

### **Board Meeting**

### October 26, 2022 at 6:00 p.m.

Fresno EOC Board Room

1920 Mariposa Street, Suite 310

Fresno, CA, 93721



### **BOARD MEETING AGENDA**

#### OCTOBER 26, 2022 AT 6:00 PM

1. CALL TO ORDER AND COMMUNITY ACTION PROMISE:	Action	Presenter
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.		
2. ROLL CALL		
3. APPROVAL OF AUGUST 24, 2022 MINUTES		
A. August 24, 2022 Board Meeting Minutes - 5	Approve	
<b>4. PUBLIC COMMENTS</b> (This is an opportunity for the members of the public to address the Board on any matter related to the Commission that is not listed on the Agenda.)		
<b>5. ADDITIONS TO THE AGENDA</b> (The Board may add an item to the agenda if, upon a two-thirds vote, the Board finds that there is a need for immediate action on the matter and the need came to the attention of the Board after the posting of this agenda.)		
6. POTENTIAL CONFLICT OF INTEREST (Any Board Member who has a potential conflict of interest may now identify the item and recuse themselves from discussing and voting on the matter.) (FPPC §87105)		
7. TRANSFORMING AND INSPIRING		
A. Valley Apprenticeship Connections - 9	Information	Martinez
8. STRATEGIC PLAN		
A. Strategic Plan - 10	Approve	Williams
<b>9. APPROVAL OF CONSENT AGENDA</b> Any Commissioner may pull any Consent Item for discussion or separate vote		
A. Bylaws Committee Items – September 7, 2022	Approve	Rodgers
1. May 4, 2022 By-Laws Committee Meeting Minutes - 12		

2. Board Self-Assessment (Information) - 13

3. Expiring Terms Update (Information) - 74		
B. Human Resources Committee Items – September 12, 2022	Approve	МсСоу
1. August 15, 2022 Human Resources Meeting Minutes - 75		
2. 2023 Health Plan - 78		
3. Halcyon Health & Wellness - 82		
C. Finance Committee Items – September 14, 2022	Approve	Garabedia n
1. August 16, 2022 Finance Committee Meeting Minutes - 84		
2. Financial Reports – July 2022 - 87		
3. Gift Card Policy - 94		
4. Non-Competitive Procurements (Information) - 96		
5. Health Insurance Report (Information) - 98		
6. Variance Reports - Sanctuary and Support Services (Information) - 100		
D. Executive Committee Items – September 29, 2022	Approve	Hayes
1. August 26, 2022 Executive Committee Meeting Minutes - 102		
2. Local Conservation Corps: 2020-22 CalRecycle Recycling Grant Final Report - 103		
E. Finance Committee Items – October 12, 2022	Approve	Hayes
1. September 14, 2022 Finance Committee Meeting Minutes - 155		
2. Financial Reports – August 2022 - 158		
3. Health Plan Stop-Loss Renewal - 165		
4. Solar Project (Information) - 168		
5. Non-Competitive Procurements (Information) - 170		
6. Health Insurance Report (Information) - 171		
7. Variance Reports – Advance Peace (Information) - 173		
F. Program Planning and Evaluation Committee Items – October 17, 2022	Approve	Arambula
1. August 8, 2022 Program Planning and Evaluation Committee Meeting Minutes - 175		
2. Sanctuary And Support Services: Continuum of Care Special Notice Of Funding Opportunity Competition - 179		
3. Sanctuary And Support Services: FY 2022 Continuum of Care Competition - 181		
4. Sanctuary And Support Services: Youth Substance Use Disorder Prevention Program - 183		
5. Sanctuary And Support Services: Homeless Youth Services - 184		
6. Sanctuary And Support Services: Project HOPE On-Site Program Review Report (Information) - 186		

7. African American Coalition: Together We CAN Grow - 192

8. African American Coalition – Health Services: Fresno County Immunization - 194

9. Women, Infants & Children: 2023 Funding Amendment - 196

10. Equity And Impact: Guaranteed Basic Income Pilot Program - 198

11. Equity And Impact: Grant Tracker (Information) - 199

12. Energy Services: Department of Energy Bipartisan Infrastructure Law Funds (Information) - 203

#### G. Advisory Board Items and Minutes

Approve

1. Head Start County Wide Policy Council: Program Update Report (PUR) for July & August 2022 - 204

2. Head Start County Wide Policy Council: Fiscal Year 2023 Head Start 0 to 5 Continuation/Refunding Application- Year 2 - 210

3. Head Start County Wide Policy Council: Proposed Revisions to the Head Start 0 to 5 Selection Criteria - 214

4. May 10, 2022 SOUL Governing Council Minutes - 216

5. June 9, 2022 Sanctuary and Support Services Advisory Minutes - 218

6. August 2, 2022 Head Start County Wide Policy Council Minutes - 221

7. September 6, 2022 Head Start County Wide Policy Council Minutes - 227

8. September 13, 2022 SOUL Governing Council Minutes - 234

#### **10. CHIEF EXECUTIVE OFFICER'S REPORT**

A. CEO Report - 236

#### 11. COMMISSIONERS' COMMENT

#### **12. CLOSED SESSION**

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957) Title: CEO

#### 13. NEXT MEETING:

Wednesday, December 14, 2022 at 6:00p.m. at Nielson Conference Center.

#### 14. ADJOURNMENT

Hayes



#### Linda Hayes Board Chair Emilia Reyes Chief Executive Officer

#### BOARD OF COMMISSIONERS MEETING AUGUST 24, 2022 at 5:30 PM

#### MINUTES

#### 1. CALL TO ORDER

Linda Hayes, Board Chair, called the meeting to order at 5:34 P.M.

#### 2. ROLL CALL

**Present:** Amy Arambula, Ed Avila, Alysia Bonner, Zina Brown-Jenkins, Charles Garabedian, Linda Hayes, Brian King, Rey Leon, Daniel Martinez, Barigye McCoy, Lisa Mitchell, Sherry Neil, Robert Pimentel, Itzi Robles, Jimi Rodgers, Steven Taylor and Ruben Zarate.

**Absent:** Oliver Baines, Jewel Hurtado, Lupe Jaime-Mileham, James Martinez, Bruce McAlister, and Alena Pacheco.

#### 3. APPROVAL OF PREVIOUS MINUTES

A. May 25, 2022 Board Meeting Minutes

B. July 6, 2022 Special Board Meeting Minutes

Public Comment: None heard.

Motion by: Bonner Ayes: All in favor. Nayes: None heard

#### 4. <u>PUBLIC COMMENTS</u> Public Comment: None heard.

No action required.

5. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

Public Comment: None heard.

6. POTENTIAL CONFLICT OF INTEREST

There were no conflict of interest.

#### 7. COMMUNITY NEEDS ASSESSMENT

Rosa Pineda, Head Start Director, introduced Head Start Consultant Andrea Molarius. Molarius provided a detailed presentation on the Community Needs Assessment.

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Public Comment: None heard.

No action required.

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#### 8. TRANSFORMING AND INSPIRING

Michelle Tutunjian, Chief Operating Officer, announced Jeff Davis is retiring after 42 years of Services at Fresno EOC and was presented with a plaque and video as a form of gratitude for his dedicated service to Fresno EOC.

Public Comment: None heard.

No action required.

#### 9. HEAD START 0 TO 5

A. County-Wide Policy Council (CWPC) Bylaws Revisions Pineda, provided an overview of the revised County Wide Policy Council Bylaws.

Motion by: Pimentel Second by: Zarate Ayes: All in favor. Abstain: Lisa Mitchell Nayes: None heard

Public Comment: None heard.

B. Budget Revision for Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Pineda, provided a brief overview on the CRRSA submitted to Office of Head Start with a detailed report on how the received funds will be spent.

Motion by: LeonSecond by: BonnerAyes: All in favor.Nayes: None heard

Public Comment: None heard.

C. Act Budget Revision for American Rescue Plan Act (ARPA)- 2021 Pineda, provided a brief overview on the ARPA revised budget submitted with a detailed report to utilized funds to purchase real estate properties, personnel, equipment, supplies, contractual, and constructions.

The agency's Legal Counsel representative, Gabriel Delgado, stated for further discussion regarding real state proprieties value can be discussed during a closed session.

Motion by: Arambula Second by: Rodgers Ayes: All in favor. Opposed: Amy Arambula Nayes: None heard

Public Comment: None heard.

D. Quality Improvement (QI) Application Pineda, provided an overview of the Quality Improvement Application, to provide a quality Head Start Program for the community's families and children by using these funds to increase compensation for staff.

Motion by: BonnerSecond by: MitchellAyes: All in favor.Nayes: None heard

Public Comment: None heard.

#### 10. STRATEGIC PLAN ADOPTION

Kevin Williams, Director of Equity and Impact, provided a detailed overview on the Strategic Plan Adoption. Upon further review, the Board decided to schedule an Ad Hoc Committee to help defined the Strategic Plan Goals.

The Ad Hoc Committee members are Robert Pimentel, Steven Taylor, Zine Brown-Jenkins, Charles Garabedian, Linda Hayes, Amy Arambula, Rey Leon, and Jimi Rodgers.

Motion tabled by: GarabedianSecond by: LeonAyes: All in favor.Nayes: None heard

Public Comment: None heard.

#### 11. FINANCIAL REPORTS

A. Agency Financial Statements- May 2022 Jim Rodriguez, Chief Financial Officer, provided a detail presentation of the consolidated financial statements as of Year-to-Date May 2022,

Motion tabled by: Bonner Second by: Zarate Ayes: All in favor. Nayes: None heard

Public Comment: None heard.

#### 12. PERSONNEL POLICIES AND PROCEDURES MANUAL

Commissioner Barigye McCoy, provided an overview of the new proposed policies to establish due to the pandemic change.

Motion tabled by: Pimentel Second by: Bonner

Ayes: All in favor. Nayes: None heard

Public Comment: None heard.

#### 13. SALARY RATE TABLE

Rodriguez, provided an overview of the three phases outline Salary Rate table to implement equality pay for staff.

Motion tabled by: PimentelSecond by: NeilAyes: All in favor.Nayes: None heard

Public Comment: None heard.

#### 14. APPROVAL OF CONSENT AGENDA

Motion by: Bonner Second by: Zarate Ayes: All in favor. Nayes: None heard.

Public Comment: None heard

#### 15. CHIEF EXECUTIVE OFFICER'S REPORT

Emilia Reyes, Chief Executive Officer, provided an overview of the CEO Report.

Public Comment: None heard.

No action required.

#### 16. COMMISSIONERS COMMENT

The following Commissioners provided the following statement and information to share with the Board and Public.

Commissioner Charles Garabedian congratulated T&E Director Jeff Davis for his retirement and wishes him the best of luck.

Commissioner Jimi Rodgers, inquired about the possibility to wave her attendance for May and July's Board Meeting due to the transition of meetings being held in person. Rodgers also inquired an update on SOUL's Salary table for teachers to transition from 10 to 12 months.

No action required.

#### 17. NEXT MEETING:

Wednesday, October 26, 2022 at 6:00p.m.

#### 18. ADJOURNMENT

Public Comment: None heard.

No action required.



#### **BOARD OF COMMISSIONERS MEETING**

Date: October 26, 2022	Program: Valley Apprenticeship
	Connections
Agenda Item #: 7	Director: Patrick Turner
Subject: Transforming and Inspiring	Officer: Michelle L. Tutunjian

#### Background

The information presented during this item is intended to keep the Board apprised on various agency programs as well as highlighting clients we serve.

Fresno EOC Valley Apprenticeship Connections program supports the hiring needs of our Central Valley's construction contractors. Our students are immersed in an intense 12-week training program to prepare them for the workforce, which includes:

- Schedule: Monday-Friday, 7:00 a.m to 3:00 p.m.
- Personal journey of self-evaluation
- Behavioral Change Curriculum
- Soft skill attainment
- Conflict resolution
- Daily physical education
- Construction Math
- Meet and greet introductions to all the Union Trades & Associated Builders and Contractors Inc.
- Random drug testing will occur twice during the training

Graduates will meet the City of Fresno's National Targeted Hiring Policy and Tier I or Tier II requirements for contractors working with the High-Speed Rail. Graduates may qualify to have financial assistance to pay for their initial induction fees.

The proved track record of success in this program has lifted its exposure to the national level and has progressed its 3 SMART goals of 1. Additional Funding, 2. Expanding into a new building, and 3. Moving the program out to the rural communities. As an awardee of the recently announced Good Jobs Challenge we will soon have the funding to execute all three of our SMART goals.

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#### **BOARD OF COMMISSIONERS MEETING**

Date: October 26, 2022	Program: Equity and Impact
Agenda Item #: 8	Director: Kevin J. Williams
Subject: Strategic Plan	Officer: Emilia Reyes

#### **Recommended Action**

Staff recommends approval of the 2023-2025 Strategic Plan. This document will lead the efforts of the agency over the next three years, and will set the precedent for the Community Action Plan, which will provide key performance indicators, action items, and evaluation measures for each of the goals listed in the Strategic Plan. Through the approval of the new strategic plan, we will be able to align programmatic outcomes with our new vision, mission and values and with Community Action.

#### Background

At the August 24<sup>th</sup> Board meeting, staff presented the draft Strategic Plan Draft. The Board requested to develop an ad hoc committee to add and/or create specific outcome metrics for the plan. On September 21<sup>st</sup> the ad hoc committee met with the Executive Director of CalCAPA to confirm that the outcome metrics is included in our agency's Community Action Plan, which is developed after the Strategic Plan is approved and review on annual basis. The Community Action Plan is required for all Community Action Agencies to include deliverables, benchmarks and action items for the organization over the course of the Strategic Plan period.

As presented before, the Strategic Plan was developed through the Community Needs Assessment process, the Employee Engagement Survey and Board, Staff and Community Focus Groups. Through the gathering of this qualitative and quantitative data, key areas of focus were identified for the agency: a) Advocacy – amplifying community voice, through the belief that people living in poverty should lead the charge to change poverty conditions, b) Community-Directed Programs and Services – believing that people experiencing poverty know best what they need, c) Holistic Support – understanding that poverty is not simply a measure of financial stability, and therefore we must address the way poverty impacts the whole person, and d) Equity-Based Practices – as poverty fighters, we have to direct services towards the greatest level(s) of need.

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#### **Fiscal Impact**

The Strategic Plan will guide our expenditures for the next 3 years.

#### Conclusion

The process of developing the strategic plan has taken over a year and has included inputs from business stakeholders, community members and partners, and internal staff. The plan will support the continued work of Fresno EOC by setting the foundation for an organization that is fluid, with the ability to adapt to the consistently changing conditions in the Central Valley. Further, the plan will create a platform for continued evaluation and service improvement, coordinating our programs and services, with an equity-based, community-directed system in which we will be able to successfully measure our impact on poverty reduction.

If approved by the Board, we will begin the development of the Community Action Plan, implementation of program training on results-based accountability/ROMA, equity evaluation and the development of specific, measurable program level goals as related to the new strategic goals.



#### BYLAWS COMMITTEE Virtual – Board Effects – Zoom Wednesday, May 4, 2022 at 5:00 PM

#### MINUTES

#### 1. CALL TO ORDER

Jimi Rodgers, Chair, called the meeting to order at 5:10 PM.

#### 2. ROLL CALL

**Present:** Linda Hayes, Jimi Rodgers, Bruce McAlister, and Lisa Mitchell.

Absent: Oliver Baines and Lupe Jaime-Mileham.

#### 3. APPROVAL OF FEBRUARY 23, 2022, MEETING MINUTES

February 23, 2022, By-Laws Committee Meeting Minutes

Public Comment: None heard.

Motion by: McAlister Second by: Mitchell Ayes: Jimi Rodgers, Bruce McAlister, Lisa Mitchell and Linda Hayes. Nayes: None heard.

#### 4. <u>BOARD SELF-ASSESSMENT</u> Karina Perez, Chief of Staff, provided a brief overview of the Board Self-Assessment timeline and questionnaire.

A link will be send out to commissioners to complete the survey. Perez will send out reminders and provide an update mid-summer.

Public Comment: None heard.

Motion by: McAlister Second by: Mitchell Ayes: Jimi Rodgers, Bruce McAlister, Lisa Mitchell and Linda Hayes Nayes: None heard.

5. <u>PUBLIC COMMENTS</u> None Heard.

No action required.

6. ADJOURNMENT



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#### **BOARD OF COMMISSIONERS MEETING**

Date: October 26, 2022	Program: N/A
Agenda Item #: 9A2	Director: N/A
Subject: Board Self-Assessment	Officer: Emilia Reyes

#### Background

The information presented below is intended to keep the Committee informed of the Board Self-Assessment results.

As a way of background, on a consistent basis, a Board Self-Assessment is conducted to aid Fresno EOC's Board of Commissioners to:

- 1. Identify gaps between the standards for effective, nonprofit boards
- 2. Engage the commissioners in discussions about their effectiveness as a board
- 3. Ascertain our commissioners' perceptions of knowledge, skills, and processes as they carry out their board roles
- 4. As applicable, pinpoint areas in which the Board is excelling as well as those requiring improvement.

A total of 78% of the Commissioners completed the Board Self-Assessment. The attached document showcases the analyzed results for the Committee members to engage in a discussion on next steps.

An updated timeline of the Board Self-Assessment Timeline is outlined below:

#### SELF-ASSESSMENT TIMELINE

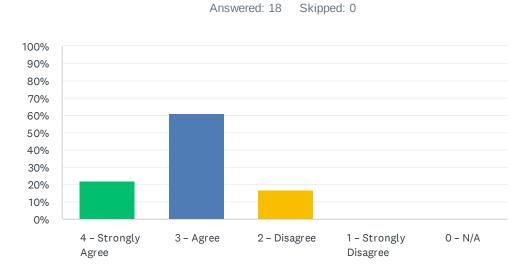
MAY 4 <sup>TH</sup> – Bylaws Committee Meeting	Bylaws Committee Review And Approval
	Of The Assessment Questions.
MAY 25 <sup>TH</sup> – Board Meeting	Board approves assessment questions
JUNE / JULY	Questionnaire is sent for commissioners
	to complete
SEPTEMBER 7 <sup>TH</sup> – Bylaws Committee	Draft report is generated and presented
Meeting	to Bylaws committee. Bylaws Committee
	input is incorporated into report
OCTOBER 26 <sup>TH</sup> – Board Meeting	Final report is be included in the Board
	packet.

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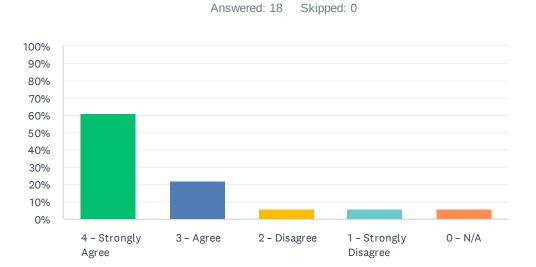
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## Q1 The board operates under a set of policies, procedures, and guidelines with which all members are familiar.



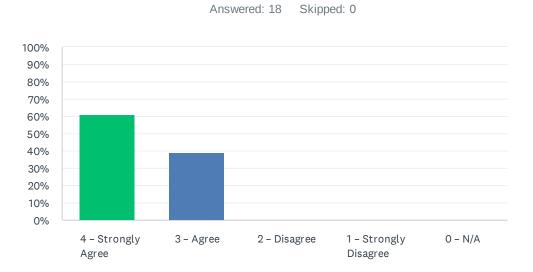
**ANSWER CHOICES** RESPONSES 22.22% 4 4 - Strongly Agree 61.11% 11 3 – Agree 16.67% 3 2 - Disagree 0.00% 0 1 - Strongly Disagree 0.00% 0 0 - N/ATOTAL 18

## Q2 Commissioners play an active role in the organization's strategic planning.



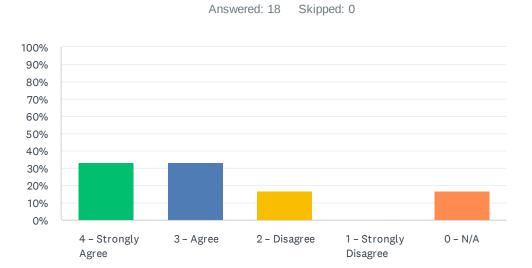
**ANSWER CHOICES** RESPONSES 11 61.11% 4 - Strongly Agree 22.22% 4 3 – Agree 5.56% 1 2 - Disagree 5.56% 1 1 - Strongly Disagree 5.56% 1 0 - N/ATOTAL 18

## Q3 Our organization's vision and mission is clear and accepted by our board.



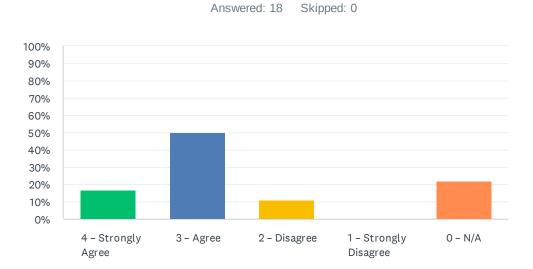
ANSWER CHOICES	RESPONSES	
4 – Strongly Agree	61.11%	11
3 – Agree	38.89%	7
2 – Disagree	0.00%	0
1 – Strongly Disagree	0.00%	0
0 – N/A	0.00%	0
TOTAL		18

## Q4 The full board collaboratively reviews and updates the organization's strategic plan on a regular basis.



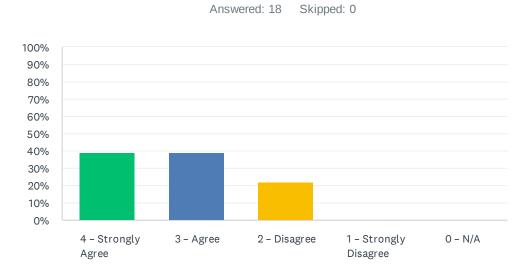
**ANSWER CHOICES** RESPONSES 33.33% 6 4 - Strongly Agree 33.33% 6 3 – Agree 16.67% 3 2 - Disagree 0.00% 0 1 - Strongly Disagree 16.67% 3 0 - N/ATOTAL 18

### Q5 Staff develop and carry out annual action plans based on the boardapproved strategic plan.



**ANSWER CHOICES** RESPONSES 3 16.67% 4 - Strongly Agree 50.00% 9 3 – Agree 11.11% 2 2 - Disagree 0.00% 0 1 - Strongly Disagree 22.22% 4 0 - N/ATOTAL 18

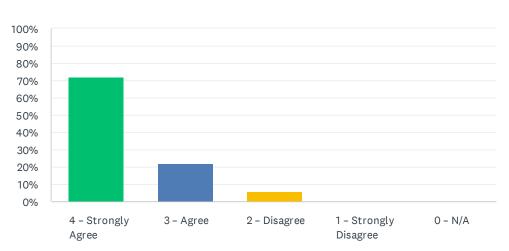
## Q6 The board routinely receives updates by the staff on their annual plans developed by staff.



**ANSWER CHOICES** RESPONSES 7 38.89% 4 - Strongly Agree 7 38.89% 3 – Agree 22.22% 4 2 - Disagree 0.00% 0 1 - Strongly Disagree 0.00% 0 0 - N/ATOTAL 18

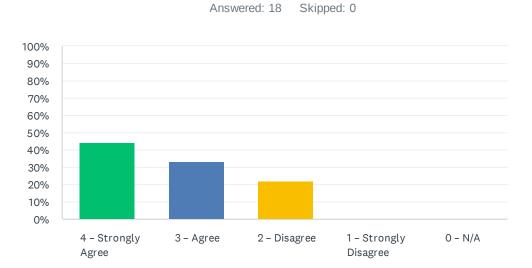
### Q7 Staff support to board meetings is adequate.

Answered: 18 Skipped: 0



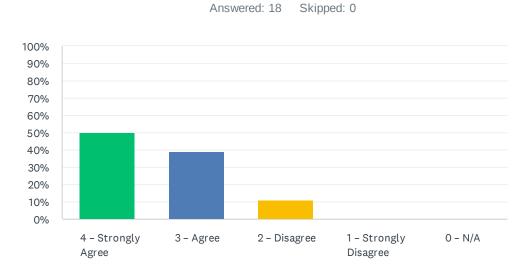
ANSWER CHOICES	RESPONSES	
4 – Strongly Agree	72.22%	13
3 – Agree	22.22%	4
2 – Disagree	5.56%	1
1 – Strongly Disagree	0.00%	0
0 – N/A	0.00%	0
TOTAL		18

## Q8 Information provided by staff is adequate to ensure effective board governance and decision-making.



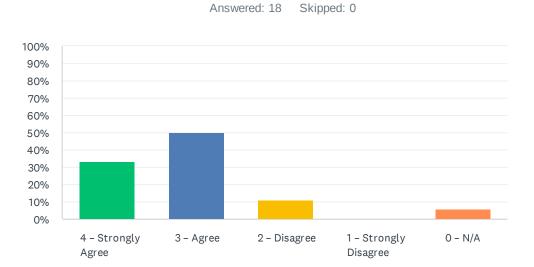
**ANSWER CHOICES** RESPONSES 8 44.44% 4 - Strongly Agree 33.33% 6 3 – Agree 22.22% 4 2 - Disagree 0.00% 0 1 - Strongly Disagree 0.00% 0 0 - N/ATOTAL 18

## Q9 Committees are the primary tools for communication and decision making for our board structure.



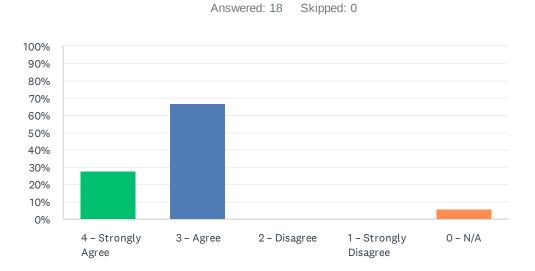
**ANSWER CHOICES** RESPONSES 9 50.00% 4 - Strongly Agree 7 38.89% 3 – Agree 11.11% 2 2 - Disagree 0.00% 0 1 - Strongly Disagree 0.00% 0 0 - N/ATOTAL 18

### Q10 The board's ad hoc and standing committees streamline our work process and increase board effectiveness.



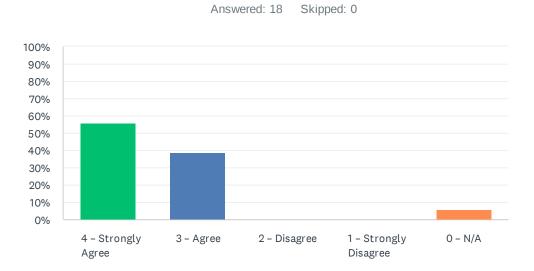
**ANSWER CHOICES** RESPONSES 33.33% 6 4 - Strongly Agree 50.00% 9 3 – Agree 11.11% 2 2 - Disagree 0.00% 0 1 - Strongly Disagree 5.56% 1 0 - N/ATOTAL 18

## Q11 My committee assignments make good use of my interests and expertise.



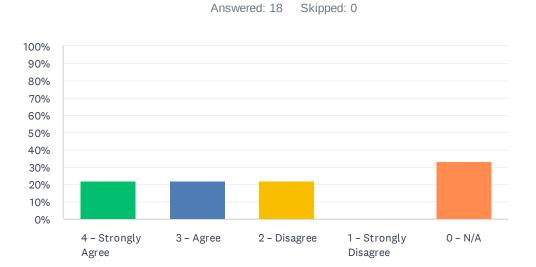
**ANSWER CHOICES** RESPONSES 5 27.78% 4 - Strongly Agree 66.67% 12 3 – Agree 0.00% 0 2 - Disagree 0.00% 0 1 - Strongly Disagree 5.56% 1 0 - N/ATOTAL 18

### Q12 I am able to attend the majority of my committee meetings.



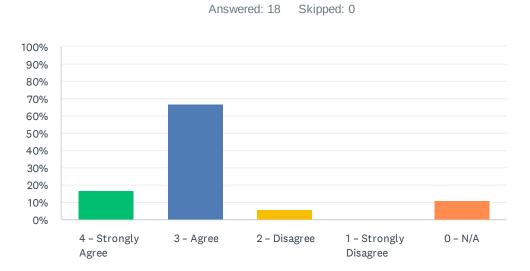
**ANSWER CHOICES** RESPONSES 55.56% 10 4 - Strongly Agree 38.89% 7 3 – Agree 0.00% 0 2 - Disagree 0.00% 0 1 - Strongly Disagree 5.56% 1 0 - N/ATOTAL 18

## Q13 Each standing committee reviews its charter at the beginning of the year and modifies it as needed.



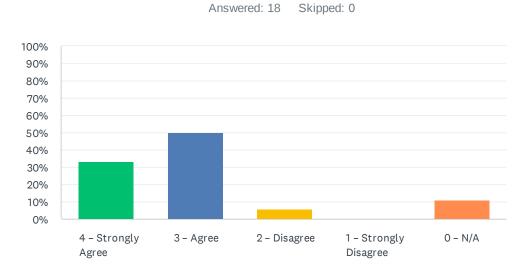
**ANSWER CHOICES** RESPONSES 22.22% 4 4 - Strongly Agree 22.22% 4 3 – Agree 22.22% 4 2 - Disagree 0.00% 0 1 - Strongly Disagree 33.33% 6 0 - N/ATOTAL 18

### Q14 I understand the function of the different committees.



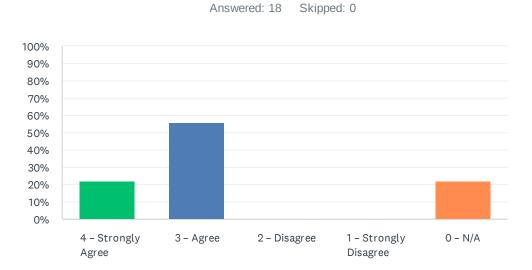
ANSWER CHOICES	RESPONSES	
4 – Strongly Agree	16.67%	3
3 – Agree	66.67% 1	L2
2 – Disagree	5.56%	1
1 – Strongly Disagree	0.00%	0
0 – N/A	11.11%	2
TOTAL	1	L8

## Q15 The committee structure provides adequate contact with administration and staff.



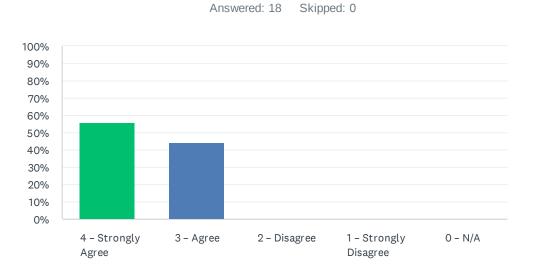
**ANSWER CHOICES** RESPONSES 33.33% 6 4 - Strongly Agree 50.00% 9 3 – Agree 5.56% 1 2 - Disagree 0.00% 0 1 - Strongly Disagree 11.11% 2 0 - N/ATOTAL 18

## Q16 The Executive Committee meets only when necessary and reports to the board on all actions taken.



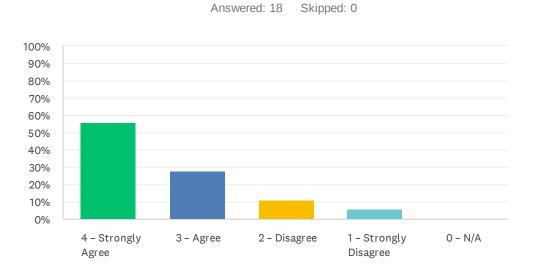
**ANSWER CHOICES** RESPONSES 22.22% 4 4 - Strongly Agree 55.56% 10 3 – Agree 0.00% 0 2 - Disagree 0.00% 0 1 - Strongly Disagree 22.22% 4 0 - N/ATOTAL 18

## Q17 All committees have adequate agendas and minutes for each meeting.



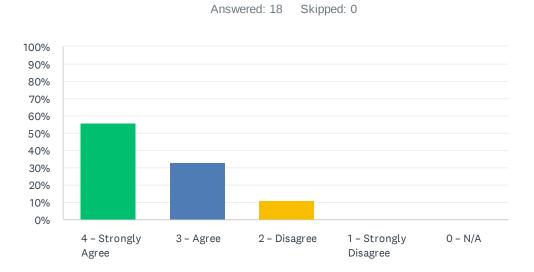
**ANSWER CHOICES** RESPONSES 55.56% 10 4 - Strongly Agree 44.44% 8 3 – Agree 0.00% 0 2 - Disagree 0.00% 0 1 - Strongly Disagree 0.00% 0 0 - N/ATOTAL 18

## Q18 The number of board meetings is adequate to ensure effective governance.



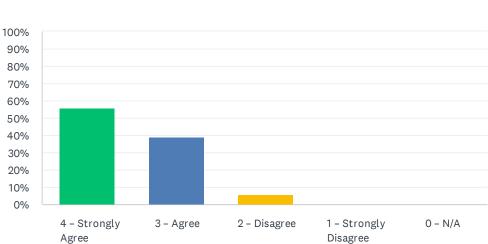
**ANSWER CHOICES** RESPONSES 55.56% 10 4 - Strongly Agree 27.78% 5 3 – Agree 11.11% 2 2 - Disagree 5.56% 1 1 - Strongly Disagree 0.00% 0 0 - N/ATOTAL 18

### Q19 Board meetings are long enough to accomplish the necessary work.



**ANSWER CHOICES** RESPONSES 55.56% 10 4 - Strongly Agree 33.33% 6 3 – Agree 11.11% 2 2 - Disagree 0.00% 0 1 - Strongly Disagree 0.00% 0 0 - N/ATOTAL 18

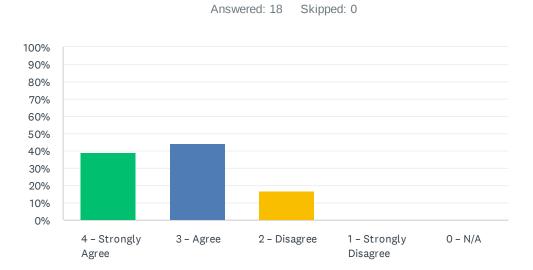
# Q20 The agendas of our board meetings and supporting written material are provided in advance of meetings with enough time for adequate advance review.



Answered: 18 Skipped: 0

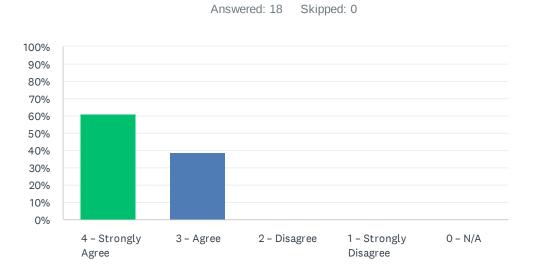
ANSWER CHOICES	RESPONSES	
4 – Strongly Agree	55.56%	10
3 – Agree	38.89%	7
2 – Disagree	5.56%	1
1 – Strongly Disagree	0.00%	0
0 – N/A	0.00%	0
TOTAL		18

## Q21 Board meetings are well attended, with near full turnout at each meeting.



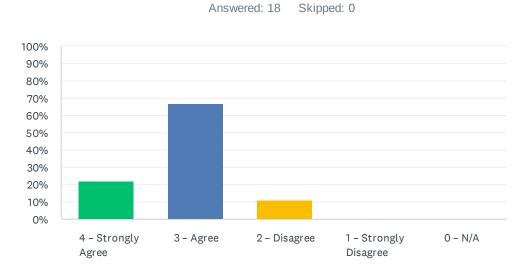
ANSWER CHOICES	RESPONSES	
4 – Strongly Agree	38.89%	7
3 – Agree	44.44%	8
2 – Disagree	16.67%	3
1 – Strongly Disagree	0.00%	0
0 – N/A	0.00%	0
TOTAL		18

### Q22 I am aware of and follow the board meeting attendance policy.



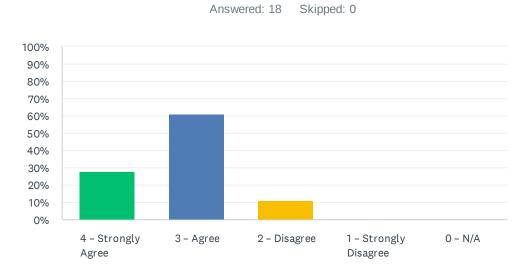
**ANSWER CHOICES** RESPONSES 61.11% 11 4 - Strongly Agree 7 38.89% 3 – Agree 0.00% 0 2 - Disagree 0.00% 0 1 - Strongly Disagree 0.00% 0 0 - N/ATOTAL 18

## Q23 Our board thoroughly examines the pros and cons of all major issues and makes fully informed decisions.



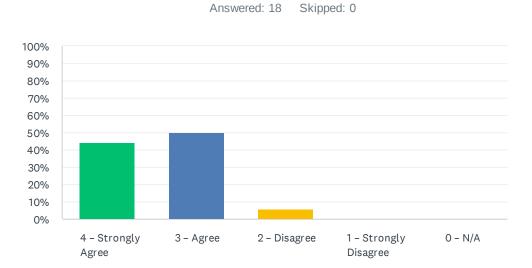
**ANSWER CHOICES** RESPONSES 22.22% 4 4 - Strongly Agree 66.67% 12 3 – Agree 11.11% 2 2 - Disagree 0.00% 0 1 - Strongly Disagree 0.00% 0 0 - N/ATOTAL 18

#### Q24 I am comfortable with the amount of time spent on agenda items.



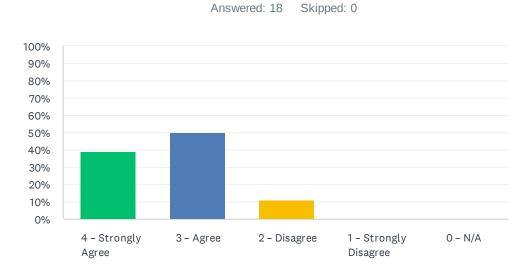
**ANSWER CHOICES** RESPONSES 5 27.78% 4 - Strongly Agree 61.11% 11 3 – Agree 11.11% 2 2 - Disagree 0.00% 0 1 - Strongly Disagree 0.00% 0 0 - N/ATOTAL 18

### Q25 I understand the process to get more information when there is something I don't understand on the agenda.



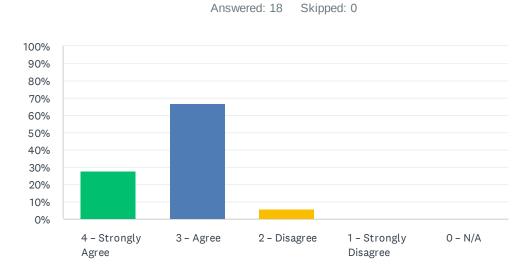
**ANSWER CHOICES** RESPONSES 8 44.44% 4 - Strongly Agree 50.00% 9 3 – Agree 5.56% 1 2 - Disagree 0.00% 0 1 - Strongly Disagree 0.00% 0 0 - N/ATOTAL 18

### Q26 Commissioners fully participate in discussions around significant issues.



ANSWER CHOICES	RESPONSES	
4 – Strongly Agree	38.89%	7
3 – Agree	50.00%	9
2 – Disagree	11.11%	2
1 – Strongly Disagree	0.00%	0
0 – N/A	0.00%	0
TOTAL		18

### Q27 Our board environment encourages dealing with different points of view.

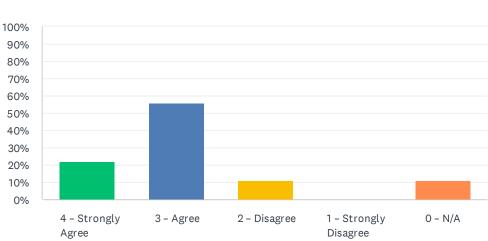


**ANSWER CHOICES** RESPONSES 5 27.78% 4 - Strongly Agree 66.67% 12 3 – Agree 5.56% 1 2 - Disagree 0.00% 0 1 - Strongly Disagree 0.00% 0 0 - N/ATOTAL 18

#### Q28 Once a decision is made, we stand behind it as a group.

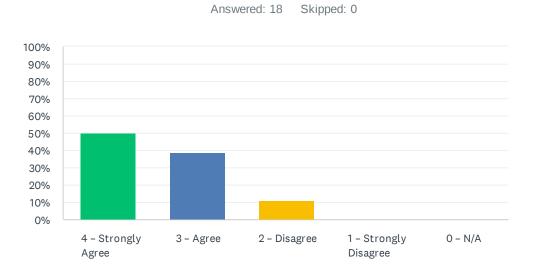
Answered: 18

Skipped: 0



**ANSWER CHOICES** RESPONSES 22.22% 4 4 - Strongly Agree 55.56% 10 3 – Agree 11.11% 2 2 - Disagree 0.00% 0 1 - Strongly Disagree 2 11.11% 0 - N/ATOTAL 18

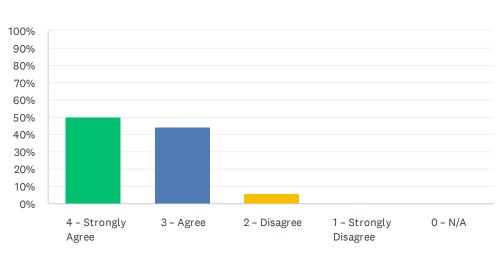
### Q29 As a Commissioner, I am aware of what is expected of me.



**ANSWER CHOICES** RESPONSES 9 50.00% 4 - Strongly Agree 38.89% 7 3 – Agree 11.11% 2 2 - Disagree 0.00% 0 1 - Strongly Disagree 0.00% 0 0 - N/ATOTAL 18

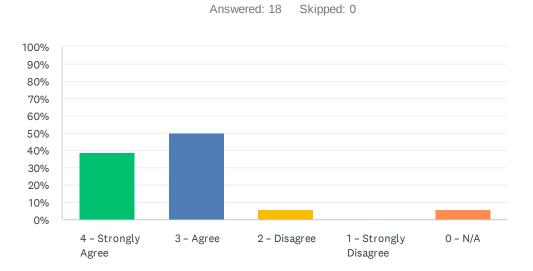
#### Page 42 of 241

#### Q30 I am satisfied with my participation on the board.



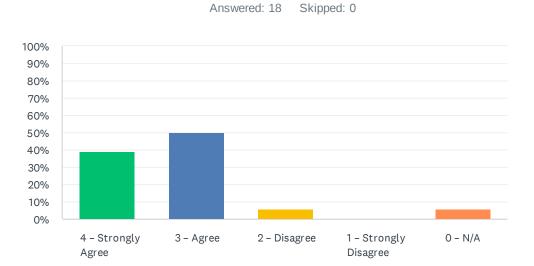
ANSWER CHOICES	RESPONSES	
4 – Strongly Agree	50.00%	9
3 – Agree	44.44%	8
2 – Disagree	5.56%	1
1 – Strongly Disagree	0.00%	0
0 – N/A	0.00%	0
TOTAL		18

### Q31 I am aware and understand the tri-partite requirement.



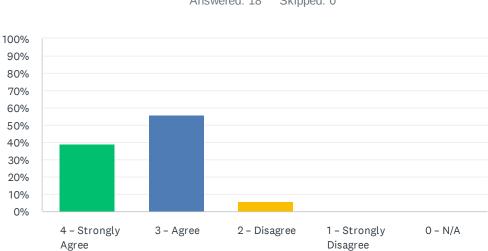
**ANSWER CHOICES** RESPONSES 7 38.89% 4 - Strongly Agree 9 50.00% 3 – Agree 5.56% 1 2 - Disagree 0.00% 0 1 - Strongly Disagree 5.56% 1 0 - N/ATOTAL 18

## Q32 Nomination and appointment of Commissioners follow clearly established procedures using known criteria that I understand.



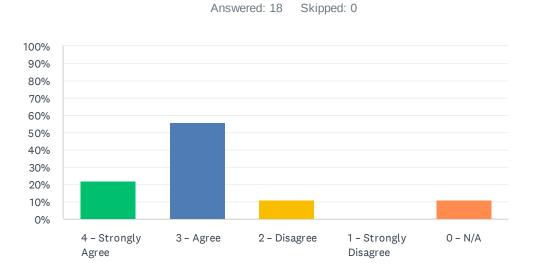
**ANSWER CHOICES** RESPONSES 7 38.89% 4 - Strongly Agree 50.00% 9 3 – Agree 5.56% 1 2 - Disagree 0.00% 0 1 - Strongly Disagree 5.56% 1 0 - N/ATOTAL 18

#### Q33 Our board and staff inform new Commissioners about responsibilities and important organizational information through a structured new member orientation program.



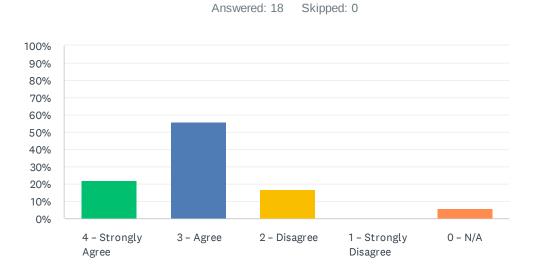
ANSWER CHOICES	RESPONSES	
4 – Strongly Agree	38.89%	7
3 – Agree	55.56%	10
2 – Disagree	5.56%	1
1 – Strongly Disagree	0.00%	0
0 – N/A	0.00%	0
TOTAL		18

### Q34 The new member orientation prepared me to effectively serve as a Commissioner.



**ANSWER CHOICES** RESPONSES 22.22% 4 4 - Strongly Agree 55.56% 10 3 – Agree 11.11% 2 2 - Disagree 0.00% 0 1 - Strongly Disagree 11.11% 2 0 - N/ATOTAL 18

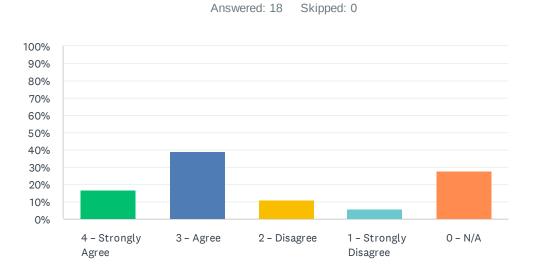
#### Q35 The board size is adequate to effectively govern the organization.



**ANSWER CHOICES** RESPONSES 22.22% 4 4 - Strongly Agree 55.56% 10 3 – Agree 16.67% 3 2 - Disagree 0.00% 0 1 - Strongly Disagree 5.56% 1 0 - N/ATOTAL 18

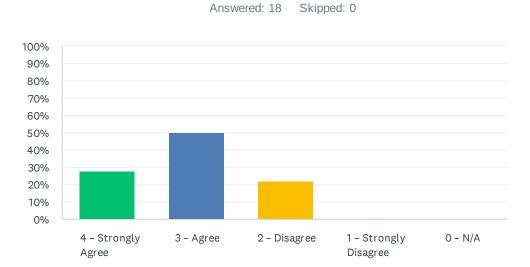
#### Page 48 of 241

## Q36 We annually assess the knowledge and skill needs of Commissioners and address any identified gaps in an annual board development plan.



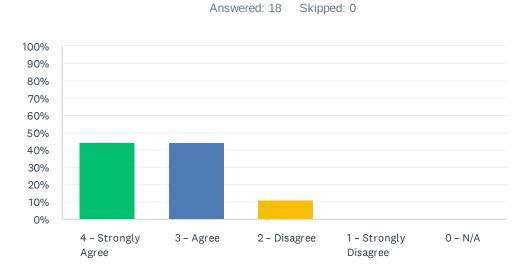
**ANSWER CHOICES** RESPONSES 3 16.67% 4 - Strongly Agree 7 38.89% 3 – Agree 2 11.11% 2 - Disagree 5.56% 1 1 - Strongly Disagree 27.78% 5 0 - N/ATOTAL 18

### Q37 There is a clear understanding of where the board's role ends and the Chief Executive Officer's begins.



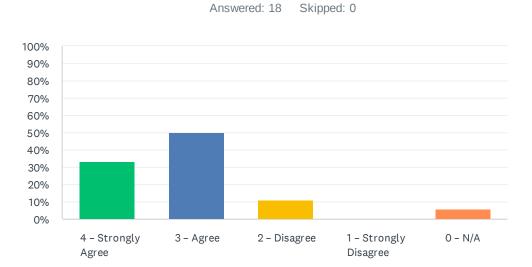
**ANSWER CHOICES** RESPONSES 5 27.78% 4 - Strongly Agree 50.00% 9 3 – Agree 22.22% 4 2 - Disagree 0.00% 0 1 - Strongly Disagree 0.00% 0 0 - N/ATOTAL 18

### Q38 There is good two-way communication between the board and the CEO.



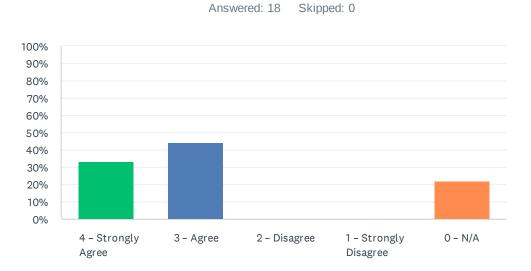
ANSWER CHOICES	RESPONSES	
4 – Strongly Agree	44.44%	8
3 – Agree	44.44%	8
2 – Disagree	11.11%	2
1 – Strongly Disagree	0.00%	0
0 – N/A	0.00%	0
TOTAL		18

## Q39 Commissioners provide the necessary support that allows the CEO to carry out the role successfully.



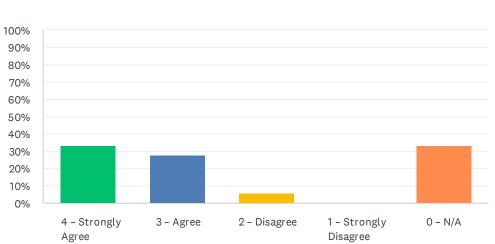
**ANSWER CHOICES** RESPONSES 33.33% 6 4 - Strongly Agree 50.00% 9 3 – Agree 11.11% 2 2 - Disagree 0.00% 0 1 - Strongly Disagree 5.56% 1 0 - N/ATOTAL 18

### Q40 The board has developed formal criteria and a process for evaluating the CEO.



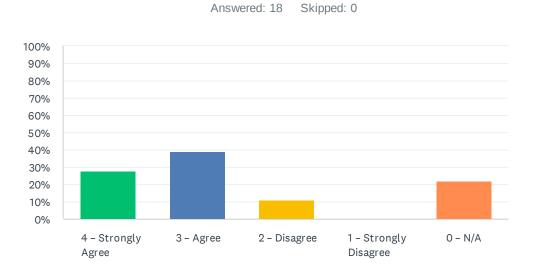
ANSWER CHOICES	RESPONSES	
4 – Strongly Agree	33.33%	6
3 – Agree	44.44%	8
2 – Disagree	0.00%	0
1 – Strongly Disagree	0.00%	0
0 – N/A	22.22%	4
TOTAL		18

### Q41 The board, or a committee of the board, has formally evaluated the CEO within the past 12 months.



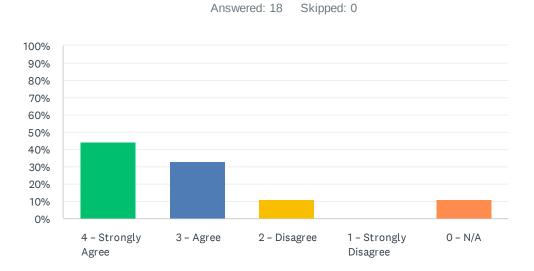
ANSWER CHOICES	RESPONSES	
4 – Strongly Agree	33.33%	6
3 – Agree	27.78%	5
2 – Disagree	5.56%	1
1 – Strongly Disagree	0.00%	0
0 – N/A	33.33%	6
TOTAL		18

## Q42 The board evaluates the CEO primarily on the accomplishment of the organization's strategic goals and priorities and adherence to policy.



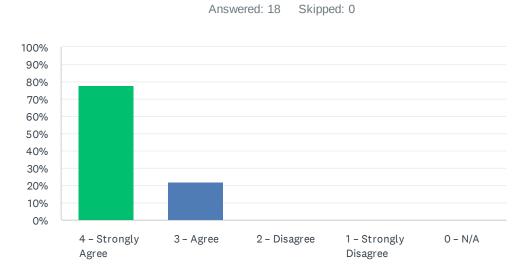
**ANSWER CHOICES** RESPONSES 5 27.78% 4 - Strongly Agree 7 38.89% 3 – Agree 2 11.11% 2 - Disagree 0.00% 0 1 - Strongly Disagree 22.22% 4 0 - N/ATOTAL 18

#### Q43 The board has discussed the role and responsibilities of the Chair.



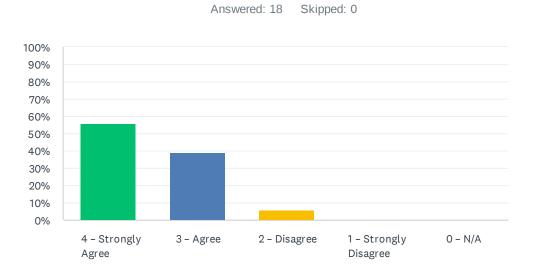
**ANSWER CHOICES** RESPONSES 8 44.44% 4 - Strongly Agree 33.33% 6 3 – Agree 11.11% 2 2 - Disagree 0.00% 0 1 - Strongly Disagree 2 11.11% 0 - N/ATOTAL 18

## Q44 The Chair is well prepared for board meetings and helps the board stick to the agenda.



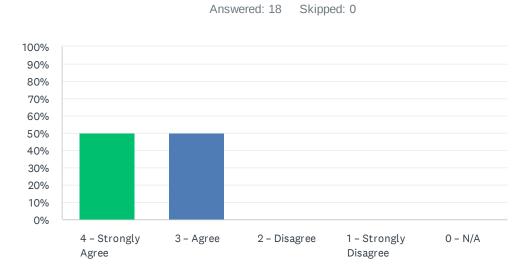
ANSWER CHOICES	RESPONSES	
4 – Strongly Agree	77.78%	14
3 – Agree	22.22%	4
2 – Disagree	0.00%	0
1 – Strongly Disagree	0.00%	0
0 – N/A	0.00%	0
TOTAL		18

### Q45 The Chair ensures that every Commissioner has an opportunity to be heard.



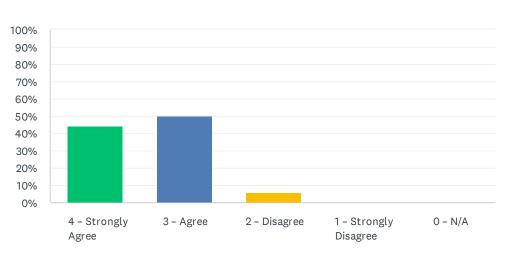
ANSWER CHOICES	RESPONSES	
4 – Strongly Agree	55.56%	10
3 – Agree	38.89%	7
2 – Disagree	5.56%	1
1 – Strongly Disagree	0.00%	0
0 – N/A	0.00%	0
TOTAL		18

#### Q46 The Chair is skilled at managing different points of view.



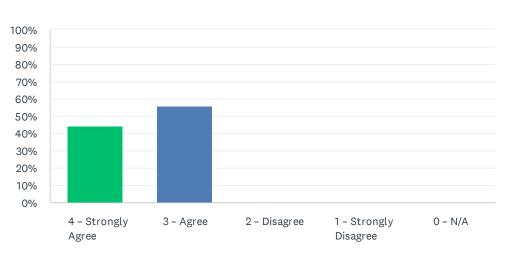
ANSWER CHOICES	RESPONSES	
4 – Strongly Agree	50.00%	9
3 – Agree	50.00%	9
2 – Disagree	0.00%	0
1 – Strongly Disagree	0.00%	0
0 – N/A	0.00%	0
TOTAL	:	18

#### Q47 The Chair helps the board work well together.



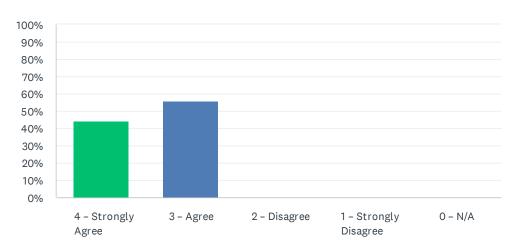
ANSWER CHOICES	RESPONSES	
4 – Strongly Agree	44.44%	8
3 – Agree	50.00%	9
2 – Disagree	5.56%	1
1 – Strongly Disagree	0.00%	0
0 – N/A	0.00%	0
TOTAL		18

#### Q48 The Chair demonstrates good listening skills.



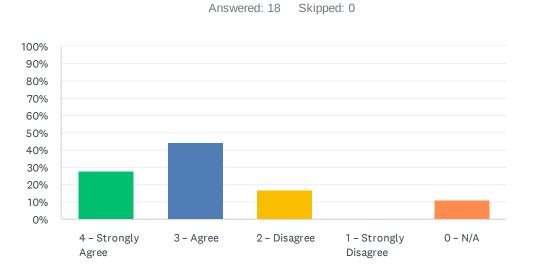
ANSWER CHOICES	RESPONSES	
4 – Strongly Agree	44.44%	8
3 – Agree	55.56%	10
2 – Disagree	0.00%	0
1 – Strongly Disagree	0.00%	0
0 – N/A	0.00%	0
TOTAL		18

#### Q49 The board supports the Chair.



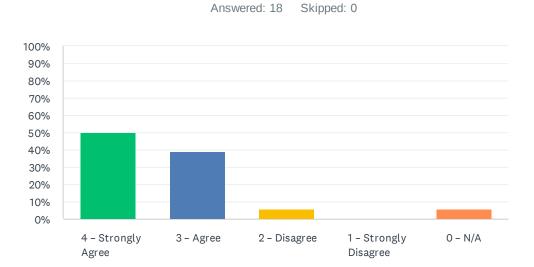
ANSWER CHOICES	RESPONSES	
4 – Strongly Agree	44.44%	8
3 – Agree	55.56%	10
2 – Disagree	0.00%	0
1 – Strongly Disagree	0.00%	0
0 – N/A	0.00%	0
TOTAL		18

### Q50 The Chair is effective in delegating responsibility among Commissioners.



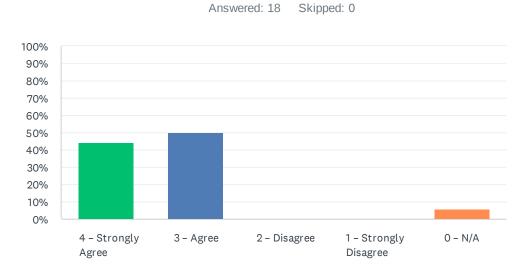
**ANSWER CHOICES** RESPONSES 5 27.78% 4 - Strongly Agree 44.44% 8 3 – Agree 16.67% 3 2 - Disagree 0.00% 0 1 - Strongly Disagree 11.11% 2 0 - N/ATOTAL 18

## Q51 Board members are fully aware of their legal responsibilities for the organization's fiscal management.



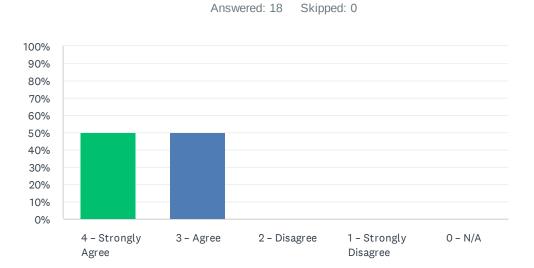
**ANSWER CHOICES** RESPONSES 9 50.00% 4 - Strongly Agree 7 38.89% 3 – Agree 5.56% 1 2 - Disagree 0.00% 0 1 - Strongly Disagree 5.56% 1 0 - N/ATOTAL 18

### Q52 The board adequately oversees the financial performance and fiduciary accountability of the organization.



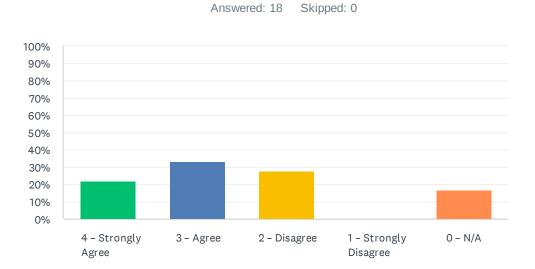
**ANSWER CHOICES** RESPONSES 8 44.44% 4 - Strongly Agree 50.00% 9 3 – Agree 0.00% 0 2 - Disagree 0.00% 0 1 - Strongly Disagree 5.56% 1 0 - N/ATOTAL 18

### Q53 The board receives regular financial updates and takes necessary steps to ensure the operations of the organization are sound.



**ANSWER CHOICES** RESPONSES 9 50.00% 4 - Strongly Agree 50.00% 9 3 – Agree 0.00% 0 2 - Disagree 0.00% 0 1 - Strongly Disagree 0.00% 0 0 - N/ATOTAL 18

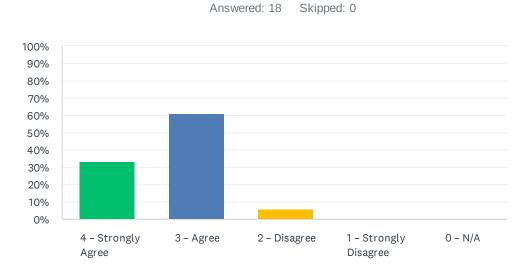
### Q54 Our organization's fund raising needs and strategies are understood by the board.



**ANSWER CHOICES** RESPONSES 22.22% 4 4 - Strongly Agree 33.33% 6 3 – Agree 27.78% 5 2 - Disagree 0.00% 0 1 - Strongly Disagree 16.67% 3 0 - N/ATOTAL 18

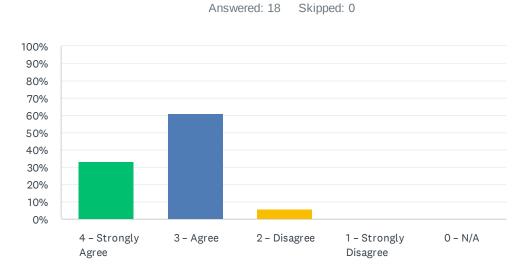
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## Q55 Board members are knowledgeable about the organization's programs and services.



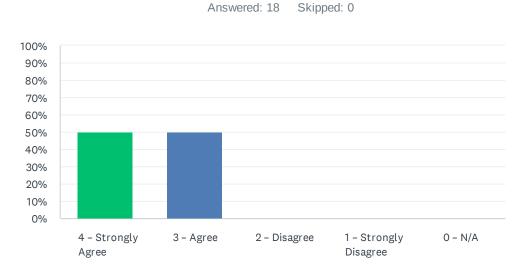
**ANSWER CHOICES** RESPONSES 33.33% 6 4 - Strongly Agree 61.11% 11 3 – Agree 5.56% 1 2 - Disagree 0.00% 0 1 - Strongly Disagree 0.00% 0 0 - N/ATOTAL 18

### Q56 The board has been made aware of and understands its oversight role of the CSBG Organizational Standards.



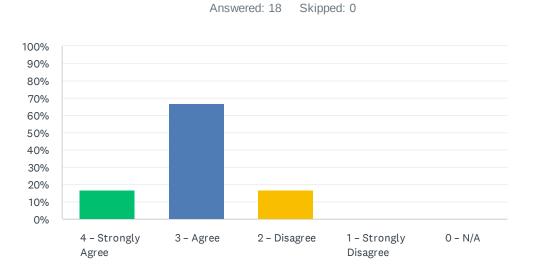
**ANSWER CHOICES** RESPONSES 33.33% 6 4 - Strongly Agree 61.11% 11 3 – Agree 5.56% 1 2 - Disagree 0.00% 0 1 - Strongly Disagree 0.00% 0 0 - N/ATOTAL 18

# Q57 The board has been made aware of and understands its oversight role of the Head Start Governance, Leadership and Oversight Capacity Screener.



**ANSWER CHOICES** RESPONSES 50.00% 9 4 - Strongly Agree 50.00% 9 3 – Agree 0.00% 0 2 – Disagree 0.00% 0 1 - Strongly Disagree 0.00% 0 0 - N/ATOTAL 18

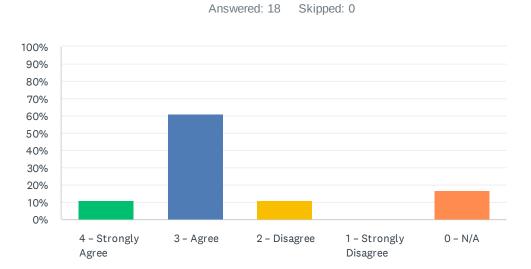
## Q58 Our board receives regular reports about the organization's relationships with external constituents and community groups.



**ANSWER CHOICES** RESPONSES 3 16.67% 4 - Strongly Agree 66.67% 12 3 – Agree 16.67% 3 2 - Disagree 0.00% 0 1 - Strongly Disagree 0.00% 0 0 - N/ATOTAL 18

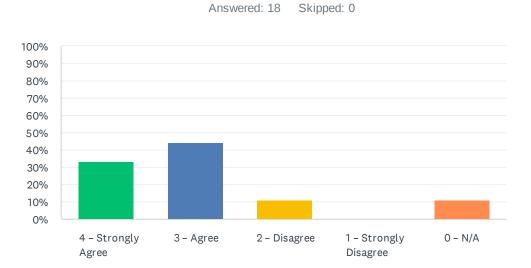
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# Q59 I participate in critical organizational events designed to promote the organization (annual meeting, programmatic kick-off events, openings of major new programs, etc.)



**ANSWER CHOICES** RESPONSES 11.11% 2 4 - Strongly Agree 61.11% 11 3 – Agree 11.11% 2 2 – Disagree 0.00% 0 1 - Strongly Disagree 16.67% 3 0 - N/ATOTAL 18

# Q60 Board members are clear about who serves as official spokesperson for the organization.



**ANSWER CHOICES** RESPONSES 33.33% 6 4 - Strongly Agree 44.44% 8 3 – Agree 11.11% 2 2 - Disagree 0.00% 0 1 - Strongly Disagree 11.11% 2 0 - N/ATOTAL 18



Date: October 26, 2022	Program: N/A
Agenda Item #: 9A3	Director: N/A
Subject: Expiring Terms Update	Officer: Emilia Reyes

#### Background

The information presented below is intended to keep the Committee appraised on Commissioners expiring terms for 2022.

Commissioners have been notified by mail, email, phone call and text of their upcoming expiring term and receive a 90, 60 and 30 day reminders before application due date.

#### Deadline to apply is for Community Sector and Target Area is October 7<sup>th</sup>, 2022.

# **Expiring Terms 2022**

COMMISSIONER	REPRESENTS			
Community Sector				
Zina Brown-Jenkins	Head Start County Wide Policy Council			
Steven Taylor	National Association for the Advancement			
	of Colored People			
Lupe Jaime-Mileham	Fresno County Superintendent of Schools			
Sherry Neil	Fresno Economic Development			
	Corporation*			
Public Sector				
Amy Arambula	31st Assembly District			
Ed Avila	Juvenile Court			
Oliver Baines	16th Congressional District			
Barigye McCoy	Board of Supervisors			
Target Area				
Rey Leon	Target Area B			
Jewel Hurtado	Target Area C			
Alysia Bonner	Target Area F*			
Linda Hayes	Target Area H *			
VACANT	Target Area G *			
*received applications				









#### HUMAN RESOURCES COMMITTEE MEETING August 15, 2022 5:00 PM

#### MINUTES

#### 1. <u>CALL TO ORDER</u> Committee Chair, Barigye McCoy, called the meeting to order at 5:10 PM.

#### 2. ROLL CALL

Roll was called and a	a quorum was established.
Commissioners	Barigye McCoy, Jimi Rodgers
Present:	
Commissioners	Jewel Hurtado, Rueben Zarate, Robert Pimentel
Absent:	
Others Present:	Emilia Reyes, Jim Rodriguez, Baldev Birk, Guadalupe Zuniga,
	Erica Reyes, Rebecca Keene

#### 3. APPROVAL OF PREVIOUS MINUTES

May 16, 2022 Meeting Minutes Public Comment: Pensions Plans Renamed to Retirement Plan

Motion by: Rodgers Second by: McCoy

#### 4. PERSONNEL POLICIES AND PROCEDURES MANUAL

A. Personnel Policies and Procedures Manual Erika Reyes, Human Resource Manager, provided a detailed presentation of the proposed new policies to meet the needs of the employees.

Commissioners recommended this item to be presented to the full Board of Commissioners at the next Board Meeting.

Public Comment: None heard

Motion by: Rodgers Second by: McCoy

#### 5. <u>COMPENSATION PLAN</u>

A. Salary Rate Table Jim Rodriguez, Chief Financial Officer, presented the on the new salary rate table to promote pay equity.

Commissioners recommended this item to be presented to the full Board of Commissioners at the next Board Meeting.

Public Comment: None heard

Motion by: Rodgers Second by: McCoy



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#### 6. <u>HR METRICS</u>

A. HR Scorecard – Q2 2022

Jennifer Tierce, Human Resource Manager, provided a detailed overview of the Human Resources Scorecard for 2022 2<sup>nd</sup> quarter activities.

Commissioner Rodgers requested the following information to be included in the monthly score card:

- Breakdown by ethnicity, including of the hiring and separation of staff.
- Graph comparison from previous months of average days to fill and average days to hire.

Public Comment: None heard

No action required.

#### 7. PLAN FINANCIALS AND INVESTMENT REPORT

A. Plan Financials and Investment Report Jim Rodriguez, Chief Financial Officer, provided a detailed overview of the agency's retirement plan financial and investment reports for the period ending June 30, 2022.

Baldev mentions encouraging employees to ask more questions and providing more education to employees regarding ROTH, as it's more beneficial to the employee.

Guadalupe voices concern of employees not investing because they're unaware of what questions to ask, employees are more focused on basic needs.

Public Comment: None heard

Motion by: Zuniga Second by: Rodgers

#### 8. INVESTMENT FUND CHANGE

Steve Warnes, Assistant Finance Director, mentioned there are no recommended changes to the fund lineup at this time.

Public Comment: None heard

No action required.

#### 9. <u>RETIREMENT PLAN DEMOGRAPHICS</u>

A. Retirement Plan Demographics Steve Warnes, Assistant Finance Director, provided a brief overview of the retirement plan employer report.

Public Comment: None heard

No action required.

#### 10. INVESTMENT PERFORMANCE SUMMARY

A. Investment Performance Summary Steve Warnes, Assistant Finance Director, brief the Committee members on the investment performance scorecard. 11.. **OTHER BUSINESS** 

Public Comment: None heard

No action required.

#### PUBLIC COMMENTS Public Comments: None heard. 12.

No action required.

#### 13.

ADJOURNMENT The meeting was adjourned at 6:21pm

Respectfully submitted,

Barigye McCoy Committee Chair



Date: October 26, 2022	Program: Human Resources
Agenda Item #: 9B2	Manager: Erica Reyes
Subject: 2023 Health Plan	Officer: Emilia Reyes

#### **Recommended Action**

The Human Resources Committee recommends review and approval for full Board consideration the Agency's 2023 Health Plan updates.

#### Background

On an annual basis, the agency reviews the medical and dental plan in an effort to ensure we are providing the best Health Plan options to benefit eligible staff. Staff worked along with our benefit broker, Alliant, to present the following 2023 Health Plan updates.

#### 2023 Medical and Dental Plan

Alliant presented a target budget of \$10.7million. This figure is calculated based on our current fund balance, Fresno EOC's desired 5-month reserve, and their anticipated costs for 2023. Creating a need for total funding of 4.4% to maintain the current fund balance. The cost projected would create a budget that meets the anticipated cost of health plan rates for the next year. Staff recommends the following changes to meet target total funding based on current enrollment numbers. The steps proposed are based on Aliant's recommendation to change the structure of the wellness plan, which creates a general increase to the program cost.

#### Employer Health Plan Rates for 2023

Employer Health Plan Rates will increase in 2023. The increase in contributions is as follows:

2023 EMPLOYER/AGENCY MONTHLY CONTRIBUTIONS

Medical w/Dental						
Coverage Category	Current Cost 2022		Proposed Cost			Outcome
	2023					
Employee only	\$	\$ 600.00 \$ 633.00		\$	33.00	
Employee +	\$	1,086.00	\$	1,146.00	\$	60.00
Child(ren)						
Employee + Family	\$	1,442.00	\$	1,521.00	\$	79.00





At current enrollment, the employer contribution will be \$8,599,944. Employee Dental Rates for 2023

2023 EMPLOYEE MONTHLY DENTAL PREMIUMS					
	With Med	lical	Without N	/ledical	
Coverage Category	Enrolled	Cost	Enrolled	Cost	
EE only	301	\$ 6.00	31	\$ 59.00	
Employee + Child(ren)	115	\$ 9.00	9	\$ 116.00	
Employee + Family	167	\$ 18.00	9	\$ 148.00	
Employee + Spouse	110	\$ 12.00	2	\$ 128.00	

No change in the dental rates at current enrollment the contribution will be \$139,536.

#### Employee Traditional PPO Health Plan Rates for 2023

Traditional PPO Health Plan rate members will not receive a general increase in premium cost. The employees affected by the wellness incentive change will see an increase in their contribution the reward structure in the wellness platform will partially offset this increase. At current enrollment, the contribution will be \$1,753,920.

Coverage Category	Enrolled	Current 2022	Enrolled	Proposed 2023
EE only	174	\$	249	\$
		150.00		150.00
Employee +	63	\$	101	\$
Child(ren)		270.00		270.00
Employee + Family	97	\$	149	\$
		360.00		360.00
Employee + Spouse	54	\$	93	\$
		300.00		300.00

#### 2023 EMPLOYEE TRADITIONAL PPO

Employee High Deductible Health Plan (HDHP) Rates for 2023 High Deductible Health Plan (HDHP) rates will increase in premium cost \$6 to \$12 dollars. At current enrollment, the contribution will be \$174,780.

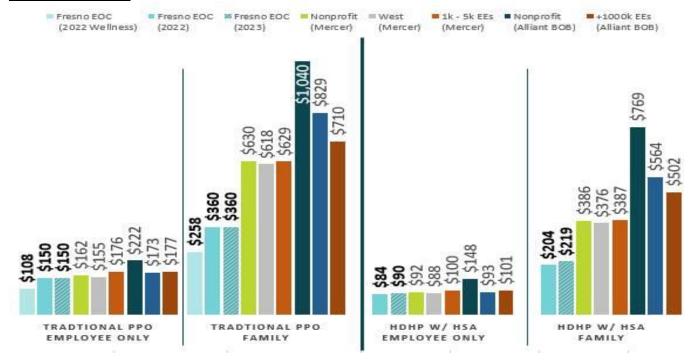
#### 2023 EMPLOYEE HDHP

Coverage Category	Enrolled	Current 2022	Proposed	Outcome
			2023	

EE only	81	\$84.00	\$90.00	\$6.00
Employee +	8	\$153.00	\$165.00	\$12.00
Child(ren)				
Employee + Family	18	\$204.00	\$219.00	\$15.00
Employee + Spouse	11	\$171.00	\$183.00	\$12.00

Based on the changes in contribution we will see an increase in total funding of \$10,668,180.00 bringing the agency to Alliant's recommended anticipated cost of health plan rates for the next year. These changes in rates will generate a Traditional PPO at the target cost share of 81%/19% and the HDHP options will be at the 87%/13% cost share. The proposed changes will continue to keep benefit offerings below the industry averages. See comparison benchmarks standards below.

#### 2022 Benchmark



#### 2021 Benchmark Fresno EOC Fresno EOC Fresno EOC Fresno EOC Nonprofit ■ West Large Employers (>500) Kaiser Foundation (2021 Wellness) (2022 Wellness) (2021)(2022)Organizations \$608 \$576 \$360 \$336 \$258 \$258 \$162 \$108 108 \$138 \$150 \$16C 141 **584** \$89 \$89 \$81 388 TRADTIONAL PPO TRADTIONAL PPO HDHP W/ HSA HDHP W/ HSA EMPLOYEE ONLY FAMILY EMPLOYEE ONLY FAMILY

Fresno EOC Health plan rates have consistently been below industry standards for the agency business.

#### **Fiscal Impact**

1. The increase in the employer costs will be 5% for all tiers, which creates an employer contribution of \$8,599,944. The Agency expects to see a reduction in the number of person-hours currently spent by Human Resources and Payroll personnel in the administration of the wellness contribution discount.

#### Conclusion

If approved by the Committee, this item will move forward for full Board consideration during the next commission meeting.

If the Committee does not approve the 2023 Health Plan Updates:

- 1. The current wellness contribution discounts would continue to be administered by Human Resources. The health plan is anticipated to receive an additional 1.57% increase due to the reduction in employee contributions.
- 2. The medical and dental plan rates will not be able to change and there will not be sufficient funds to support the expected 4.42% increase in overall benefit costs for the next year. Failure to increase rates will require the Agency to supplement the projected increase through other means.
- 3. Staff must be informed of plan changes 60-days prior to their occurrence, which would require notice by September 15, 2022. Start of open enrollment 11/15/22 end of open enrollment 12/15/22. Processing of enrollment changes and corrections would take place 12/15/22-12/31/22 with an effective date of 1/1/23.



Date: October 26, 2022	Program: Human Resources
Agenda Item #: 9B3	Manager: Erica Reyes
Subject: Halcyon Health & Wellness	Officer: Emilia Reyes

#### **Recommended Action**

The Human Resources Committee recommends approval for full Board consideration of purchasing Halcyon Health & Wellness Enhanced plan at an estimated cost of \$36,300 annually based on an enrollment rate of \$2.75 per employee and estimated 1100 employees.

#### Background

Halcyon Health & Wellness Enhanced plan design includes all of the components of the Core program, and also incorporates additional features that will assess, stratify and engage a higher percentage of the population.

In reviewing the utilization of the Traditional PPO Wellness discount it was determined the plan was not effective or engaging enough to be a true wellness plan for our employees. It only required the employee (and enrolled spouse, when applicable) to obtain an annual wellness exam to help ensure enrolled members were regularly visiting their physician to understand and identify health concerns. The decreased enrollment over the last three years also shows lack of effectiveness of the plan.

By purchasing a wellness program, a third party provider would work with employees regarding their specific health and wellness concerns. Fresno EOC received five (5) proposals from companies offering wellness services and Halcyon Health & Wellness Enhanced plan has been identified as the best plan to meet the needs of the employees and the Agency by providing: Biometric Screenings, Targeted Outreach, Health Coaching, Incentive Administration and many other features.

Overall, implementation of this plan will allow for employees to participate in a program targeted to their needs to improve overall health and wellness.

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#### **Fiscal Impact**

Halcyon Health & Wellness Enhanced plan has an estimated cost of \$36,300 annually based on an enrollment rate of \$2.75 per employee and estimated 1100 employees. This rate may increase or decrease based upon actual number of employees. There is also a built-in incentive program for participants upon completion/achievement of their goals, which will vary in cost.

Fresno EOC is requesting approximately \$100,000 of 2023 funds to be allocated for a wellness plan that includes monies to pay for the incentive rewards for participants.

#### Conclusion

If approved by the Committee, this item will move forward for full Board consideration at the October 26, 2022 Commission Meeting.

If not approved by the Committee, employees will not be able to receive targeted health and wellness planning. The agency would likely incur increased health insurance utilization costs if employee health and wellness is not addressed.



#### FINANCE COMMITTEE MEETING Tuesday, August 16th, 2022

5:30p.m.

#### MINUTES

#### 1. CALL TO ORDER

Charles Garabedian, called the meeting to order at 5:33pm.

#### 2. ROLL CALL

Roll was called and a quorum was established.

COMMITTEE MEMBERS	PRESENT	STAFF
Charles Garabedian (Committee Chair)	~	Jim Rodriguez
Alysia Bonner	$\checkmark$	Steve Warnes
James Martinez		Kevin Williams
Linda Hayes	$\checkmark$	Cesar Lucio
Zina Brown- Jenkins	$\checkmark$	
Itzi Robles	$\checkmark$	
Alena Pacheco	$\checkmark$	

#### 3. APPROVAL OF MINUTES

A. July 13, 2022, Finance Committee Minutes

Public comment: None heard.

#### Motion by: Brown-Jenkins Second by: Hayes Ayes: Bonner, Brown-Jenkins, Garabedian, Hayes, Robles, Pacheco Nayes: None heard

#### 4. FINANCIAL REPORTS: June 2022

- A. Agency Financial Statements
- B. Head Start Financial status report:

Jim Rodriguez, Chief Financial Officer, Went over Head Start Annual Budget \$17,319,131 Current Expenses \$1,192,059 YTD \$8,187,235 Balance remaining \$9,131,896 Credit Card Expenses: Credit Card statement dated 06/01/2022-06/30/2022 June 2022 expenses Total \$2,164.00 Also Jim Rodriquez presented that we are working on budget cost. Also AR went down in 2022 and Cash went up, 2021-2022 Differences Assets \$2,721,973.00 Liabilities \$3,156,753.00

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Public comment: None heard.

Motion by: Hayes Second by: Robles Ayes: Bonner, Hayes, Garabedian, Brown-Jenkins Nayes: None heard

#### 5. INSURANCE POLICY RENEWALS





Steve Warnes, Assistant Finance Director, provided information on the renewal insurance policies. Staff recommends Committee approval for full Board consideration. Steve presented for the period of July 1, 2022 to July 1, 2023 for a quoted premium of \$843,356

Public comment: None heard.

No action required.

#### 6. Non-Competitive Procurement

Steve Warner, Assistant Finance Director provided a detail report Head Start. HS is under \$150,000.00 with no action. Lack of Vendor Commitment to supplies. Program said vendors don't want to be driving out to every center to deliver paper supplies. They have no Capacity to store over a Year Supply.

Public comment: None heard

No action required.

#### 7. HEALTH INSURANCE REPORT

Steve Warnes, Assistant Finance Director, Presented the health insurance information January through June 2022. The plan has recorded \$5,485,250 of income and \$4,566,469 of expenses for the year: the fund balance has increased by \$918,781 and currently stands at \$4.8 million which would cover 5.5 months of average expenses. Plan income is 13% lower than the previous year: expenses are 16% lower at this time. One person has incurred costs that exceed the \$200k/yr deductible under out stop loss policy and we received \$14,586 in claims reimbursement during June. Four other individuals are on watch reports of those who have exceeded \$100k in claims paid for the year.

Public comment: None heard

No action required.

#### 8. INVESTMENT REPORT

Steve Warner, Assistant Finance Director, presented the investment report for June 30,2022. At this time the investment accounts held \$1,881,523 in Cash and \$1,567,964 in CDs. The average interest rate was 3%. Based on changes in the markets, we instructed Wells Fargo Advisors use the cash on hand to purchase a number of certificates and US Treasury notes with an array of maturity dates. The investments purchased have interest rates between 2.25% to 3.45% over 4 years.

Public comment: None heard

No action required.

#### 9. VARIANCE REPORT:

Jim Rodriguez, Chief Financial Officer, Presented on two Programs Harvest Program, African American Coalition, Jim Rodriguez, Chief Financial Officer, Also said that both programs are performing to budget. Harvest Program : June 2022 at 51% and African American Coalition: is at 85% over all budget. Both performing to budget at 73% Until July 2023.

Public comment: None heard

No action required.

# 10. OTHER BUSINESS

Public comment: None heard

No action required.

# 11. PUBLIC COMMENTS

No public comments at this time.

#### 12. ADJOURNMENT

Hayes adjourned meeting at 6:00PM

Respectfully submitted,

Charles Garabedian Committee Chair



Date: October 26, 2022	Program: Finance
Agenda Item #: 9C2	Director: N/A
Subject: Financial Reports	Officer: Jim Rodriguez

#### **Recommended Action**

The Finance Committee recommends approval for full Board consideration of the interim consolidated financial statements as of Year-to-Date July 2022 as well as approval of the financial status report for the Head Start 0-5 program as of Year-to-Date July 2022.

#### Background

In accordance with the Agency's bylaws, the Finance Committee shall advise in the preparation and administration of the operating budget and oversee the administration, collection, and disbursement of the financial resources of the organization. Additionally, the Treasurer is to ensure the commissioners understand the financial situation of the organization, which includes ensuring that financial statements for each month are available for each meeting of the Board of Commissioners. Monthly financials for Fresno EOC (consolidated) and for Head Start are provided for review and acceptance.

#### **Fiscal Impact**

(A) Agency Statement of Activities and Statement of Financial Position:

As of July 31, 2022, the Agency had preliminary revenue of \$57,941,305million, including \$19.6 million of in-kind contributions, and net operating loss of \$436,384. This deficit includes a minor recovery of \$59,000 from the prior month. In comparison, the Agency had revenue of \$59,577,159 million including in-kind of \$18.7 million as of the corresponding period of the preceding year.

(B) Head Start 0-5 Financial Status Report as of Year-to-Date July 31, 2022. This also represented in the following percentages.

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Program Area	% of budget	Notes
Head Start – Basic	49%	Personnel is underspent due to unfilled positions
Head Start – Training & Technical Assistance (T&TA)	18%	Training planned for later this year

Program Area	% of budget	Notes
Duration	0%	\$4,669 spent year-to-date activity recorded.
Early Head Start – Basic	28%	Personnel is underspent due to unfilled positions.
Early Head Start – T&TA	6%	Training planned for later this year

# Conclusion

Acceptance of these financials by the Board documents the Board's oversight over the financial operations of Fresno EOC. This is part of the Board's fiduciary duty.

#### FRESNO ECONOMIC OPPORTUNITIES COMMISSION STATEMENT OF ACTIVITIES For The Seventh Month Period Ended July 31, 2022 and 2021

	A B		A - B	С		D	B - D	
	BUDGET	ACTUAL	-	BUDGET	ACTUAL		ACTUAL	ACTUAL
	JAN - DEC	JULY		BALANCE	JAN - DEC		JULY	2022 vs 2021
	2022	2022		REMAINING	2021		2021	Differences
REVENUES AND SUPPORT								
GRANT REVENUE	\$ 89,274,925	\$ 42,552,191	48%	\$ 46,722,734	75,775,853	\$	43,964,581	(1,412,390)
GRANT REVENUE - LENDING CAPITAL	-	-		-	0		-	-
CHARGES FOR SERVICES	19,602,250	12,715,092	65%	6,887,158	19,289,932		12,632,567	82,525
OTHER PROGRAM REVENUE	2,854,250	1,586,151	56%	1,268,099	2,646,283		1,754,556	(168,405)
CONTRIBUTIONS	371,450	139,336	38%	232,114	473,779		253,563	(114,227)
MISCELLANEOUS INCOME	414,350	113,836	27%	300,514	467,114		134,864	(21,028)
INTEREST & INVESTMENT INCOME	82,650	25,210	31%	57,440	91,840		57,753	(32,542)
AFFILIATE INTEREST INCOME	1,400,100	548,926	39%	851,174	1,114,397		614,613	(65,687)
RENTAL INCOME	330,650	260,563	79%	70,087	392,181		164,664	95,899
TOTAL CASH REVENUE	\$ 114,330,625	\$ 57,941,305	51%	\$ 56,389,320	\$ 100,251,379	\$	59,577,159	(1,635,855)
IN KIND REVENUE	\$ 39,041,040	\$ 19,592,388	50%	\$ 19,448,652	30,398,113	\$	18,749,162	843,226
						-		
TOTAL REVENUE & SUPPORT	153,371,665	77,533,692	51%	75,837,973	130,649,492		78,326,321	(792,629)
EXPENDITURES								
PERSONNEL COSTS	\$ 69,972,550	\$ 35,914,990	51%	\$34,057,560	61,148,294	\$	36,220,655	(305,665)
ADMIN SERVICES	7,040,225	3,574,039	51%	3,466,186	5,456,405	*	3,573,574	464
PROFESSIONAL SERVICES - AUDIT	0	0	0%	0	45,995		15,084	(15,084)
CONTRACT SERVICES	11,240,600	5,256,455	47%	5,984,145	7,769,507		5,384,850	(128,396)
FACILITY COSTS	6,093,175	3,260,045	54%	2,833,130	5,214,789		3,153,881	106,163
TRAVEL, MILEAGE, VEHICLE COSTS	1,772,345	1,736,825	98%	35,520	2,037,010		1,067,032	669,793
EQUIPMENT COSTS	946,775	971,126	103%	(24,351)	3,296,566		665,987	305,139
DEPRECIATION - AGENCY FUNDED	250,000	129,831	52%	120,169	249,442		170,569	(40,738)
OFFICE EXPENSE	3,129,400	1,611,470	51%	1,517,930	2,777,036		1,648,538	(37,068)
INSURANCE	755,250	469,450	62%	285,800	766,989		438,472	30,978
PROGRAM SUPPLIES & CLIENT COSTS	10,905,750	5,062,756	46%	5,842,994	8,566,603		5,304,754	(241,998)
INTEREST EXPENSE	267,900	197,258	74%	70,642	309,116		146,214	51,044
OTHER COSTS	994,600	193,443	19%	801,157	349,447		92,424	101,020
TOTAL CASH EXPENDITURES	\$ 113,368,570	\$ 58,377,688	51%	\$ 54,990,882	97,987,199	\$	57,882,035	495,653
IN KIND EXPENSES	\$ 39,041,040	\$ 19,592,388	50%	\$ 19,448,652	\$ 30,398,113	\$	18,749,162	843,226
TOTAL EXPENDITURES	152,409,610	77,970,076	51%	74,439,534	128,385,312		76,631,197	1,338,879
OPERATING SURPLUS (DEFICIT)	\$ 962,055	\$ (436,384)		\$ 1,398,439	\$ 2,264,180	\$	1,695,124	(2,131,508)
OTHER INCOME / EXPENSE TRANSIT GRANT ASSET DEPRECIATION		123,657		(123,657)	251,972		166,502	(42,846)
	¢ 062.055	(\$560.044)		1 522 000	¢ 2,012,209	¢	1 509 600	
NET SURPLUS (DEFICIT)	\$ 962,055	(\$560,041)		1,522,096	\$ 2,012,208	\$	1,528,622	(2,088,663)

# FRESNO ECONOMIC OPPORTUNITIES COMMISSION STATEMENT OF FINANCIAL POSITION As of July 31, 2022

ASSETS	2022	2021	D	Differences
CASH & INVESTMENTS ACCOUNTS RECEIVABLE PREPAIDS/DEPOSITS INVENTORIES PROPERTY, PLANT & EQUIPMENT NOTES RECEIVABLE (net)	\$ 21,512,791 12,039,626 288,885 321,968 12,833,260 17,454,858	\$ 17,288,447 12,159,972 265,172 152,568 13,427,429 15,949,336	\$	4,224,344 (120,346) 23,713 169,400 (594,169) 1,505,523
TOTAL ASSETS	\$ 64,451,388	\$ 59,242,923	\$	5,208,465
LIABILITIES ACCOUNTS PAYABLE ACCRUED PAYROLL LIABILITIES DEFERRED REVENUE NOTES PAYABLE HEALTH INSURANCE RESERVE OTHER LIABILITIES	\$ 3,233,139 4,000,628 3,022,287 15,649,575 4,663,145 3,735,805	\$ 1,588,617 3,489,107 2,068,605 15,669,292 4,561,426 1,735,805	\$	1,644,522 511,520 953,683 (19,717) 101,719 2,000,000
TOTAL LIABILITIES	\$ 34,304,579	\$ 29,112,851	\$	5,191,728
<b>FUND BALANCE</b> CURRENT OPERATING EARNINGS (YTD) UNRESTRICTED NET ASSETS REVOLVING LOAN FUND INVESTMENT IN GENERAL FIXED ASSETS	\$ (436,384) 20,995,326 556,268 9,031,599	\$ 1,695,124 18,029,914 556,268 9,848,766	\$	(2,131,508) 2,965,413 0 (817,167)
TOTAL FUND BALANCE	\$ 30,146,810	\$ 30,130,072	\$	16,737
TOTAL LIABILITIES AND FUND BALANCE	\$ 64,451,388	\$ 59,242,924	\$	5,208,465

#### Fresno Economic Opportunities Commission Head Start/Early Head Start Financial Status Monthly Report July 31, 2022

		Head S	tart - Basic				Start - T & TA	
Description	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$17,319,131		\$8,513,392	\$8,805,739	Dauger	LAPONDOD		Rentaning
Fringe Benefits	7,609,718		3,547,184	4,062,534				
Total Personnel	24,928,849	\$510,176	12,060,577	12,868,272				
Travel	-	-	-	-	12,928	-	-	12,928
Equipment*	-	-	-	-	-	-	-	-
Supplies	493,392	20,232	492,470	922	25,000	-	-	25,000
Contractual	2,572,586	49,568	667,884	1,904,702	15,948	-	-	15,948
Facilities /Construction								
Other:								
Food Cost	776,852	\$19,041	\$251,318	525,534				
Transportation	514,239	12,083	383,383	130,856				
Staff Mileage	100,000	8,062	58,102	41,898				
Field Trips, including Transportation	3,201	· -	-	3,201				
Space	690,855	63,904	335,975	354,880				
Utilities / Telephone / Internet	519,515	41,075	392,011	127,504				
Publication/Advertising/Printing	54,991	-	1,731	53,260				
Repair/Maintenance Building	89,246	3,221	146,163	(56,917)				
Repair/Maintenance Equipment	9,600		7,348	2,252				
Property & Liability Insurance	108,016		82,583	25,433				
Parent Involvement / CWPC	48,195	-	5,323	42,872				
Other Costs*	573,667	4,861	385,867	187,800				
Staff & Parent Training	3,091	71	686	2,405	243,213	2,819	53,933	189,280
Total Direct Charges	31,486,295	\$734,355	15,271,422	16,214,873	\$297,089	2,819	53,933	\$243,156
Total Indirect Charges	\$2,683,810	\$66,092	\$1,374,428	\$1,309,382	\$26,738	\$254	\$4,854	\$21,884
Total Federal Expenditures	34,170,105	\$800,447	16,645,850	\$17,524,255	\$323,827	3,073	58,787	\$265,040
% of Annual Budget Expended to Date		<i>,</i> - <i>1</i>	49%	T== /== -/ <b>=00</b>	,,,-	-,-,•	18%	<i>+,</i> ,,,,,,
Non-Federal Share	\$6,834,021	\$106,126	\$2,099,246	\$4,734,775	\$64,765	\$768	\$14,697	\$50,068

Credit Card Expenses: Credit card sta July 2022 expenses	tement o	lated 7/1/	2022 -7/31/2022
Staff Training (including meeting costs)	\$	100	WESTED Center for child & Family - recertifications
Staff Training Supplies	\$	98	Walmart - Pre-service snack items
Program Supplies - Arts & Crafts	\$	974	Walmart - classroom supplies
Program Supplies - Classroom	\$	287	Target - adaptive items, toys. Sippy cups, and books
CPR Training	\$	525	America Red Cross- CPR and first aid training
Contract Services-Facility Repair	\$	230	Azuga Fleet - Vehicle Tracking for Support Services Vehicles
	\$	2,213	

#### Fresno Economic Opportunities Commission Head Start/Early Head Start Financial Status Monthly Report July 31, 2022

	Head Start - Duration Start-Up/Operations				
		Current	YTD Expenses	Balance	
Description Personnel	Annual Budget	Expenses		Remaining	
Personnei Fringe Benefits	\$0	-	-	\$0	
Total Personnel	\$0	\$0	\$0	\$0	
		<b>\$</b> 0	şυ	<b>\$</b> 0	
Travel	-	-	-	-	
Equipment*	280,467	-	-	280,467	
Supplies	447,000	-	4,669	442,331	
Contractual	-	-	-	-	
Facilities /Construction	-	-	-	-	
Other:					
Food Cost Transportation	-	-	-	-	
Staff Mileage	_	-	-	-	
Field Trips, including Transportation		_	_	-	
Space	_	-	_	_	
Utilities / Telephone / Internet	-	-	-	-	
Publication/Advertising/Printing	-	-	-	-	
Repair/Maintenance Building	-	-	-	-	
Repair/Maintenance Equipment	-	-	-	-	
Property & Liability Insurance	-	-	-	-	
		-			
Parent Involvement / CWPC	-	-	-	-	
Other Costs*	419,300	-	-	419,300	
Staff & Parent Training	-	-	-	-	
Total Direct Charges	\$1,146,767	\$0	\$4,669	\$1,142,098	
Total Indirect Charges	\$86,008	\$0	\$0	\$86,008	
Total Federal Expenditures	\$1,232,775	\$0	\$4,669	\$1,228,106	
% of Annual Budget Expended to Date			0%		
Non-Federal Share		_	_	_	
NUITI CUCIDI SIIALE		-	-	-	

#### Fresno Economic Opportunities Commission Head Start/Early Head Start Financial Status Monthly Report July 31, 2022

		Early Head Sta				Early Head S		
Description	Annual Burdant	o	YTD Expenses	Balance	Annual	Current	YTD Expenses	Balance
Description		Current Expenses	¢1 222 C21	Remaining	Budget	Expenses	±0	Remaining
Personnel	\$3,674,250		\$1,223,631	\$2,450,619	\$0	\$0	\$0	\$0
Fringe Benefits	1,134,842		412,863	721,979	-	-	-	
Total Personnel	4,809,092	225,750	1,636,494	3,172,598	-	-	-	-
Travel	-	-	-	-	16,898	-	-	16,898
Equipment*	-	-	-	-	-	-	-	
Supplies	285,800	1,883	58,260	227,540	19,173	-	-	19,173
Contractual	1,016,132	8,755	74,788	941,344	26,526	-	-	26,526
Facilities /Construction	-	-	-	-				
Other:								
Food Cost	70,350	4,959	12,726	57,624				
Transportation	9,536		5,458	4,078				
Staff Mileage	70,000		15,095	54,905				
Field Trips, including Transportation	1,730		-	1,730				
Space	194,615	4,374	30,623	163,992				
Utilities / Telephone / Internet	130,004		47,086	82,918				
Publication/Advertising/Printing	27,500		1,316	26,184				
Repair/Maintenance Building	42,919	-	10,925	31,994				
Repair/Maintenance Equipment	48,845	-	1	48,844				
Property & Liability Insurance	38,202	-	13,738	24,464				
Parent Involvement / CWPC	7,747	301	493	7,254				
Other Costs*	158,887	966	11,799	147,088				
Staff & Parent Training	2,277	16	2,416	(139)	96,459	-	9,584	86,875
Total Direct Charges	6,913,636	255,656	1,921,219	\$4,992,417	159,056	-	9,584	\$149,472
Total Indirect Charges	\$621,944	\$25,876	\$172,910	\$449,034	\$14,315	\$0	\$863	\$13,452
Total Federal Expenditures	\$7,535,580	281,532	\$2,094,129	\$5,441,451	\$173,371		\$10,447	\$162,924
% of Annual Budget Expended to Date			28%				6%	
Non-Federal Share	\$1,507,116	\$96,133	\$888,928	\$618,188	\$34,674	\$0	\$2,612	\$40,73

Credit Card Expenses: Credit car July 2022 expenses	u statemen	n ualeu 7	/1/2022 -//31/2022
Contract Services-Facility Repair	\$	23	Azuga Fleet - Vehicle Tracking for Support Services Vehicles
	\$	-	
	\$	23	



Date: October 26, 2022	Program: Finance
Agenda Item #: 9C3	Director: N/A
Subject: Gift Card Policy	Officer: Jim Rodriguez

#### **Recommended Action**

The Finance Committee recommends approval for full Board consideration of adopting the ratification of the Gift Card Policy.

#### Background

This policy will be an agency-wide policy and apply to all administrative and program areas. This will ensure that all gift cards received and distributed through the Agency and its programs are maintained in a standardized manner that protects the asset as a negotiable item.

A key benefit of this policy can be used to support programs that distribute gift cards to eligible clients.

#### **Fiscal Impact**

The financial impact will vary and be based on approved administrative and programs budgets.

#### Conclusion

If ratified by the full Board, this will allow all areas of the agency to use the policy for any given program.

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#### POLICY – GIFT CARD POLICY

**PURPOSE:** To ensure that all gift cards received and distributed through the Agency and its programs are maintained in a manner that protect the asset as a negotiable item.

**POLICY:** It is the policy of Fresno EOC that all Agency and program procured gift cards will be maintained in a secured location when not actively being used per the procedures below. Gift cards will be audited when first received and periodically audited thereafter. Sign in/out sheets and audit logs will be maintained for reference. The Agency will, to the best of its ability, deter any procured gift cards from being used to purchase tobacco and/or alcohol products.

#### PROCEDURES:

#### I. PROCEDURE GUIDELINES

- A. Once ordered in accordance with relevant procurement procedures, gifts cards will either be shipped directly to the Agency, program, or picked up from the purchase location by an approved Agency employee.
- B. Gift cards will be taken to the location they are to be secured and will be audited as noted below:
  - 1) Cards will be counted to ensure they match the packing list and/or the invoice amount.
  - 2) Any discrepancies will be noted and reviewed for resolution.
  - 3) Date, card numbers, card types, and the initials of two employees auditing the cards will be entered into an audit sheet which will remain with the cards until they are depleted then retained for audit purposes.
- C. Gift cards may then be sorted into batch sizes deemed appropriate by the distributing program.
- D. These batches may be numbered for distribution purposes.
- E. Each batch will have an accompanying audit sheet that must be completed as cards are distributed. The batch audit sheet will contain the following information:
  - 1) Date, card numbers, card types, amount per card, check box if issued, and initials of issuer.
- F. Once cards have been audited and prepared for issuance, an authorized program representative will go to the secured location in which the gift cards are stored.
- G. The employee will be issued the cards/batches in an amount appropriate for the event/issuance and will complete the gift card sign out log which will contain the following information:
  - 1) Date, Name of employee taking cards, Signature, Program, number of cards issued, batch number (if applicable), Initials of employee issuing cards out.
  - 2) If cards are returned, a new line on the sign out form will be used, and all applicable information noted above will be entered including the number of cards returned by the employee. A note should be added explaining the return if necessary.
  - 3) The batch audit log should accompany any of the returned cards for reissuance.
- H. When issuing gift cards to eligible clients, the batch audit sheet should be updated to reflect which cards have been distributed. It may be necessary to complete a separate form either manually or in a central intake system to ensure clients receiving the cards qualify based on the funding source eligibility requirements.
- I. If the gift cards are kept for longer than a two-week period, a weekly audit sheet should be maintained by the overseeing Agency employee and secondary employee, preferably an employee working in a separate department. The audit sheet should have the following information:
  - 1) Date, Number of batches (cards per batch should be indicated on the sheet), Number of loose cards, Total cards, Total amount, and the initials of both employees verifying the count.
- J. Once the inventory of cards has been depleted, the documentation will be forwarded to the funding source if required and maintained in accordance with accounting policies for audit purposes.



Date: October 26, 2022	Program: Finance
Agenda Item #: 9C4	Director: N/A
Subject: Non-Competitive Procurements	Officer: Jim Rodriguez

#### Background

The information presented below is intended to keep the Committee apprised on any procurements made through a non-competitive procurement process.

In accordance with the Accounting Policies and Procedures Manual, Noncompetitive Procurements are "special purchasing circumstances, in which competitive bids are not obtained. Noncompetitive procurement (purchases and contracts) are only permissible in the following circumstances (2 CFR 200.320 [f]):

- An emergency exists that does not permit delay,
- Only one source of supply is available,
- If the awarding agency expressly authorizes noncompetitive proposals in response to a written request from the Agency,
- Or after solicitation of a number of sources, competition is determined to be inadequate.

The key requirement for the use of noncompetitive procurement is that the other methods of procurement are not feasible and one of the above circumstances exists." A report on the non-competitive procurement awards is to be made to the Board of Commissioners.

The agency also follows the following guidelines:

- Purchases from \$10,000 to \$150,000 require three written quotes and may be approved by the CEO.
- Purchases greater than \$150,000 require formal bid procedures and require approval from the Board.
- Purchases greater than \$10,000 without the required quotes or bids must be disclosed to the Board.

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Vendor	Purpose	Amount	Justification
Alfonso W. Tucker, Ed.D.	Advance Peace - To provide consultation in the manner of life skills and mental health education to staff and clients. To provide an informative connection between the staff, client, and the community. To conduct research and provide in-service training for the improved relationships between staff, the community, and the Fresno Police Department.	\$115,200 per year	One source of supply is available in Fresno County.
Synergy Companies Inc.	Sanctuary and Support Services - Transitional Shelter at 1046 T Street, Fresno is a 16 unit apartment complex. The bathrooms located at the bottom level have suffered severe damage due to plumbing issues that occurred in the upstairs units. Toilets are continually overflowing and clients are not reporting it to staff causing molds and damage to the ceiling, walls, and floors of the downstairs units.	\$92,675.00	An emergency exists that does not permit delay. Due to the health and safety of the clients and staff.
Save Mart Supermarkets	Finance/CSBG CARES - To expend remaining funds before the end of the contract period 8/31/22. With CSD's approval, it was determined that gift cards could be purchased and distributed to the eligible clients by the end of the contract period. It was required that we utilize a known vendor that could produce 1,174 cards in a short period of time and also provide numerous outlets for our clients to get groceries as conveniently as possible.	\$293,500.00	One source of supply is available, an emergency exists that does not permit delay. Save Mart was able to provide gift cards needed, a custom note printed on each card that required it not be used for alcohol or tobacco products and have it ready for pickup in less than one week. Save Mart met the requirements we had.



Date: October 26, 2022	Program: Finance
Agenda Item #: 9C5	Director: N/A
Subject: Health Insurance Report	Officer: Jim Rodriguez

#### Background

The information presented below is intended to keep the Committee apprised on the financial status of the Agency's self-funded health insurance plan.

As of July 30, 2022, the health insurance reserve is at \$4.6 million, which covers approximately 5.4 months of average expenditures. Contributions from programs and employees for 2022 total \$6,149,364 while the Fund paid out \$5,411,109 in expenses.

Changes to the health insurance plan in 2020 through 2022 include:

- Effective January 2020: 4% overall increase in Employer premiums and 22% overall increase in Employee premiums. Wellness plan now has the same annual deductible but will have a 25% discounted employee premium. The employee + child and employee + children tiers were consolidated.
- Effective January 2021: 6% increase in Employer premiums and an average 16% increase to Employee premiums.
- Effective January 2022: Tele-health service was added and 1% increase in Employer premiums and an average 8% increase to Employee premiums.

This table presents a sample of the monthly health insurance premium rates for 2022. Rates vary depending on the type of coverage tier selected.

	Agency	Employee (Wellness Incentive)	Total Premium
Employee(EE) Only	\$ 600	\$ 108	\$ 708
EE +Child(ren)	\$ 1,086	\$ 195	\$ 1,281
EE + Family	\$ 1,442	\$ 258	\$ 1,700
EE + Spouse	\$ 1,206	\$ 216	\$ 1,422



#### FRESNO EOC HEALTH INSURANCE FUND REPORT THROUGH JULY 31, 2022

г					2022						2021	
	January	February	March	April	Мау	June	July	YTD totals	Mo. Avg.	YTD totals	Annual	Annual Mo. Avg
Beginning Fund Balance	3,924,890	4,630,015	4,924,112	5,029,013	5,045,154	4,876,546	4,888,986	Jan-July	Prev 12 mos	Jan-July	Jan - Dec	Jan - Dec
Income												
Agency Contributions	749,413	758,654	755,467	750,894	751,039	745,686	522,582	5,033,735	728,759	5,751,151	9,462,526	788,544
Additional Agency Contr.		-	-	-	-	-	-		1,925	116,291	139,391	11,616
Employee Contributions	272,264	183,405	184,139	91,630	136,132	106,527	141,532	1,115,629	153,316	1,153,939	1,878,108	156,509
Total Income	1,021,677	942,059	939,606	842,524	887,171	852,213	664,114	6,149,364	884,001	7,021,381	11,480,024	956,669
Expenses												
Health Claims Paid	45,828	261,032	452,022	424,469	754,547	404,660	494,840	2,837,398	625,568	3,966,957	8,636,378	719,698
Dental Claims Paid	48,572	48,419	46,036	52,864	42,132	39,150	51,459	328,632	46,793	418,255	651,135	54,261
Prescriptions Paid	63,172	164,239	159,985	183,076	89,710	218,405	175,165	1,053,752	151,835	1,120,977	1,889,246	157,437
Vision Claims Paid	2,294	7,225	5,496	7,785	6,957	6,833	6,648	43,238	7,563	72,465	119,983	9,999
Stop Loss Premiums	99,403	110,026	113,810	100,722	102,002	98,344	102,137	726,444	101,327	702,345	1,191,823	99,319
Stop Loss Claims		-	-	-	102,002	14,586	102,107	14,586	(130,470)	(274,209)	(1,593,495)	
Life Insurance Premiums	12,739	12,709	12,687	12,731	12,648	12,639	11,870	88,023	12,373	94,079	154,529	12,877
Pinnacle	12,904	13,111	13,267	13,319	13,215	13,232	13,111	92,159	13,114	99,988	165,198	13,767
Blue Cross	13,637	13,790	13,906	13,944	13,829	13,848	13,714	96,668	13,629	103,024	169,907	14,159
Benefits Consultant	12,083	12,083	12,083	12,083	9,502	12,083	12,083	82,000	9,715	48,417	83,000	6,917
Employee Assist. Program	1,877	1,877	1,877	1,877	1,876	1,877	1,746	13,007	1,866	13,136	22,518	1,877
Preferred Chiropractors	889	899	906	909	901	903	894	6,301	899	6,917	11,406	951
TeleDoc	2,524	2,552	2,574	2,581	2,560	2,563	2,538	17,892	1,491	0	-	-
Other Expenses	630	-	56	23	5,900	650	3,750	11,009	2,586	19,714	39,742	3,312
ACA Fees	-	-	-	-	-	-	-	-	-	5,219	5,219	435
Total Expenses	316,552	647,962	834,705	826,383	1,055,779	839,773	889,955	5,411,109	858,290	6,397,284	11,546,589	962,216
Current Fund Activity (net)	705,125	294,097	104,901	16,141	(168,608)	12,440	(225,841)	738,255	25,711	624,097	(66,564)	(5,547)
Ending Fund Balance	4,630,015	4,924,112	5,029,013	5,045,154	4,876,546	4,888,986	4,663,145	4,663,145				
	4,000,010	4,524,112	0,020,010	0,040,104	4,070,040	4,000,000	4,000,140	4,000,140				
<u>Enrollment</u>												
Employee only-Traditional	248	250	252	254	254	254	247		257		279	
High-Deduct	84	78	80	81	78	83	84		69		53	
Family coverage-Traditional	344	353	353	353	350	348	347	1	359		395	
High-Deduct	34	37	40	39	39	37	37		34		32	
Dental coverage only	34	38	41	42	42	42	42	1	38		34	
Temp/On Call Plan	<u> </u>	<u>1</u> 757	- 766	- 769	- 763	- 764	757		<u>1</u> 757		1 795	- [
Total employees enrolled	745	151	700	769	703	764	151		157		795	-
Average contributions per employee	1,371	1,244	1,227	1,096	1,163	1,115	877		1,167		1,204	
Average expenses per employee	425	856	1,090	1,075	1,384	1,099	1,176		1,133		1,211	
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Estimated # months funded:

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Date: October 26, 2022	Program: Sanctuary and Support				
	Services				
Agenda Item #: 9C6	Director: Misty Gattie-Blanco				
Subject: Variance Reports	Officer: Michelle L. Tutunjian				

#### Background

The information presented below is intended to keep the Board appraised on the fiscal status of selected program within the Agency that are routinely shared with Program Directors and Executive staff.

The following prepared financial analysis reports will be presented on behalf of Sanctuary and Support Services projects:

- LGBTQ+ Resource Center:
  - Two contracts were extended through September 2022 and are currently underspent with a well-developed plan to expend funds at the end of the contract.
- Central Valley Against Human Trafficking:
  - One contract received a 12-month no-cost extension to continue operations with cost savings due to personnel vacancies.
  - Remaining contracts are on track with spending.
- Homeless Services:
  - One contract, Basic Center Program, is underspent due to lack of clients and has been approved by the Board of Commissioners to be voluntarily reallocated at the end of September 2022.
  - Remaining contracts are on track with spending or slightly underspent due to savings in rental assistance and personnel vacancies.



## Fresno Economic Opportunities Commission Sanctuary Services Variance Report Summary

Drogram	Droject/Contract No	Contract Devied	Poporting Deriod	Drogram Costs	Pudgot	Remaining	Remaining
Program	Project/Contract No. HY21028596	Contract Period	Reporting Period	Program Costs	Budget	Budget	<b>Budget %</b> 95%
Sanctuary - Homeless Youth Emergency Services Pilot Program		4/1/22-3/31/27	7/31/2022	\$111,131	\$2,375,000	\$2,263,869	
Sanctuary - BCP	90CY7380-01	9/30/21-9/29/22	7/31/2022	\$148,200	\$200,000	\$51,800	26%
Sanctuary - Shelter Bridge Housing -County	A-19-337	7/1/21-6/30/23	7/31/2022	\$150,768	\$327,884	\$177,116	54%
Sanctuary - Shelter Bridge Housing -City	80315	7/1/24-6/30/23	7/31/2022	\$91,817	\$242,153	\$150,336	62%
Sanctuary - FCC HOPE	87150	7/1/22-6/30/24	7/31/2022	\$4,185	\$500,000	\$495,815	99%
Sanctuary - County HOPE	A-21-0268	7/1/22-6/30/24	7/31/2022	\$17,014	\$260,290	\$243,276	93%
Sanctuary Housing - Project Phoenix	CA1090L9T142007	9/1/21-8/31/22	7/31/2022	\$321,918	\$432,584	\$110,666	26%
Sanctuary Housing - Project Hearth	CA1481L9T142005	10/1/21-9/30/22	7/31/2022	\$226,725	\$296,306	\$69,581	23%
Sanctuary Housing - Project HomePlate	CA1568L9T142004	9/1/21-8/31/22	7/31/2022	\$167,073	\$366,494	\$199,421	54%
Sanctuary Housing - Project Hero Team 2	CA1570L9T142004	9/1/21-8/31/22	7/31/2022	\$363,740	\$525,000	\$161,260	31%
Sanctuary Housing - Project Rise	CA1761L9T142002	11/1/21-10/31/22	7/31/2022	\$184,168	\$323,995	\$139,827	43%
Sanctuary - Human Trafficking Victim Assistance Program	HV21018596	4/1/22-3/31/33	7/31/2022	\$143,451	\$666,666	\$523,215	78%
Sanctuary - HT OVC Minors	2019-VM-BX-0010	10/1/19-9/30/23	7/31/2022	\$235,208	\$499,998	\$264,790	53%
Sanctuary - HT OVC Housing	15POVC-21-GG-03954-HT	10/1/21-9/30/24	7/31/2022	\$44,267	\$594,316	\$550,049	93%
Sancutary - HT Slave 2 Nothing	80380	5/1/19 - no end date	7/31/2022	\$26,891	\$30,000	\$3,109	10%
Sanctuary - HT Slave 2 Nothing Emergency Apartment	80382	5/1/20 - no end date	7/31/2022	\$30,150	\$70,000	\$39,850	57%
Sanctuary - LGBTQ OVC Mentoring	15PJDP-21-GG-02740-MENT	10/1/21-9/30/24	7/31/2022	\$25,642	\$625,000	\$599 <i>,</i> 358	96%
Sanctuary - LGBTQ Rise Up	80032	9/1/21 - no end date	7/31/2022	\$23,637	\$40,000	\$16,363	41%
Sanctuary - LGBTQ Youth Substance Used Disorder Prevention Progr	GA20SUD011	3/1/20-11/30/22	7/31/2022	\$615,936	\$1,000,000	\$384,064	38%
Sanctuary - LGBTQ MAT Stimulant Prevention	CA21MAT131	7/1/21 - 9/29/22	7/31/2022	\$50,879	\$100,000	\$49,121	49%
Sanctuary - LGBTQ YOR	80035	3/1/21 - 9/29/22	7/31/2022	\$177,181	\$441,509	\$264,328	60%
Sanctuary - LGBTQ ACEs	80037	5/1/21-6/30/22	7/31/2022	\$13,488	\$58,000	\$44,512	77%
			Totals	\$3,173,469	\$9,975,195	\$6,801,726	68%



#### EXECUTIVE COMMITTEE MEETING Friday, August 26, 2022 4:00 p.m.

#### MINUTES

#### 1. CALL TO ORDER

Linda Hayes, Chair, called the meeting to order at 4:00 PM.

#### 2. ROLL CALL

**Present:** Linda Hayes, Charles Garabedian, and Jimi Rodgers. **Absent:** Daniel Martinez, Itzi Robles, Barigye McCoy and Amy Arambula.

#### 3. CLOSED SESSION

Ken Price, Legal Counsel, had no action to report out of closed session.

#### 4. PUBLIC COMMENTS

None Heard.

No action required.

#### 5. ADJOURNMENT



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Date: October 26, 2022	Program: Local Conservation Corps				
Agenda Item #: 9D2	Director: Shawn Riggins				
<b>Subject:</b> 2020-22 CalRecycle Recycling Grant Final Report	Officer: Michelle L. Tutunjian				

#### **Recommended Action**

The Executive Committee recommends ratification for full Board consideration of the 2020-22 CalRecycle Recycling grant RCL35 final report submitted to CalRecylce on August 30, 2022.

#### Background

According to our Agency Bylaws:

"The Executive Committee shall have all the powers and authority of the Board of Commissioners, as allowed by law in the intervals between meetings of the Board, and is subject to the direction and control of the full Board. The Executive Committee shall act on interim matters that cannot wait until the next Commission meeting."

The 2020-22 CalRecycle Recycling grant RCL 35 was a challenging grant for the Local Conservation Corps (LCC) as the start date of July 2020 was during the height of the COVID-19 pandemic. Many of the businesses, schools, and public areas, where the LCC has established collection points over the past 20 years plus were closed for the majority of the project period, until the State of California began "reopening" in July of 2021. In addition, public Amnesty events for used tires and e-waste that LCC has partnered on with the cities and counties of Fresno and Madera were suspended, and only now resuming. Due to these factors, \$114,936 in e-waste funding remained unspent during this cycle.

The following measures were achieved during this grant period:

- 382,509 lbs. of CRV was collected
- 139,801 lbs. of e-waste collected
- 5,136 used tires were collected
- Seven (7) corpsmembers received their high school diploma
- 15 students enrolled in post-secondary education
- Five (5) corpsmembers obtained full-time employment
- Through a fee-for-service recycling project, 941 (51,755 pounds) of used mattresses were collected.

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#### **Fiscal Impact**

The grant final report requires Board approval in order for CalRecycle to release the 10% retention in the amount of \$173,792. The total amount of the CalRecycle grant was \$1,738,792.

#### Conclusion

If ratified by the full Board, LCC will be able to submit to CalRecycle and receive the 10% retention being held.

#### LOCAL CONSERVATION CORPS

RLC35 -2020 - 2022

# **END OF CYCLE REPORT**

Fresno Economic Opportunities Commission



**Corps Executive Director/CEO Approval:** 

Signature: \_\_\_\_\_\_

Date: 8 30 22

Date of Board Approval:

#### Disclaimer

"The statements and conclusions of this report are those of the grantee and/or Subcontractor and not necessarily those of CalRecycle, or its employees. CalRecycle makes no warranties, express or implied, and assumes no liability for the information contained in the succeeding text."

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## **Executive Summary**

# 1. Corps Overview

i. Background and History - The Fresno EOC Local Conservation Corps is one program, among 35, under the umbrella of the Fresno Economic Opportunities Commission. Founded in 1993, over the past 28 years, the Fresno LCC has assisted in providing thousands of young adults with access to vocational training opportunities, in addition to a high school diploma and introduction to post-secondary. Depending on annual funding levels, the LCC can serve between 100 and 300 young adults, who are enrolled in the program for up to one year.

## ii. Mission – We fight to end Poverty The motto of the Fresno EOC LCC is *Training Tomorrow's Leaders*. *Today!*

- iii. Structure of the organization- Fresno EOC is a private, nonprofit 501(c)(3) corporation governed by a 24-member tripartite Board of Commissioners under the auspices of the EOA of 1964. Eight of those twenty-four members are public elected officials or their designee; eight members are from the business sector, public agencies, and community groups; the remaining eight members are elected low-income target area representatives from throughout Fresno County. Each Commissioner serves a two-year term and can be re-elected a maximum of 5 terms. The structure of the organization is as follows: Daily operations of the LCC Recycling program is conducted by the LCC Recycling Manager. The Recycling Manager reports to the LCC Director. The LCC Director, who reports to the Fresno EOC Training and Employment Division Director, heads daily operations of the LCC. The Fresno EOC Chief Operations Officer oversees the division of programs the LCC is a part of, and reports to the Fresno EOC Chief Executive Officer. The CEO reports to the EOC Board of Commissioners.
- 2. How our recycling activities support California's goals in waste reduction. https://www.calrecycle.ca.gov/calendar/75percent

Since 1993, the Fresno EOC Local Conservation Corps has assisted the Cities and Counties of Fresno and Madera in helping to meet their diversion goals by offering niche-recycling opportunities. Crews provide services at largely attended public events, joint waste tire and E-waste collection events with local municipalities, collection from schools and bars and restaurants, operate a certified buyback redemption center in the nearby town of Friant, and conduct recycling education booths at local events. LCC also visits Certification Collection Centers (CCC) sites to ensure appropriate signage is posted for the public to dispose of their used oil.

One major challenge for the FLCC this grant cycle has been the lack of corpsmembers due to labor competition from local companies. Smaller than normal crews collected material from Fresno State University football games, concerts at Save Mart Center, from classrooms in the Clovis Unified and Central Unified School Districts and at bars and restaurants. We also participated in a couple tire amnesty events with local municipalities.

This grant cycle was unique, as the first year took place during the initial phase of a global pandemic, which saw many established businesses and local CRV, e-waste, and tire producing events either reduced or cancelled. There have been some improvement over the past two years, as business have reopened and public events are once again taking place. Currently, the national labor shortage has proven to be the greatest challenge to the FLCC, as we have experienced a shortage of young adults applying for corpsmember positions. Despite these challenges, crews continued to work, providing recycling activities for the local community

Beverage Container, the LCC continued recycling services

- Beverage Container- during RCL 35, opportunities to collect CRV from established routes and special events. FLCC collected 306,151 lbs. (153.07 tons) of Glass, 28,327 lbs. (14.16), of Aluminum, 37,547 lbs. (18.77 tons), of PET, and 10,484 lbs. (5.42 tons) of mixed CRV (5.42) for a total of 382,509 lbs. or 191.25 tons of beverage containers during the cycle.
- E-waste –FLCC's opportunities to participate in Amnesty Day events with local municipalities and collect from resident's homes were limited during RCL 35. LCC collected 139,801.7 lbs. of CEW's (69.9 tons) and 7,264.09 lbs. (3.63 tons) of non-CEW E-waste material during the cycle.
- iii. Used Oil during RLC 35 53 CCC Signage Review sites were visited by corpsmembers. All CCC sites assigned were reviewed and completed.
- iv. The FLCC participated in two Tire Amnesty Events, a total of **5,136** tires were collected. LCC also collected tires at the LCC base and along roadsides.
- 3. Corpsmember Counts

Brief paragraph about number of corpsmembers served, recruiting strategies and status of recruitment. The Fresno LCC enrolled a total of **23** corpsmembers during the previous grant cycle 35. LCC was also able to utilize other corpsmembers assigned to different LCC programs

in the program. These corpsmembers were charged to the recycling program while they worked in Recycling. LCC also worked with EOC's Communication Department on a recruitment plan. New signage was ordered and placed on the FLCC site fences. The theme of the LCC ad campaign is "Discover Your Path." Sample flyers are attached to this report for reference. In June 2022, the LCC increased its corpsmembers starting wage to \$16 per hour with the goal of increasing numbers. The rate for supervisors was also addressed to avoid compression issues.

The FLCC served a total of **67** Corpsmembers

- i. Average Corpsmember Count for cycle 35, for the year 2020-2021 the average corpsmember count was 19.17.
- ii. For the year 2021-2022 the average corpsmember count was 18.92.
- 4. Charter School Accreditation Renewal completion date
- 5. On May 3, 2018, the Youth Build Charter High School (YCHS), education partner of the Fresno EOC Local Conservation Corps, received notification from the Accrediting Commission for Schools Western Association of Schools and Colleges (ACS WASC), that YCHS met the ACS WASC criteria for accreditation. The school received Six-year Accreditation Status through June 30, 2024.
- 6. Achievements in Youth Development
  - i. Education
    - a) Diplomas earned by Corpsmembers **seven (7)** Corpsmembers
    - b) During RCL 35, seven (7) Recycling students graduated with their high school diplomas, with the ceremony occurring in June of 2022. LCC was able to hold an intimate ceremony at the Local Fresno EOC Sanctuary Soul School Auditorium.
    - c) College enrollment during RCL 35, (15) Recycling students enrolled in post-secondary, at either Fresno City or Reedley City Colleges.
    - d) Tech school enrollment **No** corpsmembers are enrolled in a Tech School.
  - ii. Career Development
    - a) Employment statistics **five (5) Recycling** corpsmembers gained full time employment.
    - b) Internships placed
       No corpsmembers were place in an internship
- 7. Other Highlights of the Cycle

Unique partnerships: LCC continued its partnership with the Fresno Flood Control District, participating in a new ponding basin banner project. The project's main goal, was to deter Fresno City residents from dumping used oil into water drains. A small

crew worked on this project for several weeks. FLCC has also continued to work with the Mattresses Recycling Council on community clean up events and live load projects in both the city and county of Fresno. Cal Recycle is not charged for any hours worked on this project. A 53 ft. trailer is located at LCC base site for daily drop offs, now that FLCC is a permanent mattresses recycling collection site. During the previous grant cycle 941 mattresses were recycled, equaling 51,755 pounds, or **25.8 tons** of materials.

- i. Awards No awards were received during this grant cycle.
- ii. Expansion **No** Expansions were made during this grant cycle. The LCC continues to look for an alternate site to place a buyback center.
- iii. Changes in leadership No changes in leadership have occurred from RLC 35. Two recycling program supervisor and one program assistant were hired during this grant cycle.
- 8. Program Analysis
  - i. Summary of recommendations for program improvements The LCC must continue to participate in outreach events with the goal of adding additional corpsmembers to the program. As COVID-19 restrictions were limited, and more outreach opportunities were made available, LCC participated in a number of events. In addition, the LCC Recycling Program Manager will need to attend CalRecycle Buyback Certification training, in order to understand the entire process of opening a new buyback center, as planned. These two recommendations for improvement would help FLCC daily operations. In order to address FLCC recruitment difficulties, the starting wage for corpsmembers has been increased to \$16 per hour, and we are beginning to see an increase in applications. FLCC also addressed the pay of staff to ensure compression issues are avoided, due to the new increase. We hope that this aids our staff and corpsmembers in the months ahead.
  - Barriers to GMS Objectives not achieved The lack of corpsmembers and a reduction and closure of some CRV collection sites has made this objective challenging.
  - iii. Summary of why any GMS Objectives were modified No GMS Objectives were modified.

### Narrative Summary of Public Outreach and Educational Work

In this section, enter a narrative after each bulleted request below to provide a brief description on public education and outreach activities. Address these items:

• Number of people contacted The Fresno Local Conservation Corps participated in numerous community events where staff provided the general public with information of recycling services and vocational opportunities for young men and

women ages **18-26.** Over the two years, outreach was provided for thousands of local residents.

- Number of events undertaken The FLCC participated in 8 food distributions, where information on the program was distributed. The FLCC participated in two Amnesty Events with the City of Fresno and Madera. Recycling program participants were also in attendance for the first CALCC Government Education Day held in Sacramento, since COVID.
- LCC continued to provide CRV recycling activities at largely attended venues, including Fresno State University home football games and events at Save Mart Center. Both venues served hundreds of thousands of individuals annually, all who observe LCC corpsmembers in uniforms collecting CRV material.
- Outreach activities completed by your staff/Corpsmembers. During a community clean up event held in the city of Reedley corpsmembers handed out flyers proving information on programs available at the FLCC. Program Assistants participated in numerous community outreach events. A list of all events the Recycling program participated under RCL 35 is attached to this report.
- Attach samples of materials handed out as Appendix B

### Summary of Expenditures

Complete the table below. Enter the total Cycle 35 expenditures made in each quarter by materials fund **for the cycle**. Then total down and across.

FY/Quarter	BCRF	E-waste	Waste Tires	Used Oil	Quarter Totals
2020-2021 1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2020-2021 2	\$11,953.40	\$0.00	\$0.00	\$0.00	\$11,953.40
2020-2021 3	\$100,722.30	\$263.96	\$58,327.53	\$17,949.17	\$177,262.96
2020-2021 4	\$90,310.98	\$16,525.63	\$48,043.16	\$27,085.31	\$181,965.08
2021-2022 1	\$127,960.99	\$92,402.47	\$52,016.30	\$24,820.50	\$297,200.26
2021-2022 2	\$128,671.94	\$97,180.96	\$58,782.63	\$23,001.70	\$307,637.23
2021-2022 3	\$148,233.91	\$111,886.02	\$66,088.82	\$23,802.02	\$350,010.77
2021-2022 4	\$59,511.48	\$138,232.56	\$73,883.56	\$26,198.30	\$297,825.90
TOTALS	\$667,365.00	\$456,491.60	\$357,142.00	\$142,857.00	\$1,623,855.60

### **Budget Summary**

For the Budget Summary table below, provide **end of cycle** budget info. Record the <u>Subtotal Budgets</u> found in the workbook on the Application Budget tab, (Column H – Total) for each category listed below. Next, from the ALL Tab in the workbook (Column = Total Spent, Totals Table), provide the subtotal row amounts.

Categories	Subtotals from the Application Budget	Total Spent Balances - Subtotal Cells
Personnel	\$1,256,987.00	\$1,061,465.60
Equipment	\$24,400.00	\$22,157.63
Operating Costs	\$336,094.00	\$422,654.89
Indirect		
	\$121,311.00	\$117,577.48
Totals		
	\$1,738,792.00	\$1,623,855.60

\*Note – The above totals should match.

### **Budget Modification Summary**

For each Budget Modification provide a short concise narrative as to the reason why the Modification was necessary. Number each Modification and separate these by bullet points.

Example:

• **Mod 1** was taken to fund the purchase of a new box truck as the existing truck was totaled in an accident.

No budget modifications were performed during RLC Program Related Certifications

Enter the Certification, Identification and Training information below.

### **Beverage Container:**

Туре	Certification #	Exp.
СР		
SP	SP0233	7/31/2022 (reapplication submitted)
CS		
RC	RC14483	06/30/2024

#### Tires:

Туре	Certification #	Exp.
Hauler Permit #	1805114-01	12/21/2022
TPID Facility #	1805114-01	

TPID Road #	1951568-01	

### E-waste:

Туре	ID #'s	Exp.
CEWIS	103927	1/2/2024
DTSC Facility ID	103927	1/2/2024
CalEPA ID		

Used Oil:

Dockwalkers Training (Renew every 3 years)	List Year Expires for Each Person
Enter Name of Trainee here	NA

### Appendices

- A. Activity photos, newspaper or online articles
- B. Education and Outreach Materials
- C. List of Subcontractors
- D. Capital Equipment and Vehicle Inventory
  - List of all capital equipment purchased during the cycle. Provide description, date purchased, and cost. If none purchased, please state: None Purchased.
  - Complete inventory of all fleet vehicles updated with any that were purchased or leased during the cycle. Submit the inventory list with each End of Cycle report even if no new vehicles were added, or if any were taken out of service. Provide the following: Make, Model, Description, Year and VIN.

Example: (replace content with your info)

Make	Model	Description	Year	VIN last 6 digits



## CalRecycle Cycle 35 July 1, 2020 – June 30, 2022 Appendices

- A. Activity Photos, Newspaper or Online Articles
- B. Education and Outreach Materials
- C. List of Subcontractors
- D. Photos of Capital Expenses and Vehicle Inventory



### A. Activity Photos, Newspaper or Online Articles



RCL 35 CRV Collection











RCL 35 E-waste Collection











### RCL 35 Tire Recycling







## LCC Corpmembers Install Safety Placards to Storm Drains

Jun 15, 2021 Fresno EOC Poverty Fighters e-newsletter Weblink Source: <u>https://fresnoeoc.org/lcc-corpmembers-install-safety-placards-to-storm-drains/</u>



Earlier this year, Fresno EOC Local Conservation Corps (LCC) contracted with the Fresno Metropolitan Flood Control District (FMFCD) to have LCC corpsmembers place plastic markers on storm drains in various areas of the city of Fresno. The plastic markers deter people from dumping oil and other hazardous chemicals into storm drains which can pollute ponding basin waters as well as the residential water table. The partnership allows corpsmembers to learn vocational training skills, all while learning about the importance of protecting the environment and getting work experience helping better their communities. This project is part of corpsmembers vocational training; they along with an assigned supervisor completed the placement of 70 markers. Corpsmembers will continue with this project June 21, 2021 for an additional three days.



"I had a meeting with [FMFCD]. They were impressed with the work performed, and they are willing to work with us again next year," says Julio Lopez, LCC Recycling Program Manager. "Skills that corpsmembers learned during this project include taking care of our precious water resources along with working toward leaving a better Fresno for future generations. Work skills learned include punctuality, following directions, and using tools to identify locations where markers were to be placed."

This project is a win for both LCC and FMFCD. The contracting agency wants to help provide working opportunities for the youth of the Fresno community, and that is just what they are doing. LCC's slogan is "Training Tomorrows Leaders Today," and on this project, FMFCD is helping to fulfil that slogan. The corpsmembers participating on this project are leading the way in natural water conservation, aiding in keeping Fresno a healthy place to live with clean water in our local ponding basins.

## **Courage to Create a Better Future**

Nov 12, 2021

Fresno EOC Poverty Fighters e-newsletter Weblink Source: <u>https://fresnoeoc.org/courage-to-create-a-better-future/</u>



Deoutrie Dodson says he always dreamed of getting a college education. But for many years, it didn't seem likely for this young man. The 27-year old Fresno resident faced a series of hardships. But today, he is just a few weeks away from earning his high school diploma. On top of that, he just received a scholarship to help pay for his college education.

Deoutrie is enrolled at the YouthBuild Charter School of California in Fresno. The school offers students aged 18 to 29 a second chance to earn a high school diploma, free of charge. Deoutrie expects to finish earning all his high school credits in December and then go off to college. He has worked hard to get where he is today, as life has thrown him some devastating setbacks.

Deoutrie's father died when he was a child, and his mother passed away two years ago. He says the tragedy continued as he went to live with his grandmother. "She passed about a month later. So, I was down, like super down. By myself. Literally." The situation grew even more grim when Deoutrie moved in with his auntie, and she also passed away. With nowhere to turn, he ended up on the streets and eventually a homeless shelter. He had some run-ins with the law and says he came to realize he needed to create a better future for himself.





Deoutrie found YouthBuild Charter School of California, a partner of the Fresno EOC Local Conservation Corps (LCC). He has been staying with various friends so he may continue to attend his classes. Deoutrie says this is not his first time attending the program. "I've been here for a while on and off. I struggled. So, obviously, it wasn't a straight path. But I've been coming here since I was 18 or 19 years old."

A few years ago, Deoutrie was enrolled in YouthBuild Charter School of California and was also attending one of LCC's vocational training programs. LCC offers participants paid job training while they earn an education and offers several vocational programs, including conservation, construction, solar, recycling and landscaping. Deoutrie was in the public lands and trail conservation program. Assistant Director of the Fresno EOC Local Conservation Corps, Elisa Sgambellone, said, "The training programs could potentially guide participants into a career and it can also be the starting point. Our goal is that they continue with their education to make themselves that much more competitive and marketable in the workplace."

Deoutrie says he received incredible support from the staff at YouthBuild Charter School of California and Fresno EOC Local Conservation Corps (LCC). He received assistance from LCC staff to get housing at the agency's Sanctuary Transitional Shelter while enrolled there. "It's like a family. They help you with a lot of stuff. And it's not just a school. It's a place where you can learn, grow, and build a future. They actually get hands-on with you. I like it. That's the reason I will graduate from here next month."

Deoutrie is a dedicated student this time around and just won a \$1,000 scholarship which will help him further his education. "I'm going to college. Period. I'm going straight to college right after I graduate." Deoutrie is one of five students nationally who received the Courage Award from the Reaching AtPromise Students Association. The RAPSA Courage Award goes to students who demonstrate courage in overcoming obstacles and pursuing academic excellence.

Despite his struggles, Deoutrie remains determined and optimistic. He says he wants to study biology and has plans to become an anthropologist. The oldest of seven children, Deoutrie eventually hopes to relocate to South Carolina to reunite with his siblings.

### YouthBuild Charter School of California

YouthBuild Charter School of California is a WASC accredited school. Recruitment is ongoing at the school and for Fresno EOC Local Conservation Corps. Students are currently attending in-person classes on campus, with COVID-19 safety requirements in place.

## Earth Day is every day at Fresno EOC Local Conservation Corps

Apr 15, 2022 Fresno EOC Poverty Fighters e-newsletter Weblink Source: <u>https://fresnoeoc.org/earth-day-is-every-day-at-fresno-eoc-local-conservation-corps/</u>



Earth Day is every day at Fresno EOC Local Conservation Corps (LCC). The Recycling Program is one branch of the LCC that recruits corpsmembers yearround to teach them job skills and how to be a steward of our planet. The Recycling Program collects California Redemption Value (CRV) beverage containers, including aluminum cans, plastic, and glass bottles. They also recover electronic waste, tires, and mattresses. These items are recycled to reduce toxic waste, protecting our water sources and the air we breathe.LCC's Recycling Program provides services to businesses, schools, and other locations generating large volumes of beverage containers free of charge. Julio Lopez is the Manager of the Recycling Program. He says corpsmembers can be involved in collecting CRV after events like Fresno State football games or concerts at the Save Mart Center. "Once the concert is over, corpsmembers will go into a section where the audience was and pick up every piece of CRV material they see. They put it in bags, load it in the truck, and bring it back to our base in West Fresno. Half of the money generated by the recycled material goes to Fresno EOC, and the other half goes to the Save Mart Center."



Not only do corpsmembers collect recyclable material, they also help to run a CRV Buyback Center in Friant. Julio says, "The public can redeem their cans and bottles at the center for cash. Corpsmembers are learning job skills and teamwork, with a big focus on customer service. And this process truly makes a difference to our environment." According to CalRecycle, for every 10 pounds of aluminum you recycle, you eliminate 37 pounds of carbon emissions from the air.

Another important part of the corpsmember training involves operating a forklift, a high-demand skill necessary to move the massive amounts of recycled material they collect. Viviana Godinez has been a corpsmember for almost a year and says she has met a lot of people, learned a wide variety of skills, and built up her confidence to try new things. "I received a forklift certification and am enrolled in YouthBuild, which focuses on the construction trade and skills. Plus, I also help with other projects. For example, today I am collecting mattresses for recycling. I am a Child Development major at Fresno State but after this exposure to new opportunities, I may be switching to construction."

Any corpsmember who has not finished high school can attend the on-site YouthBuild Charter School of California (YCSC) to earn their diploma; meanwhile, high school graduates are encouraged to enroll in local college classes. The education and job training are free of charge, and all corpsmembers enrolled in the LCC will be paid while they are training out in the field, but not for time spent in the classroom. Julio says he likes to encourage corpsmembers by sharing the LCC motto, Training tomorrow's leaders today. "That's what we're doing here because all of these young people are potential leaders."

For media inquiries, please contact <u>Claudia.solis@fresnoeoc.org</u>.

#### About Fresno EOC Local Conservation Corps (LCC)

At Fresno EOC LCC, young adults between the ages of 18-26, will have the opportunity to participate in the following vocational training areas, earning \$15 per hour; recycling, solar/weatherization, construction, public lands, and landscaping.

- LCC partners with the Cities and Counties of Fresno and Madera to partner on Amnesty Day collection events for tires and e-waste from residents
- LCC partners with the Mattress Recycling Council on mattress collection events for the public
- LCC partners with the Fresno Metro Flood District to post signage advising residents to not pour oil down flood drains

In addition to developing vocational skills, corpsmembers are required to enroll and progress in an academic program concurrent to their enrollment in LCC's paid skill-building vocational training programs. Corpsmembers lacking a high school diploma enroll in the on-site YouthBuild Charter School of California (YCSC). High school graduates are encouraged to enroll in local college classes. Once enrolled at LCC, corpsmembers can receive an AmeriCorps scholarship, which allows them to earn an education award (college scholarship), up to \$2,300, while serving their community.

<u>Click here</u> for an application to become an LCC corpsmember.

<u>Click here</u> to learn about the LCC's Mental Toughness Orientation.

<u>Click here</u> to learn more about how to recycle your e-waste and CRV with Fresno EOC LCC.

## Fresno EOC Helping You get a Good Night's Sleep with Low- and No-Cost Solutions to Dispose of Your Old Mattress

Jun 27, 2022

Fresno EOC Poverty Fighters e-newsletter Weblink Source: <u>https://fresnoeoc.org/fresno-eoc-helping-you-get-a-good-nights-sleep-mattress-recycling/</u>



Mattresses are big, bulky, and heavy, making them difficult to dispose of. Millions end up in landfills across the country each year or illegally dumped on the side of the road. But getting rid of an old mattress doesn't have to be a nightmare. The non-profit Mattress Recycling Council and Fresno EOC Local Conservation Corps (LCC) are creating easier ways for residents to recycle them at little to no cost.



The first thing to remember is that your retailer is required by law to offer to pick up your old mattress when they deliver your new one. Julio Lopez, Manager of the Fresno EOC Local Conservation Corps Recycling Program, says consumers should know, "When you buy your mattress and your box spring, a recycling fee is added. So, the retailer who is delivering that item must offer to pick up your old mattress at no cost and get rid of it for you. A lot of people don't know that."

If that is not an option for you, LCC can help. As a participating collection site in the Mattress Recycling Council's Bye Bye Mattress program, LCC can accept your mattress, futon mattress, and box spring at no cost. "We get mattresses dropped off here on a daily basis. Sometimes we get up to 12 a day. People can drop them off at our recycling center in southwest Fresno, free of charge."

Another option is to contact LCC to arrange a pick-up at your home if you live in Fresno County. There is a small fee of \$25 for a mattress or box spring, or \$40 for both. Julio says, "Our corps members can go to your home, but they cannot go inside due to COVID-19 restrictions. So, you will have to take the mattress to your front yard." In addition, corps members cannot pick up excessively wet or damaged mattresses, waterbeds, or air mattresses.

More than 75% of a mattress can be recycled. The foam and quilting from a mattress can become carpet underlay, the steel from the coils can be used to make appliances, and the wood can be repurposed as fuel.

The Local Conservation Corps also helps young people prepare to be competitive in the job market. Corps member Joshua Quiroz says he came to the LCC for work experience. "After working in the fast-food industry for about two years, I just needed to move on with my life and find a better job. I was told by a friend that he came here and they gave him opportunities and benefits. It also allows me the flexibility I need to attend Fresno City College." LCC corps members are trained to safely pick up your unwanted mattresses and turn them in for recycling. Julio says about 125 to 130 well-stacked mattresses fit in a 53-foot trailer and it is strenuous work, but corps members are prepared. "We provide all of our corps members with training on how to pick up those items. We provide them with safety equipment including boots, goggles, gloves, masks, and back braces so they can do their job safely."

Julio says corps members also work on mattress collection events. "So for example, there'll be a cleanup event in Fresno County where the Mattress Recycling Council will hire a crew from the Local Conservation Corps for their daylong event. They'll have a 53- foot trailer and three to four corps members along with their supervisor will work on loading all of those incoming mattresses."

Corps members who work in the Recycling Program will also have opportunities to learn about recycling CRV (beverage containers), tires, and e-waste. Joshua says, "It's a great program if you want to learn something new. I am forklift certified. I am in the Recycling Program mainly, so I know my way around and I enjoy going out when we have collection events on the weekends. But they have all kinds of things here. You know, if you want to figure out what you're good at, come here and they'll show you the way."

Mattress Drop-Off location

LCC Base and Sorting Facility, 1805 E. California Ave., Fresno

(Monday-Friday from 8am to 5pm)

Arrange a Mattress Pickup

Call the LCC Recycling Center at (559) 264-1048

Click here for an application to become an LCC corps member.



### B. Education and Outreach Materials



RCL 35 Education Commencement Ceremony Class of 2022 YouthBuild Charter School of California June 24, 2022



Assemblymember Dr. Joaquin Arambula in attendance













## Charter School of California-Fresno

## GRADUATION





## **IPM - 3PM**

SANCTUARY THEATER 2336 CALAVERAS ST

FRESNO, CA 93721

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# ANNUAL REPORT

Helping people, changing lives



Page 136 of 241

## "

It's like a family. They help you with a lot of stuff. And it's not just a school. **It's a place** where you can learn, grow, and build a future. They actually get hands-on with you. I like it. That's the reason I will graduate from here next month.

Deoutrie Dodson, YouthBuild Charter School of California December 2021 graduate

### Recycling

The Local Conservation Corps (LCC) Recycling program resumed services to local businesses and schools with California reopening in June 2021. In addition, in partnership with the Fresno Flood Control District, LCC placed 80 plastic marker signs on storm drains to discourage residents from illegally pouring oil in the drains. LCC also collaborated with the Mattress Council to start a mattress recycling program alongside community cleanup events in the City of Reedley, Fresno, and Laton. As a result, our West Fresno campus became a drop-off site.

### **Public Lands**

Public Land crews continued work on local, state, and federal lands, including:

- Landscaping on properties belonging to Fresno EOC, City of Fresno Redevelopment Agency, and the Superior Court which is Fresno County property.
- Maintenance on properties including Millerton Lake and the San Joaquin River Gorge.
- Partnered with the Fresno Workforce Investment Board (WIB) and Reedley College on the Central Valley Forestry Corps in an effort to clean up the forest to prevent forest fires.

### YouthBuild

YouthBuild AmeriCorps filled 99% of its education award slots. In addition, YouthBuild staff and corpsmembers participated in

a Northern California Laborer's training and received these certifications: OSHA 10, First Aid/ CPR, Traffic Control, and Confined Spaces.

## YouthBuild Charter School of California (YCSC)

For the 2020-2021 academic year, the school provided laptops and hotspots for students to complete online academic assignments while distance learning.

YCSC at LCC held its first inperson graduation celebration in two years. **Sixteen graduates** were honored.

For the 2021-2022 academic year, YCSC students and staff returned to in-person classes at the LCC as of August 9, 2021, with COVID-19 safety protocols in place.

### Local Conservation Corps



25	Corpsmembers received chainsaw certification
25	Corpsmembers received OSHA 10 certification
48	Corpsmembers received First Aid/CPR certification
26	Corpsmembers received Forklift certification



## PAID JOB SKILLS TRAINING

LCC provides young adults (ages 18-26) with paid job training and educational opportunities (unpaid):

#### Hourly Rate starting at \$16 per hour

- ✓ Recycling
- ✓ Construction/Healthcare
- Public Lands/Forestry/Landscaping
- ✓ Solar/Weatherization
- ✓ YB Charter High School (High School Diploma, ages 18-29)
- Chance to earn an AmeriCorps Educational Scholarship for up to \$2300 per year
- Receive First Aid/CPR certification
- Receive Forklift certification

### ELIGIBILITY

- ✓ 18-26 years old
- 12-month paid training program
- Once hired, must actively attend school (YCSC high school, college, or trade school)



#### **Apply Now!**

FresnoEOC.org/LCC 1805 E. California Avenue Fresno, CA 93706 (559) 264-1048







This program is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.



### CAPACITACIÓN REMUNERADA EN HABILIDADES LABORALES

LCC le ofrece a los adultos jóvenes (de 18 a 26 años) capacitación laboral pagada y oportunidades educativas (sin paga) en:

#### Tarifa por hora desde \$16 por hora

- ✓ Reciclaje
- Construcción/Salud
- Tierras públicas/Silvicultura/Paisajismo
- Solar/Climatización
- YB Charter High School (diploma de escuela secundaria, edades 18-29)
- Oportunidad de obtener una beca educativa de AmeriCorps de hasta \$2300 por año
- ✓ Reciba la certificación de Primeros Auxilios/RCP
- Reciba la certificación de montacargas

### **ELIGIBILIDAD**

- ✓ Entre 18-26 años de edad
- ✓ Programa de capacitación remunerado de 12 meses
- Al ser contratado, debe asistir activamente a la escuela (YCSC escuela secundaria, universidad o escuela vocacional)









### ¡Aplique ya!

FresnoEOC.org/LCC 1805 E. California Avenue Fresno, CA 93706 (559) 264-1048 Este programa es un empleador/programa que ofrece igualdad de oportunidades. Ayudas y servicios auxiliares están disponibles bajo petición para personas con discapacidades.





### Apply: fresnoeoc.org/lcc



Local Conservation Corps







**Recruitment & Outreach** 









		HOW MANY ATTENDED
DATE:	EVENT	
7/11/20	Fresno EOC/Local Conservation Corps NYC Community Food Distribution	1 Staff 2 Corpsmembers
8/01/20	Fresno EOC/Local Conservation Corps NYC Community Food Distribution	1 Staff 6 Corpsmembers
8/15/20	EOC/Local Conservation Corps & West Fresno Family Resource Centers' 18th Annual Back To School Drive By School Supply Distribution	1 Staff 3 Corpsmembers
9/12/20	Fresno EOC/Local Conservation Corps NYC Community Food Distribution	1 Staff
10/03/20	Fresno EOC/Local Conservation Corps NYC Community Food Distribution	1 Staff 5 Corpsmembers
10/22/20	Fresno EOC/Local Conservation Corps & Anthem Blue Cross Community Flu Shot Clinic (Drive Thru)	1 Staff 3 Corpsmembers
10/24/20	City of Fresno/Hanoian's Market Waste Tire Amnesty	3 Staff 2 Corpsmembers
10/29/20	Fresno EOC/Local Conservation Corps & Anthem Blue Cross Community Flu Shot Clinic (Drive Thru)	1 Staff 3 Corpsmembers
11/12/20	Fresno EOC/Local Conservation Corps & Anthem Blue Cross Community Flu Shot Clinic (Drive Thru)	1 Staff 3 Corpsmembers
11/24/20	Fresno EOC/Local Conservation Corps & Anthem Blue Cross Community Flu Shot Clinic (Drive Thru)	1 Staff 3 Corpsmembers
12/05/20	Kings County Community Clean Up Event- Armona/Stratford/Mattress Recycling	2 Staff 3 Corpsmembers
12/05/20	Fresno EOC/Local Conservation Corps NYC Community Food Distribution	1 Staff 3 Corpsmembers
12/12/20	County of Madera/Oakhurst Waste Tire Amnesty	3 Staff 2 Corpsmembers

DATE:	EVENT	HOW MANY ATTENDED
1/09/21	Fresno EOC/Local Conservation Corps NYC Community Food Distribution	1 Staff 5 Corpsmembers
2/06/21	Fresno EOC/Local Conservation Corps NYC Community Food Distribution	1 Staff 8 Corpsmembers
2/06/21	Mattress Council-Minarets High School Senior Legacy Experience Non-Hazardous Household Waste Disposal Drop Off Event/Mattresses, Waste tires and E-waste Recycling Services	2 Staff 3 Corpsmembers
2/202/21	Mattress Recycling Council-Riverdale Community Clean Up Day/Mattresses Recycling Services	4 Staff 5 Corpsmembers
2/27/21	Mattress Recycling Council/Fresno YES! Student Environmental Justice Program Community Clean Up Day/Mattresses, Waste tires and E-waste Recycling Services	2 Staff 3 Corpsmembers
2/27/21	City of Fresno-Target Shopping Center (Shields Ave.) Waste Tire Amnesty	1 Staff 2 Corpsmembers
3/06/21	Fresno EOC/Local Conservation Corps NYC Community Food Distribution	1 Staff 1 Corpsmembers
4/10/21	Fresno EOC/Local Conservation Corps NYC Community Food Distribution	1 Staff 13 Corpsmembers
5/01/21	Fresno EOC/Local Conservation Corps NYC Community Food Distribution	1 Staff 4 Corpsmembers
5/01/21	Mattress Council-City of Reedley's Free Residential Community Spring Clean-up Event/Mattress Recycling Services	2 Staff 3 Corpsmembers
5/08/21	City of Fresno/Chandler Airport Waste Tire Amnesty Event	1 Staff 2 Corpsmembers
5/15/21	Mattress Council-County of Madera Free Electronic Waste Recycling at Liberty High School Event/Mattress Recycling Services	1 Staff 1 Corpsmembers
6/05/21	Fresno EOC/Local Conservation Corps NYC Community Food Distribution	1 Staff 1 Corpsmember
7/10/21	Fresno EOC/Local Conservation Corps NYC Community Food Distribution	1 Staff 1 Corpsmember
7/24/21	African American Coalition & St. Rest Baptist Church "We Are Family" Community Wide Event/Recycling Services and LCC Outreach/Recruitment	1 Staff 2 Corpsmembers
8/04/21	Central Star Teammates Wraparound Back To School Resource Fair/LCC Outreach & Recruitment	2 Staff 1 Corpsmember
8/07/21	Fresno EOC/Local Conservation Corps NYC Community Food Distribution	1 Staff 4 Corpsmembers
8/07/21	West Fresno Family Resource Center 2021 Back To School Youth Explosion/LCC Outreach & Recruitment	2 Staff 4 Corpsmembers
8/27/21	Lamonica & Veterans Memorial Stadiums "Buchanan and Clovis High School Football Games"/Recycling Services	1 Staff 3 Corpsmembers
8/28/21	California State University, Fresno Football Game Tailgate and Stadium Clean Up/Recycling Services	5 Staff 17 Corpsmembers
8/28/21 – 829/21	Save Mart Center "Professional Bull Riding"/Recycling Services	1 Staff 3 Corpsmembers
9/10/21	Lamonica & Veterans Memorial Stadiums "Buchanan and Clovis High School Football Games"/Recycling Services	1 Staff 2 Corpsmembers

DATE:	EVENT	HOW MANY ATTENDED
9/11/21	Fresno EOC/Local Conservation Corps NYC Community Food	1 Staff
of the	Distribution	3 Corpsmembers
9/11/21	California State University, Fresno Football Game Tailgate and	4 Staff
	Stadium Clean Up/Recycling Services	10 Corpsmembers
9/12/21	Save Mart Center "Alejandro Fernandez Concert"/Recycling	1 Staff
	Services	4 Corpsmembers
10/01/21	Save Mart Center "Gabriel Iglesias Concert"/Recycling Services	1 Staff
		4 Corpsmembers
10/01/21	Veterans Memorial Stadiums "Buchanan High School Football	1 Staff
	Game"/Recycling Services	4 Corpsmembers
10/02/21	Fresno EOC/Local Conservation Corps NYC Community Food	1 Staff
	Distribution	2 Corpsmembers
10/09/21	Mattress Council-Kingsburg Community Clean UP Mid Valley	1 Staff
	Disposal/ Mattress Recycling Services	3 Corpsmembers
10/09/21	Save Mart Center "WWE Supershow"/Recycling Services	1 Staff
		4 Corpsmembers
10/15/21	Save Mart Center "Luke Brian Concert"/Recycling Services	1 Staff
		5 Corpsmembers
10/16/21	Mattress Council-Laton Fall Community Clean Up	2 Staff
	Event/Mattress Recycling	3 Corpsmembers
10/16/21	Save Mart Center "System of a Down Russian	1 Staff
	Concert"/Recycling Services	5 Corpsmembers
10/23/21	California State University, Fresno Football Game Tailgate and	3 Staff
	Stadium Clean Up/Recycling Services	13 Corpsmembers
10/30/21	Mattress Council-City of Reedley Fall-Up Event/Mattress	1 Staff
	Recycling Services	2 Corpsmembers
11/06/21	Fresno EOC/Local Conservation Corps NYC Community Food	1 Staff
	Distribution	2 Corpsmembers
11/06/21	California State University, Fresno Football Game Tailgate and	3 Staff
	Stadium Clean Up/Recycling Services	13 Corpsmembers
11/13/21	California State University, Fresno Football Game Tailgate and	3 Staff
	Stadium Clean Up/Recycling Services	13 Corpsmembers
11/19/21	Save Mart Center "Banda MS Concert"/Recycling Services	1 Staff
		3 Corpsmembers
12/04/21	Fresno EOC/Local Conservation Corps NYC Community Food	2 Staff
	Distribution	4 Corpsmembers
12/03/21	Save Mart Center "Tyler Braden Concert"/Recycling Services	2 Staff
		6 Corpsmembers
12/9/21	Save Mart Center "Foo Fighters Concert"/Recycling Services	2 Staff
		5 Corpsmembers
12/12/21	Save Mart Center "Christian Nodal Concert"/Recycling Services	2 Staff
		6 Corpsmembers

DATE:	EVENT	HOW MANY ATTENDED
1/08/22	Fresno EOC/Local Conservation Corps NYC Community Food	1 Staff
_,,	Distribution	1 Corpsmember
1/20/22	Save Mart Center "Jojo Siwa D.R.E.A.M. Tour Concert"/Recycling	1 Staff
	Services	3 Corpsmembers
2/04/22	Mattress Council-Rice Road Transfer Station/Mattress Recycling	1 Staff
	Services	3 Corpsmembers
2/05/22	Fresno EOC/Local Conservation Corps NYC Community Food Distribution	1 Staff 2 Community Members
2/11/22	Mattress Council-Rice Road Transfer Station/Mattress Recycling Services	1 Staff 3 Corpsmembers
2/17/22	Save Mart Center "Toby Mac Tour Concert"/Recycling Services	1 Staff
2/11/22	Save mart center Toby mac rour concert / recycling cervices	3 Corpsmembers
2/25/22	Save Mart Center "Ana Gabriel Concert"/Recycling Services	1 Staff
2/23/22		5 Corpsmembers
3/04/22	Save Mart Center "Top Rank Boxing Ramirez vs. Pedraza"/Recycling	1 Staff
5/04/22	Services	5 Corpsmembers
3/05/22	Fresno EOC/Local Conservation Corps NYC Community Food	1 Staff
5/05/22	Distribution	5 Corpsmembers
3/05/22	Save Mart Center "Pancho Barraza Concert"/Recycling Services	1 Staff
0/00/22		5 Corpsmembers
3/15/22	State Assemblymember Dr. Joaquin Arambula "Community Resource	4 Staff
0/10/22	Fair, Flu Clinic ad COVID19 Vaccine Event/LCC Recruitment Booth	2 Corpsmembers
3/19/22	Save Mart Center "PBR Pendleton Whisky Velocity Tour"/Recycling	1 Staff
3/20/22	Services	5 Corpsmembers
3/26/22	West Fresno Family Resource Multicultural Celebration and Block Party at Center Mary Ella Brown Community Center/LCC Recruitment Booth	1 Staff
4/01/22 -	Save Mart Center "Monster Jam"/Recycling Services	3 Supervisors
4/03/22		7 Corpsmembers
4/02/22	Fresno EOC/Local Conservation Corps NYC Community Food	1 Staff
1/02/22	Distribution	2 Corpsmembers
4/07/22	Mattress Council-Rice Road Transfer Station/Mattress Recycling	2 Staff
., ,	Services	3 Corpsmembers
4/07/22	Save Mart Center "Blippi The Musical"/Recycling Services	1 Staff
., ,	, , , ,	5 Corpsmembers
4/08/22	Save Mart Center "Jo Koy Funny is Funny World Tour"/Recycling	1 Staff
.,,	Services	5 Corpsmembers
4/09/22	City of Fresno/Chandler Airport Waste Tire Amnesty Event	1 Staff
-,,		2 Corpsmembers
4/09/22	Mattress Council - City of Reedley Spring Clean-up Event/Mattress	1 Staff
, ,	Recycling Services	4 Corpsmembers
4/14/22	Mattress Council-Rice Road Transfer Station/Mattress Recycling	1 Staff
	Services	5 Corpsmembers
4/15/22	Save Mart Center "Rauw Alejandro Concert"/Recycling Services	1 Staff
, ,		4 Corpsmembers
4/16/22	West Fresno Family Resource Center "Earth Day Celebration"/LCC Recruitment Booth	1 Staff

DATE:	EVENT	HOW MANY ATTENDED	
DAIL	Services	2 Corpsmembers	
4/22/22	Fresno County Job & Resource Fair/LCC Recruitment Booth	2 Staff	
4/23/22	Fresno EOC Head Start Annual Father Conference/LCC Recruitment Booth	2 Staff	
4/23/22	West Fresno Family Resource Center "Fiesta de Lowell Block Party"/LCC Recruitment Booth	2 Staff	
4/23/22	Save Mart Center "Ladies Night Out Concert"/Recycling Services	2 Staff 7 Corpsmembers	
4/28/22	Mattress Council-Rice Road Transfer Station/Mattress Recycling Services	1 Staff 4 Corpsmembers	
4/29/22	Save Mart Center "Ricardo Arjona Concert"/Recycling Services	1 Staff 6 Corpsmembers	
4/30/22	Mattress Council- 2022 Sanger/Mid Valley Disposal Spring Clean Up Event /Mattress Recycling Services	4 Corpsmembers 1 Staff	
4/29/22 - 5/01/22	California State University, Fresno, 2020 Vintage Days/LCC Recruitment Booth	5 Staff	
5/05/22	Mattress Council-Rice Road Transfer Station/Mattress Recycling Services	2 Staff 2 Corpsmembers	
5/06/66	Save Mart Center "For King & Country What Are We Waiting For? Concert"/Recycling Services	2 Staff 5 Corpsmembers	
5/07/22	Save Mart Center "Ay Amor! Serenata Pa'l Corazón Mariachi Festival"/Recycling Services	2 Staff 6 Corpsmembers	
5/07/22	Fresno EOC/Local Conservation Corps NYC Community Food Distribution	1 Staff 3 Corpsmembers	
5/12/22	Mattress Council-Rice Road Transfer Station/Mattress Recycling Services	1 Staff 5 Corpsmembers	
5/13/22	Fresno EOC 8th Annual Clinic Day/LCC Recruitment Booth	2 Staff	
5/13/22	Save Mart Center "Bill Burr Slight Return Tour"/Recycling Services	1 Staff 4 Corpsmembers	
5/14/22	Fresno County/Auberry Waste Tire Amnesty Event	1 Staff 4 Corpsmembers	
5/16/22	Save Mart Center "Pearl Jam 2022"/Recycling Services	2 Staff 6 Corpsmembers	
5/19/22	Mattress Council-Rice Road Transfer Station/Mattress Recycling Services	1 Staff 1 Corpsmember	
5/19/22	Norseman Elementary School Open House/LCC Recruitment Booth	2 Staff	
5/21/22	Fresno County Perinatal Equity Initiative "For Birth Justice Fresno" Launch Party/POPS Recruitment Booth	2 Staff	
5/26/22	Mattress Council-Rice Road Transfer Station/Mattress Recycling Services	2 Staff 2 Corpsmembers	
5/24/22	Fresno EOC Job Fair/LCC Recruitment Booth	2 Staff	
5/31/22	Save Mart Center "New Kids On The Block Mix Tape Tour 2022"/Recycling Services	1 Staff 6 Corpsmembers	
6/02/22	Mattress Council-Rice Road Transfer Station/Mattress Recycling	1 Staff 4 Corpsmembers	

		HOW MANY ATTENDED
DATE:	EVENT	
	Services	1.01.55
6/09/22	Mattress Council-Rice Road Transfer Station/Mattress Recycling Services	1 Staff 5 Corpsmembers
6/11/22	Save Mart Center "Carin Leon En Concierto/Recycling Services	1 Staff 5 Corpsmembers
6/16/22	Mattress Council-Rice Road Transfer Station/Mattress Recycling Services	1 Staff 5 Corpsmembers
6/17/22	Save Mart Center Latin Legends: WAR 50th Year Anniversary Concert"/Recycling Services	1 Staff 6 Corpsmembers
6/22/22	Central Star Teammates Wraparound "Family Resource Fair & Family Fun Day/Recruitment Booth	2 Staff
6/22/22	Bringing Broken Neighborhoods Back to Life "Good Times are Back Community Block Party – Frank H. Ball Park" - Corpsmembers assist vendors with the organization of booths, carrying boxes of booth materials and tables. During the event, corpsmembers survey the area picking up trash and ensuring that appropriate containers are recycled. Corpsmembers serve free sno-cones, popcorn, helping with food distributions, clothing drives and/or distributions, face painting, etc. Clean up at the end of each event.	1 Staff 4Corpsmembers
6/23/22	Mattress Council-Rice Road Transfer Station/Mattress Recycling Services	1 Staff 4 Corpsmembers
6/29/22	Bringing Broken Neighborhoods Back to Life "Good Times are Back Community Block Party – Frank H. Ball Park" - Corpsmembers assist vendors with the organization of booths, carrying boxes of booth materials and tables. During the event, corpsmembers survey the area picking up trash and ensuring that appropriate containers are recycled. Corpsmembers serve free sno-cones, popcorn, helping with food distributions, clothing drives and/or distributions, face painting, etc. Clean up at the end of each event.	1 Staff 4Corpsmembers
6/30/22	Mattress Council-Rice Road Transfer Station/Mattress Recycling Services	1 Staff 4 Corpsmembers



# C. List of Subcontractors



The following vendors provided services under the RCL 35 grant as subcontractors:

Vendor	Service
Securitas	Building Security after hours (portion of invoice
	allocated to Recycling and other LCC programs)
H & M Janitorial	Janitorial Services after hours (portion of invoice
	allocated to Recycling and other LCC programs)
Northern California Joint Apprenticeship	HazWopper and OSHA 10 Training
Laborer's Union	
DSE Consulting	Substance Abuse Education Services for Recycling
	Corpsmembers
Alert Medical Services	First Aid/CPR Training for Recycling
	Corpsmembers
Grainger	Purchase of recycling bags and equipment
DelRey Tire	Recycling Vehicle Repair
A-1 Auto	Smog of LCC vehicle fleet and occasional repair
Pioneer Equipment	Maintenance of LCC Kubota utility vehicles
Resource Equipment	Maintenance of LCC Conveyor Belt and Dens-A-
	Can
Verizon	GPS Tracking System
Dr. Louis Chu	Buyback Database maintenance program
West Coast Rubber	Onsite Trailer for tire storage
Orkin	Pest Control
US Bank Equipment	Copier Lease
Bamboo HR	Corpsmember Data Tracking
EASI Computer System	Buyback
Cintas Inc	Uniform Rentals
Cromer Equipment	Forklift Maintenance Service
Ry-Den Truck Rental	Truck Repair
La Notte Refrigerator	HVAC maintenance
Al-Britten	Plumbing Service



# D. Photos of Capital Expenses\* and Vehicle Inventory

\*No Capital expenses for RCL 35

<b>ERVATION CORPS - RECYCLING VEHICLE LISTING</b>	AS OF JUNE 30, 2022
FRESNO EOC LOCAL CONSERVATION CORPS	AS OF

	Vehicle #	Program	Year	Make	Model	Vin #	Lic. Plate #	Coverage	Model	FUEL TYPE	Insurance
-	13	Recycling	1995	GMC	C6H092 T	1GDG6H1J7SJ512642	1028084	2 million	BOX TRUCK	Diesel	FULL COVERAGE
9	39	Recycling	2007	Isuzu	Box Truck	JALC4B16777007527	108959	2 million	BOX TRUCK	Diesel	FULL COVERAGE
13	New 52	Recycling	2012	Ford	Escape	1FMCU0D7XCKA36131	1332159	2 million	CAR-SUV	Gas	FULL COVERAGE
14	53	Recycling	2010	Tovota	Prius	JTDKN3DU7A0011717	1284910	2 million	Car	Gas	FULL COVERAGE
15	54	Recycling	2007	lsuzu	NPR	JALC4J16477015336	1224265	2 million	STAKE BODY	Diesel	FULL COVERAGE
16	55	Recycling	2007	Isuzu	NPR	JALC4J16X77006544	1224266	2 million	STAKE BODY	Diesel	FULL COVERAGE
17	57	Recycling	2007	Isuzu	NPR	4KLC4J 1U98J801931	1353463	2 million	STAKE BODY	Gas	FULL COVERAGE
18	58	Recycling	2010	Chevy	EX VAN	1GNZGRDG0A1150255	1339934	2 million	VAN	Gas	FULL COVERAGE
19	59	Recycling	2011	Chevy	SILV 1500	1GCRKPEA3BZ108090	1368469	2 million	PICK UP	Gas	FULL COVERAGE
20	60	Recycling	2011	Chevy	Colorado	1GCDSCF9XB8109752	1368468	2 million	PICK UP	Gas	FULL COVERAGE
25	65	Recycling	2016	Izuzu	NPR	JALC4J16XG7002896	1332205	2 million	STAKE BODY	Diesel	FULL COVERAGE
26	66 *NEW	Recycling	2018	Izuzu	NPR-HD	JALC4J164J7009253	1502405	2 million	STAKE BODY	Diesel	FULL COVERAGE
27	67	Recycling	2018	Ford	F150	1FTEW1CP7JKF41538	1466653		PICK UP	Gas	FULL COVERAGE
28	68	Recycling	2018	Ford	F150	1FTEW1CP8JKF36719	1466652		PICK UP	Gas	FULL COVERAGE
29	69	Recycling	2019	Izuzu	Box Truck	JALC4J16XK7009033	1504431		BOX TRUCK		

*replaced 56 - 2016 accident	#16 cent to auction january 2021

	16	Doculina	1000	Lino	Truck		1011007	o million		Dissol	
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#### FINANCE COMMITTEE MEETING Wednesday, September 14th, 2022 5:00p.m.

## MINUTES

## 1. CALL TO ORDER

Charles Garabedian, called the meeting to order at 5:03pm.

## 2. ROLL CALL

Roll was called and a quorum was established.

COMMITTEE MEMBERS	PRESENT	STAFF
Charles Garabedian	<b>1</b>	Jim Rodriguez
(Committee Chair)	•	JIII Rounguez
Alysia Bonner	$\checkmark$	Steve Warnes
James Martinez	$\checkmark$	Misty Gattie-Blanco
Linda Hayes		Jay Zapata
Zina Brown- Jenkins	$\checkmark$	Michelle Tutunjian
Itzi Robles		Thomas Dulin
Alena Pacheco	$\checkmark$	Jack Lazzarini

## 3. APPROVAL OF MINUTES

A. August 16th, 2022, Finance Committee Minutes

Public comment: None heard.

### Motion by: Bonner Second by: Brown-Jenkins Ayes: Bonner, Brown-Jenkins, Garabedian, Pacheco, Martinez Nayes: None heard

## 4. FINANCIAL REPORTS: July 2022

- A. Agency Financial Statements
- B. Head Start Financial status report:

Jim Rodriguez, Chief Financial Officer: provided information on the Revenues and Support including in-kind revenue from January through July 2022 totaled \$77,533,692. Also presented was the balance sheet with assets of \$64,451,388 and liabilities balances of \$34,304,579 and the Funds Balance at \$30,146,810.

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Public comment: None heard.

Motion by: Martinez Second by: Brown-Jenkins Ayes: Bonner, Garabedian, Brown-Jenkins, Pacheco, Martinez Nayes: None heard

## 5. GIFT CARD POLICY



Jim Rodriguez, Chief Financial Officer: Presented the new Gift Cards Policy along with its guidelines. To ensure that all gift cards received and distributed through the Agency and its programs are maintained in a manner that protect the asset as a negotiable item.

Public comment: None heard.

Motion by: Bonner Second by: Martinez Ayes: Bonner, Garabedian, Brown-Jenkins, Pacheco, Martinez Nayes: None heard

## 6. Non-Competitive Procurement

Jim Rodriguez, Chief Financial Officer: Gave the Committee members information on the three Non-Competitive Procurement. Advance Peace is at \$115,200 per year for consulting services, Sanctuary and Support Services had an emergency in the bathroom plumbing issues that occurred in the upstairs units, with the amount of repairs totaling \$92,675. Save Mart Supermarket Gift Cards at \$293,500 for the CARES money through CSBG funding.

Public comment: None heard

No action required.

#### 7. HEALTH INSURANCE REPORT

Steve Warnes, Assistant Finance Director, presented the Health Insurance Report through seven months in from July 2022. In the beginning of the year a fund balance started with \$3.9 million and YTD of \$4,663,145. Agency Contributions are declined from April 2022 to July \$4,888,986 due to Program staff vacancies.

Public comment: None heard

No action required.

#### 8. VARIANCE REPORT:

Misty Gattie-Blanco, Director of Sanctuary answered questions on the Variance Report highlighting the LGBTQ+ Resource Center: Two contracts were extended through September 2022 and are currently underspent. Central Valley Against Human Trafficking: One contract received a 12-months no-cost extension to continue operations with cost savings, Remaining contracts are on track with spending. Homeless Services: Is underspent due lack of clients and has been approved by the Board of Commissioners to be voluntarily reallocated at the end of September 2022.

Public comment: None heard

No action required.

## 9. OTHER BUSINESS

Public comment: None heard

No action required.

#### 10. PUBLIC COMMENTS

Jim Rodriguez: Chief Financial Officer, Welcomed Jay Zapata as the new Director of Finance of Fresno EOC.

Michelle Tutunjian: Chief Operating Officer, shared information on the Transit Department and Food Services solar farm project. Overall, Committee members were supportive of the solar project concept, as shared, understanding it was a benefit of land usage and energy efficiency towards long term saving goals. A formal project presentation will follow at the next Finance Committee Meeting.

No public comments at this time.

#### 11. ADJOURNMENT

Garabedian adjourned meeting at 5:59PM

Respectfully submitted,

Charles Garabedian Committee Chair



Date: October 26, 2022	Program: Finance
Agenda Item #: 9E2	Director: N/A
Subject: Financial Reports – August	Officer: Jim Rodriguez
2022	

## **Recommended Action**

The Finance Committee recommends approval for full Board consideration of the interim consolidated financial statements as of Year-to-Date August 2022 as well as approval of the financial status report for the Head Start 0-5 program as of Year-to-Date August 2022.

# Background

In accordance with the Agency's bylaws, the Finance Committee shall advise in the preparation and administration of the operating budget and oversee the administration, collection, and disbursement of the financial resources of the organization. Additionally, the Treasurer is to ensure the commissioners understand the financial situation of the organization, which includes ensuring that financial statements for each month are available for each meeting of the Board of Commissioners. Monthly financials for Fresno EOC (consolidated) and for Head Start are provided for review and acceptance.

# **Fiscal Impact**

(A) Agency Statement of Activities and Statement of Financial Position:

As of August 31, 2022, the Agency had preliminary revenue of \$67,361,827 million, including \$23.3 million of in-kind contributions, and net operating loss of \$523,215. The agency is using its unrestricted net assets to fund current operations. In comparison, the Agency had revenue of \$69,374,236 million including in-kind of \$21.5 million as of the corresponding period of the preceding year.

(B) Head Start 0-5 Financial Status Report as of Year-to-Date August 31, 2022. This also represented in the following percentages.

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	% of	
Program Area	budget	Notes
Head Start – Basic	57%	Personnel is underspent due to unfilled positions
Head Start – Training & Technical Assistance (T&TA)	25%	Training planned for later this year

Program Area	% of budget	Notes
Duration	1%	\$6,546 spent year-to-date activity recorded.
Early Head Start – Basic	32%	Personnel is underspent due to unfilled positions.
Early Head Start – T&TA	7%	Training planned for later this year

# Conclusion

Acceptance of these financials by the Board documents the Board's oversight over the financial operations of Fresno EOC. This is part of the Board's fiduciary duty.

#### FRESNO ECONOMIC OPPORTUNITIES COMMISSION STATEMENT OF ACTIVITIES For The Eighth Month Period Ended August 31, 2022 and 2021

	Α	В		A - B	С		D	B - D
	BUDGET	ACTUAL		BUDGET	ACTUAL		ACTUAL	ACTUAL
	JAN - DEC	AUGUST	Г	BALANCE	JAN - DEC		AUGUST	2022 vs 2021
	2022	2022		REMAINING	2021		2021	Differences
REVENUES AND SUPPORT								
GRANT REVENUE	\$ 89,274,925	\$ 49,752,819	56%	\$ 39,522,106	75,775,853	\$	50,976,036	(1,223,217)
GRANT REVENUE - LENDING CAPITAL	-	-		-	0		-	-
CHARGES FOR SERVICES	19,602,250	14,211,297	72%	5,390,953	19,289,932		14,059,130	152,167
OTHER PROGRAM REVENUE	2,854,250	2,175,637	76%	678,613	2,646,283		1,977,139	198,497
CONTRIBUTIONS	371,450	148,647	40%	222,803	473,779		262,150	(113,503)
MISCELLANEOUS INCOME	414,350	117,489	28%	296,861	467,114		147,111	(29,622)
INTEREST & INVESTMENT INCOME	82,650	27,349	33%	55,301	91,840		60,619	(33,270)
AFFILIATE INTEREST INCOME	1,400,100	642,607	46%	757,493	1,114,397		705,886	(63,278)
RENTAL INCOME	330,650	285,982	86%	44,668	392,181		186,165	99,817
TOTAL CASH REVENUE	\$ 114,330,625	\$ 67,361,827	59%	\$ 46,968,798	\$ 100,251,379	\$	68,374,236	(1,012,409)
IN KIND REVENUE	\$ 39,041,040	\$ 23,336,407	60%	\$ 15,704,633	30,398,113	\$	21,550,494	1,785,912
TOTAL REVENUE & SUPPORT	153,371,665	90,698,234	59%	62,673,431	130,649,492		89,924,730	773,503
EXPENDITURES								
PERSONNEL COSTS	\$ 69,972,550	\$ 41,594,786	59%	\$28,377,764	61,148,294	\$	40,686,712	908,074
ADMIN SERVICES	7,040,225	3,868,845	55%	3,171,380	5,456,405	Ŷ	3,945,546	(76,701)
PROFESSIONAL SERVICES - AUDIT	0	0	0%	0	45,995		16,022	(16,022)
CONTRACT SERVICES	11,240,600	6,496,537	58%	4,744,063	7,769,507		5,889,648	606,888
FACILITY COSTS	6,093,175	3,838,886	63%	2,254,289	5,214,789		3,686,791	152,096
TRAVEL, MILEAGE, VEHICLE COSTS	1,772,345	1,997,922	113%	(225,577)	2,037,010		1,255,408	742,515
EQUIPMENT COSTS	946,775	1,061,349	112%	(114,574)	3,296,566		830,018	231,331
DEPRECIATION - AGENCY FUNDED	250,000	147,503	59%	102,497	249,442		184,938	(37,436)
OFFICE EXPENSE	3,129,400	1,861,733	59%	1,267,667	2,777,036		1,905,105	(43,372)
INSURANCE	755,250	539,655	71%	215,595	766,989		507,447	32,209
PROGRAM SUPPLIES & CLIENT COSTS	10,905,750	5,907,058	54%	4,998,692	8,566,603		6,007,387	(100,328)
INTEREST EXPENSE	267,900	218,944	82%	48,956	309,116		162,247	56,697
OTHER COSTS	994,600	351,825	35%	642,776	349,447		149,439	202,386
TOTAL CASH EXPENDITURES	\$ 113,368,570	\$ 67,885,042	60%	\$ 45,483,528	97,987,199	\$	65,226,706	2,658,336
IN KIND EXPENSES	\$ 39,041,040	\$ 23,336,407	60%	\$ 15,704,633	\$ 30,398,113	\$	21,550,494	1,785,912
TOTAL EXPENDITURES	152,409,610	91,221,449	60%	61,188,161	128,385,312		86,777,200	4,444,249
OPERATING SURPLUS (DEFICIT)	\$ 962,055	\$ (523,215)		\$ 1,485,270	\$ 2,264,180	\$	3,147,530	(3,670,745)
OTHER INCOME / EXPENSE TRANSIT GRANT ASSET DEPRECIATION		141,322		(141,322)	251,972		185,814	(44,492)
NET SURPLUS (DEFICIT)	\$ 962,055	(\$664,537)		1,626,592	\$ 2,012,208	\$	2,961,716	(3,626,253)
	ψ 302,033	(4004,007)		1,020,032	ψ 2,012,200	Ψ	2,301,710	(0,020,200)

# FRESNO ECONOMIC OPPORTUNITIES COMMISSION STATEMENT OF FINANCIAL POSITION As of August 31, 2022

ASSETS	2022	2021	[	Differences
ASSETS CASH & INVESTMENTS ACCOUNTS RECEIVABLE PREPAIDS/DEPOSITS INVENTORIES PROPERTY, PLANT & EQUIPMENT NOTES RECEIVABLE (net)	\$ 19,986,172 11,972,151 298,970 324,309 12,720,331 16,995,864	\$ 20,580,631 13,312,529 276,021 153,353 13,385,707 16,192,404	\$	(594,459) (1,340,378) 22,950 170,956 (665,376) 803,460
TOTAL ASSETS	\$ 62,297,798	\$ 63,900,645	\$	(1,602,847)
LIABILITIES ACCOUNTS PAYABLE ACCRUED PAYROLL LIABILITIES DEFERRED REVENUE NOTES PAYABLE HEALTH INSURANCE RESERVE OTHER LIABILITIES	\$ 2,382,299 3,768,342 1,703,858 15,812,394 4,906,945 3,735,805	\$ 1,986,697 4,109,204 2,104,081 15,633,579 4,773,108 3,735,805	\$	395,601 (340,862) (400,222) 178,815 133,837 0
TOTAL LIABILITIES	\$ 32,309,643	\$ 32,342,474	\$	(32,831)
<b>FUND BALANCE</b> CURRENT OPERATING EARNINGS (YTD) UNRESTRICTED NET ASSETS REVOLVING LOAN FUND INVESTMENT IN GENERAL FIXED ASSETS	\$ (523,215) 21,005,147 556,268 8,949,955	\$ 3,147,530 18,087,896 556,268 9,766,477	\$	(3,670,745) 2,917,252 0 (816,522)
TOTAL FUND BALANCE	\$ 29,988,155	\$ 31,558,171	\$	(1,570,016)
TOTAL LIABILITIES AND FUND BALANCE	\$ 62,297,798	\$ 63,900,645	\$	(1,602,846)

Fresno Economic Opportunities Commission									
Head Start/Early Head Start Financial Status									
Monthly Report									
August 31, 2022									
		Head St	art - Basic				Head Start - T & TA		
Description	Annual Budgat	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	
Personnel	\$17,319,131	\$1,377,340	\$9,890,733	\$7,428,398	вийдег	Expenses		Remaining	
Fringe Benefits	7,609,718	481,439	4,028,624	3,581,094					
Total Personnel	24,928,849	\$1,858,780	13,919,356	11,009,493					
Travel	-	-	-	-	12,928	-	-	12,928	
Equipment	-	-	-	-	-	-	-	-	
Supplies	493,392	46,728	539,199	(45,807)	25,000	-	-	25,000	
Contractual	2,572,586	83,114	750,999	1,821,587	15,948			15,948	
Contractual	2,372,380	05,114	750,999	1,021,567	15,940	-	-	15,946	
Facilities /Construction									
Other:									
Food Cost	776,852	\$468,981	\$720,299	56,553					
Transportation	514,239	7,647	391,030	123,209					
Staff Mileage	100,000	2,689	60,792	39,208					
Field Trips, including Transportation	3,201	-	-	3,201					
Space	690,855	45,162	381,137	309,718					
Utilities / Telephone / Internet	519,515	122,334	514,345	5,170					
Publication/Advertising/Printing Repair/Maintenance Building	54,991 89,246	-	1,731 180,615	53,260					
Repair/Maintenance Equipment	9,246	34,452 2,565	9,913	(91,369) (313)					
Property & Liability Insurance	108,016	30,150	112,733	(4,717)					
Parent Involvement / CWPC	48,195	-	5,323	42,872					
Other Costs	573,667	22,863	408,730	164,937					
Staff & Parent Training	3,091	1,905	2,590	501	243,213	21,276	75,208	168,005	
	5,051	1,505	2,550	501	243,213	21,270	75,200	100,005	
Total Direct Charges	31,486,295	\$2,727,370	17,998,792	13,487,503	\$297,089	21,276	75,208	\$221,881	
Total Indirect Charges	\$2,683,810	\$245,463	\$1,619,891	\$1,063,919	\$26,738	\$1,915	\$6,769	\$19,969	
Total Federal Expenditures	34,170,105	\$2,972,833	19,618,683	\$14,551,422	\$323,827	23,191	81,977	\$241,850	
% of Annual Budget Expended to Date			57%				25%		
Non-Federal Share	\$6,834,021	\$174,828	\$2,274,074	\$4,559,947	\$64,765	\$5,798	\$20,494	\$44,271	

Credit Card Expenses: Credit card sta	tement	dated 8/1/	22-8/31/22	
Aug 2022 expenses				
Staff Training (including meeting costs)	\$	275	Teachstone- Training	
Program Supplies - Medical	\$	7,880	Target,SOS Foods,Belloutlet-program supplies medical	
Program Supplies - Kitchen	\$	578	J&E Restaurant supplies- vaccuum breakers for dishwashers	
Program Supplies - Classroom	\$	105	Target- supplies	
Software Licenses	\$	2,243	Adobe software subscription	
	\$	11,081		

#### Fresno Economic Opportunities Commission Head Start/Early Head Start Financial Status Monthly Report August 31, 2022

August 31, 2022				
<b>-</b>		Current	Start-Up/Opera YTD Expenses	Balance
Description Personnel	Annual Budget \$0	Expenses	-	Remaining \$0
Fringe Benefits	- -	-	-	\$0 -
Total Personnel	\$0	\$0	\$0	\$0
Travel	_	-	-	-
Equipment	280,467	2,500	2,500	277,967
Supplies	447,000	46	4,715	442,285
Contractual	-	-	-	-
Facilities /Construction	-	-	-	-
Other:				
Food Cost Transportation	-	-	-	-
Staff Mileage	-	-	-	-
Field Trips, including Transportation	_	-	-	-
Space	_	-	-	-
Utilities / Telephone / Internet	-	-	-	-
Publication/Advertising/Printing	-	-	-	-
Repair/Maintenance Building	-	-	-	-
Repair/Maintenance Equipment	-	-	-	-
Property & Liability Insurance	-	-	-	-
Parent Involvement / CWPC	-	-	-	-
Other Costs	419,300	4,000	4,000	415,300
Staff & Parent Training	-	-	-	-
Total Direct Charges	\$1,146,767	\$6,546	\$11,215	\$1,135,552
Total Indirect Charges	\$86,008	\$0	\$0	\$86,008
Total Federal Expenditures	\$1,232,775	\$6,546	\$11,215	\$1,221,560
% of Annual Budget Expended to Date			1%	
Non-Federal Share	-	-	-	-

#### Fresno Economic Opportunities Commission

Head Start/Early Head Start Financial Status Monthly Report

	,	
August	31,	2022

		Early Head St	art - Basic			Early Head S	tart - T & TA	
Description	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$3,674,250	\$196,752	\$1,420,383	\$2,253,867	\$0	\$0	\$0	sc
Fringe Benefits	1,134,842	55,992	468,855	665,987	÷.	÷.	÷.	-
Total Personnel	4,809,092	252,745	1,889,238	2,919,854	-	-	-	-
Travel	-	-	-	-	16,898	-	-	16,898
Equipment	-	-	-	-	-	-	-	-
Supplies	285,800	1,883	63,159	222,641	19,173	-	-	19,173
Contractual	1,016,132	11,428	86,216	929,916	26,526	-	-	26,526
Facilities /Construction	-	-	-	-				
Other:								
Food Cost	70,350	22,198	34,924	35,426				
Transportation	9,536	1,098	6,557	2,979				
Staff Mileage	70,000	1,890	16,985	53,015				
Field Trips, including Transportation	1,730	-	-	1,730				
Space	194,615	4,379	35,002	159,613				
Utilities / Telephone / Internet	130,004	10,602	57,689	72,315				
Publication/Advertising/Printing	27,500	-	1,316	26,184				
Repair/Maintenance Building	42,919	2,457	13,382	29,537				
Repair/Maintenance Equipment	48,845	-	1	48,844				
Property & Liability Insurance	38,202	3,685	17,424	20,778				
Parent Involvement / CWPC	7,747	-	493	7,254				
Other Costs	158,887	3,079	14,878	144,009				
Staff & Parent Training	2,277	86	2,502	(225)	96,459	1,340	10,924	85,535
Total Direct Charges	6,913,636	315,530	2,239,766	\$4,673,870	159,056	1,340	10,924	\$148,132
Total Indirect Charges	\$621,944	\$28,669	\$201,579	\$420,365	\$14,315	\$120	\$983	\$13,332
Total Federal Expenditures	\$7,535,580	344,199	\$2,441,345	\$5,094,235	\$173,371	1,460	\$11,907	\$161,464
% of Annual Budget Expended to Date			32%				7%	
Non-Federal Share	\$1,507,116	\$112,999	\$1,001,927	\$505,189	\$34,674	\$365	\$2,977	\$40,366

Credit Card Expenses: Credit car Aug 2022 expenses	d stateme	nt dated 8	/1/22-8/31/22
Program Supplies - Arts & Crafts	\$	22	Target - program supplies
Program Supplies - Classroom	\$	1,413	Target,Play with a Purpose - classroom supplies
Program Supplies - Kitchen	\$	241	The Webstaurant- kitchen supplies
Program Supplies - Disposables	\$	1,718	Costco, Target - diapers, wipes, pull-ups
	\$	3,394	



Date: October 26, 2022	Program: Finance
Agenda Item #: 9E3	Director: N/A
Subject: Health Plan Stop-Loss Renewal	Officer: Jim Rodriguez

# **Recommended Action**

The Finance Committee recommends approval for full Board consideration to obtain stop-loss insurance for our health and welfare plan with Voya.

# Background

Fresno EOC's self-funded Health and Welfare Plan requires stop-loss insurance coverage that pays claims that exceed a certain large dollar amount preventing adverse effects to the stability of the entire plan. The stop-loss deductible is structured so that any claim over the deductible will be paid by the stop-loss carrier, not the Plan.

Coverage History	2023	2022	2021	2020	2019
Premiums	\$1,083,611	\$1,023,301	\$1,086,991	\$1,252,052	\$1,040,709
Deductible	\$200,000	\$200,000	\$200,000	\$175,000	\$175,000

At the deductible of \$200,000 per claimant (unchanged from the current level) the estimated premium will be \$1,083,611. This represents a 5% increase from the current year proposed cost. Policy will be effective January 1, 2023.

# **Fiscal Impact**

Alliant Employee Benefits marketed our plan to multiple carriers. Many quotes were received, the three most competitive are shown in the table below.

Quotes received	Voya	Berkshire	Skyward	Tokio
Initial Quote	\$1,231,523	\$1,076,779	\$1,065,937	\$1,050,133
Updated Quote	\$1,083,611	Pending	Pending	Pending





These estimated annual premiums are based on enrollment at the time the quotes were obtained; the actual monthly premium paid will fluctuate with enrollment changes. The cost of this insurance will be paid by contributions to the Plan from the programs and employees. The Board (through the HR committee) rate and plan structure changes at last month's meeting; the changes will be effective January 1, 2023.

# Conclusion

The rates quoted by Voya are firm and guaranteed through October 31, 2022. Upon Board approval, we will have the policy bound.

# Fresno Economic Opportunites Commission

**Stop Loss Renewal Options** 

Specific & Aggregate Premium	Current	Renewal (Initial)	Renewal (Revised)	Renewal (Option 1)	Option 2	Option 4	Option 5	Transplant Carve Out	Curre	ent Renewal	
Vendor	Voya	Voya	Voya	Voya	Tokio Marine	Skyward	Berkshire	Vendor		Swiss Re	
Individual Stop Loss			-								
Line(s) of Coverage	Med & Rx	Med & Rx	Med & Rx	Med & Rx	Med & Rx	Med & Rx	Med & Rx	Line(s) of Coverage		Organ Transplants	
Contract Type	36/12	48/12	48/12	48/12	24/12	24/12	24/12	Contract Type 12		12/18	
Annual Maximum	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Annual Maximum Unlimited			
Terminals	Not included	Not included	Not included	Not included	Not included	Not included	Not included	Terminals		Unlimited	
Individual Stop Loss Level	\$200,000	\$200,000	\$200,000	\$225,000	\$200,000	\$200,000	\$200,000	Individual Stop Loss Le	vel	\$0	
Specific Advancement	Included	Included	Included	None	Included	Included	Included				
Plan Document Mirroring	Included	Included	Included	Included	Included	Not included	Not included				
Lasers:	None	None	None	None	None	None	None				
Rates	NNL + 50% rate cap	NNL + 50% rate cap	NNL + 50% rate cap	NNL + 50% rate cap		NNL + 50% rate cap	NNL + 50% rate cap	Rates	Curre	ent Renewal	
Individual Stop Loss Fees: # EEs											
Employee Only 330	\$61.56	\$76.99	\$64.74	\$56.12	\$48.85	\$51.97	\$51.82	Employee	\$11.3	35 \$11.80	
Employee & Family 380	\$158.57	\$198.32	\$176.76	\$152.50	\$180.06	\$181.19	\$185.23	Employee & Family	\$28.	38 \$29.52	
Aggregate Stop Loss Fees:			-								
Composite 710	\$2.49	\$2.61	\$2.49	\$2.69	\$4.18	\$3.98	\$3.16				
Total Annual Premium Combined	\$988.072	\$1,231,523	\$1,083,611	\$940.554	\$1,050,133	\$1,065,937	\$1,076,779	Total Annual Premium	\$174.3	359 \$181,333	
Annual Increase/(decrease) - \$	n/a	243,452	95,539	(47,518)	62.062	77.866	88.708	Annual Increase/(decrease) - \$	n/a		
Annual Increase/(decrease) - %	n/a	24.64%	9.67%	-4.81%	6.28%	7.88%	8.98%	Annual Increase/(decrease) - %	n/a	4.00%	
Disclosure Status	n/a	n/a	Firm thru 10/31	Firm thru 10/31	Pen	ding FIRM/FINAL Qu					
Maximum Aggregate Claims Liability	Current	Renewal (Initial)	Renewal (Revised)	Renewal (Option 1)	Option 2	Option 4	Option 5				
Aggregate Stop Loss:	Voya	Voya	Voya	Voya	Tokio Marine	Skyward	Berkshire				
Line(s) of Coverage	Med & Rx	Med & Rx	Med & Rx	Med & Rx	Med & Rx	Med & Rx	Med & Rx	Marketing Results			
Contract Type	36/12	48/12	36/12	36/12	24/12	24/12	24/12	Carrier	Response	Reason	
Maximum Reimbursement	\$1 million	\$1 million	\$1 million	\$1 million	\$1 million	\$1 million	\$1 million	Bershire Hathaway	Quoted	+9% over current	
Run-In Limited to	n/a	n/a	n/a	n/a	\$1,649,692	\$1,695,000	\$1,940,300	Skyward	Quoted	+8% over current	
Terminals	Not included	Not included	Not included	Not included	Not included	Not included	Not included	Tokio Marine HCC	Quoted	+6% over current	
Margin (Percentage of Expected Claims)	125%	125%	125%	125%	125%	125%	125%	HM Insurance Group	Quoted	+39 over current	
Employee Only 330	\$660.25	\$745.75	\$673.18	\$678.79	\$822.61	\$707.70	\$681.02	Optum	Quoted	+41% over current	
Employee & Family 380	\$1,777.78	\$2,008.00	\$1,833.67	\$1,848.97	\$1,715.33	\$1,882.06	\$1,790.26	PartnerRe	Quoted	+57% over current	
710	• •	. ,	• ,	. ,	• ,	• ,	• ,	SwissRe	Quoted	+46% over current	
Total Annual Aggregate Claims Liability	\$10,721,267	\$12,109,671	\$11,027,328	\$11,119,312	\$11,079,440	\$11,384,686	\$10,860,425	Anthem Life Berkley Accident	Declined	Pricing not competitiv	
Annual Increase/(decrease) - \$	n/a	1,388,404	306,061	398.045	358.174	663.419	139,158	Evolution Risk	Declined Declined	Pricing not competitiv Pricing not competitiv	
Annual Increase/(decrease) - %	n/a	12.95%	2.85%	3.71%	3.34%	6.19%	1.30%	Sun Life	Declined	Pricing not competitiv	
	100	1210070	2.0070	0.1.1,0	0.0.70	0.1070		Symetra	Declined	Pricing not competitiv	
Combined Annual Maximum								Symoura	Decinica	I neing not competitiv	
Aggregate Claims Liability & Fixed Costs	\$12,284,559	\$13,932,820	\$12,702,565	\$12,651,491	\$12,721,199	\$13,042,249	\$12,528,830				
Annual Increase/(decrease) - \$	n/a	\$1,648,261	\$418,005	\$366,932	\$436,640	\$757,689	\$244,270				
Annual Increase/(decrease) - %	n/a	13.4%	3.4%	3.0%	3.6%	6.2%	2.0%				



Date: October 26, 2022	Program: Transit Systems
Agenda Item #: 9E4	Director: Thomas Dulin
Subject: Solar Project	Officer: Michelle L. Tutunjian

# Background

The information presented is intended to keep the Board appraised on the Solar Project. Transit Systems needs to replace an aging vehicle fleet and desires to move toward a more sustainable source of energy. Transit Systems is preparing to issue a public notice for a Request for Proposal to assist in developing a five-year plan to convert internal combustion to electric, zero emissions vehicles with an infrastructure to include solar panels, charging stations and electric vehicles.

Transit Systems is researching more efficient and safer ways to transport clients with the use of electric vehicles and the production of energy by building a 3-acre solar farm to produce up to one (1) megawatt hour (MWh).

A key environmental benefit is a significant reduction of carbon emissions and noise pollution. In a two-phased approach, the following plan is desired:

- Phase 1: Construction of a solar farm on the three-acre plot of agency owned property behind the employee parking lot located at 3110 W. Nielson Avenue in Fresno to include the purchase of 10 cutaway vehicles and installation of 10 charging stations. A soil sample was conducted on February 12, 2020, and concluded the soil has lead and arsenic, which are naturally occurring. In discussion with a contractor, a solar farm would be a viable and allowable project to build on site.
- Phase 2: Infrastructure buildout to install charging stations and purchasing electric buses, up to 10 each year for five years. Transit Systems program goal is to operate with a fully electric vehicle fleet of 50 vehicles with lifetime contract support. Future opportunities may include vehicle-to-building capabilities to electrify the property in case of an emergency power outage.

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Full fiscal impacts are unknown at this time. However, the goals of solar project are to:

• Reduce energy costs of \$130,000 on an annual basis;



- Reduce maintenance costs. Current annual maintenance costs for 10 cutaway buses is approximately \$75,000;
- Reduce fuel consumption by approximately \$375,000 per 10 buses annually;
- Seek grants and rebates which may be available through the San Joaquin Valley Air Pollution Control District, Pacific Gas, and Electricity to reduce expenses for the infrastructure; and,
- Seek financial assistance for the procurement of electrified vehicles may be available through California's Hybrid and Zero Emission Truck and Bus Voucher Incentive Program (HVIP) and The Volkswagen (VW) Environmental Mitigation Trust and Clean Vehicle Fueling Infrastructure Program through San Joaquin Valley Air Pollution Control District.

This project will significantly reduce annual operating expenses overtime by converting to solar-powered vehicles by generating energy. Transit Systems intends to leverage costs through rebates, grants, and other financial incentives to assist with the solar project.



Date: October 26, 2022	Program: Finance
Agenda Item #: 9E5	Director: N/A
Subject: Non-Competitive Procurements	Officer: Jim Rodriguez

# Background

The information presented below is intended to keep the Committee apprised on any procurements made through a non-competitive procurement process.

In accordance with the Accounting Policies and Procedures Manual, Noncompetitive Procurements are "special purchasing circumstances, in which competitive bids are not obtained. Noncompetitive procurement (purchases and contracts) are only permissible in the following circumstances (2 CFR 200.320 [f]):

- An emergency exists that does not permit delay,
- Only one source of supply is available,
- If the awarding agency expressly authorizes noncompetitive proposals in response to a written request from the Agency,
- Or after solicitation of a number of sources, competition is determined to be inadequate.

The key requirement for the use of noncompetitive procurement is that the other methods of procurement are not feasible and one of the above circumstances exists." A report on the non-competitive procurement awards is to be made to the Board of Commissioners.

The agency also follows the following guidelines:

- Purchases from \$10,000 to \$150,000 require three written quotes and may be approved by the CEO.
- Purchases greater than \$150,000 require formal bid procedures and require approval from the Board.
- Purchases greater than \$10,000 without the required quotes or bids must be disclosed to the Board.

Vendor	Purpose	Amount	Justification
	No Non-Competitive Purchases to report in this period		

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Date: October 26, 2022	Program: Finance
Agenda Item #: 9E6	Director: N/A
Subject: Health Insurance Report	Officer: Jim Rodriguez

# Background

The information presented below is intended to keep the Committee apprised on the financial status of the Agency's self-funded health insurance plan.

As of August 31, 2022, the health insurance reserve is at \$4.9 million, which covers approximately 5.6 months of average expenditures. Contributions from programs and employees for 2022 total \$7,040,839 while the Fund paid out \$6,058,784 in expenses.

Changes to the health insurance plan in 2020 through 2022 include:

- Effective January 2020: 4% overall increase in Employer premiums and 22% overall increase in Employee premiums. Wellness plan now has the same annual deductible but will have a 25% discounted employee premium. The employee + child and employee + children tiers were consolidated.
- Effective January 2021: 6% increase in Employer premiums and an average 16% increase to Employee premiums.
- Effective January 2022: Tele-health service was added and 1% increase in Employer premiums and an average 8% increase to Employee premiums.

This table presents a sample of the monthly health insurance premium rates for 2022. Rates vary depending on the type of coverage tier selected.

	Agency	Employee (Wellness Incentive)	Total Premium
Employee(EE) Only	\$ 600	\$ 108	\$ 708
EE +Child(ren)	\$ 1,086	\$ 195	\$ 1,281
EE + Family	\$ 1,442	\$ 258	\$ 1,700
EE + Spouse	\$ 1,206	\$ 216	\$ 1,422



# FRESNO EOC HEALTH INSURANCE FUND REPORT THROUGH AUGUST 31, 2022

	2022								2021				
	January	February	March	April	Мау	June	July	August	YTD totals	Mo. Avg.	YTD totals	Annual	Annual Mo. Avg
Beginning Fund Balance	3,924,890	4,630,015	4,924,112	5,029,013	5,045,154	4,876,546	4,918,158	4,692,976	Jan-Aug	Prev 12 mos	Jan-Aug	Jan - Dec	Jan - Dec
Income													
Agency Contributions	749,413	758,654	755,467	750,894	751,039	745,686	522,582	725,459	5,759,194	726,219	6,507,097	9,462,526	788,544
Additional Agency Contr.	-	-	-			-	-			2,100	116,291	139,391	11,616
Employee Contributions	272,264	183,405	184,139	91,630	136,132	106,527	141,532	166,016	1,281,645	156,399	1,282,968	1,878,108	156,509
Total Income	1,021,677	942,059	939,606	842,524	887,171	852,213	664,114	891,475	7,040,839	884,717	7,906,356	11,480,024	956,669
Expenses													
Health Claims Paid	45,828	261,032	452,022	424,469	754,547	404,660	494,840	355,602	3,193,000	620,615	4,382,001	8,636,378	719,698
Dental Claims Paid	48,572	48,419	46,036	52,864	42,132	39,150	51,459	33,964	362,596	43,715	489,157	651,135	54,261
Prescriptions Paid	63,172	164,239	159,985	183,076	89,710	218,405	175,165	129,343	1,183,095	149,200	1,281,942	1,889,246	157,437
Vision Claims Paid	2,294	7,225	5,496	7,785	6,957	6,833	6,648	5,422	48,660	7,209	82,135	119,983	9,999
Stop Loss Premiums	99,403	110,026	113,810	100,722	102,002	98,344	102,137	96,805	823,249	101,258	799,975	1,191,823	99,319
Stop Loss Claims		-	-	-	102,002	(14,586)	(659)	50,005	(15,245)	(109,443)	(404,871)	(1,593,495)	,
Life Insurance Premiums	12,739	12,709	12,687	12,731	12,648	12,639	11,870	12,441	100,464	12,404	106,143	154,529	12,877
	12,100	12,100	12,001	.2,. 0 .	12,010	12,000	11,010	,	100,101	12,101	,	101,020	,
Pinnacle	12,904	13,111	13,267	13,319	13,215	13,232	13,111	12,834	104,993	13,084	113,186	165,198	13,767
Blue Cross	13,637	13,790	13,906	13,944	13,829	13,848	13,714	13,426	110,094	13,619	116,579	169,907	14,159
Benefits Consultant	12,083	12,083	12,083	12,083	9,502	12,083	12,083	12,083	94,083	10,146	55,334	83,000	6,917
Employee Assist. Program	1,877	1,877	1,877	1,877	1,876	1,877	1,746	1,746	14,753	1,855	15,012	22,518	1,877
Preferred Chiropractors	889	899	906	909	901	903	894	875	7,176	896	7,827	11,406	951
TeleDoc	2,524	2,552	2,574	2,581	2,560	2,563	2,538	2,485	20,377	1,698	0	-	-
Other Expenses	630	-	56	23	5,900	650	3,750	480	11,489	2,524	20.939	39,742	3,312
ACA Fees	-	-	-	-	-	-	-		0	0	5,219	5,219	435
Total Expenses	316,552	647,962	834,705	826,383	1,055,779	810,601	889,296	677,506	6,058,784	868,779	7,070,578	11,546,589	962,216
Current Fund Activity (net)	705,125	294,097	104,901	16,141	(168,608)	41,612	(225,182)	213,969	982,055	15,938	835,778	(66,564)	(5,547)
	-	-				-	,			,	,	(,,	(-, ,
Ending Fund Balance	4,630,015	4,924,112	5,029,013	5,045,154	4,876,546	4,918,158	4,692,976	4,906,945	4,906,945				
Enrollment													
Employee only-Traditional	248	250	252	254	254	254	247	243		257		279	
High-Deduct	84	78	80	81	78	83	84	79		69		53	
Family coverage-Traditional	344	353	353	353	350	348	347	340		359		395	
High-Deduct	34	37	40	39	39	37	37	38		34		32	
Dental coverage only	34	38	41	42	42	42	42	41		38		34	l
Temp/On Call Plan	1	1		-	-	-	-			1		1	_
Total employees enrolled	745	757	766	769	763	764	757	741		757		795	-
Average contributions per employee	1,371	1,244	1,227	1,096	1,163	1,115	877	1,203		1,168		1,204	
Average expenses per employee	425	856	1.090	1,075	1,384	1,061	1,175	914		1,147		1,211	
	420		1,000	1,010	1,004	1,001	1,110	V17	1	1,141		.,2.11	

Estimated # months funded:

5.6



Date: October 26, 2022	Program: Advance Peace
Agenda Item #: 9E7	Director: N/A
Subject: Variance Reports	Officer: Jim Rodriguez

# Background

The information presented below is intended to keep the Board appraised on the fiscal status of selected program within the Agency that are routinely shared with Program Directors and Executive staff.

The following prepared financial analysis reports will be presented on behalf of Sanctuary and Support Services projects:

- Advance Peace
  - The majority of program funding comes from the California Board of State and Community Corrections (BSCC) through its California Violence Intervention and Prevention (CalVIP) grant program. As of August 2022, the remaining budget, including a required grant match, is approximately \$1.1 million dollars. Additional funding of \$675,000 is anticipated in coming months.



# Variance Report Summary Advance Peace Program Activtiy Costs Through August 2022

						Remaining	Remaining
Program	Project/Contract No.	Contract Period	<b>Reporting Period</b>	Program Costs	Budget	Budget	Budget %
CalVIP Cohort 3 - GRANT	876-20	October 2020 - December 2023	August 2022	\$506,252	\$925,000	\$418,748	45%
CalVIP Cohort 3 - MATCH	876-20	October 2020 - December 2023	August 2022	\$275,004	\$925,000	\$649,996	70%
Office of Juvenile Justice & Delinquency Prevention	HBVIP 22030-171201	October 2019 - December 2022	August 2022	\$12,000	\$32,479	\$20,479	63%
CalVIP - Hospital Based	MOU on File	October 2020 - September 2023	August 2022	\$1,834	\$40,000	\$38,166	95%
				\$795,090	\$1,922,479	\$1,127,389	59%



Nidia Davis

Patrick Turner

Gilda Arreguin

**Tinicia McPeters** 

Cesar Lucio

Leah Struck

Aaron Foster

Yer Gutierrez

Lola Mireles

## PROGRAM PLANNING AND EVALUATION COMMITTEE Fresno EOC Board Room 1920 Mariposa Street, Suite 310 Fresno, CA 93721 Monday, August 8, 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 Steven Taylor Linda R. Hayes

## Absent:

Charles Garabedian

# 3. APPROVAL OF MINUTES

July 11, 2022 Program Planning and Evaluation Committee Meeting Minutes

Staff:

Michelle Tutunjian

Misty Gattie-Blanco

Joseph Amader

Kevin Williams

Jim Rodriguez

Jack Lazzarini

Karina Perez

Jeff Davis

Public Comments: None heard.

## Motion by: Bonner Second by: Neil

**Ayes:** Arambula, Neil, Bonner, Hayes, Taylor. **Nays:** None

## 4. HEAD START 0-5

A. 2022 Monthly Program Update Reports

Nidia Davis, Head Start 0 to 5 Program Support Director, provided an overview of the Head Start 0 to 5 April, May and June 2022 Monthly Program Update Reports. Arambula inquired about employee retention strategy. Davis explained the strategy.

Public Comments: None heard.

Motion by: Hayes Second by: Bonner Ayes: Arambula, Neil, Bonner, Hayes, Taylor. Nays: None

# 5. AFRICAN AMERICAN COALITION

A. COVID-19 Related Health Disparities Interventions

Marcie Santana, African American Coalition Program Coordinator, provided an overview of the COVID-19 Related Health Disparities Interventions grant proposal for \$1,000,000 to be submitted to the County of Fresno by August 17, 2022. Arambula inquired about the criteria to select the providers. Santana explained the criteria. Arambula inquired about the target population for this project. Santana responded stating community members targeted are geographically located within Fresno County.

Public Comments: None heard.

Motion by: Hayes Second by: Neil Ayes: Arambula, Neil, Bonner, Hayes, Taylor. Nays: None

# 6. TRAINING AND EMPLOYMENT SERVICES

A. 2022 Title II Grant Program

Jeff Davis, Training and Employment Services Division Director, provided an overview of the Title II Grant Program application to the Board of State and Community Corrections in the amount of \$1,050,000 for a 27-month period expected to begin January 1, 2023. Arambula inquired about the additional supportive services to be provided with this funding. Davis described the services.

Public Comments: None heard.

# Motion by: Bonner Second by: Hayes

**Ayes:** Arambula, Neil, Bonner, Hayes, Taylor. **Nays:** None

## B. Medicare Savings Program

Davis provided an overview of the Medicare Savings Program grant application to the American Association of Retired Persons Foundation in the amount of \$150,000 submitted on August 3, 2022, for a 12-month period expected to begin October 1, 2022. Arambula commended staff for seeking this funding opportunity. Arambula requested for this item to be added to the August 24, 2022 Board meeting agenda.

Public Comments: None heard.

# Motion by: Neil Second by: Bonner Ayes: Arambula, Neil, Bonner, Hayes, Taylor. Nays: None

## 7. ADVANCE PEACE FRESNO

A. City of Fresno Violence Intervention and Prevention Aaron Foster, Advance Peace Program Manager, provided an overview of the application submitted to the City of Fresno's Violence Intervention and Prevention initiative for \$750,000, on July 19, 2022. Arambula inquired about the purpose of the Peacemaker Fellowship for adults. Foster explained the purpose. Arambula requested for this item to be added to the August 24, 2022 Board meeting agenda.

Public Comments: None heard.

Motion by: Hayes Second by: Bonner Ayes: Arambula, Neil, Bonner, Hayes, Taylor. Nays: None

## 8. FOOD SERVICES

A. FY 2022-23 Food Services Agreements

Yer Gutierrez, Food Services Dietary Manager/Operations Coordinator, provided an overview of the multiple Fiscal Year 2022-23 Food Service agreements.

Public Comments: None heard.

## Motion by: Bonner Second by: Neil

**Ayes:** Arambula, Neil, Bonner, Hayes, Taylor. **Nays:** None

## 9. ENERGY SERVICES

- A. 2022 Supplemental Low-Income Energy Assistance Program
  - Joseph Amader, Energy Services Division Director, provided an overview of the 2022 Supplemental Low-Income Home Energy Assistance Program Agreement Number 22Q-4557 with the State of California, Department of Community Services and Development in the amount of \$228,282 for a 10-month period beginning September 1, 2022. Hayes inquired about the utility assistance provided to households to prevent energy services disconnection. Gilda Arreguin, Low-Income Energy Assistance Program Director, explained the assistance provided. Taylor inquired about the qualification guidelines to receive assistance. Amader and Aguirre explained the qualification process.

Public Comments: None heard.

## Motion by: Neil Second by: Taylor

**Ayes:** Arambula, Neil, Bonner, Hayes, Taylor. **Nays:** None

## 10 SANCTUARY AND SUPPORT SERVICES

Repurpose Shelter Facility
 Misty Gattie-Blanco, Sanctuary Director, provided an overview of the activity to repurpose the Sanctuary Youth Shelter facility.

## EQUITY AND IMPACT

**11.** A. Grant Tracker Kevin Williams, Director of Equity and Impact provided an overview of the Grant Tracker.

# 12. OTHER BUSINESS

The next meeting is scheduled on September 12, 2022.

Arambula inquired an update about the cities participating in the Low-Income Household Water Assistance Program. Amader and Aguirre provided an update. Michelle Tutunjian, Chief Operating Officer, added how Fresno EOC keeps the public informed.

# 13. PUBLIC COMMENTS

None heard

## 14. ADJOURNMENT

The meeting was adjourned at 12:54 p.m.

Respectfully submitted,

Amy Arambula Committee Chair



Date: October 26, 2022	<b>Program:</b> Sanctuary and Support Services
Agenda Item #: 9F2	Director: Misty Gattie-Blanco
<b>Subject:</b> Continuum of Care Special Notice Of Funding Opportunity Competition	Officer: Michelle L. Tutunjian

# **Recommended Action**

The Program Planning and Evaluation Committee recommends approval for full Board consideration of the grant application to the U.S. Department of Housing and Urban Development (HUD) in the amount of \$1,150,482 in response to the Continuum of Care (CoC) Supplemental to Address Unsheltered and Rural Homelessness. The deadline to submit the grant application is October 20, 2022.

# Background

The purpose of the Special Notice Of Funding Opportunity (NOFO) to Address Unsheltered and Rural Homelessness is to target efforts to reduce unsheltered homelessness in rural areas. Through this Special NOFO, HUD will award funding to communities to implement coordinated approaches – grounded in Housing First and public health principles – to reduce the prevalence of unsheltered homelessness, and improve services engagement, health outcomes and housing stability among highly vulnerable unsheltered individuals and families. HUD expects applicant communities to partner with health and housing agencies to leverage mainstream housing and healthcare resources.

The Notice of Funding Availability was released on October 20, 2022, opening the competition, making available approximately \$322,000,000; of this amount \$54,500,000 is available only for projects that serve rural areas and \$267,500,000 is available for projects as part of the Unsheltered Homelessness Set Aside. The application is reviewed by the Fresno Madera Continuum of Care (FMCoC) consultant prior to submission to HUD to assure alignment with local priorities and processes, and to prepare the Community consolidated application.

## **Fiscal Impact**

If funded, Fresno EOC can expand permanent housing by providing an additional 17 households through project Rise 2.0 over a three- year period commencing in 2023.

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Required matching funds (25%) will be provided through partnerships with Anthem Blue Cross, Cal Viva, and Fresno Housing Authority.

# Conclusion

Funding is necessary to continue permanent housing to homeless individuals and families throughout Fresno and Madera Counties.



Date: October 26, 2022	<b>Program:</b> Sanctuary and Support Services
Agenda Item #: 9F3	Director: Misty Gattie-Blanco
Subject: FY 2022 Continuum of Care Competition	Officer: Michelle L. Tutunjian

# **Recommended Action**

The Program Planning and Evaluation Committee recommends ratification for full Board consideration of five (5) grant applications for a total of \$1,717,589 submitted to the U.S. Department of Housing and Urban Development (HUD) on September 22, 2022; in response to the FY 2022 Continuum of Care (CoC) Competition, in partnership with the Fresno Madera Continuum of Care (FMCoC).

## Background

The CoC Program is designed to promote a community-wide commitment to the ultimate goal of ending homelessness to 1) provide funding for efforts by nonprofit providers, states, and local governments to quickly re-house homeless individuals, families, persons fleeing domestic violence, and youth while minimizing the trauma and dislocation caused by homelessness; 2) promote access to and effective utilization of mainstream programs by homeless; and 3) optimize self-sufficiency among those experiencing homelessness.

The FY 2022 CoC Notice of Funding Availability was released on August 3, 2022, opening the competition, making available approximately \$2.8 billion to serve homeless people nationally. Applications are reviewed by the FMCoC consultant prior to submission to HUD to assure alignment with local priorities and processes, and to prepare the consolidated application for submission prior to the September 30, 2022 deadline.

The CoC's estimated Annual Renewal Demand is \$11,182,417 in funding to support existing housing and services for homeless households; \$559,121 in CoC Bonus funds; and \$895,221 for Domestic Violence Bonus funds. As in previous years, there is a requirement to rank all project applications into two tiers. Tier one must equal 95% (\$10,623,296) of the total Annual Reward Demand. FMCoC may choose/select projects to reallocate some or all funding to reduce homelessness.

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# **Fiscal Impact**

The following applications will be submitted to support projects over a 12-month period starting 2023-2024.

Renewal Projects (4):

- 1. Project PHoenix \$452,264
- 2. Project Hearth \$306,962
- 3. Project Rise \$49,869
- 4. HERO Team 2 expansion \$525,000

New Project (1):

5. Project Rise expansion – \$383,494

## Conclusion

Funding is necessary to continue permanent housing and outreach services to homeless individuals and families throughout Fresno and Madera Counties.



Date: October 26, 2022	<b>Program:</b> Sanctuary and Support Services
Agenda Item #: 9F4	Director: Misty Gattie-Blanco
<b>Subject:</b> Youth Substance Use Disorder Prevention Program	Officer: Michelle L. Tutunjian

# **Recommended Action**

The Program Planning and Evaluation Committee recommends ratification for full Board consideration of the grant application to The Center at Sierra Health Foundation in the amount of \$1,000,0000

in response to the Elevate Youth California - Youth Substance Use Disorder Prevention Program. The application was submitted on September 26, 2022.

# Background

In this current round of funding, The Center is seeking applications from communitybased organizations and Tribal organizations that: support youth engagement that focuses on youth activism, specifically in communities disproportionately impacted by the War on Drugs; possess cultural humility and responsiveness with staff and organizational leadership who reflect the racial, ethnic and cultural community they intend to serve; prioritize harm reduction and public health solutions that focus on positive messages to prevent substance use disorder; develop culturally and linguistically appropriate social justice youth development, peer-to-peer support and mentoring programs that are healing-centered, trauma-informed and focused on youth, ages 12-26; and utilize an intersectional approach to health equity through policy, systems and environmental change.

Fresno EOC LGBTQ+ Resource Center will continue providing youth engagement activities and mentorship through peer-led groups focusing on substance use disorder prevention.

# **Fiscal Impact**

Fresno EOC is currently funded through November 16, 2022. This funding is only available to currently funded organizations to continue operations through November 30, 2025.

# Conclusion

Funding is necessary to continue substance use prevention activities and personnel at the LGBTQ+ Resource Center.

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Date: October 26, 2022	<b>Program:</b> Sanctuary and Support Services
Agenda Item #: 9F5	Director: Misty Gattie-Blanco
Subject: Homeless Youth Services	Officer: Michelle L. Tutunjian

## **Recommended Action**

The Program Planning and Evaluation Committee recommends ratification for full Board consideration of the grant application for Homeless Housing, Assistance and Prevention (HHAP) for Homeless Youth Services in the amount of \$483,400 submitted to the City of Fresno on September 1, 2022.

# Background

The City of Fresno received funding specific for Homeless Youth Services from the State of California Business, Consumer Services and Housing Agency's Homeless Housing, Assistance and Prevention (HHAP) Homeless Youth Services in 2019. Homeless Emergency Aid Program (HEAP)/HHAP was a \$500 million block grant program authorized by Senate Bill 850, which is designed to provide direct assistance to cities and counties to address the homelessness crisis throughout California.

HHAP funds were allocated to the City of Fresno, who collaboratively with other institutions and organizations in Fresno's homeless service provider system, aim to make homelessness infrequent, brief and non-recurring. The Mayor's/City Manager's Office shall provide administration and oversight of these funds through contractual relationships between selected vendors and the City.

In 2021, the City of Fresno received funding under the Homeless Housing, Assistance and Prevention program to continue funding projects providing navigation services, emergency, and bridge housing previously funded under HEAP. Due to remaining funds in Homeless Youth Services, this new RFP has been released for a 24-month project period beginning November 1, 2022.

# **Fiscal Impact**

If funded, Fresno EOC can expand Youth Bridge Housing to provide services to Fresno City College young adults that are enrolled in Project HOPE. Funding will also expand the current Bridge Housing by two additional households operated at a separate location. The HHAP funding does not require matching funds.





# Conclusion

Funding is critical to operate the new project proposed in partnership with Fresno City College – Project HOPE at the 1545 N Street facility.



<b>Date:</b> October 26, 2022	<b>Program:</b> Sanctuary and Support Services
Agenda Item #: 9F6	Director: Misty Gattie-Blanco
<b>Subject:</b> Project HOPE On-Site Program Review Report	Officer: Michelle L. Tutunjian

## Background

The information presented is intended to keep the Board appraised of the County of Fresno Department of Social Services (DSS) On-Site Program Review Report for Project Housing Opportunities Promote Education (HOPE), Contract Number A-22-319.

The purpose of the site review is to provide support to the work of Project HOPE and examine the program's records, policies, and service delivery to compare them to the County's contract and ensure the agency's adherence to Federal, State and County standards. Doing so regularly provides an opportunity to collaborate and continually improve services.

Four (4) findings under client review were addressed during the review conducted from April to June 2022; therefore, no correction action was required.



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September 30, 2022

Emilia Reyes Fresno Economic Opportunities Commission 1900 Mariposa Street, Suite 100 Fresno, CA 93721

RE: County Program Review of Homeless Services to Young Adults, Agreement No. A-22-319 (amended; formerly No. A-21-268)

Dear Ms. Reyes:

Enclosed is your copy of the site review report of findings for the contracted Project HOPE services conducted from April to June 2022. Thank you for opening your doors to the County and welcoming staff in examining Project HOPE files and interviewing participants.

The purpose of the site review is to provide support to the work of Project HOPE and examine the program's records, policies, and service delivery to compare them to the County's contract and ensure the agency's adherence to Federal, State and County standards. Doing so regularly provides an opportunity to collaborate and continually improve services. The report format lists the review methods and cites recommendations, as well as strengths of the program.

Because all findings were addressed during the review, your agency is not required to submit a corrective action plan for this program. A County follow-up visit may be conducted at a later date; however, this report is closed effective September 30, 2022.

The Fresno County Department of Social Services would like to thank you for assisting the Department's staff during the program site review. If you have any questions regarding the items cited, please call me at (559) 600-3061.

Sincerely, p M

Leah Melidonian, Senior Staff Analyst Department of Social Services

Attachment

 Cc: Laura Moreno, DSS Program Manager David Long, DSS Staff Analyst Misty Gatte Blanco, Fresno Economic Opportunities Commission Natalie Chavez, Fresno City College Information: (559) 600-2300 ◆ 205 W. Pontiac Way – Clovis, CA 93612 www.co.fresno.ca.us The County of Fresno is an Equal Employment Opportunity Employer Page 187 of 241

# County of Fresno Department of Social Services On-Site Program Review report Fresno Economic Opportunities Commission Hope Opportunities Promote Education (A-22-319) September 30, 2022

## I. OVERVIEW

## A. Program Description

Fresno Economic Opportunities Commission (EOC) provides services to assist young adults 18-25 to secure and maintain housing, increase gross income, and prevent homelessness. Services are provided in collaboration with the Fresno City College (FCC) Project Housing Opportunities Promote Education (HOPE) program to FCC students.

Services include Housing Navigation supportive case management, which connects FCC students to housing, assists them in maintaining housing, and supports them in securing suitable housing after their exit from the program. Also included are Income Specialist services, which are one-on-one case management services designed to assist students in increasing their income. Lastly, the agreement provides for direct financial assistance to participating students, including rent subsidies, security deposit assistance, and other minor costs to assist students in maintaining their housing.

#### B. Methods

- 1. Period reviewed: July 2021 May 2022
- A brief entrance conference was held with EOC staff on April 29, 2022. EOC staff present were Sanctuary and Support Services Director, Misty Gattie-Blanco, and Sanctuary and Support Services Homeless Services Manager, Chrystal Streets. Present on behalf of the Department of Social Services (DSS) were Staff Analyst, David Long and Senior Staff Analyst, Leah Melidonian.

An exit meeting was held on June 1, 2022 to summarize the completion of the on-site program review. The exit meeting included Misty Gattie-Blanco, Chrystal Streets, and Leah Melidonian, as well as EOC Chief Operating Officer, Michelle Tutunjian, and FCC HOPE Education Coordinator, Natalie Chavez. DSS Staff Analyst David Long was unable to be present at the exit meeting.

- 3. The program evaluation included a review of the following components to ensure compliance with contractual obligations and adherence to Federal, State and County standards:
  - a) Program policies and procedures
  - b) Agency policies and procedures
  - c) Management and budget documents
  - d) Client interviews
  - e) Client file review
  - f) Program activity observation

## II. PROGRAM CITED FINDINGS AND RECOMMENDATIONS

The following sections contain findings and recommendations for each area

evaluated during the on-site program review. *Findings* are significant issues identified in relation to contractual or regulatory non-compliance, performance, reporting, or fiscal management that require corrective action on behalf of your agency. *Recommendations* are suggested actions that an agency may complete to improve program performance.

#### A. Program policies and procedures

No findings and one recommendation was revealed under this component

#### Recommendation #1: Develop program guidelines to aid in prioritization

Currently, HOPE utilized the McKinney Vento definition of homelessness for program guidelines, with some priority to clients that fit the narrower definition of literal, street homelessness. However, staff have shared that there is limited availability in the program due to high demand, and there are times when the program has had to create a waitlist. Students are entered into the program with a first-come, first-served approach.

By providing a specific, defined rubric for homelessness and what students will be prioritized, HOPE would best be able to prioritize limited resources to the clients that most need it at any given time.

#### B. Agency policies and procedures

No findings or recommendations were revealed under this component.

#### C. Management and budget documents

No findings or recommendations were revealed under this component.

#### **D. Client Interviews**

No findings or recommendations were revealed under this component.

Feedback received from clients on the program was positive and clients indicated that their participation in the program was very beneficial to their academic progress and success.

#### E. Client file review

Twenty random case files, including both open and closed cases, were reviewed for this component. Four findings and no recommendations were revealed. All findings were addressed during the course of the site review and require no further action. Follow up to verify progress on these findings may occur at a later date.

# Finding #1: Incomplete housing and income assessments and long-term housing plans

Housing income assessments included in client files were minimally accomplished or missing. Most clients had intake forms on file (*Fresno EOC Sanctuary Support Services Form*) which contained some vital assessment information such as personal documents, Criminal History, Rental History, Owes PG&E, Active Warrants, Income sources, current living situation, and some living preferences, but forms were not complete. A more thorough assessment will allow staff to create a more well-defined plan and better prepare students for success in housing.

**Resolution:** This has already been addressed by EOC. Documents have been prepared for intake, as well as for long-term housing plans. They will be included and utilized for future client intake and ongoing case management processes.

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# Finding #2: Client rental responsibility was inconsistent and out of compliance with contract requirements

Upon review, there were several documents in each client case file that showed client rental contributions, which were not consistent with each other (lease agreements, HOPE contracts, and case comments). Additionally, files reviewed did not show an increasing share of client rental responsibility, in accordance with the contract *Summary of Services* ("Participants shall pay a share of cost toward rental assistance, beginning with the first month of assistance and progressing toward full financial responsibility from the participant.")

Compliance with this requirement will assist clients in their progress toward financial selfsufficiency. Consistent information and case comments detailing the increasing responsibility will help demonstrate that clients understand and are complying.

**Resolution:** This has already been addressed by Project HOPE. An updated client contract has been created with more defined parameters that should prevent this issue. EOC will review files to ensure consistency and increasing rental portions throughout clients' participation in the program.

#### Finding #3: Case comments showed infrequent contact with clients

In a number of case files reviewed, case comments include contact for the purpose of collecting rent, and others had contact for the purpose of obtaining school progress report, but there is little evidence of exploring services that would help clients maintain their housing (housing plan). Case comments should include the progress clients are making on their housing and income plans.

**Resolution:** This has been addressed with the development of the housing and income plans, and discussion of these plans will be included in future case comments.

# Finding #4: Client income plans and financial literacy training activities were not documented

Long-term income development plans were not in the client case files. Per the agreement *Summary of Services*, this is required ("The Income Specialist shall work with each participant to prepare short- and long- term objectives for increasing income, achieving self-sufficiency, and securing financial stability.")

Additionally, the HOPE Program Student Mutual Responsibility Agreement includes a requirement for participants to complete Financial Literacy Counseling. Some HOPE Agreements include Debt Management planning. Per the agreement, this is also required ("Those who receive direct financial assistance are required to participate in financial literacy training that teaches self-sufficiency so they can assume rental responsibility.")

**Resolution:** This has already been addressed by EOC and in the future, client income improvement plans will be included in the case folders. As referenced above, the Project HOPE contract has been updated accordingly. Additionally, one-on-one financial literacy education has been built into the duties of Housing Navigators, while Income Specialists focus on maximizing client employment and benefits.

#### F. Program activity observation

No findings or recommendations were revealed under this component. EOC staff

provided recorded videos of Housing Navigator staff and Income Specialist staff performing case management meetings with clients. Both videos showed positive, productive interactions with clients, consistent with the positive feedback from client interviews. Client interaction appears to be very constructive and one of the strengths of the program.

#### **III.PROGRAM HIGHLIGHTS**

Project HOPE is a new collaborative partnership in the community that is an invaluable opportunity to provide homeless services to clients that are otherwise difficult to reach. By working closely with EOC, the Department is able to target a previously underserved segment of the homeless population through Project HOPE. Outreach and engagement of this population of homeless and unstably housed community college students is a highlight of the program.

This is new territory not only for the local community, but for the California community college system, and it is an important opportunity to learn lessons and create a truly holistic and supportive program. Client interviews and observations support the need for the program and the great benefits that both FCC and EOC bring to students' lives.

In the last year alone, DSS staff have observed FCC increase outreach efforts and accessibility to clients, working closely with local schools, the juvenile justice system, and the Department itself to target foster and justice-involved youth, in accordance with DSS funding requirements.

Both EOC and FCC staff have always been willing and amenable to working with DSS staff and all requests. DSS recognizes EOC and FCC's efforts and growth with Project HOPE and would like to thank both organizations for the partnership, and for all that you do for the local community.



Date: October 26, 2022	<b>Program:</b> African American Coalition		
Agenda Item #: 9F7	Director: Marcie Santana		
Subject: Together We CAN Grow	Officer: Jack Lazzarini		

## **Recommended Action**

The Program Planning and Evaluation Committee recommends ratification for full Board consideration of the "Together We CAN Grow" grant. The grant proposal for \$750,000 was submitted to Bristol-Myers Squibb on September 9, 2022.

## Background

Bristol-Myers Squibb released a request for proposals for the development and implementation of innovative approaches and partnerships for addressing Social Determinants of Health (SDOH) and integrating social care and healthcare to reduce health disparities.

The project will support Fresno EOC's African American Coalition (AAC) health education and health equity work within the West Fresno California Avenue Neighborhood (CAN). The CAN initiative serves low-income and communities of color in Southwest Fresno, which includes those that are living in affordable housing developments, and receiving housing subsidy.

Funding will support the development and growth of the CAN 93706 Farmers Market as a consistent location to access healthy foods in Southwest Fresno. Program participants will also be connected to nutrition and lifestyle medicine education and coaching to enhance their knowledge and literacy regarding the root causes of chronic health conditions and self-management skills, as well as additional resources via Fresno EOC and its networks. The Public Health Institute Center for Wellness and Nutrition will be a subcontractor/consultant on the project, doing training and capacity building around SDOH and the Farmers Market, in addition to program evaluation.

# **Fiscal Impact**

If funded, Fresno EOC will receive a total of up to \$750,000 to begin the project. The African American Coalition would receive up to \$549,155 for its efforts and the subcontractor, Public Health Institute Center for Wellness and Nutrition, would receive up to \$200,845 for its part.

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# Conclusion

These funds will allow Fresno EOC to further its mission to address Social Determinants of Health and reduce health disparities for our most vulnerable populations.



Date: October 26, 2022	Program: African American Coalition,		
	Health Services		
Agenda Item #: 9F8	Director: Marcie Santana, Jane Thomas		
Subject: Fresno County Immunization	Officer: Jack Lazzarini		

# **Recommended Action**

The Program Planning and Evaluation Committee recommends ratification for full Board consideration of Fresno County Immunization (Agreement No. A-22-102) amendment with the Fresno County Department of Public Health (FCDPH) in the amount of \$777,924.

## Background

Fresno EOC and FCDPH entered into an agreement in March 2022, to which Fresno EOC agreed to provide COVID-19 and flu testing and vaccinations to the county's most vulnerable populations, including migrants, farmworkers, other essential workers and people of color.

In September 2022, FCDPH received County Counsel's approval to amend Agreement No. A-22-102 with Fresno EOC. This Amendment will add the provision to continue the MonkeyPox vaccination and education and outreach services from September 20, 2022 to November 20, 2022 and extend the term through January 31, 2023 with an option to extend for an additional 6-months. The Amendment also revises the compensation language that the budget, pursuant to Exhibit A SOW (AAC), will be \$646,924 and the budget, pursuant to Exhibit E SOW (LGBTQ+/Health Services), will be \$131,000.

FCDPH desired to amend the contract with Fresno EOC in order to add the provision of the MonkeyPox vaccination administration, and education and outreach to high-risk populations for MonkeyPox infection or exposure through January 31, 2023.

## **Fiscal Impact**

For the services provided, FCDPH has agreed to pay \$646,924 to Fresno EOC AAC, and an additional \$131,000 to LGBTQ+/Health Services.

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# Conclusion

This contract is part of Fresno EOC's ongoing efforts to combat the effects of the COVID-19 pandemic and the MonkeyPox outbreak among Fresno County's most vulnerable populations.



Date: October 26, 2022	Program: Women, Infants & Children		
Agenda Item #: 9F9	Director: Annette Thornton		
Subject: 2023 WIC Funding Amendment	Officer: Jack Lazzarini		

# **Recommended Action**

The Program Planning and Evaluation Committee recommends ratification for full Board consideration of the Women, Infants and Children (WIC) funding amendment with the California Department of Public Health (CDPH), WIC Division in the amount of \$21,475,313, throughout the next full 3-year term.

## Background

On September 13, 2022, Fresno EOC WIC received a modified funding award letter from CDPH WIC Division for Federal Fiscal Year (FFY) 2023 – 2025. The original award letter included funding for Books For Kids for FFY 2024 and FFY 2025, and these allocations are to be determined. Caseload assignment was also modified based on more recent WIC certification numbers. Caseload assignment increased to 28,270, which is 830 more participants than the original allocation. Funding description and yearly amounts are listed in the table below.

Description of Funding	FFY 2023	FFY 2024	FFY 2025
Original Funding Level	\$6,940,005	\$6,922,005	\$6,922,005
NSA Adjustment	\$6,815,904	\$6,797,904	\$6,797,904
BFPC	\$304,205	\$304,205	\$304,205
Book for Kids	\$145,286	TBD	TBD
FMNP	\$1,900	\$1,900	\$1,900
Total Funding for	\$7,267,295	\$7,104,009	\$7,104,009
Amendment 1			

Contract amendment package accepting the new funds was due to CDPH WIC on October 7, 2022.

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# **Fiscal Impact**

The increased funding will allow for hiring an additional Supervisor to support our large staff of WIC Nutrition Assistants.

## Conclusion

The increased amount will allow Fresno EOC WIC to continue and improve modernized WIC services, including remote, online, and in-person services for the next three federal fiscal years, beginning October 1, 2022, through September 30, 2025.



Date: October 26, 2022	Program: Equity and Impact
Agenda Item #: 9F10	Director: Kevin Williams
<b>Subject:</b> Guaranteed Basic Income Pilot Program	Officer: Emilia Reyes

## **Recommended Action**

The Program Planning and Evaluation Committee recommends ratification for full Board consideration of the grant application to the State of California Department of Social Services in the amount of \$7.5 million in response to the California Guaranteed Basic Income Pilot Program. This application was submitted on September 7, 2022.

## Background

The California Department of Social Services is deploying a Guaranteed Income Pilot program that will provide unconditional, individual, regular cash payments intended to support the basic needs of recipients. The program priority participants are a) California residents who age out of the extended foster care program at or after 21 years of age and b) California residents who are in their first or second trimester of pregnancy at the time of program enrollment. Further, the CDSS is focusing specifically on supporting low income individuals through this pilot program, and has eligibility requirements that participants must meet.

# **Fiscal Impact**

The grant requires a 50% match, which can include in-kind donations. As this is a state grant, not a federal, Fresno EOC is able to use CSBG funding within that match. The United Way will also be partnering with Fresno EOC in fundraising to meet the \$2 million match goal. The program would span three years include six months of planning, six months of implementation, 18 months payments and six months of evaluation and reporting.

# Conclusion

Fresno EOC is uniquely positioned to run this program, and provide holistic poverty intervention services along with the guaranteed income payments.

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Date: October 26, 2022	Program: Equity & Impact
Agenda Item #: 9F11	Director: Kevin Williams
Subject: Grant Tracker	Officer: Emilia Reyes

## Background

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



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#### Fresno Economic Opportunities Commission Grant Tracker Friday, September 30, 2022

FUNDED							
Submitted	Program	Name	Funder	Amount Requested	Board Report Date	Date of Notice	Amount Awarded
2/10/2022	Training & Employment	Good Jobs Challenge	Economic Development Adminstration	\$2,625,000	3/23/2022	8/3/2022	\$2,500,000 (minimum)
	Scale the Valley Apprenticesh	p Connections (VAC) Program to include	six rural cohorts serving rural Fre	esno County.	•		
11/2/2021	Sanctuary and Support Services	Foundation Grant	Slave 2 Nothing Foundation	\$30,000	11/17/2021	9/1/2022	\$20,000
11/2/2021	Emergency safe housing, food and support services for victims of human trafficking.						
11/2/2021	Sanctuary and Support Services	MHSOAC #Out4MentalHealth	Health Access Foundation	\$30,000	11/17/2021	10/4/2022	\$30,000
11/2/2021	Supporting local LGBTQ community members and LGBTQ+ servinv organizations with engaging LGBTQ+ mental health advocacy.						
		NOT FL	INDED				
Submitted	Program	Name	Funder	Amount Requested	Board Report Date	Date of Notice	
7/19/2022	African American Coalition	Health Ambassadors for People Experiencing Homelessness	Sierra Health Foundation	\$250,000	7/11/2022	9/9/2022	
	To provide ongoing outreach to help people experiencing homelessness feel more confident about COVID-19 vaccines and link them to testing and vaccine resources						

	PENDING GRANTS							
Submitted	Program	Program Name Funder		Amount Requested	Board Report Date	Expected Date of Notice		
7/19/2022	Advance Peace Fresno	City of Fresno Violence Intervention and Prevention Initiative	City of Fresno	\$750,000	8/8/2022	8/12/2022		
	Provide programming, training and grant funding to support evidence-based violence intervention and prevention strategoes to reduce violence.							
8/22/2022	African American Coalition COVID-19 Related Health Disparities Interventions Program		County of Fresno	\$1,000,000	8/8/2022	9/1/2022		
	Involves recruiting, training, and deploying CHWs to improve and address COVID-19 related health disparities and advance equity in underserved and disproportionately affected populations within Fresno County.							

9/9/2022	African American Coalition	Together We CAN Grow	Bristol-Myers Squibb	\$750,000	10/17/2022	Not specified							
9/9/2022	Funding will support the development and growth of the CAN 93706 Farmers Market in Southwest Fresno. Program participants will also be connected to nutrition and lifestyle medicine education, coaching and literacy regarding the root causes of chronic health conditions.												
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.												
	Energy Services	American Rescue Plan	County of Fresno	\$1,200,000	3/23/2022	Not specified							
3/9/2022	Install PV solar systems on approximately 70 low-income family homes.												
8/2/2022	Foster Grandparent Program Medicare Savings Program		AARP	\$150,000	8/8/2022	Not specified							
0,2,2022	Educate and engage adults over 50 about Medicare Savings Porgrams and help enroll more eligible older adults with low income in the programs.												
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.												
8/2/2022	LCC	BSCC Title II Grant Program	Board of State and Community Corrections	\$1,050,000	8/2/2022	Not specified							
0/2/2022	Will fund additional supportive services for corpsmembers at the LCC site, including counseling, legal services, peer support groups, and other resources, as well as an increase in refferals to other EOC programs to address barriers.												
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 servic	es to victims of human trafficking. Funds	will support personnel, operation	al 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 prever	tion and early intervention services to foo	cus on the needs of girls who are	at risk or are vict	ims of sex traffic	king.							
8/2/2022	Sanctuary and Support Services	Making Spirits Bright	PG&E's Better Together Giving Program	\$2,000	N/A	Not specified							
5, 2, 2022	To provide 25 families selected by a local elementary school with a Christmas Tree and decorations, along with hand-selected gifts for every child under 18 yeard old, personalized stockings, food and more during the holiday season.												
9/1/2022	Sanctuary and Support Services	Homeless Housing, Assistance and Prevention (HHAP) Youth Services	City of Fresno	\$483,400	10/17/2022	Not specified							
	To expand Youth Bridge Housing to provide services to Fresno City College young adults that are enrolled in Project HOPE.												

9/26/2022	Sanctuary and Support Services	Elevate Youth California: Youth Substance Use Disorder Prevention Program	Sierra Health Foundation	\$1,000,000	10/17/2022	11/1/2022						
	To expand youth and young adult substance use prevention through policy, systems and environmental change.											
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.											
9/6/2022	Equity and Impact	CDSS Guaranteed Basic Income Pilot	California Department of Social Services	\$7,500,000	9/22/2021	10/10/2022						
	Provide identified participants with guaranteed income of \$1000 per month for 18 months to measure their ability to improve their living conditions and move											
2/9/2021	Training and Employment	Employment Prop 64 Public Health and Safety Grant City of Fresno		\$1,225,047	9/22/2021	Not specified						
21312021	Address public health and safety challenges related to the legalization of the cultivation and sale of recreational cannabis, particularly for youth.											



Date: October 26, 2022	Program: Energy Services
Agenda Item: 9F12	Director: Joseph Amader
<b>Subject:</b> Department of Energy Bipartisan Infrastructure Law Funds	Officer: Michelle L. Tutunjian

# Background

The information presented is intended to keep the Board appraised of the Department of Energy Bipartisan Infrastructure Law Funds. The State of California, Department of Community Services and Development (CSD) has requested Energy Services to provide services to Tulare County income qualified residents through an additional funding allocation from the Department of Energy Bipartisan Infrastructure Law (DOE BIL) Funds. Total allocation over five years beginning late 2022, early 2023 for Tulare County is approximately \$2,325,000. In addition, Fresno County's five-year allocation is estimated at \$5,616,000. CSD indicated additional Low-Income Home Energy Assistance Program (LIHEAP) funding would be made available to assist with leveraging DOE BIL funding to provide additional energy efficiency measures per home while maintaining the Maximum Average Reimbursement per Unit (MARU) as mandated by contract.

Fiscal impact would increase number of homes served in both Fresno and Tulare Counties as increased funding will allow for an additional 60 homes per year above the 140 homes per year provided by Fresno County allocation alone. CSD is willing to work with Energy Services to establish flexible unit and expenditure goals regarding providing services to additional neighboring county.



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Date: October 26, 2022	Program: Head Start 0 to 5
Agenda Item #: 9G1	Director: Rosa M. Pineda
<b>Subject:</b> Program Update Report (PUR) for July & August 2022	Officer: Jack Lazzarini

## **Recommended Action**

The Head Start County Wide Policy Council Advisory recommends approval for full Board consideration of the Head Start 0 to 5 July & August 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).

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The July and August 2022 Program Update Reports are attached for review.



# **Fiscal Impact**

Not Applicable.

# Conclusion

If approved by the full Board, the July and August PUR will be retained for record keeping to verify the County-Wide Policy Council and the Fresno EOC Board of Commissioners had timely and accurate information to ensure programmatic and fiduciary accountability of Fresno EOC Head Start 0 to 5.



#### BOARD OF COMMISSIONERS PROGRAM UPDATE REPORT REPORT MONTH: JULY 2022

#### I. Head Start 0 to 5

Program Information Summary:

- 1. July 1, 2022, the new school year began for Early Head Start (EHS) and California State Preschool Program (CSPP) classes for the 2022-2023 program year.
- 2. July 4, 2022, Fourth of July Holiday was observed. Offices and centers were closed in observance.
- 3. Senior Management continues to meet to plan and prepare for Pre-Service that will be held at the Golden Palace on August 4<sup>th</sup> & 5<sup>th</sup>, 2022.
- 4. Recruitment of pregnant women, children and families continues for the 2022-2023 school year so that full enrollment can be met.
- 5. Actively recruiting for all vacant positions such as a Finance Manager.

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

On July 28, 2022, the grantee received a letter to notify us that the Office of Head Start (OHS) will be conducting a Focus Area 1 (FA1) review in Program Year 2022-2023. We will receive additional information regarding the review, including the assigned Review Lead and review dates, approximately 45 days prior to the event. The OHS will be closely regulating scheduled reviews and will not authorize changes to the review dates.

#### III. Early Head Start

Program Information Summary:

- 1. Continue to recruit staff for Family Development Specialist, Teacher Caregiver, and Teacher Caregiver Assistant vacancies.
- 2. Support Services is continuing to work with contractors to get the Eric White Center ready; the licensing packet is ready to be submitted once all work is completed at the center.
- 3. Center staff received training pertaining to COVID-19 Protocol to follow when an exposure occurs at the centers.

#### Early Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: <u>211</u>; Monthly ADA: Center Base: <u>68.91%</u>, Home Base: <u>NA%</u> Wait List Total: <u>62</u>

Total enrollment for Early Head Start for the month of July 2022 is 211. EHS received a total of 136 online referrals from our Fresno EOC website. ERSEA 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 participated in one Virtual Community Outreach Event 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: <u>445</u> Lunches: <u>531</u> Snacks: <u>477</u>

#### IV. Head Start

**Program Information Summary:** 

- 1. Continue to recruit for vacant positions specific to Education, Family/Community, Health, and Nutrition Services.
- 2. July 1, 2022, the Electronic Blue Files for all Head Start children enrolled for the 2022-2023 program year went into effect in ChildPlus.
- 3. July 19, 2022, the Four-Week Summer Program ended.
- 4. July 20, 2022, we received notification from Community Care Licensing (CCL) that Richard Keyes Head Start's request to be licensed was approved.



#### BOARD OF COMMISSIONERS PROGRAM UPDATE REPORT

<u>Head Start Enrollment/ADA Reports/Wait List:</u> Monthly Enrollment: <u>54</u>; Monthly ADA: Center Base <u>61.72%</u>; Home Base: <u>NA%</u> Wait List Total: <u>208</u>

Total Head Start enrollment for July is 54. The last day for Center Base classes (3.5hrs./day) and California State Preschool Program (CSPP 7.5 hrs./day) was on May 27, 2022. Center Base Duration classes (6.0 hrs./day) ended on June 10, 2022. CSPP Full Day/Full Year classes operated through July 31, 2022. We offered a summer program at the following sites: Roosevelt, Franklin, Jefferson, and Kings Canyon Head Start to afford children more classroom experience as classrooms were closed down due to COVID-19 during the regular program year. The summer program operated until July 29, 2022. In order to support our ongoing recruitment and enrollment efforts, we received 95 online referrals from our Fresno EOC website and attended seven Community Events. We continue to recruit children and families by distributing flyers, collaborating with community partners, and completing presentations to inform the community about the Head Start Program. On July 28, 2022 and July 29, 2022, we conducted door to door canvasing within our community. In addition, on July 30, 2022, the local news station ABC 30 News aired a story about our HS 0 to 5 Program in Fresno County. Analysis of all areas below the recommended 85% ADA, if any, has been done.

#### Head Start Meals/Snacks:

Total Children: Breakfasts: 588 Lunches: 578 Snacks: 736

Submitted by:

Rosa M. Pineda Head Start Director Nidia Davis Program Support Director

(JULY 2022 BOARD PUR) CQ 09/07/22 ~ CWPC (2020-2021 (PUR (BOARD)) ~



#### BOARD OF COMMISSIONERS PROGRAM UPDATE REPORT

#### **REPORT MONTH: AUGUST 2022**

#### I. Head Start 0 to 5

Program Information Summary:

- 1. August 3, 2022, Pre-Service for Individual Service Areas took place at various locations where staff attended trainings specific to their jobs.
- 2. August 4 5, 2022, our Annual All-Staff Pre-Service took place at the Golden Palace; the theme was "Creating Better Spaces by Choosing your Happiness."
- 3. August 19, 2022, New Employee Orientation for new hires.
- 4. Recruitment of pregnant women, children and families continues for the 2022-2023 school year in order to meet full enrollment.
- 5. Continue to actively recruit for all vacant positions, which includes a Finance Manager

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

On August 29, 2022, OHS released "Office of Head Start Guidance for Use of Funds Appropriated in the American Rescue Plan Act of 2021 (ARP)" (Pub. L. 117-2); Accompaniment to ACF-IOAS-DCL-22-01 ACF-IM-HS-22-05. The purpose of this Information Memorandum (IM) was to provide an overview and guidance on funds made available through the ARP Grant; recipients have flexibility to determine which one-time investments best supports the needs of staff, children, and families, while adhering to federal, state, and local guidance. In making these determinations, grant recipients should consider how the use of the one-time funds could meet both short- and long-term needs and determine whether purchasing, leasing, or contracting for services is more prudent.

#### III. Early Head Start

Program Information Summary:

- 1. Ongoing recruitment of staff for Family Development Specialist, Teacher Caregiver, and Teacher Caregiver Assistant positions.
- 2. Early Head Start Home Base has added a socialization site at the Lighthouse for Children in Fresno, CA.
- 3. Valley Children's Hospital Interns continue to attend Home Visits to observe Family Development Specialists on how they interact and engage with children and parents in their home environment.
- 4. Plans continue to license Eric White Center in Selma, CA. by October 2022.

#### Early Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: <u>215</u>; Monthly ADA: Center Base: <u>81.44%</u>, Home Base: <u>N/A%</u> Wait List Total: <u>97</u>

Total enrollment for Early Head Start (EHS) for the month of August 2022 was 215. EHS received a total of 193 online referrals from our Fresno EOC website. ERSEA 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 about EHS services. We participated in two virtual community outreach events with Women, Infants, & Children (WIC) and attended four community events. Analysis of all areas below the recommended 85% ADA, if any, has been done.

#### Early Head Start Meals/Snacks:

Total Children: Breakfasts: 452 Lunches: 516 Snacks: 474

#### **IV. Head Start**

#### Program Information Summary:

- 1. August 12, 2022, Children phased in at their centers and participated in activities to get to know their teachers and classrooms.
- 2. August 15, 2022, First Day of Head Start Center Base classes.



#### BOARD OF COMMISSIONERS PROGRAM UPDATE REPORT

- 3. August 23 & 25, 2022, Health Services Manager trained Fresno State Nursing Interns on Vision, Hearing, Heights and Weights, Blood Pressure, how to review Immunization Records and Head Start Program Performance Standards as it pertains to Health mandates. Fresno State Nursing interns will be assigned to several Head Start sites on Tuesdays and Thursdays to assist with screenings for the 2022 2023 program year.
- 4. August 25, 2022, Head Start received 300 Fresno State Football tickets from the City of Fresno for Head Start children and their parents.
- 5. Continue to recruit for vacant positions specific to Education, Family/Community, Health and Nutrition Services.

<u>Head Start Enrollment/ADA Reports/Wait List:</u> Monthly Enrollment: <u>1,173;</u> Monthly ADA: Center Base <u>81.84%;</u> Home Base: <u>N/A%</u> Wait List Total: <u>434</u>

Total Head Start (HS) enrollment for August was 1,173. Our first day of school took place on August 15, 2022, whereas CSPP Full Day/Full Year classes have been in operation since July 1, 2022. In order to support ongoing recruitment and enrollment efforts, we received 125 online referrals from our Fresno EOC website and participated in five community events. We continue to recruit children and families by distributing flyers, collaborating with community partners, and completing presentations to inform the community about Head Start. On August 9, 2022, Univision News aired a story about Head Start to let their viewers know more about our program and how to contact us. Analysis of all areas below the recommended 85% ADA, if any, has been done.

<u>Head Start Meals/Snacks:</u> Total Children: Breakfasts: <u>8,499</u> Lunches: <u>9,376</u> Snacks: <u>7,500</u>

Submitted by:

Rosa M. Pineda Head Start Director Nidia Davis Program Support Director

(AUGUST 2022 BOARD PUR REPORT) bw 10/05/22 ~ CWPC (2022-2023 (PUR (BOARD)) ~



Date: October 26, 2022	Program: Head Start 0 to 5
Agenda Item #: 9G2	<b>Presenter:</b> Rosa M. Pineda & Nidia Davis
<b>Subject:</b> Fiscal Year 2023 Head Start 0 to 5 Continuation/Refunding Application- Year 2	Officer: Jack Lazzarini

## **Recommended Action**

The Head Start County Wide Policy Council Advisory recommends approval of the Fiscal Year 2023 Head Start 0 to 5 Continuation/Refunding Application- Year 2.

## Background

Head Start 0 to 5 is funded on an annual basis (January 1 through December 31) by the Department of Health and Human Services (HHS) and Office of Head Start (OHS). Head Start 0 to 5 is funded to serve economically challenged families and their children, including those with disabilities from birth to five-years of age. Through the Program's coordinated interdisciplinary approach, the child's education, social development, nutrition, health (including physical, mental and dental), self-image and school readiness are enhanced.

Head Start 0 to 5 management submitted a request for authorization of the FY 2023 Head Start 0 to 5 Continuation/Refunding Application- Year 2, to the County-Wide Policy Council and Fresno EOC Board of Commissioners Chairperson on September 29, 2022, to which they both respectively authorized.

This budget was submitted to Health and Human Services (HHS) as part of the FY 2023 Head Start/Early Head Start Continuation/Refunding Application package. The deadline for submission to HHS was October 1, 2022. Notification for grant award will be prior to December 31, 2022.

The Head Start /Early Head Start Refunding Grant Application for FY 2023 (Year 2 of the funding cycle) includes the following budget components:

- 1. Basic Head Start Budget (G094122): \$35,059,099
- 2. Basic Early Head Start Budget (G094122): \$7,745,398
- 3. Head Start Training and Technical Assistance Budget (G094120): \$323,827

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# 4. Early Head Start Training and Technical Assistance Budget (G094121): \$173,371

## Head Start/Early Head Start Program Budget Narrative (G094122):

Annually, our program serves a minimum of 2590 clients (including 50 prenatal women). The proposed budgets support children to receive comprehensive services designed to support their developmental progression from pre-birth to kindergarten readiness. Based on parent preference and current community needs assessment, Fresno EOC's Head Start 0 to 5 program offers both center base and home base program options. In all cases, parents at centers and home-base areas self-determine program options.

The proposed FY 2023 **Basic Head Start Budget** is **\$35,059,099** for program operations including family literacy, inclusion services and transition. Throughout urban and rural Fresno County, Head Start will serve a total of 2,112 children and families of which 1992 of those are children in 100 center-based classes and 120 are children served in 4 home-base areas.

The proposed 2023 **Basic Early Head Start Budget** is **\$7,745,398** for program operations including inclusion services. Throughout urban and rural Fresno County, Early Head Start will serve a total of 478 children and families year-round. Ninety-four of those children are served in center-based classes and 384 are children or prenatal women served in home-based settings.

Per federal mandate, at least 10% of all enrollments must be filled by children with disabilities. All personnel and fringe benefits costs, purchases of equipment, supplies, services, parent engagement costs, etc. in said budgets are in line with the Head Start Program Performance Standards, goals and objectives of the Fresno EOC Head Start 0 to 5.

The proposed **Inclusion Services Budget** (G094122) for FY 2023, included in the overall budget, is **\$917,843.** Our children with disabilities have special needs including psychological, educational, and physical needs. We provide training and supplies necessary for inclusion of children with disabilities in classrooms.

The proposed **Literacy/Transition Budget** (G094122) included in the Basic Budget for FY 2023 is **\$176,456**. These funds support family and child literacy. They also provide connection between Head Start and the Unified School Districts where transitioning children will attend kindergarten.

## Training and Technical Assistant Budget Narrative (G094120/G094121):

The proposed FY 2023 **Head Start T&TA** budget is **\$323,827**. The proposed FY 2023 **Early Head Start T&TA** is **\$173,371**. These funds are to provide training and technical assistance to Head Start/Early Head Start program staff, parents, and the Fresno EOC

Board of Commissioners to improve the quality of services provided to the children and families.

The needs for the training requested are determined from analyses of Community Assessment Outcomes, Program Information Report findings, requirements in Head Start Program Performance Standards, and the program's Self-Assessment monitoring.

The application includes the following additional components:

#### Community Assessment (CA):

For year 2, a strength and needs assessment was conducted January through August as part of the Head Start 0 to 5 grant application process in order to determine need for Head Start/ Early Head Start services in local communities throughout Fresno County.

#### Program Goals & Objectives:

Program Goals & Objectives for the first year of the grant cycle are included in the Continuation/Refunding Grant application. Detailed work plans which specify activities, time frames, staff responsibilities and evaluation for each year have been developed with staff and CWPC input. Staff have met throughout the past year to review and update the progress for each goal over the past school year. The updates will be presented to the CWPC at their November 2022 meeting. Copies of the updated program goals and objectives are available upon request for Fresno EOC Board review.

## School Readiness Goals:

The School Readiness goals were written for the five-year period of our funding cycle. The goals state children will demonstrate age appropriate positive: 1. approaches toward learning, 2. social behavior, emotional regulation and emotional well-being, 3. communication, language and emergent literacy skills, 4. general cognitive skills and 5. physical development and health.

These goals target behaviors that will help children be successful in kindergarten and life when they transition to the K-12 system at age five. The goals document includes teaching and parenting strategies to support children's optimal development.

Head Start 0 to 5 aggregates child school readiness data using the Infant/Toddler Developmental Assessment (IDA) and the Desired Results Developmental Profile 2015, DRDP, three times a year, per federal mandate. Each child's developmental progression towards expected milestones is tracked. The expectations of our school readiness goals are aligned, as required, with the California State Learning and Development Foundations and the Early Learning Outcomes Framework (ELOF) of the Office of Head Start. The results of the aggregation of the data reveal program trends. Individual IDA/DRDP results are provided to the parent(s) at the time of their child's assessment and clarify whether or not the child needs additional interventions.

## Program Options:

Staff have included the Program Options Charts, a required, part of the grant application, for review. These charts indicate whether slots at each site are funded as home base or center base opportunities.

## **Fiscal Impact**

The Head Start 0 to 5 Basic and Training and Technical Assistance Budgets have a fiscal impact of \$43,301,695 which constitutes approximately 40% of Fresno EOC's budget and represents over 50% of the agency's employees.

## Conclusion

If approved by the CWPC, the FY 2023 Head Start 0 to 5 Continuation/Refunding Application- Year 2 proposal, will allow Head Start 0 to 5 and the contractors to continue serving children and families in Fresno County.



Date: October 26, 2022	Program: Head Start 0 to 5
Agenda Item #: 9G3	Director: Rosa Pineda
<b>Subject:</b> Proposed Revisions to the Head Start 0 to 5 Selection Criteria	Officer: Jack Lazzarini

# **Recommended Action**

The Head Start County Wide Policy Council Advisory recommends ratification of the proposed revisions made to the Head Start 0 to 5 Selection Criteria to include Supplemental Nutrition Assistance Program (SNAP) when determining eligibility.

# Background

On April 21, 2022, the Administration for Children and Families released an Information Memorandum (IM) clarifying the definition of "public assistance" in the Head Start Act to include receipt or eligibility for Supplemental Nutrition Assistance Program (SNAP) benefits. The IM, effective immediately, simplifies the eligibility and enrollment processes for Head Start Programs and requires changes to our Selection Criteria. It was determined that SNAP households with young children have equivalent level of need to families currently receiving Head Start services. This approach does not guarantee a SNAP recipient enrollment in a Head Start program. Programs must adhere to their recruitment and selection criteria to ensure they prioritize enrollment for those who may benefit most from Head Start services. The sole purpose of this is to make clear that Head Start programs can consider SNAP as public assistance for purposes of determining Head Start eligibility.

# **Fiscal Impact**

None

# Conclusion

If ratified by the Board, Head Start 0 to 5 will utilize the proposed Head Start 0 to 5 Selection Criteria to determine eligibility moving forward.

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@FresnoEOC



Applicant's Name: DOB:	_Site/Area:
AGE/PRENATAL STATUS	CIRCLE ONE
Prenatal or Infant (EHS)	100
1 year (EHS)	80
2 years (EHS)	20
4 years (HS)	80
3 years (HS)	50
INCOME	CIRCLE ONE
Homeless (as defined by McKinney-Vento Act)	130
Foster Child	130
Recipient Public Assistance (TANF/SSI/SNAP)	130
Low income below poverty guidelines	120
Over Income 100 - 130% above poverty guidelines	60
Over Income 130%+ above poverty guidelines	30
DISABILITY	CIRCLE ONE
IFSP (EHS) or IEP (HS)	200
PARENTAL STATUS	CHECK ALL THAT APPLY
Pregnant Woman	60 🗆
Legal Guardian/Caregiver	30 🗆
One Parent Household	20 🗆
INDIVIDUAL AND FAMILY RISK FACTORS (Must be documented)	CHECK ALL THAT APPLY
Written Referral from Community Agency/Professional	50 🗆
Teen Parent (17 and younger)	40 🗆
Disabled Custodial Parent/Guardian (not receiving SSI)	20 🗆
Substance Abuse/Mental Health Issues/Incarceration	20 🗆
	-• -
	20 🗆
Exposure to domestic violence and/or community violence	20 □
	20 🗆 20 🗆
Exposure to domestic violence and/or community violence	
Exposure to domestic violence and/or community violence Death/Loss of primary parent or caregiver ADDITIONAL FACTORS Transition from EHS	20 🗆
Exposure to domestic violence and/or community violence Death/Loss of primary parent or caregiver ADDITIONAL FACTORS	20  CHECK ALL THAT APPLY
Exposure to domestic violence and/or community violence Death/Loss of primary parent or caregiver ADDITIONAL FACTORS Transition from EHS Sibling of a child enrolled in Head Start 0 to 5	20 CHECK ALL THAT APPLY 100 50
Exposure to domestic violence and/or community violence Death/Loss of primary parent or caregiver ADDITIONAL FACTORS Transition from EHS	20 □ CHECK ALL THAT APPLY 100 □ 50 □ Total
Exposure to domestic violence and/or community violence Death/Loss of primary parent or caregiver  ADDITIONAL FACTORS Transition from EHS Sibling of a child enrolled in Head Start 0 to 5 Staff Print:	20  CHECK ALL THAT APPLY 100  50  Total Points:

Original: Enrollee's Family File

Copy: Verification File (IS to enter with application)

Revised/Approved by CWPC	Approved by P&E Committee/Fresno EOC Board of Commissioners							
[6/21/06] [10/17/07] [2/20/08] [3/18/09] [1/18/12] [1/14/2015] [7/15/2015] [1/20/16] [2/15/17] [ 3/21/18 ] [2/20/19] [5/20/20] [2/2/22] [07/05/22]	[1/25/12] [7/14/2015] [1/27/16] [2/22/17] [ 4/18/18 ] [3/9/19] [6/9/20] [2/9/21-P&E] [03/23/22-P&E] [9/29/22]							

#### FRESNO EOC SCHOOL OF UNLIMITED LEARNING GOVERNING COUNCIL MEETING On-Line through Ring Central Tuesday, May 10, 2022 MINUTES

#### 1. Meeting called to order by Dr. Terry Allen 8:43 a.m.

#### 2. Roll call facilitated by Dr. Terry Allen.

Voting Members	Present	Excused	Absent	Staff	Present	Excused	Absent	Non-Voting Member	Present	Excused	Absent	Guests
Terry Allen, Ed.D., Chair Retired Teacher Representative	Х			Michelle Tutunjian		Х		Felicia Olais			Х	
Edward Avila, Fresno EOC Commissioner			Х	Emilia Reyes		Х						
Jeff Davis, Fresno EOC Training and Employment Services Director			Х									
Larry Metzler, Cultural Arts Rotary Interact Club	Х											
Mike Petrovich Ph.D., Retired Mental Health Representative	Х											
Chuck Riojas, Community Member			Х									
Jimi Rodgers, Fresno EOC Commissioner	Х											
Jeanne Starks, Retired Law Enforcement Juvenile Probation		Х										
Jane Thomas, Fresno EOC Health Services Director, Julio Romero (Alternate)	Х											
Benita Washington, FSU Social Worker Representative	Х											
Parent Rep Maria Amaro Morales, Vice Chair			Х									
Student Rep's Daniel Gamez, Leah Soliz (2) Alternate Student Rep Sunshine Frausto	Х		Х									
Felicia Olais, FUSD Representative			Х									
Susan Lopez, Staff Representative SOUL Principal	Х											
Rena Failla, Staff Representative, Guidance Coordinator		Х										
Courtney Griffin, Staff Representative, Guidance Dean	Х											
Sam Hairston, Staff Representative- Career Services	Х											
Sandy Lomelino, Staff Representative. Coordinator of Curriculum & Instruction	Х											
Patricia Billeadeau, Interact Representative	Х											

#### 3. Approval of Minutes

The April 5, 2022 minutes were approved as read. M/S/C Lopez/Failla

#### 4. Proposed Meeting Dates 2022-2023

The proposed Governing Council meetings dates were presented. The meetings will resume in person beginning with the September 13, 2022 meeting, unless a need arises, then Governing Council meetings will be held virtually. A motion was made to approve the proposed meeting dates 2022-2023. M/S/C Griffin/Hairston

#### 5. Election of Officers

Dr. Terry Allen accepted the nomination to remain as Chair, Benita Washington, FSU Social Worker Representative was nominated as Vice-Chair and accepted nomination. Jimi Rodgers, Fresno EOC Commissioner was nominated to remain as secretary as the 2022-2023 Governing Council Officers. A motion was made to approve the selection of Officers for the 2022-2023 Governing Council. M/S/C Lopez/Washington

#### 6. By-Laws Sub-Committee Report

Allen reported on behalf of the By-Laws Sub-Committee that no revisions were recommended for the By-Laws. A motion was made to approve the By-Laws Sub-Committee report. M/S/C Washington/Lomelino

#### 7. Finance Sub-Committee Report

Susan Lopez, SOUL Principal reported for the Finance Sub-Committee. Lopez is in the process of developing the budget for the 2022-2023 school year. SOUL's Average Daily Attendance increased to 92%. SOUL has received Federal funding through the Elementary and Secondary School Emergency Relief, (ESSER II and ESSER III) grants to address learning loss. These federal funds are allocated to finance, facility updates, professional development for both teachers and support staff, training to support staff in working with social emotional issues, multi-tiered staffing support

and summer school. A motion was made to approve the Finance Sub-Committee report. M/S/C Washington/Rodgers

#### 8. Faculty Pay Schedule

Lopez reported that SOUL teachers want to receive their salary over 12 months instead of the current 10 months. Education code <u>450039</u> If the governing board of a school district or charter school arranges to pay persons employed by it in 12 equal payments for the year, it may pay each monthly installment at the end of each calendar month, whether or not the persons are actually engaged in teaching during the month. (Amended by Stats. 2007, Ch. 524, Sec. 2. Effective October 12, 2007.) Two other Ed codes support this proposed pay schedule. A motion was made to approve the Faculty Pay Schedule. M/S/C Rodgers/Billeadeau

#### 9. Local Control Accountability Plan (LCAP) Update

Lopez shared updated 2022-2023 LCAP for submission. The items embedded in the LCAP are: 1) Budget Overview for Parents, 2) Supplement to the 2021-2022 LCAP, 3) LCAP Action Tables. Once the LCAP document has received final Council approval, it will be submitted to the State Department of Education in May 2022. A motion was made to approve the LCAP. M/S/C Griffin/Washington

#### 10. SOUL Updates: Principal Report

- > Lopez presented the data on SOUL's demographic information for the school enrollment and updates.
- Enrollment has begun for the 2022-2023 school year.
- Dr. Michael Petrovich shared that he is resigning from the Governing Council as of June 1, 2022. He is moving out of state. Dr. Allen asked the Governing Council members to bring names of possible candidates to fill the seat of Mental Health Representative.

#### 11. SOUL Student Career Fair

Patricia Billeadeau, Interact Representative invited the Governing Council members to attend SOUL's Interact annual Career Fair, hosted by the Cultural Arts Rotary of Fresno, Friday, May 20, 2022 from 8:30 am - 1:00pm. Billeadeau also highlighted the presenters career focus and activities scheduled.

#### 12. SOUL Graduation 2022

SOUL's Spring Graduation Ceremony will be held at the Sanctuary Theater, Tuesday, June 7th, Wednesday, June 8th and Thursday, June 9th from 9:00 a.m. to 3:00 pm. Lopez thanked Rena Failla, Guidance Coordinator and Sandy Lomelino, Coordinator of Curriculum & Instruction for their continued encouragement to the graduates. Lopez invited the Governing Council members to attend SOUL's graduation ceremonies.

#### 13. Oher Business

Allen announced the next scheduled meeting will be held on Tuesday, September 13, 2022.

#### 14. Public Comments

None heard.

#### 15. Adjournment of Meeting

Meeting adjourned at 9:35 am

Submitted by Commissioner Jimi Rodgers, SOUL Governing Council Secretary

#### SANCTUARY AND SUPPORT SERVICES ADVISORY BOARD MEETING VIA ZOOM Thursday, June 9, 2022

## **Minutes**

#### I. CALL TO ORDER

The meeting was called to order by Tom Nino, Chair, at 12:07 PM

#### II. ROLL CALL

There was a quorum established at this meeting.

Tom Nino, Chair Social Services Representative	Р	Law Enforcement - Open	N/A
Itzi Robles Fresno EOC Commissioner	Ρ	Business Representative – Open	N/A
Michael Reyna Community At Large	Ρ	Sanctuary Representatives (Varies)	Х
Cynthia Cervantes Health Representative	А		

#### Staff Present:

P = Present, A = Absent, X = Excused Absence

Michelle L. Tutunjian, Chief Operating Officer Misty Gattie-Blanco, Sanctuary Director Chrystal Streets, Homeless Services Manager Amber Secundino, CVAHT Manager Anita Ponce, Program Assistant III

#### III. APPROVAL OF MINUTES

March 10, 2022 – Robles/Reyna M/S/C to approve March Meeting Minutes. All in favor.

#### IV. PROGRAM UPDATES

• Accomplishments and Challenges

#### HOMELESS SERVICES

Chrystal Streets, Homeless Services Manager, shared outreach is going out into the field as much as possible trying to locate individuals that are homeless and need assistance. Most recently they have been encountering individuals that do not want assistance and it has been difficult to connect them with our local access sites that help individuals with different types of assistance. Staff currently looking for different techniques to engage homeless individuals to get assistance for the outreach team.

Housing projects are coming along, Project Home Plate has openings because clients have transitioned out, which is a good thing because they've had nothing but positive exits throughout all of the housing projects.

Youth Bridge and Shelters utilization are low due to bathroom renovations. Clients that are on site are working and doing well. Youth Shelter unfortunately does not have any clients due to changes on the type of clientele that we can take at the youth shelter has changed. The funding can only take unaccompanied street homeless youth or runaway youth that have no safe place to go. Streets informed the committee unfortunately the youth that have gone to the shelter do not meet those criteria and cannot stay

overnight; however, the project is still available and open but only to that specific population.

Misty Gattie-Blanco, Sanctuary Director, informed the committee we received the agreement with Fresno City College to extend services for HOPE project for an additional two years.

#### CVAHT

Amber Secundino, CVAHT Manager, shared some of the accomplishments that include that the ER apartment, funded by Slave 2 Nothing funds, who was occupied by a family of two while experiencing some delays with the coordinated entry system in getting client placed in housing with an emergency housing voucher. We are excited to share that this family of two has been placed in an apartment, once apartment unit is cleaned it will be ready for the next client.

We also started utilizing TVAP funding, which were used in past years, however due to OVC funding we were unable to continue using TVAP funds. We currently do not receive OVC funds and were able to sustain clients using TVAP funding.

Secundino shared some of the challenges with the Emergency Housing Vouchers not being accepted by multiple landlords, have created a lot of challenges for clients, and creating higher advocacy needs on our part. Case Managers are at capacity/above capacity serving a very large case load, due large influx in foreign nationals trafficking victims.

#### LGBTQ+

Gattie-Blanco shared the center continues to provide their virtual Q-Space Pop Ups with The Source including two additional competency trainings, with Fresno EOC's Training and Employment division and SCCCD Classified employees.

Art Hop has resumed and average 400-500 individuals at event, additionally the center has started a dance class for youth, there were 8 unduplicated youth, who will perform at the Illuminate Our Pride event.

Additionally, Gattie-Blanco shared Jennifer Cruz, LGBTQ+ Resource Center Manager, participated in a round table for ABC30 hosted for Pride Month and aired on June 1<sup>st</sup>.

Program Activity Reports

Activity reports were previously provided to the committee.

Reyna inquired why there are zero's in Basic Center if it was because of lockdown COVID, Gattie-Blanco explained partially because of COVID, the increase in family shelters, and due to the criteria change in eligibility. Our population was runaway and out of control youth with some homeless youth whose parents were at a different shelter, with the increase in family shelters and keeping families together the number of homeless youths diminished. Reyna inquired what is considered Out of Control youth. Gattie-Blanco explained often parents that would seek youth shelter as a means of intervention and did not want DSS involvement.

• Program Funding Activities

Gattie-Blanco indicated the Funding Activity provided previously did not include the funding amounts as currently being presented and will email the committee the updated Program Funding Activities as it is a previous request from the committee. Gattie-Blanco gave a brief overview of funding activities.

• Basic Center Program Update

Gattie-Blanco shared Board of Commissioners approved to voluntarily relinquish grant at the end of the grant cycle. The Youth Shelter, ages 12-17 years old, will be closing. Gattie-Blanco informed we've been approached by other entities to use the space in some sort of shelter or other capacity, Gattie-Blanco reached out to see if any of the committee members would like to participate and discuss further in an Ad-Hoc group. There will be an announcement as we get closer to the date to inform the community.

#### V. PROGRAM ANNOUNCEMENTS

The committee was previously provided event flyers.

Gattie-Blanco highlighted our Third Annual Illuminate Our Pride event scheduled for June 25, 2022 on Fulton Street in front of the center. We currently have four food vendors joining us and nearly 24 table vendors and close to 30 community outreach booths, last years' event had 500 participants and hope to exceed that number this year. We were approached by Tioga-Sequoia again this year for a partnership and will be having an after party after our event, and will donate a portion of their proceeds. We also just received word from Glamazon (Amazon) will be providing us a check for \$25,000 that day as well. Tutunjian inquired if it was an unsolicited donation, Gattie-Blanco informed Tutunjian, yes, it was an unsolicited donation.

Councilmember Esparza will be highlighting the LGBTQ Center, as well as Trans-E Motion for the work they did during the housing assessment at the Flag Raising Ceremony in front of City Hall. Additionally, some council members have donated towards the Illuminate Our Pride Event -Esparza, Arias, Chavez and Arambula.

The annual Cooling the Homeless event is scheduled for July 14, 2022 where we handout outreach items, personal hygiene supplies and different items to street homeless individuals.

Reyna inquired since the LGBTQ Center started, how does the staff level at now. Gattie-Blanco informed the committee there are 7 total, with 2 vacancies, one resignation and the other is the Mental Health Associate which has been the hardest to fill. Gattie-Blanco shared instead of filling positions we have created partnership with other organizations to provide the mental health counseling to youth and make assessments.

#### VI. OTHER BUSINESS

Next meeting is scheduled on September 8, 2022.

#### VII. PUBLIC COMMENTS

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

#### VIII. ADJOURNMENT

The meeting was adjourned at 12:39 PM – Reyna/Robles M/S/C. All in favor.

Respectfully Submitted,

Misty Gattie-Blanco Sanctuary Director



#### COUNTY-WIDE POLICY COUNCIL MINUTES

#### August 2, 2022

CALL TO ORDER	The meeting was called to order at 6:01 p.m. by Ashleigh Rocker Greene, CWPC Chairperson, via ZOOM call.										
ROLL CALL	Roll Call was called by Senovia Linda Murillo, CWPC Secretary. The following Representatives were present: Ashleigh Rocker Greene, Fawnda Cole, Senovia Linda Murillo, Veronica Canchola, Christina Marquez, Laura Barnes, Anna Fernandez, Maria Barajas, Xiomara Cuyuh, Uvilla Ibarra, Alma Martinez Guillen, Maria Castellanos, Stephanny Vazquez, Blanca Lopez, Cesia Muniz, Amber Daniels, Maja Campbell, Natisha Goins and Zina Brown-Jenkins. A quorum of the CWPC Executive Board was present.										
	Ashleigh Rocker Greene, CWPC Chairperson, informed Representatives at tonight's meeting that only Executive Board members can make a motion, a second on Action Items, and vote.										
	As per the Fresno EOC Head Start 0 to 5 County-Wide Policy Council Bylaws under ARTICLE V. MEETINGS, Section 3. Quorum:										
	A quorum shall be constituted by 51% of the CWPC's membership.										
	The CWPC Executive Board shall act on behalf of the CWPC body in the summer months (June, July and August) in the event there is no quorum of the general body.										
APPROVAL OF PREVIOUS CWPC MINUTES	Ashleigh Rocker Greene, CWPC Chairperson, informed Representatives of the CWPC Minutes from the July 5, 2022 meeting. This information was sent to Representatives prior to tonight's meeting.										
MINUTES	Motion to approve the July 5, 2022 CWPC Minutes as written and read was made by Fawnda Cole and seconded by Christina Marquez. Motion carried.										
COMMUNITY REPRESENTATIVE REPORTS	Ashleigh Rocker Greene, CWPC Chairperson, welcomed the Community Representatives to tonight's meeting.										
NEF ON IS	Natisha Goins, from Women, Infants and Children (WIC) shared the following information:										
	<ul> <li>August is "National Breastfeeding Month".</li> <li>WIC has four (4) Lactation Consultants and thirty-two (32) Certified Lactation Assistants available to assist mothers.</li> <li>During the month of August we will be giving away goodie bags.</li> <li>Drive Thru Event will be held on August 11, 2022.</li> <li>WIC clients can email us if they would like to receive a Farmers Market Booklet. At this time,</li> </ul>										
	<ul> <li>we have 200 booklets available, it will be on the first come first serve basis.</li> <li>The soy based formulas are available.</li> </ul>										
	Ms. Rocker Greene, thanked the Community Representative for her report.										
FRESNO EOC COMMISSIONERS' REPORT	Zina Brown-Jenkins, Fresno EOC Commissioner, informed Representative that at this time, there are no items to report for the May 25, 2022 Fresno EOC Board meeting due to the Board's Summer recess and pending approval of the May Board Meeting minutes for when the board reconvenes on August 24, 2022.										

FINANCIAL STATUS REPORT FOR THE MONTH OF MAY 2022	Ashleigh Rocker Greene, CWPC Chairperson, informed Representatives of the Monthly Financial Status Report for Early Head Start and Head Start programs for the month of May 2022. These reports were sent to Representatives prior to tonight's meeting.
	Ms. Rocker Greene reported that the Monthly Financial Status Reports show all expenditures for the entire Early Head Start and Head Start programs for the month of May 2022 and year-to-date. The report includes Basic and Training & Technical Assistance budget and credit card expenses 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 (1) and (3) Training and Technical Assistance.
	Motion to approve the Monthly Financial Status Reports for May 31, 2022 for Early Head Start and Head Start was made by Fawnda Cole and seconded by Christina Marquez. Motion carried.
AVERAGE DAILY ATTENDANCE (ADA) REPORTS FOR THE MONTH OF	Fawnda Cole, CWPC Vice-Chairperson, informed Representatives of the Average Daily Attendance (ADA) Report for the month of June 2022 for Head Start and Early Head Start. This information was sent to Representatives prior to tonight's meeting.
JUNE 2022	Per Head Start Program Performance Standard 1302.16, a program must track attendance for each child and implement a process to ensure children are safe when they do not arrive at school. In addition, a program must implement strategies to promote attendance by providing information about the benefits of regular attendance; support families to promote the child's regular attendance; conduct a home visit or make other direct contact with a child's parent if a child has multiple unexplained absences' and thereafter, use individual child attendance data to identify children with patterns of absences that put them at risk of missing ten percent of program days per year and develop appropriate strategies to improve individual attendance among identified children.
	The Head Start monthly ADA for June 2022 was 73.82% for Center Base and for Center Base who operated as Home Base was 97.10%. Head Start Home Base is now tracking numbers of home visits and no longer reports ADA. Total Head Start enrollment for June 2022 is 1171.
	Early Head Start's monthly ADA for June 2022 for Center Base was 75.46%. Early Head Start Home Base is also tracing the number of Home Visits and no longer reports ADA. Total enrollment for Early Head Start for the month of June 2022 was 222.
	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 Head Start Center Base and Early Head Start Center Base for June 2022 was made by Fawnda Cole and seconded by Christina Marquez. Motion carried.
EARLY HEAD START CURRICULUM PHILOSOPHY	Tamar Grigsby, Education Services Manager, informed Representatives of the Early Head Start Curriculum Philosophy. This information was sent to Representatives prior to tonight's meeting.
	Head Start 0 to 5 staff recommends approval for the Early Head Start Curriculum Philosophy. It will allow the program to continue to implement the curriculum planning process to provide families and children with high quality experiences that align with our six philosophy principles. These principals also align with our partnering agencies such as Fresno County Superintendent of Schools.
	Head Start Program Performance Standard 1302.32(a)(1) states, center-based and family childcare program must implement developmentally appropriate research-based early childhood curricula, including additional curricular enhancements, as appropriate that:
	<ul> <li>(i) Are based on scientifically valid research and have standardized training procedures and curriculum materials to support implementation.</li> <li>(ii) Are aligned with Head Start Early Learning Outcomes Framework: Ages Birth to Five.</li> <li>(iii) Have an organized developmental scope and sequence that include plans and materials for learning experience based on developmental progressions and how children learn.</li> </ul>

#### EARLY HEAD START CURRICULUM PHILOSOPHY – (Cont.)

AMENDMENT OF

COUNTY-WIDE POLICY COUNCIL

**BYLAWS** 

Early Head Start utilizes two research based curriculum used to support children's development:

- Center Base Creative Curriculum for Infants, Toddlers and Two's
- Home Base Partners for a Healthy Baby

<u>Motion</u> to approve the Early Head Start Curriculum Philosophy was made by Christina Marquez and seconded by Laura Barnes. Motion carried.

Tashon Smallwood, Family Engagement/Volunteer Services Coordinator, informed Representative of the Amendment of County-Wide Policy Council (CWPC) Bylaws. This information was sent to Representative prior to tonight's meeting.

Head Start 0 to 5 staff review the CWPC Bylaws every two years to determine if there should be modifications to the document and present the revised bylaws to the CWPC for approval. Amendment of the bylaws consist of the following:

- Adding our contractors (Fresno Unified School District and Fresno County Superintendent of Schools)
- Reimbursement to include technology stipends
- Steps to take when a vacancy occurs in the CWPC Executive Board as it pertains to vacancy of Chairperson
- Correction of personnel job titles
- Grammatical errors
- Removal of CWPC Executive Board meetings

Currently, the CWPC Bylaws read as, "the CWPC Executive Board meeting shall meet prior to the CWPC's regular meeting to prepare its agenda, "Article VI. Committees, Section 1, CWPC Executive Board (B.) However, staff is recommending the CWPC Executive Board meetings be removed, as it is not necessary to conduct an additional meeting to prepare or review the agenda with the full Executive Board. Per the Robert's Rule of Order, a meeting can be held individually with the Executive Board Chair to create, review, and give final approval of the agenda prior to the schedule CWPC meeting or any other special meetings. Recommended changes to the bylaws will read as, "The Chairperson shall participate in the development of the CWPC meeting agenda and provide final approval prior to scheduled meetings or any other special meeting", Article VI. Committees, Section 1. CWPC Executive Board (C.).

If approved by the CWPC, the amended County-Wide Policy Council Bylaws will move forward for full Board consideration at the August 24, 2022 Board of Commissioners' meeting.

<u>Motion</u> to approve the Amendment of the County-Wide Policy Council Bylaws was made by Ashleigh Rocker Greene and seconded by Fawnda Cole. Motion carried.

COUNTY-WIDE POLICY COUNCIL (CWPC) PROPOSED MEETING DATES 2022-2023

Olga Jalomo-Ramirez, Family/Community Services Manager, informed Representatives at tonight's meeting of the County-Wide Policy Council (CWPC) Proposed Meeting Dates for the 2022-2023 school year. This information was sent to Representatives prior to tonight's meeting.

In preparation for the 2022-2023 school year, staff is recommending the CWPC meetings continue to take place on the first Tuesday of each month. In accordance with the Head Start 0 to 5 CWPC Bylaws, Article V. Section 1.

• January 10, 2023 – CWPC Meeting (Due to Winter Break Schedule)

If approved by the CWPC, the Executive Board and CWPC proposed meeting dates will be added to the Head Start 0 to 5 Program Calendar for the 2022-2023 Program Year.

<u>Motion</u> to approve the County-Wide Policy Council (CWPC) Proposed Meeting Dates 2022-2023 was made by Ashleigh Rocker Greene and seconded by Fawnda Cole. Motion carried

HEAD START 0 TO 5 COVID-19 UPDATES	Marie Sani, Health Services Manager, informed Representatives at tonight's meeting of the Head Start 0 to 5 COVID-19 Updates. This information was sent to Representatives prior to tonight's meeting.							
	At this time, 97% of Head Start 0 to 5 staff have been fully immunized. Fresno County currently has 35.8 new positive cases per 100,000 moving up from 20. All classes and program options resume in person services effective, February 22, 2022. The emergency was lifted by Fresno County in June. Our county still has high COVID rates.							
	In addition, we continue to collaborate with Fresno County Public Health Department (PHD) Daycare/ Preschool regulations to keep current in our isolation, quarantine, and masking procedures/ practices. This includes reporting any positive COVID cases in Head Start 0 to 5 to the PHD through computerized system called SPOT.							
	Until case numbers drop and more children are vaccinated, children with COVID symptoms will be sent home a minimum of 5 days until symptoms resolve or the child has a negative PCR test taken on day 5. For positive COVID results, positive children will need to be out 10 days.							
	The FDA approved the COVID vaccine for children 0 to 5. The vaccine is available at many clinics. The vaccines are safe and effective.							
PERSONNEL COMMITTEE REPORT	Ashleigh Rocker Greene, CWPC 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.							
	Ms. Rocker Greene reported on the Hiring/Personnel Action Positions, Resignations/Separations, Promotions/Status Change and Job Description for Positions of Early Head Start and Head Start staff, as well as Eligibility Lists created for August 2, 2022.							
FAMILY OUTCOMES NARRATIVE REPORT 2021-2022	Olga Jalomo-Ramirez, Family/Community Services Manager, informed Representatives of the Family Outcomes Narrative Report 2021-2022. This information was sent to Representatives prior to tonight's meeting							
	The Family Outcomes Survey is completed annually by Head Start parents/caregivers. It is distributed at the end of each school year to measure parents' opinions on how much they and their families have benefited from Head Start. The survey is fully aligned to "The Head Start Parent, Family and Community Engagement Framework (PFCE)." The seven (7) Outcome Areas of the PFCE Framework that are measured are:							
	<ol> <li>Family Well-Being</li> <li>Positive Parent-Child Relationships</li> <li>Families as Lifelong Educators</li> <li>Families as Learners</li> <li>Family Engagement in Transitions</li> <li>Family Connections to Peers and Community</li> <li>Families as Advocates and Leaders</li> </ol>							
	The outcomes 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' interests and/or needs.							
	This year, the Family Outcomes Survey was sent to parents/caregivers by mail or email in June 2022. We received a total of 806 surveys from Center Base and Home Base, of which 566 were English and 240 were Spanish.							
	The percentage of Responses as "Very Helpful" were:							
	<ul> <li>Overall, how much did the program help you?</li> <li>Overall, how much did the program help your child?</li> <li>92%</li> </ul>							

- Overall, how much did the program help your child? Overall, how much did the program help your family? 92% -
- -81%

#### HEAD START 0 TO 5 RECRUITMENT STATISTICS

Sara Flores, ERSEA Coordinator, informed Representatives of the Center Base Recruitment Statistics 2021-2022. This information was sent to Representatives prior to tonight's meeting.

Per the Head Start Program Performance Standard 1302.13, a program must develop and implement a recruitment process designed to actively inform all families with eligible children within recruitment area of availability of program services, reach those most in need of services, and assist them in apply for admission to the program.

The report tracks our recruitment efforts for the upcoming program term for the Head Start Center Base program. This report includes our Head Start and Early Head Start Center Base Sites, New Grant Sites, and Partners. We have a total funded enrollment of 1,992 in Head Start Center Base. We have a total funded enrollment of 134 in Early Head Start Center Base. This report also includes our Head Start Home Base and Early Head Start Home Base recruitment efforts. We have a total funded enrollment of 120 in Head Start Home Base, Early Head Start Home Base has a funded enrollment of 344. Our recruitment data began on March 8, 2022 and includes our recruitment efforts up to July 26, 2022.

Despite COVID-19, staff continue to make every effort to recruit. We are identifying age eligible siblings of Head Start children and reaching out to Community Partners to let them know we are actively recruiting children. We continue to provide marketing materials and participate in community recruitment events.

ACTIVITIES INTREGARTING OF MATHEMATICS AND SCIENCE (AIMS) DATA DISCOVERIES Paul Reimer, Executive Director, from Activities Integrating Mathematics and Science (AIMS) Center for Math and Science Education, informed Representatives of the AIMS Partnership with Fresno EOC Head Start 0 to 5 program.

Mr. Reimer shared that AIMS is a non-profit organization that supports playful, imaginative, creative, human-centered, and socially-informed approaches to teaching and learning STEM and policies and practices that are culturally-relevant and transformative.

AIMS has partnered with Fresno EOC Head Start program since 2016 with the purpose "To enhance young children's STEM education through classroom learning, home interactions, and community engagement." They conduct monthly professional learning sessions that engage Head Start teachers in deepening their own understanding of STEM, reflecting on research-based teaching practices that are appropriate for the variations of developmental levels in their classrooms, and collaborating together to analyze video-recorded lessons, activity design, and classroom interaction. Through intentional observing and listening, they focus on how children develop key STEM understandings as they interact with materials in play. Their current work focuses on the design and development of opportunities for enhanced STEM learning through professional development, staff coaching, classroom activities, and community engagement.

STEM stands for Science, Technology, Engineering and Mathematics.

In the 2021-2022 school year there were 130 students participating in the AIMS program with 26 Teachers/Teacher Assistants. On May 3, 2022 a Community Makers Faire was held at Franklin Head Start for children and families.

Mr. Reimer gave thanks to the Head Start 0 to 5 staff in making this Partnership a success.

EARLY HEAD START/ HEAD START MONTHLY PROGRAM UPDATE REPORT (PUR) FOR THE MONTH OF JUNE 2022 Nidia Davis, Program Support Director, informed Representatives of the Early Head Start/Head Start Monthly Program Update Report (PUR) for the month of June 2022. 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.

#### ANNOUNCEMENTS Ashleigh Rocker Greene, CWPC Chairperson, made the following Announcement:

- A. August 2022 Food Distribution
- B. September 5, 2022 Labor Day Holiday No School
- C. September 6, 2022 CWPC Meeting at 6:00 p.m.

ADJOURNMENT There being no further business to discuss, <u>motion</u> to adjourn meeting was made by Christina Marquez and seconded by Laura Barnes. Motion carried.

The meeting adjourned at 7:16 p.m.

Submitted By:

Esther Lepe Recording Secretary



### COUNTY-WIDE POLICY COUNCIL MINUTES

#### September 6, 2022

CALL TO ORDER	The meeting was called to order at 6:03 p.m. by Ashleigh Rocker Greene, CWPC Chairperson, via ZOOM call.
	Nidia Davis, Program Support Director, informed Representatives that Action Item C. Head Start 0 to 5 Annual Report 2021-2022 will be pulled from tonight's Agenda.
	At this point Ashleigh Rocker-Greene, CWPC Chairperson was informed that we will move forward with the Informational Items, allowing Representatives to log on to the meeting.
ROLL CALL	Roll Call was called by Ashleigh Rocker-Green, CWPC Chairperson. The following Representatives were present: Xiomara Cuyun, Alma Martinez Guillen, Uvilla Ibarra, Erica Cortez, Natalie Montano, Laura Barnes, Maria Barajas, Stephanny Vasquez, Cesia Muñoz, Vianey Contreras, Amber Daniels, Maria Yolanda Padilla, Blanca Lopez, Senovia Linda Murillo, Lisett Rodriguez, Luz Cabrera, Veronica Canchola, Ashleigh Rocker-Greene, Christina Marquez, Aurora Rios, Ana Angeliano, Ofelia Hernandez, Karla Zavala, Naomi Jackson, Angela Diaz, Fawnda Cole, Ashley Sierra, Sade Williams, Enedina Perez, Maria Castellanos, Maja Campbell, Natisha Goins, Itzi Robles, Jimi Rodgers and Zina Brown-Jenkins. A quorum was present.
AMENDMENT TO CWPC AGENDA	Ashleigh Rocker Greene, CWPC Chairperson, requested a motion for tonight's Agenda to be amended, removing Action Item C. Head Start 0 to 5 Annual Report 2021-2022.
	A <u>motion</u> to remove Action Item C. Head Start 0 to 5 Annual Report 2021-2022, was made by Fawnda Cole and seconded by Maria Castellanos. Motion carried.
HEAD START 0 TO 5 COVID-19 UPDATES	Marie Sani, Health Services Manager, informed Representatives at tonight's meeting of the Head Start 0 to 5 COVID-19 Updates. This information was sent to Representatives prior to tonight's meeting.
	At this time, 97% of Head Start 0 to 5 staff have been fully immunized. Fresno County currently has 35.9 new positive cases per 100,000 moving up from 20. All classes and program options resume in person services effective, February 22, 2022. The emergency was lifted by Fresno County in June. Our county still has <i>high</i> COVID rates.
	In addition, we continue to collaborate with Fresno County Public Health Department (PHD) Daycare/ Preschool regulations to keep current in our isolation, quarantine, and masking procedures/ practices. This includes reporting any positive COVID cases in Head Start 0 to 5 to the PHD through computerized system called SPOT.
	Until case numbers drop and more children are vaccinated, children with COVID symptoms will be sent home a minimum of 5 days until symptoms resolve or the child has a negative PCR test taken on day 5. For positive COVID results, positive children will need to be out 10 days per the Public Health Department and Child Care Licensing Regulations. We continue to do masking and using precautions following our Head Start Program Performance Standards.
	The FDA approved the COVID vaccine for children 0 to 5. The vaccine is available at many clinics. The vaccines are safe and effective. The PHD has 4 pages of clinics that give vaccines to children 6 months to 5 years. Children who are fully vaccinated and not symptomatic will not have to quarantine if they have been exposed to COVID at school.

PERSONNEL COMMITTEE REPORT	Ashleigh Rocker-Greene CWPC 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.
	Ms. Rocker-Greene reported on the Hiring/Personnel Action Positions, Resignations/Separations, Promotions/Status Change and Job Description for Positions of Early Head Start and Head Start staff, as well as Eligibility Lists created for September 6, 2022.
COUNTY-WIDE POLICY COUNCIL PROGRAM GOVERNANCE TRAINING THURSDAY,	Nidia Davis, Program Support Director, informed Representatives of the County-Wide Policy Council Program Governance Training Thursday, October 27, 2022. This information was sent to Representatives prior to tonight's meeting
OCTOBER 27, 2022	The information present is intended to keep the County-Wide Policy Council apprised on the County- Wide Policy Council Program Governance Training.
	Per Head Start Program Performance Standards (1301.5 – Training), an agency must provide appropriate training/technical assistance or orientation to the governing body, advisory committee members. Including training on program performance standards and training indicated in 1302.12(m) to ensure the members understand the information they receive and can effectively oversee and participate in the Head Start 0 to 5 agency.
	This year, staff will host the County-Wide Policy Council Program Training on Thursday, October 27, 2022 at 6:00 p.m. at Franklin Head Start in the Auditorium.
HEAD START 0 TO 5 PROGRAM INFORMATION REPORT (PIR)	Rosa M. Pineda, Head Start Director, informed Representatives of the Head Start 0 To 5 Program Information Report (PIR) 2021-2022. This information was sent to Representatives prior to tonight's meeting.
2021-2022	The information provided is intended to keep the County-Wide Policy Council apprised of Head Start 0 to 5 Program Information Report (PIR) for the 2021-2022 school year.
	Per section 642(d)(2) of the Head Start Act, each Head Start agency shall ensure the sharing of accurate and regular information for use by the governing body and the policy council, about program planning, policies, and Head Start agency operations, including the Program Information Report (PIR).
	The Office of Head Start (OHS) PIR provides comprehensive data on the services, staff, children and families served by Head Start and Early Head start programs nationwide. All grantees and delegates are required to submit PIR for Head Start and Early Head Start programs. PIR data is compiled for use of the federal, regional, state and local level. The PIR collects data on child, staff and family demographics and program characteristics including data on physical health, mental health, disabilities and family services. All of the data is aggregated at the end of each program year and reported to OHS.
COMMUNITY ASSESSMENT	Rosa M. Pineda, Head Start Director, informed Representatives of the Community Assessment. This information was sent to Representatives prior to tonight's meeting.
	The information attached is intended to keep the County-Wide Policy Council apprised on the Community Assessment (CA) that describes the context in which Head Start and Early Head Start programs operate and is useful for ensuring that the correct services are provided to the appropriate population. This resource assists program staff in coordinating their efforts to gather information required for a community assessment. The CA paints a picture of the community and describes the diverse needs of families who may receive services. In addition, the Community Assessment covers the community's history, its economic and political scene, and its strengths and challenges.
	The Community Assessment for 2021 was conducted as required by Head Start Program Performance Standards (HSPPS), subpart A §1302.11b.

EARLY HEAD START/ HEAD START MONTHLY PROGRAM UPDATE REPORT	Rosa M. Pineda, Head Start Director, informed Representatives of the Early Head Start/Head Start Monthly Program Update Report (PUR) for the month of July 2022. This information was sent to Representatives prior to tonight's meeting.							
(PUR) FOR THE MONTH OF JULY 2022	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.							
5021 2022	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.							
	At this point, Ashleigh Rocker-Greene informed Representatives that Roll Call will be conducted. If we have a quorum we will continue with Action Items.							
APPROVAL OF PREVIOUS CWPC MINUTES	Ashleigh Rocker Greene, CWPC Chairperson, informed Representatives of the CWPC Minutes from the August 2, 2022 meeting. This information was sent to Representatives prior to tonight's meeting.							
	Motion to approve the August 2, 2022 CWPC Minutes as written and read was made by Veronica Canchola and seconded by Fawnda Cole. Motion carried.							
COMMUNITY REPRESENTATIVE	Ashleigh Rocker Greene, CWPC Chairperson, welcomed the Community Representatives to tonight's meeting.							
REPORTS								
	Natisha Goins, WIC Representative shared few updates.							
	• WIC Farmers Market is now over they have issued the 1,200 booklets, they are planning to have more in June 2023.							
	<ul> <li>Temporary increase for the fruits and vegetables is due to expire this month and will return to \$9-\$12 a month.</li> </ul>							
	• There are still books for kids available. If children have not received a set of books, they are planning on doing a drive-thru distribution event. You can also get your set of books when you come in person for your WIC appointment.							
	Maja Campbell, EPU Representative shared the following.							
	<ul> <li>New laws have been passed in regards to Early Start. One is for eligibility requirement for Early Start 0 to 3. The requirement used to be 33% of the 5 areas the check for in developmental delay, it is now 25%. If you have any concerns in regards to your child's development you can call your doctor or make a referral at cvrc.org. If you have any questions you can call their number at (559)276-4300.</li> </ul>							
	Ms. Rocker Greene, thanked the Community Representative for their reports.							
FRESNO EOC COMMISSIONERS' REPORT	Zina Brown-Jenkins, Fresno EOC Commissioner, informed Representative of the May 26, 2022 Fresno EOC Board Minutes. This information was sent to Representatives prior to tonight's meeting.							
NEF OKT	Staff and Fresno EOC Commissioner, Zina Brown-Jenkins, recommends approval of the Fresno EOC Commissioners report for the month of May 2022.							
	The County-Wide Policy Council and the Fresno EOC Board of Commissioners must have timely and accurate information to ensure the programmatic and fiduciary accountability of Fresno EOC Head Start 0 to 5. The information below was discussed and mentioned during the Fresno EOC Board of Commissioners meeting that took place May 26, 2022 via ZOOM.							
	CHIEF EXECUTIVE OFFICERS REPORT: Emilia Reyes, Chief Executive Officer, provided and overview of the CEO Report.							
	<ul> <li>COMMISSIONERS COMMENT: The following Commissioners provided the following statement and information to share with the Board and Public.</li> </ul>							
	Board Chair Hayes: requested a moment of silence for the recent Robb Elementary shooting that took place in Uvalde. Texas as well as for the Buffalo mass shooting.							

that took place in Uvalde, Texas as well as for the Buffalo mass shooting.

FRESNO EOC	Commissioner James Martinez shared with the Board Staff and members of the public, the						
COMMISSIONERS' REPORT - (Cont.)	upcoming $32^{nd}$ Annual Parade event taking place on Saturday, June 4 <sup>th</sup> 2022 in Fresno's Tower District at 10:00 a.m. Commissioner Martinez also mentioned Fresno State $2^{nd}$ annual flag-raising on June 1 <sup>st</sup> 2022.						
	Commissioner Ed Avina thanked EOC Catering staff for a wonderful and delicious served meal during the Board Meeting.						
	Board Chair Hayes, congratulated Commissioner Dr. Robert Pimentel for his recent appointment by State Center Community College District trustees as the new president of Fresno City College. Dr. Pimentel is Fresno City's Vice President of Educational Services and Institutional Effectiveness and has been at the community college since 2018.						
	Commissioner Alysia Bonner shared with the Board the upcoming Annual Juneteenth Festival taking place at the Convention Center on June 16-20, 2022. The event celebrates and further America's creed of freedom for all of its citizens, as well as the rights and privilege to pursue equality and justice for all.						
	If approved by the CWPC, September 6, 2022 Fresno EOC's Board of Commissioners Report will be retained for record keeping.						
	Nidia Davis, Program Support Director, commented that the minutes for May 26, 2022 are barely being presented to the Board being in recess, not that we are behind. The minutes were approved in August and this is why they are being presented tonight.						
	Motion to approve the May 26, 2022 Fresno EOC Board minutes was made by Maria Castellano and second by Fawnda Cole. Motion carried.						
FINANCIAL STATUS REPORT FOR THE MONTH OF JUNE 2022	Angela Diaz, CWPC Treasurer, informed Representatives of the Monthly Financial Status Report for Early Head Start and Head Start programs for the month of June 2022. These reports were sent to Representatives prior to tonight's meeting.						
	Ms. Diaz reported that the Monthly Financial Status Reports show all expenditures for the entire Early Head Start and Head Start programs for the month of June 2022 and year-to-date. The report includes Basic and Training & Technical Assistance budget and credit card expenses 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 (1) and (3) Training and Technical Assistance.						
	Motion to approve the Monthly Financial Status Reports for June 30, 2022 for Early Head Start and Head Start was made by Christina Marquez and seconded by Fawnda Cole. Motion carried.						
AVERAGE DAILY ATTENDANCE (ADA) REPORTS FOR THE MONTH OF	Fawnda Cole, CWPC Vice-Chairperson, informed Representatives of the Average Daily Attendance (ADA) Report for the month of July 2022 for Head Start and Early Head Start. This information was sent to Representatives prior to tonight's meeting.						
JULY 2022	Per Head Start Program Performance Standard 1302.16, a program must track attendance for each child and implement a process to ensure children are safe when they do not arrive at school. In addition, a program must implement strategies to promote attendance by providing information about the benefits of regular attendance; support families to promote the child's regular attendance; conduct a home visit or make other direct contact with a child's parent if a child has multiple unexplained absences' and thereafter, use individual child attendance data to identify children with patterns of absences that put them at risk of missing ten percent of program days per year and develop appropriate strategies to improve individual attendance among identified children.						
	The Head Start monthly ADA for July 2022 was 61.72% for Center Base. Head Start Home Base is now tracking numbers of home visits and no longer reports ADA. Total Head Start enrollment for July 2022 is 54.						

AVERAGE DAILY ATTENDANCE (ADA) REPORTS FOR THE MONTH OF	Early Head Start's monthly ADA for July 2022 for Center Base was 68.91%. Early Head Start Home Base is also tracing the number of Home Visits and no longer reports ADA. Total enrollment for Early Head Start for the month of July 2022 was 211.
JULY 2022 – (Cont.)	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 Head Start Center Base and Early Head Start Center Base for July 2022 was made by Maria Castellanos and seconded by Alma Martinez. Motion carried.
HEAD START 0 TO 5 ANNUAL SUMMARY OF SELF-ASSESSMENT	Veronica Galvan, Quality Assurance Manager, informed Representatives of the Head Start 0 to 5 Annual Summary of Self-Assessment. This information was sent to Representatives prior to tonight's meeting.
	Head Start 0 to 5 staff recommends approval for Head Start 0 to 5 Annual Summary of Self- Assessment.
	As per the Head Start Program Performance Standards, with regards to ongoing assessment of program goals, "a program must effectively oversee progress towards program goals on an ongoing basis and annually must: (i) Conduct a self-assessment that uses program data including aggregated child assessment data, and professional development and parent and family engagement data as appropriate, to evaluate the programs progress towards meeting goals established under paragraph (a) of this section, compliance with program performance standards throughout the program year, and the effectiveness of the professional development and family engagement systems in promoting school readiness; and (ii) Communicate and collaborate with the governing body and policy council, program staff and parents of enrolled children when conducting the annual self-assessment; and, (iii) Submit findings of the self-assessment, including information listed in paragraph (b)(2)(i) of this section to the responsible HHS official." (§1302.102 Achieving program goals(b)(2))
	Veronica Galvan, Quality Assurance Manager, shared our Head Start 0 to 5 Annual Summary of Self-Assessment Decisions. Attached is the programs draft compilation of the Triannual Self-Assessment for the 2021-2022 program term. The Triannual Self-Assessment is inclusive of aggregated child development assessment data, professional development, and parent and family engagement data. The use of such data ensures compliance with Head Start Program Performance Standards and in promoting school readiness, to name a few. During the Triannual Self-Assessment process, the program must communicate and collaborate with the governing body and policy council, program staff, and parents of enrolled children, as to why she is here this evening. In addition, to meeting the federal mandate Fresno EOC Head Start 0 to 5 Triannual Self-Assessment has two purposes. First, it is used to identify areas of strength in the agency's implementation of its Early Head Start and Head Start programs. Second, it is used to develop action plans, to increase and maintain high quality systems of service delivery. In July, all the data collected throughout the program term was reviewed and merged into one final document that is referred to the Annual Summary of Self-Assessment Review Decisions. Strengths that are outlined were defined as beyond the mandates, no areas of non-compliance were discovered, and areas of continuous improvement to better support the program were identified.
	Fresno EOC Head Start 0 to 5 performs a Triannual Self-Assessment which occurs in November, February, and May during each program year. Staff invites Parent's/or Guardian's and Board Commissioners to participate, compile and analyze data that is aggregated during the program year. Together, they identify strengths and areas for improvements and prescribe actions to be taken for corrections, when necessary.
	In June the data collected during each self-assessment (quantitative and qualitative) is merged into one final document that is referred to the Annual Summary of Self-Assessment Review Decisions. Strengths that are outlines were defined as beyond the mandates, no areas of non-compliance were discovered, and areas for continuous improvement to better support the program were identified

Ms. Galvan invited parents to attend the Self-Assessment Training, if parents would like to attend they can reach out to staff.

discovered, and areas for continuous improvement to better support the program were identified.

HEAD START 0 TO 5 ANNUAL SUMMARY OF SELF-ASSESSMENT – (Cont.)

HEAD START 0 TO 5 PROGRAM OPTIONS FOR THE 2022-2023 PROGRAM YEAR If approved by the CWPC this item will move forward for full Board consideration at the October 26, 2022 Fresno EOC Board of Commissioners Meeting.

<u>Motion</u> to approve the Head Start 0 to 5 Annual Summary of Self-Assessment was made by Christina Marquez and seconded by Fawnda Cole. Motion carried.

Rosa M. Pineda, Head Start Director and Nidia Davis, Program Support Director, informed Representatives at tonight's meeting of the Head Start 0 to 5 Program Options for the 2022-2023 Program Year. This information was sent to Representatives prior to tonight's meeting.

Staff recommends approval of the Head Start 0 to 5 Program Options for the 2022-2023 Program Year.

Per the Head Start Program Performance Standards (HSPPS) 1302.20(a)(1), a program must choose one or more of the following options: center-based, home-based, family child care, or an approval locally-designed variation as described in §1302.11(b).

Provided are the Head Start 0 to 5 Program Options for the 2022-2023 Program Year for Early Head Start and Head Start Center-Base and Home-Based program options which also includes our contractors.

If approved by the CWPC this item will move forward for full Board consideration at the October 26, 2022 Fresno EOC Commissioners Meeting.

<u>Motion</u> to approve the Head Start 0 to 5 Program Options for the 2022-2023 Program Year was made by Maria Castellanos and seconded by Fawnda Cole. Motion carried.

RESOLUTION AUTHORIZING SUBMISSION OF NOMINATION TO THE BOARD OF COMMISSIONER Nidia Davis, Program Support Director informed Representatives at tonight's meeting of the Resolution Authorizing Submission of Nomination to the Board of Commissioner. This information was sent to Representatives prior to tonight's meeting.

Staff recommends approval of the 2022 Resolution to Authorize Submission of a Nomination from the County-Wide Policy Council to establish a Liaison between the Fresno EOC Board of Commissioners and the County-Wide Policy Council.

Head Start 0 to 5 staff was informed Zina Brown-Jenkins would like to continue as the Liaison between the Fresno EOC Board and the County-Wide Policy Council. The Liaison must submit an application for membership on the Fresno EOC Board of Commissioners with a County-Wide resolution attached.

The Fresno EOC Board of Commissioners requires presentation by resolution of the nomination of an individual seeking to establish/continue membership on the Fresno EOC Board of Commissioners to represent the Head Start 0 to 5 program as the Liaison between the two bodies. The Liaison will report relevant information from each meeting to the other body.

Ms. Brown-Jenkins has applied to remain in the Board of Commissioners by the deadline of October 1, 2022.

Zina Brown-Jenkins, Fresno EOC Board Commissioner shared a little about herself, she became a Head Start parent when her son was 4 years old and in a few days he will be turning 40 years old. She takes care of her 8 grandsons which 3 of them are special needs. The 3 special needs children have gone through the Head Start program. She is honored to be the voice of the Head Start 0 to 5 parents and is also content with the connections she has made. She thanked everyone and appreciates the opportunity to continue with the position.

If approved by the CWPC this item will move forward for full Board consideration at the October 26, 2022 Commission Meeting.

<u>Motion</u> to approve Zina Brown-Jenkins as the CWPC Liaison was made by Ashleigh Rocker-Greene and seconded by Christina Marquez. Motion carried.

#### ANNOUNCEMENTS Ashleigh Rocker-Greene, CWPC Chairperson made the following Announcement:

- A. September 2022 Food Distribution
- B. October 4, 2022 Next CWPC Meeting at 6:00 p.m. in person at Franklin Head Start
- C. October 4, 2022 CWPC Elections for 2022-2023 Program Year
- D. October 10, 2022 Indigenous People's Day Holiday (No school)

ADJOURNMENT There being no further business to discuss, <u>motion</u> to adjourn meeting was made by Alma Castellanos and seconded by Alma Martinez. Motion carried.

The meeting adjourned at 7:20 p.m.

Submitted By:

Christina Quiros Secretary I

(CWPC SEPTEMBER 6 2022 MINUTES VIA ZOOM.FINAL) cq/bw REV. 09/20/22

- CWPC (2022-2023) (CWPC MINUTES) -

#### FRESNO EOC SCHOOL OF UNLIMITED LEARNING GOVERNING COUNCIL MEETING Sanctuary Recreation Room Tuesday, September 13, 2022 MINUTES

#### 1. Meeting called to order by Dr. Terry Allen 8:33 a.m.

#### 2. Roll call facilitated by Dr. Terry Allen.

Voting Members	Present	Excused	Absent	Staff	Present	Excused	Absent	Non-Voting Member	Present	Excused	Absent	Guests
Terry Allen, Ed.D., Chair, Retired Teacher Representative	Х			Michelle Tutunjian	Х			Felicia Olais			Х	Emily Barragan
Benita Washington, Vice Chair, FSU Social Worker Representative	Х			Emilia Reyes		Х						Luis Baca
Jimi Rodgers, Secretary, Fresno EOC Commissioner	х											Nicholas Rodriguez
Edward Avila, Fresno EOC Commissioner			Х									U U
Larry Metzler, Cultural Arts Rotary Interact Club Advisor	Х								1			
Chuck Riojas, Community Member			Х						1			
Jeanne Starks, Retired Law Enforcement Juvenile Probation			х									
Jane Thomas, Director EOC Health Services, (Alternate)			х									
Parent Rep Maria Amaro Morales,			Х									
Student Rep's Eliyanna Falcon Clarissa Burrill (2) Alternate Student Rep	X X											
Susan Lopez, Staff Representative, Principal	Х											
Rena Failla, Staff Representative, Guidance Coordinator	Х											
Courtney Griffin, Staff Representative, Guidance Dean	Х											
Ly Ngin, Staff Representative, College and Career Counselor	Х											
Sandy Lomelino, Staff Representative, Coordinator of Curriculum & Instruction	Х								T			
Patricia Billeadeau, Interact Representative	Х											

#### 3. Approval of Minutes

The May 10, 2022 minutes were approved as read. M/S/C Metzler/Griffin

#### 4. Independent Study Board Policy and Independent Study Policies and Procedures

Annually, SOUL's administrative regulations in regards to our Independent Study Board Policy and Independent Study Policies and Procedures are reviewed and submitted for approval to SOUL's Governing Council and Fresno EOC Board of Commissioners. The California Department of Education has made some changes that are reflected in this year's submission. A motion was made to approve the Independent Study Board Policy and Independent Study Policies and Procedures. M/S/C Rodgers/Lomelino

#### 5. 2022-23 Parent Involvement Policy

As a requirement for Title I funding, each year SOUL updates it's Annual Parent Involvement Policy, which stipulates times, dates, and agendas for parent meetings and English Learners Advisory Committee (ELAC) meetings scheduled throughout the year. Federal Title I requirements and the new criteria for the Local Control and Accountability Plan, SOUL's written parent involvement policy describes how SOUL involves parents to improve student academic achievement and school performance. A motion was made to approve the 2022-2023 Parent Involvement Policy. M/S/C Griffin/Washington

#### 6. 2022-23 Student/Parent Handbook

The Student/Parent Handbook delineates SOUL's written policies and procedures of operation to maintain a safe environment for academic progress. The handbook is updated annually to address the needs of our students and families. A motion was made to approve the 2022-2023 Student/Parent Handbook. M/S/C Washington/Metzler

#### 7. 2022-23 Professional Development Plan

Consistent with its charter goals and identified WASC Action Plan, SOUL creates an annual professional development plan each school year. Lopez presented the Plan and schedule which is designed to help teachers increase student learning and the number of SOUL graduates. All proposed professional development activities are supported through

eligible Federal Title I and Title II funds. A motion was made to approve the 2022-2023 Professional Development Plan. M/S/C Metzler/Washington

#### 8. 2022-23 Budget Update

Lopez presented the information on the 2022-23 Budget Update, revenue projections and preliminary report. All ESSER I funds have been expended except for \$4.00 which has been returned to the State of California Department of Education. Lopez also explained both the restricted and unrestricted funds listed on the report.

#### 9. SOUL Updates: Principal Report

- > Lopez presented the data on SOUL's demographic information for the school enrollment and updates.
- September 28, 2022 Ly Ngin has scheduled a College and Career workshop for students and parents to be held at SOUL in the Recreation room from 11:00am-12:00pm.
- Parent Meeting is scheduled for October 17, 2022 from 11:30am 1:30pm to be held at SOUL in the Recreation room.
- > Rena Failla introduced Emily Barragan SOUL's new MSW Fresno State Intern.
- Failla introduced Eliyanna Falcon and Clarissa Burrill as SOUL'S Governing Council proposed student representative candidates. A motion was made to approved Eliyanna and Clarissa as SOUL's Governing Council student representatives. M/S/C Rodgers/Billeadeau
- Patricia Billeadeau provided information on the Interact Club activities for September and October. Students will be painting pumpkins again this year to sell at Fresno EOC, and may also decorate fall wreaths to sell. The Cultural Arts Rotary of Fresno has supported SOUL's Interact Club with filling backpacks for graduates, decorating Christmas wreaths and participating in Career Fair last year.

#### 10. Other Business

Allen announced the next scheduled meeting will be held on Tuesday, October 18, 2022. The Member Sub-Committee, (Allen, Lopez and Courtney Griffin) will report at the October Governing Council meeting.

#### 11. Public Comments

Luis Baca, SOUL Teacher, and Nicholas Rodriguez, SOUL Teacher shared their challenges in regards to the current 10-month faculty pay schedule and concerns if the12-month faculty pay schedule isn't approved and implemented. If Fresno EOC/SOUL continues, with the current pay schedule it could influence current and future teaching careers at SOUL. The constraint to only providing a 10-month pay schedule is that it is not equitable in the field of education and the way other schools pay their teachers. The12-month Faculty Pay Schedule Policy that Lopez has drafted will be presented at the October SOUL Governing Council meeting and Board of Commissioners meeting for review and approval.

Lopez also announced that several staff would be attending a former students' funeral on Thursday, September 15.

Larry Metzler presented the upcoming Cultural Arts Rotary annual fundraiser flyer. Dinner and a Show at Roger Rocka's Theater, A Monster Night of Fun, Sunday, October 2, doors open at 5:30 pm. The funds will help sponsor grants and essentials as well as benefit various youth events through the arts and education.

#### 12. Adjournment of Meeting

Meeting adjourned at 9:42 am

Submitted by Commissioner Jimi Rodgers, SOUL Governing Council Secretary



October 26, 2022

## CEO REPORT

## Background

The information presented below is intended to inform the reader about the Chief Executive Officer, the Agency, and the staff's involvement in serving our community.

Linda Hayes Board Chair

Emilia Reyes Chief Executive Officer

## FRESNO EOC AGENCY-WIDE EFFORTS

## Fresno EOC's New CIO Announced

I am pleased to inform everyone about the appointment of Greg Streets as Chief Information Officer (CIO). Greg brings more than 27 years of experience in the technology field, 22 of those at Fresno EOC in the Information Technology department, including 11 years as the IT Director. We are excited to see the innovative heights we will reach in serving our community with this new role.

## Fall Leadership Retreat

The Fresno EOC Quarterly Leadership Retreat was held on September 28 at Pardini's in Fresno. The Directors of Fresno EOC programs and administrative staff attended a daylong conference with speakers and breakout sessions to help develop their leadership skills, with topics including how to manage change. In addition, Admin team leaders provided updates on best practices for collaboration, and attendees gave input on planning for upcoming training sessions.

#### "Treasure Your Health" Wellness Fair

Fresno EOC Human Resources hosted a virtual and in-person Wellness Fair for agency staff from September 19-23. The in-person portion of the event hosted insurance, retirement, and dental providers sharing information and services available to staff. There were also activities, prizes, and a cooking demonstration.

## **Employee Engagement Survey**

We are reviewing feedback from our second employee engagement survey, which is a follow-up to the survey issued last year. As you know, we want to hear directly from employees, to see how we're doing as an agency and help shift the culture.

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@FresnoEOC



## Agency Bus Tours

Fresno EOC continues to host agency bus tours. We are inviting staff, Board Members, and community partners to take a tour of the agency. The day-long bus ride takes you to different office and work sites, where you can visit a majority of our programs to see the work being done and hear from staff. The next tour date is November 4.

## FRESNO EOC COMMUNITY EFFORTS

#### Advocacy Roundtable Discussion – Food Insecurity

Congressman Jim Costa (CA-16) hosted a food insecurity roundtable for rural communities at the Central California Food Bank in Fresno. U.S. Department of Agriculture (USDA) Under Secretary for Rural Development Xochitl Torres Small was in attendance. Together, they announced two Rural Health Care Recovery grants through the American Rescue Plan. Gabriela Romero, Fresno EOC Community Services Manager, was invited to represent our agency and talk about food insecurity in Fresno County.

#### Advocacy Roundtable Discussion – Health and Homelessness in Fresno County

Legislative Aides to Congressman Jim Costa (CA-16) traveled to Fresno to meet with Misty Gattie-Blanco, Director of Sanctuary and Support Services, to hear feedback on the housing and homeless situation in Fresno. They also toured our Health Services Clinic and discussed family planning needs in Fresno with Jane Thomas, Health Services Director. After that meeting, Congressman Costa's office informed Jane, Costa signed on to a letter to House of Representatives Speaker Pelosi and Senate Majority Leader Schumer requesting that robust funding for Title X be included in any must-pass legislative package this year.

## Advocacy Roundtable Discussion – Good Jobs 4 the Central Valley Equity Roundtable

The Fresno County Economic Development Corporation invited us to participate in a roundtable discussion with Alejandra Castillo of the U.S. Department of Commerce. Castillo is Assistant Secretary of Commerce for Economic Development. We discussed high unemployment and strategies to bring employers and community-based organizations together to catalyze workforce and economic development by providing training across four sectors -- Manufacturing, Construction, Business Services, and Transportation.

#### Fresno EOC Opened Four New Monkeypox (MPX) Vaccine Clinics

Fresno EOC Health Services was asked to administer the Monkeypox, or MPX (pronounced M-pox) vaccine, by the Fresno County Health Department. Fresno EOC

currently has four MPX vaccine clinics: Fresno EOC Community Health Center, LGBTQ+ Resource Center located on the Fulton Mall, the Local Conservation Corps in West Fresno, and the Fresno EOC Calaveras Clinic in downtown Fresno.

## Monkeypox (MPX) Televised Town Hall

Fresno EOC's Assistant Director of Health Services, Julio Romero, was on a panel for a town hall meeting <u>Monkeypox: Facts Not Fear</u>, on KSEE 24. The September 8 tv/online special shared information with the public about the Monkeypox (MPX) virus and vaccine. Fresno EOC collaborated with the Fresno County Department of Public Health for this project.

## Head Start 0 to 5 Grand Opening Events

Fresno EOC Head Start 0 to 5 held grand openings for two new locations in September, allowing us to serve even more Fresno County families. A ribbon-cutting ceremony was held at the Richard Keyes site in northwest Fresno on September 20 and a second ribbon-cutting ceremony was held at the La Colonia site in Parlier on September 21.

## **Community Learning Center (CLC) Open House**

Fresno EOC held a joint news conference with First 5 Fresno County on October 13 at The Lighthouse for Children in downtown Fresno to re-open the Community Learning Center powered by Fresno EOC. Our agencies have partnered to re-launch the CLC on the second floor of the Lighthouse after it was paused due to the pandemic. The center will provide multiple services to families with children under five years old, including health screenings, socialization groups, and early literacy services.

## Memorandum of Understanding (MOU) with Mexican Consul

Fresno EOC signed a memorandum of understanding with the Mexican Consulate in Fresno on October 20 to help protect and defend the rights of Mexican nationals in the LGBTQ+ community in Fresno County. Together, we will establish a collaborative framework to share information and raise awareness of resources, which will include organizing workshops and educational campaigns.

## Super Saturday Job Fair

Fresno EOC Head Start 0 to 5 is hosting a job fair November 5 at 1920 Mariposa Street. The program is looking to fill multiple positions at our sites around Fresno County. There will be onsite interviews, hiring on the spot, and laptops will be available for candidates to apply.

#### **Community Resource Fair**

Fresno EOC is holding a Community Resource Fair at Saint Rest Baptist Church on Wednesday, November 9 to let people know about Fresno EOC programs. Staff from Fresno EOC Head Start 0 to 5, Fresno EOC Local Conservation Corps, Fresno EOC Health Services, Fresno EOC Energy Services will be there! Central California Food Bank will also be there to distribute food. This is the first of many events we are planning to hold in the communities we serve.

#### **MEDIA MENTIONS**

New Monkeypox Vaccine Clinic Opens at Fresno EOC LGBTQ+ Resource Center Media Mentions: Aug 23 FOX26 News and Aug 22 ABC30.

#### Making Qistory: Local Non-Profit (Qistory) Celebrates Queer History

Series of seven talks began with "From Stonewall to Fresno: The History of the Fresno Rainbow Pride Parade," on September 10, at Fresno EOC LGBTQ+ Resource Center. Media Mention: Sept 7 Fresno State News

#### Fresno EOC Head Start 0 to 5 is Looking to Serve More Families

Head Start 0 to 5 staff were interviewed on Radio Bilingüe regarding ongoing enrollment for income eligible families with children 0 to 5 years old at our 39 campuses across Fresno County.

Media Mention: Radio Bilingüe Sept 9 (on-air only)

#### Fresno EOC Head Start 0 to 5 Holds Open Houses for two sites

Ribbon-cutting ceremonies were held at Richard Keyes site in northwest Fresno and La Colonia site in Parlier

Media Mentions: Sept 21 & 22 KSEE 24 (on-air only) and ABC30 (on-air only)

#### Wildfire smoke is hurting pregnant moms and babies

Fresno EOC Energy Services was interviewed regarding weatherization services to help residents live in safer environments.

Media Mention: Oct 7 – Grist

#### Foster Grandparents Program Recruiting Volunteers

Media Mention: Oct 9 ABC30

Fresno EOC and First 5 Fresno County Partner to re-open CLC

Oct 13 – KSEE and KGPE

### LGBTQ+ Check Presentation

Fresno City Councilmember Luis Chavez presented a check for \$100,000 to the Fresno EOC LGBTQ+ Resource Center. Funds will be used to provide supportive services and financial support to enhance the health and wellbeing of individuals of all ages in the LGBTQ+ community.

Oct 18 – ABC30 (on-air only), KSEE and KGPE

## **AUGUST 17 - OCTOBER 12 SPONSORSHIPS**

Fresno County Superintendent of Schools/The Foundation @ FCOE (Fresno County Office of Education) - FCOE Honors Sept 17 at Fresno City College

Angels of Grace Foster Family Agency – Luau of Love Sept 24 at Tesoro Viejo

**Fresno Chamber of Commerce – State of the County 2022** Sept 27 at Valdez Hall (Fresno Convention Center)

33rd REEL Pride LGBTQ+ Film Festival

Sept 30 at Fresno City College

The Fresno Chaffee Zoo - Safari Night 2022

Sept 30 at The Fresno Chaffee Zoo

## Fresno City College - State of the College

Sept 30 at Fresno City College

**Centro La Familia Advocacy Services - Centro La Familia 50th Anniversary Gala** Oct 1 at Security Bank Ballroom in Fresno

**Cultural Arts Rotary Club - A Monster Event for Arts and Education** Oct 2 at Roger Rocka's Dinner Theater

**The Foundation for Fresno Unified Schools - State of Education Gala** Oct 6 at The Fresno Chaffee Zoo

# Marjaree Mason Center - Marjaree Mason Center Top Ten Professional Women and Leading Business Awards

Oct 12 at the Save Mart Center

## **Fresno County Economic Development Corporation - Fresno EDC Annual Event** Oct 19 at Fresno City College

## Focus Forward – Stories of Hope

Oct 26 at Roger Rocka's Dinner Theater

## Thank You to Our Partners

We continue to identify service gaps by listening to and lifting up unheard voices in our community. When we work together, we elevate the fight against injustice and poverty.