCE:	**04/30/26**		**5,553.82**

BALANCE PER GENERAL LEDGER	**03/31/26**		**25,118.58**
ADD:	DEPOSITS (Credit Card Donations & Shared Fee)	0.00	
	WIRE TRANSFER	0.00	
	PAYPAL DEPOSIT	0.00	
	INTEREST/ WAIVE FEE	0.19	
LESS:	APPLIED MERCHANT DEBITS	0.00	
	CLIENT ANALYSIS SERVICE CHARGE	0.00	
	BANKCARD FEES	0.00	
	CASH CONCENTRATION FEE	0.00	
	FUND TRANSFER TO CITIZENS BUSINESS	19,564.95	
		0.00	
BALANCE PER GENERAL LEDGER:	**04/30/26**		**5,553.82**

Difference: **0.00**

PREPARED BY: Yolanda Nunez TITLE: Accountant DATE: 05/11/26

APPROVED BY: Stacy Webster TITLE: Chief Financial Officer DATE: 05/11/2026

Community Action Partnership of Kern
Journal Entries
04/30/2026

Initiated By Yolanda Nunez 5/11/2026

Approved By Naomi Ibarra 5/11/2026

Account Description	Date	Account Code	Debit	Credit
Restricted Bank Account	4/30/2026	1125-410023-4000-100-400-100	0.19	
Interest Income	4/30/2026	4310-410023-4000-100-400-100		0.19
Client Analysis Charge	4/30/2026	6695-410023-4000-100-400-100	1,051.13	
Restricted Bank Account	4/30/2026	1155-410023-4000-100-400-100		1,051.13
Restricted Bank Account	4/30/2026	1155-410023-4000-100-400-100	5,191.80	
Donation	4/30/2026	4310-410023-4000-100-400-100		5,191.80
TO REC DAY 1 FAMILIES, INT, & FEES FOR April 2026			6,243.12	6,243.12

COMMUNITY ACTION PARTNERSHIP OF KERN
1300 18TH STREET, SUITE 200
BAKERSFIELD, CA 93301

BANK RECONCILIATION FOR THE MONTH ENDED
April 30, 2026

CITIZENS BUSINESS BANK
701 N HAVEN AVE
ONTARIO, CA 91764

OPERATING ACCOUNT
ACCOUNT NO: XXXXX-X5933

BANK BALANCE AT 04/30/26		5,472,061.43
LESS: OUTSTANDING CHECKS	696,637.32	
ADJUSTED BANK BALANCE AT 04/30/26		4,775,424.11
GENERAL LEDGER BALANCE AT 03/31/26		6,336,811.57
ADD: DEPOSITS	1,717,054.58	
US TREAS DRAWDOWNS	5,577,722.37	
FUNDS FROM OTHER GRANTS	4,652,649.53	
TRANSFERS FROM CBB 9906	590,160.36	
ADP /HEALTH EQUITY REFUND	22,271.81	
REIMBURSEMENT OF ALTERED PAYEE	1,269.69	
LOAN	-	
LESS: CHECKS	1,272,829.04	
ADP PAYROLL 04/03/26	2,066,097.89	
ADP PAYROLL 04/17/26	2,065,853.40	
ADP PAYROLL 04/30/26	2,085,683.89	
ADP PAYROLL	1,601.10	
EFTS FOR HRA/HSA/ STD/403B	903,991.28	
TRANSFERS FROM RESTRICTED ACCOUNTS		
TRANSFERS TO RESTRICTED ACCOUNTS 0	-	
CREDIT CARD	51,015.72	
BANK FEES	-	
ACH VOUCHERS	5,675,254.78	
RETURN DEPOSITS	188.70	
GENERAL LEDGER BALANCE AT 04/30/26		4,775,424.11
	DIFFERENCE:	-

PREPARED BY: YOLANDA NUNEZ TITLE: Accountant DATE: 05/19/2026

APPROVED BY: Stacy Webster TITLE: Chief Financial Officer DATE: 05/20/2026

Naomi Abarra 05/20/2026

COMMUNITY ACTION PARTNERSHIP OF KERN
HEADSTART ACCRUED VACATION*
1300 18TH STREET, SUITE 200
BAKERSFIELD, CA 93301

BANK RECONCILIATION FOR MONTH ENDING
April 30, 2026

CITIZENS BUSINESS BANK
701 N HAVEN AVENUE
ONTARIO, CA 91764

ACCOUNT NO.: XXXXX-X5941

BANK BALANCE ENDING:	**04/30/26**		**1,227,946.93**
DEPOSITS IN TRANSIT		0.00	
OUTSTANDING CHECKS		0.00	
OTHER		0.00	
ADJUSTED BANK BALANCE:	**04/30/26**		**1,227,946.93**

BALANCE PER G/L	**03/31/26**		**1,975,336.29**
ADD: DEPOSITS		0.00	
INTEREST		30.83	
WAIVE FEE		0.00	
BANK ACCOUNT TRANSFER FROM GENERAL FUND		0.00	
LESS: CHECKS		0.00	
CLIENT ANALYSIS SERVICE CHARGE		0.00	
BANK ACCOUNT TRANSFER TO CITIZENS BUSINESS		747,420.19	
BALANCE PER G/L	**04/30/26**		**1,227,946.93**

DIFFERENCE: 0.00

* *This account changed name in March 2011 from "Discretionary Fund" to "Head Start Accrued Vacation".*

PREPARED BY: Yolanda Nunez TITLE: Accountant DATE: 05/11/26

APPROVED BY: Stacy Webster TITLE: Chief Financial Officer DATE: 05/12/2026

COMMUNITY ACTION PARTNERSHIP OF KERN
ELAN (CBB) VISA SUMMARY
STATEMENTS DATED April 1, 2026 - April 30, 2026

Cardholder	Position	Amount Charged
CAPK	Accounts Payable	$ 1,061.76
Catherine Anspach	Foundation Director of Development	252.51
Gloria Barbero	Administrator - EHS San Joaquin	3,690.55
Yolanda Gonzales	Director of Head Start/State Child Development Programs	2,460.00
Freddy Hernandez	Director of Youth and Community Services	4,438.50
Lisa McGranahan	Director of Human Resources	1,427.70
Jerry Meade	Assistant Director of Head Start/State Child Development Programs	2,961.32
Pritika Ram	Chief Business Development Officer	2,090.86
Jeremy Tobias	Chief Executive Officer	5,981.92
Emilio Wagner	Chief Facilities and Technology Officer	3,446.73
Tracy Webster	Chief Financial Officer	3,569.79
Rebecca Moreno	Director of Housing Support Services	12,271.73
Susana Magana	Director of Nutrition Services	3,686.69
Sabrina Jones	Administrator - 211	-
Veterans (VSS)	Veterans - Food Service	2,485.78
Veterans (VSS)	Veterans - Fuel Card	669.55
Energy	Energy - Team 1	335.71
Energy	Energy - Team 2	-
Energy	Energy - Team 3	47.42
FHCC	Friendship House CC Fuel Card	137.20
	Total	$ 51,015.72

Cardholder Activity

Name: ACCOUNTS PAYABLE **Account Number:** **2037 **Cycle End Date:** 04/24/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
04/07/2026	CRUISE AMERICA - CEN	**$1,061.76**	USD	1,061.76	
04/08/2026	800-671-8042, AZ	$1,061.76			DEPOSIT RV RENTAL FOR STAFF DEVELOPMENT DAY

Activity Totals	Purchases	Payments
$1,061.76	$1,061.76	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: CATHERINE ANSPACH **Account Number:** **0997 **Cycle End Date:** 04/24/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
04/20/2026 04/21/2026	4 ALL PROMOS 888-501-3450, CT	**$122.51** $122.51	USD	122.51	Tags for Gourmet for Good Event
04/23/2026 04/24/2026	SQ *BAKERSFIELD DECALS BAKERSFIELD, CA	**$130.00** $130.00	USD	130.00	Decals for Food Bank donor wall.

Activity Totals	Purchases	Payments
$252.51	$252.51	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: GLORIA BARBERO **Account Number:** **2879 **Cycle End Date:** 04/24/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
03/27/2026 03/30/2026	PB *ADVANCED MINI STORAGE 775-5448005, NV	**$608.00** $608.00	USD	608.00	Payment for Advance Mini Storage units L004 & L005
04/13/2026 04/14/2026	PB *ADVANCED MINI STORAGE 775-5448005, CA	**$282.00** $282.00	USD	282.00	Auto Payment for Unit L005- Advance mini storage unit.
04/14/2026 04/15/2026	PB *ADVANCED MINI STORAGE 775-5448005, CA	**$326.00** $326.00	USD	326.00	Auto Payment for Unit L004- Advance mini storage unit.
04/17/2026 04/20/2026	SOUTHWES 5262151603261 800-435-9792, TX	**$701.80** $701.80	USD	701.80	Flight for Gloria Barbero to attending the 2026 CAPLAW National Training Conference June1-4
04/17/2026 04/20/2026	SOUTHWES 5262151618033 800-435-9792, TX	**$701.80** $701.80	USD	701.80	Flight for Liliana Gonzalez to attending the 2026 CAPLAW National Training Conference June1-4, 2026
04/21/2026 04/23/2026	THE BALLOONERY INC 209-466-3601, CA	**$479.60** $479.60	USD	479.60	Indoor arch for the SJCOE Job Fair Event.
04/21/2026 04/23/2026	SHERATON PHOENIX DWNTN PHOENIX, AZ	**$309.81** $309.81	USD	309.81	Hotel stay deposite for Gloria Barbero at the Sheraton Phoenix AZ -Attending the 2026 National Training Conference June 1-4.

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
04/21/2026 04/23/2026	SHERATON PHOENIX DWNTN PHOENIX, AZ	**$281.54** $281.54	USD	281.54	Hotel stay deposite for Liliana Gonzalez at the Sheraton Phoenix AZ -Attending the 2026 National Training Conference June 1-4.

Activity Totals	Purchases	Payments
$3,690.55	$3,690.55	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: YOLANDA GONZALES **Account Number:** **7449 **Cycle End Date:** 04/24/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
04/08/2026 04/10/2026	SHERATON PHOENIX DWNTN PHOENIX, AZ	**$309.81** $309.81	USD	309.81	108000@31%/109000@56%/117000@13% Loding deposit to attend the 2026 CAPLAW National Training Conf. in Phoenix, AZ on June 2-3rd for Yolanda G.
04/08/2026 04/10/2026	SHERATON PHOENIX DWNTN PHOENIX, AZ	**$309.81** $309.81	USD	309.81	108000@36%/109000@64% Loding deposit to attend the 2026 CAPLAW National Training Conf. in Phoenix, AZ on June 2-3rd for Elsa N.
04/21/2026 04/22/2026	AMERICAN AIR0012336207202 FORT WORTH, TX	**$920.19** $920.19	USD	920.19	108000@31%/109000@56%/117000@13% AA Flight to attend the 2026 CAPLAW National Training Conference in Phoenix, AZ on June 2-3rd for Yolanda G.
04/21/2026 04/22/2026	AMERICAN AIR0012336207908 FORT WORTH, TX	**$920.19** $920.19	USD	920.19	108000@36%/109000@64% AA Flight to attend the 2026 CAPLAW National Training Conference in Phoenix, AZ on June 2-3rd for Elsa N.

Activity Totals	Purchases	Payments
$2,460.00	$2,460.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: FREDDY HERNANDEZ **Account Number:** **5342 **Cycle End Date:** 04/24/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
03/25/2026 03/26/2026	CALCAPA* CALCAPA WWW.CALCAPA.O, CA	**$199.00** $199.00	USD	199.00	Registration Fees- CALCAPA- Advocacy Day- May 13, -14, 2026, Freddy Hernandez
03/27/2026 03/30/2026	ALBERTSONS #0336 BAKERSFIELD, CA	**$109.03** $109.03	USD	109.03	Energy PG&E- Supplies
03/27/2026 03/30/2026	DOMINO'S 7770 661-703-1709, CA	**$118.95** $118.95	USD	118.95	Energy PG&E program- supplies
03/28/2026 03/30/2026	FRESCOMEXICANGRILL.COM WWW.FRESCOMEX, CA	**$267.00** $267.00	USD	267.00	Volunteer Cost- VITA
03/31/2026 04/01/2026	TOYOTA OF LANCASTER 661-9480731, CA	**$401.35** $401.35	USD	401.35	Vehicle Maintenance- EKFRC
04/03/2026 04/06/2026	PIZZA & WINGS EARLIMART, CA	**$408.08** $408.08	USD	408.08	CYA Field Trip- Allensworth 4-3-2026- FHCC & SYC
04/04/2026 04/06/2026	MOUNTAIN MIKES PIZZA 661-5888818, CA	**$261.02** $261.02	USD	261.02	VITA Volunteer lunch
04/04/2026 04/06/2026	AMERICAN AIR0012331476838 FORT WORTH, TX	**$1,096.80** $1,096.80	USD	1,096.80	NEUAC conference- Seattle, WA- 5/17/2026-5/22/206- Freddy Hernandez

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
04/04/2026 04/06/2026	AMERICAN AIR0014491945827 FORT WORTH, TX	**$35.00** $35.00	USD	35.00	NEUAC moving the Needle 2026 Annual Conference 5/18-5/21/2026- Freddy Hernandez
04/04/2026 04/06/2026	AMERICAN AIR0014491945828 FORT WORTH, TX	**$35.00** $35.00	USD	35.00	NEUAC moving the Needle 2026 Annual Conference 5/18-5/21/2026- Freddy Hernandez
04/08/2026 04/10/2026	MOUNTAIN MIKES PIZZA 661-8692300, CA	**$108.59** $108.59	USD	108.59	VITA Volunteer Lunch
04/11/2026 04/13/2026	EZCATER*FLAME SKEWERS 800-488-1803, MA	**$409.62** $409.62	USD	409.62	VITA Volunteer Lunch
04/14/2026 04/15/2026	MANDATED REPORTER MANDATEDREPOR, CA	**$7.99** $7.99	USD	7.99	Oasis FRC Mandated Reporting Certification- Eric LeBarbe
04/14/2026 04/15/2026	MANDATED REPORTER MANDATEDREPOR, CA	**$8.99** $8.99	USD	8.99	Oasis FRC Mandated Reporting Certification- Diana Rico
04/18/2026 04/20/2026	MOUNTAIN MIKES PIZZA 661-5888818, CA	**$141.74** $141.74	USD	141.74	Volunteer Cost- VITA
04/22/2026 04/23/2026	HOTEL 414 ANAHEIM WWW.HOTEL414A, CA	**$229.77** $229.77	USD	229.77	NATEC Conference- Anaheim, Ca. 4/3/2026-5/1/2026- Ignacio Ramirez- Energy Weatherization

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
04/22/2026 04/23/2026	HOTEL 414 ANAHEIM WWW.HOTEL414A, CA	**$229.77** $229.77	USD	229.77	NATEC Conference- Anaheim, Ca. 4/3/2026-5/1/2026- Paul Dobis- Energy Weatherization
04/22/2026 04/23/2026	NATEC INTERNATIONAL 714-678-2750, CA	**$370.80**	USD $370.80	370.80	NATEC Training- 5/1/2026- Anaheim, Ca.- Weatherization- Ignacio Ramirez and Paul Dobis

Activity Totals	Purchases	Payments
$4,438.50	$4,438.50	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: LISA MC GRANAHAN **Account Number: **7461**

Cycle End Date: 4/25/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Explanation of Expense
04/10/26	Biometrics4All	**$34.00**	Relay Fees for New Hire Fingerprints
04/15/2026	Safety Holdings	**$1,152.59**	Driving Monitoring Service
04/06/2026	Ezcater	**241.11**	Personnel Committee Lunch 4/8/2026
		$1,427.70	**Total Expenses for Cycle with End Date of 4/25/2026**

Account Number : 4807 9501 2963 7461
Unique ID: XXXX XXXX XXXX 0236
LISA MCGRANAHAN
Statement Date : 04-25-2026

elan

Account Summary

Previous Balance	$0.00
Purchases and Other Charges	$1,427.70
Cash Advances	$0.00
Cash Advance Fees	$0.00
Late Payment Charges	$0.00
Credits	$0.00 CR
Payments	$0.00 PY
Total Activity	**$1,427.70**
Disputed Amount	$0.00

General Information

Total Activity $1,427.70

QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE**1-800-393-3526**

New Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-09	04-08	24036296098718873530051	EZCATER*FIREHOUSE SUBS 800-488-1803 MA	241.11
04-13	04-10	24755426100181002689439	BIOMETRICS4ALL 714-5689888 CA	34.00
04-16	04-15	24906416105255383073191	SAFETY HOLDINGS 888-9472622 NM	1,152.59

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

Account Number: 4807 9501 2963 7461
Unique ID: XXXX XXXX XXXX 0236
Amount Due: $0.00

****MEMO STATEMENT ONLY****
DO NOT REMIT PAYMENT

106481840248847 S



LISA MCGRANAHAN
CAPK
1300 18TH STREET, SUITE 200
BAKERSFIELD CA 93301-4510

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Cardholder Activity

Name: JERRY MEADE **Account Number:** **9143 **Cycle End Date:** 04/24/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
04/03/2026 04/03/2026	AMERICAN AIR0012331206340 FORT WORTH, TX	**$753.79** $753.79	USD	753.79	Flight for Center Based Administrator Letisha Brooks attending the National Head Start Conferene to be held May 4-7, 2026 in Minneapolis, Minesota. 6120-108000/109000-1002-120-150-105
04/03/2026 04/03/2026	AMERICAN AIR0012331205506 FORT WORTH, TX	**$753.79** $753.79	USD	753.79	Flight for Head Start Education Manager Cynthia Rodriguez attending the National Head Start Conference to be held May 4-7, 2026 in Minneapolis,Minnesota 6120-108000/109000-1001-1002-150-105
04/13/2026 04/14/2026	AMERICAN AIR0012333920012 FORT WORTH, TX	**$920.19** $920.19	USD	920.19	Flight for Assistant Director Jerry Meade attending 2026 CAPLAW National Training Conference to be held June 2-3 in Phoenix, Arizona. 6120-108000/109000-1002-120-150-105
04/13/2026 04/14/2026	AMERICAN AIR0012333941249 FORT WORTH, TX	**$67.01** $67.01	USD	67.01	Additional fee applied due to flight change for Education Manager Cynthia Rodriguez attending National Head Start Conference to be held May 4-7, 2026 in Minneapolis, Minnesota 6120-108000/109000-1002-120-150-105
04/14/2026 04/16/2026	SHERATON PHOENIX DWNTN PHOENIX, AZ	**$281.54** $281.54	USD	281.54	Depost to hold hotel accommodation for Assistant Director Jerry Meade attending CAPLAW National Training Conference to be held June 2-3, 2026 in Phoenix, AZ 6120-108000/109000-1002--120-150-105
04/16/2026 04/17/2026	KERN CO SUPT OF SCHOOLS 661-636-4380, CA	**$10.00** $10.00	USD	10.00	Registration for parent Liliana Juarez attending Specially Yours Conference in Bakersfield, CA held April 24, 2026 6655-108000-1001-120-150-339

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
04/20/2026 04/21/2026	TODAY CLEANERS 10 BAKERSFIELD, CA	**$175.00** $175.00	USD	175.00	Professional Development table linens maintenance dry cleaning for sanitation preceding DRDP training held on April 10 2026 6685-108000/109000-1001-120-150-105

Activity Totals	Purchases	Payments
$2,961.32	$2,961.32	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: PRITIKA RAM **Account Number:** **2500 **Cycle End Date:** 04/24/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
04/01/2026 04/03/2026	EMBASSY SUITES SCRMNT 916-3265000, CA	**$604.24** $604.24	USD	604.24	Hotel stay for Sabrina Jones for the 211 Summit in Sacramento 4/22/2026-4/23/2026
04/03/2026 04/06/2026	EZCATER*FRESCO MEXICAN 800-488-1803, MA	**$296.40** $296.40	USD	296.40	Lunch for Veteran Stand Down Planning Committee on Friday 4/1/2026
04/03/2026 04/06/2026	HYATT REGENCY SACRAMENTO 9164431234, CA	**$779.18** $779.18	USD	779.18	Hotel stay for Pritika Ram for the Ca Jobs First Economic Summit in Sacramento for 4/8/26-4/10/2026
04/15/2026 04/16/2026	EZCATER*URBANE CAFE 800-488-1803, MA	**$223.85** $223.85	USD	223.85	Lunch for PRE Committee Meeting on 4/15/2026
04/20/2026 04/21/2026	FACEBK *JFG46N9FM2 650-5434800, DE	**$187.19** $187.19	USD	187.19	Social Media post for the CAPK Board recruitment for a vacant seat

Activity Totals	Purchases	Payments
$2,090.86	$2,090.86	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Account Number : 4807 9510 0000 8558
Unique ID: XXXX XXXX XXXX 2222
JEREMY T TOBIAS
Statement Date : 04-25-2026

elan

Account Summary

Previous Balance	$0.00
Purchases and Other Charges	$5,981.92
Cash Advances	$0.00
Cash Advance Fees	$0.00
Late Payment Charges	$0.00
Credits	$0.00 CR
Payments	$0.00 PY
Total Activity	**$5,981.92**
Disputed Amount	$0.00

General Information

Total Activity $5,981.92

QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE**1-800-393-3526**

New Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-02	04-01	24692166091101421332667	IN *MOO CREAMERY 661-8611130 CA	663.40
04-03	04-02	24071056092939157446604	MISTER CAR WASH #1006 866-2543229 CA	32.99
04-07	04-06	24492166097100005920497	CAPLAW.ORG CAPLAW.ORG MA	750.00
04-08	04-07	24116416097718710420522	TICKETS*2026 KERN HUMANITIX.COM CO	500.00
04-08	04-06	24316056097707106193027	SHELL OIL12822045014 BAKERSFIELD CA	97.45
04-09	04-08	24492166099100005137926	CAPLAW.ORG CAPLAW.ORG MA	750.00
04-10	04-08	24692166099405140363313	SHERATON PHOENIX DWNTN PHOENIX AZ	281.54
			M10006 ARRIVAL:04-08-26	
04-16	04-14	24692166105400748211727	SHERATON PHOENIX DWNTN PHOENIX AZ	281.54
			M10671 ARRIVAL:04-14-26	
04-23	04-23	24116416113744339837326	BLOOD CANCER UNITED 888-557-7177 NY	2,625.00

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

Account Number: 4807 9510 0000 8558
Unique ID: XXXX XXXX XXXX 2222
Amount Due: $0.00

****MEMO STATEMENT ONLY****
DO NOT REMIT PAYMENT

106481840251140 S

JEREMY T TOBIAS
CAPK
1300 18TH STREET, SUITE 200
BAKERSFIELD CA 93301-4510

Cardholder Activity

Name: JEREMY T TOBIAS **Account Number: **8558**

Statement Date: 4/25/2026

Transaction Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Explanation of Expense
04/01/26	Moo Creamery	**$663.40**	Board Lunch for meeting on 3/25/26
04/02/2026	Mister Car Wash	**$32.99**	Monthly Car Wash Fee for CEO's Agency Vehicle
04/06/2026	CAPLAW.ORG	**$750.00**	Registration Fee for Jeremy Tobias to attend CAPLAW Conference in Phoenix, AZ in June 2026
04/07/2026	Tickets / Humantix.com	**$500.00**	Tickets for KEDC Economic Summit on 5/7/2026 Attendees: J. Tobias, K. Lowery, M. Jimenez, S. Elias
04/06/2026	Shell Oil	**$97.45**	Gasoline for CEO's Agency Vehicle
04/08/2026	CAPLAW.ORG	**$750.00**	Registration Fee for Board Member Denise Boshers to attend CAPLAW Conference in Phoenix, AZ in June 2026
04/08/2026	Sheraton Phoenix Downtown	**$281.54**	Advance Hotel Deposit for Jeremy Tobias - CAPLAW Conference in Phoenix, AZ
04/14/2026	Sheraton Phoenix Downtown	**$281.54**	Advance Hotel Deposit for Board Member Denise Boshers - CAPLAW Conference in Phoenix, AZ
04/23/2026	Blood Cancer United	**$2625.00**	Sponsorship for Blood Cancer Event on 5/1/26. Attendees: S. Magana, B. Quintero, E. Ramirez, S. Bailon
		$5,981.92	**Total Expenses for Statement Date of 4/25/2026**

Account Number : 4807 9501 3467 0150
Unique ID: XXXX XXXX XXXX 0243
EMILIO WAGNER
Statement Date : 04-25-2026

elan

Account Summary

Previous Balance	$0.00
Purchases and Other Charges	$3,446.73
Cash Advances	$0.00
Cash Advance Fees	$0.00
Late Payment Charges	$0.00
Credits	$0.00 CR
Payments	$0.00 PY
Total Activity	**$3,446.73**
Disputed Amount	$0.00

General Information

Total Activity $3,446.73

QUESTIONS OR TO REPORT A LOST OR STOLEN CARD,
CALL CUSTOMER SERVICE**1-800-393-3526**

New Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount	
03-27	03-26	24011346085100121822621	ANTHROPIC ANTHROPIC.COM CA	50.00	Anthropic AI extra usage
04-09	04-08	2475542609826098859 2363	SIMON SOLUTIONS 256-7640633 AL	150.00	Oasis data import(food bank)
04-09	04-08	2479338609800265053 8088	CBI*PARALLELS 151-2289241 IL	299.98	software for MAC
04-10	04-09	24011346099100085540262	MICROSOFT#G151082673 MICROSOFT.COM WA	1,782.89	Microsoft Azure Standard
04-10	04-09	24011346099100116579750	ANTHROPIC: CLAUDE TEAM ANTHROPIC.COM CA	216.34	Anthropic AI License
04-20	04-19	24011346109100078234715	MINDBODY, INC. WWW.MINDBODYO CA	578.65	Monthly subscription
04-21	04-21	24011346111100026005692	MSFT * E0400Z1IKC MICROSOFT.COM WA	368.87	Microsoft Azure PAYG

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

Account Number: 4807 9501 3467 0150
Unique ID: XXXX XXXX XXXX 0243
Amount Due: $0.00

****MEMO STATEMENT ONLY****
DO NOT REMIT PAYMENT

106481840249050 S

EMILIO WAGNER
CAPK
1300 18TH STREET, SUITE 200
BAKERSFIELD CA 93301-4510

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Cardholder Activity

Name: TRACY WEBSTER **Account Number:** **9950 **Cycle End Date:** 04/24/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
04/07/2026 04/08/2026	COMMUNITY ACTION PARTNER 202-265-7546, DC	**$840.00** $840.00	USD	840.00	NCAP 2026 Conference Registration G.Alexander
04/09/2026 04/10/2026	EZCATER*FIREHOUS E SUBS 800-488-1803, MA	**$198.59** $198.59	USD	198.59	Audit & Pension Committee Lunch
04/10/2026 04/13/2026	AMERICAN AIR0012333226410 FORT WORTH, TX	**$583.20** $583.20	USD	583.20	Flight to Phoenix AZ. for Caplaw Conference for Liz Vargas
04/10/2026 04/13/2026	AMERICAN AIR0012333226409 FORT WORTH, TX	**$583.20** $583.20	USD	583.20	Flight to Phoenix AZ. for Caplaw Conference for Martin Goni
04/10/2026 04/13/2026	AMERICAN AIR0012333226408 FORT WORTH, TX	**$583.20** $583.20	USD	583.20	Flight to Phoenix AZ. for Caplaw Conference for Manjinder Singh
04/10/2026 04/13/2026	INTUIT *QBOOKS ONLINE CL.INTUIT.COM, CA	**$275.00** $275.00	USD	275.00	Monthly VSS Online Quickbooks Charge
04/14/2026 04/15/2026	PROCUREMENT BOOT CAMP WOODSTOCK, GA	**$249.00** $249.00	USD	249.00	Online Training for Naomi Ibarra

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
04/22/2026 04/23/2026	EZCATER*FRESCO MEXICAN 800-488-1803, MA	**$257.60** $257.60	USD	257.60	Budget & Finance Committee Lunch

Activity Totals	Purchases	Payments
$3,569.79	$3,569.79	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: REBECCA MORENO **Account Number:** **9741 **Cycle End Date:** 04/24/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
04/09/2026 04/13/2026	SECURCARE SELF STORAGE 661-3227834, CA	**$337.00** $337.00	USD	337.00	Monthly storage fee for Housing & Supportive Services
04/13/2026 04/14/2026	COMMUNITY ACTION PARTNER 202-265-7546, DC	**$840.00** $840.00	USD	840.00	Registration fee for R. Moreno to attend NCAP Annual Convention in St. Louis, MO August 30-September 4, 2026
04/15/2026 04/16/2026	COMMUNITY ACTION PARTNER 202-265-7546, DC	**$449.00** $449.00	USD	449.00	Registration fee for R. Moreno to attend Leading with Excellence: Activating Leadership for Impact
04/17/2026 04/17/2026	1-800-FLOWERS.COM, INC. 800-468-1141, NY	**$142.86** $142.86	USD	142.86	Sympathy flowers for Paula Daoutis. J. Tobias requested to use R. Moreno's CC (coded to 999000 fund in Sage)
04/21/2026 04/22/2026	EVENT SERVICE MSACONFEREX.C, NJ	**$178.00** $178.00	USD	178.00	Purchase of Coaching vs Corrective Action Webinar for A. Andersen.
04/21/2026 04/22/2026	EVENT SERVICE MSACONFEREX.C, NJ	**$178.00** $178.00	USD	178.00	Purchase of Coaching vs Corrective Action Webinar for T. Williams.
04/21/2026 04/22/2026	EVENT SERVICE MSACONFEREX.C, NJ	**$178.00** $178.00	USD	178.00	Purchase of Coaching vs Corrective Action Webinar for C. Clemente-Juarez.
04/22/2026 04/23/2026	EVENT SERVICE MSACONFEREX.C, NJ	**$178.00** $178.00	USD	178.00	Purchase of Coaching vs Corrective Action Webinar for G. Nevel.

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
04/22/2026 04/23/2026	EVENT SERVICE MSACONFEREX.C, NJ	**$178.00** $178.00	USD	178.00	Coaching vs Corrective Action Webinar (VSS Staff will be asking for refund - erroneous charge)
04/22/2026 04/23/2026	EVENT SERVICE MSACONFEREX.C, NJ	**$178.00** $178.00	USD	178.00	Coaching vs Corrective Action Webinar (VSS Staff will be asking for refund - erroneous charge)
04/22/2026 04/23/2026	EVENT SERVICE MSACONFEREX.C, NJ	**$178.00** $178.00	USD	178.00	Coaching vs Corrective Action Webinar (VSS Staff will be asking for refund - erroneous charge)
04/22/2026 04/23/2026	NAEH 202-638-1526, DC	**$985.00** $985.00	USD	985.00	Registration fee for R. Moreno to attend NAEH Conference in Washington, DC July 7-11, 2026
04/22/2026 04/23/2026	NAEH 202-638-1526, DC	**$985.00** $985.00	USD	985.00	Registration fee for J. Aguilar to attend NAEH Conference in Washington, DC July 7-11, 2026
04/22/2026 04/23/2026	NAEH 202-638-1526, DC	**$985.00** $985.00	USD	985.00	Registration fee for C. Huerta to attend NAEH Conference in Washington, DC July 7-11, 2026
04/22/2026 04/23/2026	NAEH 202-638-1526, DC	**$985.00** $985.00	USD	985.00	Registration fee for L. Page to attend NAEH Conference in Washington, DC July 7-11, 2026
04/22/2026 04/23/2026	NAEH 202-638-1526, DC	**$985.00** $985.00	USD	985.00	Registration fee for A. Daniels to attend NAEH Conference in Washington, DC July 7-11, 2026
04/22/2026 04/23/2026	NAEH 202-638-1526, DC	**$985.00** $985.00	USD	985.00	Registration fee for R. Navarro to attend NAEH Conference in Washington, DC July 7-11, 2026
04/22/2026 04/23/2026	NAEH 202-638-1526, DC	**$985.00** $985.00	USD	985.00	Registration fee for J. Lujan to attend NAEH Conference in Washington, DC July 7-11, 2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
04/22/2026 04/24/2026	HILTON INTERNATIONALS 202-4833000, DC	**$337.41** $337.41	USD	337.41	Deposit for hotel room for R. Moreno to attend NAEH Conference in Washington, DC July 7-11, 2026
04/22/2026 04/24/2026	HILTON INTERNATIONALS 202-4833000, DC	**$337.41** $337.41	USD	337.41	Deposit for hotel room for J. Aguilar to attend NAEH Conference in Washington, DC July 7-11, 2026
04/22/2026 04/24/2026	HILTON INTERNATIONALS 202-4833000, DC	**$337.41** $337.41	USD	337.41	Deposit for hotel room for C. Huerta to attend NAEH Conference in Washington, DC July 7-11, 2026
04/22/2026 04/24/2026	HILTON INTERNATIONALS 202-4833000, DC	**$337.41** $337.41	USD	337.41	Deposit for hotel room for L. Page to attend NAEH Conference in Washington, DC July 7-11, 2026
04/22/2026 04/24/2026	HILTON INTERNATIONALS 202-4833000, DC	**$337.41** $337.41	USD	337.41	Deposit for hotel room for A. Daniels to attend NAEH Conference in Washington, DC July 7-11, 2026
04/22/2026 04/24/2026	HILTON INTERNATIONALS 202-4833000, DC	**$337.41** $337.41	USD	337.41	Deposit for hotel room for R. Navarro to attend NAEH Conference in Washington, DC July 7-11, 2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
04/22/2026 04/24/2026	HILTON INTERNATIONALS 202-4833000, DC	**$337.41** $337.41	USD	337.41	Deposit for hotel room for J. Lujan to attend NAEH Conference in Washington, DC July 7-11, 2026

Activity Totals	Purchases	Payments
$12,271.73	$12,271.73	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: SUSANA MAGANA **Account Number:** **4027 **Cycle End Date:** 04/24/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
03/29/2026 03/30/2026	TEXTEDLY TEXTEDLY.COM, CA	**$317.00** $317.00	USD	317.00	Monthly text service subscription for CSFP
03/30/2026 03/31/2026	EZCATER*PANINI KABOB G 800-488-1803, MA	**$1,044.94** $1,044.94	USD	1,044.94	Purchase of food for Yubi Key Training Meeting for MCAP
03/30/2026 03/31/2026	TARGET 00025247 BAKERSFIELD, CA	**$21.16** $21.16	USD	21.16	Purchase of Special Diet Foods/Milk
04/02/2026 04/03/2026	CA ASSOC FOOD BANKS CAFOODBANKS.O, CA	**$400.00** $400.00	USD	400.00	Registration for J. Marsh to attend CAFB in Sacramento, CA May 17-20, 2026
04/08/2026 04/09/2026	WAL-MART #1624 BAKERSFIELD, CA	**$133.88** $133.88	USD	133.88	Purchase of Special Diet Foods/Milk
04/14/2026 04/16/2026	HOLIDAY INN EXPRESS 9169231100, CA	**$483.20** $483.20	USD	483.20	Hotel for T. Porter while attending Breastfeeding Meeting in Sacramento, CA April 14-17, 2026
04/16/2026 04/20/2026	FAIRMONT DALLAS DALLAS, TX	**$1,061.24** $1,061.24	USD	1,061.24	Hotel for K. Lowery while attending Feeding America Annual Conference in Dallas, TX April 12-16, 2026
04/17/2026 04/20/2026	LASSENS NATURAL FOODS-BK BAKERSFIELD, CA	**$72.27** $72.27	USD	72.27	Purchase of Special Diet Foods/Milk

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
04/17/2026 04/20/2026	HOLIDAY INN EXPRESS 9169231100, CA	**$30.00** $30.00	USD	30.00	Parking fee for T. Porter at hotel while attending Breastfeeding Meeting in Sacramento, CA April 14-17, 2026
04/20/2026 04/21/2026	LASSENS NATURAL FOODS-BK BAKERSFIELD, CA	**$123.00** $123.00	USD	123.00	Purchase of Special Diet Foods/Milk

Activity Totals	Purchases	Payments
$3,686.69	$3,686.69	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: SABRINA JONES-ROBERTS **Account Number:** **6725 **Cycle End Date:** 04/24/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: VETERANS A FOOD SERVICES **Account Number:** **2152 **Cycle End Date:** 04/24/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
03/25/2026 03/26/2026	IC* INSTACART 888-246-7822, CA	**$378.62** $378.62	USD	378.62	Grocery charge for GPD program (FoodsCO)
04/02/2026 04/03/2026	IC* INSTACART INSTACART.COM, CA	**$461.32** $461.32	USD	461.32	Grocery charge for GPD program (FoodsCo)
04/08/2026 04/08/2026	IC* INSTACART 888-246-7822, CA	**$550.82** $550.82	USD	550.82	Grocery charge for GPD program (FoodsCo)
04/16/2026 04/17/2026	IC* INSTACART INSTACART.COM, CA	**$548.08** $548.08	USD	548.08	Grocery charge for GPD program (FoodsCo)
04/23/2026 04/24/2026	IC* INSTACART 888-246-7822, CA	**$546.94** $546.94	USD	546.94	Grocery charge for GPD program (FoodsCo)

Activity Totals	Purchases	Payments
$2,485.78	$2,485.78	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: TEAM 1 ENERGY **Account Number:** **7425 **Cycle End Date:** 04/24/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
04/03/2026 04/06/2026	LOWES #02424* BAKERSFIELD, CA	**$54.24** $54.24	USD	54.24	WX- Emergency purchase Inventory / Supply DOEIIJA22-132 4/03/2026
04/06/2026 04/08/2026	G.H. SLACK AND SON BAKERSFIELD, CA	**$38.09** $38.09	USD	38.09	WX- Emergency purchase Inventory DOEWAP25-001 4/06/202
04/06/2026 04/08/2026	G.H. SLACK AND SON BAKERSFIELD, CA	**$50.26** $50.26	USD	50.26	WX- Emergency purchase Inventory DOEWAP25-001 4/06/202
04/06/2026 04/08/2026	THE HOME DEPOT #1050 BAKERSFIELD, CA	**$32.43** $32.43	USD	32.43	WX- Emergency purchase Inventory L26-063 4/06/202
04/08/2026 04/09/2026	LOWES #00790* BAKERSFIELD, CA	**$160.69** $160.69	USD	160.69	WX- Emergency purchase Inventory COB25-015 4/08/202

Activity Totals	Purchases	Payments
$335.71	$335.71	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: TEAM 2 ENERGY **Account Number:** **7433 **Cycle End Date:** 04/24/2026

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency Allocation Amount	Currency Amount Accounting Code

Activity Totals	Purchases	Payments
$0.00	$0.00	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: TEAM 3 ENERGY **Account Number:** **7441 **Cycle End Date:** 04/24/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
04/02/2026 04/03/2026	FLOYDS GEN HARDWARE 105 BAKERSFIELD, CA	**$23.25** $23.25	USD	23.25	WX- Emergency purchase Supply COB25-016 4/03/202
04/06/2026 04/08/2026	THE HOME DEPOT #1050 BAKERSFIELD, CA	**$24.17** $24.17	USD	24.17	WX- Emergency purchase Supply COB25-016 4/06/202

Activity Totals	Purchases	Payments
$47.42	$47.42	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: FHCC GAS CARD **Account Number:** **6442 **Cycle End Date:** 04/24/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
04/09/2026 04/10/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$29.48** $29.48	USD	29.48	Purchased gas for the CYA program Hylander #2. Needed to transport program youth.
04/09/2026 04/10/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$54.76** $54.76	USD	54.76	Purchased gas for the FHCC SIENNA VAN. Needed to pick youth up from School + transport to FHCC Afterschool program.
04/09/2026 04/10/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$52.96** $52.96	USD	52.96	Purchased gas for the CYA program Hylander. Need to transport program youth + facilitate classes in Shafter.

Activity Totals	Purchases	Payments
$137.20	$137.20	$0.00

Cardholder Name: Lois Hawnible **Signature:** Lois Hawnible

Supervisor Name: _____ **Signature:** _____

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
04/13/2026 04/14/2026	UBER *TRIP HELP.UBER.COM, CA	**$14.95** $14.95	USD	14.95	Incentive Charge for GPD resident
04/14/2026 04/14/2026	UBER *TRIP HELP.UBER.COM, CA	**$14.95** $14.95	USD	14.95	Incentive Charge for GPD resident
04/14/2026 04/14/2026	UBER *TRIP HELP.UBER.COM, CA	**$14.95** $14.95	USD	14.95	Incentive charge for GPD resident
04/14/2026 04/15/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$76.26** $76.26	USD	76.26	fuel charge for SSVF vehicle
04/15/2026 04/17/2026	ARCO 911938 BAKERSFIELD, CA	**$90.01** $90.01	USD	90.01	fuel charge for GPD vehicle
04/17/2026 04/20/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$73.16** $73.16	USD	73.16	fuel charge for GPD vehicle
04/17/2026 04/20/2026	EXXON OAK STREET MOBIL BAKERSFIELD, CA	**$88.40** $88.40	USD	88.40	fuel charge for GPD vehicle

Activity Totals	Purchases	Payments
$669.55	$669.55	$0.00

Cardholder Name: _____ **Signature:** _____

Supervisor Name: _____ **Signature:** _____

Cardholder Activity

Name: VETERANS SVC FUEL CARD **Account Number:** **2335 **Cycle End Date:** 04/24/2026

Trans Date / Posting Date	Merchant Name / City, State/Prov.	Transaction Total / Allocation Amount	Source Currency / Accounting Code	Currency Amount	
03/25/2026 03/27/2026	ARCO 911938 BAKERSFIELD, CA	**$68.00** $68.00	USD	68.00	fuel charge for GPD vehicle
04/03/2026 04/06/2026	UBER *TRIP HELP.UBER.COM, CA	**$13.94** $13.94	USD	13.94	Incentive charge for GPD residents
04/03/2026 04/06/2026	EXXON GOLDEN STATE FOO BAKERSFIELD, CA	**$64.91** $64.91	USD	64.91	Fuel charge for SSVF vehicle
04/04/2026 04/06/2026	UBER *TRIP HELP.UBER.COM, CA	**$16.93** $16.93	USD	16.93	Incentive charge for GPD resident
04/06/2026 04/07/2026	CHEVRON 0358476 BAKERSFIELD, CA	**$78.29** $78.29	USD	78.29	fuel charge for YS HHAP vehicle
04/08/2026 04/09/2026	UBER *TRIP HELP.UBER.COM, CA	**$12.96** $12.96	USD	12.96	Incentive charge for GPD resident
04/08/2026 04/09/2026	UBER *TRIP HELP.UBER.COM, CA	**$14.94** $14.94	USD	14.94	Incentive charge for GPD resident
04/09/2026 04/09/2026	UBER *TRIP HELP.UBER.COM, CA	**$14.96** $14.96	USD	14.96	Incentive charge for GPD resident
04/10/2026 04/13/2026	UBER TRIP* TRIP WWW.UBER.COM, CA	**$11.94** $11.94	USD	11.94	Incentive charge for GPD resident

COMMUNITY ACTION PARTNERSHIP OF KERN
CENTRAL KITCHEN - BUDGET TO ACTUAL
FOR THE PERIOD MARCH 1, 2026 TO FEBRUARY 28, 2027 (2 OF 12 MONTHS OR 16.66%)

Line Item	2026/27 Budget	3/1/26 - 2/28/27 Actual	% Expended	Available Budget
USDA Revenue (Note A)	$ 1,630,185	$ 310,784	19.1%	$ 1,319,401
Head Start Subsidy	930,137	267,528	28.8%	662,609
Total Revenue	$ 2,560,322	$ 578,312	22.6%	$ 1,982,010
Expenditures (Note B)				
Salaries	$ 1,013,002	$ 110,765	10.9%	$ 902,237
Benefits	341,693	37,957	11.1%	303,736
Vehicle Gasoline, Repair/Maintenance	62,300	7,333	11.8%	54,967
Space Costs	94,700	27,398	28.9%	67,302
Supplies - Office & Food Service	6,000	42,938	715.6%	(36,938)
Equipment Repair/Maintenance & Lease	27,000	4,523	16.8%	22,477
Communication	13,000	1,184	9.1%	11,816
Risk Insurance	12,700	5,189	40.9%	7,511
Printing	1,000	-	0.0%	1,000
Hiring & Employee Costs	100	-	0.0%	100
First Aid	500	-	0.0%	500
Raw Food/Vended Meals	974,761	260,915	26.8%	713,846
Sub Total	$ 2,546,756	$ 498,201	19.6%	$ 2,048,555
Adult Meals Prepared	128,794	38,196	29.7%	90,598
Indirect	193,994	41,915	21.6%	152,079
Total Expenditures	$ 2,869,544	$ 578,312	20.2%	$ 2,291,232

	Prior Period	April 2026	Cumulative
Total Meals Prepared and Vended (Note C)	71,725	66,050	137,775
Total Meals Claimed	51,594	47,126	98,720
Difference	20,131	18,924	39,055

Percentage Claimed to Prepared/Vended		71.3%	71.7%

Note A: Source of USDA revenue is monthly report submitted to California Department of Education by Head Start/State Child Development Program Division. Revenue is reimbursement for meals claimed.

Note B: Expenditures are for meals prepared, including vended meals.

Note C: Total number of meals delivered to the centers and homebase excluding adult prepared and adult meals vended. The total represents the number of meals available to be served to center and homebase children.

COMMUNITY ACTION PARTNERSHIP OF KERN
STATE DEPARTMENT OF EDUCATION CONTRACT - MIGRANT ALTERNATIVE PAYMENT
FOR THE PERIOD 7/1/25 - 6/30/26 (10 OF 12 MONTHS = 83.3%)

Contract CMAP-5000	July 2025	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Total	%	% Earned to MRA
Provider Payments	$ 1,799,384	$ 1,954,184	$ 2,083,251	$ 2,247,432	$ 2,119,505	$ 2,393,347	$ 2,392,157	$ 2,309,340	$ 2,585,591	$ 2,738,923	$ -	$ -	$ 22,623,112		
Add: Family Fees	-	280	280	280	314	314	-	-	-	-	-	-	$ 1,468		
Net Provider Payments	$ 1,799,384	$ 1,954,464	$ 2,083,531	$ 2,247,712	$ 2,119,818	$ 2,393,661	$ 2,392,157	$ 2,309,340	$ 2,585,591	$ 2,738,923	$ -	$ -	$ 22,624,580	80.45%	
Maximum Reimburseable Amount (MRA) for Provider Payments													**29,398,811**		**76.96%**
Administration & Support Services Revenue															
Provider Payments	$ 1,799,384	$ 1,954,464	$ 2,083,531	$ 2,247,432	$ 2,119,415	$ 2,393,347	$ 2,392,157	$ 2,309,340	$ 2,585,591	$ 2,738,923	$ -	$ -	$ 22,623,582		
Reimbursement Rate	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%	x 26.5823%		
Revenue Earned	$ 478,318	$ 519,542	$ 553,851	$ 597,419	$ 563,389	$ 636,207	$ 635,890	$ 613,876	$ 687,309	$ 728,069	$ -	$ -	$ 6,013,869		
Program Administration/Support Services Costs	181,944	252,260	396,898	268,018	311,946	278,488	318,485	378,135	275,405	304,435	-	-	2,966,012	10.55%	
Indirect (10% x MTDC) Costs	198,777	218,572	245,929	249,507	240,289	263,913	267,923	265,867	280,419	301,225	-	-	2,532,420	9.00%	
Transfer Indirect to CSBG	-	-	-	-	-	-	-	-	-	-	-	-	-		
Total Operating Costs	$ 380,721	$ 470,833	$ 642,826	$ 517,524	$ 552,234	$ 542,401	$ 586,408	$ 644,002	$ 555,823	$ 605,660	$ -	$ -	5,498,432	19.55%	
Revenue Earned Over/(Under) Costs	$ 97,596	$ 48,709	$ (88,976)	$ 79,895	$ 11,155	$ 93,806	$ 49,483	$ (30,126)	$ 131,486	$ 122,409	$ -	$ -	515,436		
TOTAL COSTS - NET OF FAMILY FEES	$ 2,180,105	$ 2,425,297	$ 2,726,357	$ 2,765,236	$ 2,672,053	$ 2,936,062	$ 2,978,565	$ 2,953,342	$ 3,141,414	$ 3,344,583	$ -	$ -	28,123,013	100.00%	

Note 1: Administration and Support Services revenue is earned based on the amount of provider payments incurred. Example:

Provider payments	22,624,580
Reimbursement Rate (21.0% / 79.0%)	x 26.5823%
Revenue Earned	6,014,134

Note 2: The maximum reimburseable amount per the 2025/26 State contract is as follows:

Provider Payments	29,398,811	79.00%
Administration	6,642,643	17.85%
Support Services	1,172,231	3.15%
Maximum Reimbursable Amount (MRA)	37,213,685	100.00%

COMMUNITY ACTION PARTNERSHIP OF KERN
STATE DEPARTMENT OF EDUCATION 2025/26 CONTRACTS - EARNED REVENUE
FOR THE PERIOD 7/1/25 - 6/30/26 (10 OF 12 MONTHS = 83.3%)

	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	TOTAL	% Earned to MRA
GENERAL CHILD CARE (CCTR-5068)														
Adjusted Days of Enrollment - Certified	10,499	10,062	10,269	11,125	8,452	9,833	9,395	8,441	10,218	10,146	-	-	98,439	
Reimbursement Rate per Child per Day	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	
Revenue Earned	$ 541,202	$ 518,703	$ 529,367	$ 573,470	$ 435,703	$ 487,144	$ 484,315	$ 435,119	$ 526,719	$ 523,039	$ -	$ -	$ 5,054,781	**126.48%**
Maximum Reimburseable Amount (MRA)													**$3,996,470**	
Flex Factor														
Attendance Percentage (Attendance/Enrollment)	99.09%	99.54%	99.49%	99.32%	98.90%	98.90%	99.12%	98.86%	98.96%	98.96%	0.00%	0.00%		**99.09%**
Five Percent Flexibility, Maximum = 100 Percent	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	5.00%	5.00%		100.00%
CALIFORNIA STATE PRESCHOOL (CSPP-5118)														
Adjusted Days of Enrollment - Certified	7,003	9,193	12,691	16,025	13,503	15,233	17,446	16,474	18,566	17,440	-	-	143,574	
Reimbursement Rate per Child per Day	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X 55.27	X $55.27	
Revenue Earned	$ 387,046	$ 508,094	$ 701,455	$ 885,716	$ 746,285	$ 841,915	$ 964,226	$ 910,533	$ 1,026,140	$ 963,936	$ -	$ -	$ 7,935,345	**104.25%**
Maximum Reimburseable Amount (MRA)													**$7,612,170**	
Flex Factor														
Attendance Percentage (Attendance/Enrollment)	98.35%	99.07%	98.95%	98.82%	99.18%	99.09%	98.60%	99.10%	98.29%	98.50%	0.00%	0.00%		**98.35%**
Five Percent Flexibility, Maximum = 100 Percent	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	5.00%	5.00%		100.00%
MIGRANT CHILD CARE (CMIG-5004)														
Adjusted Days of Enrollment - Certified	-	-	-	-	19	42	44	40	46	44	-	-	234	
Reimbursement Rate per Child per Day	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	X $51.55	
Revenue Earned	$ -	$ -	$ -	$ -	$ 964	$ 2,155	$ 2,268	$ 2,041	$ 2,382	$ 2,268	$ -	$ -	$ 12,078	**4.11%**
Maximum Reimburseable Amount (MRA)													**$293,823**	
Flex Factor														
Attendance Percentage (Attendance/Enrollment)	0.00%	0.00%	0.00%	0.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	0.00%	0.00%		**100.00%**
Five Percent Flexibility, Maximum = 100 Percent	5.00%	5.00%	5.00%	5.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	5.00%	5.00%		100.00%

Note 1: Source of adjusted days of enrollment for certified children is the monthly attendance report prepared by the Fiscal Dept. of the Head Start/State Child Development Division

Note 2: Source of reimbursement rate per child per day and maximum reimburseable amount is per the 2025/26 State contracts.

COMMUNITY ACTION PARTNERSHIP OF KERN
STATE DEPARTMENT OF EDUCATION 2025/26 CONTRACTS - EARNED REVENUE
SAN JOAQUIN COUNTY OFFICE OF EDUCATION
FOR THE PERIOD 7/1/25 - 6/30/26 (10 OF 12 MONTHS = 83.3%)

	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	TOTAL	% Earned to MRA
GENERAL CHILD CARE (CCTR-5XXX)														
Adjusted Days of Enrollment - Certified	4,676	5,001	5,052	5,193	3,798	4,403	4,318	3,976	4,826	4,816	-	-	46,060	
Reimbursement Rate per Child per Day	X $48.84	X $48.84	X $48.84	X $48.84	X $48.84	X $48.84	X $48.84	X $48.84	X $48.84	X $48.84	X $48.84	X $48.84	X $48.84	
Revenue Earned	$ 228,392	$ 244,230	$ 246,762	$ 253,634	$ 185,471	$ 215,036	$ 210,902	$ 194,175	$ 235,717	$ 235,233	$ -	$ -	$ 2,249,552	**74.77%**
Maximum Reimburseable Amount (MRA)													**$3,008,544**	
Flex Factor														
Attendance Percentage (Attendance/Enrollment)	98.58%	99.18%	99.38%	98.90%	99.76%	99.71%	99.31%	98.81%	99.25%	99.77%	0.00%	0.00%		**98.58%**
Five Percent Flexibility, Maximum = 100 Percent	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	5.00%	5.00%		100.00%
CALIFORNIA STATE PRESCHOOL (CSPP-5XXX)														
Adjusted Days of Enrollment - Certified	-	52	384	749	784	1,202	1,361	1,333	1,944	2,135			9,943	
Reimbursement Rate per Child per Day	X $49.14	X $49.14	X $49.14	X $49.14	X $49.14	X $49.14	X $49.14	X $49.14	X $49.14	X $49.14	X $49.14	X $49.14	X $49.14	
Revenue Earned	$ -	$ 2,541	$ 18,889	$ 36,796	$ 38,518	$ 59,072	$ 66,869	$ 65,480	$ 95,515	$ 104,920	$ -	$ -	$ 488,601	**21.71%**
Maximum Reimburseable Amount (MRA)													**$2,250,612**	
Flex Factor														
Attendance Percentage (Attendance/Enrollment)	0.00%	86.11%	93.95%	96.87%	99.34%	99.71%	99.48%	100.00%	99.19%	99.34%	0.00%	0.00%		
Five Percent Flexibility, Maximum = 100 Percent	5.00%	91.11%	98.95%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	5.00%	5.00%		

Note 1: Source of adjusted days of enrollment for certified children is the monthly attendance report prepared by the Fiscal Dept. of the Head Start/State Child Development Division

Note 2: Source of reimbursement rate per child per day and maximum reimburseable amount is per the 2025/26 Cooperative Agreement with the San Joaquin County Office of Educatio

Community Action Partnership of Kern

Finance Division — Monthly Activity Report | Helping People...Changing Lives.

Division/CFO:	Tracy Webster, CFO	**Month/Year:**	April 2026
Program/Work Unit:	Finance	**Director of Finance:**	Gabrielle Alexander
Services:	Overall financial and accounting functions of the organization		

Activities

Description	April 2026		Year to Date	
	Number	Amount	Number	Amount
Bank/Wire Deposits	88	12,561,128	180	24,242,768
Vendor Checks Issued	1,769	7,003,935	3,676	15,865,953
Payroll Disbursed		$6,217,635		10,358,804
Grant Reports Prepared	43		86	
CAFB Food Access for Farmworkers Initiative				
2-1-1				
ARG III - Warm Handoff				
BKRHC Encampment Resolution				
BCSD California Community School Partnership				
BKRHC - HHAP)				
CAL EITC				
CalCAPA Diaper Distribution Pilot				
California State Preschool				
CalVIP (CA Violence Intervention and Prevention)				
CFDA - Healthy Refrigeration Program Grant				
Child and Adult Care Food				
City of Bakersfield FHCC Sports Field				
County of Kern Low Barrier Homeless Shelter				
CSBG (Community Services Block Grant)				
CSFP (Commodity Supplemental Food Program)				
DOE BIL				
E Kern Family Resource Center				
Early Head Start (EHS)/Head Start - Kern & San Joaquin				
EFAP				
Food Bank Capacity Program				
Help Me Grow				
Home Visit Initiative				
HOME-ARP City of Bakersfield 2024-25				
Housing and Urban Development				
HUD CPF Food Bank Expansion				
Internal Revenue Servicie - VITA				
KCCD CERF Regional Convener				
KCCD CWDB High Road Training Partnership				
LIHEAP				
Local Purchase Assistance (LFPA) USDA				
Migrant Alternative Payment				
NEOPB Cal Fresh Healthy Living				
Oasis FRC				
Positive Youth Development Services				
QRIS San Joaquin				
Safe Camping				
San Joaquin COE General Child Care (CCTR)				
San Joaquin QRIS				
SJCOE COE Headstart				
State Disaster Food Boxes				
SNAP (Cal Fresh Outreach)				
WIC (Women, Infants & Children)				

Business Services

Activity	Requested	In-Progress	Processed	Processed YTD
Purchase Orders	661	66	595	1,190
Contracts	46	5	41	82
Leases	10	1	9	18
Requests for Proposals	19	2	18	35

Total Division Staffing - 32 Positions

CFO
Director of Finance
Finance Administrator
Controller
Payroll/HRIS Manager
Accounting Administrator
Accounting Administrator - Energy
Accountant (3)
Accountant II (2)
Accounting Technician (6)
Accounting Specialist (2)
Accounting Clerk (1)
AP Supervisor (1)
Fiscal Technician (2)
Payroll Specialists (3)
Payroll Supervisor (1)
Administrative Coordinator (1)
Procurement Supervisor (1)
Business Technician (2)

Community Action of Partnership of Kern
Agency Total

STATEMENT OF POSITION (UNAUDITED)
AS OF FEBRUARY 28, 2026

ASSETS	
Cash in Bank	14,228,436
Cash - Vacation Reserve	1,975,302
Petty Cash	-
Accounts Receivable	5,540,086
Travel Advance	16,005
Prepaid Expense	634,664
Inventory	3,643,842
Net Fixed Assets - Unrestricted	8,775,205
Net Fixed Assets - Restricted	38,571,487
Operating lease ROU	4,493,179
Total Assets	77,878,206
LIABILITES AND NET ASSETS	
Accounts Payable	3,946,411
Accrued Expenses	4,274,978
Accrued Vacation	1,086,506
Line of Credit	-
Note Payable	7,277,075
Advance Payable	1,011,539
Deferred Revenue	4,339,103
Operating Lease Liability	4,511,411
Total Liabilites	26,447,024
Total Net Assets	51,431,181
Total Liabilities and Net Assets	77,878,205

STATEMENT OF OPERATIONS (UNAUDITED)
FOR THE PERIOD MARCH 1, 2025 TO FEBRUARY 28, 2026

REVENUE	
Grant Revenue	138,012,344
Donations	39,051,175
Other Revenue	13,433,050
In-Kind	30,754
Total Revenue	190,527,323
EXPENDITURES	
Salaries	54,211,203
Benefits	19,018,791
Travel	977,912
Space Costs	14,587,677
Supplies	4,308,637
Consultant/Contract Services	5,193,152
Other Costs	4,602,733
Program Costs	74,930,823
Capital Expenditures	26,583
Indirect	11,857,796
In-Kind	1,020,187
Total Expenditures	190,735,495
Net Change in Assets	(208,172)
Net Assets, beginning	51,639,353
Net Assets, ending	51,431,181

Community Action of Partnership of Kern
Agency Total

STATEMENT OF POSITION (UNAUDITED)
AS OF APRIL 30, 2026

ASSETS	
Cash in Bank	9,785,715
Cash - Vacation Reserve	1,227,947
Petty Cash	-
Accounts Receivable	10,872,518
Travel Advance	49,388
Prepaid Expense	1,680,623
Inventory	3,642,835
Net Fixed Assets - Unrestricted	8,666,906
Net Fixed Assets - Restricted	38,126,441
Operating lease ROU	4,493,179
Total Assets	78,545,552
LIABILITES AND NET ASSETS	
Accounts Payable	2,418,012
Accrued Expenses	1,723,022
Accrued Vacation	1,086,506
Line of Credit	-
Note Payable	7,224,980
Advance Payable	1,024,981
Deferred Revenue	8,756,268
Operating Lease Liability	4,511,411
Total Liabilites	26,745,180
Total Net Assets	51,800,372
Total Liabilities and Net Assets	78,545,551

STATEMENT OF OPERATIONS (UNAUDITED)
FOR THE PERIOD MARCH 1, 2026 TO APRIL 30, 2026

REVENUE	
Grant Revenue	21,654,227
Donations	66,254
Other Revenue	2,653,836
In-Kind	462,036
Total Revenue	24,836,353
EXPENDITURES	
Salaries	6,467,668
Benefits	2,971,474
Travel	134,847
Space Costs	1,808,623
Supplies	638,552
Consultant/Contract Services	1,362,744
Other Costs	871,328
Program Costs	7,780,634
Capital Expenditures	-
Indirect	1,969,257
In-Kind	462,036
Total Expenditures	24,467,162
Net Change in Assets	369,190
Net Assets, beginning	51,431,181
Net Assets, ending	51,800,372

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-26 TO 04-30-26 (16.7%)

	AGENCY TOTAL			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	52,054,666	5,830,314	46,224,352	11%
BENEFITS	16,958,590	2,727,043	14,231,547	16%
TRAVEL	847,800	113,967	733,833	13%
SPACE COST	7,431,356	1,166,602	6,264,754	16%
SUPPLIES	2,480,901	546,796	1,934,105	22%
EQUIPMENT	120,000	-	120,000	0%
CONSULTANT/CONTRACT SERVICES	3,583,586	1,111,048	2,472,538	31%
OTHER COSTS	3,349,644	629,710	2,719,934	19%
PROGRAM COSTS	39,641,476	7,780,634	31,860,842	20%
INDIRECT	13,983,484	1,986,513	11,996,971	14%
TOTAL	140,451,503	21,892,627	118,558,876	16%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-26 TO 04-30-26 (16.7%)

	EDUCATION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	38,310,569	4,241,140	34,069,429	11%
BENEFITS	12,375,549	2,032,735	10,342,814	16%
TRAVEL	609,486	55,924	553,562	9%
SPACE COST	3,518,156	757,707	2,760,449	22%
SUPPLIES	1,804,230	332,631	1,471,599	18%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	1,485,575	278,627	1,206,948	19%
OTHER COSTS	1,703,800	217,605	1,486,195	13%
PROGRAM COSTS	34,577,866	6,483,334	28,094,532	19%
INDIRECT	10,814,414	1,509,202	9,305,212	14%
TOTAL	105,199,645	15,908,903	89,290,742	15%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-26 TO 04-30-26 (16.7%)

	NUTRITION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	4,587,972	536,904	4,051,069	12%
BENEFITS	1,484,997	200,223	1,284,774	13%
TRAVEL	90,986	39,222	51,764	43%
SPACE COST	944,161	126,017	818,144	13%
SUPPLIES	187,641	133,259	54,382	71%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	17,554	53,528	(35,974)	305%
OTHER COSTS	445,652	140,413	305,239	32%
PROGRAM COSTS	2,746,552	1,117,211	1,629,341	41%
INDIRECT	1,021,392	226,040	795,352	22%
TOTAL	11,526,907	2,572,817	8,954,091	22%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-26 TO 04-30-26 (16.7%)

	ENERGY CONSERVATION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	2,769,656	312,536	2,457,120	11%
BENEFITS	886,289	142,218	744,071	16%
TRAVEL	50,000	5,605	44,395	11%
SPACE COST	396,500	46,540	349,960	12%
SUPPLIES	100,000	7,260	92,740	7%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	1,538,131	107,732	1,430,399	7%
OTHER COSTS	505,338	63,961	441,377	13%
PROGRAM COSTS	500,000	34,029	465,971	7%
INDIRECT	674,594	69,059	605,535	10%
TOTAL	7,420,508	788,939	6,631,569	11%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-26 TO 04-30-26 (16.7%)

	COMMUNITY SERVICES			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	5,159,887	673,127	4,486,760	13%
BENEFITS	1,735,537	291,722	1,443,815	17%
TRAVEL	70,478	10,316	60,162	15%
SPACE COST	2,353,093	278,931	2,074,162	12%
SUPPLIES	308,675	70,105	238,570	23%
EQUIPMENT	120,000	-	120,000	0%
CONSULTANT/CONTRACT SERVICES	539,451	671,161	(131,710)	124%
OTHER COSTS	557,069	155,786	401,283	28%
PROGRAM COSTS	1,813,808	146,060	1,667,748	8%
INDIRECT	1,250,264	162,558	1,087,706	13%
TOTAL	13,908,262	2,459,766	11,448,496	18%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-26 TO 04-30-26 (16.7%)

	CSBG			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	945,735	35,434	910,301	4%
BENEFITS	378,559	49,952	328,607	13%
TRAVEL	18,750	2,070	16,680	11%
SPACE COST	200,446	18,538	181,908	9%
SUPPLIES	60,855	2,119	58,736	3%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	875	-	875	0%
OTHER COSTS	35,725	4,595	31,130	13%
PROGRAM COSTS	2,000	-	2,000	0%
INDIRECT	159,170	10,523	148,647	7%
TOTAL	1,802,115	123,229	1,678,886	7%

COMMUNITY ACTION PARTNERSHIP OF KERN
BUDGET TO ACTUAL
FOR THE PERIOD 03-01-26 TO 04-30-26 (16.7%)

	DISCRETIONARY & FUND RAISING			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	280,847	31,175	249,672	11%
BENEFITS	97,659	10,193	87,466	10%
TRAVEL	8,100	831	7,269	10%
SPACE COST	19,000	(61,131)	80,131	-322%
SUPPLIES	19,500	1,422	18,078	7%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	2,000	-	2,000	0%
OTHER COSTS	102,060	47,351	54,709	46%
PROGRAM COSTS	1,250	-	1,250	0%
INDIRECT	63,650	9,133	54,517	14%
TOTAL	594,066	38,974	555,092	7%

COMMUNITY ACTION PARTNERSHIP OF KERN
INDIRECT FUND - FY 2026/27
BUDGET TO ACTUAL - 3/1/26 TO 4/30/26 (2 OF 12 MONTHS = 16.7%)

	Budget	Actual	% Earned/ Expended	Available Balance
Revenue	**$ 13,983,484**	**$ 1,986,513**	**14.2%**	**$ 11,996,971**
Expenditures				
Salaries	7,443,532	637,354	8.6%	6,806,178
Benefits @ 33.4% actual	2,482,552	244,431	9.8%	2,238,121
Total Personnel Costs	9,926,084	881,785	8.9%	9,044,299
Operating Costs				
Travel	143,000	18,767	13.1%	124,233
Space Costs	620,412	131,892	21.3%	488,520
Supplies	324,572	91,572	28.2%	233,000
Equipment	-	-	0.0%	-
Consultant/Contract	1,327,500	251,696	19.0%	1,075,804
Other Operating Costs	834,600	240,180	28.8%	594,420
Total Operating Costs	3,250,084	734,107	22.6%	2,515,977
Total Expenditures	**$ 13,176,168**	**$ 1,615,892**	**12.3%**	**$ 11,560,276**
Excess (Deficit) Indirect Revenue	**$ 807,316**	**$ 370,622**		

RECAP BY SUPPORT DIVISION	Budget	Actual	% Expended	Available Balance
HR	$ 1,903,340	$ 158,234	8.3%	$ 1,745,106
Operations	4,478,821	676,662	15.1%	3,802,159
Executive	1,053,605	108,320	10.3%	945,285
Finance	4,084,436	463,807	11.4%	3,620,629
Community Development	1,655,966	208,868	12.6%	1,447,098
	$ 13,176,168	$ 1,615,892	12.3%	$ 11,560,276

Prepared Date: 06/11/26

Company name: Community Action Partnership of Kern (CAPK)

Report name: Check register

Created on: 6/10/2026

Bank	Date	Vendor	Document no.	Amount
CBB - Operating Acct - Citizens Business Bank				
	4/2/2026	V04073--ASHLEY TREVINO	122234140017428	22.51
	4/6/2026	V05199--YASMIN Y TURCIOS QUINTANILLA	309069	1,117.26
	4/7/2026	V04095--KATERINA GONZALEZ-ROSARIO	122234140017545	182.70
	4/7/2026	V04095--KATERINA GONZALEZ-ROSARIO	Voided - 308696	-182.70
	4/7/2026	V03172--OFFICE1 LEASING	309114	302.78
	4/7/2026	V04519--ROTARY CLUB OF BAKERSFIELD WEST	309126	640.00
	4/7/2026	V03172--OFFICE1 LEASING	309113	918.78
	4/7/2026	V01928--JERRY ELKIND	309100	1,100.00
	4/7/2026	V05124--EMMA VALDIVIA	309091	2,530.00
	4/7/2026	V03430--SPECTRUM/CHARTER	309140	150.00
	4/7/2026	V04093--AT&T	309075	92.77
	4/7/2026	V04390--ROSA GUERRERO	309125	73.95
	4/7/2026	TN00006--ROGER L. TROTTER	309124	50.00
	4/7/2026	V00370--FEDEX	309093	280.24
	4/7/2026	V04757--JAIME VALLES DBA DWARE PROPERTY	309099	425.00
	4/7/2026	V04160--MOUNTAINSIDE DISPOSAL, INC.	309109	392.55
	4/7/2026	V03430--SPECTRUM/CHARTER	309139	262.26
	4/7/2026	V03430--SPECTRUM/CHARTER	309138	214.00
	4/7/2026	V03430--SPECTRUM/CHARTER	309137	214.00
	4/7/2026	V03430--SPECTRUM/CHARTER	309136	214.00
	4/7/2026	V03430--SPECTRUM/CHARTER	309135	214.00
	4/7/2026	V00207--CINTAS CORPORATION #668	309083	448.80
	4/7/2026	V04992--FINANCIAL SERVICING LLC	309094	150.28
	4/7/2026	V00597--LAMONT SANITATION INC	309103	1,597.61
	4/7/2026	V00799--PRICE DISPOSAL	309119	539.76
	4/7/2026	V01027--VARNER BROS INC	309148	45.39
	4/7/2026	V03430--SPECTRUM/CHARTER	309134	4,694.79
	4/7/2026	V00948--SUPERIOR SANITATION SERVICE INC	309143	893.06
	4/7/2026	V02597--CATHARYN LAURIE SPROULE	309081	203.00
	4/7/2026	V03823--MELISSA DEWITT	309108	192.13
	4/7/2026	V04102--IRIS LOPEZ	309098	139.20
	4/7/2026	V03522--AVERY COX	309076	67.43
	4/7/2026	V03729--LARA POPKIN	309105	64.53
	4/7/2026	V04777--OILDALE MUTUAL WATER COMPANY	309115	380.05
	4/7/2026	V00212--CITY OF DELANO	309084	116.43
	4/7/2026	V04939--MARLENE VERDUZCO	309107	43.50
	4/7/2026	V00599--LANGUAGE LINE SERVICES INC	309104	155.81
	4/7/2026	V03496--ANDREW CHAVEZ	309073	483.58
	4/7/2026	V03599--EDNA QUINONEZ	309090	368.30
	4/7/2026	V04971--NISSAN NORTH AMERICA, INC.	309110	309.90
	4/7/2026	V03862--OSCAR W MARTINEZ	309116	268.98
	4/7/2026	V00114--BERKSHIRE HATHAWAY HOMESTATE CO	309079	116,952.29
	4/7/2026	V00251--COUNTY OF KERN GENERAL SERVICES, 3RD FLOOR	309088	7,859.35
	4/7/2026	V01049--WASTE MANAGEMENT OF SOUTHERN CALIFORNIA	309150	1,789.46
	4/7/2026	V02979--SUBURBAN PROPANE	309142	993.13
	4/7/2026	V05019--MARIA REYES	309106	26.68
	4/7/2026	V00058--AMERIGAS LAKE ISABELLA	309072	664.77
	4/7/2026	V01026--VARNER & SON INC	309147	691.69
	4/7/2026	V00596--LAMONT PUBLIC UTILITY DISTRICT	309102	687.20
	4/7/2026	V04090--ALEJANDRA VERDUZCO	309071	31.18
	4/7/2026	V00919--SPECTRUM	309132	216.66
	4/7/2026	V00092--AT&T	309074	62.31
	4/7/2026	V00919--SPECTRUM	309131	176.66
	4/7/2026	V04824--A-1 PLUMBING SERVICE, INC.	309070	4,625.88
	4/7/2026	V01003--TRES HOMBRES FENCE COMPANY	309145	250.00
	4/7/2026	V03192--ROBERT D. STANE - AMERICAN TERMITE SOLUTIONS INC.	309123	1,610.00
	4/7/2026	V00919--SPECTRUM	309130	362.73
	4/7/2026	V00206--CHRISTOPHER PERCIVAL	309082	1,685.54
	4/7/2026	V00787--PG&E	309117	9,647.85
	4/7/2026	V00801--PRODUCERS DAIRY FOODS INC	309120	6,651.66
	4/7/2026	V00907--SOCALGAS	309127	130.52
	4/7/2026	V00914--SOUTHERN CALIFORNIA EDISON	309129	63.14
	4/7/2026	V00215--CITY OF SHAFTER	309085	608.86
	4/7/2026	V00220--CITY OF WASCO	309086	571.68
	4/7/2026	V04938--PINNACLE RECRUITING SERVICES LLC	309118	2,295.03
	4/7/2026	V00926--STANDARD PLUMBING SUPPLY COMPANY, INC	309141	132.93
	4/7/2026	V03059--T-MOBILE USA INC	309144	8,855.30

Bank	Date	Vendor	Document no.	Amount
	4/7/2026	V03430--SPECTRUM/CHARTER	309133	42.34
	4/7/2026	V04804--VERDANT COMMERCIAL CAPITAL LLC	309149	522.06
	4/7/2026	V03156--PROLIFIC PKG, LLC	309121	28,502.66
	4/7/2026	V00525--JORGENSEN & CO	309101	133.73
	4/7/2026	V01022--VALLEY PROPANE SERVICE	309146	516.54
	4/7/2026	V00169--CALIFORNIA WATER SERVICE	309080	1,840.53
	4/7/2026	V02935--COUNTRY CLUB SERVICE (DBA BOB'S LUBE & OIL, TIRES & I	309087	58.06
	4/7/2026	V00912--SOUTH TULARE RICHGROVE REFUSE INC	309128	474.22
	4/7/2026	V03172--OFFICE1 LEASING	309112	455.65
	4/7/2026	V03172--OFFICE1 LEASING	309111	454.93
	4/7/2026	V00255--COVERALL NORTH AMERICA INC	309089	1,025.00
	4/7/2026	V00429--GRIMMWAY ENTERPRISES, INC.	309095	2,940.00
	4/7/2026	V00103--BAKERSFIELD FALSE ALARM RECOVERY PROGRAM	309077	225.00
	4/7/2026	V04925--EMTS, INC	309092	9,180.00
	4/7/2026	V00111--BARNES & NOBLE BOOKSELLERS	309078	2,381.85
	4/7/2026	V04901--ICOS GARDENING & LANDSCAPE	309097	975.00
	4/7/2026	V03165--RAMON TAPIA	309122	1,250.00
	4/7/2026	V00458--HOME DEPOT COMMERCIAL CREDIT	309096	3,251.28
	4/7/2026	V04575--LOWE'S COMPANIES, INC.	122234140017544	228.30
	4/7/2026	V03263--FLOWERS BAKERIES SALES OF SOCAL, LLC	122234140017543	330.24
	4/7/2026	V05000--AFFORDABLE COMMUNITY LIVING CORPORATION	122234140017542	1,000.00
	4/7/2026	V04070--TERRIVA PORTER	122234140017541	238.00
	4/7/2026	V03334--Pritika Ram	122234140017540	215.00
	4/7/2026	V03421--REBECCA MORENO	122234140017539	17.88
	4/7/2026	V00992--TOKAY PRESS INC	122234140017538	525.53
	4/7/2026	V03064--CUSTOM L & A CONSTRUCTION INC	122234140017537	6,800.00
	4/7/2026	V00087--ARVIN COMMUNITY SERVICE DISTRICT	122234140017536	407.33
	4/7/2026	V00226--RLH FIRE PROTECTION, INC.	122234140017535	435.00
	4/7/2026	V00226--RLH FIRE PROTECTION, INC.	122234140017534	1,023.00
	4/7/2026	V00285--DELL FINANCIAL SERVICES LLC	122234140017533	247.55
	4/7/2026	V00285--DELL FINANCIAL SERVICES LLC	122234140017532	846.81
	4/7/2026	V00349--ERIE CUSTOM COMPUTER APPLICATIONS	122234140017531	2,940.00
	4/7/2026	V00770--KERN PRINT SERVICES, INC	122234140017530	1,250.17
	4/7/2026	V03096--PUBLIC AGENCY COALITION ENTERPRISE	122234140017529	966,157.28
	4/7/2026	V03117--IGNACIO VALDOVINOS OCHOA	122234140017528	525.00
	4/7/2026	V03239--AMAROK, LLC	122234140017527	1,832.25
	4/7/2026	V04865--CHRISTIAN F. VARGAS	122234140017526	700.00
	4/7/2026	V00057--AMERICAN REFUSE, INC.	122234140017525	631.39
	4/7/2026	V02868--SAFIYA PRICE	122234140017524	31.90
	4/7/2026	V00584--KLEIN DE NATALE GOLDNER COOPER ROSENLIEB & KIMBALI	122234140017523	5,250.00
	4/7/2026	V00584--KLEIN DE NATALE GOLDNER COOPER ROSENLIEB & KIMBALI	122234140017522	4,035.15
	4/7/2026	V00584--KLEIN DE NATALE GOLDNER COOPER ROSENLIEB & KIMBALI	122234140017521	773.55
	4/7/2026	V00584--KLEIN DE NATALE GOLDNER COOPER ROSENLIEB & KIMBALI	122234140017520	768.15
	4/7/2026	V00584--KLEIN DE NATALE GOLDNER COOPER ROSENLIEB & KIMBALI	122234140017519	427.85
	4/7/2026	V00128--BRADY INDUSTRIES OF CALIFORNIA, LLC, A BRADY PLUS CC	122234140017518	5,729.84
	4/7/2026	V00004--4IMPRINT INC AKA NELSON MARKETING	122234140017517	2,346.19
	4/7/2026	V05169--AMANDA CHARLON	122234140017516	163.85
	4/7/2026	V05086--CALIFORNIA PUBLIC POLICY GROUP, INC.	122234140017515	12,500.00
	4/7/2026	V04755--CITIGUARD, INC	122234140017514	3,026.10
	4/7/2026	V04749--PHONTHIP PADICHITH	122234140017513	46.40
	4/7/2026	V04727--ALEXIS SAVEDRA	122234140017512	4,500.00
	4/7/2026	V04525--BRENDA ORTIZ	122234140017511	65.25
	4/7/2026	V03852--NICOLE NINO	122234140017510	158.05
	4/7/2026	V03849--NELLY MENDOZA	122234140017509	89.90
	4/7/2026	V03756--LORRAINE PALOMO	122234140017508	104.40
	4/7/2026	V03583--DELORES PATRICIO	122234140017507	103.68
	4/7/2026	V03526--BELVINDER BIRING	122234140017506	39.15
	4/7/2026	V03441--JANEY FELSOCI	122234140017505	221.85
	4/7/2026	V03439--MARY ANN MOONEY	122234140017504	185.60
	4/7/2026	V03438--LIZETTE BRAVO	122234140017503	139.93
	4/7/2026	V03376--ANGELICA PALMA	122234140017502	145.73
	4/7/2026	V03359--RACHEL LECKKIRK	122234140017501	81.93
	4/7/2026	V03353--Cynthia Magdaleno	122234140017500	113.83
	4/7/2026	V03344--ANNELISA PEREZ	122234140017499	160.23
	4/7/2026	V03331--TINA MOUA	122234140017498	32.63
	4/7/2026	V03301--COLLETTE ROYAL	122234140017497	6,750.00
	4/7/2026	V03255--CYNTHIA BORJON-COSBY	122234140017496	3,750.00
	4/7/2026	V03082--IDEAL SPECIALTIES INC	122234140017495	119,600.00
	4/7/2026	V02888--SUSIE E MARTINEZ	122234140017494	33.35
	4/7/2026	V02411--MARISELA P. GONZALEZ	122234140017493	49.30
	4/7/2026	V00284--DELK PEST CONTROL	122234140017492	90.00

Bank	Date	Vendor	Document no.	Amount
	4/7/2026	V00683--MCWILLIAMS & WALDEN INC	122234140017491	580.45
	4/7/2026	V00576--KERN RIVER PROPANE INC	122234140017490	1,552.00
	4/7/2026	V00770--KERN PRINT SERVICES, INC	122234140017489	3,167.18
	4/7/2026	V05119--CARLOS VAZQUEZ	122234140017488	404.06
	4/7/2026	V00257--CREATIVE FINANCIAL STAFFING LLC	122234140017487	1,485.80
	4/7/2026	V00257--CREATIVE FINANCIAL STAFFING LLC	122234140017486	4,355.34
	4/7/2026	V03343--CONTINENTAL LABOR RESOURCES, INC.	122234140017485	1,036.80
	4/7/2026	V00928--STAPLES CONTRACT & COMMERICAL, INC	122234140017484	2,486.59
	4/7/2026	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140017483	19,801.09
	4/7/2026	V03174--OFFICE IMAGING, INC	122234140017482	2,369.91
	4/7/2026	V03174--OFFICE IMAGING, INC	122234140017481	30.76
	4/7/2026	V04575--LOWE'S COMPANIES, INC.	122234140017480	534.81
	4/7/2026	V04180--DIESEL DIRECT LLC	122234140017479	2,931.47
	4/7/2026	V00053--AMERICAN BUSINESS MACHINES	122234140017478	222.37
	4/7/2026	V00683--MCWILLIAMS & WALDEN INC	122234140017477	120.34
	4/7/2026	V00043--ALLIED UNIVERSAL SECURITY SERVICES	122234140017476	51,665.91
	4/7/2026	V00683--MCWILLIAMS & WALDEN INC	122234140017475	195.00
	4/7/2026	V00683--MCWILLIAMS & WALDEN INC	122234140017474	1,014.43
	4/7/2026	V00905--SMART & FINAL	122234140017473	808.18
	4/7/2026	V00585--KNIGHT'S SITE SERVICES INC	122234140017472	4,250.70
	4/7/2026	V00937--STINSON STATIONERS	122234140017471	79.41
	4/7/2026	V00704--MISSION LINEN SUPPLY	122234140017470	1,229.27
	4/7/2026	V00704--MISSION LINEN SUPPLY	122234140017469	878.92
	4/7/2026	V00704--MISSION LINEN SUPPLY	122234140017468	761.24
	4/7/2026	V00704--MISSION LINEN SUPPLY	122234140017467	534.61
	4/7/2026	V00704--MISSION LINEN SUPPLY	122234140017466	79.83
	4/7/2026	V00704--MISSION LINEN SUPPLY	122234140017465	55.53
	4/7/2026	V00683--MCWILLIAMS & WALDEN INC	122234140017464	172.27
	4/7/2026	V05023--REBECCA CASTRO	122234140017463	16.99
	4/7/2026	V03191--VAL-PRO, INC	122234140017462	1,342.10
	4/7/2026	V00358--EXACT STAFF, INC	122234140017461	1,400.00
	4/7/2026	V04733--GARCIA ELECTRIC	122234140017460	95.00
	4/7/2026	V00683--MCWILLIAMS & WALDEN INC	122234140017459	129.99
	4/7/2026	V01064--WIPFLI LLP	122234140017458	3,975.00
	4/7/2026	V04459--SPECIALTY TRIM AND AWNING INC	122234140017457	800.00
	4/7/2026	V00029--ADVANCED DATA STORAGE, INC	122234140017456	782.43
	4/7/2026	V03186--BLUETRITON BRANDS INC	122234140017455	123.36
	4/7/2026	V03186--BLUETRITON BRANDS INC	122234140017454	70.34
	4/7/2026	V01044--W W GRAINGER INC	122234140017453	109.89
	4/7/2026	V00005--A-1 BATTERY COMPANY	122234140017452	124.59
	4/7/2026	V04827--SAUL M CEDENO DBA MR CLEAN AUTO DETAILING	122234140017451	65.00
	4/7/2026	V03174--OFFICE IMAGING, INC	122234140017450	25.72
	4/7/2026	V00961--TEL TEC SECURITY SYSTEMS INC	122234140017449	708.23
	4/7/2026	V03186--BLUETRITON BRANDS INC	122234140017448	53.94
	4/7/2026	V03421--REBECCA MORENO	122234140017447	31.36
	4/7/2026	V00060--AN ICON COMPANY, LLC - PRINTDIRTCHEAP	122234140017446	1,871.47
	4/7/2026	V00920--SSD ALARM, INC	122234140017445	3,059.71
	4/7/2026	V00182--CDW LLC	122234140017444	572.00
	4/7/2026	V04575--LOWE'S COMPANIES, INC.	122234140017443	120.71
	4/7/2026	V04575--LOWE'S COMPANIES, INC.	122234140017442	12.30
	4/7/2026	V03186--BLUETRITON BRANDS INC	122234140017441	31.97
	4/7/2026	V00146--CA ASSOCIATION OF FOOD BANKS	122234140017440	4,929.01
	4/7/2026	V00049--AMAZON CAPITAL SERVICES, INC	122234140017439	2,343.29
	4/7/2026	V03492--Andrea Chavez	122234140017438	402.23
	4/7/2026	V04799--SIXTH AND UNION LLC	122234140017437	400.00
	4/7/2026	V04575--LOWE'S COMPANIES, INC.	122234140017436	142.94
	4/7/2026	V03174--OFFICE IMAGING, INC	122234140017435	63.03
	4/7/2026	V00407--GARDEN PATHWAYS INC	122234140017434	7,520.37
	4/7/2026	V00445--HD SUPPLY FACILITIES MAINTENANCE LTD	122234140017433	3,871.18
	4/7/2026	V00445--HD SUPPLY FACILITIES MAINTENANCE LTD	122234140017432	23,097.57
	4/7/2026	V00580--KERNVILLE UNION SCHOOL DISTRICT	122234140017431	9,967.44
	4/7/2026	V01064--WIPFLI LLP	122234140017430	10,862.27
	4/7/2026	V00064--ANA VIGIL	122234140017429	80.00
	4/8/2026	V04248--BRIANNA SANCHEZ	309153	2,074.23
	4/8/2026	V05207--FELICIA KAINOA RODRIGUEZ	309154	1,333.31
	4/8/2026	V00520--JORDAN KAUFMAN KCTTC	309152	262.50
	4/8/2026	V04107--ADRIANA BARRERA ROBLES	309151	827.00
	4/10/2026	V00198--CHEVRON AND TEXACO BUSINESS CARD SERVICES	122234140017546	2,618.66
	4/14/2026	V00168--CALIFORNIA WATER BOARDS	Voided - 309172	-82.97
	4/14/2026	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140017941	24,450.20
	4/14/2026	V00419--GOLDEN EMPIRE TRANSIT DISTRICT	309211	57.00

Bank	Date	Vendor	Document no.	Amount
	4/14/2026	V05214--DAVID B HALL JR	309198	298.00
	4/14/2026	V00232--COMMUNITY ACTION PROGRAM LEGAL SERVICES, INC	309191	3,000.00
	4/14/2026	V05214--DAVID B HALL JR	309197	1,490.00
	4/14/2026	V05214--DAVID B HALL JR	309196	1,490.00
	4/14/2026	V05038--CENTRAL VALLEY PROPERTY ADVISORS	309176	900.00
	4/14/2026	V05038--CENTRAL VALLEY PROPERTY ADVISORS	309175	900.00
	4/14/2026	V00370--FEDEX	309205	69.95
	4/14/2026	V00229--COMCAST CORPORATION	309190	115.89
	4/14/2026	V00229--COMCAST CORPORATION	309189	345.47
	4/14/2026	V03430--SPECTRUM/CHARTER	309278	180.00
	4/14/2026	V04949--ALLY FINANCIAL	309158	998.89
	4/14/2026	V00253--COUNTY OF KERN, KERN REGIONAL TRANSIT	309194	800.00
	4/14/2026	V05002--AT&T - CWO	309167	6,767.89
	4/14/2026	V00801--PRODUCERS DAIRY FOODS INC	309253	3,123.46
	4/14/2026	V03694--JUANITA JACKSON	309215	200.00
	4/14/2026	V00821--REGION IX HEAD START ASSOCIATION	309257	1,798.00
	4/14/2026	V00891--SHAFTER-WASCO PUBLISHING LLC	309261	435.00
	4/14/2026	V00103--BAKERSFIELD FALSE ALARM RECOVERY PROGRAM	309170	15.00
	4/14/2026	V00207--CINTAS CORPORATION #668	309183	460.19
	4/14/2026	V00252--COUNTY OF KERN PUBLIC WORKS	309193	21.52
	4/14/2026	V03430--SPECTRUM/CHARTER	309277	229.99
	4/14/2026	V03430--SPECTRUM/CHARTER	309276	229.99
	4/14/2026	V03430--SPECTRUM/CHARTER	309275	200.00
	4/14/2026	V03430--SPECTRUM/CHARTER	309274	170.00
	4/14/2026	V00192--CHARLIE'S DAY & NITE, INC.	309180	4,352.02
	4/14/2026	V03430--SPECTRUM/CHARTER	309273	499.00
	4/14/2026	V03430--SPECTRUM/CHARTER	309272	320.25
	4/14/2026	V01009--ULINE	309285	4,827.87
	4/14/2026	V03430--SPECTRUM/CHARTER	309271	45.00
	4/14/2026	V03430--SPECTRUM/CHARTER	309270	170.00
	4/14/2026	V03430--SPECTRUM/CHARTER	309269	110.00
	4/14/2026	V03430--SPECTRUM/CHARTER	309268	325.00
	4/14/2026	V02978--SPECTRUM/CHARTER COMMUNICATIONS	309279	166.64
	4/14/2026	V00195--CHARTER COMMUNICATIONS HOLDINGS, LLC	309181	257.67
	4/14/2026	V00919--SPECTRUM	309266	216.66
	4/14/2026	V03314--VESTIS GROUP, INC	309286	162.22
	4/14/2026	V00987--THERMO KING OF BAKERSFIELD	309283	3,721.58
	4/14/2026	V01796--AUTUMN GLEN APARTMENTS LLC	309168	1,497.00
	4/14/2026	V05019--MARIA REYES	309235	25.27
	4/14/2026	V02949--KERN COUNTY SUPERINTENDENT OF SCHOOLS	309218	11,111.25
	4/14/2026	V00216--CITY OF STOCKTON	309185	28.18
	4/14/2026	V04824--A-1 PLUMBING SERVICE, INC.	309155	775.00
	4/14/2026	V04802--PAYSTAND, INC.	309249	500.00
	4/14/2026	V00806--PROTECTION 1/ADT	309254	793.92
	4/14/2026	V00565--KERN COMMUNITY COLLEGE DISTRICT	309217	21,466.96
	4/14/2026	V00091--AT&T	309166	15.70
	4/14/2026	V00091--AT&T	309165	26.74
	4/14/2026	V00169--CALIFORNIA WATER SERVICE	309173	1,066.32
	4/14/2026	V00728--NEEDLES PUBLIC UTILITY AUTHORITY	309243	74.11
	4/14/2026	V01049--WASTE MANAGEMENT OF SOUTHERN CALIFORNIA	309288	1,058.81
	4/14/2026	V00788--PHILADELPHIA INSURANCE COMPANIES	309251	2,857.76
	4/14/2026	V00168--CALIFORNIA WATER BOARDS	309172	82.97
	4/14/2026	V04962--SHARRATT PROVISIONS, INC	309262	50,155.20
	4/14/2026	V01060--WEST KERN COMMUNITY COLLEGE DISTRICT	309290	16,113.12
	4/14/2026	V02933--COMMUNITY SERVICES AND EMPLOYMENT TRAINING, INC.	309192	15,216.05
	4/14/2026	P02910--VIRGINIA OSORIO ARANDA	309314	8,452.82
	4/14/2026	P02982--MARIA DEL SOCORRO PADILLA MONTES	309307	5,909.19
	4/14/2026	P02770--GUADALUPE AYON DE MENDOZA	309299	5,741.55
	4/14/2026	P01593--MANUELA P MEDINA	309305	5,163.19
	4/14/2026	P02180--SANDRA ELIZABETH SAMAYOA	309311	3,902.13
	4/14/2026	V00953--TAFT CITY SCHOOL DISTRICT	309280	3,648.00
	4/14/2026	P02855--CLAUDIA OROZCO CORONA	309295	3,616.86
	4/14/2026	P02945--GABRIELA FRANCO DE ALCANTAR	309296	3,538.64
	4/14/2026	P02903--MARIA GUADALUPE LEMUS ORTIZ	309308	2,697.94
	4/14/2026	P00039--GUILLERMINA ORNELAS DE RAMIREZ	309300	2,609.20
	4/14/2026	P02953--LAURA CELENE DIAZ RAMOS	309304	2,477.23
	4/14/2026	P02171--IRMA DIAZ ALVAREZ	309301	2,366.88
	4/14/2026	P02811--YECENIA GARCIA RAMIREZ	309315	1,972.43
	4/14/2026	P00833--GLORIA LEMUS DE LEMUS	309297	1,868.38
	4/14/2026	P00705--AMPARO MAGANA	309291	1,770.14
	4/14/2026	P02777--BELEN IZAZAGA MERCADO	309294	1,716.13

Bank	Date	Vendor	Document no.	Amount
	4/14/2026	P02523--MARCELINA PERALTA	309306	1,571.14
	4/14/2026	P02709--ANA MARIA ACOSTA DE ARIZAGA	309292	1,491.50
	4/14/2026	P02643--MARIA V SOSA	309310	1,310.98
	4/14/2026	P02614--TOMASA MARISOL RODRIGUEZ ORELLANA	309313	1,262.76
	4/14/2026	P02528--MARIA SOFIA MENDOZA DE ORTIZ	309309	1,222.80
	4/14/2026	V00617--LODI MEMORIAL HOSPITAL ASSOCIATION, INC.	309224	1,165.91
	4/14/2026	V00389--FLYERS ENERGY LLC	309207	1,064.57
	4/14/2026	P02938--ANGELICA IBARRA DE ALVAREZ	309293	1,058.80
	4/14/2026	P02939--GRISELDA PALMERIN	309298	1,050.00
	4/14/2026	V04765--COMCAST CORPORATION	309188	1,029.04
	4/14/2026	P00431--TERESA LOERA DE QUINTERO	309312	755.92
	4/14/2026	P02819--JAQUILINA GARCIA OSORIO	309302	584.48
	4/14/2026	V00896--SHEVADA DOVE-WILLIAMS	309263	575.65
	4/14/2026	V04133--MARIA VILLANUEVA	309236	466.90
	4/14/2026	V02777--MARIA ALICIA HUIZAR	309230	313.20
	4/14/2026	V03882--REGINA HINES	309256	287.83
	4/14/2026	V03459--AIDE AVELAR	309156	265.35
	4/14/2026	P03081--JULIANA ZAMORA CEJA	309303	233.64
	4/14/2026	V03356--CYNTHIA RODRIGUEZ	309195	222.58
	4/14/2026	V03712--KATHY VALDIVIA	309216	217.50
	4/14/2026	V04103--GABRIELA MORENO	309210	197.20
	4/14/2026	V05077--WENDY COWART	309289	178.35
	4/14/2026	V00431--GUADALUPE CANCHOLA CASTELLANO	309212	175.45
	4/14/2026	V04930--CARLA NIETO	309174	163.85
	4/14/2026	V02786--MARIA LAURA GONZALEZ	309232	161.68
	4/14/2026	V00646--MARIA AGUILAR	309229	199.44
	4/14/2026	V03894--ROSA CALLEJAS	309258	153.70
	4/14/2026	V03355--CHANTAL QUINO	309178	142.83
	4/14/2026	V03624--EVA RODRIGUEZ	309204	139.20
	4/14/2026	V04094--ANA MARTINEZ	309160	136.30
	4/14/2026	V04115--ESTEFANY AVITIA	309203	134.85
	4/14/2026	V04104--LUZ YOUNG	309227	134.13
	4/14/2026	V03654--HANNIA I ACEVEDO	309213	133.40
	4/14/2026	V03810--MARTHA ORDUNA	309239	124.70
	4/14/2026	V03370--ROSLYN TORRES	309259	108.03
	4/14/2026	V05209--KHRISTINA TORRES	309219	104.40
	4/14/2026	V04000--MARI BARRIENTOS	309228	97.15
	4/14/2026	V04653--MARITZA CAMACHO	309238	94.98
	4/14/2026	V03629--GABRIELA MCCAULEY	309209	89.90
	4/14/2026	V04130--ANA HERNANDEZ ZARATE	309159	88.45
	4/14/2026	V03358--REBECCA ROCHA	309255	84.10
	4/14/2026	V03745--LISA MORENO	309223	76.85
	4/14/2026	V03628--FRANCIS VEGA	309208	76.13
	4/14/2026	V03360--TERESA LARA	309282	73.95
	4/14/2026	V03354--TOMASA JARA	309284	71.78
	4/14/2026	V04927--CHELSEA MCLEWIS	309182	71.56
	4/14/2026	V04828--CLAUDIA HUERTA	309186	63.80
	4/14/2026	V03405--NICOLE CALLAHAN	309244	60.18
	4/14/2026	V05208--CLAUDIA MOSQUEDA	309187	58.00
	4/14/2026	V04651--ALICIA HERNANDEZ	309157	56.55
	4/14/2026	V02374--LILIAN URREA	309222	52.93
	4/14/2026	V03491--ANDREA ARCEO	309161	52.20
	4/14/2026	V04712--LEARA LEANNE SPROTT	309221	48.58
	4/14/2026	V03785--MARIA MORENO GOMEZ	309233	47.13
	4/14/2026	V03582--DELIA SANCHEZ	309199	45.68
	4/14/2026	V02437--MONIQUE TAYLOR JACKSON	309241	44.95
	4/14/2026	V04362--MELIZA PEREZ VERDUSCO	309240	41.33
	4/14/2026	V03391--MARISELA GONZALEZ	309237	37.70
	4/14/2026	V02573--ARLEEN N ORNELAS	309163	36.98
	4/14/2026	V00092--AT&T	309164	1,729.41
	4/14/2026	V04413--VIOLETA SWANSON	309287	31.18
	4/14/2026	V04018--LAURA MUNOZ	309220	29.00
	4/14/2026	V04047--DENISE LOZA	309200	27.55
	4/14/2026	V04024--MARIA CERVANTES	309231	21.03
	4/14/2026	V04254--CHARLETTE R MCRAE	309179	21.03
	4/14/2026	V03760--LUCIA ALVARADO	309226	20.30
	4/14/2026	V04285--FLORENTINA ARANA	309206	20.30
	4/14/2026	V04857--MARIA PIZANO	309234	15.23
	4/14/2026	V04597--BERNARDO SERRATO MOLINA	309171	11.60
	4/14/2026	V05210--OSVALDO VALADEZ	309248	8.70
	4/14/2026	V05197--LOGAN WALKER	309225	5.80

Bank	Date	Vendor	Document no.	Amount
	4/14/2026	V03610--ENEDINA MARTINEZ	309202	5.08
	4/14/2026	V00914--SOUTHERN CALIFORNIA EDISON	309265	2,781.42
	4/14/2026	V04938--PINNACLE RECRUITING SERVICES LLC	309252	11,107.31
	4/14/2026	V04774--CERTIFIED HVAC INCORPORATED	309177	1,109.56
	4/14/2026	V00787--PG&E	309250	10,816.06
	4/14/2026	V00885--SEQUOIA SANDWICH COMPANY	309260	700.45
	4/14/2026	V03172--OFFICE1 LEASING	309247	651.95
	4/14/2026	V03172--OFFICE1 LEASING	309246	363.68
	4/14/2026	V00102--BAKERSFIELD COLLEGE	309169	79.00
	4/14/2026	V03172--OFFICE1 LEASING	309245	273.57
	4/14/2026	V00458--HOME DEPOT COMMERCIAL CREDIT	309214	2,225.53
	4/14/2026	V03430--SPECTRUM/CHARTER	309267	45.00
	4/14/2026	V00230--NATIONAL COMMUNITY ACTION PARTNERSHIP	309242	449.00
	4/14/2026	V00209--CITY OF BAKERSFIELD	309184	12,726.54
	4/14/2026	V00902--SIERRA SANDS UNIFIED SCHOOL DIST	309264	2,398.50
	4/14/2026	V00960--TEHACHAPI UNIFIED SCHOOL DISTRICT	309281	2,176.00
	4/14/2026	V00294--DEPARTMENT OF JUSTICE	309201	259.00
	4/14/2026	V04888--ANITA ANDERSEN	309162	70.00
	4/14/2026	V00874--SAVE MART SUPERMARKETS	122234140017940	474.30
	4/14/2026	P03070--DARIA RUIZ ORTIZ	122234140017939	553.33
	4/14/2026	P03068--ANA FAMILY CHILD CARE	122234140017938	2,385.17
	4/14/2026	P03066--MARLEN CEJA FARFAN	122234140017937	1,640.84
	4/14/2026	P03063--MARIA DE LA LUZ LEDESMA DE GUZMAN	122234140017936	2,625.79
	4/14/2026	P03059--OROPEZA NAVARRO TERESA FAMILY CHILD	122234140017935	940.39
	4/14/2026	P03057--AGUSTINA JOSEFA SANTOS DE VILLAVICENC	122234140017934	1,252.16
	4/14/2026	P03056--HANNA AYALA	122234140017933	1,981.10
	4/14/2026	P03055--MARIA D SANTANDER	122234140017932	2,008.61
	4/14/2026	P03053--MARIELA ROCHA FRAGA	122234140017931	4,216.69
	4/14/2026	P03039--AIDE MORAMAY RODRIGUEZ-AMBRIZ	122234140017930	3,348.90
	4/14/2026	P03037--MAYRA GARCIA CAMACHO	122234140017929	4,084.46
	4/14/2026	P03035--JEANNETTE ESCOBAR	122234140017928	2,365.12
	4/14/2026	P03034--DULCE LUCERO VIRGEN VIRGEN	122234140017927	2,967.22
	4/14/2026	P03031--VERONICA VALDES VELIZ	122234140017926	2,115.43
	4/14/2026	P03030--ANA B CEJA CISNEROS	122234140017925	1,050.00
	4/14/2026	P03016--EMILY TOPETE	122234140017924	2,569.65
	4/14/2026	P03011--ERIKA RUBYK NARVAEZ	122234140017923	2,181.87
	4/14/2026	P03010--YOLANDA IBARRA LEMUS	122234140017922	4,805.99
	4/14/2026	P03009--MARIA CRISTINA ALVAREZ FIGUEROA	122234140017921	2,589.88
	4/14/2026	P03005--EDITH DURAN	122234140017920	3,267.96
	4/14/2026	P03003--KARLA MARILIN BUSTILLO RIVERA	122234140017919	5,843.84
	4/14/2026	P02998--SAMANTHA TRIGUEROS	122234140017918	1,814.98
	4/14/2026	P02997--ADRIANA CHAVEZ OROZCO	122234140017917	1,917.22
	4/14/2026	P02995--NATIVIDAD ALCOCER DELGADO	122234140017916	6,185.57
	4/14/2026	P02994--MARTHA ELENA MARTINEZ PRADO	122234140017915	1,917.22
	4/14/2026	P02993--MARIA DEL CARMEN SEGURA	122234140017914	1,466.05
	4/14/2026	P02992--MARIA SANTOS MEDRANO	122234140017913	3,198.11
	4/14/2026	P02983--ALEJANDRA PELAYO MACIAS	122234140017912	1,193.89
	4/14/2026	P02981--ANA M PORTILLO DE SERRANO	122234140017911	5,148.72
	4/14/2026	P02970--TEODORA LANDEROS RAMIREZ	122234140017910	6,652.63
	4/14/2026	P02964--ROSA OROZCO IBARRA	122234140017909	1,399.14
	4/14/2026	P02958--LESLIE ESPINOZA MOSQUEDA	122234140017908	2,008.61
	4/14/2026	P02957--LETICIA VARGAS	122234140017907	6,010.13
	4/14/2026	P02954A--CLAUDIA ALEJANDRA MONTES GUDINO	122234140017906	921.95
	4/14/2026	P02946--GLADY RABANALES MORALES	122234140017905	444.88
	4/14/2026	P02934--ESTELA CHAVEZ ANTONIO	122234140017904	5,259.58
	4/14/2026	P02922--ROSAURA MARTINEZ GARCIA	122234140017903	2,445.30
	4/14/2026	P02904--MAYRA ESTHER MENDOZA	122234140017902	1,668.07
	4/14/2026	P02901--MARIA D REYES-SOTO	122234140017901	5,957.60
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	4/14/2026	P02897--MARTHA ALICIA CEJA	122234140017899	188.66
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	4/14/2026	P02885--ANA RIOS	122234140017897	5,442.78
	4/14/2026	P02877--GRISELDA FERNANDEZ SALGADO	122234140017896	4,478.82
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	4/14/2026	P02870--ANA MARIA MARTINEZ	122234140017894	1,363.72
	4/14/2026	P02859--DEISY GUADALUPE FERNANDEZ ARCEO	122234140017893	1,738.44
	4/14/2026	P02851--MARIA A ROMERO DE CRUZ	122234140017892	4,571.06
	4/14/2026	P02848--ANA LAURA RODRIGUEZ	122234140017891	4,245.11
	4/14/2026	P02845--CARLOS ESTEVAN GARCIA	122234140017890	5,921.00
	4/14/2026	P02843--ESMERALDA OSEGUERA HERRERA	122234140017889	4,221.57
	4/14/2026	P02841--LAURA LILIANA RAMIREZ ALCALA	122234140017888	4,985.58

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	4/14/2026	P02828--MARIA FERNANDA GARIBAY	122234140017886	5,243.41
	4/14/2026	P02813--YESENIA CAYETANO HERNANDEZ	122234140017885	4,993.05
	4/14/2026	P02802--GUADALUPE DURAN	122234140017884	6,107.21
	4/14/2026	P02799--ARACELI CASTRO BARRAZA	122234140017883	13,027.89
	4/14/2026	P02798--MARGARITA VALENCIA AVILA	122234140017882	11,798.07
	4/14/2026	P02796--NEREYDA LIRA LOPEZ	122234140017881	13,323.41
	4/14/2026	P02793--JULISSIA LIZBETH RODRIGUEZ	122234140017880	1,777.99
	4/14/2026	P02788--SILVIA MAGALLON DE REYES	122234140017879	1,001.71
	4/14/2026	P02786--MARISOL PEREZ	122234140017878	1,096.18
	4/14/2026	P02783A--CELENY FLORES	122234140017877	5,357.41
	4/14/2026	P02781--YESENIA GUADALUPE QUINTERO TAPIA	122234140017876	745.23
	4/14/2026	P02779--REBECCA MENDOZA VAZQUEZ	122234140017875	571.45
	4/14/2026	P02776--BRENDA BENAVIDEZ	122234140017874	958.61
	4/14/2026	P02775--NORA E LEMUS	122234140017873	8,396.67
	4/14/2026	P02768--ALICIA MONTEJANO PENA	122234140017872	4,895.78
	4/14/2026	P02766A--MIREYA GUZMAN CRISTOBAL	122234140017871	7,196.44
	4/14/2026	P02765--MARIA DEL CARMEN GUTIERREZ BRITO	122234140017870	9,741.25
	4/14/2026	P02764--MARGARITA GARIBAY CORTES	122234140017869	11,503.05
	4/14/2026	P02754A--ANTONIO PERALTA DUQUE	122234140017868	7,512.15
	4/14/2026	P02753--MAYRA ALEJANDRA RIOS	122234140017867	3,207.14
	4/14/2026	P02749--ROSALIA MARTINEZ DE MENDOZA	122234140017866	1,718.37
	4/14/2026	P02736--CLAUDIA ZAVALA CISNEROS	122234140017865	2,687.51
	4/14/2026	P02727--MARIBEL MAGANA	122234140017864	1,721.24
	4/14/2026	P02717--JOSELINE ARREDONDO	122234140017863	2,337.92
	4/14/2026	P02713--MARIA ESTHER GONZALEZ AVALOS	122234140017862	4,493.13
	4/14/2026	P02711--MARIA ELIZABETH MARIN	122234140017861	1,793.56
	4/14/2026	P02704--JANETH G SARABIA	122234140017860	13,394.21
	4/14/2026	P02696--MARIA ASUSENA GONZALEZ-GUTIERREZ	122234140017859	1,567.05
	4/14/2026	P02690--STEPHANIE VERDUGO	122234140017858	1,119.93
	4/14/2026	P02689--GUADALUPE OLAZABAL	122234140017857	1,035.21
	4/14/2026	P02687--ELIM RODRIGUEZ	122234140017856	4,855.04
	4/14/2026	P02683--MARIA GUADALUPE GONZALEZ	122234140017855	10,019.69
	4/14/2026	P02673--NANCY GARIBAY HERNANDEZ	122234140017854	1,793.95
	4/14/2026	P02662--SILVIA MENDEZ URIBE	122234140017853	2,008.61
	4/14/2026	P02659--ARACELI MORALES DE MARTINEZ	122234140017852	6,578.75
	4/14/2026	P02650--MA BELEN RODRIGUEZ BRAVO	122234140017851	7,349.92
	4/14/2026	P02645--JANET IBARRA	122234140017850	1,961.02
	4/14/2026	P02636--YAZMIN ARACELI NAVARRO HERRERA	122234140017849	3,251.59
	4/14/2026	P02635--MARIA E CUARA	122234140017848	1,299.79
	4/14/2026	P02620--ARACELI JIMENEZ AVILA	122234140017847	4,047.74
	4/14/2026	P02618--MARIA CHRISTINA RUBALCAVA	122234140017846	2,273.70
	4/14/2026	P02615--NINFA E. RODRIGUEZ	122234140017845	5,470.97
	4/14/2026	P02613--MAYRA HERNANDEZ	122234140017844	2,818.31
	4/14/2026	P02602--ADRIANA GOMEZ	122234140017843	10,810.43
	4/14/2026	P02598--MIRIAM LOPEZ GUTIERREZ	122234140017842	10,850.01
	4/14/2026	P02597--INES MARISCAL MACIAS	122234140017841	611.40
	4/14/2026	P02594--GUILLERMINA HERNANDEZ GOMEZ	122234140017840	5,335.46
	4/14/2026	P02592--ELDA KARINA IBARRA	122234140017839	7,717.11
	4/14/2026	P02589--BEATRIZ GONZALEZ DUENAS	122234140017838	1,168.96
	4/14/2026	P02579--YOLANDA LIRA LEMUS	122234140017837	13,895.47
	4/14/2026	P02578--MARIA NANCY CRUZ	122234140017836	1,490.46
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	4/14/2026	P02562--IRMA FLORES	122234140017833	1,767.26
	4/14/2026	P02557--MARIA A LOPEZ	122234140017832	958.61
	4/14/2026	P02555--OGARIDT ALCANZAR MAGANA	122234140017831	1,889.84
	4/14/2026	P02553--ELENA OCHOA CONTRERAS	122234140017830	1,274.50
	4/14/2026	P02549--MARIA REINA OROZCO MORA	122234140017829	7,676.08
	4/14/2026	P02547--CLAUDIA GARCIA	122234140017828	2,910.02
	4/14/2026	P02545--ROCIO OROZCO IBARRA	122234140017827	8,633.43
	4/14/2026	P02542A--LA ESTACION CHILDCARE LLC	122234140017826	958.61
	4/14/2026	P02539--KASANDRA BASURTO	122234140017825	970.00
	4/14/2026	P02525--LETICIA HERNANDEZ PEREZ	122234140017824	1,735.23
	4/14/2026	P02519--ANDREA PIMENTEL DE DOMINGUEZ	122234140017823	10,485.25
	4/14/2026	P02505--YANELY GARCIA	122234140017822	1,764.33
	4/14/2026	P02499--MARIA DOLORES ARIAS	122234140017821	2,449.70
	4/14/2026	P02483--JASMINE CANCHOLA	122234140017820	851.46
	4/14/2026	P02479--ORALIA QUIROZ	122234140017819	3,586.39
	4/14/2026	P02476--DOLORES M PLATERO	122234140017818	3,622.72
	4/14/2026	P02468--DAVID PANTOJA	122234140017817	6,033.72

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	4/14/2026	P02462--IRMA L IBARRA	122234140017815	13,459.61
	4/14/2026	P02454--INOCENCIA SALAS ROJAS	122234140017814	12,276.56
	4/14/2026	P02453--LORENA TRUJILLO ESCOBEDO	122234140017813	2,359.30
	4/14/2026	P02450--RUBICEL RUIZ SOLORIO	122234140017812	8,681.73
	4/14/2026	P02448--JANET RODRIGUEZ	122234140017811	8,059.09
	4/14/2026	P02446--MARIA DOLORES GOMEZ	122234140017810	2,658.40
	4/14/2026	P02438--GEORGINA CONCEPCION WARREN COSTALES	122234140017809	11,224.66
	4/14/2026	P02422--ELIZABETH DIAZ	122234140017808	3,455.68
	4/14/2026	P02416--DANIELA GUADALUPE ESPINOZA	122234140017807	6,679.67
	4/14/2026	P02413--MIGUEL ANGEL GARCIA JIMENEZ	122234140017806	2,515.73
	4/14/2026	P02375--MARTHA ESTHELA SANCHEZ	122234140017805	12,589.91
	4/14/2026	P02370--MARIA C ARELLANO DE CONTRERAS	122234140017804	1,050.00
	4/14/2026	P02367--BEATRIZ ADRIANA CARRILLO HERNANDEZ	122234140017803	5,815.76
	4/14/2026	P02336--PAULA GARCIA	122234140017802	10,189.39
	4/14/2026	P02334--SILVIA E ZUNIGA	122234140017801	9,097.11
	4/14/2026	P02333--MITZI G CHAVEZ MAGALLON	122234140017800	6,338.09
	4/14/2026	P02331--PAULA LARA VALDOVINOS	122234140017799	12,178.08
	4/14/2026	P02328--YADIRA CARDONA FAMILY CHILD CARE	122234140017798	2,430.76
	4/14/2026	P02324--LUZ MARIA RAMIREZ	122234140017797	977.30
	4/14/2026	P02323--SONIA PANTOJA	122234140017796	3,049.03
	4/14/2026	P02322--MARGARITA BUSTAMANTE DE FELIX	122234140017795	5,598.66
	4/14/2026	P02320--LILIANA REYES GONZALEZ	122234140017794	958.61
	4/14/2026	P02319--MARIA PERLA GARCIA DE ARCIGA	122234140017793	3,320.46
	4/14/2026	P02303--MARTHA A ANGUIANO REYES	122234140017792	1,776.90
	4/14/2026	P02299--EDITH ALEJANDRA GALLEGOS	122234140017791	5,731.69
	4/14/2026	P02284--ANDREA GUADALUPE DIAZ	122234140017790	1,910.50
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	4/14/2026	P02266--ELIZABETH CHAVEZ	122234140017788	4,757.84
	4/14/2026	P02265--ELSA YANETH QUEVEDO ORTIZ	122234140017787	4,253.37
	4/14/2026	P02263--MARISOL GONZALEZ	122234140017786	4,431.45
	4/14/2026	P02260--MARIA GUADALUPE ALVAREZ	122234140017785	6,853.85
	4/14/2026	P02259--MARIA GUADALUPE CONTRERAS VARGAS	122234140017784	3,492.25
	4/14/2026	P02249--ADRIANA AGUIRRE GAONA	122234140017783	5,035.46
	4/14/2026	P02246--CAROLINA GIL	122234140017782	1,713.76
	4/14/2026	P02241--ANA PATRICIA CAMARGO	122234140017781	3,499.07
	4/14/2026	P02238--MATILDE VILLAFAN DE MARAVILLA	122234140017780	8,661.75
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	4/14/2026	P02206--CECILIA ALONSO DE RODRIGUEZ	122234140017776	3,014.85
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	4/14/2026	P02147--MARIA GUADALUPE CHAVEZ	122234140017772	14,447.76
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	4/14/2026	P02122--JOANNA GONZALEZ	122234140017770	1,600.43
	4/14/2026	P02109--JACLYN PRADO	122234140017769	958.61
	4/14/2026	P02093--SUSY I SANTACRUZ DE SAHAGUN	122234140017768	2,665.38
	4/14/2026	P02092--CATALINA RIVERA DE ESPINOZA	122234140017767	5,028.22
	4/14/2026	P02053--ANA BERTHA BALLESTEROS JAIME	122234140017766	5,626.09
	4/14/2026	P02051--ANA MARTINEZ	122234140017765	994.75
	4/14/2026	P02044--AYDE JAIME	122234140017764	4,418.51
	4/14/2026	P01984--IRMA YOLANDA ARCINIEGA	122234140017763	3,784.92
	4/14/2026	P01968--LOURDES PEREZ DE GARCIA	122234140017762	8,105.35
	4/14/2026	P01955--LIDIA ALONDRA BRAVO DE MENDOZA	122234140017761	6,308.76
	4/14/2026	P01954--MARIA GUADALUPE ZAMORA RODRIGUEZ	122234140017760	4,639.85
	4/14/2026	P01951--IRENE R SIXTOS	122234140017759	5,160.93
	4/14/2026	P01944A--JOSE FRANCISCO ALVARADO MENDEZ	122234140017758	2,125.39
	4/14/2026	P01934--MARIA A MAGALLON OROZCO	122234140017757	1,892.46
	4/14/2026	P01917--DAISY ALMIDA GONZALEZ	122234140017756	11,199.35
	4/14/2026	P01908A--JAIMES ADELA FAMILY CHILD CARE INC	122234140017755	8,924.43
	4/14/2026	P01901--XOCHITL QUIROZ DE ALCALA	122234140017754	1,945.92
	4/14/2026	P01889--MARIA SANDRA L DE ESTRADA	122234140017753	1,951.45
	4/14/2026	P01877--ANTONIA PANIAGUA ROSALES	122234140017752	12,694.83
	4/14/2026	P01867--IRMA AYALA CONTRERAS	122234140017751	1,050.00
	4/14/2026	P01843--MARIANELA G ORTIZ	122234140017750	5,177.06
	4/14/2026	P01809--CONSUELO PUGA	122234140017749	2,497.44
	4/14/2026	P01804--CECILIA ZAMORA	122234140017748	3,942.48
	4/14/2026	P01793--MARIA GUADALUPE BELTRAN SALCIDO	122234140017747	7,931.33
	4/14/2026	P01782--MONICA MARTINEZ	122234140017746	3,871.80

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	4/14/2026	P01735--MARGARITA PADILLA BARAJAS	122234140017743	7,933.60
	4/14/2026	P01734--MARGARITA CORTES DE BARAJAS	122234140017742	13,409.32
	4/14/2026	P01718--ONOFRE ZAMORA	122234140017741	11,893.78
	4/14/2026	P01652--TRINIDAD TINOCO	122234140017740	4,179.22
	4/14/2026	P01638--ELIZABETH GONZALEZ	122234140017739	4,283.82
	4/14/2026	P01628--DORA LUZ RIVERA	122234140017738	8,467.65
	4/14/2026	P01570--MARIA SOCORRO GOMEZ CABRERA	122234140017737	2,525.44
	4/14/2026	P01556--YNEZ ATHENA CHAVEZ-ANDRADE	122234140017736	11,672.41
	4/14/2026	P01507--MARIANA NAVA	122234140017735	10,095.96
	4/14/2026	P01482--ROSA ANGELA ORTIZ	122234140017734	7,352.91
	4/14/2026	P01460--MARILU GARZA	122234140017733	11,035.22
	4/14/2026	P01456--ESTHER MELENDREZ	122234140017732	2,300.94
	4/14/2026	P01366--MARIA R GARCIA DE ARAMBULA	122234140017731	2,970.93
	4/14/2026	P01318--MARIA CONCEPCION CEJA	122234140017730	6,253.03
	4/14/2026	P01298--LETICIA MORALES	122234140017729	6,221.45
	4/14/2026	P01266--MARIA CARRILLO DE GUTIERREZ	122234140017728	5,042.46
	4/14/2026	P01256--ALMA R RANGEL	122234140017727	7,058.02
	4/14/2026	P01187--MARIA LOURDES NIEVAS DE SALAZAR	122234140017726	1,264.00
	4/14/2026	P01122--MARIA DEL SOCORRO CARMONA	122234140017725	958.61
	4/14/2026	P01114--ROCIO SALAZAR	122234140017724	975.08
	4/14/2026	P01108--IMELDA MARIN DE JUAREZ	122234140017723	7,365.47
	4/14/2026	P01105--ANGELICA MAGANA MARES	122234140017722	4,985.12
	4/14/2026	P01096--LAURA A RODRIGUEZ	122234140017721	4,624.94
	4/14/2026	P01054--IRMA VERONICA OSEGUERA	122234140017720	1,933.63
	4/14/2026	P01050--LILIA YAZMIN JUAREZ	122234140017719	5,815.59
	4/14/2026	P01024--MACARMEN LUCATERO	122234140017718	1,422.70
	4/14/2026	P00931--CARMEN MORALES DIAZ	122234140017717	9,647.02
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	4/14/2026	P00835--AIDA SALAZAR PACHECO	122234140017715	2,591.33
	4/14/2026	P00805--ELVA BORUNDA FLORES	122234140017714	9,461.67
	4/14/2026	P00773--ROSALINDA G. OCHOA	122234140017713	11,664.34
	4/14/2026	P00769--LETICIA MARIA BOTELLO	122234140017712	5,515.86
	4/14/2026	P00735--LAURA A GUTIERREZ	122234140017711	14,037.12
	4/14/2026	P00699--BLANCA EVELIA RUIZ DE SOLORIO	122234140017710	11,496.12
	4/14/2026	P00608--ISABEL GARCIA	122234140017709	1,925.24
	4/14/2026	P00582--JUANA H PIMENTEL	122234140017708	12,092.76
	4/14/2026	P00435--PATRICIA MUNOZ VASQUEZ	122234140017707	13,050.66
	4/14/2026	P00425--JUDITH ADRIANA PAREDES DE QUEZADA	122234140017706	2,912.94
	4/14/2026	P00349--YOLANDA JUAREZ	122234140017705	2,493.59
	4/14/2026	P00329--MARIA GUADALUPE LOPEZ CORZA	122234140017704	7,273.61
	4/14/2026	P00251--EVANGELINA CERVANTES DE RAMOS	122234140017703	4,621.33
	4/14/2026	P00163--LETICIA G HERNANDEZ	122234140017702	7,074.80
	4/14/2026	P00161--ALICIA GARCIA DE LEYVA	122234140017701	3,176.87
	4/14/2026	P00147--JOSEFINA GARCIA	122234140017700	1,777.99
	4/14/2026	P00114--MARTHA ANGELICA SOLORIO DE ARCEO	122234140017699	8,248.84
	4/14/2026	P00090--MARIA ELENA CEJA	122234140017698	2,608.39
	4/14/2026	P00076--LILIA HORTENCIA OSEGUERA	122234140017697	8,636.53
	4/14/2026	V03175--RACE TELECOMMUNICATIONS INC	122234140017696	238.69
	4/14/2026	V03122--PERFORMANCE PROPERTY ADVISORS, INC	122234140017695	1,175.00
	4/14/2026	V03122--PERFORMANCE PROPERTY ADVISORS, INC	122234140017694	1,175.00
	4/14/2026	V00813--QUADIENT LEASING USA, INC	122234140017693	668.01
	4/14/2026	V03334--Pritika Ram	122234140017692	129.00
	4/14/2026	V00224--CLASSIC CHARTER INC	122234140017691	11,996.00
	4/14/2026	V04605--SABRINA JONES	122234140017690	146.50
	4/14/2026	V00004--4IMPRINT INC AKA NELSON MARKETING	122234140017689	4,537.29
	4/14/2026	V03174--OFFICE IMAGING, INC	122234140017688	23.38
	4/14/2026	V03174--OFFICE IMAGING, INC	122234140017687	63.26
	4/14/2026	V00123--BLACKHAWK NETWORK, INC	122234140017686	831.41
	4/14/2026	V00060--AN ICON COMPANY, LLC - PRINTDIRTCHEAP	122234140017685	684.40
	4/14/2026	V00744--ODP BUSINESS SOLUTIONS LLC	122234140017684	245.83
	4/14/2026	V04575--LOWE'S COMPANIES, INC.	122234140017683	133.87
	4/14/2026	V00286--DELL TECHNOLOGIES, INC.	122234140017682	662.88
	4/14/2026	V00704--MISSION LINEN SUPPLY	122234140017681	68.38
	4/14/2026	V00683--MCWILLIAMS & WALDEN INC	122234140017680	196.89
	4/14/2026	V00198--CHEVRON AND TEXACO BUSINESS CARD SERVICES	122234140017679	723.47
	4/14/2026	V00128--BRADY INDUSTRIES OF CALIFORNIA, LLC, A BRADY PLUS CC	122234140017678	5,198.50
	4/14/2026	V03245--TIMOTHY SEXTON	122234140017677	9,786.14
	4/14/2026	V03191--VAL-PRO, INC	122234140017676	2,250.20
	4/14/2026	V04070--TERRIVA PORTER	122234140017675	238.00

Bank	Date	Vendor	Document no.	Amount
	4/14/2026	V03718--KELLY LOWERY	122234140017674	716.30
	4/14/2026	V00257--CREATIVE FINANCIAL STAFFING LLC	122234140017673	8,900.00
	4/14/2026	V00874--SAVE MART SUPERMARKETS	122234140017672	613.04
	4/14/2026	V00257--CREATIVE FINANCIAL STAFFING LLC	122234140017671	1,564.00
	4/14/2026	V04575--LOWE'S COMPANIES, INC.	122234140017670	50.15
	4/14/2026	V03343--CONTINENTAL LABOR RESOURCES, INC.	122234140017669	1,036.80
	4/14/2026	V00406--GARCIA INDUSTRIES INC	122234140017668	2,500.00
	4/14/2026	V00402--FRONTIER COMMUNICATIONS HOLDINGS LLC	122234140017667	1,081.00
	4/14/2026	V04827--SAUL M CEDENO DBA MR CLEAN AUTO DETAILING	122234140017666	1,655.00
	4/14/2026	V03245--TIMOTHY SEXTON	122234140017665	1,661.47
	4/14/2026	V03245--TIMOTHY SEXTON	122234140017664	1,199.18
	4/14/2026	V00312--DONAHUE TRUCK CENTERS	122234140017663	7,999.61
	4/14/2026	V00997--TRAFFIC MANAGEMENT, INC.	122234140017662	216.50
	4/14/2026	V04180--DIESEL DIRECT LLC	122234140017661	1,853.35
	4/14/2026	V00928--STAPLES CONTRACT & COMMERICAL, INC	122234140017660	2,704.99
	4/14/2026	V05023--REBECCA CASTRO	122234140017659	8.99
	4/14/2026	V00683--MCWILLIAMS & WALDEN INC	122234140017658	461.62
	4/14/2026	V03174--OFFICE IMAGING, INC	122234140017657	111.83
	4/14/2026	V03245--TIMOTHY SEXTON	122234140017656	3,827.49
	4/14/2026	V03186--BLUETRITON BRANDS INC	122234140017655	840.64
	4/14/2026	V03174--OFFICE IMAGING, INC	122234140017654	43.94
	4/14/2026	V03174--OFFICE IMAGING, INC	122234140017653	56.69
	4/14/2026	V03174--OFFICE IMAGING, INC	122234140017652	176.97
	4/14/2026	V00321--ECOLAB FOOD SAFETY SPECIALTIES	122234140017651	270.54
	4/14/2026	V00631--M AND S SECURITY SERVICES INC	122234140017650	120.00
	4/14/2026	V02330--JEREMY T TOBIAS	122234140017649	150.00
	4/14/2026	V05026--CENTRAL VALLEY FARMWORKER FOUNDATION	122234140017648	2,508.92
	4/14/2026	V04755--CITIGUARD, INC	122234140017647	585.00
	4/14/2026	V04363--MICHELLE ADILENE RUIZ	122234140017646	43.50
	4/14/2026	V04240--ASHLEY MCALLISTER	122234140017645	45.68
	4/14/2026	V04123--AYLEEN CERNAS	122234140017644	5.80
	4/14/2026	V04095--KATERINA GONZALEZ-ROSARIO	122234140017643	166.03
	4/14/2026	V04041--STEPHANIE CORONEL	122234140017642	15.23
	4/14/2026	V04023--SILVIA HULSEY	122234140017641	4.35
	4/14/2026	V03939--SULEMA GARCIA	122234140017640	314.65
	4/14/2026	V03927--SHARON BRIGGS	122234140017639	58.73
	4/14/2026	V03898--ROSA RABAGO	122234140017638	163.85
	4/14/2026	V03866--PATRICIA MEXICANO	122234140017637	145.73
	4/14/2026	V03836--MONICA ZAMUDIO	122234140017636	60.90
	4/14/2026	V03822--MELISSA DELA GARZA	122234140017635	131.23
	4/14/2026	V03788--MARIA RAMOS	122234140017634	159.50
	4/14/2026	V03671--JAYSHREE MADEKA	122234140017633	152.25
	4/14/2026	V03670--JASON ROJAS	122234140017632	72.50
	4/14/2026	V03645--GLORIANA TEIXEIRA	122234140017631	375.55
	4/14/2026	V03636--GIOVANNI ARAGON	122234140017630	30.45
	4/14/2026	V03603--ELIZABETH CISNEROS	122234140017629	69.60
	4/14/2026	V03601--ELENA GARCIA	122234140017628	74.68
	4/14/2026	V03540--CARLEEN BENCOMA	122234140017627	146.45
	4/14/2026	V03531--BRENDA HERNANDEZ	122234140017626	30.45
	4/14/2026	V03492--Andrea Chavez	122234140017625	334.23
	4/14/2026	V03490--ANABEL JIMENEZ	122234140017624	36.25
	4/14/2026	V03484--AMBER PUMPHREY	122234140017623	58.00
	4/14/2026	V03437--LETISHA BROOKS	122234140017622	84.10
	4/14/2026	V03429--TiYONNA MITCHELL	122234140017621	105.13
	4/14/2026	V03415--STACY MERRIFIELD	122234140017620	33.35
	4/14/2026	V03414--ALMA SANCHEZ	122234140017619	3.62
	4/14/2026	V03402--VERLINDA DENWITTY	122234140017618	143.55
	4/14/2026	V03397--MAEGAN ROUSE	122234140017617	359.60
	4/14/2026	V03395--MARIA FLORES TORRES	122234140017616	172.55
	4/14/2026	V03388--KAREN RIOS	122234140017615	561.15
	4/14/2026	V03387--JAZMYN REDICK	122234140017614	84.83
	4/14/2026	V03385--GABRIELA PADILLA	122234140017613	152.98
	4/14/2026	V03375--ANDREA LOPEZ	122234140017612	76.13
	4/14/2026	V03366--RHINA PEREZ	122234140017611	88.45
	4/14/2026	V03316--YESENIA MONTOYA	122234140017610	7,500.00
	4/14/2026	V03283--CHUNTE' L. MELVIN dba NITENITE OVERNIGHT CHILD CARE	122234140017609	6,000.00
	4/14/2026	V03159--JOHN REY	122234140017608	135.24
	4/14/2026	V03084--SUNRISE GARDENING SERVICE, LLC	122234140017607	7,080.00
	4/14/2026	V03057--CSG-NAM, LLC	122234140017606	531.90
	4/14/2026	V02699--IRIS M GONZALEZ	122234140017605	70.33
	4/14/2026	V00753--ORKIN PEST CONTROL	122234140017604	4,739.02

Bank	Date	Vendor	Document no.	Amount
	4/14/2026	V00704--MISSION LINEN SUPPLY	122234140017603	1,504.36
	4/14/2026	V00704--MISSION LINEN SUPPLY	122234140017602	648.92
	4/14/2026	V00704--MISSION LINEN SUPPLY	122234140017601	65.88
	4/14/2026	V00265--CWP CALIFORNIA CORP	122234140017600	63.00
	4/14/2026	P02503--YESENIA SALAZAR-PENA	122234140017599	8,250.00
	4/14/2026	V00794--PLC SYSTEM SERVICES LLC	122234140017598	12,170.00
	4/14/2026	V00201--CHILD AND FAMILY PSYCHOLOGY CLINIC, INC	122234140017597	11,639.00
	4/14/2026	V04718--HARC, INC.	122234140017596	3,007.50
	4/14/2026	V00812--QUADIENT FINANCE USA INC	122234140017595	3,000.00
	4/14/2026	V03186--BLUETRITON BRANDS INC	122234140017594	5.40
	4/14/2026	V00358--EXACT STAFF, INC	122234140017593	1,120.00
	4/14/2026	V00402--FRONTIER COMMUNICATIONS HOLDINGS LLC	122234140017592	93.19
	4/14/2026	V03174--OFFICE IMAGING, INC	122234140017591	109.80
	4/14/2026	V00402--FRONTIER COMMUNICATIONS HOLDINGS LLC	122234140017590	380.27
	4/14/2026	V03236--UNITED WAY OF CENTRAL EASTERN CALIFORNIA	122234140017589	30,999.69
	4/14/2026	V00402--FRONTIER COMMUNICATIONS HOLDINGS LLC	122234140017588	83.05
	4/14/2026	V04575--LOWE'S COMPANIES, INC.	122234140017587	45.85
	4/14/2026	V03186--BLUETRITON BRANDS INC	122234140017586	51.93
	4/14/2026	V03084--SUNRISE GARDENING SERVICE, LLC	122234140017585	1,550.00
	4/14/2026	V00029--ADVANCED DATA STORAGE, INC	122234140017584	237.60
	4/14/2026	V04575--LOWE'S COMPANIES, INC.	122234140017583	20.54
	4/14/2026	V03084--SUNRISE GARDENING SERVICE, LLC	122234140017582	1,150.00
	4/14/2026	V04575--LOWE'S COMPANIES, INC.	122234140017581	12.82
	4/14/2026	V04575--LOWE'S COMPANIES, INC.	122234140017580	11.06
	4/14/2026	V04575--LOWE'S COMPANIES, INC.	122234140017579	294.87
	4/14/2026	V04575--LOWE'S COMPANIES, INC.	122234140017578	5.30
	4/14/2026	V03186--BLUETRITON BRANDS INC	122234140017577	45.76
	4/14/2026	V03186--BLUETRITON BRANDS INC	122234140017576	82.62
	4/14/2026	V04575--LOWE'S COMPANIES, INC.	122234140017575	26.72
	4/14/2026	V00794--PLC SYSTEM SERVICES LLC	122234140017574	240.00
	4/14/2026	V00794--PLC SYSTEM SERVICES LLC	122234140017573	1,735.00
	4/14/2026	V00794--PLC SYSTEM SERVICES LLC	122234140017572	300.00
	4/14/2026	V00794--PLC SYSTEM SERVICES LLC	122234140017571	735.00
	4/14/2026	V00794--PLC SYSTEM SERVICES LLC	122234140017570	1,020.00
	4/14/2026	V04575--LOWE'S COMPANIES, INC.	122234140017569	82.23
	4/14/2026	V04575--LOWE'S COMPANIES, INC.	122234140017568	164.45
	4/14/2026	V04575--LOWE'S COMPANIES, INC.	122234140017567	226.09
	4/14/2026	V04575--LOWE'S COMPANIES, INC.	122234140017566	102.82
	4/14/2026	V00794--PLC SYSTEM SERVICES LLC	122234140017565	625.00
	4/14/2026	V00961--TEL TEC SECURITY SYSTEMS INC	122234140017564	6,607.50
	4/14/2026	V05119--CARLOS VAZQUEZ	122234140017563	10,405.68
	4/14/2026	V03186--BLUETRITON BRANDS INC	122234140017562	235.48
	4/14/2026	V03186--BLUETRITON BRANDS INC	122234140017561	201.99
	4/14/2026	V03186--BLUETRITON BRANDS INC	122234140017560	178.16
	4/14/2026	V03006--GRACE COMMUNITY CHURCH	122234140017559	1,428.71
	4/14/2026	V04575--LOWE'S COMPANIES, INC.	122234140017558	678.07
	4/14/2026	V04575--LOWE'S COMPANIES, INC.	122234140017557	82.23
	4/14/2026	V00794--PLC SYSTEM SERVICES LLC	122234140017556	575.00
	4/14/2026	V04575--LOWE'S COMPANIES, INC.	122234140017555	21.57
	4/14/2026	V04699--FYLE, INC.	122234140017554	305.83
	4/14/2026	V00794--PLC SYSTEM SERVICES LLC	122234140017553	225.00
	4/14/2026	V00049--AMAZON CAPITAL SERVICES, INC	122234140017552	12,610.20
	4/14/2026	V00260--CROWN EQUIPMENT CORPORATION	122234140017551	691.16
	4/14/2026	V00146--CA ASSOCIATION OF FOOD BANKS	122234140017550	2,966.56
	4/14/2026	V03174--OFFICE IMAGING, INC	122234140017549	225.86
	4/14/2026	V03305--PAUL SKARPHOL	122234140017548	920.00
	4/14/2026	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140017547	33,951.72
	4/14/2026	V04070--TERRIVA PORTER	Voided - 1222341400175	-238.00
	4/15/2026	V02586--BRIANDA MARTINEZ MENDOZA	309316	1,938.50
	4/15/2026	V05216--PATRICK EVAN MORIN	309317	1,465.59
	4/15/2026	V05217--VALERIA JULIET FAJARDO RODRIGUEZ	309318	316.31
	4/21/2026	V03858--OCTAVIO OJEDA	309376	158.78
	4/21/2026	V00295--DEPARTMENT OF MOTOR VEHICLES	309344	28.00
	4/21/2026	V03814--MAURA SANDOVAL	309371	97.50
	4/21/2026	V03922--SARAH HODGES	309403	96.00
	4/21/2026	V00874--SAVE MART SUPERMARKETS	309404	224.27
	4/21/2026	V00295--DEPARTMENT OF MOTOR VEHICLES	309343	469.00
	4/21/2026	V05003--PAPERCUT PROPERTIES L.P.	309396	455.00
	4/21/2026	V04966--LILIANA SOLORIO	309366	414.00
	4/21/2026	V03843--NAOMI IBARRA	309373	414.00
	4/21/2026	V05042--YOLANDA NUNEZ POMPA	309421	414.00

Bank	Date	Vendor	Document no.	Amount
	4/21/2026	V03729--LARA POPKIN	309364	237.75
	4/21/2026	V03548--CATHERINE ANSPACH	309330	237.75
	4/21/2026	V04888--ANITA ANDERSEN	309323	230.00
	4/21/2026	V00295--DEPARTMENT OF MOTOR VEHICLES	309342	205.00
	4/21/2026	V00035--ALAMO ALARM CO INC	309321	203.50
	4/21/2026	V00295--DEPARTMENT OF MOTOR VEHICLES	309341	191.00
	4/21/2026	V04906--SPECTRUMVOIP, INC	309414	1,902.12
	4/21/2026	V00724--NATIONAL HEAD START ASSOCIATION	309374	1,450.00
	4/21/2026	V05205--JOSE A ESTRADA ROQUE	309360	1,000.00
	4/21/2026	V00295--DEPARTMENT OF MOTOR VEHICLES	309340	818.00
	4/21/2026	V00232--COMMUNITY ACTION PROGRAM LEGAL SERVICES, INC	309336	750.00
	4/21/2026	V05215--FRANK M ST. CLAIR	309352	2,662.50
	4/21/2026	V04595--LOCKHART INVESTMENTS	309368	533.00
	4/21/2026	V04595--LOCKHART INVESTMENTS	309367	518.00
	4/21/2026	V00295--DEPARTMENT OF MOTOR VEHICLES	309339	489.00
	4/21/2026	TN00004--JUNIE KENDRICK	309362	50.00
	4/21/2026	V00226--RLH FIRE PROTECTION, INC.	309401	131.00
	4/21/2026	V03430--SPECTRUM/CHARTER	309412	220.00
	4/21/2026	V01777--AMERICAN REAL ESTATE & PROPERTY MANAGEMENT INC	309322	1,606.00
	4/21/2026	V03430--SPECTRUM/CHARTER	309411	945.00
	4/21/2026	V01009--ULINE	309416	1,046.52
	4/21/2026	V00801--PRODUCERS DAIRY FOODS INC	309399	3,113.64
	4/21/2026	V00014--Accrue Solutions Holding Co, LLC	309320	495.00
	4/21/2026	V00207--CINTAS CORPORATION #668	309333	320.81
	4/21/2026	V04516--ZIP APPLIANCE REPAIR & SERVICE LLC	309422	548.94
	4/21/2026	V00320--EAST NILES COMMUNITY SERVICES DIST	309346	74.91
	4/21/2026	V00209--CITY OF BAKERSFIELD	309334	72.00
	4/21/2026	V04972--BIOMEDICAL WASTE DISPOSAL INC.	309327	124.00
	4/21/2026	V00477--INDIAN WELLS VALLEY WATER DISTRICT	309357	563.95
	4/21/2026	V00194--CHARTER COMMUNICATIONS	309331	136.66
	4/21/2026	V04757--JAIME VALLES DBA DWARE PROPERTY	309358	425.00
	4/21/2026	V04971--NISSAN NORTH AMERICA, INC.	309375	639.95
	4/21/2026	V00885--SEQUOIA SANDWICH COMPANY	309405	170.05
	4/21/2026	V00320--EAST NILES COMMUNITY SERVICES DIST	309345	1,205.37
	4/21/2026	V04868--ELBA J HERNANDEZ	309347	550.00
	4/21/2026	V05219--CALIFORNIA APARTMENT ASSOCIATION	309328	521.80
	4/21/2026	V00252--COUNTY OF KERN PUBLIC WORKS	309338	48.42
	4/21/2026	V00646--MARIA AGUILAR	309369	57.17
	4/21/2026	V00419--GOLDEN EMPIRE TRANSIT DISTRICT	309354	342.00
	4/21/2026	V03172--OFFICE1 LEASING	309395	231.83
	4/21/2026	V02978--SPECTRUM/CHARTER COMMUNICATIONS	309413	166.66
	4/21/2026	V00206--CHRISTOPHER PERCIVAL	309332	209.95
	4/21/2026	V01022--VALLEY PROPANE SERVICE	309418	418.07
	4/21/2026	V00914--SOUTHERN CALIFORNIA EDISON	309408	464.01
	4/21/2026	V03280--JEREMY MARRS	309359	360.00
	4/21/2026	V03172--OFFICE1 LEASING	309394	516.25
	4/21/2026	V04962--SHARRATT PROVISIONS, INC	309406	100,918.08
	4/21/2026	V00091--AT&T	309326	32.05
	4/21/2026	V03430--SPECTRUM/CHARTER	309410	150.00
	4/21/2026	V03172--OFFICE1 LEASING	309393	614.77
	4/21/2026	V03172--OFFICE1 LEASING	309392	139.54
	4/21/2026	V03172--OFFICE1 LEASING	309391	138.58
	4/21/2026	V03172--OFFICE1 LEASING	309390	137.94
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	4/21/2026	V03172--OFFICE1 LEASING	309386	188.11
	4/21/2026	V03172--OFFICE1 LEASING	309385	188.11
	4/21/2026	V03172--OFFICE1 LEASING	309384	188.11
	4/21/2026	V03172--OFFICE1 LEASING	309383	187.68
	4/21/2026	V00787--PG&E	309397	12,241.60
	4/21/2026	V00907--SOCALGAS	309407	143.00
	4/21/2026	V00216--CITY OF STOCKTON	309335	213.81
	4/21/2026	V00093--AT&T	309325	152.60
	4/21/2026	V00092--AT&T	309324	2,031.23
	4/21/2026	V00374--FERGUSON ENTERPRISES INC #1350	309350	675.17
	4/21/2026	V04978--WASH MULTIFAMILY ACQUISITION INC.	309420	119.22
	4/21/2026	V00169--CALIFORNIA WATER SERVICE	309329	113.34
	4/21/2026	V00555--JULIE KURTZ	309361	1,000.00
	4/21/2026	V03172--OFFICE1 LEASING	309382	889.33
	4/21/2026	V04524--GALAXY DIGITAL, LLC	309353	4,100.00

Bank	Date	Vendor	Document no.	Amount
	4/21/2026	P00444--LUZ E VENEGAS	309444	11,955.86
	4/21/2026	P01544--MARIA B CRUZ DE PULIDO	309446	11,701.44
	4/21/2026	P00053--GLORIA GARCIA DE MADERA	309434	11,355.06
	4/21/2026	P02457--MARIA ELENA CORONA DE IBARRA	309448	10,996.95
	4/21/2026	P00485--MARIA P COSIO	309453	10,740.43
	4/21/2026	P02951--IRENE FUENTES-TAPIA	309437	9,823.63
	4/21/2026	P02985--CRYSTAL MARIE REYES	309430	8,291.89
	4/21/2026	P02224--ROCIO JOSEFINA HERNANDEZ	309461	7,816.43
	4/21/2026	P02887--LAURA IVETH ESQUIVEL	309440	7,725.19
	4/21/2026	P01849--LORI MACIAS CERNA	309442	6,783.64
	4/21/2026	P02979--VENUSTIANA P DURAN	309470	6,529.71
	4/21/2026	P02626--YULISA OROZCO LEMUS	309474	5,565.32
	4/21/2026	P00801--ROSAURA QUINTERO DE LOPEZ	309465	4,805.99
	4/21/2026	P02950--NORA NOELIA LUCATERO MORENO	309455	4,565.01
	4/21/2026	P02252--ANDREA R RIVERA	309425	4,174.88
	4/21/2026	P02160--ROSALBA CABRAL	309464	3,835.59
	4/21/2026	P00383--PATRICIA H MARTINEZ	309457	3,569.42
	4/21/2026	P03044--VIRGINIA ESTRELLA MEDINA	309471	3,285.01
	4/21/2026	P02943--YOLANDA GARCIA SABINO	309473	2,970.93
	4/21/2026	P02431--ROCIO VERONICA MUNIZ CERECEDA	309462	2,960.73
	4/21/2026	P01663--MARCELA CHAVEZ OSEGUERA	309445	2,887.65
	4/21/2026	P02494A--MARIA LOURDES MORENO ESQUIVEL	309452	2,801.61
	4/21/2026	P00526--ANDRADE ESTELA Y JOSE FAMILY CHILD CARE	309424	2,775.68
	4/21/2026	P02407--GUADALUPE ELIZABETH PENUELAS	309435	2,772.51
	4/21/2026	P03000--LOURDES MARTEL	309443	2,728.66
	4/21/2026	P03062--ALMA DELIA LOPEZ DIAZ	309423	2,720.97
	4/21/2026	P02326--MARIA J MARTINEZ DE GARCIA	309451	2,661.88
	4/21/2026	P01775--CECILIA GAYTAN DE ZARATE	309427	2,590.64
	4/21/2026	P02854--FERNANDO MARQUEZ ROMERO	309432	2,410.89
	4/21/2026	P02989--YERALTDIN CUEVAS MEDINA	309472	2,379.04
	4/21/2026	P01633--MARIA G LUNA PEREZ	309450	2,091.91
	4/21/2026	P03025--SAMANTHA MAGANA MAGANA	309466	2,046.48
	4/21/2026	P02908--ROSA ELVIA ROJAS DE LOPEZ	309463	2,022.53
	4/21/2026	P02226--LILIA ESQUIVEL MONROY	309441	2,022.00
	4/21/2026	P01884--BLANCA NELLY VERA	309426	1,974.24
	4/21/2026	P02289--DOMINGA ESQUIVEL DE VILLANUEVA	309431	1,915.70
	4/21/2026	P02315--CRISTINA SOTO DE MARTINEZ	309429	1,854.61
	4/21/2026	P03043--SUSANA RAMIREZ	309469	1,845.92
	4/21/2026	P02100--SOCORRO LARA DE GOVEA	309467	1,837.84
	4/21/2026	P00823--MARIA EUGENIA GARCIA DE VEGA	309449	1,833.69
	4/21/2026	P01706--PETRA HERNANDEZ DE ESTEVES	309459	1,822.66
	4/21/2026	P02820--ROCIO GARDUNO MAGO	309460	1,820.50
	4/21/2026	P01229--MARIA PICOS DE GARCIA	309454	1,757.41
	4/21/2026	P02873--GABRIELA IBARRA	309433	1,707.10
	4/21/2026	P02617--SONIA C LOPEZ DE JUAREZ	309468	1,653.97
	4/21/2026	P03017--OFELIA SANDOVAL ELIZONDO	309456	1,561.83
	4/21/2026	P02895--MARIA D LEPE DE CURIEL	309447	1,523.60
	4/21/2026	P02881--PERLA GUADALUPE DIAZ MORENO	309458	1,264.99
	4/21/2026	P03058--JAZMIN LOPEZ MAGDALENO	309438	1,086.58
	4/21/2026	P01069--HERLINDA NOLASCO DE GONZALEZ	309436	1,015.23
	4/21/2026	P03074--CINDY LILIANA JUAREZ	309428	894.83
	4/21/2026	P03073--KAREN MORENO LEMUS	309439	609.54
	4/21/2026	V01012--UNITED RENTALS INC	309417	434.23
	4/21/2026	V05054--COMPUTERWILD, INC.	309337	330.00
	4/21/2026	V03404--MARITZA LARA MARTINEZ	309370	203.73
	4/21/2026	V00854--SAFEWAY INC VONS DIVISION	309402	154.08
	4/21/2026	V02687--GUADALUPE A VILLASANA	309355	111.65
	4/21/2026	V03314--VESTIS GROUP, INC	309419	81.11
	4/21/2026	V02966--MOJAVE UNIFIED SCHOOL DISTRICT	309372	1,498.50
	4/21/2026	V00926--STANDARD PLUMBING SUPPLY COMPANY, INC	309415	133.73
	4/21/2026	V02977--SOUTHERN KERN UNIFIED SCHOOL DISTRICT	309409	3,576.00
	4/21/2026	V04992--FINANCIAL SERVICING LLC	309351	109.76
	4/21/2026	V03172--OFFICE1 LEASING	309381	395.61
	4/21/2026	V03172--OFFICE1 LEASING	309380	1,933.40
	4/21/2026	V03172--OFFICE1 LEASING	309379	361.93
	4/21/2026	V03172--OFFICE1 LEASING	309378	285.14
	4/21/2026	V03172--OFFICE1 LEASING	309377	186.82
	4/21/2026	V00370--FEDEX	309349	27.75
	4/21/2026	V00800--PROACTIVE WORK HEALTH SERVICES	309398	85.00
	4/21/2026	V00806--PROTECTION 1/ADT	309400	234.30
	4/21/2026	V04925--EMTS, INC	309348	3,450.00

Bank	Date	Vendor	Document no.	Amount
	4/21/2026	V00567--KERN COUNTY FIRE DEPARTMENT	309363	290.00
	4/21/2026	V00601--LASTAND, INC	309365	44.00
	4/21/2026	V00458--HOME DEPOT COMMERCIAL CREDIT	309356	3,795.73
	4/21/2026	V04824--A-1 PLUMBING SERVICE, INC.	309319	1,100.00
	4/21/2026	V00526--JST FAMILY 2021, LLC	122234140018370	1,919.62
	4/21/2026	V00231--COMMUNITY ACTION PARTNERSHIP OF KERN FOUNDATION	122234140018369	93.00
	4/21/2026	V03954--TRACY WEBSTER	122234140018368	414.00
	4/21/2026	V03670--JASON ROJAS	122234140018367	97.50
	4/21/2026	V03608--EMILIO WAGNER	122234140018366	414.00
	4/21/2026	V03344--ANNELISA PEREZ	122234140018365	237.75
	4/21/2026	V04768--ORQUIDIA FRAUSTO	122234140018364	7,000.00
	4/21/2026	V05206--YOLANDA HUGHES	122234140018363	96.00
	4/21/2026	V05213--ERICA MOLINA	122234140018362	230.00
	4/21/2026	V00928--STAPLES CONTRACT & COMMERICAL, INC	122234140018361	723.46
	4/21/2026	V04827--SAUL M CEDENO DBA MR CLEAN AUTO DETAILING	122234140018360	525.00
	4/21/2026	V00883--SEIU LOCAL 521	122234140018359	18,996.44
	4/21/2026	V00024--ADP, LLC.	122234140018358	21,382.35
	4/21/2026	V05056--CAL OAK HOSPITALITY L.L.C.	122234140018357	1,881.60
	4/21/2026	V03239--AMAROK, LLC	122234140018356	4,199.51
	4/21/2026	V03245--TIMOTHY SEXTON	122234140018355	858.25
	4/21/2026	V00794--PLC SYSTEM SERVICES LLC	122234140018354	6,735.00
	4/21/2026	V00744--ODP BUSINESS SOLUTIONS LLC	122234140018353	1,006.03
	4/21/2026	V00127--BOOT BARN	122234140018352	168.53
	4/21/2026	V05155--HUMBERTO JOSE BANEGAS	122234140018351	750.00
	4/21/2026	V03191--VAL-PRO, INC	122234140018350	734.55
	4/21/2026	V03174--OFFICE IMAGING, INC	122234140018349	25.72
	4/21/2026	V03174--OFFICE IMAGING, INC	122234140018348	25.72
	4/21/2026	V00979--THE MARCOM GROUP, INC.	122234140018347	95.00
	4/21/2026	V00979--THE MARCOM GROUP, INC.	122234140018346	95.00
	4/21/2026	V00937--STINSON STATIONERS	122234140018345	711.93
	4/21/2026	V00704--MISSION LINEN SUPPLY	122234140018344	70.49
	4/21/2026	V00128--BRADY INDUSTRIES OF CALIFORNIA, LLC, A BRADY PLUS CC	122234140018343	5,758.30
	4/21/2026	V04575--LOWE'S COMPANIES, INC.	122234140018342	4,783.39
	4/21/2026	V00182--CDW LLC	122234140018341	23,419.27
	4/21/2026	V00985--THE WARDENS OFFICE	122234140018340	1,228.97
	4/21/2026	V00937--STINSON STATIONERS	122234140018339	887.43
	4/21/2026	V03343--CONTINENTAL LABOR RESOURCES, INC.	122234140018338	1,036.80
	4/21/2026	V00257--CREATIVE FINANCIAL STAFFING LLC	122234140018337	1,251.20
	4/21/2026	V00321--ECOLAB FOOD SAFETY SPECIALTIES	122234140018336	192.20
	4/21/2026	V03174--OFFICE IMAGING, INC	122234140018335	210.49
	4/21/2026	V04730--FIT MOVERS LLC	122234140018334	1,397.94
	4/21/2026	V03334--Pritika Ram	122234140018333	372.02
	4/21/2026	V00302--RESTAURANT RUNNER INC	122234140018332	731.00
	4/21/2026	V03174--OFFICE IMAGING, INC	122234140018331	43.21
	4/21/2026	V03117--IGNACIO VALDOVINOS OCHOA	122234140018330	525.00
	4/21/2026	V03114--FS FORTIETH STREET LP	122234140018329	608.50
	4/21/2026	V00905--SMART & FINAL	122234140018328	289.24
	4/21/2026	V03174--OFFICE IMAGING, INC	122234140018327	34.35
	4/21/2026	V00004--4IMPRINT INC AKA NELSON MARKETING	122234140018326	6,351.41
	4/21/2026	V04459--SPECIALTY TRIM AND AWNING INC	122234140018325	3,680.50
	4/21/2026	V03114--FS FORTIETH STREET LP	122234140018324	570.50
	4/21/2026	V00198--CHEVRON AND TEXACO BUSINESS CARD SERVICES	122234140018323	8,743.23
	4/21/2026	V00350--ESCUELITA HERNANDEZ LITTLE SCHOOL	122234140018322	11,245.58
	4/21/2026	V00591--LA FOODS LLC	122234140018321	169,821.20
	4/21/2026	V00257--CREATIVE FINANCIAL STAFFING LLC	122234140018320	4,866.54
	4/21/2026	V00358--EXACT STAFF, INC	122234140018319	1,120.00
	4/21/2026	V00937--STINSON STATIONERS	122234140018318	350.46
	4/21/2026	V00406--GARCIA INDUSTRIES INC	122234140018317	3,775.00
	4/21/2026	V04575--LOWE'S COMPANIES, INC.	122234140018316	11.58
	4/21/2026	V00794--PLC SYSTEM SERVICES LLC	122234140018315	4,135.00
	4/21/2026	V00580--KERNVILLE UNION SCHOOL DISTRICT	122234140018314	21,217.83
	4/21/2026	V00227--COFER & OBERLIES INC	122234140018313	170.00
	4/21/2026	V00812--QUADIENT FINANCE USA INC	122234140018312	4,000.00
	4/21/2026	V03186--BLUETRITON BRANDS INC	122234140018311	469.12
	4/21/2026	V03186--BLUETRITON BRANDS INC	122234140018310	126.47
	4/21/2026	V05153--HUGO DANIEL LEON	122234140018309	750.00
	4/21/2026	V00384--FIVE9 INC	122234140018308	5,687.52
	4/21/2026	V00384--FIVE9 INC	122234140018307	5,522.69
	4/21/2026	V05154--JAELYN RAQUEL LEON	122234140018306	750.00
	4/21/2026	V00920--SSD ALARM, INC	122234140018305	138.68
	4/21/2026	V03392--Unum Insurance Company	122234140018304	34,230.10

Bank	Date	Vendor	Document no.	Amount
	4/21/2026	V03095--AMERITAS LIFE INSURANCE CORP.	122234140018303	41,522.20
	4/21/2026	V03095--AMERITAS LIFE INSURANCE CORP.	122234140018302	6,467.06
	4/21/2026	V03082--IDEAL SPECIALTIES INC	122234140018301	50,460.30
	4/21/2026	V04614--BRANDON NGUYEN	122234140018300	38.48
	4/21/2026	V04589--HOMECARE SOFTWARE SOLUTIONS LLC	122234140018299	59.98
	4/21/2026	V04036--NANCY COSTA	122234140018298	345.10
	4/21/2026	V03986--YOLANDA GONZALES	122234140018297	185.00
	4/21/2026	V03848--NAYELI ARAMBULA	122234140018296	219.68
	4/21/2026	V03832--MONICA CASTANEDA	122234140018295	13.78
	4/21/2026	V03641--GLORIA BARBERO	122234140018294	54.38
	4/21/2026	V03339--ANGELICA NELSON	122234140018293	13.05
	4/21/2026	V03084--SUNRISE GARDENING SERVICE, LLC	122234140018292	8,400.00
	4/21/2026	V02482--ROSITA C CURRY	122234140018291	531.55
	4/21/2026	V02324--JACQUELINE GUERRA	122234140018290	283.48
	4/21/2026	V01033--VERNON SORENSON MD INC	122234140018289	2,344.00
	4/21/2026	V00584--KLEIN DE NATALE GOLDNER COOPER ROSENLIEB & KIMBALI	122234140018288	202.50
	4/21/2026	P03080--DIANNA HERNANDEZ	122234140018287	223.67
	4/21/2026	P03079--ANA VIANEY RESENDIZ	122234140018286	520.21
	4/21/2026	P03075--ESMERALDA AMESQUITA MEDINA	122234140018285	2,049.18
	4/21/2026	P03072--MARTHA ADALY GOMEZ	122234140018284	1,344.21
	4/21/2026	P03067--CAMELLA BEATRIZ HERRERA	122234140018283	475.16
	4/21/2026	P03065--AMALIA MOLINA MEDRANO	122234140018282	918.92
	4/21/2026	P03064--MARIA ANGELICA MANZO ALVAREZ	122234140018281	1,324.59
	4/21/2026	P03061--MARINA PANTOJA RAMIREZ	122234140018280	874.12
	4/21/2026	P03060--MARIA CARMEN ZARCO	122234140018279	6,422.67
	4/21/2026	P03054--LORENA GABRIELA MAGANA MORALES	122234140018278	2,599.67
	4/21/2026	P03051--MARIA DE LOURDES SALAZAR CONTRERAS	122234140018277	1,889.50
	4/21/2026	P03049--MA AUXILIO CEBALLOS LEMUS	122234140018276	2,869.53
	4/21/2026	P03048--DUBIS Y ESCOBAR GOMEZ	122234140018275	6,485.84
	4/21/2026	P03047--MARGARITA TRINIDAD SANCHEZ	122234140018274	851.28
	4/21/2026	P03046--ANA M LEON GONZALEZ	122234140018273	1,962.95
	4/21/2026	P03045--CRISTINA GUADALUPE SANCHEZ DE AREVALO	122234140018272	5,462.84
	4/21/2026	P03042--ALMA DELIA MAGANA	122234140018271	1,938.06
	4/21/2026	P03040--SILVIA RODRIGUES LOPEZ	122234140018270	975.74
	4/21/2026	P03038--GISELA HERNANDEZ	122234140018269	6,635.99
	4/21/2026	P03036--MONTSERRAT RAMIREZ ALDAPA	122234140018268	1,014.00
	4/21/2026	P03033--MA GUADALUPE BRAVO MARTINEZ	122234140018267	1,841.08
	4/21/2026	P03031--VERONICA VALDES VELIZ	122234140018266	1,092.10
	4/21/2026	P03029--ASUSENA MERAZ SAMANO	122234140018265	3,173.72
	4/21/2026	P03028--ASHLEY VERA	122234140018264	3,062.56
	4/21/2026	P03027--GABRIELA ECHEVARRIA	122234140018263	8,214.61
	4/21/2026	P03026--MARIA DE JESUS GARCIA	122234140018262	4,948.34
	4/21/2026	P03023--MARIA A QUINTEROS DE SEGOVIA	122234140018261	5,305.48
	4/21/2026	P03022--MARIA GUADALUPE GARCIA PEREZ	122234140018260	2,633.46
	4/21/2026	P03021--LYDIA CONSUELO BARRON	122234140018259	1,092.10
	4/21/2026	P03020--YESICA LOPEZ MENDOZA	122234140018258	2,257.70
	4/21/2026	P03019--LEONORILDA YUNUEN ARREZOLA	122234140018257	5,304.48
	4/21/2026	P03018--OLIVIA DE LOS SANTOS GARCIA	122234140018256	8,453.88
	4/21/2026	P03013--SILVIA ELIZABETH SANDOVAL MORENO	122234140018255	1,935.90
	4/21/2026	P03007--BERENISE LEMUS	122234140018254	6,080.60
	4/21/2026	P03006--GLORIA DEL CARMEN VILLANUEVA RAMOS	122234140018253	3,703.01
	4/21/2026	P03004--ARACELI GONZALEZ ANAYA	122234140018252	1,007.36
	4/21/2026	P03001--BERTHA MENDOZA HERNANDEZ	122234140018251	3,520.39
	4/21/2026	P02996--JENNIFER RENNE TENORIO	122234140018250	1,591.98
	4/21/2026	P02991--ESMERALDA DIAZ LEON	122234140018249	5,374.18
	4/21/2026	P02990--MARIA S VAZQUEZ	122234140018248	932.74
	4/21/2026	P02988--EULOGIA LEON MENDOZA	122234140018247	2,752.93
	4/21/2026	P02984--JULIETA GONZALEZ GONZALEZ	122234140018246	2,067.96
	4/21/2026	P02980--MA REYNA SICAIROS HEREDIA	122234140018245	2,089.34
	4/21/2026	P02978--MARIA DE JESUS LEON	122234140018244	3,551.04
	4/21/2026	P02977--SUSANA SALAZAR CONTRERAS	122234140018243	3,318.66
	4/21/2026	P02975--DAISY RUBI SUAREZ HUERTA	122234140018242	7,550.34
	4/21/2026	P02974--BERENICE RAMOS QUEVEDO	122234140018241	2,712.65
	4/21/2026	P02972--MARIA GUADALUPE RAMIREZ DE MENDOZA	122234140018240	1,126.66
	4/21/2026	P02969--MARIA ELENA CASTANEDA	122234140018239	6,643.23
	4/21/2026	P02965--VALERIA P DIAZ	122234140018238	1,816.58
	4/21/2026	P02963--NEREIDA PONCE	122234140018237	6,519.51
	4/21/2026	P02960--JUANA ESQUIVEL	122234140018236	9,269.91
	4/21/2026	P02959--IMELDA TORRES RANGEL	122234140018235	3,006.27
	4/21/2026	P02956--DANIA URBINA MALDONADO	122234140018234	1,017.22
	4/21/2026	P02955--CELIA MARTINEZ	122234140018233	4,538.26

Bank	Date	Vendor	Document no.	Amount
	4/21/2026	P02949--ANDREA MEDRANO MANDUJANO	122234140018232	3,614.29
	4/21/2026	P02944--ELEAZAR VALENZUELA	122234140018231	1,889.39
	4/21/2026	P02942--CECILIA SANCHEZ	122234140018230	3,853.56
	4/21/2026	P02941--NANCY M GUILLEN CORTES	122234140018229	2,970.93
	4/21/2026	P02937--MAGDALENA MAGANA	122234140018228	5,496.70
	4/21/2026	P02936--ERICKA PEREZ SAUCEDO	122234140018227	3,181.44
	4/21/2026	P02935--MAYRA PATRICIA LOPEZ BARRAZA	122234140018226	7,002.19
	4/21/2026	P02933--MARIBEL RIVERA RAMIREZ	122234140018225	1,962.95
	4/21/2026	P02929--ELOISA E RAMIREZ GARCIA	122234140018224	3,037.91
	4/21/2026	P02928--JOCELYN MARTEL	122234140018223	1,763.48
	4/21/2026	P02926--ELIA AYALA	122234140018222	1,773.04
	4/21/2026	P02925--SANTOS MIRIAM CRUZ	122234140018221	7,894.01
	4/21/2026	P02923--ARACELI SANTOS PACHECO	122234140018220	6,814.35
	4/21/2026	P02920--SOFIA ALONSO ALVARADO	122234140018219	2,008.61
	4/21/2026	P02919--ANA KAREN VALENCIA TRUJILLO	122234140018218	5,093.13
	4/21/2026	P02918A--LITTLE DREAMERS CHILD CARE LLC	122234140018217	3,816.78
	4/21/2026	P02913--ANA MARIA RODRIGUEZ	122234140018216	5,158.44
	4/21/2026	P02912--ELENA GONZALEZ	122234140018215	10,656.02
	4/21/2026	P02907--MARIA MENDEZ DE CASTRO	122234140018214	3,449.73
	4/21/2026	P02905--ALICIA MORENO CISNEROS	122234140018213	1,823.07
	4/21/2026	P02900--FABIOLA LEDEZMA DE NAVARRO	122234140018212	2,919.26
	4/21/2026	P02896--MARTA CORONA DE TORRES	122234140018211	5,421.84
	4/21/2026	P02892--SANDRA GABRIELA ARMENDARIZ	122234140018210	6,965.34
	4/21/2026	P02888--FANY J PEREZ DE RAMIREZ	122234140018209	4,218.09
	4/21/2026	P02879--MAYRA A. RAMIREZ	122234140018208	1,040.71
	4/21/2026	P02874--DELMA CERVANTES CORTES	122234140018207	1,870.90
	4/21/2026	P02872--STEPHANIE GARIBAY ZARAGOZA	122234140018206	2,978.19
	4/21/2026	P02869--DINA GONZALEZ	122234140018205	6,722.59
	4/21/2026	P02866--BIBIANA LIZETTE HUERTA ARIAS	122234140018204	6,086.54
	4/21/2026	P02865--JENNIFER REYES	122234140018203	1,025.51
	4/21/2026	P02864--REINA SANTIAGO PEREZ	122234140018202	5,137.18
	4/21/2026	P02863--LAURA ANDRADE	122234140018201	2,515.27
	4/21/2026	P02857--IRMA VILLA DE OLIVARES	122234140018200	8,077.10
	4/21/2026	P02856--CONSUELO LIRA DE LEMUS	122234140018199	3,871.80
	4/21/2026	P02853--BERTHA LILIA RUELAS DEL TORO	122234140018198	2,695.82
	4/21/2026	P02847--ELSA LARREYNAGA BATRES	122234140018197	12,711.62
	4/21/2026	P02846--ELIZABETH GUZMAN DE ARELLANO	122234140018196	2,083.58
	4/21/2026	P02838--MALVINA RAMIREZ LOPEZ	122234140018195	6,186.70
	4/21/2026	P02837A--ADELINA BELTRAN MOLINA	122234140018194	2,468.16
	4/21/2026	P02835--LORENA QUINTERO	122234140018193	7,836.05
	4/21/2026	P02833--MANUEL VILLAGOMEZ	122234140018192	5,102.57
	4/21/2026	P02831--CINDY G CORONA	122234140018191	1,703.84
	4/21/2026	P02826--SILVIA LEMUS DE OROZCO	122234140018190	5,359.76
	4/21/2026	P02825--DORA ALICIA ALAPIZCO BARRON	122234140018189	2,405.54
	4/21/2026	P02823--DANIELA ALVAREZ	122234140018188	3,809.39
	4/21/2026	P02815--VICTORIA GOMEZ CRUZ	122234140018187	3,926.47
	4/21/2026	P02812--ALISHA A GARCIA	122234140018186	3,624.22
	4/21/2026	P02810--MARIA R LEMUS OROZCO	122234140018185	4,269.52
	4/21/2026	P02808--MARIELA SANCHEZ	122234140018184	1,050.00
	4/21/2026	P02803--JAQUELINE MATURINO MONARREZ	122234140018183	4,838.05
	4/21/2026	P02780--MARISSA LOPEZ LOPEZ	122234140018182	4,790.76
	4/21/2026	P02772--ROSA ELENA BUSTOS	122234140018181	4,583.55
	4/21/2026	P02771--MARIA TERESA HERNANDEZ	122234140018180	4,532.51
	4/21/2026	P02769--BEATRIZ BUENO	122234140018179	5,084.92
	4/21/2026	P02760--JUANA INEZ SALGADO RENTERIA	122234140018178	2,149.22
	4/21/2026	P02759--VIANEY VILLANUEVA MAGALLON	122234140018177	1,949.62
	4/21/2026	P02750--ROSA HILDA NAVARRO	122234140018176	2,684.02
	4/21/2026	P02744--CAROLINA HERNANDEZ DE SOLORIO	122234140018175	1,014.25
	4/21/2026	P02740A--LUCEROS DAYCARE	122234140018174	892.26
	4/21/2026	P02739--CELESTINA ANDREAH CONTRERAS	122234140018173	500.09
	4/21/2026	P02731A--BERNARDINA GOMEZ ARAUJO	122234140018172	1,031.69
	4/21/2026	P02730--YANELA PLACIDO MEJIA	122234140018171	3,013.97
	4/21/2026	P02728--AMALIA BUENROSTRO	122234140018170	6,874.89
	4/21/2026	P02725--BAUDELINA SANTOS PACHECO	122234140018169	7,249.94
	4/21/2026	P02722--BRENDA SUJEY MARTINEZ	122234140018168	6,851.57
	4/21/2026	P02721--OLGA LIRA DE GALLARDO	122234140018167	7,581.67
	4/21/2026	P02720--GUADALUPE LEMUS LEMUS	122234140018166	2,833.72
	4/21/2026	P02716--ESPERANZA RESENDEZ	122234140018165	1,880.78
	4/21/2026	P02707--MAGDALENA GUERRERO DE PARRA	122234140018164	11,037.43
	4/21/2026	P02699--CONSUELO MEJIA	122234140018163	1,950.61
	4/21/2026	P02692--KASANDRA LOPEZ-CORDERO	122234140018162	1,187.36

Bank	Date	Vendor	Document no.	Amount
	4/21/2026	P02679--ROSELIA MADERA DE CALDERA	122234140018161	2,931.53
	4/21/2026	P02670--GUADALUPE AVILA DE SEGOVIA	122234140018160	6,951.32
	4/21/2026	P02667--MARIA ANGELA DIAZ	122234140018159	8,366.71
	4/21/2026	P02666--LUCERO MILLAN GARCIA	122234140018158	1,746.22
	4/21/2026	P02663--DIANE LOMELI	122234140018157	8,839.71
	4/21/2026	P02661--MARIA TERESA HEREDIA	122234140018156	5,720.41
	4/21/2026	P02653--SILVIA LETICIA SANCHEZ DE GARCIA	122234140018155	1,869.33
	4/21/2026	P02648--ISABEL MARTINEZ-LOMELI	122234140018154	4,161.61
	4/21/2026	P02640--TERESA MENDOZA	122234140018153	1,001.71
	4/21/2026	P02638--MARIA HAYDEE CRUZ DE SEGOVIA	122234140018152	10,180.53
	4/21/2026	P02637--DEANNA RAMIREZ	122234140018151	6,719.41
	4/21/2026	P02634--EVA DILMA VARGAS	122234140018150	4,788.38
	4/21/2026	P02622--DARYLMIKA DAVAJANA SWANSON	122234140018149	2,170.32
	4/21/2026	P02611--ALAPIZCO FCC AKA EDU-CARE FAMILY CHILD CARE INC	122234140018148	4,811.08
	4/21/2026	P02609--ROSAURA IBARRA OROZCO	122234140018147	5,751.70
	4/21/2026	P02606A--CLARA ACOSTA FERREL	122234140018146	552.07
	4/21/2026	P02603--SILVIA DAVALOS DE ANGUIANO	122234140018145	2,060.73
	4/21/2026	P02601--DELFINA VAZQUEZ	122234140018144	1,092.10
	4/21/2026	P02587--LORENA IBARRA	122234140018143	739.65
	4/21/2026	P02584--NORMA PULIDO CRUZ	122234140018142	4,005.36
	4/21/2026	P02581--MARIA ELENA ESCOBAR	122234140018141	3,951.10
	4/21/2026	P02572--ESTHER NAVARRO	122234140018140	6,637.52
	4/21/2026	P02560--VERONICA HERNANDEZ	122234140018139	2,829.59
	4/21/2026	P02554--YESICA SANCHEZ ARRIAGA	122234140018138	7,112.20
	4/21/2026	P02551--ANGELICA VALIENTE DE BARRAGAN	122234140018137	12,088.07
	4/21/2026	P02544--ANABEL A MARTINEZ	122234140018136	1,892.46
	4/21/2026	P02543--MARISOL PEREZ	122234140018135	1,361.36
	4/21/2026	P02539--KASANDRA BASURTO	122234140018134	537.17
	4/21/2026	P02536--BLANCA I CARMONA DE LUCERO	122234140018133	1,255.39
	4/21/2026	P02535--JESSICA MICHELLE ANDRADE	122234140018132	5,546.35
	4/21/2026	P02533--LIZET MONSERRAT PRECIADO	122234140018131	4,257.40
	4/21/2026	P02526--MARTINA RANGEL	122234140018130	6,455.40
	4/21/2026	P02515--MARTHA ALICIA MADRIGAL SOSA	122234140018129	6,454.92
	4/21/2026	P02513--ESMERALDA Y GONZALES	122234140018128	875.99
	4/21/2026	P02511A--GLAFIRA E CAMACHO DE TRUJILLO	122234140018127	3,086.58
	4/21/2026	P02507--LETICIA HERNANDEZ	122234140018126	2,035.77
	4/21/2026	P02486--ROSALINDA VARGAS MATA	122234140018125	11,669.14
	4/21/2026	P02482--YOANA PEREZ	122234140018124	4,282.69
	4/21/2026	P02481--MARICELA MUNOZ SANCHEZ	122234140018123	5,163.62
	4/21/2026	P02480--NYELI GONZALEZ	122234140018122	1,950.61
	4/21/2026	P02477--MAGANA IRIS FCC LLC	122234140018121	6,200.89
	4/21/2026	P02471--ISAIAH MONTELONGO VELASCO	122234140018120	3,824.91
	4/21/2026	P02470--ANDREA ESTRADA JIMENEZ	122234140018119	4,436.06
	4/21/2026	P02467--KARLA ELIZABETH HULING	122234140018118	3,987.55
	4/21/2026	P02464--GLADYS ISELA RODRIGUEZ	122234140018117	13,836.62
	4/21/2026	P02463--YADIRA REBOLLEDO	122234140018116	12,300.57
	4/21/2026	P02459--NEREYDA DAWN GONZALEZ	122234140018115	2,081.42
	4/21/2026	P02455--LUCIA MENDOZA OCHOA	122234140018114	2,476.00
	4/21/2026	P02443--MONICA VEGA	122234140018113	5,895.65
	4/21/2026	P02435--JANET GARCIA-ALAPIZCO	122234140018112	7,049.07
	4/21/2026	P02426--ANNA DELFINA REYES	122234140018111	10,282.02
	4/21/2026	P02424--DALILA J CAVAZOS	122234140018110	12,059.30
	4/21/2026	P02418--BERTHA ALICIA GOMEZ	122234140018109	2,812.69
	4/21/2026	P02415--TERESA DE LA LUZ SALAZAR MARTINEZ	122234140018108	11,768.05
	4/21/2026	P02414--BERTHA PEREZ DE NERTO	122234140018107	12,902.92
	4/21/2026	P02411--MAYRA ELENA GONZALEZ MORALES	122234140018106	9,829.56
	4/21/2026	P02397--ELVIRA GAMBOA	122234140018105	2,884.80
	4/21/2026	P02396--ANA MARIA RAMIREZ MEJIA	122234140018104	4,630.13
	4/21/2026	P02393--ADRIANA CEJA GONZALEZ	122234140018103	6,262.78
	4/21/2026	P02386--GREGORIA GALLEGOS	122234140018102	9,931.26
	4/21/2026	P02385--TEODORA GIRON MORALES	122234140018101	8,144.74
	4/21/2026	P02381--LUZ A LOPEZ ZARATE	122234140018100	4,200.71
	4/21/2026	P02374--DARLENE JIMENEZ	122234140018099	1,024.91
	4/21/2026	P02368--CARMEN SANTOS PACHECO	122234140018098	13,623.69
	4/21/2026	P02351--ALMA DELIA WENCES	122234140018097	1,626.70
	4/21/2026	P02347--RAQUEL G DE IZARRARAS	122234140018096	2,184.86
	4/21/2026	P02345--GENOVEVA LOPEZ	122234140018095	2,944.68
	4/21/2026	P02344--MARIA SANCHEZ IBARRA	122234140018094	1,008.40
	4/21/2026	P02342--SANDRA PEREZ	122234140018093	10,514.11
	4/21/2026	P02329--JULISSA MARIE ARAGON	122234140018092	1,933.69
	4/21/2026	P02327--REYNA TORRES DE CASTRO	122234140018091	10,600.16

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	4/21/2026	P02325--ANDREA FRANCISCA SANTOS MENDOZA	122234140018090	9,174.15
	4/21/2026	P02314--KENDAHL ROSE ROWE	122234140018089	10,831.28
	4/21/2026	P02313--MARIA GUADALUPE BARAJAS DE GARCIA	122234140018088	1,981.10
	4/21/2026	P02310--MARIA G RAMIREZ DE MARTINEZ	122234140018087	10,577.13
	4/21/2026	P02298--SIDRONIA G VALDEZ	122234140018086	515.12
	4/21/2026	P02296--DOLORES SANCHEZ LOPEZ	122234140018085	1,310.83
	4/21/2026	P02295--EDUVIJES SUAREZ	122234140018084	3,784.64
	4/21/2026	P02287--SILVIA BAHENA OCAMPO	122234140018083	3,177.79
	4/21/2026	P02280--NORMA MENDOZA	122234140018082	10,009.36
	4/21/2026	P02278--HAYDEE ESTEBAN	122234140018081	857.98
	4/21/2026	P02277--MARIBEL RAMIREZ ROSAS FAMILY CHILD CARE	122234140018080	13,999.58
	4/21/2026	P02271--GUADALUPE CARRIZOZA DE CASTILLO	122234140018079	5,858.07
	4/21/2026	P02261--JUANA MORILLON GUILLEN	122234140018078	7,766.32
	4/21/2026	P02258--MARISOL MEDINA	122234140018077	7,629.60
	4/21/2026	P02242--TERESA LUZ RUIZ	122234140018076	3,484.85
	4/21/2026	P02240--MARIA SANTOS DE LOPEZ	122234140018075	10,541.41
	4/21/2026	P02236--ROSEMARY ZAVALA	122234140018074	11,749.94
	4/21/2026	P02222--MARIA GARCIA	122234140018073	8,052.74
	4/21/2026	P02218--ADELA RUIZ	122234140018072	3,724.30
	4/21/2026	P02217--MARIA LUISA CASAS	122234140018071	13,050.16
	4/21/2026	P02210--ANA HERMELINDA SANTOS PACHECO	122234140018070	11,826.26
	4/21/2026	P02208--CELFIDA SANTOS DE RUIZ	122234140018069	4,771.32
	4/21/2026	P02201--BERTHA GOMEZ NUNEZ	122234140018068	13,096.80
	4/21/2026	P02200--GLORIA PADILLA MONTES DE OCA	122234140018067	3,487.99
	4/21/2026	P02195--LINDA'S CHILD CARE PROVIDER INC	122234140018066	10,404.59
	4/21/2026	P02190--ESPERANZA TORRES	122234140018065	1,981.10
	4/21/2026	P02176--MA DEL CARMEN GOMEZ GRANADOS	122234140018064	11,398.00
	4/21/2026	P02173--BERTHA CONTRERAS	122234140018063	2,993.13
	4/21/2026	P02161--SANDRA MARTINEZ VARELA	122234140018062	2,566.95
	4/21/2026	P02158--CASA DE ADORACION TULARE	122234140018061	7,099.87
	4/21/2026	P02154--GUADALUPE CABRERA	122234140018060	13,159.59
	4/21/2026	P02146--RAQUEL SANCHEZ	122234140018059	2,869.53
	4/21/2026	P02144--MARICELA SANDOVAL RODRIGUEZ	122234140018058	8,717.85
	4/21/2026	P02138--JACOBA C DE ANDRACA	122234140018057	7,102.40
	4/21/2026	P02130--ARACELY CRUZ DE MONTERROSA	122234140018056	13,154.09
	4/21/2026	P02118--ODAIVA GUADALUPE CENTENO	122234140018055	10,214.98
	4/21/2026	P02090--HERMELINDA VILLEDA	122234140018054	1,821.47
	4/21/2026	P02089--MARIA LAURA RAYA GOMEZ	122234140018053	7,498.56
	4/21/2026	P02088--MARIA Z RODRIGUEZ DE OCHOA	122234140018052	3,011.03
	4/21/2026	P02083--MARIA PAZ	122234140018051	6,150.53
	4/21/2026	P02080--MARIA F MARTINEZ	122234140018050	5,137.68
	4/21/2026	P02078--GUADALUPE AVILES LEYVA	122234140018049	3,406.10
	4/21/2026	P02036--VIRGINIA FERREIRA	122234140018048	8,342.15
	4/21/2026	P01999--BERENICE IBARRA	122234140018047	1,809.88
	4/21/2026	P01975--MARIA GUADALUPE DIAZ DE RUIZ	122234140018046	1,991.64
	4/21/2026	P01972--RUBICELA ALCANTAR DE TORRES	122234140018045	4,981.90
	4/21/2026	P01969--ANA MARIA NAVARRO GUTIERREZ	122234140018044	5,550.53
	4/21/2026	P01963--ELVIRA OCHOA GOMEZ	122234140018043	12,955.12
	4/21/2026	P01943--GLORIA MORENO DE HERNANDEZ	122234140018042	4,872.91
	4/21/2026	P01928--ANGELINA VASQUEZ	122234140018041	1,656.42
	4/21/2026	P01919--MARIA FRANCISCA MENA	122234140018040	9,660.26
	4/21/2026	P01910--ANDREA BUENROSTRO	122234140018039	6,972.30
	4/21/2026	P01906--SOFIA ALVAREZ DE GONZALEZ	122234140018038	9,329.30
	4/21/2026	P01903--MARIA I ARROYO DE VAZQUEZ	122234140018037	878.44
	4/21/2026	P01870--MARCELA G NUNEZ DE GUTIERREZ	122234140018036	11,693.44
	4/21/2026	P01865--DINA BEATRIZ GONZALEZ	122234140018035	4,046.67
	4/21/2026	P01853--MARIA C ZEPEDA DE NUNEZ	122234140018034	1,994.48
	4/21/2026	P01850--RUTH CARINA PAREDES	122234140018033	5,819.43
	4/21/2026	P01848--EDILIA GUTIERREZ DE GARCIA	122234140018032	3,634.20
	4/21/2026	P01837--ISABEL C MEDINA DE GARCIA	122234140018031	1,626.70
	4/21/2026	P01807--FELISITA GOMEZ DE GOMEZ	122234140018030	7,182.44
	4/21/2026	P01806--MARIA E SANCHEZ DE GOMEZ	122234140018029	5,865.13
	4/21/2026	P01802--SAIDY LORENA MAYEN	122234140018028	5,356.94
	4/21/2026	P01789--MARIA G AYALA	122234140018027	5,865.13
	4/21/2026	P01765--VERONICA ALVAREZ	122234140018026	6,772.63
	4/21/2026	P01759--MARIBEL MEDINA VARGAS	122234140018025	2,600.47
	4/21/2026	P01724--HEIDY ESMERALDA SANDOVAL	122234140018024	5,489.46
	4/21/2026	P01702--ALICIA SANCHEZ	122234140018023	753.06
	4/21/2026	P01692--MARIA PAZ RUIZ	122234140018022	3,757.61
	4/21/2026	P01685--SILVIA PRECIADO	122234140018021	1,668.33
	4/21/2026	P01666--PATRICIA SANCHEZ	122234140018020	6,989.82

Bank	Date	Vendor	Document no.	Amount
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	4/21/2026	P01654--HILDA ARACELI ARAMBULA MORENO	122234140018018	5,988.91
	4/21/2026	P01640--SYLVIA SCOTT CARRASCO	122234140018017	3,897.06
	4/21/2026	P01561--ANA M. DAVILA	122234140018016	6,776.84
	4/21/2026	P01522--ALIDA MERCADO DE GARNICA	122234140018015	1,275.96
	4/21/2026	P01518--ROMELIA MORENO DE ESPINOZA	122234140018014	6,000.17
	4/21/2026	P01508--ROCELIA OROZCO LEMUS	122234140018013	709.43
	4/21/2026	P01465--ESMERALDA ALCANTARA	122234140018012	5,263.91
	4/21/2026	P01431--CLAUDIA ZARAGOZA DE RODRIGUEZ	122234140018011	13,947.64
	4/21/2026	P01382--LUZ MARIA VILLAGOMEZ	122234140018010	12,652.43
	4/21/2026	P01377--MARIA GUADALUPE NAVARRO DE ORTIZ	122234140018009	3,459.73
	4/21/2026	P01373--ELOISA LEMUS	122234140018008	7,580.73
	4/21/2026	P01307--MELANEA FIERROS HIDALGO	122234140018007	11,417.42
	4/21/2026	P01304--MARIA GUADALUPE JAYME	122234140018006	4,630.01
	4/21/2026	P01288--DOLORES PALACIOS DE GUZMAN	122234140018005	14,080.90
	4/21/2026	P01285--ADELA GARCIA DE SOSA	122234140018004	9,579.50
	4/21/2026	P01280--SILVIA MEJIA	122234140018003	12,085.30
	4/21/2026	P01279--AIDEE SANDOVAL	122234140018002	2,364.05
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	4/21/2026	P01189--RAQUEL POSADAS DE GIRON	122234140018000	11,980.95
	4/21/2026	P01177--SARA ESTELA POSADA	122234140017999	9,714.86
	4/21/2026	P01171--ARACELI EMMA GUERRERO DE MENDEZ	122234140017998	6,525.47
	4/21/2026	P01128--VIRGINIA RANGEL	122234140017997	4,738.47
	4/21/2026	P01106--HILDA BARAJAS JUAREZ	122234140017996	805.70
	4/21/2026	P01091--BIVIANA MANRIQUEZ	122234140017995	13,462.79
	4/21/2026	P01075--ROSALBA GONZALEZ	122234140017994	7,118.03
	4/21/2026	P01067--ANNA V MENDEZ	122234140017993	685.00
	4/21/2026	P01027--MA L MONROY DE SEVILLA	122234140017992	1,746.22
	4/21/2026	P01013--MARIA DE JESUS REYNA	122234140017991	6,760.59
	4/21/2026	P01000--CLAUDIA ANDREA MUNOZ	122234140017990	8,806.89
	4/21/2026	P00903--PATRICIA HERNANDEZ	122234140017989	13,181.22
	4/21/2026	P00837--AGUSTINA MORENO	122234140017988	3,768.04
	4/21/2026	P00832--YOLANDA CORTES DE MENDOZA	122234140017987	1,266.19
	4/21/2026	P00818--MARICELA CORTEZ	122234140017986	2,739.30
	4/21/2026	P00810--MAGDA F. SALDIVAR	122234140017985	7,690.79
	4/21/2026	P00808--MERCEDES CORRALES HIGUERA	122234140017984	1,884.13
	4/21/2026	P00780--MAYRA FLORES	122234140017983	1,001.71
	4/21/2026	P00760--MARYPAZ ALVARADO PEREZ	122234140017982	1,171.00
	4/21/2026	P00718--JUANA CORTEZ DE PEREZ	122234140017981	7,570.99
	4/21/2026	P00682--BERTHA MORENO	122234140017980	12,991.61
	4/21/2026	P00661--SOCORRO A MENDOZA	122234140017979	3,378.38
	4/21/2026	P00635--ESTELA N. VEGA	122234140017978	1,921.51
	4/21/2026	P00593--RITA GARCIA	122234140017977	6,203.32
	4/21/2026	P00524--IRMA GUTIERREZ	122234140017976	13,141.80
	4/21/2026	P00523--BEATRIZ TELLEZ DE TORRES	122234140017975	2,145.21
	4/21/2026	P00489--ESPERANZA B TOBAR	122234140017974	2,008.61
	4/21/2026	P00468--GABRIELA GARCIA DE RODRIGUEZ	122234140017973	12,931.08
	4/21/2026	P00446--OLGA ZAMAGO	122234140017972	1,914.14
	4/21/2026	P00402--YOLANDA MUNOZ	122234140017971	13,431.48
	4/21/2026	P00043--MARIA TERESA ALANIS	122234140017970	3,760.53
	4/21/2026	P00021--ANA ROSA M SANCHEZ	122234140017969	10,449.99
	4/21/2026	P00019--TERESA CAROLINA OROPEZA	122234140017968	4,754.49
	4/21/2026	P00014--LILIA ISORDIA DE RANGEL	122234140017967	4,992.98
	4/21/2026	P00003--CATALINA CASTRO AYALA	122234140017966	14,721.53
	4/21/2026	V04575--LOWE'S COMPANIES, INC.	122234140017965	75.93
	4/21/2026	V00060--AN ICON COMPANY, LLC - PRINTDIRTCHEAP	122234140017964	2,328.04
	4/21/2026	V04575--LOWE'S COMPANIES, INC.	122234140017963	251.88
	4/21/2026	V04575--LOWE'S COMPANIES, INC.	122234140017962	103.63
	4/21/2026	V01044--W W GRAINGER INC	122234140017961	586.89
	4/21/2026	V00029--ADVANCED DATA STORAGE, INC	122234140017960	35.20
	4/21/2026	V04575--LOWE'S COMPANIES, INC.	122234140017959	34.41
	4/21/2026	V00022--ADOBE INC	122234140017958	89,988.24
	4/21/2026	V04575--LOWE'S COMPANIES, INC.	122234140017957	784.97
	4/21/2026	V00595--LAMONT GENERAL STORE	122234140017956	8.65
	4/21/2026	V03234--TEACHSTONE, INC	122234140017955	2,570.00
	4/21/2026	V04139--CUSTOMIZED CUSTODIAL - CCS ACQUISITION LLC	122234140017954	2,148.07
	4/21/2026	V00961--TEL TEC SECURITY SYSTEMS INC	122234140017953	3,473.22
	4/21/2026	V00024--ADP, LLC.	122234140017952	27.98
	4/21/2026	V03288--OASIS AIR AND SOLAR	122234140017951	1,178.88
	4/21/2026	V03939--SULEMA GARCIA	122234140017950	357.71
	4/21/2026	V00049--AMAZON CAPITAL SERVICES, INC	122234140017949	6,259.90

Bank	Date	Vendor	Document no.	Amount
	4/21/2026	V00938--STOCKTON COMMUNITY KITCHEN	122234140017948	5,438.16
	4/21/2026	V03288--OASIS AIR AND SOLAR	122234140017947	15,030.68
	4/21/2026	V04884--PAUL V BRIANO III	122234140017946	55.00
	4/21/2026	V00874--SAVE MART SUPERMARKETS	122234140017945	1,034.14
	4/21/2026	V00108--BALCO HOLDINGS, INC.	122234140017944	298.60
	4/21/2026	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140017943	26,046.23
	4/21/2026	V04690--SAGASER WATKINS & WIELAND PC	122234140017942	1,481.00
	4/22/2026	V04695--MARIA E AGUILAR GONZALEZ	309509	1,730.70
	4/22/2026	V05234--Jose Alberto Sanchez Rodriguez	309506	1,363.55
	4/22/2026	V04598--SHIHAAB MOHAMAD HARB	309511	1,274.37
	4/22/2026	V05220--ALANA TASHA REED	309504	507.46
	4/22/2026	V05235--Jovanny Ruvalcaba	309507	1,199.75
	4/22/2026	V05232--Jennifer Lee Tarter	309505	1,317.32
	4/22/2026	V05150--MARCELINA MARINERO	309508	1,277.27
	4/22/2026	V03858--OCTAVIO OJEDA	309510	1,789.77
	4/22/2026	V03157--KERN ISLAND INVESTORS, GP	309489	7,647.00
	4/22/2026	V03157--KERN ISLAND INVESTORS, GP	309488	7,399.50
	4/22/2026	V02479--RONALD SHELAN	309496	5,704.14
	4/22/2026	V00953--TAFT CITY SCHOOL DISTRICT	309499	5,071.35
	4/22/2026	V03003--FIRST CONGREGATIONAL CHURCH BAKERSFIELD	309485	5,004.92
	4/22/2026	V02580--BEAR MOUNTAIN RECREATION & PARK DISTRICT	309476	3,800.00
	4/22/2026	V00932--STELLAR PLAZA LLC	309497	3,383.76
	4/22/2026	V02949--KERN COUNTY SUPERINTENDENT OF SCHOOLS	309487	2,200.00
	4/22/2026	V02967--MORE THAN ONE DIMENSION, INC.	309493	1,800.00
	4/22/2026	V00798--PREWITT FAMILY DECEDENTS TRUST	309495	1,500.00
	4/22/2026	V02424--MCFARLAND UNIFIED SCHOOL DISTRICT	309490	100.00
	4/22/2026	V00689--MERCED COUNTY OFFICE OF EDUCATION	309491	253.67
	4/22/2026	V00251--COUNTY OF KERN GENERAL SERVICES, 3RD FLOOR	309482	363.12
	4/22/2026	V01041--VINELAND SCHOOL DISTRICT	309502	375.00
	4/22/2026	V02673--FIRST 5 MADERA COUNTY	309484	1,223.14
	4/22/2026	V01819--CENTRAL CAL MANAGEMENT, INC	309479	1,201.00
	4/22/2026	V01819--CENTRAL CAL MANAGEMENT, INC	309478	1,045.00
	4/22/2026	V02933--COMMUNITY SERVICES AND EMPLOYMENT TRAINING, INC.	309481	978.50
	4/22/2026	V01819--CENTRAL CAL MANAGEMENT, INC	309477	975.00
	4/22/2026	V03124--1020 CECIL LLC	309475	945.00
	4/22/2026	V00977--THE HOUSING AUTHORITY OF THE COUNTY OF KERN	309500	735.00
	4/22/2026	V02973--OMNI FAMILY HEALTH	309494	6,680.00
	4/22/2026	V00947--SUNRISE VILLA PARTNERS	309498	700.00
	4/22/2026	V02227--CITY OF ARVIN	309480	671.95
	4/22/2026	V00365--FAIRFAX SCHOOL DISTRICT	309483	3,303.00
	4/22/2026	V02690--HEARTS & LIVES	309486	550.00
	4/22/2026	V01005--TULARE COUNTY OFFICE OF EDUCATION	309501	500.00
	4/22/2026	V02966--MOJAVE UNIFIED SCHOOL DISTRICT	309492	450.00
	4/22/2026	P02182--KAREN BACA MORENO	309503	922.33
	4/22/2026	V00747--OLLIE SHANKLE TRUSTEE (LESSOR)	122234140018394	10,525.00
	4/22/2026	V00718--M-R PROPERTIES	122234140018393	7,291.00
	4/22/2026	V00808--PROTEUS INC	122234140018392	500.00
	4/22/2026	V01072--YABITO CORPORATION	122234140018391	1,598.00
	4/22/2026	V02150--5905 NILES ST LLC	122234140018390	4,460.04
	4/22/2026	V04773--EASTON BUSINESS COMPLEX	122234140018389	345.00
	4/22/2026	V04715--ASSOCIATED FILIPINO ORGANIZATIONS OF SAN JOAQUIN C	122234140018388	5,688.00
	4/22/2026	V04715--ASSOCIATED FILIPINO ORGANIZATIONS OF SAN JOAQUIN C	122234140018387	2,022.08
	4/22/2026	V04715--ASSOCIATED FILIPINO ORGANIZATIONS OF SAN JOAQUIN C	122234140018386	666.98
	4/22/2026	V04640--NEEDLES FOR THE FUTURE	122234140018385	457.91
	4/22/2026	V04593--ORCHARD ALLIANCE - WAYSIDE CHAPEL	122234140018384	21,641.00
	4/22/2026	V04591--STAR 2 HOLDING LLC	122234140018383	1,123.20
	4/22/2026	V04143--NEORIA FAMILY REVOCABLE TRUST, PARAMPAL SINGH	122234140018382	6,525.05
	4/22/2026	V03295--RANCHO DE STINE LLC	122234140018381	21,892.00
	4/22/2026	V03278--LODI MUSLIM MOSQUE	122234140018380	5,700.00
	4/22/2026	V03247--BKAT, INC	122234140018379	11,585.03
	4/22/2026	V03159--JOHN REY	122234140018378	1,875.00
	4/22/2026	V03071--COUNTY OF KERN - MORTGAGE PAYMENT ONLY	122234140018377	44,367.81
	4/22/2026	V03007--JANET Y YU	122234140018376	700.00
	4/22/2026	V03006--GRACE COMMUNITY CHURCH	122234140018375	5,690.37
	4/22/2026	V02796--MARK AND HELENE MCELYEA	122234140018374	4,000.00
	4/22/2026	V02263--DIVERSIFIED PROJECT SERVICES INTL., INC.	122234140018373	9,555.00
	4/22/2026	V02261--DIOCESE OF FRESNO EDUCATION CORPORATION	122234140018372	3,617.47
	4/22/2026	V00874--SAVE MART SUPERMARKETS	122234140018371	224.27
	4/22/2026	V00874--SAVE MART SUPERMARKETS	Voided - 309404	-224.27
	4/27/2026	V04041--STEPHANIE CORONEL	309517	1,628.21
	4/27/2026	V04041--STEPHANIE CORONEL	309516	967.22

Bank	Date	Vendor	Document no.	Amount
	4/27/2026	V04042--ASHLEY LAUREN McALLISTER	309512	2,645.61
	4/27/2026	V04363--MICHELLE ADILENE RUIZ	309515	2,700.27
	4/27/2026	V04363--MICHELLE ADILENE RUIZ	309514	1,602.07
	4/27/2026	V04363--MICHELLE ADILENE RUIZ	309513	716.82
	4/27/2026	V05190--VANESSA BUENO	309518	334.93
	4/28/2026	V04544--ELAN	46113	51,015.72
	4/28/2026	V01817--CALIFORNIA AVENUE SENIOR HOUSING	309539	500.00
	4/28/2026	V02996--DEPARTMENT OF HUMAN RESOURCES	309559	17,617.37
	4/28/2026	V04194--KERN HEALTH SYSTEMS	309586	1,492.35
	4/28/2026	V03890--ROBERT BRECHFELDT	309623	67.50
	4/28/2026	V03655--HAROLD MOLINARES	309572	67.50
	4/28/2026	V03654--HANNIA I ACEVEDO	309571	67.50
	4/28/2026	V03459--AIDE AVELAR	309520	67.50
	4/28/2026	V03805--MARTA GONZALEZ	309604	67.50
	4/28/2026	V03810--MARTHA ORDUNA	309606	67.50
	4/28/2026	V03697--JULIAN MAHAN	309585	67.50
	4/28/2026	V03522--AVERY COX	309531	67.50
	4/28/2026	V04151--MICHELLE AVALOS	309610	67.50
	4/28/2026	V04252--CHANTHA SENG	309546	67.50
	4/28/2026	V04251--CHAKARATANO LOCH	309545	67.50
	4/28/2026	V04310--JESSICA CARRASCO	309581	67.50
	4/28/2026	V04422--ZANAYA HALLIDAY	309647	67.50
	4/28/2026	V04417--YANUARIA LLAMAS- GUERRERO	309646	67.50
	4/28/2026	V04307--JENNIFER LOLLAR	309579	67.50
	4/28/2026	V04411--VETH CHUM	309643	67.50
	4/28/2026	V04288--GLENDA SOUICE	309570	67.50
	4/28/2026	V04241--Asuncion Gonzalez	309527	67.50
	4/28/2026	V04239--ASHLEY BOWMAN	309525	67.50
	4/28/2026	V04234--ARACELI MADRIGAL NUNEZ	309524	67.50
	4/28/2026	V04230--AN HOANG	309523	67.50
	4/28/2026	V04381--PAULA MASANIAI	309619	67.50
	4/28/2026	V04379--PATRICIA LOPEZ DE BAUTISTA	309618	67.50
	4/28/2026	V04377--OBDULIA GUZMAN BAUTISTA	309612	67.50
	4/28/2026	V04374--MYRNA PEREZ FRANCO	309611	67.50
	4/28/2026	V04339--MALLORY MISASI	309595	67.50
	4/28/2026	V04338--MAGNOLIA ESQUIVEL MORA	309594	67.50
	4/28/2026	V04159--Estela Corrales	309564	67.50
	4/28/2026	V05239--GABREILA MARQUEZ	309569	67.50
	4/28/2026	V05238--ENEDINA GONZALEZ	309563	67.50
	4/28/2026	V05244--JOSEPH GUERRA	309582	67.50
	4/28/2026	V05250--PATRICIA ALVAREZ	309617	67.50
	4/28/2026	V05247--MARIA MERCADO	309600	67.50
	4/28/2026	V05246--MARIA DE JESUS CARPIO	309597	67.50
	4/28/2026	V05243--HOAITHANH TRAN	309574	67.50
	4/28/2026	V05251--SAMANTHA SUAREZ	309626	67.50
	4/28/2026	V05249--MARTHA CASILLAS	309605	67.50
	4/28/2026	V05248--MARISOL AGUILERA	309601	67.50
	4/28/2026	V05245--LUCIA BARRERA	309589	67.50
	4/28/2026	V05240--MARIA MARTINEZ MANZANARES	309599	67.50
	4/28/2026	V05242--MARY VERGARA CHAPARRO	309607	67.50
	4/28/2026	V05241--MARITZA CAMACHO	309602	67.50
	4/28/2026	V05252--SARANYA RAVINDRAN	309628	67.50
	4/28/2026	V05087--VIRGINIA CERVANTES TORRES	309644	67.50
	4/28/2026	V04859--BETA PROPERTY INVESTMENTS, LLC	309534	674.50
	4/28/2026	V04687--MAGDALENA VILLA	309593	67.50
	4/28/2026	V05146--CARNIE KETTLE CORN INC	309543	800.00
	4/28/2026	V05131--CONLEE OUTDOOR ADVERTISING LLC	309554	1,350.00
	4/28/2026	V05104--BENTLEY BOWL FRANCHISE LLC	309533	5,612.50
	4/28/2026	V05156--TK SWEET FIX CREAMERY	309640	2,000.00
	4/28/2026	V05147--JUAN RICO	309583	2,800.00
	4/28/2026	V05132--B-TOWN BURGERZ, INC	309532	4,330.00
	4/28/2026	V04965--MAGDALENA PACHECO	309592	67.50
	4/28/2026	V04849--MELISSA BARROGA	309609	67.50
	4/28/2026	V03249--CALYPSO WEST INC. / BAKERSFIELD ICE	309542	1,190.75
	4/28/2026	V04711--BOPHA SOP	309536	67.50
	4/28/2026	V00161--CALIFORNIA HEAD START ASSOCIATION	309540	1,925.00
	4/28/2026	V00493--J & E RESTAURANT SUPPLIES INC	309576	6,599.00
	4/28/2026	V00229--COMCAST CORPORATION	309553	249.06
	4/28/2026	V01796--AUTUMN GLEN APARTMENTS LLC	309530	1,497.00
	4/28/2026	V02725--JUDY DELYNN ARTELLAN	309584	67.50
	4/28/2026	V01817--CALIFORNIA AVENUE SENIOR HOUSING	309538	2,198.00

Bank	Date	Vendor	Document no.	Amount
	4/28/2026	V03356--CYNTHIA RODRIGUEZ	309557	414.00
	4/28/2026	V04622--MA ELENA CORNEJO DE RODRIGUEZ	309591	67.50
	4/28/2026	V03894--ROSA CALLEJAS	309624	67.50
	4/28/2026	V03430--SPECTRUM/CHARTER	309637	170.00
	4/28/2026	V04962--SHARRATT PROVISIONS, INC	309630	144,192.00
	4/28/2026	V05140--MATSON ALARM CO., INC.	309608	286.10
	4/28/2026	V04602--SEQUOIA PEST SOLUTIONS	309629	250.00
	4/28/2026	V00209--CITY OF BAKERSFIELD	309551	18.00
	4/28/2026	V00801--PRODUCERS DAIRY FOODS INC	309622	2,737.41
	4/28/2026	V04835--LOS BROTHERS KITCHEN	309588	893.06
	4/28/2026	V00207--CINTAS CORPORATION #668	309550	250.51
	4/28/2026	V04543--DEBORAH JOHNSON	309558	430.10
	4/28/2026	V04042--ASHLEY LAUREN McALLISTER	309526	70.33
	4/28/2026	V00249--COUNTRY CLUB SERVICE	309555	76.83
	4/28/2026	V01022--VALLEY PROPANE SERVICE	309642	150.15
	4/28/2026	V04588--CHRISTOPHER A. MARTINEZ	309548	209.95
	4/28/2026	V00919--SPECTRUM	309636	186.66
	4/28/2026	V01012--UNITED RENTALS INC	309641	638.93
	4/28/2026	V00646--MARIA AGUILAR	309596	99.33
	4/28/2026	V00926--STANDARD PLUMBING SUPPLY COMPANY, INC	309638	39.65
	4/28/2026	V00192--CHARLIE'S DAY & NITE, INC.	309547	16.90
	4/28/2026	V00252--COUNTY OF KERN PUBLIC WORKS	309556	166.78
	4/28/2026	V04824--A-1 PLUMBING SERVICE, INC.	309519	1,350.00
	4/28/2026	V04972--BIOMEDICAL WASTE DISPOSAL INC.	309535	60.00
	4/28/2026	V00389--FLYERS ENERGY LLC	309568	886.91
	4/28/2026	V00919--SPECTRUM	309635	246.66
	4/28/2026	V03280--JEREMY MARRS	309580	480.00
	4/28/2026	V00907--SOCALGAS	309633	120.23
	4/28/2026	V00092--AT&T	309529	1,282.86
	4/28/2026	V00370--FEDEX	309566	122.12
	4/28/2026	V00914--SOUTHERN CALIFORNIA EDISON	309634	1,885.65
	4/28/2026	V00787--PG&E	309620	8,435.27
	4/28/2026	V04938--PINNACLE RECRUITING SERVICES LLC	309621	9,821.35
	4/28/2026	V00094--AT&T	309528	2,415.39
	4/28/2026	V00206--CHRISTOPHER PERCIVAL	309549	95.00
	4/28/2026	V00169--CALIFORNIA WATER SERVICE	309541	1,606.72
	4/28/2026	V03351--DOUBLE TREE HOTEL BAKERSFIELD	309561	592.52
	4/28/2026	V03172--OFFICE1 LEASING	309614	304.37
	4/28/2026	V03172--OFFICE1 LEASING	309613	1,959.60
	4/28/2026	V00216--CITY OF STOCKTON	309552	59.65
	4/28/2026	V05103--HECTOR CORONA	309573	3,875.00
	4/28/2026	V04963--LYNDA WILSON	309590	750.00
	4/28/2026	V00903--SIGNAL SERVICE INC	309632	225.00
	4/28/2026	V00846--ROUTE 66 BROADBAND LLC	309625	218.13
	4/28/2026	P02731A--BERNARDINA GOMEZ ARAUJO	309648	1,031.69
	4/28/2026	V03310--THE SOCIAL VIBE	309639	8,250.00
	4/28/2026	V00187--CERTIFIX INC	309544	520.00
	4/28/2026	P00716--ELIZABETH MARTINEZ	309649	2,869.05
	4/28/2026	V00330--EL CONCILIO CALIFORNIA	309562	168.75
	4/28/2026	P01706--PETRA HERNANDEZ DE ESTEVES	309650	463.32
	4/28/2026	V02549--AMY A JIMENEZ	309522	81.93
	4/28/2026	V00657--MARIA MARTINEZ	309598	181.25
	4/28/2026	V02944--ESTHER REYES-GARZA	309565	123.98
	4/28/2026	V02673--FIRST 5 MADERA COUNTY	309567	305.59
	4/28/2026	V03377--ALEJANDRA BAHENA	309521	91.35
	4/28/2026	V03386--JAZMIN LEON	309578	105.85
	4/28/2026	V03740--LILIANA ALTAMIRANO	309587	395.85
	4/28/2026	V03592--DIANA OROZCO	309560	395.85
	4/28/2026	V04396--SANDRA MEJIA ESPARZA	309627	320.45
	4/28/2026	V00762--PACIFICA STOCKTON HOTEL LLC - COURTYARD BY MARRIOT	309615	719.92
	4/28/2026	V04886--MARLIN LEASING CORPORATION	309603	237.81
	4/28/2026	V00902--SIERRA SANDS UNIFIED SCHOOL DIST	309631	3,249.00
	4/28/2026	V00458--HOME DEPOT COMMERCIAL CREDIT	309575	4,488.16
	4/28/2026	V05254--WIZER INC	309645	2,232.00
	4/28/2026	V03182--PARENTS AS TEACHERS NATIONAL CENTER	309616	245.00
	4/28/2026	V05075--BRUSH ART CORPORATION	309537	2,325.00
	4/28/2026	V05096--JAIME GONZALEZ DIAZ	309577	850.00
	4/28/2026	V03174--OFFICE IMAGING, INC	122234140018607	121.92
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018606	64.84
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018605	51.47
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018604	4.52

Bank	Date	Vendor	Document no.	Amount
	4/28/2026	V03174--OFFICE IMAGING, INC	122234140018603	238.44
	4/28/2026	V03174--OFFICE IMAGING, INC	122234140018602	154.73
	4/28/2026	V03530--BRENDA AMAYA	122234140018601	40.50
	4/28/2026	V03174--OFFICE IMAGING, INC	122234140018600	118.05
	4/28/2026	V03174--OFFICE IMAGING, INC	122234140018599	109.80
	4/28/2026	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140018598	19,929.20
	4/28/2026	V05230--NICKOLAS FLORES	122234140018597	500.00
	4/28/2026	V05229--LUIE GARCIA	122234140018596	500.00
	4/28/2026	V05228--KAYLA FLORES	122234140018595	500.00
	4/28/2026	V05227--JAI'LYN JACKSON	122234140018594	500.00
	4/28/2026	V05224--FAITH HAMMOND	122234140018593	500.00
	4/28/2026	V05223--AYDEN MOLINA	122234140018592	500.00
	4/28/2026	V05221--ALEXANDER GARZA	122234140018591	500.00
	4/28/2026	V05202--SETA YOR	122234140018590	67.50
	4/28/2026	V05201--ROCHELLE MARTIN	122234140018589	67.50
	4/28/2026	V05192--MIKE ISMAEL TORRES-GIL	122234140018588	67.50
	4/28/2026	V05189--XINIA CORDERO	122234140018587	67.50
	4/28/2026	V05188--STEPHANIE STALEY	122234140018586	40.50
	4/28/2026	V05129--CINDY T BOUN	122234140018585	67.50
	4/28/2026	V04970--CHERISE N LOPEZ	122234140018584	67.50
	4/28/2026	V04964--PHOUNANG KEOVONGSACK	122234140018583	67.50
	4/28/2026	V04865--CHRISTIAN F. VARGAS	122234140018582	700.00
	4/28/2026	V04749--PHONTHIP PADICHITH	122234140018581	67.50
	4/28/2026	V04688--ALONDRA ORTIZ	122234140018580	67.50
	4/28/2026	V04647--TRISHA LOR	122234140018579	67.50
	4/28/2026	V04549--THUY TRANG TRAN	122234140018578	67.50
	4/28/2026	V04525--BRENDA ORTIZ	122234140018577	67.50
	4/28/2026	V04383--PHEDRA CASTILLO VALDEZ	122234140018576	67.50
	4/28/2026	V04330--LORENA NAVA	122234140018575	67.50
	4/28/2026	V04062--SOPHIN LOCK	122234140018574	67.50
	4/28/2026	V03948--TERESA MARTINEZ	122234140018573	67.50
	4/28/2026	V03915--SANDRA GARCIA	122234140018572	67.50
	4/28/2026	V03912--SANDRA ACEVEDO	122234140018571	67.50
	4/28/2026	V03893--ROONECIA MORADO	122234140018570	67.50
	4/28/2026	V03879--RASHI STROTHER	122234140018569	67.50
	4/28/2026	V03866--PATRICIA MEXICANO	122234140018568	67.50
	4/28/2026	V03852--NICOLE NINO	122234140018567	67.50
	4/28/2026	V03849--NELLY MENDOZA	122234140018566	67.50
	4/28/2026	V03800--Marissa Torres	122234140018565	67.50
	4/28/2026	V03742--LILLIAN URREA	122234140018564	67.50
	4/28/2026	V03741--LILIANA GONZALEZ GABRIEL	122234140018563	67.50
	4/28/2026	V03659--HOLLY CUXIN	122234140018562	67.50
	4/28/2026	V03645--GLORIANA TEIXEIRA	122234140018561	67.50
	4/28/2026	V03641--GLORIA BARBERO	122234140018560	67.50
	4/28/2026	V03526--BELVINDER BIRING	122234140018559	67.50
	4/28/2026	V03517--ASIFA AMIRI	122234140018558	67.50
	4/28/2026	V03437--LETISHA BROOKS	122234140018557	506.00
	4/28/2026	V03421--REBECCA MORENO	122234140018556	139.00
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018555	62.44
	4/28/2026	V03174--OFFICE IMAGING, INC	122234140018554	171.78
	4/28/2026	V03174--OFFICE IMAGING, INC	122234140018553	142.61
	4/28/2026	V03174--OFFICE IMAGING, INC	122234140018552	138.73
	4/28/2026	V03174--OFFICE IMAGING, INC	122234140018551	122.72
	4/28/2026	V03174--OFFICE IMAGING, INC	122234140018550	121.34
	4/28/2026	V03174--OFFICE IMAGING, INC	122234140018549	114.91
	4/28/2026	V03174--OFFICE IMAGING, INC	122234140018548	109.80
	4/28/2026	V03080--AZUGA, INC.	122234140018547	495.00
	4/28/2026	V02868--SAFIYA PRICE	122234140018546	67.50
	4/28/2026	V02411--MARISELA P. GONZALEZ	122234140018545	67.50
	4/28/2026	V02206--BRITTANY WILEY	122234140018544	67.50
	4/28/2026	V00108--BALCO HOLDINGS, INC.	122234140018543	1,214.76
	4/28/2026	V00045--ALPHA TECHNOLOGIES & ALARM SYSTEMS, INC.	122234140018542	390.00
	4/28/2026	V05231--TRINITY HAMMOND	122234140018541	500.00
	4/28/2026	V03174--OFFICE IMAGING, INC	122234140018540	26.00
	4/28/2026	V03174--OFFICE IMAGING, INC	122234140018539	26.00
	4/28/2026	V00820--RAYMOND'S TROPHY AWARDS	122234140018538	216.50
	4/28/2026	V00182--CDW LLC	122234140018537	48,205.60
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018536	10.43
	4/28/2026	V05222--AYANARIH AGUILAR	122234140018535	500.00
	4/28/2026	V00683--MCWILLIAMS & WALDEN INC	122234140018534	314.82
	4/28/2026	V00937--STINSON STATIONERS	122234140018533	409.81

Bank	Date	Vendor	Document no.	Amount
	4/28/2026	V04575--LOWE'S COMPANIES, INC.	122234140018532	784.91
	4/28/2026	V05226--JACK RUELAS	122234140018531	500.00
	4/28/2026	V05225--ISABELLA VANNORSDALL	122234140018530	500.00
	4/28/2026	V00937--STINSON STATIONERS	122234140018529	532.46
	4/28/2026	V00874--SAVE MART SUPERMARKETS	122234140018528	250.93
	4/28/2026	V00704--MISSION LINEN SUPPLY	122234140018527	1,597.81
	4/28/2026	V00704--MISSION LINEN SUPPLY	122234140018526	831.60
	4/28/2026	V00704--MISSION LINEN SUPPLY	122234140018525	660.54
	4/28/2026	V00704--MISSION LINEN SUPPLY	122234140018524	234.45
	4/28/2026	V00704--MISSION LINEN SUPPLY	122234140018523	159.67
	4/28/2026	V00704--MISSION LINEN SUPPLY	122234140018522	77.23
	4/28/2026	V00128--BRADY INDUSTRIES OF CALIFORNIA, LLC, A BRADY PLUS CC	122234140018521	9,108.65
	4/28/2026	V05233--ZA'NIYRA SMITH	122234140018520	500.00
	4/28/2026	V03191--VAL-PRO, INC	122234140018519	4,075.35
	4/28/2026	V04051--NFP EXECUTIVE BENEFITS	122234140018518	1,840.00
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018517	51.59
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018516	51.24
	4/28/2026	V04575--LOWE'S COMPANIES, INC.	122234140018515	349.70
	4/28/2026	V03084--SUNRISE GARDENING SERVICE, LLC	122234140018514	1,800.00
	4/28/2026	V00384--FIVE9 INC	122234140018513	3,754.95
	4/28/2026	V00312--DONAHUE TRUCK CENTERS	122234140018512	4,113.66
	4/28/2026	V00257--CREATIVE FINANCIAL STAFFING LLC	122234140018511	1,251.20
	4/28/2026	V03343--CONTINENTAL LABOR RESOURCES, INC.	122234140018510	1,032.39
	4/28/2026	V00060--AN ICON COMPANY, LLC - PRINTDIRTCHEAP	122234140018509	181.43
	4/28/2026	V00260--CROWN EQUIPMENT CORPORATION	122234140018508	295.02
	4/28/2026	V03263--FLOWERS BAKERIES SALES OF SOCAL, LLC	122234140018507	213.28
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018506	194.53
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018505	147.12
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018504	129.39
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018503	128.79
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018502	64.84
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018501	64.10
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018500	64.10
	4/28/2026	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140018499	298.00
	4/28/2026	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140018498	162.00
	4/28/2026	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140018497	146.00
	4/28/2026	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140018496	135.00
	4/28/2026	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140018495	100.00
	4/28/2026	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140018494	67.00
	4/28/2026	V04575--LOWE'S COMPANIES, INC.	122234140018493	21.55
	4/28/2026	V00029--ADVANCED DATA STORAGE, INC	122234140018492	38.07
	4/28/2026	V01064--WIPFLI LLP	122234140018491	10,278.17
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018490	1,302.09
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018489	675.47
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018488	201.59
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018487	51.99
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018486	42.35
	4/28/2026	V04139--CUSTOMIZED CUSTODIAL - CCS ACQUISITION LLC	122234140018485	26,646.48
	4/28/2026	V00559--KAPLAN EARLY LEARNING CO	122234140018484	920.04
	4/28/2026	V00559--KAPLAN EARLY LEARNING CO	122234140018483	687.98
	4/28/2026	V00198--CHEVRON AND TEXACO BUSINESS CARD SERVICES	122234140018482	3,939.11
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018481	39.66
	4/28/2026	V03213--FRESHPOINT CENTRAL CALIFORNIA, INC	122234140018480	1,723.20
	4/28/2026	V03186--BLUETRITON BRANDS INC	122234140018479	18.50
	4/28/2026	V02330--JEREMY T TOBIAS	122234140018478	75.00
	4/28/2026	V01044--W W GRAINGER INC	122234140018477	711.85
	4/28/2026	V00704--MISSION LINEN SUPPLY	122234140018476	888.35
	4/28/2026	V00704--MISSION LINEN SUPPLY	122234140018475	848.09
	4/28/2026	V00683--MCWILLIAMS & WALDEN INC	122234140018474	811.97
	4/28/2026	V00559--KAPLAN EARLY LEARNING CO	122234140018473	1,436.98
	4/28/2026	V00559--KAPLAN EARLY LEARNING CO	122234140018472	1,018.68
	4/28/2026	V00559--KAPLAN EARLY LEARNING CO	122234140018471	290.30
	4/28/2026	V00559--KAPLAN EARLY LEARNING CO	122234140018470	217.06
	4/28/2026	V04575--LOWE'S COMPANIES, INC.	122234140018469	33.41
	4/28/2026	V00402--FRONTIER COMMUNICATIONS HOLDINGS LLC	122234140018468	104.02
	4/28/2026	V01064--WIPFLI LLP	122234140018467	6,625.00
	4/28/2026	V00423--GOTO TECHNOLOGIES USA, INC	122234140018466	3,038.40
	4/28/2026	V03186--BLUETRITON BRANDS INC	122234140018465	44.37
	4/28/2026	V03186--BLUETRITON BRANDS INC	122234140018464	44.37
	4/28/2026	V00358--EXACT STAFF, INC	122234140018463	1,120.00
	4/28/2026	V03174--OFFICE IMAGING, INC	122234140018462	26.00

Bank	Date	Vendor	Document no.	Amount
	4/28/2026	V00559--KAPLAN EARLY LEARNING CO	122234140018461	1,174.26
	4/28/2026	V04180--DIESEL DIRECT LLC	122234140018460	5,996.59
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018459	82.35
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018458	37.38
	4/28/2026	V03192--ROBERT D. STANE - AMERICAN TERMITE SOLUTIONS INC.	122234140018457	310.00
	4/28/2026	V00402--FRONTIER COMMUNICATIONS HOLDINGS LLC	122234140018456	348.45
	4/28/2026	V00146--CA ASSOCIATION OF FOOD BANKS	122234140018455	1,100.00
	4/28/2026	V00928--STAPLES CONTRACT & COMMERICAL, INC	122234140018454	340.23
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018453	32.54
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018452	34.17
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018451	34.49
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018450	51.99
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018449	84.63
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018448	212.56
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018447	259.90
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018446	808.78
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018445	894.71
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018444	1,509.23
	4/28/2026	V04575--LOWE'S COMPANIES, INC.	122234140018443	11.06
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018442	34.57
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018441	955.99
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018440	815.05
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018439	657.82
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018438	601.75
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018437	478.93
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018436	462.33
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018435	34.57
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018434	45.15
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018433	51.63
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018432	74.06
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018431	74.40
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018430	418.36
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018429	402.88
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018428	377.81
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018427	265.33
	4/28/2026	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140018426	103.97
	4/28/2026	V00704--MISSION LINEN SUPPLY	122234140018425	1,447.75
	4/28/2026	V04575--LOWE'S COMPANIES, INC.	122234140018424	32.89
	4/28/2026	V00704--MISSION LINEN SUPPLY	122234140018423	853.80
	4/28/2026	V00704--MISSION LINEN SUPPLY	122234140018422	2,171.42
	4/28/2026	V00704--MISSION LINEN SUPPLY	122234140018421	2,736.97
	4/28/2026	V04575--LOWE'S COMPANIES, INC.	122234140018420	41.11
	4/28/2026	V03492--Andrea Chavez	122234140018419	221.08
	4/28/2026	V00905--SMART & FINAL	122234140018418	1,177.20
	4/28/2026	V04575--LOWE'S COMPANIES, INC.	122234140018417	38.01
	4/28/2026	V03082--IDEAL SPECIALTIES INC	122234140018416	53,019.60
	4/28/2026	V04799--SIXTH AND UNION LLC	122234140018415	400.00
	4/28/2026	P02430--ALMA AYDE GOMEZ ALVAREZ	122234140018414	8,015.52
	4/28/2026	V01032--VERIZON WIRELESS	122234140018413	3,651.18
	4/28/2026	P00803--DELIA IRENE ARAUJO DOMINGUEZ	122234140018412	6,450.06
	4/28/2026	V03637--GIRLHENE SORIANO	122234140018411	56.55
	4/28/2026	P02302--MARIBEL SANTOS GALINDO	122234140018410	2,067.55
	4/28/2026	V03765--Magaly Witz	122234140018409	82.65
	4/28/2026	V05141--COMMUNITY ADVISORY COUNCIL	122234140018408	300.00
	4/28/2026	V03374--ADRIANA LOPEZ	122234140018407	188.50
	4/28/2026	V03339--ANGELICA NELSON	122234140018406	31.90
	4/28/2026	V03186--BLUETRITON BRANDS INC	122234140018405	31.97
	4/28/2026	P02755--LORRAINE DIAZ	122234140018404	11,330.87
	4/28/2026	V00302--RESTAURANT RUNNER INC	122234140018403	850.23
	4/28/2026	V03084--SUNRISE GARDENING SERVICE, LLC	122234140018402	800.00
	4/28/2026	V03084--SUNRISE GARDENING SERVICE, LLC	122234140018401	850.00
	4/28/2026	V03084--SUNRISE GARDENING SERVICE, LLC	122234140018400	450.00
	4/28/2026	V04575--LOWE'S COMPANIES, INC.	122234140018399	4.64
	4/28/2026	V00961--TEL TEC SECURITY SYSTEMS INC	122234140018398	2,231.56
	4/28/2026	V00049--AMAZON CAPITAL SERVICES, INC	122234140018397	20,317.99
	4/28/2026	V00938--STOCKTON COMMUNITY KITCHEN	122234140018396	39,200.07
	4/28/2026	V00694--MICHAEL E BRADLEY	122234140018395	4,050.00
	4/28/2026	P02731A--BERNARDINA GOMEZ ARAUJO	Voided - 1222341400181	-1,031.69
	4/29/2026	V05253--JORDAN TOBAR FILMS	309656	1,500.00
	4/29/2026	V03868--PAUL DOBIS	309654	129.00
	4/29/2026	V03425--HALONDA NAFF	309652	416.00

Bank	Date	Vendor	Document no.	Amount
	4/29/2026	V03429--TiYONNA MITCHELL	309655	1,177.61
	4/29/2026	V04295--IGNACIO RAMIREZ	309653	129.00
	4/29/2026	V04635--HOUSING AUTHORITY OF THE COUNTY OF KERN	309651	550.00
Total for CBB - Operating Acct			COUNT: 1769	**7,003,935.07**

MEMORANDUM

To: Board of Directors

From: Luis Barron, Safety Manager

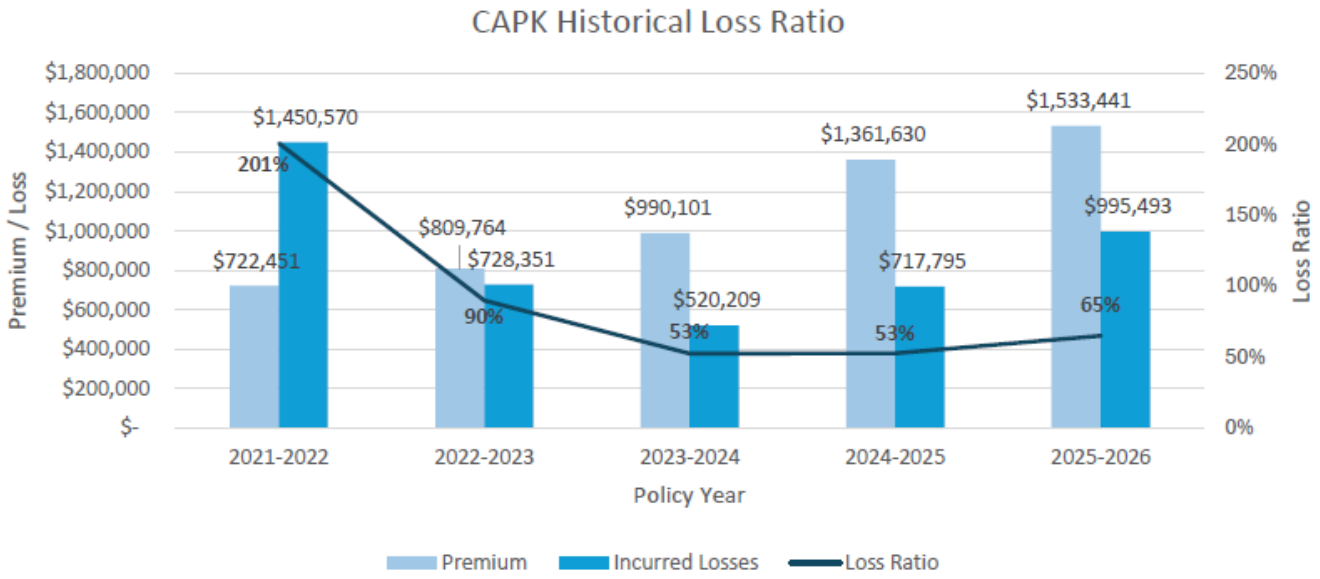
Date: June 24, 2026

Subject: *Agenda Item:* Workers Compensation Insurance Renewal – **Action Item**

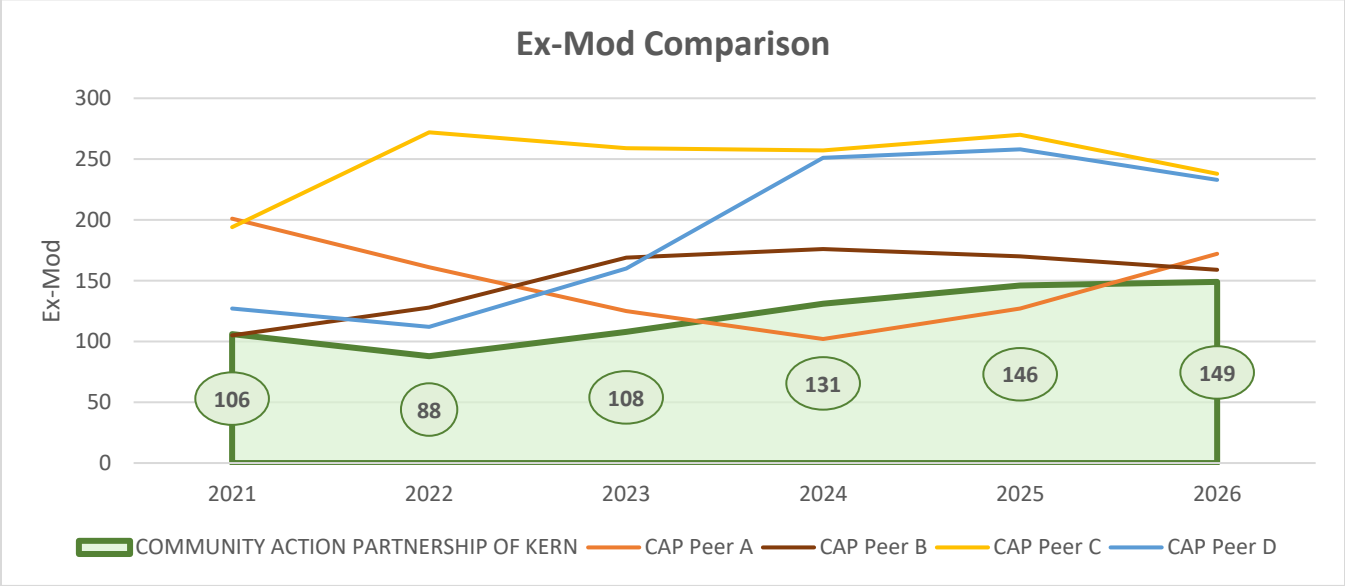
2026-2027 Renewal

As we prepared to renew our Workers' Compensation policy for the upcoming 2026–2027 policy year, we anticipated another premium increase due to an expected increase in the experience modification factor (ex-mod).

Last year, the policy premium increased by 12%, from $1,444,006 to $1,610,687, driven by a 1% rise in payroll and an elevated ex-mod, which rose from 1.35 to 1.46. This year, the premium, including taxes and surcharges, has increased by 7%, from $1,610,687 to $1,725,464, driven by a 2% increase in payroll and an elevated ex-mod, which rose from 1.46 to 1.49. Although our ex-mod has increased again in 2026, our loss trajectory peaked during the 2021 – 2022 policy year and has been declining, which should gradually bring our ex-mod down over the next few years.



INSURICA has provided the chart below, which illustrates how CAPK's ex-mod compares with its Community Action Agency peers.



Our broker, INSURICA, worked diligently to solicit proposals from other carriers to secure the best possible renewal terms. Despite these efforts, the best option available is to renew with our current carrier, Berkshire Hathaway, reflecting the increased premium we are now facing.

Next Steps

We intend to take the following steps over the next 12 months:

- Monitor our loss history and focus on bringing down our ex-mod through continued safety measures
- Assess budgetary flexibility and forecast future grant funding capacity
- Maintain open dialogue with INSURICA to explore captive models that align with our risk tolerance and financial structure

Recommendation

Staff recommends the Board of Directors approve the Workers Compensation Insurance renewal with Berkshire Hathaway in the amount of $1,725,464 and grant authority to the Chief Executive Officer to bind coverage for the 2026-2027 policy year.

Attachments:

2026–2027 Workers' Compensation Renewal Proposal
INSURICA Compensation Market Outlook

INSURANCE PROPOSAL

WORKERS' COMPENSATION
EFFECTIVE 7/31/2026

COMMUNITY ACTION PARTNERSHIP OF KERN

Presented on: June 17, 2026
Presented by: **Josh Wall, CIC & Aaron Uribe, CIC**

INSURICA

This presentation is designed to provide an overview and summary of the insurance coverages prepared for your review. This proposal is meant to facilitate a general understanding of your insurance needs and should not be construed as a legal interpretation of the insurance policies in place or presented within. This proposal does not alter or amend the insurance contracts. Please refer to the actual policies for details on coverages, conditions and exclusions that will govern in the event of a loss.

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EXECUTIVE OVERVIEW

INSURICA is an independent insurance agency that specializes in core industries and business disciplines. Our unique structure provides INSURICA customers with unparalleled access to the best coverage and risk management expertise available, all delivered through a local agent relationship.

INDUSTRY SPECIALIZATIONS

Our industry-specific knowledge and in-depth experience gives us valuable insight into the unique and often challenging needs of the following key industries:

- Agriculture
- Construction
- Education
- Energy
- Environmental
- Financial
- Healthcare
- Hospitality
- Manufacturing
- Ministries
- Not-For-Profit
- Staffing
- Technology
- Transportation

OUR APPROACH

Our approach is not about selling an individual policy, but rather understanding our clients' entire business structure and developing a comprehensive insurance management plan. With an in-depth understanding of our clients' business operations, we uncover unseen risks and opportunities that can dramatically lower exposure and costs.

OUR FUTURE

Placing over $1 billion in annual premiums, family-owned INSURICA is among the 40 largest insurance brokers in the United States. INSURICA employs over 600 colleagues in offices located throughout Oklahoma, Texas, Arkansas, Colorado, Arizona, and California. Guided by our Core Values of Integrity, Innovation, and Purpose, we are committed to expanding our services and footprint with partners who bring additional value and expertise to our clients and agency.

INSURICA SERVICE TEAM

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Sarah Smith | Claims Administrator | Sarah.Smith@INSURICA.com | (661) 316-5121

Christine Stahl | Surety Bond Manager | Christine.Stahl@INSURICA.com | (661) 316-5112

Celeste Henry | Notary Department | Celeste.Henry@INSURICA.com | (661) 316-5129

COMMON CONDITIONS

NAMED INSUREDS

Community Action Partnership of Kern

MAILING ADDRESS

1300 18th St. # 200
Bakersfield, CA 93301

LOCATION SCHEDULE

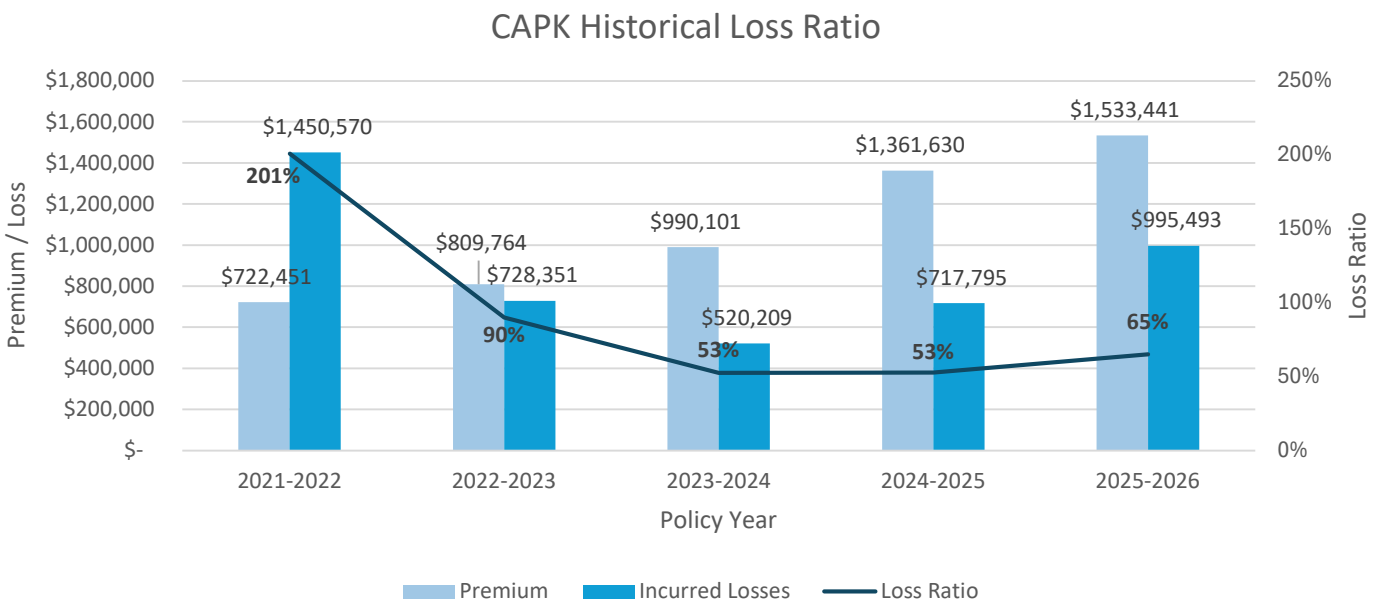
ADDRESS
300 19th St, Bakersfield, CA93301 93301
410 E Perkins - Temporarlity (Temporary Closed), McFarland, CA 93250 93250
9124 Catalpa Ave, California City, CA93505 93505
452 W Los Angeles Ave, Shafter, CA93263 93263
1120 S Curry, Tehachapi, CA93561 93561
3301 Virginia Ave, Bakersfield, CA93304 93304
301-315 Stine Road, Bakersfield, CA93309 93309
14327 S Vineland Road, Bakersfield, CA93307 93307
1835 Cecil Ave, Delano, CA93215 93215
2320 Mt Vernon Ave, Bakersfield, CA93306 93306
3000-3003 Sterling Road, Bakersfield, CA93306 93306
10300 1/2 San Diego St, Lamont, CA 93241 93241
2424 Cottonwood Road, Bakersfield, CA93304 93304
455 E. Euclid Ave, Shafter, CA93263 93263
3811 River Blvd, Bakersfield, CA93305 93305
7998 Alicante Ave, Lamont, CA93241 93241
1600 Poplar Ave, Wasco, CA93280 93280
5704 Pioneer Drive, Bakersfield, CA93306 93306
7000 W Doe Ave, Visalia, CA93291 93291
520 S Washington St, Bakersfield, CA93307 93307
1825 Feliz Drive, Bakersfield, CA93307 93307
459 E. Euclid Avenue, Shafter, CA93263 93263

814 North Norma, Ridgecrest, CA93555 93555
1111 Bush St, Arvin, CA 93203 93203
525 East Yosemite, Madera, CA 93638 93638
1410 11th St., Bakersfield, CA93302 93302
525 Roberts Lane Bldg B, Oildale, CA93308 93308
6019 - 3 & 4 Niles - Closing Soon, Bakersfield, CA93306 93306
1913 Feliz Drive - Empty Field, Bakersfield, CA93307 93307
500 South Washington - Empty Field, Bakersfield, CA 93307 93307
11336 Bartlett Ave, Adelanto, CA 92301 92301
814 North Norma, Ridgecrest
2101 7th St Bldg E, Wasco, CA 93280 93280
650 James St, Shafter, CA 93263 93263
819 Sixth Avenue - bldg #1-3, Taft, CA 93268 93268
4600 Panama Lane #122, Bakersfield, CA 93313 93313
90 Farrell Dr Bldg 5620, Edwards, CA 93524 93524
1500 So Fairfax Rd (module 1, 2 & Admin), Bakersfield, CA 93307 93307
3500 Mojave, Mojave, CA 93501 93501
347 E Poplar St (historical bldg) - NOT OCCUPIED, Stockton, CA 95202 95202
425 N California St, Stockton, CA 95202 95202
2584 Felsite Ave, Rosamond, CA 93560 93560
1145 N Hunter, Stockton, CA 95203 95203
2739 Diamond St # B, Rosamond, CA 93560 93560
701 S Hutchins St, Lodi, CA 95240 95240
1509 N Golden Gate, Stockton, CA 95205 95205
2800 S D St, Stockton, CA 95206 95206
236 & 238 W 4th St, Stockton, CA 95206 95206
8401 California City Blvd # 8, California City, CA 93505 93505
1001 Main St., Delano, CA 93215 93215
5351 Olive Drive #200, Bakersfield, CA 93308 93308
1850 Wardrobe Ave, Merced, CA 95341 95341
929 Broadway St. Office, Wasco, CA 93280 93280
24028 Lake Dr, Suite A, Crestline, CA 92325 92325
244 G. St #A, Needles, CA 92363 92363

4032 Jewett Ave, Bakersfield, CA 93301 93301
2550 E. Belle Terrace #200, Bakersfield, CA 93307 93307
2900 M Street, Bakersfield, CA 93301 93301
5 Real Road, Bakersfield, CA 93309 93309
850 J Street, Lathrop, CA 95330 95330
1300 18th Street, Bakersfield, CA 93301 93301
15662 K St, Mojave, CA 93501 93501
1631 30th Street, Bakersfield, CA 93301 93301
317 Mt Vernon Ave, Bakersfield, CA 93307 93307
2215 Buena Vista Street, Bakersfield, CA 93304 93304
729 Decatur Street, Bakersfield, CA 93308 93308
731 Decatur Street, Bakersfield, CA 93308 93308
3609 Caldwell Drive, Bakersfield, CA 93309 93309
727 Decatur St #1-2, Bakersfield, CA 93308 93308
1400 Easton Dr #120, Bakersfield, CA 93309 93309
1617 30th Street, Bakersfield, CA 93301 93301
604 Covey Ave, Bakersfield, CA 93308 93308
1300 Stine Rd 2nd Flr, Bakersfield, CA 93309 93309
1013 Grace St, Apt B, Bakersfield, CA 93305 93305
705 Sequoia Dr, Apt B & C, Bakersfield, CA 93308 93308
1300 Stine Rd, Bakersfield, CA 93309 93309
106 S. Robinson St., Tehachapi, CA 93561 93561
4944 E Clinton Way #106, Fresno
1105 N Sacramento, Stockton, CA
6 W Main St, Delano, CA
1013 Grace St Apt B, Bakersfield, CA
3333 Fairfax Rd, Bakersfield, CA

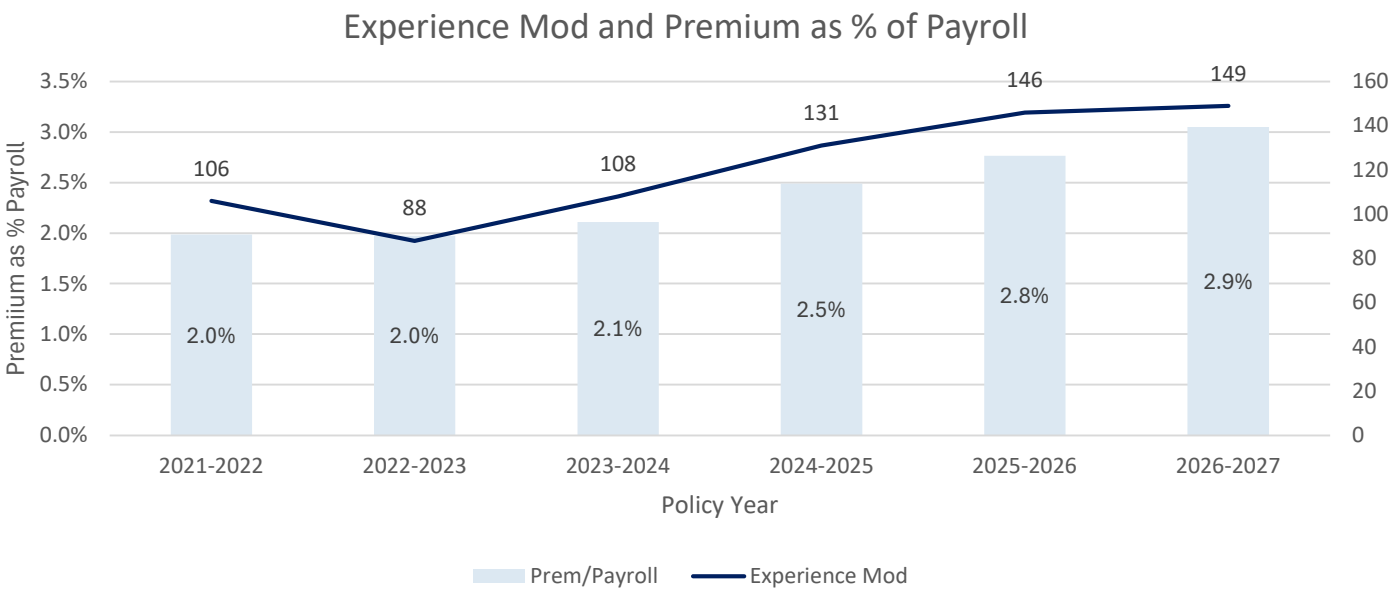
HISTORICAL LOSS RATIO & EXPERIENCE MODIFIER

Exhibit 1:



- Incurred losses in the most recent terms are still developing and subject to increase.

Exhibit 2:



- Premium excludes state taxes/surcharges. Premium includes agency commission in the 2024-2025 and 2025-2026 policy years.

Loss Ratio: A measure used in the insurance industry to compare incurred losses and loss-adjustment expenses to earned premiums, indicating the percentage of an insurer's premiums that are paid out in claims.

Experience Modifier: Also known as Ex-Mod, the Experience Modifier is a numerical factor used in the workers' compensation insurance industry to adjust premiums based on a company's loss history compared to similar businesses.

PAYROLL/RATE/PREMIUM COMPARISON

PAYROLL COMPARISON				
DESCRIPTION	2025-2026 *PROJECTED* ANNUAL PAYROLL	2026-2027 ESTIMATED ANNUAL PAYROLL	$ DIFFERENCE	% CHANGE
5146 - Cabinet Fixtures	$380,134	$375,769	($4,365)	(1%)
5479 - Insulation Work	$238,149	$259,388	$21,239	9%
8018 - Stores Wholesale	$1,225,280	$1,152,839	($72,441)	(6%)
8227 - Construction/Erection Yard	$51,678	$53,096	$1,418	3%
8742 - Salespersons	$3,496,174	$3,991,786	$495,612	14%
8804 - Alcoholic & Drug Recovery	$2,451,769	$2,355,512	($96,257)	(4%)
8810 - Clerical Office Employees	$15,751,595	$16,640,873	$889,278	6%
9059 - Day Care Centers - Children	$31,288,866	$31,089,037	($199,829)	(1%)
9067 - Clubs – Boys & Girls	$545,808	$662,038	$116,230	21%
Total Payroll	**$55,429,454**	**$56,580,338**	**$1,150,884**	**2%**

2025 EXPERIENCE MODIFICATION	2026 EXPERIENCE MODIFICATION	% CHANGE
146	**149**	**2%**

NET RATE COMPARISON				
DESCRIPTION	2025-2026 NET RATES	2026-2027 NET RATES	DIFFERENCE	% CHANGE
5146 - Cabinet Fixtures	10.17	11.43	1.26	12%
5479 - Insulation Work	9.44	10.16	0.72	8%
8018 - Stores Wholesale	10.39	11.16	0.77	7%
8227 - Construction/Erection Yard	6.81	8.82	2.01	30%
8742 - Salespersons	0.56	0.64	0.08	14%
8804 - Alcoholic & Drug Recovery	4.95	5.45	0.50	10%
8810 - Clerical Office Employees	0.39	0.41	0.02	5%
9059 - Day Care Centers - Children	3.48	3.84	0.36	10%
9067 - Clubs – Boys & Girls	3.19	2.90	(0.29)	(9%)

LINES OF BUSINESS	2025-2026 *PROJECTED* PREMIUM BASED ON PAYROLL REORTS	2026-2027 PREMIUM	$ DIFFERENCE	% CHANGE
Workers' Compensation	$1,533,441	$1,640,314	$106,873	6%
WC Surcharges/Fees	$77,246	$85,150	$7,904	10%
Total Cost	**$1,610,687**	**$1,725,464**	**$114,777**	**7%**

MARKETING SUMMARY

WORKERS' COMPENSATION	RESULTS
AmTrust	**Indication - $2,600,000 - $3,300,000**
Applied Underwriters (PEO)	No Response
Berkshire Hathaway	**$1,640,314**
Captive Resources	Additional underwriting required to determine eligibility
Charity First	Declined – Unacceptable loss ratio
Chubb	Declined – Not an appetite for social services risk
Church Mutual	Declined – Loss history
Compstar/Benchmark	No Response
CompWest	Declined
Copperpoint	Declined – Cannot compete
Employers	Declined – Exposures outside of risk appetite
GuideOne	Declined – Extensive off-premises exposures
Hartford	Declined – Class codes 5479, 8227, 8804, and 9067 are not eligible
ICW	Declined
Liberty Mutual	Declined – Operations outside of underwriting appetite
Markel	Declined – Class codes and underwriting guidelines
Midwest	Declined – Type of operations
Nonprofits United – Self-Insured Group	**$1,543,264 – 3-year minimum commitment and additional conditions upon joining**
Novacore	Declined – Lack of competitiveness and lack of appetite for CA risks
Omaha National	Declined – Operations outside of underwriting appetite
Preferred Employers	Declined – Class code 5479 is not eligible
QBE	Quote not offered
Risk Placement Services	No guaranteed cost options were received
RT Specialty	Declined
State Fund	**Indication - $2,661,000 - $2,760,000**
Strategic Comp – Great American - Paid Loss Aggregate Deductible Program	Declined – Underwriting guidelines
Tangram	Declined – Loss experience
Zenith	**Guaranteed Cost - $1,683,791** **Retro Option 1 - $1,683,791 (minimum $1,347,033/maximum $1,767,981)** **Retro Option 2 - $1,683,791 (minimum $1,178,654/maximum $1,852,170)**

DISCLAIMERS AND DISCLOSURE

A.M. BEST RATING

A Best Financial Strength Rating is an independent opinion of an insurer's financial strength and ability to meet its ongoing insurance policy and contract obligations. A.M. Best assigns to insurance-related organizations one of two types of rating opinions: a Best's Rating and a financial size category rating. The rating is based on a comprehensive quantitative and qualitative evaluation of a company's balance sheet strength, operating performance, and business profile. Best has seven (7) rating categories, including plus "+" or minus "-" rating notches to permit further gradation of financial strength within a particular rating category.

The three highest ratings given by A.M. Best are the following:

Rating	Definition
A++, A+ (Superior)	Assigned to companies that have, in Best's opinion, a superior ability to meet their ongoing insurance obligations.
A, A- (Excellent)	Assigned to companies that have, in Best's opinion, an excellent ability to meet their ongoing insurance obligations
B++, B+ (Good)	Assigned to companies that have, in Best's opinion, a good ability to meet their ongoing insurance obligations

Financial Size Categories. Assigned to all companies and reflects their size based on their capital, surplus, and conditional reserve funds in millions of U.S. dollars, using the scale below.

Millions of U.S. Dollars							
Class I	Less	than	1	Class VIII	100	to	250
Class II	1	to	2	Class IX	250	to	500
Class III	2	to	5	Class X	500	to	750
Class IV	5	to	10	Class XI	750	to	1,000
Class V	10	to	25	Class XII	1,000	to	1,250
Class VI	25	to	50	Class XIII	1,250	to	1,500
Class VII	50	to	100	Class XIV	1,500	to	2,000
				Class XV	greater	than	2,000

The ratings are not assigned to specific insurance policies or contracts and do not address any other risk, including, but not limited to, an insurer's claims-payment policies or procedures; the ability of the insurer to dispute or deny claims payment on grounds of misrepresentation or fraud; or any specific liability contractually borne by the policy or contract holder. A.M. Best's Financial Strength Rating is not a recommendation to purchase, hold, or terminate any insurance policy, contract, or any other financial obligation issued by an insurer, nor does it address the suitability of any particular policy or contract for a specific purpose or purchaser.

Financial analysis of insurance companies is a complex process that requires specialized knowledge. INSURICA relies upon opinions expressed by A.M. Best Company in determining the financial strength and size of insurance companies. INSURICA makes no representations and warranties concerning the solvency of any carrier, nor does it make any representation or warranty concerning the rating of the carrier which may change.

ADMITTED COMPANY VERSUS NON-ADMITTED INSURERS

Admitted Company

A foreign or alien insurance company that has been licensed by the insurance department of the state in question and that, thereby, is authorized to conduct business within that state to the extent licensed. Also called an admitted market or admitted insurer. In the event of a company's insolvency, policies written with admitted insurers may be eligible for access to the state guaranty fund, subject to several exceptions and limitations depending on the applicable state guaranty fund law.

Non-admitted Company

If an insurer is not licensed to write insurance in a specific state, it is a non-admitted insurer for that state. These companies are usually non-admitted because they do not meet the same capitalization requirements as an admitted company. Premiums paid to them are not protected by any state guaranty fund, and they are not subject to state regulation. Although not admitted, the insurer must still be approved to write business in that state. Non-admitted companies are part of the excess and surplus lines insurance market. Insurance policies placed with non-admitted companies may require payment of surplus lines premium taxes at a percentage that varies state by state. Non-admitted policies may be subject to a minimum earned premium (MEP), usually twenty-five (25) percent, but may be a higher percentage.

A.M. BEST RATINGS, FINANCIAL SIZE CATEGORIES, ADMITTED/NON-ADMITTED

Proposed Program

COMPANY	COVERAGE PROVIDED/PROPOSED	BEST RATING & FINANCIAL SIZE	ADMITTED / NON-ADMITTED
Cypress Insurance Co.	Workers' Compensation	A++ XV	Admitted

COMPENSATION DISCLOSURE

INSURICA is an Independent Agency. For our efforts, primarily commissions paid by insurance companies compensate us. The amount is based on the commission schedules established individually by each insurance company and is typically calculated as a percentage of the premium. INSURICA may also be eligible to receive various forms of incentive compensation, including contingent commissions and other awards and bonuses. This incentive compensation is based on criteria that may include volume, growth, profitability, and retention of business placed, as well as other performance measures established by the individual insurers with whom we do business. On occasion, insurance carriers will issue a policy at a net premium (with no commission factored into the premium), and at that time, INSURICA will determine an appropriate fee that fairly reflects the services provided for the policy being issued. These fees are disclosed and itemized as a separate billing amount to our clients.

TERMS, CONDITIONS, LIMITATIONS, AND/OR EXCLUSIONS

Wherever Terms, Conditions, Limitations, and/or Exclusions are listed throughout this proposal, they are not all-inclusive. Please refer to the actual policies for specific Terms, Conditions, Limitations, and/or Exclusions that will govern in the event of a loss. Specimen copies of policies are available for review upon request.

TERRORISM RISK INSURANCE ACT

Terrorism Coverage and Premium

In accordance with the federal Terrorism Risk Insurance Act (also known as “TRIA”), insurance carriers are required to make coverage available under your policy for “certified acts of terrorism.” The actual coverage provided by your policy(ies) will be limited by the terms, conditions, exclusions, limits, and other provisions of your policy(ies), as well as any applicable rules of law.

If Terrorism coverage applies to a particular line of business, the portion of your premium attributable to this terrorism coverage has been noted. If Terrorism coverage is optional and requires you to elect whether to accept or reject it, this has also been noted. Election forms may be required upon inception, at renewal, or when changing carriers.

Definition of Certified Act of Terrorism

A “certified act of terrorism” means an act that is certified by the US Secretary of the Treasury, in accordance with the provisions of TRIA, to be an act of terrorism under TRIA. The criteria contained in TRIA for a "certified act of terrorism" include the following:

1. The act results in insured losses in excess of $5 million in the aggregate, attributable to all types of insurance subject to TRIA; and
2. The act results in damage within the United States, or outside the United States in the case of certain air carriers or vessels, or the premises of a United States mission; and
3. The act is a violent act or an act that is dangerous to human life, property, or infrastructure and is committed by an individual or individuals acting as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

Disclosure of Federal Share of Terrorism Losses under TRIA

The United States Department of the Treasury will reimburse insurers for 85% of insured losses that exceed the applicable insurer's deductible. Effective January 1, 2016, this percentage will be reduced to 84%; effective January 1, 2017, to 83%; effective January 1, 2018, to 82%; effective January 1, 2019, to 81%; and effective January 1, 2020, to 80%. However, if aggregate industry insured losses under TRIA exceed $100 billion in a calendar year, the Treasury shall not make any payment for any portion of such losses exceeding $100 billion. The United States government has not charged any premium for its participation in covering terrorism losses.

Cap on Insurer Liability for Terrorism Losses

If aggregate industry insured losses attributable to “certified acts of terrorism” under TRIA exceed $100 Billion in a calendar year, and the insurance carrier(s) have met, or will meet, their respective insurer deductible under TRIA, they shall not be liable for the payment of any portion of the amount of such losses that exceed $100 billion. In such a case, your coverage for terrorism losses may be reduced on a pro-rata basis in accordance with procedures established by the Treasury, based on its estimates of aggregate industry losses and the insurance carrier(s) estimate that they will exceed our insurer's deductible. In accordance with the Treasury’s procedures, amounts paid for losses may be subject to further adjustments based on differences between actual losses and estimates.

ELECTRONIC COMMUNICATION AND DELIVERY CONSENT FORM

At INSURICA, we continually strive to improve our service speed to clients and do so in the most efficient manner. One of the ways we are increasing our efficiency for clients is by using electronic communications, emailing electronic documents, and electronic signatures. As our portal and electronic communications expand, we ask that you sign a consent form granting us permission to work together using this technology.

Please review the following statement and electronically sign.

We ("Client") hereby give consent and agree to receive documents related to insurance coverage written through or quoted by INSURICA ("Agent/Broker") in the form of electronic records. Agent/Broker may transmit documents to Client through electronic media, including but not limited to electronic mail, optical disks (including but not limited to compact discs and digital versatile discs), floppy disks, hard drives, thumb drives, jump drives, magnetic tapes, facsimiles, downloads from websites, and any other kinds of electronic media acceptable to both Client and Agent/Broker. Documents to be so delivered include but are not limited to policy information pages and coverage forms; endorsements; binders; certificates and evidences of insurance; automobile insurance identification cards; premium quotations; premium worksheets; invoices; premium finance agreements; audit statements; loss control reports; claim reports; correspondence; and notices of cancellation and nonrenewal. Client's signature or that of Client's representative signifies that Client voluntarily agrees to use electronic records in accordance with the federal Electronic Signatures in Global and National Commerce Act.

BUSINESS NAME: Community Action Partnership of Kern

SIGNATURE: _____

TITLE: _____

DATE: _____

INSURED

Community Action Partnership of Kern

☐ As presented (all lines)

☐ With changes noted below

1. _____

2. _____

3. _____

4. _____

5. _____

_____ _____

Print Name Title

_____ _____

Signature Date

Our Mission and Core Values

To manage risk for our Clients. To build a rewarding environment for our Colleagues. To produce an acceptable return for our Shareholders.



Integrity.

Trust forms the foundation of relationships and strengthens our **INSURICA Community**.



Innovation.

Ingenuity is the competitive Advantage securing the future of our **INSURICA Community**.



Purpose.

Passion transforms ordinary into extraordinary and delights our **INSURICA Community**.

INSURICA colleagues consistently strive to uphold the agency's Mission and Core Values statements. By creating a corporate culture based on ethical behavior in the marketplace and fun in the workplace, INSURICA has been recognized many times as both a Best Practices Agency and a Best Places to Work employer. In 2019, leading insurance industry publication, Rough Notes, named INSURICA Agency of the Year.



Workers Compensation Market Outlook
Policy Period: July 31, 2026 to July 31, 2027

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Slide 11	Historical Experience Mod
Slide 12	Experience Mod Peers
Slide 13	RM4U Service Update

Your Service Team

INSURICA Service Team		
National Not-For-Profit Group Leader	Josh Wall, CIC	661.316.5184 Josh.Wall@INSURICA.com
Agent / Producer	Aaron Uribe, CIC, AFIS	661.316.5182 Aaron.Uribe@INSURICA.com
Account Executive	Alex Jackson, CIC, RPLU	661.316.5156 Alex.Jackson@INSURICA.com
Account Manager	Robyn Patrick, CISR	661.316.5160 Robyn.Patrick@INSURICA.com
Risk Management / Loss Control	Jeremy Hearron	661.342.8850 Jeremy.Hearron@INSURICA.com
Safety Service Specialist	Tony Donez	661.316.5147 Tony.Donez@INSURICA.com
Claim Specialist	Vickie Wright	661.316.5119 Vickie.Wright@INSURICA.com
WC Claim Consultant	Nicole Angone	661.316.5141 Nicole.Angone@INSURICA.com
WC Claim Specialist	Lisa Cantu	661.316.5169 Lisa.Cantu@INSURICA.com

California Workers Compensation Market Snapshot

California workers' compensation market outlook (mid-2026) is generally stable to slightly firm, with carrier appetite still selective and underwriting scrutiny elevated. Most insureds are seeing modest renewal movement if loss performance is good, but meaningful increases where there are adverse loss trends, high hazard classifications, or claim/litigation issues.

- After ~10 years of declining premium rates, CA is moving into an up-cycle
- California Insurance Commissioner approved +8.7% average advisory rate increase
- WCIRB also authorized a proposed +10.4% rate increase (target: Sept 2026)
- Actuarial driver: Accident-year combined ratio = 129% (15-year high)
  - Rising medical costs
  - Surge in highly litigated cumulative trauma (CT) claims

What's Driving Losses: "Invisible Injuries"

- Cumulative Trauma (CT) and mental stress claims develop gradually
- Not tied to a single clear incident (vs. slip-and-fall)
- **Examples:**
  - Repetitive strain (carpal tunnel, chronic back/shoulder)
  - Prolonged mental strain (stress-related conditions)

CT Claim Impact (Key CA Metrics)

- CT claims are ~25%–37.5% of all California indemnity claims
- Claim severity increasing:
  - Lost-time claims +6%
  - Benefit delivery expenses +9%
- Post-termination filings: >60% of modern CT claims filed after employment ends
- Higher litigation/friction: CT carries ~119% higher frictional + legal defense costs

Litigation & Disputes Are Accelerating

- CT/stress claims often lack a “date of injury” → More disputes
- 37.3% of CT/stress cases are actively disputed
- Disputes increase:
  - Attorney involvement
  - Defense costs
  - Claim duration (long-tail)

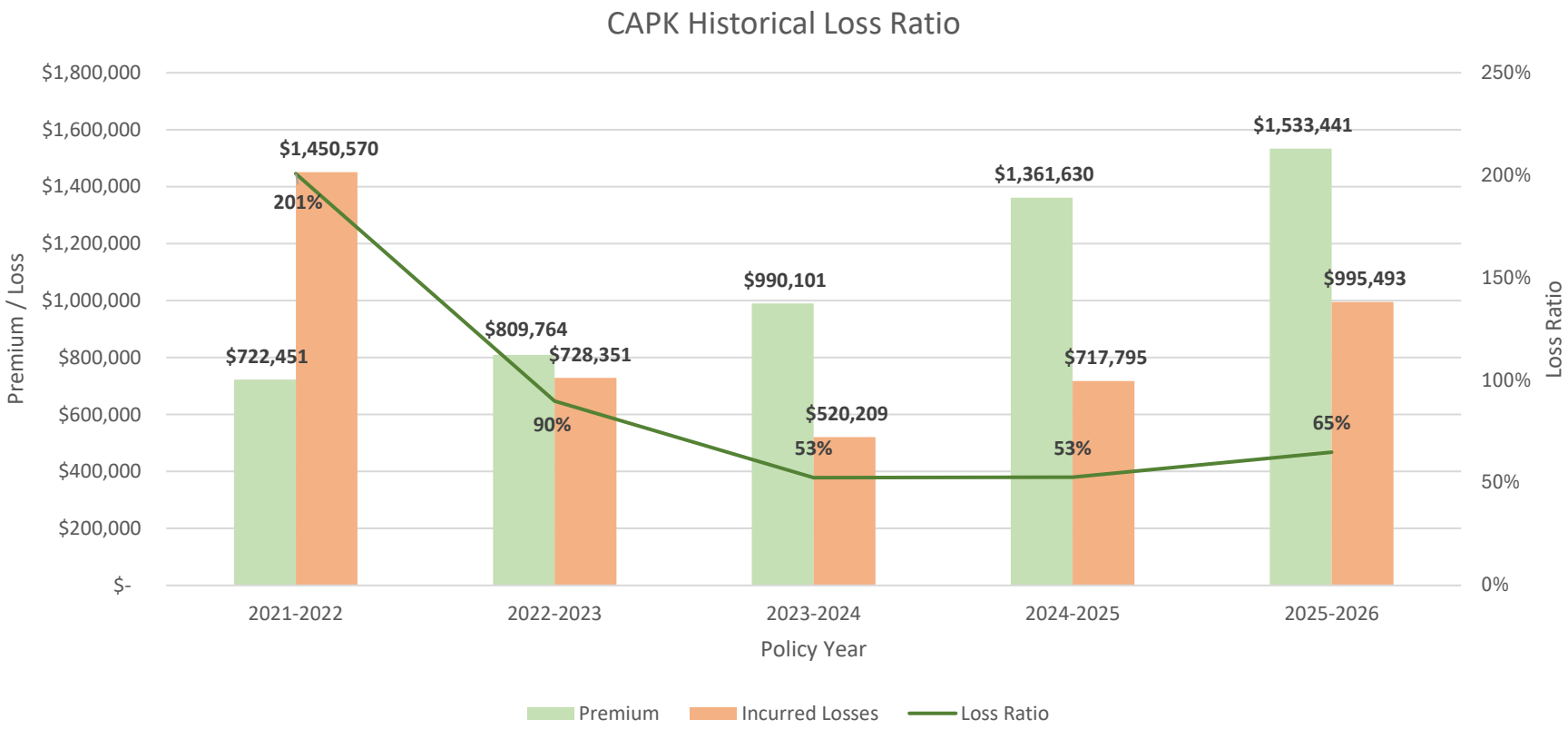
Why Nonprofits Are Uniquely Exposed (California)

- Low causation threshold: Only 1% industrial contribution needed
- **Post-termination vulnerability (Labor Code 3600(a)(10)):**
  - Some post-layoff claims can be blocked
  - Defense often fails if an ex-employee claims they didn't realize the condition was work-related until after seeing a doctor
- Result: Greater exposure to long-tail CT/stress litigation

Bottom Line / Takeaway

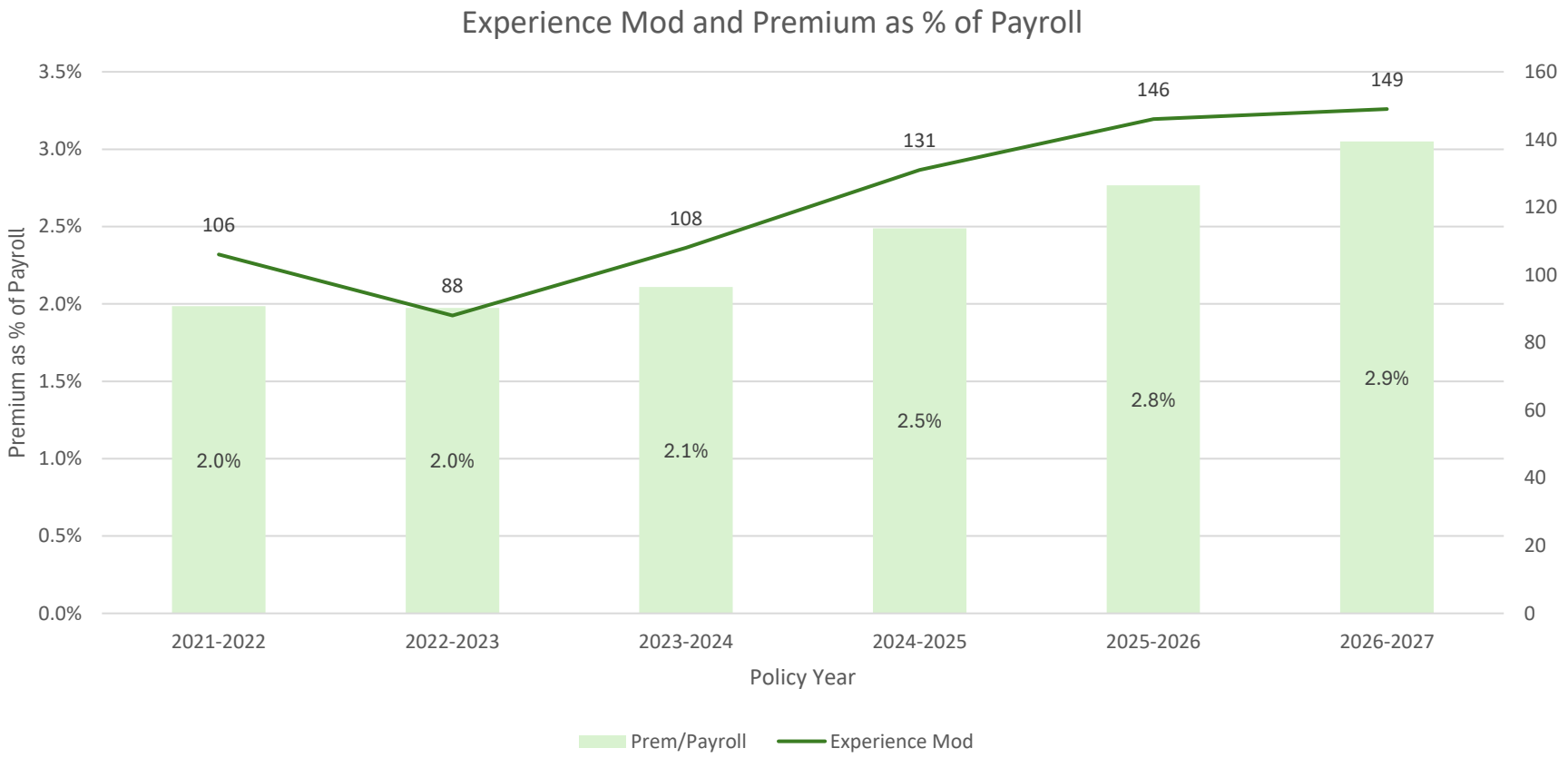
- CT + stress-related claims are driving cost and litigation pressure in California WC
- Market response: rate increases tied to deteriorating loss performance
- **Employers with higher risk of CT/stress and post-termination claims should expect:**
  - Increased scrutiny
  - Potentially higher premiums
  - Greater importance of proactive claim and workplace practices

Workers Comp Loss History



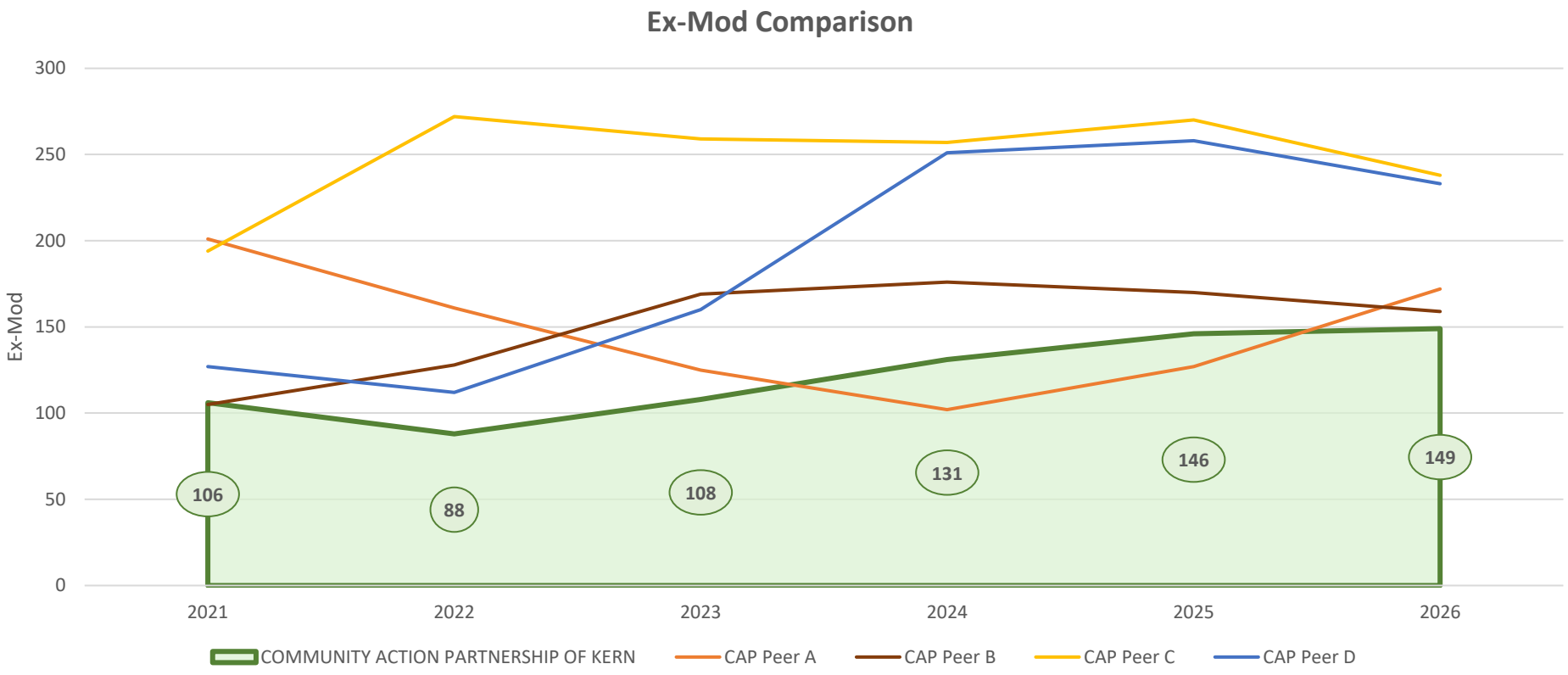
Loss data as of June 15, 2026
The loss ratio for the past five years is 83%

Historical Experience Mod



X-Mod data as of June 15, 2026

C.A.P. Peer Benchmarking



*All peers are Community Action Partnerships (CAPs) located in California.

RM4U Service Update

Over the past year, CAPK and INSURICA have worked together to improve CAPK's risk management and claims prevention strategies from various perspectives. This collaboration has included site visits, performance reports and scoring, and monthly meetings with CAPK's risk management team. Below is an update on our ongoing and future plans:

Current & Ongoing Service Tasks:

- Annual Health & Safety Check-In
- Fleet Safety program review and development
- Carrier-Coordinated Workers Comp Claims Reviews
- Claim Advocacy
- INSURICA Monthly Claims Report
- Monthly Meetings with Risk Management Team
- Review Safety Committee Strategy
- Coordinate site inspections with CAPK Safety & Risk Team
- INSURICA Semi-Annual P&C Claims Review
- Nurse Triage Presentation

MEMORANDUM

To: Board of Directors

From: Catherine Anspach, Director of Development

Date: June 24, 2026

Subject: *Agenda Item VI(a):* CAPK Foundation Report – **Action Item**

The CAPK Foundation Board met in person on Tuesday May 26, 2026 and approved the minutes from the March 24, 2026 Foundation Board meeting.

Tracy Webster reviewed the financial reports categorized by purpose for the period from January 1 – March 31, 2026. She provided an overview of the balance sheet, income statement, and budget-to-actual reports.

In an effort to provide ongoing programming education and awareness, Lois Hannible presented on the Friendship House Community Center highlighting the need for donations.

Highlights for the period of March 1—June 15

NOTABLE DONATIONS:
Grant awarded from the Virginia & Alfred Harrell Foundation -$10,000 to benefit Oasis FRC
In-Kind Donation-Les Schwab Tire-to benefit Oasis
Grimmway- $7,200 – Food Bank
California Foundation for Stronger Communities-$20,000 to benefit Food Bank
Bakersfield West Rotary Cioppino Feed- $8,900 to benefit Food Bank

GOURMET FOR GOOD
The third annual GOURMET FOR GOOD was a sold-out event and was held once again at the Nirvana Estate on Saturday, June 6, 2026. We are still working on final numbers, but here is a snapshot of preliminary income thus far:

Sponsorship, Tables & Tickets	$160,476
Silent Auction	$7,750
Raffle	$6,700
Live Auction	$19,000
Fund-A-Need	$22,600
Bar	$3,375
Whiskey Pull	$1,000
Wine Pull	$475
	$221,376

UPCOMING EVENTS

- The quarterly Food Bank Lunch & Learn will be held Friday, June 26, 2026. The event is used as a cultivation tool to introduce and engage prospective donors and supporters to CAPK and the Food Bank.
- Oasis Family Resource will be holding their annual Baby Shower on Saturday, July 18th This event serves 20–25 low-income families from the Ridgecrest area and provides each mom with a full set of baby essentials—such as car seats, nursery centers, diapers, and more—helping ensure their child gets the safe and supported start they deserve.
- Friendship House Back-To-School event is scheduled for Saturday, August 8, 2026

Recommendation:
Staff recommend the Board of Directors approve the CAPK Foundation Board of Directors report and all items.

Attachments:
Minutes from the March 24, 2026 Board of Directors Meeting.
CAPK Foundation Financial Reports

DATE	March 24, 2026
TIME	12:00 pm
LOCATION	CAPK Administrative Office Board Room 1300 18th Street., Suite 200 Bakersfield, CA 93301

COMMUNITY ACTION PARTNERSHIP OF KERN FOUNDATION
Board of Directors Meeting Minutes

I. Call to Order

Chair Kevin Burton called the meeting to order at 12:02pm at the CAPK Administrative Office, at 1300 18th Street, Bakersfield, CA.

a. Roll Call

Roll Call was taken with a quorum present:

Present: Kevin Burton (Chair), Denise Boshers, Lillian Brust, Don Bynum, Leslie Friend (arrived at 12:04pm), Traco Matthews (arrived at 12:08pm), June Nachor, Chase Nunneley, Fred Plane, Celeste Porter, Janea Roberts, & Rudy Salas (arrived at 12:12pm) & Chei Whitmore.

Absent: Michael Bowers, Ariana Joven & Mike Riar.

Others Present: Jeremy Tobias; Chief Executive Officer, Pritika Ram; Chief Business Development Officer, Tracy Webster; Chief Financial Officer, Lisa McGranahan; Chief Human Resource Officer, Susana Magana; Director of Health & Nutrition, Gabrielle Alexander; Director of Finance, Catherine Anspach; Director of Development; other CAPK staff.

II. Public Comments

No one addressed the Board.

III. Consent Agenda

A Motion was made and seconded to approve the Consent Agenda. Carried by unanimous vote (Roberts/Plane).

V. New Business

V.

a. Financial Reports – Tracy Webster, Chief Financial Officer – ***Action Item***

Tracy Webster presented the report from January 2026 to February 2026, reviewing contributions by purpose. She also explained that the Foundation brings in funds and then distributes them back to the programs. In addition, she highlighted the budget-to-actual report. Catherine Anspach informed the new board members that Tracy can provide valuable insight into how the Foundation works if they have any questions.

A Motion was made and seconded to approve the Financial Reports. Carried by unanimous vote (Whitmore/Roberts).

b. CAPK Foundation 2026 Information Returns and Attorney General Report – Tracy Webster, Chief Financial Officer – ***Info Item***

Tracy Webster presented the following informational item, noting that the Form 990 for 2025, as well as the state Form 199 and the Attorney General's report for the Foundation, were filed on time and completed.

c. Grant and Fund Development– Annelisa Corona, Community Development Supervisor – ***Info Item***

Annelisa Corona noted the report in the agenda showcasing all philanthropic grants from the Community Development and Foundation team. The report highlights grants from January to March 2026.

Annelisa highlighted two grants applied for by the Foundation. One was the Community West Bank grant to support the VITA program's day-to-day operations and professional development, which was awarded $1,000. The other was the Elks Lodge Foundation grant, which had a unique application and was awarded $10,000 in items. These items will be given to the Oasis Family Resource Center to support their upcoming baby shower event and food pantry. The Oasis Family Resource Center also received a $3,000 grant to support the same event. Other grant applications are currently in progress or have been submitted.

Kevin Burton asked why CAPK was not awarded the Kern Community Foundation grant. Pritika Ram responded that it often depends on the funder's area of focus, and the application may not have aligned with their mission. She added that CAPK has received this grant in the past.

d. Gourmet for Good Committee Report – Catherine Anspach, Director of Development – ***Info Item***

Catherine Anspach shared that the Oasis Baby Shower will take place on July 18, 2026, in Ridgecrest, CA. She added that all board members are welcome to attend and that she will send out an email with more information. Catherine also noted that she is happy to provide more grant-related updates to the CAPK Foundation Board to highlight how the Community Development and Foundation team works together.

Catherine reported that the current total for Gourmet for Good is $98,900. She mentioned that she has been meeting with individuals one-on-one, using Celeste Porter and Rudy Salas as examples of board members who are emailing potential sponsors. June Nachor added that the Tejon Tribe should be reaching out to sponsor soon, and Chei Whitmore shared that Valley Strong will also purchase a table for the event.

Catherine noted that the event last year reached $150,000 before the event, but she is unsure if it will reach that amount this year. She shared that reaching $130,000 to $140,000 would be a strong outcome. She also mentioned wanting to explore additional ways to generate revenue during the event. One idea discussed by the committee is a wine pull, where each board member would bring two bottles of wine or donate the equivalent. Catherine said she will send an email reminding the board of this.

Catherine explained that the purpose of the wine pull is to create another stream of income. She added that there will also be a live auction and bar ticket sales. Kevin Burton noted that the wine cannot sit out in the

heat, as it could spoil, and emphasized the need for a variety of bottles to make it a game of chance. Don Bynum added that at least one or two bottles should be valued at $100 or more. Traco Matthews mentioned that he could donate a few higher-value bottles. Kevin Burton also suggested including a live auction item featuring several high-end bottles of wine.

Catherine shared that the event will include four to five live auction items. She noted that she is still seeking additional items and asked if anyone has resources to help put together an experience. Kevin Burton mentioned that he has a friend with a condo in New Orleans and that he could reach out to him.
Catherine added that she has a few tentative sponsors for the event, which will help increase the overall total.

e. Program Presentation: Housing & Supportive Services – Rebecca Moreno, Director of Housing & Supportive Services & Catherine Anspach, Director of Development – ***Info Item***

Catherine Anspach introduced Rebecca Moreno and Laurie Hughey. Rebecca thanked Catherine for the introduction and introduced herself and mentioned that she had Laurie Hughey presenting with her today.

Rebecca mentioned that Housing & Supportive Services has four main areas of focus: emergency shelter, client enhanced care management, Veterans Supportive Services, which is the newest chapter, and the scattered-site youth shelter. Kevin Burton asked about the scattered-site youth shelter. Rebecca explained that it is an emergency shelter for youth coming out of the foster care system. It focuses on transitional-aged youth ages 18–24, including those in foster care. She added that many of these young adults are dealing with significant trauma and that there are several sites where they can stay. Chei Whitmore asked whether the program serves only teens in the foster care system or also teens experiencing homelessness. Rebecca clarified that it serves youth in the foster care system.

Rebecca then introduced Laurie Hughey, the Program Administrator for the M Street Navigation Center, adding that the shelter provides hygiene services, meals, personal storage areas, and shelter for individuals experiencing homelessness. Laurie shared that they also offer mental health, physical health, and dental services for clients. She added that they work with Kern Medical Center to educate staff about symptoms of common diseases such as hypertension, diabetes, and heart disease. Rebecca added that this showcases how M Street is more than just a shelter, as staff invest time in supporting clients. Laurie also shared that M Street offers classes focused on domestic violence prevention, personal safety, and healthy relationships. In addition, clients can work toward taking classes at Bakersfield Adult School or Bakersfield College through Project Higher Up. Laurie shared several stories about former clients who are now pursuing different housing opportunities.

Rebecca mentioned that the Safe Camp program will be coming to an end on June 30. She explained that the program is running out of funds, as it was originally funded with COVID-19 relief money, and unfortunately CAPK has not been able to secure additional funding. She added that the partnership is with the County, which has also been unable to provide additional funding. Rebecca said there is no other program like this in Kern County and that it has evolved significantly since it began. She noted that each client is part of the Safe Camp community and that many amazing things have happened through the program. Rebecca added that she brought this up to raise awareness about the loss of funding because neither she nor her staff want to see the program end.

Kevin Burton asked what will happen when the program shuts down. Rebecca said that some clients are working toward obtaining housing and may be housed before the program ends. However, some clients are still working on themselves and are not yet focused on housing. Kevin also asked about the location, and Rebecca explained that M Street will still have access to the site. She added that the County stated that if CAPK is able to secure funding for the program, it can continue operating.

Catherine added that the meeting was running long and that the new Veterans department would be presented at a future CAPK Foundation meeting. She also asked if anyone from the board had any questions or comments regarding the work Rebecca and Laurie are doing. Traco Matthews thanked all of the staff at M Street for the work they do. Rebecca wanted to clarify a previous statement, explaining that when Safe Camp was created, the intention was to provide a safe place for individuals experiencing homelessness and to take a "light-touch" approach with clients who may be more resistant to shelter services. Rebecca clarified that, over time, additional case management services have been added to Safe Camp, which has greatly benefited clients. Kevin said that since joining the Foundation Board, he has witnessed all the hard work being done at M Street.

Catherine added that M Street is always looking for meal sponsors to help feed clients. She also mentioned that funding for hygiene items is greatly appreciated. She concluded by saying that she hoped the board members learned something from the presentation.

VII. Board Member & Staff Comments

Jan Roberts wanted to thank the leadership team for their investment in homelessness and housing efforts back in 2018.

VIII. Next Scheduled Meeting

Board of Directors Meeting
12:00 pm
Tuesday, May 26, 2026
CAPK Administrative Offices, Board Room
1300 18th Street., Suite 200
Bakersfield, CA 93301

IX. Adjournment

The meeting was adjourned at 1:09 pm.

BOARD MEETING

MAY 26, 2026

FINANCIAL REPORT

TABLE OF CONTENTS

SECTION		Pages (s)
A.	Contributions by Purpose January 1, 2026 through April 30, 2026	1
B.	Financial Statements as of April 30, 2026	2-3
C.	Fund Activity Summary as of April 30, 2026	4
D.	Budget to Actual as of April 30, 2026	5

Community Action Partnership of Kern Foundation

Contributions by purpose
for the period of 01/01/2026 to 04/30/2026

Purpose	Amount	# Contributions
General	$1,501.47	34
M Street Navigation Center - Homeless Center	$1,217.20	8
Oasis Family Resource Center - Ridgecrest	$6,030.00	6
East Kern Family Resource Center	$27,138.00	4
Volunteer Income Tax Assistance - VITA	$16,000.00	2
Food Bank	$264,218.06	179
Veterans Services	$2,433.60	3
Gourmet for Good 2026	$62,810.40	26
FHCC Car Show 2026	$1,400.00	3
Total	$382,748.73	265

Community Action Partnership of Kern Foundation

Balance Sheet
as of 04/30/2026

Account Number	Account Name	Amount
Assets		
1000	Checking	$537,348.35
1010	Money Market	$72,725.96
1101	Stripe Payments	$9.41
Total Assets		$610,083.72
Liabilities		
2100	Accounts Payable	$29,251.68
2200	Accrued Expenses	$43,950.48
Total Liabilities		$73,202.16
Equity		
3000	General Fund - Fund Balance	$494,212.48
3101	Food Bank - Fund Balance	$527.36
3104	Friendship House Community Center - Fund Balance	$704.00
3107	Oasis Family Resource Center - Ridgecrest - Fund Balance	$200.00
3110	Head Start - Fund Balance	$10,000.00
3114	Veterans Services - Fund Balance	$9.00
3115	Gourmet for Good 2026 - Fund Balance	$30,913.52
3116	M Street Workforce - Fund Balance	$315.20
Total Equity		$536,881.56
Total Liabilities + Total Equity		$610,083.72

Community Action Partnership of Kern Foundation

Income Statement

for the period of 01/01/2026 to 04/30/2026

Account Number	Account Name	Amount
Income		
4220	Contributions Income	$220,039.72
4230	Fundraising	$63,510.40
4310	Interest Earned	$2,768.73
4900	CAPK Agency Contribution	$485,375.00
Total Income		$771,693.85
Expense		
5105	Salaries	$86,029.99
5205	Benefits	$22,993.53
6205	Rent/Lease	$390.78
6210	Repair/Maintenance/Incidental Alterations	$27.18
6235	Utilities	$717.23
6305	Office Supplies	$2,203.29
6510	Audit Fees	$1,700.00
6520	Consultant Services	$11,537.80
6525	Software Support/Maintenance	$307.00
6605	Communications	$803.30
6610	Postage	$1,137.29
6615	Printing	$1,720.15
6620	Risk Insurance	$8.11
6635	Board Costs	$1,894.07
6645	Tuition/Registration Fees - Staff	$4,697.00
6675	Outreach	$6,850.45
6690	Membership Fees	$1,700.00
6695	Bank Fees	$592.11
6715	Licensing/Misc Fees	$365.34
6990	Contribution - CAPK	$232,531.28
7910	Facility Use	$541.49
9999	Indirect Expense	$12,681.42
Total Expense		$391,428.81
Net Income (Loss)		$380,265.04

Community Action Partnership of Kern Foundation

Fund Activity Summary
for the period of 01/01/2026 to 04/30/2026

Fund	Beginning Balance	Income	Expenses	Net Income (Expense)	Transfer	Net Increase (Decrease)	Ending Balance	[Beginning of Fiscal Year] Balance
General Fund	$145,571.96	$489,805.20	$141,164.68	$348,640.52	$0.00	$348,640.52	$494,212.48	$145,571.96
Food Bank	$15,383.76	$166,042.45	$180,898.85	$-14,856.40	$0.00	$-14,856.40	$527.36	$15,383.76
Volunteer Income Tax Assistance - VITA	$0.00	$16,000.00	$16,000.00	$0.00	$0.00	$0.00	$0.00	$0.00
Friendship House Community Center	$8.00	$708.00	$12.00	$696.00	$0.00	$696.00	$704.00	$8.00
East Kern Family Resource Center	$0.00	$27,138.00	$27,138.00	$0.00	$0.00	$0.00	$0.00	$0.00
Oasis Family Resource Center - Ridgecrest	$0.00	$6,030.00	$5,830.00	$200.00	$0.00	$200.00	$200.00	$0.00
M Street Navigation Center - Homeless Center	$96.80	$402.00	$498.80	$-96.80	$0.00	$-96.80	$0.00	$96.80
Head Start	$10,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$10,000.00	$10,000.00
Veterans Services	$56.00	$2,442.60	$2,489.60	$-47.00	$0.00	$-47.00	$9.00	$56.00
Gourmet for Good 2026	$-14,500.00	$62,810.40	$17,396.88	$45,413.52	$0.00	$45,413.52	$30,913.52	$-14,500.00
M Street Workforce	$0.00	$315.20	$0.00	$315.20	$0.00	$315.20	$315.20	$0.00
Total	$156,616.52	$771,693.85	$391,428.81	$380,265.04	$0.00	$380,265.04	$536,881.56	$156,616.52

Community Action Partnership of Kern Foundation

Budget to Actual
for the period of 01/01/2026 to 04/30/2026

		Current Period (01/01/2026 to 04/30/2026)	YTD (01/01/2026 to 04/30/2026)	
Account Number	Account Name	Actual	Budget	Variance $
Income				
4220	Contributions Income	$220,039.72	$175,166.68	$44,873.04
4230	Fundraising	$63,510.40	$72,666.68	-$9,156.28
4310	Interest Earned	$2,768.73	$0.00	$2,768.73
4900	CAPK Agency Contribution	$485,375.00	$171,791.68	$313,583.32
Total Income		$771,693.85	$419,625.04	$352,068.81
Expense				
5105	Salaries	$86,029.99	$93,615.68	-$7,585.69
5205	Benefits	$22,993.53	$32,553.00	-$9,559.47
6105	Local Travel - Staff	$0.00	$500.00	-$500.00
6120	Out of Town Travel - Staff	$0.00	$1,666.68	-$1,666.68
6135	Per Diem - Staff	$0.00	$350.00	-$350.00
6150	Vehicle Gasoline	$0.00	$183.32	-$183.32
6205	Rent/Lease	$390.78	$0.00	$390.78
6210	Repair/Maintenance/Incidental Alterations	$27.18	$0.00	$27.18
6235	Utilities	$717.23	$1,333.32	-$616.09
6305	Office Supplies	$2,203.29	$2,000.00	$203.29
6505	Legal Fees	$0.00	$500.00	-$500.00
6510	Audit Fees	$1,700.00	$0.00	$1,700.00
6520	Consultant Services	$11,537.80	$4,500.00	$7,037.80
6525	Software Support/Maintenance	$307.00	$4,500.00	-$4,193.00
6605	Communications	$803.30	$666.68	$136.62
6610	Postage	$1,137.29	$1,500.00	-$362.71
6615	Printing	$1,720.15	$4,000.00	-$2,279.85
6620	Risk Insurance	$8.11	$16.68	-$8.57
6625	Hiring Costs	$0.00	$150.00	-$150.00
6635	Board Costs	$1,894.07	$1,666.68	$227.39
6645	Tuition/Registration Fees - Staff	$4,697.00	$833.32	$3,863.68
6675	Outreach	$6,850.45	$43,333.32	-$36,482.87
6680	Training Expenses	$0.00	$166.68	-$166.68
6685	Meeting Expenses	$0.00	$1,000.00	-$1,000.00
6690	Membership Fees	$1,700.00	$500.00	$1,200.00
6695	Bank Fees	$592.11	$0.00	$592.11
6715	Licensing/Misc Fees	$365.34	$100.00	$265.34
6790	Misc Expense	$0.00	$1,000.00	-$1,000.00
6990	Contribution - CAPK	$232,531.28	$204,166.68	$28,364.60
7127	Client Incidentals	$0.00	$333.32	-$333.32
7180	Volunteer Costs	$0.00	$83.32	-$83.32

		Current Period (01/01/2026 to 04/30/2026)	YTD (01/01/2026 to 04/30/2026)	
Account Number	Account Name	Actual	Budget	Variance $
7910	Facility Use	$541.49	$0.00	$541.49
9999	Indirect Expense	$12,681.42	$18,406.32	-$5,724.90
Total Expense		$391,428.81	$419,625.00	-$28,196.19
Total		$380,265.04	$0.04	$380,265.00

MEMORANDUM

To: Board of Directors

From: Lisa Gonzales, Program Governance Coordinator

Date: June 24, 2026

Subject: *Agenda Item VII(a)*: June Policy Council Report – **Action Item**

The Policy Council met as scheduled on May 26, 2026 with a quorum established. There were two action items on the agenda for the Council's consideration.

As part of the annual process, the proposed 2026-2027 Head Start and Early Head Start School Readiness Goals were presented to the Policy Council. The School Readiness Goals are organized into five domains and were developed using comprehensive child assessment data, input from the Policy Council School Readiness Committee, and feedback from staff and other key stakeholders. Activities are designed and aligned with goals in each domain to support attainment. Following the presentation, which included an opportunity for questions, the Policy Council unanimously approved the 2026-2027 Head Start and Early Head Start School Readiness Goals.

Additionally, the 2027-2028 Head Start Program Goals and Objectives were presented to the Policy Council. These goals and objectives are established at the start of the program's five-year grant cycle, with updates provided annually. CAPK Head Start is currently in the third year of its grant cycle. Progress on several goals was shared with the Council, and the program was commended for its achievements. The Council unanimously approved submission of the 2027-2028 Head Start Program Goals and Objectives to the Office of Head Start.

The next Policy Council meeting will take place on June 23, 2026.

Recommendation:
The Policy Council requests Board approval of the June Policy Council Report and the meeting minutes from April 28, 2026.

Attachment:
Policy Council Meeting Minutes from April 28, 2026.

COMMUNITY ACTION PARTNERSHIP OF KERN
POLICY COUNCIL MEETING MINUTES
April 28, 2026
CAPK Administrative Office
1300 18th Street, Bakersfield, CA 93301

1. **Call to Order**

The meeting was called to order at 5:36 p.m.

a. Roll call was taken, and a quorum was established.

Policy Council Members Present: Alejandra Verduzco, Candy Diaz, Frances Torres, James Osborne, Lupe Perez, Maria Izaguirre, Maria Reyes, Maritza Garcia, Pablo Reyes, Rebecca Castro, Zuleima Garcia, Santra Buckhalter, Shelby Nava

Policy Council Members Absent: Clarissa Mendoza, Markquetta Jordan, Natalie Villagrana, Sandra Ibarra, Jennifer Juarez

2. **Public Comments**

The public may address the Policy Council on items not included on the agenda at this time. However, the Policy Council will take no action other than that of referring the item(s) to staff for study and analysis. Speakers are limited to three 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.

None

3. **Committee Reports**

a. **Budget & Finance – Maria Reyes**

The Budget & Finance Committee met on April 21, 2026; however, there was only one member in attendance and therefore a quorum was not established. Nonetheless, all standing financial reports for the period March 1, 2025 through February 28, 2026, were shared as a matter of information. The next Budget & Finance Committee meeting will be held on May 19, 2026 at 5:30 p.m. on Microsoft Teams.

b. **Bylaws – Candy Diaz**

The Bylaws Committee met on April 7, 2026 at 5:30 p.m. In continuing its review of the CAPK Head Start Policy Council Bylaws, the committee discussed Articles IV through VI. This included information regarding Policy Council Officers, and their respective roles, the potential of conference travel for members and more. The Bylaws Committee will continue to review and discuss the document in its entirety over the course of the term and will meet next on June 2, 2026.

c. **Planning – Rebecca Castro**

The Planning Committee met on April 14, 2026 with a quorum established. The Enrollment Staffing Report along with the Division Program Report for March 2026 was shared with members. Early Head Start reached 98% enrollment and Head Start reached 100% enrollment. The reportable enrollment for Head Start San Joaquin was at 40% during the same reporting period. Additionally, Central Kitchen delivered 67,173 meals during the month of March. Progress on the program's School Readiness goals was also shared with the committee. Various recruitment events have taken place within the community including weekly intake clinics in the Enrollment & Attendance Department. The next Planning meeting will take place on May 12, 2026 at 5:30 p.m. on Microsoft Teams.

d. **School Readiness – Alejandra Verduzco**

The School Readiness Committee met on April 16, 2026 with a quorum established. The April agenda and previous meeting minutes were reviewed and approved without changes. The meeting focused on the Home Base program option. This included the services provided to families, developmental and social-emotional screenings as well as the referral process for health, nutrition, and developmental concerns. Staff highlighted how school readiness goals are developed by using assessment data. Additional discussion included program transitions from prenatal services through kindergarten as well as the structure of home visits and socializations that promote early learning across key developmental areas. Announcements included the upcoming focus on language and literacy, completion of DRDP assessments

and upcoming Parent Conferences. The next School Readiness Committee meeting is scheduled for May 21, 2026 at 5:30 p.m.

4. <u>Presentations</u>

a. **CAPK Head Start Intervention Services Overview – Oscar Martinez, Head Start Intervention Specialist**
An informative presentation about Head Start Intervention Services was provided to the Policy Council by Oscar Martinez, CAPK Head Start Intervention Specialist. Oscar shared that the Intervention Team is comprised of eight staff who are responsible for working with all Head Start sites, as well as the program's Early Childhood Educators (Home Base), and Family Child Care Partnerships. Oscar provided the Council with a little background information and stated that in the past wellness, (mental health) was one program with specific staff and disabilities was a separate program with its own staff. However, the two areas have since combined and all Intervention Specialists now cover both wellness and disabilities. It was noted that the presentation would be a very brief overview covering the Pyramid Model Practices, Referral Services, Monitoring, Individualized Family Service Plans (IFSPs), and Individualized Educational Plans (IEPs) as well as the program's consultant, Dr. Kirk.

Pyramid Practices are evidence-based and promote nurturing and responsive relationships between staff and families, along with the Intervention Specialist, with everyone involved working together to provide appropriate and necessary services to children in the classroom. Discussion ensued regarding the many posters and other visuals in classrooms, including feeling faces for social emotional learning, rules, schedules and more. The idea is to prevent challenging behaviors in the classroom. When there are such behaviors, observations and documentation take place. However, the team cannot get involved without parental consent, this includes observing a child.

If a parent has a concern about their child, they can complete a referral form, and the Intervention Specialist will then observe the child in the classroom. This observation also includes monitoring the environment, noticing if there is anything happening that is initiating the behavior, or if there is something missing from the environment that may trigger a behavior. Communication is also monitored, such as how the child is interacting with other children, how they are responding to the teachers, etc. Information gathered is then reviewed to ensure all parties are onboard, from parents, teachers, to the Site Supervisor and Program Manager. A plan with strategies for implementation to help alleviate behaviors is created. Discussion also ensued regarding IEPs and IFSPs and the support provided to children as they work towards the goals indicated on their plan. Oscar pointed out that CAPK Head Start is a general education setting, it is not a special education setting; however, opportunities for all children, with or without special needs are provided, to play and learn together as well as learning to appreciate each other's differences.

In closing, Oscar spoke about the program's consultant, Dr. Michael Kirk. He shared that Dr. Kirk has been with the program for over 30 years and is a local child psychologist. Dr. Kirk provides monthly staff training as well as separate monthly parent training which are open to all parents in the program. Trainings are held at different centers each month with the last training held at Fairfax Head Start. Oscar added that this service is one of a kind, stating that parents can come to the training and share any concerns with the doctor and he can provide insight and tools to support parents. Additionally, in some cases, with proper approval he can also provide an evaluation for a child. All services are provided at no cost.

It was asked where a parent would find Dr. Kirks contact information. Oscar shared that parents who are interested in getting in touch with Dr. Kirk can reach out to their Family Service Worker or Early Childhood Educator for more information. Additionally, a member shared that she has attended parent training with Dr. Kirk and stated that he is extremely knowledgeable and from the moment she spoke with him things started to make sense. She highly recommends attending a parent training, adding that this is a free session with a child psychologist that you won't get anywhere else.

5. <u>Consent Agenda</u> ***ACTION**

The Consent Agenda consists of items that are considered routine and non-controversial. These items are approved in one motion unless a member of the Council or the public requests the removal of a particular item. If comment or discussion is requested, the item will be removed from the Consent Agenda and will be considered in the order listed.

a. Policy Council Meeting Minutes – March 24, 2026
b. Policy Council Bylaws Committee Meeting Minutes – February 3, 2026
c. Policy Council Planning Committee Meeting Minutes – March 10, 2026
d. Policy Council Budget & Finance Committee Meeting Minutes – March 17, 2026
e. Policy Council School Readiness Committee Meeting Minutes – March 19, 2026
f. Head Start Budget to Actual Report, March 1, 2025, through February 28, 2026
g. Early Head Start Budget to Actual Report, March 1, 2025, through February 28, 2026
h. Head Start McFarland Modular as of February 28, 2026
i. Head Start and Early Head Start Kern Non-Federal and In-Kind Report, March 1, 2025, through February 28, 2026
j. Early Head Start Childcare Partnerships Non-Federal Share and In-Kind Report, March 1, 2025 through February 28, 2026
k. Parent Travel & Childcare March 1, 2025 through February 28, 2026
l. Parent Activities through March 1, 2025 through February 28, 2026
m. Head Start Program Review & Evaluation Report – April 2026
n. Letter of Termination J. Bautista – March 25, 2026
o. Backpack Connection Series: How to Help Your Child Avoid Meltdowns (English/Spanish)
p. Calming Strategies for Adults and Children – Child Trauma Research Program University of California San Francisco (English/Spanish)
q. Fatherhood Survey – Kern County Fatherhood Initiative
r. Meaningful May 2026 – Action for Happiness
s. Movies in the Park – May 8 – October 23, 2026, Kern County
t. Cinco de Mayo Festival – May 1 – 3, 2026, San Joaquin County Fairgrounds, Stockton, California
u. Stay & Play – May 2, 2026, Ridgecrest Public Library
v. This is My Place: A Celebration of Belonging and Community Engagement – May 7, 2026, Blanton Education Center (English/Spanish)
w. Friday Night Market – May 15, 2026, San Joaquin County Fairgrounds, Stockton, California
x. East Bakersfield Festival – May 16, 2026, Jefferson Park (English/Spanish)
y. Keep Kern Beautiful – May 16, 2026, Rosamond, California
z. Save the Date Ready-Set Back 2 School Health & Wellness Fair – August 6, 2026, Kern County Child Support Services
aa. Head Start Recruitment Flyer (English/Spanish)
bb. Early Head Start San Joaquin Flyer (English/Spanish)
cc. Home Visiting Program Flyer (English/Spanish)
dd. Policy Council Meeting Dates

A motion was made by Rebecca Castro and seconded by Frances Torres to approve consent agenda items (a) through (dd). Motion carried unanimously.

6. <u>New Business</u> ***ACTION**

a. **Election of Elizabeth Williams as Community Representative to the Policy Council**
Elizabeth shared a bit about herself with the Council and noted she is a former employee and quite knowledgeable about the Head Start program. She added that in her current role, working for a healthcare entity, she is able to bring a lot of light and information to the Council which in turn would also be shared with other parents in the program through Parent Meetings and socializations. In continuing, Elizabeth highlighted her advocacy with Every Child California and the opportunity she has had to lobby for bills passed statewide as well as nationwide. In closing, Elizabeth thanked members for their time and the

opportunity to potentially serve as a member of the Policy Council. Maria Reyes made a motion to approve Elizabeth Williams as a Community Representative to the Policy Council; seconded by Frances Torres. Motion carried unanimously.

b. **Election of Sandra Ibarra and Markquetta Jordan to the Policy Council School Readiness Committee**
Maritza Garcia made a motion to approve Sandra Ibarra and Markquetta Jordan as members of the Policy Council School Readiness Committee; seconded by Lupe Perez. Motion carried unanimously.

c. **Election of Shelby Nava and Natalie Villagrana to the Policy Council Planning Committee**
Frances Torres made a motion to approve Shelby Nava and Natalie Villagrana as members of the Policy Council Planning Committee; seconded by Maritza Garcia. Motion carried unanimously.

d. **Election of Santra Buckhalter and Maria Izaguirre to the Policy Council Budget & Finance Committee**
Maria Reyes made a motion to approve Santra Buckhalter and Maria Izaguirre as members of the Policy Council Budget & Finance Committee; seconded by Lupe Perez. Motion carried unanimously.

e. **Election of Santra Buckhalter and Elizabeth Williams to the Policy Council Bylaws Committee**
Rebecca Castro made a motion to approve Santra Buckhalter and Elizabeth Williams as members of the Policy Council Bylaws Committee; seconded by Zuleima Garcia. Motion carried unanimously.

7. <u>Standing Reports</u>

a. **Program Governance – Lisa Gonzales, Program Governance Coordinator**
Lisa thanked members for their attendance and spoke about how important attendance is, not only for Policy Council meetings but for committee meetings as well. She added how critical it is to confirm meeting attendance, send your regrets if you are unable to attend or notify staff if your previous attendance status changes. Lisa added this could mean the difference between approving an action item or having to table it to the next meeting or even the potential need to conduct a special call meeting.

Lisa shared that through recent Regional Parent Committee (RPC) meetings, the Council has acquired six new members, all of whom have been elected by their peers to serve in this capacity. She commended them for their commitment noting that they not only attended their RPC meeting but then returned for New Member Training and are now present at the April Policy Council meeting.

Lisa pointed out to members that the 2025-2026 Policy Council term is at its half-way mark and members have already served 6 months on the Council! She added that to date they have had elections, provided recommendations, made approvals and more. The Council has elected their Executive Committee of Officers, elected members to attend conferences, provided input and subsequent approval to the Recruitment & Selection Plan. Additionally, the Policy Council approved the 2026-2027 Program Planning Calendar, as well as a carryover request for the 1303 McFarland Modular project with even more new business on the horizon. Lisa acknowledged members' service thus far and provided them with certificates.

Lisa stated that in the coming months, members can expect to see the program's self-assessment, program goals and objectives as well as the training and technical assistance plan, along with the school readiness goals for the coming program year and more. She also shared that each of the items presented to the Council are all pieces of the puzzle which together support and guide the direction of the program. This also helps to ensure that the program continues to provide high quality early childhood education services to the communities served. Policy Council members are helping to guide this path as they make informed key decisions about the program.

In closing, Lisa also spoke to a few noteworthy flyers contained in the packet including, calming strategies, a free day at CALM, movies in the park, the current family engagement activity and more.

b. **Past Parent Community Representative – Pablo Reyes**
Pablo shared information with the Council about kindergarten registration, noting that it is currently open and encouraged members to register their child rather than wait. He stated that to be eligible for kindergarten, children must have been born between September 2, 2020 and September 1, 2021.

Pablo also shared that the Kern High School District has food distribution dates at various locations throughout the community and is open to anyone in need. In continuing, he shared several dates and locations with members where food distribution is taking place.

c. **Board of Directors – Lupe Perez, CAPK Board Member**
Lupe stated that she did not have an update at this time, however one will be provided at the next Policy Council meeting.

d. **Head Start/State Child Development – Jerry Meade, Assistant Director – Program**
On behalf of Head Start Director, Yolanda Gonzales, Jerry thanked members for their time and commitment to the Council and provided a warm welcome to all new Policy Council members.

Jerry shared that the program is quickly approaching the end of the year for part-year programs. They will conclude services for children in mid-May, with part year staff off for the summer shortly thereafter.

In continuing to share program updates, Jerry stated that this is the time of year where final assessments are completed, ensuring the program is collecting all data necessary to ensure child outcome reports can be aggregated and shared with the Office of Head Start and in turn with Congress which leads to potential additional funding for Head Start. He added that program staff may be reaching out to parents to follow up on any missing documentation and asked that they (parents) accommodate to ensure the program is able to gather all information prior to the end of the school year to effectively show the amazing outcomes, CAPK Head Start is producing which supports future funding for Head Start.

It was also stated that the program is already preparing for the new school year, with the Enrollment Team working on recruitment activities to support full enrollment when the school year begins on July 1, 2026. It was noted that part-year services resume in August for both children and staff. In continuing to discuss enrollment, Jerry shared that the program has met full enrollment for the month of April, adding that it has been able to maintain full enrollment since coming off of the plan of action it was once placed on.

Jerry shared that there will be a Staff Development Day for all CAPK staff; this event takes place once every two years. It was noted that this event is a time for all staff to meet in one place, staff from Head Start, WIC, and all the other CAPK programs will get together to mingle, and to spend time together as an agency. Jerry shared that San Joaquin Head Start staff will be coming into Bakersfield to attend this event, providing a wonderful opportunity for all Head Start to be together.

Additional program information included, a recent state review which was noted is not typically brought to the Council as it is a state review, but Jerry wanted to be sure to mention it as comments that were shared indicated that the program could serve as an example for other contractors. There were exceptional interactions recognized between staff and children, as well as active supervision, with the monitoring of health and safety for children “on point.”

Jerry also spoke briefly to the Risk Assessment Notification (RAN) review which is a federal component of the program. This involved a less than positive interaction that occurred at one of the sites and as required was reported to the Office of Head Start. They then evaluate if the program managed the situation appropriately. Jerry shared that this in turn gives the program an opportunity to investigate “the why” behind an incident and supports grantees in upgrading their systems, practices, and policies. Jerry added that in their on-site visits the program was commended on how it looks at the health and safety in all classrooms. He added that we do not have control over every single action of every single person at all times and it only takes one situation, one choice of one single individual that can lead to an incident requiring this type of review. Jerry pointed out that he is sharing this information because it is a requirement to share anytime the program has any kind of federal review, adding it is important to keep the Council aware of such occurrences.

In speaking as to how rewarding, it was to have both the state and federal teams review our program and to leave with such amazing, wonderful comments about what is being done each and every day is validating. Jerry shared that Shafter Early Head Start received a visit from the review team with unbelievably wonderful comments about that program. The Sterling Center, Martha J. Morgan Center, Taft Center, and our Family Child Care Programs as well as center based partners were visited with all receiving high praise.

8. **Policy Council Chairperson Report**

James shared that he visited the Angela Martinez Center, Harvey L. Hall Center, and Sterling Center as well as the Central Kitchen. He had the opportunity to see the upgrades for the kitchen and its relocation near the Food Bank. James shared that center staff asked that he encourage all Policy Council members to visit, adding center staff shared they enjoy visits from the Policy Council and haven't had those visits for a while. He encouraged members to call the facility that they would like to visit. James added that by going to their child's center, parents only receive a snapshot of the program, but each center is unique and doing something different and by visiting other centers you can see that.

9. **Policy Council Member Comments**

Members were given an opportunity to share a comment if they'd like.

Lupe Perez thanked Jerry, Yolanda, their team, and all staff, for all the great work they do. She also shared that she had the opportunity to visit sites in San Joaquin County and reiterated James' encouragement to visit sites. Lupe also commended the program on the reviews and the outcomes shared. She stated that we should not forget about the positives, because there are a lot more positive than there is negative.

Maria Reyes stated that she wanted to express her thanks about a concern she shared which was resolved in a timely manner and she appreciated that.

Maritza Garcia thanked everyone who presented, and thanked Jerry and Lisa, adding that she looks forward to the meetings; all the information is wonderful.

Pablo Reyes extended wishes to all for a Happy Mother's Day. He noted that Mexican Mother's Day takes place on the same day this year and is a rare occurrence. Pablo shared that while Mother's Day can be on a different day from year to year, Mexican Mother's Day is always on May 10th.

Rebecca Castro asked if any members had experience with a little library because this is something she would like to start at her site (Harvey L. Hall.) She would like information on how to manage a little library, any best practices, etc. and asked for the opportunity to speak after the meeting with anyone who might be able to assist with her questions about starting a little library.

10. **Next Scheduled Meeting**

The next Policy Council meeting will be held on May 26, 2026 at 5:30 p.m. in the Board Room.

11. **Adjournment**

The meeting was adjourned at 6:47 p.m.