



**COUNTY-WIDE POLICY COUNCIL**

Tuesday, February 2, 2021  
6:00 P.M.

Via ZOOM

**AGENDA**

	<u>Presenter</u>	<u>Motion</u>	<u>Page</u>
I. CALL TO ORDER	Carlos Lopez		
II. ROLL CALL	Margarita Mancilla		1-2
III. APPROVAL OF MINUTES	Carlos Lopez	Approval	3-7
IV. FRESNO EOC PROGRAM REPORT – Sanctuary & Support Services	Misty Gattie-Blanco	Information	
V. COMMUNITY REPRESENTATIVE REPORTS	Carlos Lopez	Information	
VI. FRESNO EOC COMMISSIONERS REPORT	Zina Brown-Jenkins	Approval	8-18
VII. MONTHLY FINANCIAL STATUS REPORTS	Jessica Aquino	Approval	19-24
VIII. ACTION ITEMS			
A. December Average Daily Attendance (ADA) Reports Early Head Start Head Start Center Base Head Start Home Base	Yessenia Magallon	Approval	25-28
IX. INFORMATIONAL ITEMS			
A. Personnel Committee Reports	Candace Liles	Information	29-30
B. Head Start Health Services Compliance Report (Center Base/ Home Base)	Marie Sani/ Lupe Zuniga	Information	31-33
C. Head Start FY 2020-2021 Head Start Strengths, Needs, Interest, Parent (SNIP) Survey Results	Olga Jalomo-Ramirez	Information	34-37
D. Early Head Start/Head Start Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA) 1. Early Head Start (EHS) and Head Start (HS) Selection Criteria	Joanna Villalobos	Information	38-40
E. Positive Solutions for Parenting Class	Doreen Fischer	Information	41-43
F. Quality Improvement Plan (QIP) Update	Emilia Reyes/Rosa M. Pineda Nidia Davis	Information	44
G. Early Head Start/Head Start Monthly Program Update Report (PUR)	Rosa M. Pineda/ Nidia Davis	Information	45-46
H. Self Assessment	Rosa M. Pineda/ Nidia Davis	Information	47-48
X. ANNOUNCEMENTS	Jolanna Grayson		
A. March 2, 2021 – Next CWPC Meeting Via ZOOM at 6:00 p.m.			
B. March 16, 2021 – Next Executive Board Meeting Via ZOOM at 6:00 p.m.			
C. March 29 – April 5, 2021 – Spring Break			
D. April 6, 2021 – Next CWPC Meeting Via ZOOM at 6:00 p.m.			
XI. ADJOURNMENT			

## COUNTY-WIDE POLICY COUNCIL MINUTES

February 2, 2021

- CALL TO ORDER The meeting was called to order at 6:01 p.m. by Carlos Lopez, CWPC Chairperson via ZOOM Call.
- ROLL CALL Roll Call was called by Margarita Mancilla, CWPC Secretary. The following Representatives were present: Marycruz Rojas Maravillas, Margarita Mancilla, Jessica Aquino, Tran Thao, Maria G. Moreno, Monica Rodriguez, Rafaela Sandoval, Yessenia Magallon, Katrina Bridges, Luisa Ponce, Cesia Munoz, Ofelia Sandoval, Alma Ramos, Soraya Ifticene, Maricela Velazquez, Candace Liles, Veronica Aguilera, Daniela Martinez, Ashleigh Rocker Greene, Emilia Juarez, Ana Torres Amezcua, Jolanna Grayson, Railene Zepeda, Blanca y Perez Torres, Brenda Marmolejo, Mayra Cedano-Heredia, Jazmin Naranjo, Maria Lara, Araceli Zavalza, Fawnda Cole, Carlos Lopez, Maribel Sierra, Ana Yareli Galarza, Tracy Banuelos, Sonia Tiznado, William Trigueros, Natisha Goins, LaVera Smith, Marlene Pena, Lupe Jamie-Mileham and Jimi Rodgers.
- Carlos Lopez, CWPC Chairperson, informed Representative that meeting will move forward with Informational Items, due to lack of a full quorum.
- FRESNO EOC PROGRAM REPORT – SANCTUARY & SUPPORT SERVICES Jennifer Cruz, LGBTQ+ Program Manager for Fresno EOC Sanctuary & Support Services informed Representatives of services provided by the program.
- Ms. Cruz presented a Power Point presentation which highlighted services provided at the Sanctuary & Support Services program.
- Safe Place Services
  - Outreach Services
  - Housing Navigation Services
  - Emergency Shelter Services
  - Youth Bridge Housing Services
  - Central Valley Against Human Trafficking
  - LGBTQ & Resource Center Services
- At this time, Carlos Lopez, CWPC Chairperson, informed Representatives that a full quorum has been met and meeting will continue with Approval Items.
- APPROVAL OF PREVIOUS CWPC MINUTES Carlos Lopez, CWPC Chairperson, informed Representatives of the January 12, 2021 CWPC Minutes. This information was sent to Representatives prior to tonight's meeting.
- Motion to approve the January 12, 2021 CWPC Minutes as written and read was made by Ashleigh Rocker Greene and seconded by William Trigueros. Motion carried.
- COMMUNITY REPRESENTATIVE REPORTS There were no Community Representative Reports given at tonight's meeting.
- FRESNO EOC COMMISSIONERS' REPORT Jimi Rodgers, Fresno EOC Commissioner, informed Representatives, that Commissioner Zina Brown-Jenkins was unable to attend tonight's meeting to report on the November 18, 2020, December 2, 2020 and December 16, 2020 Fresno EOC Board meeting minutes. This information was sent to Representatives prior to tonight's meeting.
- Ms. Rodgers gave a report from the December 28, 2020, EOC Board Meeting. Ms. Rodgers shared the following:

FRESNO EOC  
COMMISSIONERS' REPORT -  
(Cont.)

Introduction of New Commissioners:

- Jewel Hurtado, Target Area C
- Alysia Bonner, Target Area F
- Ed Avila, Public Official Appointment – Juvenile Court
- LeRoy Candler, Community Sector – National Association for the Advancement of Colored People

Election of Officers:

- Linda Hayes, Chair
- Maiyer Vang, First Chair
- Catherine Robles, Second Chair
- Charles Garabedian, Treasurer

Previous Commissioners Appreciation:

- Daniel Parra, 8 years of service
- Misty Franklin, 2 years of service
- Angie Isaak, 6 years of service
- Pastor Bruce McAlister, 8 years of service

Election of Access Plus Capital:

- Andrea Reyes
- Lisa Nichols

Motion to approve the November 18, 2020, December 2, 2020 and December 16, 2020 Fresno EOC Board meeting minutes as written and read was made by Veronica Aguilera and seconded by Maria G. Moreno. Motion carried.

MONTHLY FINANCIAL  
STATUS REPORTS

Jessica Aquino, CWPC Treasurer, informed Representatives of the Monthly Financial Status Report for Early Head Start and Head Start programs for December 2020. These reports were sent to Representatives prior to tonight's meeting.

Ms. Aquino reported that the Monthly Financial Status Reports show all expenditures for the entire Early Head Start and Head Start programs for the month of December 2020 and year-to-date.

Motion to approve the Monthly Financial Status Reports for December 31, 2020 for Early Head Start and Head Start was made by Veronica Aguilera and seconded by Ana Torres Amezcua. Motion carried.

ADA REPORTS

Yessenia Magallon, Early Head Start Representative, informed Representatives of the Average Daily Attendance (ADA) Report for Early Head Start and Head Start. This information was sent to Representatives prior to tonight's meeting.

The Early Head Start monthly ADA for December 2020 is 56.68% for Center Base and 75.83% for Home Base.

The Head Start monthly ADA for December 2020 is 90.23% for Center Base and 91.82% for Home Base.

Attendance should maintain an 85% daily rate and show opportunities for correction and resources for continuous improvement and partnership.

Motion to approve the ADA Reports for Early Head Start, Head Start Center Base and Home Base for December 2020 was made by Luisa Ponce and seconded by Sonia Tiznado. Motion carried.

PERSONNEL COMMITTEE  
REPORT

Candace Liles, CWPC Personnel Committee Chairperson, informed Representatives of the Personnel Committee Report, which is presented monthly to CWPC. This information was sent to Representatives prior to tonight's meeting.

PERSONNEL COMMITTEE  
REPORT – (Cont.)

Ms. Liles reported the hiring/separation/job descriptions, personnel actions of Early Head Start and Head Start staff, as well as eligibility lists created for February 2, 2021.

HEAD START HEALTH  
SERVICES COMPLIANCE  
REPORT (CENTER BASE/  
HOME BASE)

Marie Sani, Health Services Manager, and Lupe Zuniga, Home Base Services Manager, informed Representatives at tonight's meeting of the Head Start Health Services Compliance Report (Center Base/Home Base) for the period of August 1, 2020 through December 31, 2020. This information was mailed to Representatives prior to tonight's meeting.

The Head Start Program Performance Standards 1302.102 Achieving program goals we must monitor program performance use the data for continuous improvement and (d) Reporting (1) a program must submit:

- (i) Status reports, determined by ongoing oversight data, to the governing body and policy council, at least semi-annually.

The Head Start Health Services Compliance Report is compiled from ChildPlus data and presented two times a year. In February and June the CWPC and Fresno EOC Board are informed of the number of children who completed a physical, dental exam and immunizations using this report.

This year with COVID-19 many doctors and dentists are not seeing patients. We are seeing a 10-30% drop from last year in the figures.

HEAD START FY 2020-2021  
HEAD START STRENGTHS,  
NEEDS, INTEREST, PARENT  
(SNIP) SURVEY RESULTS

Olga Jalomo-Ramirez, Family/Community Services Manager, informed Representatives of the Head Start FY 2020-2021 Head Start Strengths, Needs, Interest, Parent (SNIP) Survey Results. This information was sent to Representatives prior to tonight's meeting.

The SNIP survey is completed annually by Head Start parents/caregivers. It is distributed at the beginning of each school year to inform staff of the family's strengths, needs and interests.

The outcome of the survey are used as one of many tools to guide the overall program planning process. Staff also utilize this data to plan for parent workshops according to parents' interest and/or needs.

This year, the SNIP Survey was sent to parents/caregivers by mail or email in October 2020. We sent out a total of 1,808 but received a total of 1,100 completed surveys from Center Base and Home Base.

EARLY HEAD START/  
HEAD START ELIGIBILITY,  
RECRUITMENT, SELECTION,  
ENROLLMENT AND  
ATTENDANCE (ERSEA)  
SELECTION CRITERIA

Joanna Villalobos, Early Head Start ERSEA Coordinator, informed Representatives of the Early Head Start/Head Start Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA) Selection Criteria. This information was sent to Representatives prior to tonight's meeting.

The Early Head Start and Head Start Selection Criteria is a process by which children are selected into the program.

According to the Head Start Program Performance Standards a program must annually establish a selection criteria that weight the prioritization of selection of participants, based on community needs identified in the Community Needs Assessment §1302.11(b), and including family income, whether the child is homeless, whether the child is in foster care, the child's age, whether the child is eligible for special education and related services, or early intervention services, as appropriate, as determined under the Individual Disabilities Education Act (IDEA) (20) U.S.C. 1400 et seq.) and other relevant family or child risk factors (1304.14 (a)).

Ms. Villalobos shared that last year the Fresno EOC Planning & Evaluation Committee made recommended revisions to the both Selection Criteria. This school year (2020-2021) no revisions were made to the Early Head Start Selection Criteria and the Head Start Selection Criteria.

POSITIVE SOLUTIONS FOR PARENTING CLASS

Doreen Fischer, informed Representatives at tonight's meeting of the upcoming Parenting Classes for Early Head Start and Head Start parents. This information was mailed to delegates prior to tonight's meeting.

Positive Solutions for Families is an evidence based curriculum which was designed to be included in the Teaching Pyramid Framework implemented in our program.

The curriculum consists of 6 modules designed to increase parents' understanding of the importance of:

- Building positive relationships
- The difference between acknowledgment and praise.
- Setting expectations.
- Play and communication.
- Why children do what they do.
- Friendship skills, emotional literacy, managing strong emotions, problem-solving.

Ms. Fischer shared that the Positive Solutions for Families Parenting Classes are free and space is limited. The five (5) weeks learning experience will consist of:

- Learn new positive approaches to parenting
- Gain further knowledge about your child's behavior
- Help your child strengthen their social and emotional skills

Virtual classes will be provided via ZOOM.

English classes are from 1:00 p.m. to 2:30 p.m. on Wednesdays beginning February 17, 24 through March 3, 10, 17, 2021.

Spanish classes are from 2:30 p.m. to 4:00 p.m. on Wednesdays beginning February 17, 24 through March 3, 10, 17, 2021.

Ms. Fischer, encouraged all parents to participate in the Parenting Classes.

QUALITY IMPROVEMENT PLAN (QIP)

Rosa M. Pineda, Early Care & Education Director, informed Representatives of the Quality Improvement Plan (QIP). This information was sent to Representatives prior to tonight's meeting.

The Fresno EOC Administrative staff have received frequent feedback from the Administration for Children and Families through our Program Specialist at Region IX. On December 16, 2020 Linda Hayes, EOC Chair, Emilia Reyes, CEO, Jim Rodriguez, Chief Financial Officer, Rosa M. Pineda, Early Care & Education Director and Nidia Davis, Program Support Director, met with Region IX Office of Head Start to discuss the options available to EOC to consider in order to close the QIP we are currently under. EOC agreed to pay to the Federal government to eliminate Federal interest in the Fresno EOC Executive Plaza in the amount \$1,941,814. Fiscal issues were resolved prior to December 31, 2020 which our corrective action period closed.

EARLY HEAD START/ HEAD START MONTHLY PROGRAM UPDATE REPORT (PUR)

Rosa M. Pineda, Early Care & Education Director, informed Representatives of the Early Head Start/Head Start Monthly Program Update Report (PUR). This information was sent to Representatives prior to tonight's meeting.

As mandated by the Office of Head Start, all Early Head Start and Head Start Programs are to comply with a Monthly Program Information Report to the CWPC.

The monthly report covers the following areas: Program Information Summary, Communication and Guidance from the HHS Secretary, Wait List Totals, and Meals/Snacks Totals for Children, for the Early Head Start and Head Start program.

## SELF-ASSESSMENT

Veronica Galvan, Quality Assurance Manager, informed Representative of the upcoming Self-Assessment for Head Start 0 to 5 program. This information was sent to Representative prior to tonight's meeting.

The Head Start 0 to 5 program must conduct a self-assessment that uses program data including aggregated child assessment data, professional development data and parent and family engagement data as appropriate, to evaluate the program's progress towards meeting goals established in the Head Start Program Performance Standards.

Throughout the program year the data will establish the effectiveness of the professional development and family engagement systems in promoting school readiness; communicate and collaborate with the governing body and policy council, program staff, and parents of enrolled children when conducting the annual Self-Assessment. The final Self-Assessment findings will be submitted to the responsible Health and Human Services (HHS) official.

The Self-Assessment will be conducted the week of March 1 through March 5, 2021. In addition to program staff, Early Head Start/Head Start families and Fresno EOC Board member are invited to attend and actively participate in meetings. All Self-Assessment meetings will be conducted via ZOOM.

Self-Assessment Orientation Training is scheduled for Thursday, February 25, 2021 from 8:30 a.m. to 10:00 a.m. via ZOOM.

## ANNOUNCEMENTS

Jolanna Grayson, CWPC Historian, made the following Announcements:

- A. March 2, 2021 – Next CWPC Meeting Via ZOOM at 6:00 p.m.
- B. March 16, 2021 – Next Executive Board Meeting Via ZOOM at 6:00 p.m.
- C. March 29 – April 5, 2021 – Spring Break (No School)
- D. April 6, 2021 – Next CWPC Meeting Via ZOOM at 6:00 p.m.

## ADJOURNMENT

There being no further business to discuss, motion to adjourn meeting was made by Yessenia Magallon and seconded by Maria G. Moreno. Motion carried.

The meeting adjourned at 7:44 p.m.

Submitted By:

Esther Lepe  
Recording Secretary