



Program Planning & Evaluation Committee Meeting

July 11, 2022 at 12:00 p.m.

Fresno EOC Board Room

1920 Mariposa Street, Suite 310

Fresno, CA, 93721

Alternate Location

7141 N. Cecelia Avenue

Fresno, CA 93722



PROGRAM PLANNING & EVALUATION COMMITTEE MEETING AGENDA

JULY 11, 2022 AT 12:00 PM

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF JUNE 13, 2022 MINUTES

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| A. June 13, 2022 Program Planning and Evaluation Committee Meeting Minutes | Approve | 3 |
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4. AFRICAN AMERICAN COALITION

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| A. Health Ambassadors for People Experiencing Homelessness | Approve | 7 |
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5. HEAD START 0-5

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| A. April 2022 Monthly Program Update Report (PUR) | Approve | 9 |
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6. HEALTH SERVICES - AFRICAN AMERICAN COALITION

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| A. COVID-19 Community Health Project 3.0 | Ratify | 13 |
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7. ENERGY SERVICES

| | | |
|---|--------|----|
| A. 2022 Weatherization Assistance Program | Ratify | 15 |
|---|--------|----|

8. TRANSIT SYSTEMS

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| A. 2022-23 Fresno Rural & Urban CTSA Amendment to Agreements | Accept | 17 |
|--|--------|----|

9. SANCTUARY AND SUPPORT SERVICES

| | | |
|---|-------------|----|
| A. Basic Center Program Monitoring and Review | Information | 19 |
|---|-------------|----|

10. EQUITY AND IMPACT

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|------------------|-------------|----|
| A. Grant Tracker | Information | 29 |
|------------------|-------------|----|

11. OTHER BUSINESS

The next meeting is scheduled on August 8, 2022 at 12:00 p.m.

12. PUBLIC COMMENTS

(This portion of the meeting is reserved for persons wishing to address the Committee on items within jurisdiction but not on the agenda. Comments are limited to three minutes).

13. ADJOURNMENT

PROGRAM PLANNING AND EVALUATION COMMITTEE

**Fresno EOC Board Room
1920 Mariposa Street, Suite 310
Fresno, CA 93721
Monday, June 13, 2022
12:00 p.m.**

MINUTES**1. CALL TO ORDER**

Amy Arambula, called the meeting to order at 12:05 p.m.

2. ROLL CALL

Roll was called and a quorum was established.

Committee Members:

Amy Arambula
Sherry Neil
Alysia Bonner
Charles Garabedian

Staff:

Michelle Tutunjian
Jack Lazzarini
Karina Perez
Misty Gattie-Blanco
Thomas Dulin
Jane Thomas

Jeff Davis
Shawn Riggins
Patrick Turner
Kevin Williams
Annalise Herms
Chris Erwin
Julissa Zavala

Absent:

Steven Taylor
Linda R. Hayes

3. TRANSIT SYSTEMS

- A. Accessible Transportation Resource Partnership
Thomas Dulin, Transit Systems Director, presented the Accessible Transportation Resource Partnership contract with Pacific Gas and Electric Company for the 2022-2024 Public Safety Power Shutoff Resource and Non-PSPS Outage Emergency Events in Fresno County. Arambula and Bonner inquired about the selection criteria. Dulin described the criteria. Neil inquired about areas of service. Dulin responded Fresno County.

Public Comments: None heard.

Motion by: Garabedian **Second by:** Bonner

Ayes: Arambula, Neil, Bonner, Garabedian.

Nays: None

4. HEAD START 0-5

- A. March 2022 Monthly Program Update Report (PUR)
Jack Lazzarini, Chief Programs Officer, provided an overview of the Head Start 0 to 5 March 2022 Monthly Program Update Report. Arambula inquired about the purpose of aggregated data related to transportation.

Public Comments: None heard.

Motion by: Bonner **Second by:** Neil

Ayes: Arambula, Neil, Bonner, Garabedian.

Nays: None

B. Cost of Living Adjustment Funding Application

Lazzarini, provided an overview of the Cost of Living Adjustment increase for Early Head Start (\$171,811) and Head Start (\$779,078) that includes contractors, Fresno Unified School District and Fresno County Superintendent of Schools that serve EHS and HS children and families, for a total of \$950,889 for the fiscal year 2022. Bonner inquired about the impact on staff's pension. Tutunjian responded staff's pension plan would not be impacted. Arambula inquired about strategies to improve wages and retain staff.

Public Comments: None heard.

Motion by: Garabedian **Second by:** Neil

Ayes: Arambula, Neil, Bonner, Garabedian.

Nays: None

5. SANCTUARY AND SUPPORT SERVICES

A. Enhancing Access to Comprehensive Services for Human Trafficking Victims

Misty Gattie-Blanco, Director, Sanctuary Director, provided an overview of the grant application to the U.S. Department of Justice, Office of Justice Programs, Office for Victims of Crime for the FY 2022 Services for Victims of Human Trafficking to enhance access to comprehensive services for human trafficking victims, in the amount of \$950,000 to meet the application deadline of June 28, 2022.

Public Comments: None heard.

Motion by: Bonner **Second by:** Garabedian

Ayes: Arambula, Neil, Bonner, Garabedian.

Nays: None

B. Preventing Trafficking of Girls

Gattie-Blanco provided an overview of the application to the U.S. Department of Justice, Office of Justice Programs, Office for Victims of Crime for the FY 2022 Preventing Trafficking of Girls, in the amount of \$500,000, to meet the application deadline of July 5, 2022. Arambula inquired about the types of services.

Public Comments: None heard.

Motion by: Neil **Second by:** Bonner

Ayes: Arambula, Neil, Bonner, Garabedian.

Nays: None

C. Independent Contract Consultants

Gattie-Blanco provided an overview of the Independent Contract Consultants agreement with State Center Community College District (SCCCD) for \$500,000 over a 24-month service period beginning July 1, 2022.

Public Comments: None heard.

Motion by: Bonner **Second by:** Garabedian

Ayes: Arambula, Neil, Bonner, Garabedian.

Nays: None

D. Homeless Services to Young Adults

Gattie-Blanco provided an overview of the Agreement No. A-21-0268 for Homeless Services to Young Adults with the County of Fresno, Department of Social Services for one additional 12-month period beginning July 1, 2022 in the amount of \$260,290.

Public Comments: None heard.

Motion by: Bonner **Second by:** Neil

Ayes: Arambula, Neil, Bonner, Garabedian.

Nays: None

6. HEALTH SERVICES

A. Office of Population Affairs Grant

Jane Thomas, Health Services Director, provided an overview of the project “Increasing Equitable Access for Youth to Title X Services through Telehealth and Community Based Partnerships” led by Philip R. Lee Institute of Health Policy Studies at the University of San Francisco funded through the Office of Population Affairs grant opportunity, Title X Family Planning Research Grants. Arambula inquired about the process to select community-based organizations. Thomas explained the process. Neil inquired about the role of the youth advisory board. Thomas explained the role of the youth advisory board.

Public Comments: None heard.

Motion by: Garabedian **Second by:** Neil

Ayes: Arambula, Neil, Bonner, Garabedian.

Nays: None

7. TRAINING AND EMPLOYMENT SERVICES

A. Monitoring Reports

Jeff Davis, Training and Employment Services Director provided an overview of the Fresno Regional Workforce Development Board monitoring reports for the South Urban Workforce Connection Young Adult Program and Central Valley Forestry Corps. The review focused on the administrative, financial, and programmatic requirements for Agreement Number 310-301 and 646-0844. Arambula inquired about the results compared against previous monitoring report. Davis responded the report shows a 75% reduction compared to last year’s discrepancies. Bonner inquired about the frequency for internal audits. Davis responded internal audits are conducted daily.

- B. FY 2022 -2023 Urban South Youth Services
No questions were asked by the Committee.

8. FOOD SERVICES

A. 2022 Summer Food Service Program

Michelle Tutunjian, Chief Operating Officer, announced Jon Escobar, Food Services Director was at a press conference to promote and announce the beginning of the 2022 Summer Food Service Program; therefore, she was presenting the item on his behalf. Tutunjian provided an overview of the 2022 Summer Food Service Program. Since 1991, Fresno EOC Food Services has been administering the Summer Food Service Program, funded by the U.S. Department of Agriculture serving meals to children and teens, age 18 and younger, in Fresno County. Arambula inquired about the distribution process. Tutunjian explained the process. Arambula requested promotional flyers for the Food Express Bus routes. Tutunjian provided flyers and stated flyers will be posted on BoardEffect.

EQUITY AND IMPACT

9. A. Grant Tracker

Annaliese Herms, Grant Writer, presented the Grant Tracker. Arambula inquired about the Good Jobs Challenge application. Herms provided an update.

10. OTHER BUSINESS

The next meeting is scheduled on July 11, 2022.

11. PUBLIC COMMENTS

Public Comments: None heard.

12. ADJOURNMENT

The meeting was adjourned at 1:00 p.m.

Respectfully submitted,

Amy Arambula
Committee Chair

PROGRAM PLANNING AND EVALUATION COMMITTEE MEETING

| | |
|---|--|
| Date: July 11, 2022 | Program: African American Coalition |
| Agenda Item #: 4A | Director: Marcie Santana |
| Subject: Health Ambassadors for People Experiencing Homelessness | Officer: Jack Lazzarini |

Recommended Action

Staff recommends Committee approval for full Board consideration of the Health Ambassadors for People Experiencing Homelessness grant. The grant proposal for \$250,000 will be submitted to Sierra Health Foundation by July 20, 2022.

Background

Sierra Health Foundation has released a one-time grant from the California Department of Public Health that supports hiring and training of peer Health Ambassadors for people experiencing homelessness across California. Health Ambassadors will provide ongoing outreach to help people experiencing homelessness feel more confident about COVID-19 vaccines and will link them to testing, vaccine resources and other health-related services. Health Ambassadors are people who have current or recent experiences of homelessness and who can offer peer support and share real-world experiences and personal motivations for getting vaccines.

The outcomes of this funding are focused on increasing vaccination rates and testing for COVID-19 and other illnesses for people experiencing homelessness, strengthening partnerships between stakeholders in the homelessness system of care and local public health and health care systems, and providing connections to healthcare and housing-related resources and information for people experiencing homelessness.

Awarded funds will support organizations to hire, train, mentor and support Health Ambassadors. Technical assistance and capacity-building activities, including intensive coaching, training and support, will also be provided to those organizations awarded funding.

Fiscal Impact

If funded, Fresno EOC will receive up to \$250,000 to begin the 18-month project, which is set to begin September 1, 2022, and end on April 30, 2024.



Conclusion

If approved by the Committee, this item will move forward for full Board consideration at the August 24, 2022 Commission Meeting. The funds will allow Fresno EOC to continue connecting Fresno's most vulnerable populations to trusted, accurate, relevant, and timely information and resources to help mitigate the spread of COVID-19.



PROGRAM PLANNING AND EVALUATION COMMITTEE MEETING

| | |
|---|-----------------------------------|
| Date: July 11, 2022 | Program: Head Start 0 to 5 |
| Agenda Item #: 5A | Director: Rosa M. Pineda |
| Subject: April 2022 Program Update Reports (PUR) | Officer: Jack Lazzarini |

Recommended Action

Staff recommends Committee approval for full Board consideration of the Head Start 0 to 5 April 2022 Monthly Program Update Reports.

Background

As per mandate, Head Start agencies provide monthly updates to the Board and Policy council, written as required by the Head Start Act of December 12, 2007, Section 642 Powers and Functions of Head Start Agencies (d) Program Governance Administration, (2) Conduct of Responsibilities, (A) through (I).

Below is a reference to the requirement.

(2) Conduct of Responsibilities – Each Head Start agency shall ensure the sharing of accurate and regular information for use by the governing body and policy council, about program planning, policies, and Head Start agency operations. . .

The report includes all areas mandated by the Head Start Act, not reported elsewhere: (B) monthly program activity summaries; (C) program enrollment reports; (D) monthly reports of meals and snacks provided through the U.S. Department of Agriculture; (H) communication and guidance from the Secretary of Health and Human Services.

The excluded information reported separately includes: (A) monthly financial reports including credit cards, (E) financial audit report, (F) annual Self-Assessment (G) community-wide strategic planning (Community Assessment) and the (I) Annual Program Information Report (PIR).

The April 2022 Program Update Reports are attached for review.

Fiscal Impact

Not Applicable.



Conclusion

If approved by the Committee, this item will move forward for full Board consideration at the August 24, 2022 Commission Meeting.

The County-Wide Policy Council and the Fresno EOC Board of Commissioners must have timely and accurate information in order to ensure programmatic and fiduciary accountability of Fresno EOC Head Start 0 to 5. The staff have implemented this report to provide information monthly for these purposes.

**BOARD OF COMMISSIONERS
PROGRAM UPDATE REPORT
REPORT MONTH: April 2022**

I. Head Start 0 to 5

Program Information Summary:

1. Recruitment of pregnant women, children and families continues for the current school year and for the 2022-2023 school year.
2. Diaper Distribution and Personal Protective Equipment (PPE) were distributed to children and families in need.
3. April 5, 2022, two Home Base staff attended the Home Visitation Proclamation at Fresno City Hall to recognize Home Visiting Programs in Fresno County.
4. April 8, 2022, Directors and Managers attended Administration Planning to prepare for the 2022-2023 school year.
5. April 8, 2022, Mandatory HS 0 to 5 ERSEA make-up training was completed and facilitated by the ERSEA Team.
6. April 11 – 18, 2022, Classes were closed for Spring Break. Classes resumed April 19, 2022.
7. April 23, 2022, Head Start 0 to 5 hosted their Annual Father Conference at Franklin Head Start. We had 23 father's in attendance and they had a great time. Topics discussed at the Father Conference consisted of: Dealing with Emotions as a Father, Father Mental Health Wellness, and Accessing Medical Services for Fathers.

II. Communication and Guidance from the United States Health and Human Services (HHS) Secretary:

On April 21, 2022, we were notified that the Office of Head Start (OHS) is including receipt of Supplemental Nutrition Assistance Program (SNAP) benefits in the interpretation of "public assistance" when determining Head Start eligibility. This policy change, effective immediately, allows Head Start programs to reach families better, minimize the burden on families seeking public assistance, and coordinate benefit programs so that families eligible for one program can more easily participate in other services for which they qualify.

III. Early Head Start

Program Information Summary:

1. Continue to recruit staff for Family Development Specialist, Teacher Caregiver, and Teacher Caregiver Assistant vacancies. Early Head Start (EHS) personnel were able to participate in two job fairs that took place in the West and South County of Fresno.
2. EHS Home Base continues to do the Home Visiting Learning and Collaboration sessions.

Early Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 221; Monthly ADA: Center Base: 81.31%, Home Base: 95.85%

Wait List Total: 111

Total enrollment for Early Head Start for the month of April 2022 is 221. EHS received a total of 78 online referrals from our Fresno EOC website. ERSEA staff and EHS personnel continue to collaborate and partner with local agencies that provide services to pregnant teens, mothers, and/or prenatal care services to inform them of our Early Head Start Program. We also participated in two Virtual Community Outreach Events with Women, Infants, & Children (WIC) and attended two Community Events. Analysis of all areas below the recommended 85% ADA, if any, has been done.

Early Head Start Meals/Snacks:

Total Children: Breakfasts: 385 Lunches: 462 Snacks: 374

IV. Head Start

Program Information Summary:

1. Continue to recruit for vacant positions specific to Education Services, Family/Community Services, Health Services, and Nutrition Services.
2. April 1, 2022, Spring Desired Results Developmental Profile (DRDP) Assessments ended.
3. April 6, 2022, Fresno Unified School District's (FUSD) Board approved the contract between Head Start 0 to 5 and FUSD to jointly serve a total of 134 children at the following locations: Calwa, Olmos, Kirk, Lane, and Lincoln Elementary Schools.
4. April 27, 2022, Service Area Managers visited FUSD sites to assess and identify needs they may have to ensure compliance with Head Start Program Performance Standards (HSPPS).

Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 1558; Monthly ADA: Center Base 78.14%; Home Base: 85.78%

Wait List Total: 1084

Total Head Start enrollment for April is 1558. This month we conducted our Annual Mandatory ERSEA Make-up Training to support staff in recruiting children and families most in need. In order to support our ongoing recruitment and enrollment efforts, we received 33 online referrals from our Fresno EOC website and attended three Community Events. In addition,



Fresno EOC
Head Start
0 to 5

Early Care
&
Education

BOARD OF COMMISSIONERS PROGRAM UPDATE REPORT

we are actively working with our Contractor, Fresno Unified School District to enroll children for Head Start Center Base that have been already been enrolled with State Preschool since the beginning of the school year. Furthermore, we continue to recruit children and families by distributing flyers, collaborate with community partners, and complete presentations about the Head Start Program within our recruitment areas. Analysis of all areas below the recommended 85% ADA, if any, has been done.

Head Start Meals/Snacks:

Total Children: Breakfasts: 11,680 Lunches: 14,862 Snacks: 11,582

Submitted by:

Rosa M. Pineda
Head Start Director

Nidia Davis
Program Support Director



PROGRAM PLANNING AND EVALUATION COMMITTEE MEETING

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|---|---|
| Date: July 11, 2022 | Program: Health Services, African American Coalition |
| Agenda Item #: 6A | Director: Jane Thomas, Marcie Santana |
| Subject: COVID-19 Community Health Project 3.0 | Officer: Jack Lazzarini |

Recommended Action

Staff recommends Committee ratification for full Board approval of the COVID-19 Community Health Project (CCHP) 3.0 grant. The grant proposal for \$500,000 was submitted to Sierra Health Foundation on June 15, 2022.

Background

Sierra Health Foundation released the COVID-19 Community Health Project funding opportunity with the objective to conduct outreach efforts across 39 counties in California and engage populations disproportionately impacted by COVID-19 on the importance of getting vaccinated and practicing harm reduction in our most impacted communities.

Fresno EOC's proposal will reach at least 12,500 Fresno County community members during the project period through outreach approaches including phone banking, door-to-door conversations, community canvassing, social media posts, public service announcements, booth/tabling at physical locations, and digital or in-person group trainings, meetings and events.

Two of Fresno EOC's programs, Health Services and the African American Coalition, will be funded under this opportunity. Health Services will receive \$300,000 for its outreach efforts and funding for one (1) full-time Coordinator and five (5) full-time Health Educators. The African American Coalition will receive \$200,000 for its outreach efforts and funding for one (1) part-time Resource Specialist Supervisor and 13 part-time Outreach Specialists.

Fiscal Impact

If funded, Fresno EOC will receive up to \$500,000 to begin the six-month project, which is set to begin July 1, 2022, and end on December 31, 2022.



Conclusion

If ratified by the Committee, this item will move forward for full Board consideration at the August 24, 2022 Commission Meeting. The funds will allow Fresno EOC to continue connecting Fresno's most underserved populations to trusted, accurate, relevant, and timely information and resources to help mitigate the spread of COVID-19.



PROGRAM PLANNING AND EVALUATION COMMITTEE MEETING

| | |
|--|---------------------------------------|
| Date: July 11, 2022 | Program: Energy Services |
| Agenda Item: 7A | Director: Joseph Amader |
| Subject: 2022 Weatherization Assistance Program | Officer: Michelle L. Tutunjian |

Recommended Action

Staff recommends Committee ratification for full Board consideration of the 2022 Department of Energy (DOE) Weatherization Assistance Program (WAP) 12-month contract for Federal Fiscal Year 2022 in the amount of \$311,247, beginning July 1, 2022.

Background

On May 2, 2022, the Department of Community Services and Development (CSD) submitted the annual DOE State Plan. Once approved, CSD will receive the 2022 DOE grant award and authorization to initiate program activities. CSD works with local energy services providers throughout the state installing weatherization and energy efficiency measures for low-income homeowners and renters that qualify under WAP.

California's 2022 DOE WAP grant award is \$7,231,667 and the 2022 DOE WAP contract term is July 1, 2022, through June 30, 2023. The allocation spreadsheet provides the listing of the 18 agencies and amounts for the funding cycle.

Fiscal Impact

If approved, the funding allocation of \$311,247 will provide audited weatherization services resulting in deeper energy savings to qualified clients in Fresno County. Additionally, this grant funding will complement the Low Income Home Energy Assistance Program's Emergency Heating and Cooling and Weatherization services by leveraging and maximizing measures offered for residential households.

Conclusion

The funds will allow Fresno EOC Energy Services to continue serving Fresno County's most disadvantaged and underserved communities by providing additional weatherization measures and services.

State of California
Department of Community Services and Development
2022 DOE Allocation
Administration and Training & Technical Assistance

ALLOCATION SPREADSHEET

| Agency | Contract Number | Total Allocation | Allowable Admin | Allowable T&TA |
|--|-----------------|------------------|-----------------|----------------|
| 1 CAA of Butte County, Inc. | 22C-6001 | 172,000 | 15,603 | 14,529 |
| 2 Glenn County Community Action Department | 22C-6002 | 85,000 | 7,711 | 7,180 |
| 3 Contra Costa Employment & Human Services Dept/CSB | 22C-6003 | 125,000 | 11,339 | 10,559 |
| 4 Fresno County Economic Opportunities Commission | 22C-6004 | 311,247 | 28,234 | 26,291 |
| 5 Campesinos Unidos, Inc. | 22C-6005 | 150,000 | 13,607 | 12,670 |
| 6 Kings Community Action Organization, Inc. | 22C-6006 | 100,000 | 9,071 | 8,447 |
| 7 Maravilla Foundation | 22C-6007 | 540,000 | 48,985 | 45,613 |
| 8 Pacific Asian Consortium in Employment | 22C-6008 | 500,000 | 45,356 | 42,235 |
| 9 Merced County CAA | 22C-6009 | 1,400,000 | 126,998 | 118,257 |
| 10 Community Action Partnership of Orange County | 22C-6010 | 248,997 | 22,587 | 21,033 |
| 11 Community Resource Project, Inc. | 22C-6011 | 1,244,987 | 112,935 | 105,162 |
| 12 Community Action Partnership of San Bernardino Co. | 22C-6012 | 200,000 | 18,143 | 16,894 |
| 13 Metropolitan Area Advisory Committee | 22C-6013 | 311,247 | 28,234 | 26,291 |
| 14 San Joaquin Co. Dept. of Aging & Community Services | 22C-6014 | 248,997 | 22,587 | 21,033 |
| 15 Community Action Partnership of San Luis Obispo Co., Inc. | 22C-6015 | 120,000 | 10,886 | 10,136 |
| 16 Central Coast Energy Services, Inc. | 22C-6016 | 622,493 | 56,468 | 52,582 |
| 17 Self-Help Home Improvement Project, Inc. | 22C-6017 | 50,000 | 4,536 | 4,223 |
| 18 Central Valley Opportunity Center, Inc. | 22C-6018 | 350,000 | 31,749 | 29,564 |
| Total | | 6,779,968 | 615,029 | 572,699 |

Note: These allocations exclude the Wx Readiness Funds (WRF)

May 6, 2022



PROGRAM PLANNING AND EVALUATION COMMITTEE MEETING

| | |
|---|---------------------------------------|
| Date: July 11, 2022 | Program: Transit Systems |
| Agenda Item #: 8A | Director: Thomas Dulin |
| Subject: 2022-23 Fresno Rural & Urban CTSA Amendment to Agreements | Officer: Michelle L. Tutunjian |

Recommended Action

Staff recommends Committee acceptance for full Board consideration of the Amendments to the Agreements to provide social service transportation services as detailed in the Fresno Rural & Urban Consolidated Transportation Services Agency Operations Program & Budget (OPB) FY 2022-2023. The Amendments will extend the Agreements with Fresno County Rural Transit Agency (FCRTA) and Fresno Area Express (FAX) for one additional 12-month period, beginning July 1, 2022 for an amount not to exceed \$539,269.

Background

Fresno EOC Transit Systems program administers the Consolidated Transportation Services Agency (CTSA) and has been providing social service transportation since 1982 for the Fresno Metropolitan area and Rural Fresno County.

In 2020, the Fresno Council of Governments (COG) re-designated the CTSA's with FCTRA as the sole designee for Rural Fresno County and the City of Fresno (FAX) is the sole designee for the Fresno Metropolitan Area. Through a NOFA process, Fresno EOC was selected as the primary provider of CTSA services and entered into FY 2021-2022 Agreements for Contractor Services with the City of Fresno and FCTRA.

On June 16, 2022, Fresno City Council approved a one-year extension of the Agreement with the Fresno EOC for social service transportation in Urban Fresno County for a projected FY 2022-2023 OPB amount of \$1,485,700. On June 30, 2022, FCTRA approved a one-year extension of the Agreement with Fresno EOC to continue to provide CTSA services to rural Fresno County in the amount of \$539,269.

Fresno EOC Policy Board adopted the 2022-2023 Fresno Rural & Urban CTSA OPB at the Special Meeting held on July 7, 2022.



Fiscal Impact

The FY 2022-2023 Amendments to the Agreements total \$2,024,969. Social service agencies are required to maintain a ratio of fare revenues and/or funding to operating costs of at least 55 percent match requirements to match with 45 percent Local Transportation Funds.

Conclusion

The 2022-2023 funding will enable Transit Systems to continue to operate social services transportation to meet unmet transit needs.



PROGRAM PLANNING AND EVALUATION COMMITTEE MEETING

| | |
|--|--|
| Date: July 11, 2022 | Program: Sanctuary and Support Services |
| Agenda Item #: 9A | Director: Misty Gattie-Blanco |
| Subject: Basic Center Program Monitoring and Review | Officer: Michelle L. Tutunjian |

Background

The information presented is intended to keep the Board apprised of the U.S. Department of Health & Human Services, Family & Youth Service Bureau (FYSB) monitoring of the Basic Center Program, Grant Number 90CY7380.

On May 25 and May 26, 2022, FYSB and Homeless Youth (RHY) Program, conducted a virtual onsite monitoring site visit. The purpose of monitoring and reviewing the RHY Program grants is to ensure that the use and management of federal funds are in accordance with the type and scope of services required in the federal legislation, regulations, and policy governing such programs. The review allows FYSB to recognize accomplishments, assess compliance, address programmatic challenges, offer opportunities to improve, and facilitate access to technical assistance. On May 25, 2022, the Board approved to voluntarily relinquish funding for BCP effective September 29, 2022.

On June 13, 2022, Fresno EOC received the no findings letter and report from the May 2022 virtual site review.



DEPARTMENT OF HEALTH & HUMAN SERVICES

Administration for Children and Families
Administration on Children, Youth and Families
Family and Youth Services Bureau
Runaway and Homeless Youth
Region 9
90 7th Street
San Francisco, CA 94103

FYSB Family & Youth
Services Bureau

Friday, June 13, 2022

Emilia Reyes, Chief Executive Officer
Michelle Tutunjian, Chief Operation Officer
Fresno County Economic Opportunities Commission
1920 Mariposa Mall Ste 300
Fresno CA 93721-2504

RE: Onsite Monitoring Visit – 5/25/2022 - 5/26/2022

Dear Ms. Reyes and Ms. Tutunjian:

On behalf of the Family & Youth Service Bureau (FYSB), the Review Team would like to express a sincere thank you for the time and efforts your staff and you put forth to accommodate the recent onsite monitoring and review of the Basic Center Program.

The purpose of monitoring and reviewing the Runaway and Homeless Youth (RHY) Program grants is to ensure that the use and management of federal funds are in accordance with the type and scope of services required in the federal legislation, regulations, and policy governing such programs. The review allows FYSB to recognize your accomplishments, assess compliance, address programmatic challenges, offer opportunities to improve, and facilitate access to technical assistance.

We are pleased to report that our review of the Basic Center Program has concluded that after many successful years of serving runaway and homeless youth in the Fresno environs, it is now time to voluntarily relinquish Family and Youth Services Bureau funding for a basic center shelter. The effective date is September 29, 2022.

The attached Executive Summary provides you with specific information that we hope will be considered in your on-going efforts towards advancing the products and services you provide to the RHY population(s). We value the work that Fresno County Economic Opportunities Commission continues to do for the youth and families in your community. We look forward to working with your staff and you in this regard if the EOC later makes a decision to apply for RHY funding that would be more in keeping with the needs of the community.

Should you have any questions regarding this report or the monitoring and review process, please contact FYSB Admin at deborah.oppenheim@acf.hhs.gov.

Sincerely,

Deborah Oppenheim
Federal Project Officer

cc: Jeff Daniels
Regional Program Manager

Executive Summary, Fresno Economic Opportunities Commission;

During the week of 5/25/2022 - 5/26/2022, the Family and Youth Services Bureau (FYSB), Runaway and Homeless Youth (RHY) Program, conducted a comprehensive site visit of Fresno County Economic Opportunities Commission. The purpose of the visit was to monitor and review the programmatic performance and business management aspects of the Basic Center Program in accordance with the federal regulations, policies, and guidance that govern these federally funded RHY programs.

The Review Team consisted of the Federal Project Officer Deborah Oppenheim, FYSB Admin, and Peer Monitor Charles Shelan. The review involved extensive interviews with Homeless Services Manager Chrystal J. Streets and examinations of BCP policies, procedures, employee records, agency forms, and participant files.

The following report provides Fresno County Economic Opportunities Commission with a comprehensive report of the results from our visit.

MONITORING & REVIEW REPORT:

FRESNO EOC:

Although the street outreach program is no longer funded by FYSB, the agency receives funding for this purpose from HUD. Street outreach services are provided to homeless persons of all ages. Services include street outreach, coordinated entry access, navigation, and Drop-In Center services for youth under 24 years old. Street Outreach is conducted daily. Fresno EOC also administers locally the National Safe Place program which has over 100 Safe Place sites and nearly 200 mobile Safe Place sites giving youth direct access to the Youth Shelter should they enter one of those locations and/or the local transit system.

Outreach is conducted, but it does not specifically target runaway and homeless youth and their families or at-risk youth who may be eligible to participate in grant services.

The Fresno County Economic Opportunities Commission has a long history of providing community education to the six counties in the area. It is well-known and well-respected, and they provide information of the runaway and homeless youth issue at all events.

The agency is an active member of the Fresno-Madera Continuum of Care (FMCoC) which gives Youth Shelter staff access to these additional providers and their services. Fresno EOC also administers locally the National Safe Place program which has over 100 Safe Place sites and nearly 200 mobile Safe Place sites giving youth direct access to the Youth Shelter should they enter one of those locations and/or the local transit system.

The shelter is open to receive runaway and homeless youth 24 hours per day, 7 days a week, even though none have been sheltered recently.

Intake forms and screening forms were not sufficient to adequately assess that the grantee's intake process adequately addresses the immediate needs of the youth and assesses the youth's appropriateness for program participation.

As with other areas, forms and information provided did not allow the assessment of the development or individualized services plans. There is a structure that outlines this, and it is conceptualized in the program model, but no youth sheltered makes it impossible to verify.

The goals of increased general, mental, and dental health scores are not shown because of the lack of sheltered youth.

Written policies and written staff training plans indicate that security and confidentiality of youth files are maintained.

Policies do not indicate that the grantee guarantees each youth shall have access to their own records for review and correction.

Although the application erroneously listed the age of eligibility to include 18-year-olds still in high school, Sanctuary staff stated that the error had already been discovered and changed.

The agency is aware that FYSB funding for basic center shelter is only allowed for 21 days, not for longer periods of time.

Signatures from parents or guardians were in files from 2019 and 2020, but nothing more currently because no youth have been sheltered since then.

The application and program progress reports states that Sanctuary uses trauma-informed individual, family and group counseling and support services. This was not verifiable because the youth files do not reflect that counseling occurred,

The agency states that various tools are used, such as Casey Life Skills, VI-SPAT (vulnerability index-service prioritization decision assistance tool) or the CSE-IT (commercial sexual exploitation identification tool), but they are not in the few youth files that were provided.

The Youth Shelter has staff available 24 hours a day/7 day a week in the event a youth needs to access the shelter. Community Care Licensing requires the Youth Shelter to be staffed at a ratio of 1 staff to 8 youth and they keep minimal staff onsite at this time and have on-call staff in the event additional staff are needed.

Sanctuary Shelter falls within the required number of beds.

Community Care Licensing has approved Sanctuary Shelter as compliant with state standards.

There is a memorandum of understanding with Huckleberry Youth Programs for emergency services.

While the applicant provides a plan for using PYD and trauma informed care, the plan does not include how the listed techniques would be implemented in the course of the 21 day stay in the center. Dropbox materials do not address this.

The screening form in Dropbox does not provide enough information as needed per Youth File Review Checklist. The Assessment and Case Planning are not noted. Specifics of skill-building are not provided and are not in case files. The required follow-up notes are not in case files.

The agency noted that the Admission and Intake procedure included in Dropbox needs re-vamping. The follow-up notes are maintained on the follow-up log but will be moved to individual client files. Assessments were conducted and maintained in a separate location but will be moved to the files with the assistance of their IT department.

The applicant does not provide specific details as to how the applicant organization will provide counseling services, such as frequency of counseling, types of counseling available to the target population or how the need for counseling will be determined. The applicant provides a MOU or letter of support for the Marriage and Family Therapist Trainee internships from Fresno State University. Dropbox on Counseling is insufficient to provide information on this. Individual service plans are not provided in sufficient detail to assess counseling.

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Staff advised that youth are not subject to medical, psychiatric, or psychological treatment without their own consent (and that of their parents for those under 18) unless they are a harm to themselves or others.

Per the application, Sanctuary utilizes the Casey Life Skills (CLS) assessment. This youth driven assessment is used to determine what skills the clients have, including permanent connections, life skills planning, and healthy relationships. However, documentation of skills is not provided. CLSs (Casey Life Skills) are not in files.

The agency notes that It was an error that the assessments were not in the client files. Due to the change in case management staff during 2021 and then 2022 they are working with IT to access the files and upload into dropbox.

No recreation information is in Youth Files, except slight mention of computer games or television/videos.

Although a sample recreational calendar was included in the dropbox and is posted in the facility each month, there can be no verification. No youth were sheltered and therefore there is no way to document that a client participated in a daily activity.

Goals:

- 108 youth (60%) will identify an external adult used for support upon exit;
- 108 youth (60%) will attend school or have graduated upon exit;
- 36 youth (20%), ages 16 years and older will look for employment or be employed upon exit;
- 162 youth (90%) will exit into safe and stable housing with the destination identified in HMIS (Homeless Management Information System).

Since no youth were sheltered, exit plan is not met. It is not known how/if youth would be contacted.

Noted, though, that Follow-up was conducted for youth served during the 2018-2021 grant cycle and documented in the Follow-Up Log. Aftercare is described in the Shelters Operational Manual provided, but what was provided was too brief to assess.

No youth were sheltered during the span of this grant.

The full version of the shelter's operational manual was provided to the review team during the virtual site review, and it notes that at least 3 months of aftercare will be provided.

No youth were sheltered during the grant period.

Current Memoranda of Understanding may be provided if requested.

Per the application and interviews, the grantee makes referrals to providers of trauma-informed direct service providers, or direct services are provided at the grantee's location. The applicant states that it is a part of an interagency, multi-disciplinary service network, but does not detail how these agencies refer youth to one another. No information was provided on other recruitment efforts such as the use of social media, flyers, or community awareness sessions.

If youth are sheltered, a referral form is provided at exit to each youth which details the local organization, the services they provide and contact information. They are customized based on the needs identified by the youth. These are maintained in the client files.

Fresno and Clovis School District are the largest in the service area and help with direct transportation when a youth enters the shelter, therefore, MOUs are obtained. All other school districts communicate with and refer to the shelter through their homeless liaisons.

Sanctuary is aware of and adheres to requirements to coordinate with foster care and juvenile justice.

The toll-free number and information are included in the Shelters Operational Manual. Additionally, the phone number is listed on our public website and advertised through the National Safe Place program. California Coalition for Youth (CCY) also operates the 24-hour crisis line and will connect youth in the area.

Fresno EOC has recently created a new focus on People and Culture and that team (comprised of staff from the Human Resource Department and the Equity and Impact Department) will be developing a more robust plan to respond to staff development and retention.

Training topics are specific to the client population being served.

Job descriptions were provided.

The agency staffing reflects the community.

All staff evaluations were not seen but the files are difficult to follow and read. Digitalization is recommended.

Confidentiality is addressed in job descriptions for each position, as well as in the New Hire paperwork signed by employees. It also described in the Shelter Operational Manual in Dropbox. As a licensed facility, all Shelter staff are required to obtain Community Care Licensing (CCL) clearance prior to working in the facility. Eligibility documentation was included in each staff file.

Information regarding what is included in the clearance can be found at <https://www.cdss.ca.gov/inforesources/community-care/caregiver-background-check>. It is briefly described here:

The CPMB manages the background check process on all licensed community care facilities, their employees, volunteers, and non-client adults residing in a facility. The CPMB also manages background checks on home care aides, unlicensed childcare providers registered through TrustLine, and out-of-state child abuse checks for foster care. These individuals must submit fingerprints to the California Department of Justice via LiveScan, then a criminal history check and Federal Bureau of Investigation check are performed. If an individual is associated to a facility serving children, a Child Abuse Central Index check also is performed.

What about foster grandparents?

Answer – Due to COVID and health concerns, the Grandma assigned to the Shelter has not been on-site but is cleared through CCL.

Staff information is sparse and difficult to read.

However, confidentiality is addressed in job descriptions for each position, as well as in the New Hire paperwork signed by employees. It is also described in the Shelter Operational Manual in Dropbox. As a licensed facility, all Shelter staff are required to obtain Community Care Licensing (CCL) clearance prior to working in the facility. Eligibility documentation was included in each staff file.

Grantee staff do not use their positions for a purpose that is, or gives the appearance of being, motivated by a desire for private gain (no conflict of interest is found).

The financial infrastructure of the Fresno County Economic Opportunities Commission is strong, and funds are maintained in separate accounts.

Budget and budget justifications along with semi-annual financial reports show that the grantee draws down funds only for covered services.

The vast majority of the approved budget covers salary and benefits for staff, and is approved.

The budget clearly shows that travel funds were set aside for key staff to attend ACF-sponsored workshops and trainings.

The agency provided the Strategic Plan during the course of the virtual site review.

Goals:

- 135 youth (70%) will have an increased general, mental and dental health score;
- 108 youth (60%) will identify an external adult used for support upon exit;
- 108 youth (60%) will attend school or have graduated upon exit;
- 36 youth (20%), ages 16 years and older, will look for employment or be employed upon exit;
- 162 youth (90%) will exit into safe and stable housing with the destination identified in HMIS (Homeless Management Information System).
- 72 youth (42%) will participate in trauma-informed counseling including individual, family and/or group.

Achieving these goals will help provide a temporary alternative to street life while working to reunify youth with family and empowering youth to build a sense of self-worth and self-sufficiency.

Information obtained is documented in HMIS and in their Stat Log and described in the monthly and semi-annual reports submitted.

Based on the annual Point-In-Time Count and reduced usage of the Youth Shelter annually, the program did decrease the goals from the 2018-2021 grant to the 2021-2024 grant.

Data collection is done through HMIS and then uploaded into RHY-HMIS as required. Below is information provided in the Shelter Operating Manual.

Homeless management information system (HMIS):

Each youth that access the Sanctuary Youth Shelter has demographic and housing information entered in the Homeless Management Information System (HMIS). HMIS is used to track homeless persons. All information remains confidential until parents sign a release of information form. HMIS is managed by the Program and Case Managers.

Fresno EOC is a member of the Fresno-Madera Continuum of Care (FMCoC). Additionally, the Sanctuary Director serves as the Treasurer and the Homeless Services Manager serves on the Coordinated Entry and HMIS Committee's.

Data is entered into RHY/HMIS. Because no youth were sheltered, the agency had to obtain a verification to make sure the entry data was uploaded.

Confidentiality of data and youth records is maintained.

Number of youth served was not successful.

This has been discussed extensively with the agency, and they agree with the assessment.

Accordingly, Fresno Economic Opportunities Commission agrees to voluntarily relinquish the basic center funding provided by the Family Youth Services Bureau effective September 29, 2022.

It should be noted that the agency is, however, successful at helping families stay together.

The demand for basic center shelter seen in previous years is not an important aspect of the community's need; prevention is the key now.

The youth shelter should be re-purposed.

One of the possibilities for this is using the Sanctuary site for Project Hope, which finds shelter for Fresno City College students.

The program has evolved to meet current needs and that shift should be acknowledged by finding a new use for the shelter.

There is a current disconnect in terms of need and operations. The agency plans to re-calibrate now that the needs of the younger youth have diminished.

This is a natural pivot in the history of sanctuary, and should not be read as a failure.

The EOC's community needs assessment and community action plan, on their website, address poverty in the area, including homelessness.

Please contact your Federal Project Officer, FYSB Admin with any questions regarding this report at: Deborah.Oppenheim@acf.hhs.gov.

As always, technical assistance is available through the Runaway and Homeless Youth Training and Technical Assistance Center (RHYTTAC) via phone (412) 399-5747 or their website: <http://www.rhyttac.net/>.



PROGRAM PLANNING AND EVALUATION COMMITTEE MEETING

| | |
|-------------------------------|---------------------------------|
| Date: July 11, 2022 | Program: Equity & Impact |
| Agenda Item #: 10A | Director: Kevin Williams |
| Subject: Grant Tracker | Officer: Emilia Reyes |

Background

The information presented in the Grant Tracker is intended to keep the Board apprised of the program grant activity for Fresno EOC.

Fresno Economic Opportunities Commission
Grant Tracker
Friday, July 1, 2022

| FUNDED | | | | | | | |
|-------------------|--|--|---|-------------------------|--------------------------|-----------------------|-----------------------|
| Submitted | Program | Name | Funder | Amount Requested | Board Report Date | Date of Notice | Amount Awarded |
| 3/2/2022 | Food Services | Food For Life | Kaiser | \$25,000 | 4/1/2022 | 6/10/2022 | \$25,000 |
| | Partner with schools and community centers in rural communities across Fresno County for food distributions. | | | | | | |
| 3/8/2022 | Health Services | Comprehensive Sexual Health Education Services | Fresno Unified School District | \$2,067,000 | 4/1/2022 | 6/1/2022 | \$2,067,000 |
| | Provide Positive Prevention PLUS curriculum to 19 middle schools, 7 high schools and 5 alternative education sites over a 3-year contract period. | | | | | | |
| 12/30/2021 | Sanctuary and Support Services | Human Trafficking Victim Assistance Grant | Cal OES | \$666,666 | 1/26/2022 | 4/1/2022 | \$666,666 |
| | Identify human trafficking victims, connect them to service delivery system, provide training and technical leadership and provide leadership of the regional Central Valley Freedom Coalition. | | | | | | |
| 3/30/2022 | Sanctuary and Support Services | Homeless Youth Emergency Services Pilot Program | Cal OES | \$2,375,000 | 3/23/2022 | Not specified | \$2,375,000 |
| | Continue providing comprehensive services to youth experiencing homelessness. Funds will support personnel, operational and supportive services costs. | | | | | | |
| 1/5/2022 | Training & Employment | YouthBuild AmeriCorps | Corporation for National and Community Service | \$175,000 | 3/23/2022 | Not specified | \$175,000 |
| | Operational funding will assist with salaries for several LCC staff and facilities operations. | | | | | | |
| 3/9/2022 | Training & Employment | American Rescue Plan Act Statement of Interest | County of Fresno | \$48,548 | 3/23/2022 | 6/27/2022 | \$48,548 |
| | Update computers in LCC's lobby and computer lab, including software, licensing and associated equipment. | | | | | | |
| 3/9/2022 | Advance Peace | CalVIP Grant Program | CalVIP | \$1.1 Million | 12/1/2021 | 6/9/2022 | \$1.1 Million |
| | Improve public health and safety through effective violence reduction initiatives in communities that are disproportionately impacted by violence, particularly group-member involved homicides, shootings, and aggravated assaults. | | | | | | |
| | | | | | | | |
| NOT FUNDED | | | | | | | |
| Submitted | Program | Name | Funder | Amount Requested | Board Report Date | Date of Notice | |
| 3/15/2022 | Food Services | General Proposal | Sisters of St. Joseph | \$50,000 | 4/1/2022 | 5/31/2022 | |
| | Funds to support rural food distributions in Fresno County. | | | | | | |
| 4/25/2022 | Training & Employment | Apprenticeship Building America | US Department of Labor | \$3,000,000 | 4/11/2022 | 7/7/2022 | |
| | The project would allow rural Fresno County residents to participate in one of six Valley Apprenticeship Connections (VAC) cohorts in various rural communities. | | | | | | |

| PENDING GRANTS | | | | | | |
|----------------|---|---------------------------------------|---------------------------|------------------|-------------------|-------------------------|
| Submitted | Program | Name | Funder | Amount Requested | Board Report Date | Expected Date of Notice |
| 3/15/2021 | Energy Services | Energy Efficiency Grant Program | Energy Upgrade California | \$20,000 | 3/24/2021 | Not specified |
| | Outreach to rural and urban Fresno County residents through direct and indirect methods about energy efficiency benefits and best practices. | | | | | |
| 3/9/2022 | Energy Services | American Rescue Plan | County of Fresno | \$1,200,000 | 3/23/2022 | Not specified |
| | Install PV solar systems on approximately 70 low-income family homes. | | | | | |
| 6/15/2022 | Health Services, African American Coalition | COVID-19 Community Health Project 3.0 | Sierra Health Foundation | \$500,000 | 7/11/2022 | Not specified |
| | Conduct outreach to those who experience the greatest social and health inequities on the importance of getting vaccinated and practicing harm reduction to mitigate the spread of the virus. | | | | | |

| PENDING GRANTS | | | | | | |
|----------------|---|---|---|------------------|-------------------|--------------------------|
| Submitted | Program | Name | Funder | Amount Requested | Board Report Date | Expected Date of Notice |
| 6/30/2022 | Health Services | The Gus Schumacher Nutrition Incentive Program Produce Prescription Program | USDA | \$146,000 | 7/11/2022 | Not specified |
| | Bring stakeholders together from distinct parts of the food and healthcare systems and to foster understanding of how they might improve the nutrition and health status of participating households prescribed fresh fruits and vegetables | | | | | |
| 6/28/2022 | Sanctuary and Support Services | Services for Victims of Human Trafficking | USDOJ Office for Victims of Crime (OVC) | \$885,913 | 7/11/2022 | Not specified |
| | Provide comprehensive services to victims of human trafficking. Funds will support personnel, operational and supportive services costs. | | | | | |
| 7/5/2022 | Sanctuary and Support Services | Preventing Trafficking of Girls | USDOJ Office for Victims of Crime (OVC) | \$500,000 | 7/11/2022 | Not specified |
| | To develop or enhance prevention and early intervention services to focus on the needs of girls who are at risk or are victims of sex trafficking. | | | | | |
| 7/26/2021 | Strategy & Resource Development | CSBG CARES Act Rapid Cycle Impact Project | Administration of Children and Families | \$250,000 | 9/22/2021 | Not specified |
| | Provide 30 families with children enrolled in Head Start Huron with monthly supplemental incomes for a 12-month period. | | | | | |
| 2/10/2022 | Training & Employment | Good Jobs Challenge | Economic Development Administration | \$2,625,000 | 3/23/2022 | No later than April 2022 |
| | Scale the Valley Apprenticeship Connections (VAC) Program to include six rural cohorts serving rural Fresno County. | | | | | |
| | | | | | | |