



# Board Meeting

February 18, 2023 at 2:00 p.m.

Holland Park West

3855 N. Bryan Avenue

Fresno, CA 93722



## BOARD MEETING AGENDA

FEBRUARY 18, 2023 AT 2:00 PM

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### 1. CALL TO ORDER AND COMMUNITY ACTION

#### PROMISE:

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.

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### 2. ROLL CALL

A. Roll Call - 4

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### 3. APPROVAL OF JANUARY 18, 2023

A. January 18, 2023 Board Meeting Minutes - 5

**Approve**

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### 4. PUBLIC COMMENTS

(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.)

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### 5. ADDITIONS TO THE AGENDA

(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.)

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### 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)

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### 7. BROWN Act UPDATE

A. Brown Act Update - 9

**Information**

**Price**

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### 8. SEATING OF COMMISSIONERS

A. Seating of Commissioners - 10

**Ratify**

**Hayes**

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### 9. 2023 COMMITTEE APPOINTMENTS

A. 2023 Committee Appointments - 11

**Accept**

**Hayes**

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### 10. CSBG ORGANIZATION STANDARDS

**Information**

**Williams**

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### 11. 2023 CSBG BUDGET

**12. APPROVAL OF CONSENT AGENDA**

Any Commissioner may pull any Consent Item for discussion or separate vote

**A. Finance Committee Items: February 8, 2023**

Approve

Garabedian

1. October 12, 2022 Finance Committee Minutes - 17
2. Finance Committee Charter - 20
3. Finance Committee Meeting Schedule - 26
4. Financial Reports: October/November 2022 - 28
5. Energy Services Weatherization Sub-Contractor Selection - 46
6. Health Insurance Report (Information) - 48
7. Non-Competitive Procurement (Information) - 50

**B. Advisory Board Items and Minutes**

Accept

1. Head Start 0 to 5: Program Update Report (PUR) for November & December 2022 - 51
2. December 6, 2022 Head Start County Wide Policy Council Minutes - 57
3. December 6, 2022 SOUL Governing Council Minutes - 64
4. January 17, 2023 Head Start County Wide Policy Council Minutes - 66

**13. CHIEF EXECUTIVE OFFICER'S REPORT**

A. CEO Report - 74

Information

Reyes

**14. COMMISSIONERS' COMMENT**

Hayes

**15. NEXT MEETING:**

Wednesday, April 19, 2023 at 6:00 p.m. in the Board Room.

**16. ADJOURNMENT**

## BOARD OF COMMISSIONERS ROLL CALL 2023

#	Commissioner	Term Expiration	Target Area / Appointing / Nominating Org.	1/18	2/18	4/19	5/17	8/16	10/18	12/13
1	ARAMBULA, AMY	Dec 2023	31st Assembly District	0						
2	BAINES, OLIVER	Dec 2023	16th Congressional District	0						
3	BONNER, ALYSIA	Dec. 2024	Target Area F	0						
4	BROWN, EARL	Dec 2024	Target Area G	0						
5	BROWN-JENKINS, ZINA	Dec 2024	Head Start CWPC	0						
6	GARABEDIAN, CHARLES	Dec 2023	Board of Supervisors	0						
7	HAYES, LINDA R.	Dec 2024	Target Area H	0						
8	JAIME-MILEHAM, LUPE	Dec 2024	FCSS	X						
9	KING BRIAN	Dec 2023	Mayor's Appointment	X						
10	LEON, REY	Dec 2024	Target Area B	X						
11	MARTINEZ, DANIEL	Dec 2023	Target Area D	0						
12	MARTINEZ, JAMES	Dec 2023	Fresno Reel Pride	0						
13	MCALISTER, BRUCE	Dec 2023	West Fresno Faith Based Organization	0						
14	MCCOY, BARIGYE	Dec 2023	Board of Supervisors	X						
15	MITCHELL, LISA	Dec 2023	Target Area E	X						
16	NEIL , SHERRY	Dec 2024	Economic Development Corporation	0						
17	PACHECO, ALENA	Dec 2023	Target Area A	0						
18	PARRA, DANIEL	Dec 2024	Target Area C	X						
19	PIMENTEL, ROBERT	Dec 2023	SCCCD	0						
20	ROBLES, ITZI	Dec 2023	SEFCEDA	0						
21	RODGERS, JIMI	Dec 2023	Association of Black Social Workers	0						
22	RUIZ, DAVID	Dec 2024	Juvenile Court	N/A						
23	TAYLOR, STEVEN	Dec 2024	NAACP	0						
24	ZARATE, RUBEN	Dec 2023	14th Senatorial District	0						
	Present = 0									
	Absent = X									

*It is the Commissioner's responsibility to check the matrix, verify accuracy and inform the Secretary or designee if any changes are needed.*

**BOARD OF COMMISSIONERS MEETING  
January 18, 2023 at 6:00 PM****MINUTES****1. CALL TO ORDER**

Linda Hayes, Board Chair, called the meeting to order at 6:00 P.M.

**2. ROLL CALL**

**Present:** Amy Arambula, Oliver Baines, Alysia Bonner, Earl Brown, Zina Brown-Jenkins, Charles Garabedian, Linda Hayes, Daniel Martinez, James Martinez, Bruce McAlister, Sherry Neil, Alena Pacheco, Robert Pimentel, Itzi Robles, Jimi Rodgers, Steven Taylor and Ruben Zarate.

**Absent:** Ed Avila, Lupe Jaime-Mileham, Brian King, Rey Leon, Barigye McCoy, Lisa Mitchell and Daniel Parra.

**3. APPROVAL OF DECEMBER 14, 2022 MINUTES**

Commissioner Sherry Neil requested the December 14, 2022, Board Meeting Minutes to be corrected by adding her name to the roll call.

Public Comment: None heard

**Motion by:** Taylor      **Second by:** Arambula  
**Ayes:** All in favor.  
**Nayes:** None heard

**4. PUBLIC COMMENTS**

Public Comment: None heard

No action required.

**5. ADDITIONS TO THE AGENDA**

Public Comment: None heard

No action required.

**6. POTENTIAL CONFLICT OF INTEREST**

There were no conflict of interest.

**7. TRANSFORMING AND INSPIRING**

A. Sanctuary and Support Services

Misty Gattie-Blanco, Sanctuary and Support Director provided a detailed presentation on the various programs provided by Sanctuary and Support Services for the community.

Public Comment: None heard

No action required.

## 8. INTRODUCTION OF NEW COMMISSIONERS

Linda Hayes, Board Chair introduced the following new Commissioners to the Fresno EOC Board: Earl Brown, serving Target Area G and Daniel Parra Target Area C.

Public Comment: None heard

No action required.

## 9. ELECTION OF OFFICERS

The Commission nominated and approved the following Commission Officer Positions.

Public Comment: None heard

Board Chair: Linda Hayes

**Motion by:** Baines      **Second by:** J. Martinez

Vice Chair: Itzi Robles

**Motion by:** Zarate      **Second by:** Garabedian

Treasurer: Charles Garabedian

**Motion by:** J. Martinez      **Second by:** Rodgers

**Ayes:** All in favor.

**Nayes:** None heard.

## 10. SIGNATORY AUTHORIZATION RESOLUTION

Emilia Reyes, Chief Executive Officer, provided a brief overview of the 2023 Signatory Resolution.

Public Comment: None heard

**Motion by:** Arambula      **Second by:** Martinez

**Ayes:** All in favor.

**Nayes:** None heard.

## 11. SEATING OF COMMISSIONERS

Linda Hayes, Board Chair announced the recommended Target Area representatives, Community Sector nominees, and Public Official appointed for a two-year term to the board effective January 1, 2023.

Public Comment: None heard

**Motion by:** McAlister

**Second by:** Garabedian

**Ayes:** All in favor.  
**Nayes:** None heard.

## 12. CONSIDERATION OF CEO SALARY ADJUSTMENT

Commissioner James Martinez made a motion to amend the CEO's compensation salary adjustment to be increased to 10%. This motion was not second by a commissioner.

Commissioner Amy Arambula made a motion to accept the CEO's compensation salary adjustment to be increased by 8.7% effective January 1, 2023

Public Comment: Emilia Reyes, Chief Executive Officer, shared with the Board her appreciation and gratefulness to services as the Chief Executive Officer at Fresno Economic Opportunities Commission.

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

## 13. 2023 CSBG Budget

Emilia Reyes, Chief Executive Officer, provided and overview of the Agency's CSBG Budget, Commissioner Arambula requested for a detail analysis by program and CSBG Budget allocations at a future board meeting.

Public Comment: None heard

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

## 14. APPROVAL OF CONSENT AGENDA

Any Commissioner may pull any Consent Item for discussion or separate vote  
A. Project HOPE Bridge Housing Budget

Misty Gattie-Blanco, Sanctuary and Support Director provided and overview of the Project HOPE Bridge Housing Budget.

Commissioner Alena Pacheco requested an overview list of services provided by the Sanctuary and Support Services with locations, a brief description and a reference list.

## 15. CHIEF EXECUTIVE OFFICER'S REPORT

Reyes shared with the Board she is a new member of National Community Action Partnership Head Start Task Force and 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.

Chair Hayes shared the upcoming 9th Annual Black History Month Program event taking place on Wednesday, February 1, 2023 at 6PM at Roosevelt High School, Audra McDonald Theater.

Commissioner Jimmi Rodgers mentioned the upcoming 10<sup>th</sup> Bi-Annual Heritage Quilters event on Saturday, February 4<sup>th</sup>, 2023 at the First Presbyterian Church at 10AM with the Social Justice Sewing Academy.

No action required.

## 17. NEXT MEETING:

Saturday, February 18<sup>th</sup> at 2:00 p.m.

## 18. ADJOURNMENT

Public Comment: None heard

No action required.





## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> February 18, 2023	<b>Program:</b> N/A
<b>Agenda Item #:</b> 7	<b>Director:</b> N/A
<b>Subject:</b> Brown Act Update	<b>Officer:</b> Emilia Reyes

### Background

Kenneth Price, Agency Legal Counsel, will be providing a verbal update to keep the Board apprised on Brown Act changes.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> February 18, 2023	<b>Program:</b> N/A
<b>Agenda Item #:</b> 8	<b>Director:</b> N/A
<b>Subject:</b> Seating of Commissioners	<b>Officer:</b> Emilia Reyes

### Recommended Action

The Bylaws Committee recommends ratification of the following Target Area Election results, Community Sector nominations and Public Official Appointments, commencing on January 1, 2023 for a two- year term.

### Background

<b>Public Official Appointments</b>	<b>Appointing Body</b>
<i>David Ruiz</i>	Juvenile Court
<i>Barigye McCoy</i>	Board of Supervisors

### Fiscal Impact

None.

### Conclusion

If approved by the Board, Commissioners term will be effective January 1, 2023.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> February 18, 2023	<b>Program:</b> N/A
<b>Agenda Item #:</b> 9	<b>Director:</b> N/A
<b>Subject:</b> 2023 Committee Appointments	<b>Officer:</b> Emilia Reyes

### Recommended Action

Staff recommends review and acceptance of the 2023 Committee Appointments.

### Background

Per the agency's Policies and Procedures for Committee Appointments, the Board Chair appoints the committees as well as designate the Committee Chairs.

Committee members will serve a one-year term from February to February. Should a committee member leave the board in December after the end of his/her term, the remaining members of the committee remain empowered to carry out the work of the committee.

### Fiscal Impact

None.

### Conclusion

If approved by the Board, these Committee Appointments will be carried out for the 2023 calendar year.

## 2023 COMMITTEE APPOINTMENTS

<b>EXECUTIVE</b>	Linda Hayes (Chair) Itzi Robles Charles Garabedian Barigye McCoy	Amy Arambula Jimi Rodgers Daniel Martinez
<b>AUDIT</b>	Daniel Martinez (Chair) David Ruiz Ruben Zarate	Brian King Lupe Jaime-Mileham Daniel Parra
<b>BY-LAWS</b>	Jimi Rodgers (Chair) Oliver Baines Lupe Jaime-Mileham	Bruce McAlister Linda Hayes Lisa Mitchell
<b>FINANCE/INFRASTRUCTURE</b>	Charles Garabedian (Chair) James Martinez Zina Brown-Jenkins Itzi Robles	Linda Hayes Alena Pacheco Rey Leon
<b>HUMAN RESOURCES/PENSION</b>	Barigye McCoy (Chair) Sherry Neil James Martinez	Jimi Rodgers Alysia Bonner Earl Brown
<b>PROGRAM PLANNING AND EVALUATION</b>	Amy Arambula (Chair) Robert Pimentel Sherry Neil	Linda Hayes Alena Pacheco
<b>EPLUS</b>	Emilia Reyes Robert Pimentel Bruce McAlister	Steven Taylor Linda Hayes
<b>ACCESS PLUS CAPITAL</b>	Emilia Reyes Linda Hayes James Martinez	
<b>COMMUNITY ACTION FUND</b>	Robert Pimentel James Martinez Charles Garabedian	Alysia Bonner Earl Brown Brian King
<b>FOSTER GRANDPARENTS ADVISORY BOARD</b>	Bruce McAlister Sherry Neil	Alena Pacheco
<b>HEAD START</b>	Zina Brown-Jenkins Sherry Neil Itzi Robles	Jimi Rodgers Steven Taylor
<b>LCC ADVISORY BOARD</b>	Robert Pimentel Bruce McAlister Charles Garabedian	Alysia Bonner Lisa Mitchell
<b>SANCTUARY ADVISORY BOARD</b>	James Martinez Zina Brown-Jenkins	Itzi Robles Alena Pacheco
<b>SOUL GOVERNING COUNCIL</b>	James Martinez Jimi Rodgers	Steven Taylor

Updated: 1.30.23



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> February 18, 2023	<b>Program:</b> N/A
<b>Agenda Item #:</b> 10	<b>Director:</b> N/A
<b>Subject:</b> 2023 CSBG Budget	<b>Officer:</b> Emilia Reyes

### Background

At the January 18, 2023, the Board approved the 2023 Community Services Block Grant (CSBG) Budget. Per Commissioner Arambula request, attached is a detail analysis by program and budget allocation.

## 2023 CSBG Budget

Description	CSBG 2023 Budget Amount	% of Budget Used	CSBG 2022	CSBG 2021
<b>I. Focus Areas</b>				
a. Health & Wellness				
Health Services	\$8,360	0.42%		\$12,479
Sub-total	\$8,360	0.42%	\$0	\$12,479
<b>Health &amp; Wellness</b> (Adolescent Family Life Program, CA Prep, Community Health Center, Tobacco Education, African American Coalition) <b>- Health Services, Operating Expenses:</b> Miscillaneous PPE: Will support immediate purchase of masks, medical supplies, gloves, body protections, etc., GLOW!: Breast Feeding Supplies: Nursing pads, Bobby's, storage bags, pillows, etc. (\$7,600 operating expenses + \$760 indirect = \$8,360)				
b. Housing Stability				
Sanctuary	\$46,639	2.33%	\$41,111	\$39,109
Sub-total	\$46,639	2.33%	\$41,111	\$39,109
<b>Housing Stability</b> (Sanctuary Drop-In Center, Safe Place, Sanctuary Transitional Shelter, Sanctuary Housing) <b>- Sanctuary, Rental Assistance:</b> HUD Project: Client rental assistance, helps pay for clients struggling to pay rent, may lose home, temporary shelter. <b>Operating Expenses:</b> Hot Spot: Allows clients and staff to access the internet at sites. <b>Wages:</b> For 0.89 FTE , staff wages to support client services. All wages include fringe expenses for SUI, FICA, Health, Pension, Life Insurance, and Workers Comp. (\$13,000 rental assistance + \$5,100 operating + \$24,299 wages + \$4,240 indirect = \$46,639)				
c. Employment Opportunities				
Local Conservation Corps	\$142,913	7.15%	\$133,605	\$118,106
Valley Apprenticeship Connections	\$121,741	6.09%	\$73,638	\$102,214
Training & Employment	\$264,655	13.23%	\$106,289	\$220,569
Sub-total	\$529,309	26.47%	\$313,532	\$440,889
<b>Employment Opportunities</b> (LCC, Summer Internship, VAC, Workforce Connection Young Adults, Training & Employment Services) <b>- LCC, Operating Expenses:</b> utilities, telephone, facilities, communication, transportation, insurance, office supplies, security. <b>Wages:</b> For 0.90 FTE, staff wages and fringe to support client services. (\$74,964 operating + \$54,957 wages + \$12,992 indirect = \$142,913) <b>- VAC, Operating Expenses:</b> training, communication, office supplies, facilities. <b>Wages:</b> For 0.50 FTE, staff wages and fringe to support client services. (\$82,621 operating + \$28,053 wages + \$11,067 indirect = \$121,741) <b>- Training &amp; Employment, Operating Expenses:</b> training, communication, supportive services, office supplies, facilities. <b>Wages:</b> For 1.35 FTEs, staff wages and fringe to support client services. <b>Youth Internships:</b> Salaries and benefits for 35 youth interns. (\$35,724 operating + \$77,763 wages + \$127,108 internships+ \$24,060 indirect = \$264,655)				
d. Food Insecurity				
Food Services	\$179,516	8.98%	\$88,865	\$0
Sub-total	\$179,516	8.98%	\$88,865	\$0
<b>Food Insecurity</b> (Food Distributions, Food Services Home Delivery, Summer Meals for Kids, WIC) <b>- Food Services, Operating Expenses:</b> Upgrades to program training material for FS staff, signage/updates to FS locations for FS compliance. Purchase of items such as gloves, non-slip shoes, etc. <b>Wages:</b> For 1.64 FTE, staff wages and fringe to support client services (\$51,196 operating + \$112,000 wages + \$16,320 indirect = \$179,516)				
e. Community Safety				
Advance Peace	\$55,000	2.75%		\$208,756
Sanctuary	\$27,500	1.38%		\$1,645
Foster Grandparents	\$38,884	1.94%		
Program				\$25,000
Transit			\$163,939	
Fresno Street Saints				\$39,524
Sub-total	\$121,384	6.07%	\$163,939	\$274,925

## 2023 CSBG Budget

Description	CSBG 2023 Budget Amount	% of Budget Used	CSBG 2022	CSBG 2021
<b>Community Safety</b> (Advance Peace, Central Valley Against Humman Trafficking, Foster Grandparents, Recycling, LGBTQ+ Resource Center) <b>- Advance Peace, Operating Expenses:</b> Purchase of items for client support, office supplies, phone, communications, copier. (\$50,000 operating + \$5,000 indirect = \$55,000) <b>- Sanctuary, Operating Expenses:</b> CVAHT: for operating expenses such as copier, phone, and security. LGBTQ: for rent, copier, phone, and security. <b>Consulting</b> - CVAHT: for specialist work with victims. Operating Expenses . (\$3,000 consulting + \$22,000 operating + \$2,500 indirect = \$27,500) <b>- Foster Grandparents, Operating Expenses:</b> Laptops for participants in program. <b>Wages:</b> For 1 FTE, staff wages and fringe for training specialist. (\$5,481 operating + \$29,868 wages + \$3,535 indirect = \$38,884)				
f. Educational Achievement				
Program	\$20,679	1.03%		
SOUL	\$42,679	2.13%	\$91,083	\$72,386
Access Plus Capital			\$72,500	
Sub-total	\$63,358	3.17%	\$163,583	\$72,386
<b>Educational Achievement</b> (School of Unlimited Learning, Youthbuild Charter High School) <b>- Program, Operating Expenses:</b> Training: for conferences/trainings for program staff and program specific professional development (\$18,799 training + \$1,880 indirect = \$20,679) <b>- SOUL, Operating Expenses:</b> Purchase of laptops, monitors, books, and curriculum update expenses. <b>Wages:</b> For 1 FTE, staff wages and fringe for curriculum coordinator. (\$8,799 operating + \$30,000 wages + \$3,880 indirect = \$42,679 SOUL)				
I. Focus Areas Sub-Total	\$948,565	47.43%	\$771,030	\$839,788
<b>II. Strategic Goals &amp; Objectives</b>				
a. Effective Programs and Services				
HR	\$40,660	2.03%		\$4,790
Communications	\$50,321	2.52%	\$46,000	\$51,816
Administrative	\$126,020	6.30%	\$12,000	
IT	\$140,000	7.00%	\$70,212	\$84,128
Finance/IT			\$49,448	\$180,369
Program Livable Wages				\$170,339
Energy Services				\$23,598
Sub-total	\$357,001	17.85%	\$177,660	\$515,040
<b>Effective Programs and Services</b> (Hiring and training of staff to support the stablization of programs and administrative structure) <b>- Administrative, Operating Expenses:</b> Cloud data backup, laptops for staff and Data Manager, mass communication software. (\$126,020 operating) <b>- HR, Operating Expenses:</b> safety team trainings, conferences, software licensing, office supplies and furniture. (\$40,660 operating) <b>- Communications, Consulting:</b> for intranet buildout and implementation. (\$50,321 consulting) <b>- IT, Salaries and Fringe Benefits:</b> For 1 FTE, staff wages and fringe for Data Analytics Manager. (\$140,000 wages)				
b. Equity Based Practices				
Equity & Impact	\$27,500	1.38%	\$11,250	\$17,706
Sub-total	\$27,500	1.38%	\$11,250	\$17,706
<b>Equity Based Practices</b> (Staff intentionally directing services to those most impacted) <b>- Equity &amp; Impact, Other Costs:</b> Community Engagement: Other expenses consist of direct client purchases or expenses. These expenses are for client gift cards, transportation, childcare, and supplies for programs directed at community engagement. (\$25,000 other costs + \$2,500 indirect = \$27,500)				

## 2023 CSBG Budget

Description	CSBG 2023 Budget Amount	% of Budget Used	CSBG 2022	CSBG 2021
c. Advocacy				
Equity & Impact	\$23,316	1.17%	\$76,250	\$801
Sponsorships	\$200,000	10.00%	\$200,000	
Navigation (CAP60)	\$167,578	8.38%	\$193,675	\$47,025
Sub-total	\$390,894	19.55%	\$469,925	\$47,827
Advocacy (Impact & Equity staff amplifying the voices of communities most impacted by poverty) - Equity & Impact, Operating Expenses: Training, conferences, meetings, efforts in amplifying the needs our data reflects and connecting for action. (\$21,196 operating + \$2,120 indirect = \$23,316) - Sponsorship Costs: Community sponsorship for supporting local organizations and growing community partnerships. (\$200,000 other costs) - Navigation, Wages: For 3 FTE, staff wages for Navigation Intake and Coordinator and fringe. (\$152,344 wages + \$15,234 indirect = \$167,578)				
d. Holistic Support				
Navigation (CAP60)	\$110,000	5.50%		\$51,700
Sub-total	\$110,000	5.50%	\$0	\$51,700
<b>Holistic Support</b> (Reaching clients in all areas of need through data and research) - <b>Navigation, Operating Expenses:</b> Covers the cost of CAP60 central intake software expenses such as software licenses and kiosks. (\$100,000 operating + \$10,000 indirect = \$110,000)				
e. Community-Directed Programs and Services				
Equity & Impact	\$22,000	1.10%	\$10,000	
Sub-total	\$22,000	1.10%	\$10,000	\$0
<b>Community-Directed Programs and Services</b> (Utilize available funds to meet immediate need) - <b>Equity &amp; Impact, Operating Expenses:</b> Covers the cost of community resource fairs. Intended to increase visibility in the community and connect our clients with programs and services. (\$20,000 operating + \$2,000 indirect = \$22,000)				
f. Administration				
Administrative	\$144,000	7.20%	\$510,513	\$452,838
Sub-total	\$144,000	7.20%	\$510,513	\$452,838
<b>Administrative Expenses</b> (Funds utilized to support the administration of the agency) - <b>Administration, Consulting:</b> Covers the cost of consulting fees for the finance department administration. (\$144,000 consulting)				
<b>II. Strategic Goals Sub-Total</b>	<b>\$1,051,395</b>	<b>52.57%</b>	<b>\$1,179,348</b>	<b>\$1,085,112</b>
<b>Total CSBG Budgeted Amount</b>	<b>\$1,999,960</b>	<b>100.00%</b>	<b>\$1,950,378</b>	<b>\$1,924,899</b>
<b>Total CSBG Awarded Amount</b>	<b>\$1,999,960</b>		<b>\$1,950,378</b>	<b>\$1,924,899</b>
<b>Net</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>



**FINANCE COMMITTEE MEETING  
Wednesday October 12<sup>th</sup>, 2022  
5:00PM  
MINUTES**

**1. CALL TO ORDER**

Linda Hayes, called the meeting to order at 5:01pm.

**2. ROLL CALL**

Roll was called and a quorum was established.

COMMITTEE MEMBERS	PRESENT	STAFF
Charles Garabedian (Committee Chair)		Jim Rodriguez
Alysia Bonner	✓	Steve Warnes
James Martinez	✓	Aaron Foster
Linda Hayes	✓	Jay Zapata
Zina Brown- Jenkins	✓	Michelle Tutunjian
Itzi Robles		Thomas Dulin
Alena Pacheco	✓	Cesar Lucio

**3. APPROVAL OF MINUTES**

A. September 14<sup>th</sup> 2022, Finance Committee Minutes

Public comment: None heard.

**Motion by:** Bonner **Second by:** Brown-Jenkins

**Ayes:** Bonner, Brown-Jenkins, Pacheco, Martinez, Hayes

**Nays:** None heard

**4. FINANCIAL REPORTS: August 2022**

A. Agency Financial Statements

B. Head Start Financial status report:

Jim Rodriguez, Chief Financial Officer: provided information financial reports 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.

Public comment: None heard.

**Motion by:** Martinez **Second by:** Bonner

**Ayes:** Bonner, Brown-Jenkins, Pacheco, Martinez, Hayes

**Nays:** None heard

## 5. HEALTH PLAN STOP-LOSS RENEWAL

Fresno EOC's self-funded Health and Welfare Plan requires stop-loss insurance coverage. This coverage pays claims which exceed a certain threshold, thus 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.

Public comment: None heard.

**Motion by:** Bonner **Second by:** Brown-Jenkins

**Ayes:** Bonner, Brown-Jenkins, Pacheco, Martinez, Hayes

**Nays:** None heard

## 6. SOLAR PROJECT

Thomas Dulin Transit Systems Director & Chris Erwin Procurement Director presented information to keep the Board informed on the Solar Project. Transit Systems needs to replace an aging vehicle fleet and desires to move toward a more sustainable energy source. Transit systems is researching more efficient and safe ways to transport clients with the use of electric vehicles and the production of energy by building a 1MW solar farm to on a three acre plot.

Public comment: None heard

No action required.

## 7. NON-COMPETITIVE PROCUREMENT

Public comment: None heard

No action required.

## 8. HEALTH INSURANCE REPORT

Steve Warnes, Assistant Finance Director presented the health insurance report. As of August 31, 2022 the health insurance reserve is at \$4.9 million, which covers approximately 5.6 months of average expenditures. Contribution from programs and employees for 2022 total \$7,040,839 while the fund paid out \$6,058,784 in expenses.


Public comment: None heard

No action required.

## 9. VARIANCE REPORT:

Jay Zapata, Director of Finance and Aaron Foster, Program Manager presented the variance report for Advance Peace. Most of the 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 is approximately \$1.1 million dollars. Additional funding of \$675,000 is anticipated in coming months.

Public comment: None heard



No action required.

**10. OTHER BUSINESS**

Public comment: None heard

No action required.

**11. PUBLIC COMMENTS**

No public comments.

**12. ADJOURNMENT**

Hayes adjourned meeting at 6:06PM

Respectfully submitted,

Linda Hayes  
Committee Chair



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> February 18, 2023	<b>Program:</b> Finance
<b>Agenda Item #:</b> 12A2	<b>Director:</b> Jay Zapata
<b>Subject:</b> Finance Committee Charter	<b>Officer:</b> Emilia Reyes

### Recommended Action

The Finance Committee recommends review and approval for full Board consideration of the Finance Committee Charter.

### Background

Article X Committees of the Agency's Bylaws establishes the Finance Committee as a standing committee within the organization. The bylaws define the composition of this committee and a brief overview of its responsibilities. The Finance Committee Charter provides an opportunity to expand upon this narrative and to document the policies and procedures specific to this committee.

The Finance Committee Charter was previously approved in February 2020 but is being brought back to the Committee for review by the currently appointed committee members. The Charter has been updated to reflect the change in meeting date/time from noon to 5 p.m. on page 3 within MEETINGS Section 1:Frequency.

### Fiscal Impact

None

### Conclusion

If approved by the full Board, the recommended changes for the Finance Committee Charter will be effective February 18, 2023.



## FRESNO ECONOMIC OPPORTUNITIES COMMISSION

### FINANCE COMMITTEE CHARTER

MODIFIED ~~FEBRUARY 2020~~FEBRUARY 2023

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## FRESNO EOC FINANCE COMMITTEE CHARTER

### INTRODUCTION

The Finance Committee was established to ensure that the agency's finances are sound and that the fiscal management practices employed are compliant with applicable law. The Committee reviews the agency budget and financials, providing comments and direction for full board consideration.

### PURPOSE

The purpose of the Finance Committee is to assist the board in keeping with its fiduciary duty by reviewing and recommending action on all financial aspects of the Agency to the Board.

### MEMBERSHIP

The Finance Committee shall be composed of the Treasurer, who shall be its Chair, and [a minimum of four \(4\) other Commissioners appointed by the Board Chair, with at least one from each tripartite sector.](#)

### QUORUM

A quorum for any meeting of the Committee, enabling it to act on items on the agenda, shall consist of 50 percent of that Committee. [Any Board member's participation in any meeting via electronic means shall comply with the Brown Act's limitations on technological conferences, as may be modified by Executive Order.](#) ~~Participation in a meeting through the use of conference telephone or electronic video screen communication~~ pursuant to Article VIII of the Corporation's Bylaws constitutes presence at that meeting. Should a meeting not meet quorum requirements or lose the quorum at some point during the meeting, the meeting may proceed with informational items however no action, other than adjournment, may be taken.

### SCOPE

To act on behalf of Fresno EOC's Board of Commissioners in fulfilling its financial responsibilities to:

- A. advise the CEO in the preparation and administration of the operating budget;
- B. oversee the administration, collection, and disbursement of the financial resources of the corporation;
- C. advise the Board with respect to significant financial decisions; and
- D. have such other powers and perform such other duties as the Board may specify from time to time.

### RESPONSIBILITIES AND DUTIES

While the Chief Executive Officer (CEO) is the primary contact for this Committee, the Committee shall be given full access to the Agency's programs, directors and officers, and personnel as necessary to carry out these responsibilities. The CEO may delegate his/her responsibility of staffing the Committee at his/her discretion.



Responsibilities and duties of this Committee will include, but not be limited to, the following areas:

- A. Oversight of the corporation's financial management practices, subject to the direction and control of the Board.
- B. Review of the budget and financial statements prepared and judgments made in connection with the preparation of the financial statements.
- C. Evaluate complex, material, or unusual financial transactions.
- D. Examine reports received as a result of external financial monitoring visits, reviews, or audits performed by various external funding agencies including any noted areas of deficiency, significant findings, and/or recommendations. Such reports may be reviewed along with management's responses to the report.
- E. Approve updates to the corporation's written accounting policies and procedures for compliance with legislation, regulation, and best practices.
- F. Report regularly to the Board of Commissioners about Committee activities and issues that may arise with respect to the corporation's financial statements, the corporation's budget, the corporation's available financial resources, and the corporation's financial practices.
- G. Periodically review and assess the adequacy of this Committee charter, requesting Board approval for proposed changes, and ensure appropriate disclosure as may be required by law or regulation.
- H. Perform other activities related to this charter as requested by the Board of Directors.
- I. The Committee may carry out additional functions and adopt additional policies and procedures as may be appropriate in light of changing business, legislative, regulatory, or legal conditions.

## MEETINGS

Meetings are open to all commissioners and shall generally be attended by program officers and directors to introduce or respond to agenda items, or general questions and comments Committee members may have. Only those members appointed to the Committee are permitted to vote on agenda items.

### Section 1: Frequency

The Finance Committee shall meet monthly on the second Wednesday of the month at ~~noon~~ 5 p.m. to provide sufficient time for meeting minutes to be prepared and presented each month to the Board of Commissioners. In the event that the second Wednesday of the month is a Holiday recognized by the Agency, the meeting will be moved to an alternate date. Meetings during the months of July and August shall be held at the discretion of the Committee Chairperson. The Committee Chair shall have authority to convene additional meetings, as circumstances require, and to reschedule meetings allowing for sufficient notice period. Meetings will be held without restrictions or time constraints.



## Section 2: Agenda

The Committee Chairperson will approve the agenda for the Committee's meetings and any member may suggest items for consideration. Written materials will be provided to the Committee ~~as far in advance of meeting as practicable~~ 72 hours before the Committee Meeting per Brown Act Rules.

## Section 3: Minutes

The Committee shall keep a record of its actions and proceedings, and when required by the Board, shall make a report of those actions and proceedings to the Board.

Minutes of each committee meeting will be prepared. The Treasurer as the Committee Chair, or his/her representative, will present the minutes to the Board of Commissioners for approval.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> February 18, 2023	<b>Program:</b> Finance
<b>Agenda Item #:</b> 12A3	<b>Director:</b> Jay Zapata
<b>Subject:</b> 2023 Finance Committee Meeting Schedule	<b>Officer:</b> Emilia Reyes

### Recommended Action

The Finance Committee recommends discussion and approval for full Board consideration the 2023 Finance Committee Meeting Schedule.

### Background


As stated in the Finance Committee Charter, the committee shall meet monthly on the second Wednesday of the month at 5:00p.m. Meetings during the months of July and August shall be held at the discretion of the Committee Chairperson.

Finance Committee	
Month	Meeting Date
January	No Meeting
February	Wednesday, February 8, 2023
March	Wednesday, March 8, 2023
April	Wednesday, April 12, 2023
May	Wednesday, May 10, 2023
June	Wednesday, June 14, 2023
July	❖ Wednesday, July 12, 2023
August	❖ Wednesday, August 9, 2023
September	Wednesday, September 13, 2023
October	Wednesday, October 11, 2023
November	Wednesday, November 8, 2023
December	*Wednesday, December 6, 2023

*\*First Wednesday of the month*

❖ *Discretion of the Committee Chairperson*

All meetings will be held in person with the option for Committee members to call in and be counted towards quorum and vote so long as they notify Commission staff more than 72 hours prior to meetings, they post the agenda at the location that they are



participating and a quorum of Commissioners are present at the main meeting location. The remote location must be ADA compliant and the address be included on the cover of that meeting's agenda. Commissioners may call in without posting at their location but they will not be counted towards quorum or be able to vote.

**Fiscal Impact**

None.

**Conclusion**

If approved by the Full board, the Finance Meeting Schedule will be effective February 18, 2023.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> February 18, 2023	<b>Program:</b> Finance
<b>Agenda Item #:</b> 12A4	<b>Director:</b> Jay Zapata
<b>Subject:</b> Financial Reports	<b>Officer:</b> Emilia Reyes

### Recommended Action

The Finance Committee recommends approval for full Board consideration of the interim consolidated financial statements as of Year-to-Date October and November 2022 as well as approval of the financial status report for the Head Start 0-5 program as of Year-to-Date October and November 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 October 31, 2022, the Agency had preliminary revenue of \$114.5 million, including \$29.6 million of in-kind contributions, and net operating loss of \$777,350. In comparison, the Agency had revenue of \$107.7 million including in-kind of \$25.8 million as of the corresponding period of the preceding year.

As of November 30, 2022, the Agency had preliminary revenue of \$122 million, including \$32 million of in-kind contributions, and net operating loss of \$986,269. This deficit increased by \$208,919 from the prior month. In comparison, the Agency had revenue of \$113 million including in-kind of \$25.8 million as of the corresponding period of the preceding year.

- (B) Head Start 0-5 Financial Status Report as of Year-to-Date October 31, 2022.  
Head Start 0-5 Financial Status Report as of Year-to-Date November 30, 2022.  
This also represented in the following percentages.

<b>Program Area</b>	<b>% of budget</b>	<b>Notes</b>
Head Start – Basic	70%	Personnel is underspent due to unfilled positions
Head Start – Training & Technical Assistance (T&TA)	28%	Training planned for later this year

<b>Program Area</b>	<b>% of budget</b>	<b>Notes</b>
Duration	10%	\$149,222 spent year-to-date activity recorded.
Early Head Start – Basic	48%	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 Tenth Month Period Ended October, 2022 and 2021**

	<b>A</b>	<b>B</b>	<b>A - B</b>	<b>C</b>	<b>D</b>	<b>B - D</b>
	<b>BUDGET JAN - DEC 2022</b>	<b>ACTUAL October 2022</b>	<b>BUDGET BALANCE REMAINING</b>	<b>ACTUAL JAN - DEC 2021</b>	<b>ACTUAL October 2021</b>	<b>ACTUAL 2022 vs 2021 Differences</b>
<b>REVENUES AND SUPPORT</b>						
GRANT REVENUE	\$ 89,274,925	\$ 64,172,697 72%	\$ 25,102,228	75,775,853	\$ 61,172,044	3,000,653
GRANT REVENUE - LENDING CAPITAL	-	-	-	0	-	-
CHARGES FOR SERVICES	19,602,250	16,467,653 84%	3,134,597	19,289,932	16,703,735	(236,082)
OTHER PROGRAM REVENUE	2,854,250	2,836,534 99%	17,716	2,646,283	2,242,117	594,417
CONTRIBUTIONS	371,450	147,536 40%	223,914	473,779	280,923	(133,387)
MISCELLANEOUS INCOME	414,350	223,574 54%	190,776	467,114	377,265	(153,691)
INTEREST & INVESTMENT INCOME	82,650	30,741 37%	51,909	91,840	78,374	(47,633)
AFFILIATE INTEREST INCOME	1,400,100	729,548 52%	670,552	1,114,397	800,565	(71,017)
RENTAL INCOME	330,650	310,038 94%	20,612	392,181	248,324	61,714
<b>TOTAL CASH REVENUE</b>	<b>\$ 114,330,625</b>	<b>\$ 84,918,321 74%</b>	<b>\$ 29,412,304</b>	<b>\$ 100,251,379</b>	<b>\$ 81,903,347</b>	<b>3,014,974</b>
IN KIND REVENUE	\$ 39,041,040	\$ 29,618,071 76%	\$ 9,422,969	30,398,113	\$ 25,873,401	3,744,670
<b>TOTAL REVENUE &amp; SUPPORT</b>	<b>153,371,665</b>	<b>114,536,392 75%</b>	<b>38,835,273</b>	<b>130,649,492</b>	<b>107,776,748</b>	<b>6,759,644</b>
<b>EXPENDITURES</b>						
PERSONNEL COSTS	\$ 69,972,550	\$ 52,788,771 75%	\$17,183,779	61,148,294	\$ 48,685,084	4,103,687
ADMIN SERVICES	7,040,225	5,182,109 74%	1,858,116	5,456,405	4,432,922	749,187
PROFESSIONAL SERVICES - AUDIT	0	0 0%	0	45,995	36,242	(36,242)
CONTRACT SERVICES	11,240,600	7,231,018 64%	4,009,582	7,769,507	11,175,340	(3,944,322)
FACILITY COSTS	6,093,175	4,969,845 82%	1,123,330	5,214,789	4,153,547	816,298
TRAVEL, MILEAGE, VEHICLE COSTS	1,772,345	2,626,847 148%	(854,502)	2,037,010	1,426,030	1,200,816
EQUIPMENT COSTS	946,775	1,448,467 153%	(501,692)	3,296,566	1,084,903	363,564
DEPRECIATION - AGENCY FUNDED	250,000	176,166 70%	73,834	249,442	201,527	(25,361)
OFFICE EXPENSE	3,129,400	2,702,671 86%	426,729	2,777,036	2,155,270	547,401
INSURANCE	755,250	685,926 91%	69,324	766,989	572,094	113,832
PROGRAM SUPPLIES & CLIENT COSTS	10,905,750	6,871,761 63%	4,033,989	8,566,603	6,776,199	95,562
INTEREST EXPENSE	267,900	301,503 113%	(33,603)	309,116	207,564	93,939
OTHER COSTS	994,600	540,585 54%	454,015	349,447	173,406	367,179
<b>TOTAL CASH EXPENDITURES</b>	<b>\$ 113,368,570</b>	<b>\$ 85,525,669 75%</b>	<b>\$ 27,842,901</b>	<b>97,987,199</b>	<b>\$ 81,080,127</b>	<b>4,445,541</b>
IN KIND EXPENSES	\$ 39,041,040	\$ 29,618,071 76%	\$ 9,422,969	\$ 30,398,113	\$ 25,873,401	3,744,670
<b>TOTAL EXPENDITURES</b>	<b>152,409,610</b>	<b>115,143,740 76%</b>	<b>37,265,870</b>	<b>128,385,312</b>	<b>106,953,529</b>	<b>8,190,211</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>\$ 962,055</b>	<b>\$ (607,348)</b>	<b>\$ 1,569,403</b>	<b>\$ 2,264,180</b>	<b>\$ 823,219</b>	<b>(1,430,567)</b>
<b>OTHER INCOME / EXPENSE</b>						
TRANSIT GRANT ASSET DEPRECIATION		169,987	(169,987)	251,972	205,126	(35,139)
<b>NET SURPLUS (DEFICIT)</b>	<b>\$ 962,055</b>	<b>(\$777,335)</b>	<b>1,739,390</b>	<b>\$ 2,012,208</b>	<b>\$ 618,094</b>	<b>(1,395,429)</b>

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**STATEMENT OF FINANCIAL POSITION**  
**As of October, 2022**

	<b>2022</b>	<b>2021</b>	<b>Differences</b>
<b>ASSETS</b>			
CASH & INVESTMENTS	\$ 20,077,617	\$ 20,077,617	\$ -
ACCOUNTS RECEIVABLE	15,827,682	12,117,345	3,710,337
PREPAIDS/DEPOSITS	320,682	316,182	4,500
INVENTORIES	343,608	343,608	0
PROPERTY, PLANT & EQUIPMENT	12,453,231	12,453,231	0
NOTES RECEIVABLE (net)	16,711,099	16,711,099	0
<b>TOTAL ASSETS</b>	<b>\$ 65,733,919</b>	<b>\$ 62,019,081</b>	<b>\$ 3,714,837</b>
<b>LIABILITIES</b>			
ACCOUNTS PAYABLE	\$ 3,988,197	\$ 2,921,106	\$ 1,067,091
ACCRUED PAYROLL LIABILITIES	4,636,577	4,636,577	0
DEFERRED REVENUE	2,597,726	2,597,726	0
NOTES PAYABLE	16,981,404	16,981,404	0
HEALTH INSURANCE RESERVE	5,260,107	5,095,927	164,180
OTHER LIABILITIES	3,735,805	3,735,805	0
<b>TOTAL LIABILITIES</b>	<b>\$ 37,199,816</b>	<b>\$ 35,968,544</b>	<b>\$ 1,231,271</b>
<b>FUND BALANCE</b>			
CURRENT OPERATING EARNINGS (YTD)	\$ (607,348)	\$ 823,219	\$ (1,430,567)
UNRESTRICTED NET ASSETS	19,780,273	15,881,581	3,898,693
REVOLVING LOAN FUND	556,268	556,268	0
INVESTMENT IN GENERAL FIXED ASSETS	8,789,468	8,789,468	0
<b>TOTAL FUND BALANCE</b>	<b>\$ 28,518,663</b>	<b>\$ 26,050,537</b>	<b>\$ 2,468,126</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ 65,718,479</b>	<b>\$ 62,019,081</b>	<b>\$ 3,699,398</b>

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**STATEMENT OF ACTIVITIES**  
For The Eleventh Month Period Ended November, 2022 and 2021

	<b>A</b>	<b>B</b>	<b>A - B</b>	<b>C</b>	<b>D</b>	<b>B - D</b>
	<b>BUDGET JAN - DEC 2022</b>	<b>ACTUAL November 2022</b>	<b>BUDGET BALANCE REMAINING</b>	<b>ACTUAL JAN - DEC 2021</b>	<b>ACTUAL November 2021</b>	<b>ACTUAL 2022 vs 2021 Differences</b>
<b>REVENUES AND SUPPORT</b>						
GRANT REVENUE	\$ 89,274,925	\$ 69,018,779 77%	\$ 20,256,146	75,775,853	\$ 66,395,580	2,623,199
GRANT REVENUE - LENDING CAPITAL	-	-	-	0	-	-
CHARGES FOR SERVICES	19,602,250	16,667,653 85%	2,934,597	19,289,932	16,706,745	(39,091)
OTHER PROGRAM REVENUE	2,854,250	2,836,534 99%	17,716	2,646,283	2,242,117	594,417
CONTRIBUTIONS	371,450	147,536 40%	223,914	473,779	280,923	(133,387)
MISCELLANEOUS INCOME	414,350	233,806 56%	180,544	467,114	381,196	(147,390)
INTEREST & INVESTMENT INCOME	82,650	30,741 37%	51,909	91,840	78,374	(47,633)
AFFILIATE INTEREST INCOME	1,400,100	729,548 52%	670,552	1,114,397	800,565	(71,017)
RENTAL INCOME	330,650	310,038 94%	20,612	392,181	248,324	61,714
<b>TOTAL CASH REVENUE</b>	<b>\$ 114,330,625</b>	<b>\$ 89,974,635 79%</b>	<b>\$ 24,355,990</b>	<b>\$ 100,251,379</b>	<b>\$ 87,133,824</b>	<b>2,840,811</b>
IN KIND REVENUE	\$ 39,041,040	\$ 32,053,251 82%	\$ 6,987,789	30,398,113	\$ 25,873,401	6,179,850
<b>TOTAL REVENUE &amp; SUPPORT</b>	<b>153,371,665</b>	<b>122,027,886 80%</b>	<b>31,343,779</b>	<b>130,649,492</b>	<b>113,007,225</b>	<b>9,020,661</b>
<b>EXPENDITURES</b>						
PERSONNEL COSTS	\$ 69,972,550	\$ 56,013,273 80%	\$13,959,277	61,148,294	\$ 54,613,930	1,399,343
ADMIN SERVICES	7,040,225	5,477,949 78%	1,562,276	5,456,405	4,432,922	1,045,027
PROFESSIONAL SERVICES - AUDIT	0	0 0%	0	45,995	36,242	(36,242)
CONTRACT SERVICES	11,240,600	7,899,018 70%	3,341,582	7,769,507	7,758,437	140,581
FACILITY COSTS	6,093,175	5,558,362 91%	534,813	5,214,789	5,361,747	196,615
TRAVEL, MILEAGE, VEHICLE COSTS	1,772,345	2,658,496 150%	(886,151)	2,037,010	1,426,030	1,232,466
EQUIPMENT COSTS	946,775	1,461,540 154%	(514,765)	3,296,566	1,084,903	376,637
DEPRECIATION - AGENCY FUNDED	250,000	177,166 71%	72,834	249,442	201,527	(24,361)
OFFICE EXPENSE	3,129,400	2,756,339 88%	373,061	2,777,036	2,755,270	1,069
INSURANCE	755,250	665,926 88%	89,324	766,989	572,094	93,832
PROGRAM SUPPLIES & CLIENT COSTS	10,905,750	7,321,761 67%	3,583,989	8,566,603	7,416,199	(94,438)
INTEREST EXPENSE	267,900	286,503 107%	(18,603)	309,116	207,564	78,939
OTHER COSTS	994,600	525,585 53%	469,015	349,447	173,406	352,179
<b>TOTAL CASH EXPENDITURES</b>	<b>\$ 113,368,570</b>	<b>\$ 90,801,917 80%</b>	<b>\$ 22,566,653</b>	<b>97,987,199</b>	<b>\$ 86,040,271</b>	<b>4,761,646</b>
IN KIND EXPENSES	\$ 39,041,040	\$ 32,053,251 82%	\$ 6,987,789	\$ 30,398,113	\$ 25,873,401	6,179,850
<b>TOTAL EXPENDITURES</b>	<b>152,409,610</b>	<b>122,855,168 81%</b>	<b>29,554,442</b>	<b>128,385,312</b>	<b>111,913,672</b>	<b>10,941,496</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>\$ 962,055</b>	<b>\$ (827,282)</b>	<b>\$ 1,789,337</b>	<b>\$ 2,264,180</b>	<b>\$ 1,093,553</b>	<b>(1,920,835)</b>
<b>OTHER INCOME / EXPENSE</b>						
TRANSIT GRANT ASSET DEPRECIATION		158,987	(158,987)	251,972	845,126	(686,139)
<b>NET SURPLUS (DEFICIT)</b>	<b>\$ 962,055</b>	<b>(\$986,269)</b>	<b>1,948,324</b>	<b>\$ 2,012,208</b>	<b>\$ 248,427</b>	<b>(1,234,697)</b>



**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**STATEMENT OF FINANCIAL POSITION**  
**As of November, 2022**

	<b>2022</b>	<b>2021</b>	<b>Differences</b>
<b>ASSETS</b>			
CASH & INVESTMENTS	\$ 21,587,656	\$ 18,303,083	\$ 3,284,574
ACCOUNTS RECEIVABLE	14,145,885	12,400,635	1,745,250
PREPAIDS/DEPOSITS	325,688	299,734	25,954
INVENTORIES	353,290	152,198	201,092
PROPERTY, PLANT & EQUIPMENT	11,457,231	13,567,083	(2,109,853)
NOTES RECEIVABLE (net)	16,292,659	16,942,973	(650,314)
<b>TOTAL ASSETS</b>	<b>\$ 64,162,410</b>	<b>\$ 61,665,706</b>	<b>\$ 2,496,704</b>
<b>LIABILITIES</b>			
ACCOUNTS PAYABLE	\$ 4,411,464	\$ 2,454,298	\$ 1,957,166
ACCRUED PAYROLL LIABILITIES	5,242,825	2,515,545	2,727,280
DEFERRED REVENUE	3,246,384	2,343,108	903,276
NOTES PAYABLE	15,857,271	15,940,595	(83,324)
HEALTH INSURANCE RESERVE	5,380,890	4,297,369	1,083,521
OTHER LIABILITIES	3,735,805	3,735,805	0
<b>TOTAL LIABILITIES</b>	<b>\$ 37,874,640</b>	<b>\$ 31,286,721</b>	<b>\$ 6,587,919</b>
<b>FUND BALANCE</b>			
CURRENT OPERATING EARNINGS (YTD)	\$ (827,282)	\$ 1,093,553	\$ (1,920,835)
UNRESTRICTED NET ASSETS	17,768,764	19,202,157	(1,433,393)
REVOLVING LOAN FUND	556,268	556,268	0
INVESTMENT IN GENERAL FIXED ASSETS	8,789,468	9,527,007	(737,539)
<b>TOTAL FUND BALANCE</b>	<b>\$ 26,287,218</b>	<b>\$ 30,378,986</b>	<b>\$ (4,091,767)</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ 64,161,858</b>	<b>\$ 61,665,706</b>	<b>\$ 2,496,153</b>

Fresno County Economic Opportunities Commission

Income Statement

		HS Basic 01/01/2022- 10/31/2022	HS T&TA 01/01/2022- 10/31/2022	HS Duration Start-Up 01/01/2022- 10/31/2022	EHS Basic 01/01/2022- 10/31/2022	EHS T&TA 01/01/2022- 10/31/2022	TOTAL 01/01/2022- 10/31/2022
Revenue							
01-4125	BILLING INCOME - HHS	\$27,699,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,699,400.00
01-4140	BILLING INCOME - USDA	\$775,170.74	\$0.00	\$0.00	\$36,439.25	\$0.00	\$811,609.99
01-4205	ADMIN INCOME	\$0.00	\$0.00	\$0.00	\$0.00	\$49.65	\$49.65
01-4600	INTEREST INCOME	\$84.78	\$0.00	\$0.00	\$0.00	\$0.00	\$84.78
Total		\$28,474,655.52	\$0.00	\$0.00	\$36,439.25	\$49.65	\$28,511,144.42
Expenses							
Salaries							
01-5010	SALARIES	\$11,964,554.61	\$0.00	\$31,057.85	\$1,673,796.85	\$0.00	\$13,669,409.31
01-5015	VACATION EXPENSE	\$915,379.50	\$0.00	\$2,703.80	\$126,641.76	\$0.00	\$1,044,725.06
01-5075	SALARIES CLEARING	(\$166,154.77)	\$0.00	\$0.00	\$784.60	\$0.00	(\$165,370.17)
Total Salaries		\$12,713,779.34	\$0.00	\$33,761.65	\$1,801,223.21	\$0.00	\$14,548,764.20
Fringe Benefits							
01-5025	F.I.C.A. EMPLOYER	\$741,137.19	\$0.00	\$2,026.52	\$104,018.59	\$0.00	\$847,182.30
01-5030	MEDICARE TAX - EMPLOYER	\$173,324.69	\$0.00	\$474.19	\$24,326.35	\$0.00	\$198,125.23
01-5035	PAYROLL TAXES - STATE	\$176,397.47	\$0.00	\$421.95	\$24,815.45	\$0.00	\$201,634.87
01-5040	HEALTH INSURANCE	\$3,045,227.73	\$0.00	\$5,040.00	\$324,673.26	\$0.00	\$3,374,940.99
01-5045	LIFE INSURANCE	\$49,177.31	\$0.00	\$172.00	\$5,896.48	\$0.00	\$55,245.79
01-5050	WORKERS COMPENSATION	\$609,704.46	\$0.00	\$200.98	\$80,330.14	\$0.00	\$690,235.58
01-5055	PENSION PLAN	\$545,113.01	\$0.00	\$1,658.97	\$65,475.65	\$0.00	\$612,247.63
01-5080	PAYROLL TAXES CLEARING	(\$11,231.56)	\$0.00	\$0.00	\$54.35	\$0.00	(\$11,177.21)
01-5085	BENEFITS CLEARING	(\$30,237.36)	\$0.00	\$0.00	\$175.26	\$0.00	(\$30,062.10)
Total Fringe		\$5,298,612.94	\$0.00	\$9,994.61	\$629,765.53	\$0.00	\$5,938,373.08
Equipment							
01-5415	EQUIPMENT UNDER \$5000	\$249,185.49	\$0.00	\$0.00	\$1,186.52	\$0.00	\$250,372.01
01-5450	EQUIPMENT OVER \$5000	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00
Total Equipment		\$249,185.49	\$0.00	\$2,500.00	\$1,186.52	\$0.00	\$252,872.01
Supplies							
01-5520	COMPUTER SUPPLIES	\$39,070.92	\$0.00	\$0.00	\$5.12	\$0.00	\$39,076.04
01-5535	OFFICE SUPPLIES	\$43,132.96	\$0.00	\$0.00	\$5,318.72	\$0.00	\$48,451.68
01-5537	OFFICE SUPPLIES, FURNITURE	\$138.85	\$0.00	\$0.00	\$3,253.99	\$0.00	\$3,392.84
01-5539	SUPPLIES - PERSONAL PROTECTIVE EQU	\$33,048.62	\$0.00	\$0.00	\$8,238.65	\$0.00	\$41,287.27
01-5707	CLASSROOM FURNITURE	\$12,120.40	\$0.00	\$4,714.89	\$36,295.93	\$0.00	\$53,131.22
01-5741	PARENT LENDING LIBRARY	\$1,687.09	\$0.00	\$0.00	\$0.00	\$0.00	\$1,687.09
01-5760	PROGRAM SUPPLIES - KITCHEN	\$7,453.98	\$0.00	\$0.00	\$2,410.90	\$0.00	\$9,864.88
01-5766	PROGRAM SUPPLIES - CLASSROOM	\$74,135.04	\$0.00	\$0.00	\$16,874.60	\$0.00	\$91,009.64
01-5768	PROGRAM SUPPLIES - FOOD DISPOSABI	\$91,378.13	\$0.00	\$0.00	\$799.92	\$0.00	\$92,178.05
01-5769	PROGRAM SUPPLIES - DISPOSABLES	\$2,924.11	\$0.00	\$0.00	\$14,719.59	\$0.00	\$17,643.70
01-5772	PROGRAM SUPPLIES - JANITORIAL	\$63,148.88	\$0.00	\$0.00	\$3,841.10	\$0.00	\$66,989.98
01-5774	PROGRAM SUPPLIES - MEDICAL	\$11,909.16	\$0.00	\$0.00	\$509.91	\$0.00	\$12,419.07
01-5776	PROGRAM SUPPLIES - PERSONAL ARTIC	\$7.64	\$0.00	\$0.00	\$0.00	\$0.00	\$7.64

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01-5812	STAFF TRAINING SUPPLIES	\$1,147.42	\$0.00	\$0.00	\$41.94	\$0.00	\$1,189.36
01-5814	PARENT TRAINING SUPPLIES	\$757.12	\$0.00	\$0.00	\$44.12	\$0.00	\$801.24
Total Supplies		\$382,060.32	\$0.00	\$4,714.89	\$92,354.49	\$0.00	\$479,129.70
Contractual							
01-5109	CONTRACT SERVICES - INSTRUCTIONAL	\$1,056.05	\$0.00	\$0.00	\$0.00	\$0.00	\$1,056.05
01-5111	CONTRACT SERVICES - FACILITY REPAIR	\$142,235.89	\$0.00	\$86,399.17	\$94,998.58	\$0.00	\$323,633.64
01-5175	PROFESSIONAL SERVICES - DENTAL	\$85.00	\$0.00	\$0.00	\$0.00	\$0.00	\$85.00
01-5195	PROFESSIONAL SERVICES - MEDICAL	\$5,216.71	\$0.00	\$0.00	\$0.00	\$0.00	\$5,216.71
01-5205	JANITORIAL SERVICES	\$484,059.88	\$0.00	\$0.00	\$68,685.12	\$0.00	\$552,745.00
01-5220	PEST CONTROL SERVICES	\$16,539.28	\$0.00	\$0.00	\$1,130.47	\$0.00	\$17,669.75
01-5260	SECURITY SERVICES	\$47,294.99	\$0.00	\$1,565.90	\$9,784.98	\$0.00	\$58,645.87
01-5285	YARD MAINTENANCE	\$120,925.18	\$0.00	\$500.00	\$9,136.18	\$0.00	\$130,561.36
01-5425	LEASED - RENTAL OFFICE EQUIPMENT	\$1,624.17	\$0.00	\$0.00	\$180.48	\$0.00	\$1,804.65
01-5435	LEASED - COPIERS	\$67,541.12	\$0.00	\$0.00	\$7,991.35	\$0.00	\$75,532.47
01-5761	LINENS / LAUNDRY	\$10,877.13	\$0.00	\$0.00	\$439.51	\$0.00	\$11,316.64
01-5793	CHILD CARE	\$28,193.76	\$0.00	\$0.00	\$0.00	\$0.00	\$28,193.76
01-5825	TRANSLATION	\$3,312.50	\$0.00	\$0.00	\$0.00	\$0.00	\$3,312.50
Total Contractual		\$928,961.66	\$0.00	\$88,465.07	\$192,346.67	\$0.00	\$1,209,773.40
Other - Food							
01-5115	CONTRACT SERVICES - MEALS	\$1,322,457.54	\$0.00	\$0.00	\$57,331.33	\$0.00	\$1,379,788.87
01-5116	CONTRACT SERVICES - MEALS THIRD PA	\$26,082.61	\$0.00	\$0.00	\$0.00	\$0.00	\$26,082.61
01-5120	CONTRACT SERVICES - MEALS DELIVERY	\$252,676.87	\$0.00	\$0.00	\$0.00	\$0.00	\$252,676.87
01-5515	BOTTLED WATER	\$2,469.09	\$0.00	\$0.00	\$143.73	\$0.00	\$2,612.82
01-5722	FOOD - OTHER	(\$47.28)	\$0.00	\$0.00	\$0.00	\$0.00	(\$47.28)
01-5724	FOOD - SNACKS	\$61,191.31	\$0.00	\$0.00	\$13,125.55	\$0.00	\$74,316.86
01-5725	FOOD - SNACK BAR	\$110.00	\$0.00	\$0.00	\$0.00	\$0.00	\$110.00
01-5777	PROGRAM SUPPLIES - NUTRITION / MEI	\$754.44	\$0.00	\$0.00	\$1,653.00	\$0.00	\$2,407.44
Total Other - Food		\$1,665,694.58	\$0.00	\$0.00	\$72,253.61	\$0.00	\$1,737,948.19
Other Transportation							
01-5135	CONTRACT SERVICES - TRANSPORTATIC	\$346,076.37	\$0.00	\$0.00	\$0.00	\$0.00	\$346,076.37
01-5315	FUEL - OIL & GAS	\$20,907.55	\$0.00	\$0.00	\$7,359.35	\$0.00	\$28,266.90
01-5325	LEASED - AUTOMOBILE/TRUCK	\$227.60	\$0.00	\$0.00	\$25.29	\$0.00	\$252.89
01-5350	REPAIRS & MAINTENANCE - VEHICLES	\$108,043.90	\$0.00	\$0.00	\$0.00	\$0.00	\$108,043.90
01-5352	REPAIRS & MAINTENENCE - MAINTENAI	\$0.00	\$0.00	\$0.00	\$37.32	\$0.00	\$37.32
01-5605	INSURANCE - AUTO	\$7,977.94	\$0.00	\$0.00	\$1,033.72	\$0.00	\$9,011.66
Total Other Transportation		\$483,233.36	\$0.00	\$0.00	\$8,455.68	\$0.00	\$491,689.04
Other - Mileage							
01-5330	MILEAGE	\$78,182.22	\$0.00	\$144.16	\$22,422.67	\$0.00	\$100,749.05
Total Other - Mileage		\$78,182.22	\$0.00	\$144.16	\$22,422.67	\$0.00	\$100,749.05
Other Field Trip							

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01-5310	FIELD TRIPS	\$3,909.08	\$0.00	\$0.00	\$32.16	\$0.00	\$3,941.24
Total Other Field Trip		\$3,909.08	\$0.00	\$0.00	\$32.16	\$0.00	\$3,941.24
Other Space							
01-5240	RENTAL - OFFICE	\$2,514.50	\$0.00	\$0.00	\$0.00	\$0.00	\$2,514.50
01-5250	RENTAL - STORAGE	\$9,691.24	\$0.00	\$0.00	\$1,640.75	\$0.00	\$11,331.99
01-5788	SPACE - OTHER	\$460,292.36	\$0.00	\$0.00	\$42,130.80	\$0.00	\$502,423.16
Total Other Space		\$472,498.10	\$0.00	\$0.00	\$43,771.55	\$0.00	\$516,269.65
Other Utilities/Telephone/Internet							
01-5270	UTILITIES - GAS / ELECTRIC	\$333,042.78	\$0.00	\$0.00	\$43,122.47	\$0.00	\$376,165.25
01-5280	WATER/SEWER/GARBAGE	\$136,188.51	\$0.00	\$241.30	\$12,827.87	\$0.00	\$149,257.68
01-5570	TELEPHONE	\$545,344.44	\$0.00	\$0.00	\$20,911.31	\$0.00	\$566,255.75
01-5571	TELEPHONE - CELLULAR	\$23,465.36	\$0.00	\$0.00	\$5,815.22	\$0.00	\$29,280.58
01-5576	e-Rate	(\$294,930.48)	\$0.00	\$0.00	\$0.00	\$0.00	(\$294,930.48)
01-5578	INTERNET	\$5,545.16	\$0.00	\$0.00	\$815.13	\$0.00	\$6,360.29
Total Other Utilities		\$748,655.77	\$0.00	\$241.30	\$83,492.00	\$0.00	\$832,389.07
Other Advertising/Printing							
01-5525	COPIES & REPRODUCTION EXPENSE	\$868.31	\$0.00	\$0.00	\$0.00	\$0.00	\$868.31
01-5555	PRINTING	\$862.64	\$0.00	\$0.00	\$1,316.39	\$0.00	\$2,179.03
Total Other Printing / Copies		\$1,730.95	\$0.00	\$0.00	\$1,316.39	\$0.00	\$3,047.34
Other R&M Building							
01-5210	LICENSING FEES	\$16,692.00	\$0.00	\$0.00	\$1,452.00	\$0.00	\$18,144.00
01-5215	OFFICE RECONFIGURATION	\$1,475.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,475.00
01-5235	RENOVATIONS	\$547.97	\$0.00	\$0.00	\$0.00	\$0.00	\$547.97
01-5255	REPAIRS / MAINTENANCE - BUILDING	\$56,341.83	\$0.00	\$0.00	\$7,032.97	\$0.00	\$63,374.80
01-5286	YARD MAINTENANCE - LCC	\$10,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,800.00
01-5445	PLAYGROUND APPARATUS	\$1,587.33	\$0.00	\$0.00	\$5,093.63	\$0.00	\$6,680.96
01-5704	BUILDING MATERIALS	\$116,225.83	\$0.00	\$0.00	\$20,452.70	\$0.00	\$136,678.53
01-5730	LICENSES - PREMISE	\$68.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68.00
Total Other R&M Building		\$203,737.96	\$0.00	\$0.00	\$34,031.30	\$0.00	\$237,769.26
Other R&M Equipment							
01-5455	REPAIRS & MAINTENANCE - COMPUTEF	\$992.37	\$0.00	\$0.00	\$0.00	\$0.00	\$992.37
01-5457	REPAIRS & MAINTENANCE - EQUIPMEN	\$1,586.34	\$0.00	\$0.00	\$0.98	\$0.00	\$1,587.32
01-5522	SOFTWARE LICENSES	\$63,311.59	\$42,151.89	\$0.00	\$499.37	\$9,252.85	\$115,215.70
Total Other R&M Equipment		\$65,890.30	\$42,151.89	\$0.00	\$500.35	\$9,252.85	\$117,795.39
Insurance							
01-5620	INSURANCE - GENERAL LIABILITY	\$70,165.98	\$0.00	\$0.00	\$9,693.64	\$0.00	\$79,859.62
01-5621	INSURANCE - CYBER LIABILITY	\$3,542.88	\$0.00	\$0.00	\$538.16	\$0.00	\$4,081.04
01-5625	INSURANCE - MAL PRACTICE	\$1,974.30	\$0.00	\$0.00	\$0.00	\$0.00	\$1,974.30
01-5630	INSURANCE - EXCESS LIABILITY	\$15,430.54	\$0.00	\$0.00	\$2,272.58	\$0.00	\$17,703.12

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01-5635	INSURANCE - PROPERTY	\$56,109.71	\$0.00	\$0.00	\$10,348.46	\$0.00	\$66,458.17
Total Insurance		\$147,223.41	\$0.00	\$0.00	\$22,852.84	\$0.00	\$170,076.25
Parent Involvement/CWPC							
01-5748	PARENT ENGAGEMENT - SUPPLIES	\$4,901.85	\$0.00	\$0.00	\$82.39	\$0.00	\$4,984.24
01-5750	CWPC - BABYSITTING	\$990.00	\$0.00	\$0.00	\$195.00	\$0.00	\$1,185.00
01-5752	CWPC - MILEAGE	\$763.74	\$0.00	\$0.00	\$124.67	\$0.00	\$888.41
01-5756	CWPC - SUPPLIES	\$1,955.10	\$0.00	\$0.00	\$730.65	\$0.00	\$2,685.75
Total Parent Involvement		\$8,610.69	\$0.00	\$0.00	\$1,132.71	\$0.00	\$9,743.40
Staff Training							
01-5016	CPR TRAINING	\$0.00	\$3,671.00	\$0.00	\$0.00	\$0.00	\$3,671.00
01-5792	STAFF TRAINING	\$685.61	\$74,235.49	\$0.00	\$2,415.60	\$11,014.43	\$88,351.13
Total Staff Training		\$685.61	\$77,906.49	\$0.00	\$2,415.60	\$11,014.43	\$92,022.13
Parent Training							
01-5738	NUTRITION EDUCATION	\$0.00	\$795.00	\$0.00	\$0.00	\$0.00	\$795.00
Total Parent Training		\$0.00	\$795.00	\$0.00	\$0.00	\$0.00	\$795.00
Other							
01-5125	CONTRACT SERVICES - OTHER	\$3,335.04	\$0.00	\$0.00	\$436.78	\$0.00	\$3,771.82
01-5143	CONTRACT SERVICES - PHYSICALS	\$2,850.00	\$0.00	\$0.00	\$300.00	\$0.00	\$3,150.00
01-5145	FIRST AID (INCLUDES WORKERS COMP)	\$947.00	\$0.00	\$0.00	\$0.00	\$0.00	\$947.00
01-5165	PROFESSIONAL SERVICES - COMPUTER	\$17,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,200.00
01-5170	PROFESSIONAL SERVICES - CONSULTING	\$474,494.61	\$0.00	\$0.00	\$12,600.00	\$0.00	\$487,094.61
01-5230	PROPERTY TAXES	\$474.91	\$0.00	\$0.00	\$474.92	\$0.00	\$949.83
01-5237	REPAIR/MAINTENANCE-SPECIAL	(\$5,936.76)	\$0.00	\$0.00	\$111.14	\$0.00	(\$5,825.62)
01-5405	DEPRECIATION EXPENSE	\$65,244.16	\$0.00	\$0.00	\$10,576.48	\$0.00	\$75,820.64
01-5476	EXPANSION BUILDING PROJECTS	\$0.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00
01-5512	SUBSCRIPTION EXPENSE	\$1,759.30	\$0.00	\$0.00	\$199.90	\$0.00	\$1,959.20
01-5545	PETTY CASH EXPENSE	\$202.05	\$0.00	\$0.00	\$0.00	\$0.00	\$202.05
01-5550	POSTAGE/EXPRESS MAIL	\$5,089.47	\$0.00	\$0.00	\$1,161.15	\$0.00	\$6,250.62
01-5560	SUPPLIES - OTHER	\$435.08	\$0.00	\$0.00	\$0.00	\$0.00	\$435.08
01-5701	ADVERTISEMENT - OTHER	\$10,314.90	\$0.00	\$0.00	\$216.00	\$0.00	\$10,530.90
01-5708	CONFERENCE FEES (NON - TRAVEL)	\$350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$350.00
01-5716	DUES - ORGANIZATIONS	\$5,829.96	\$0.00	\$0.00	\$1,232.82	\$0.00	\$7,062.78
01-5720	FINGERPRINTING / BACKGROUND CHECKS	\$728.00	\$0.00	\$0.00	\$546.00	\$0.00	\$1,274.00
01-5721	RECRUITMENT	\$15,770.03	\$0.00	\$0.00	\$3,113.85	\$0.00	\$18,883.88
01-5729	GED / ALTERNATIVE EDUCATIONS SUPPLIES	\$3,100.16	\$0.00	\$0.00	\$680.54	\$0.00	\$3,780.70
01-5732	MEETING COSTS - INTERNAL	\$1,483.05	\$0.00	\$0.00	\$325.54	\$0.00	\$1,808.59
01-5733	EMPLOYEE APPRECIATION	\$280.63	\$0.00	\$0.00	\$14.99	\$0.00	\$295.62
01-5757	PROGRAM - MISCELLANEOUS	\$170.11	\$0.00	\$0.00	\$0.00	\$0.00	\$170.11
01-5758	PROGRAM SUPPLIES - BOOKS & PUBLICATIONS	\$521.02	\$0.00	\$0.00	\$0.00	\$0.00	\$521.02
01-5764	PROGRAM SUPPLIES - ARTS & CRAFTS	\$994.26	\$0.00	\$0.00	\$21.67	\$0.00	\$1,015.93
01-5770	PROGRAM SUPPLIES - HOUSEHOLD	\$0.00	\$0.00	\$0.00	\$382.35	\$0.00	\$382.35

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		10/31/2022	10/31/2022	01/01/2022-	10/31/2022	10/31/2022	10/31/2022
01-5778	PROGRAM SUPPLIES - RAW FOOD	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$240.00
01-5780	PROGRAM SUPPLIES - RECREATION	\$36.13	\$0.00	\$0.00	\$0.00	\$0.00	\$36.13
01-5782	PROGRAM SUPPLIES - TOOLS	\$345.21	\$0.00	\$0.00	\$83.32	\$0.00	\$428.53
01-5810	TRAINING OTHER	\$9.70	\$1,021.90	\$0.00	\$0.00	\$85.00	\$1,116.60
01-5922	EMPLOYEE EVENT	\$1,802.67	\$0.00	\$0.00	\$395.74	\$0.00	\$2,198.41
01-5930	OTHER COSTS	\$68.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68.00
Total Other		\$608,138.69	\$1,021.90	\$4,000.00	\$32,873.19	\$85.00	\$646,118.78
Admin (Indirect)							
01-5144	ADMIN SERVICES	\$2,067,503.12	\$7,160.89	\$0.00	\$251,183.84	\$1,015.90	\$2,326,863.75
Total Admin (Indirect)		\$2,067,503.12	\$7,160.89	\$0.00	\$251,183.84	\$1,015.90	\$2,326,863.75
Total Expenditures		\$26,128,293.59	\$129,036.17	\$143,821.68	\$3,293,610.31	\$21,368.18	\$29,716,129.93

Fresno County Economic Opportunities Commission

Income Statement

		HS Basic 01/01/2022- 10/31/2022	HS T&TA 01/01/2022- 10/31/2022	HS Duration Start-Up 01/01/2022- 10/31/2022	EHS Basic 01/01/2022- 10/31/2022	EHS T&TA 01/01/2022- 10/31/2022	TOTAL 01/01/2022- 10/31/2022
In-Kind Revenue							
01-6110	IN-KIND REVENUE	\$3,462,930.49	\$0.00	\$0.00	\$1,236,207.75	\$0.00	\$4,699,138.24
Total In-Kind Revenue		\$3,462,930.49	\$0.00	\$0.00	\$1,236,207.75	\$0.00	\$4,699,138.24
In-Kind Expenses							
01-6210	IN-KIND CONSULTANT	(\$196,890.26)	\$0.00	\$0.00	\$0.00	\$0.00	(\$196,890.26)
01-6215	IN-KIND LABOR	(\$1,304,005.36)	\$0.00	\$0.00	(\$944,291.01)	\$0.00	(\$2,248,296.37)
01-6265	IN-KIND FRINGE	(\$460,363.06)	\$0.00	\$0.00	(\$291,657.13)	\$0.00	(\$752,020.19)
01-6270	IN-KIND GROUND MAINTENANCE	(\$6,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$6,000.00)
01-6305	IN-KIND OTHER	(\$506,182.32)	\$0.00	\$0.00	\$0.00	\$0.00	(\$506,182.32)
01-6345	IN-KIND SPACE	(\$770,384.64)	\$0.00	\$0.00	\$0.00	\$0.00	(\$770,384.64)
01-6355	IN-KIND SUPPLIES	(\$187,890.12)	\$0.00	\$0.00	(\$259.61)	\$0.00	(\$188,149.73)
01-6375	IN-KIND TRANSPORTATION	(\$1,524.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,524.00)
01-6379	IN-KIND - TELEPHONE DISCOUNT (eRate)	(\$27,880.73)	\$0.00	\$0.00	\$0.00	\$0.00	(\$27,880.73)
01-6380	IN-KIND UTILITIES	(\$1,810.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,810.00)
Total In-kind Expenses		\$3,462,930.49	\$0.00	\$0.00	\$1,236,207.75	\$0.00	\$4,699,138.24
BEGINNING FUND BALANCE		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NET SURPLUS/(DEFICIT)		\$2,346,361.93	(\$129,036.17)	(\$143,821.68)	(\$3,257,171.06)	(\$21,318.53)	(\$1,204,985.51)
ENDING FUND BALANCE		\$2,346,361.93	(\$129,036.17)	(\$143,821.68)	(\$3,257,171.06)	(\$21,318.53)	(\$1,204,985.51)

Fresno County Economic Opportunities Commission

Income Statement

		HS Basic 01/01/2022- 11/30/2022	HS T&TA 01/01/2022- 11/30/2022	HS Duration Start-Up 01/01/2022- 11/30/2022	EHS Basic 01/01/2022- 11/30/2022	EHS T&TA 01/01/2022- 11/30/2022	TOTAL 01/01/2022- 11/30/2022
Revenue							
01-4125	BILLING INCOME - HHS	\$30,222,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,222,100.00
01-4140	BILLING INCOME - USDA	\$878,796.21	\$0.00	\$0.00	\$39,397.98	\$0.00	\$918,194.19
01-4205	ADMIN INCOME	\$0.00	\$0.00	\$0.00	\$0.00	\$49.65	\$49.65
01-4600	INTEREST INCOME	\$133.35	\$0.00	\$0.00	\$0.00	\$0.00	\$133.35
Total		\$31,101,029.56	\$0.00	\$0.00	\$39,397.98	\$49.65	\$31,140,477.19
Expenses							
Salaries							
01-5010	SALARIES	\$13,318,621.06	\$0.00	\$31,057.85	\$1,864,496.11	\$0.00	\$15,214,175.02
01-5015	VACATION EXPENSE	\$1,006,148.56	\$0.00	\$2,703.80	\$139,217.50	\$0.00	\$1,148,069.86
01-5075	SALARIES CLEARING	(\$166,154.77)	\$0.00	\$0.00	\$784.60	\$0.00	(\$165,370.17)
Total Salaries		\$14,158,614.85	\$0.00	\$33,761.65	\$2,004,498.21	\$0.00	\$16,196,874.71
Fringe Benefits							
01-5025	F.I.C.A. EMPLOYER	\$821,525.83	\$0.00	\$2,026.52	\$115,662.85	\$0.00	\$939,215.20
01-5030	MEDICARE TAX - EMPLOYER	\$192,125.26	\$0.00	\$474.19	\$27,049.62	\$0.00	\$219,649.07
01-5035	PAYROLL TAXES - STATE	\$178,375.92	\$0.00	\$421.95	\$25,628.85	\$0.00	\$204,426.72
01-5040	HEALTH INSURANCE	\$3,350,802.71	\$0.00	\$5,040.00	\$356,439.76	\$0.00	\$3,712,282.47
01-5045	LIFE INSURANCE	\$53,854.79	\$0.00	\$172.00	\$6,490.01	\$0.00	\$60,516.80
01-5050	WORKERS COMPENSATION	\$654,495.90	\$0.00	\$200.98	\$83,824.10	\$0.00	\$738,520.98
01-5055	PENSION PLAN	\$605,290.88	\$0.00	\$1,658.97	\$72,465.05	\$0.00	\$679,414.90
01-5080	PAYROLL TAXES CLEARING	(\$11,231.56)	\$0.00	\$0.00	\$54.35	\$0.00	(\$11,177.21)
01-5085	BENEFITS CLEARING	(\$30,237.36)	\$0.00	\$0.00	\$175.26	\$0.00	(\$30,062.10)
Total Fringe		\$5,815,002.37	\$0.00	\$9,994.61	\$687,789.85	\$0.00	\$6,512,786.83
Equipment							
01-5415	EQUIPMENT UNDER \$5000	\$249,185.49	\$0.00	\$0.00	\$1,186.52	\$0.00	\$250,372.01
01-5450	EQUIPMENT OVER \$5000	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00
Total Equipment		\$249,185.49	\$0.00	\$2,500.00	\$1,186.52	\$0.00	\$252,872.01
Supplies							
01-5520	COMPUTER SUPPLIES	\$39,070.92	\$0.00	\$0.00	\$5.12	\$0.00	\$39,076.04
01-5535	OFFICE SUPPLIES	\$48,270.01	\$0.00	\$0.00	\$6,257.29	\$0.00	\$54,527.30
01-5537	OFFICE SUPPLIES, FURNITURE	\$138.85	\$0.00	\$0.00	\$3,253.99	\$0.00	\$3,392.84
01-5539	SUPPLIES - PERSONAL PROTECTIVE EQU	\$33,048.62	\$0.00	\$0.00	\$8,238.65	\$0.00	\$41,287.27
01-5707	CLASSROOM FURNITURE	\$33,664.06	\$0.00	\$4,714.89	\$37,744.44	\$0.00	\$76,123.39
01-5741	PARENT LENDING LIBRARY	\$1,687.09	\$0.00	\$0.00	\$0.00	\$0.00	\$1,687.09
01-5760	PROGRAM SUPPLIES - KITCHEN	\$7,769.85	\$0.00	\$0.00	\$2,410.90	\$0.00	\$10,180.75
01-5766	PROGRAM SUPPLIES - CLASSROOM	\$93,521.88	\$0.00	(\$176.78)	\$19,265.60	\$0.00	\$112,610.70
01-5768	PROGRAM SUPPLIES - FOOD DISPOSABI	\$97,930.96	\$0.00	\$0.00	\$799.92	\$0.00	\$98,730.88
01-5769	PROGRAM SUPPLIES - DISPOSABLES	\$2,929.83	\$0.00	\$0.00	\$15,016.87	\$0.00	\$17,946.70
01-5772	PROGRAM SUPPLIES - JANITORIAL	\$76,826.85	\$0.00	\$0.00	\$3,993.48	\$0.00	\$80,820.33
01-5774	PROGRAM SUPPLIES - MEDICAL	\$11,909.16	\$0.00	\$0.00	\$509.91	\$0.00	\$12,419.07
01-5776	PROGRAM SUPPLIES - PERSONAL ARTIC	\$7.64	\$0.00	\$0.00	\$0.00	\$0.00	\$7.64



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01-5812	STAFF TRAINING SUPPLIES	\$1,147.42	\$0.00	\$0.00	\$41.94	\$0.00	\$1,189.36
01-5814	PARENT TRAINING SUPPLIES	\$757.12	\$0.00	\$0.00	\$44.12	\$0.00	\$801.24
Total Supplies		\$448,680.26	\$0.00	\$4,538.11	\$97,582.23	\$0.00	\$550,800.60
Contractual							
01-5109	CONTRACT SERVICES - INSTRUCTIONAL	\$1,056.05	\$0.00	\$0.00	\$0.00	\$0.00	\$1,056.05
01-5111	CONTRACT SERVICES - FACILITY REPAIR	\$164,547.52	\$0.00	\$86,641.17	\$100,168.57	\$0.00	\$351,357.26
01-5175	PROFESSIONAL SERVICES - DENTAL	\$85.00	\$0.00	\$0.00	\$0.00	\$0.00	\$85.00
01-5195	PROFESSIONAL SERVICES - MEDICAL	\$5,216.71	\$0.00	\$0.00	\$0.00	\$0.00	\$5,216.71
01-5205	JANITORIAL SERVICES	\$535,057.12	\$0.00	\$0.00	\$73,249.32	\$0.00	\$608,306.44
01-5220	PEST CONTROL SERVICES	\$18,121.78	\$0.00	\$0.00	\$1,130.47	\$0.00	\$19,252.25
01-5260	SECURITY SERVICES	\$48,076.15	\$0.00	\$5,352.50	\$9,815.51	\$0.00	\$63,244.16
01-5285	YARD MAINTENANCE	\$131,436.18	\$0.00	\$500.00	\$9,864.18	\$0.00	\$141,800.36
01-5425	LEASED - RENTAL OFFICE EQUIPMENT	\$1,624.17	\$0.00	\$0.00	\$180.48	\$0.00	\$1,804.65
01-5435	LEASED - COPIERS	\$74,226.64	\$0.00	\$0.00	\$8,784.10	\$0.00	\$83,010.74
01-5761	LINENS / LAUNDRY	\$12,250.52	\$0.00	\$0.00	\$448.91	\$0.00	\$12,699.43
01-5793	CHILD CARE	\$58,471.66	\$0.00	\$0.00	\$5,625.20	\$0.00	\$64,096.86
01-5825	TRANSLATION	\$3,312.50	\$0.00	\$0.00	\$0.00	\$0.00	\$3,312.50
Total Contractual		\$1,053,482.00	\$0.00	\$92,493.67	\$209,266.74	\$0.00	\$1,355,242.41
Other - Food							
01-5115	CONTRACT SERVICES - MEALS	\$1,518,707.93	\$0.00	\$0.00	\$62,893.54	\$0.00	\$1,581,601.47
01-5116	CONTRACT SERVICES - MEALS THIRD PA	\$26,082.61	\$0.00	\$0.00	\$0.00	\$0.00	\$26,082.61
01-5120	CONTRACT SERVICES - MEALS DELIVERY	\$274,511.38	\$0.00	\$0.00	\$0.00	\$0.00	\$274,511.38
01-5515	BOTTLED WATER	\$2,720.85	\$0.00	\$0.00	\$160.13	\$0.00	\$2,880.98
01-5722	FOOD - OTHER	(\$47.28)	\$0.00	\$0.00	\$0.00	\$0.00	(\$47.28)
01-5724	FOOD - SNACKS	\$68,809.09	\$0.00	\$0.00	\$14,396.06	\$0.00	\$83,205.15
01-5725	FOOD - SNACK BAR	\$110.00	\$0.00	\$0.00	\$0.00	\$0.00	\$110.00
01-5777	PROGRAM SUPPLIES - NUTRITION / MEI	\$794.86	\$0.00	\$0.00	\$2,139.30	\$0.00	\$2,934.16
Total Other - Food		\$1,891,689.44	\$0.00	\$0.00	\$79,589.03	\$0.00	\$1,971,278.47
Other Transportation							
01-5135	CONTRACT SERVICES - TRANSPORTATIC	\$365,376.46	\$0.00	\$0.00	\$0.00	\$0.00	\$365,376.46
01-5315	FUEL - OIL & GAS	\$23,453.45	\$0.00	\$0.00	\$7,489.00	\$0.00	\$30,942.45
01-5325	LEASED - AUTOMOBILE/TRUCK	\$227.60	\$0.00	\$0.00	\$25.29	\$0.00	\$252.89
01-5350	REPAIRS & MAINTENANCE - VEHICLES	\$114,727.93	\$0.00	\$0.00	\$0.00	\$0.00	\$114,727.93
01-5352	REPAIRS & MAINTENENCE - MAINTENAI	\$16.19	\$0.00	\$0.00	\$37.32	\$0.00	\$53.51
01-5605	INSURANCE - AUTO	\$8,909.99	\$0.00	\$0.00	\$1,139.60	\$0.00	\$10,049.59
Total Other Transportation		\$512,711.62	\$0.00	\$0.00	\$8,691.21	\$0.00	\$521,402.83
Other - Mileage							
01-5330	MILEAGE	\$86,596.62	\$0.00	\$144.16	\$24,962.43	\$0.00	\$111,703.21
Total Other - Mileage		\$86,596.62	\$0.00	\$144.16	\$24,962.43	\$0.00	\$111,703.21
Other Field Trip							

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01-5310	FIELD TRIPS	\$3,909.08	\$0.00	\$0.00	\$32.16	\$0.00	\$3,941.24
Total Other Field Trip		\$3,909.08	\$0.00	\$0.00	\$32.16	\$0.00	\$3,941.24
Other Space							
01-5240	RENTAL - OFFICE	\$2,765.95	\$0.00	\$0.00	\$0.00	\$0.00	\$2,765.95
01-5250	RENTAL - STORAGE	\$10,581.71	\$0.00	\$0.00	\$1,801.75	\$0.00	\$12,383.46
01-5788	SPACE - OTHER	\$504,199.64	\$0.00	\$0.00	\$46,343.78	\$0.00	\$550,543.42
Total Other Space		\$517,547.30	\$0.00	\$0.00	\$48,145.53	\$0.00	\$565,692.83
Other Utilities/Telephone/Internet							
01-5270	UTILITIES - GAS / ELECTRIC	\$338,969.88	\$0.00	\$0.00	\$43,855.56	\$0.00	\$382,825.44
01-5280	WATER/SEWER/GARBAGE	\$150,035.30	\$0.00	\$265.43	\$13,799.59	\$0.00	\$164,100.32
01-5570	TELEPHONE	\$576,014.74	\$0.00	\$0.00	\$22,597.59	\$0.00	\$598,612.33
01-5571	TELEPHONE - CELLULAR	\$25,285.51	\$0.00	\$0.00	\$6,361.68	\$0.00	\$31,647.19
01-5576	e-Rate	(\$294,930.53)	\$0.00	\$0.00	\$0.00	\$0.00	(\$294,930.53)
01-5578	INTERNET	\$7,278.35	\$0.00	\$0.00	\$930.08	\$0.00	\$8,208.43
Total Other Utilities		\$802,653.25	\$0.00	\$265.43	\$87,544.50	\$0.00	\$890,463.18
Other Advertising/Printing							
01-5060	ADVERTISEMENT - RECRUITMENT	\$97.72	\$0.00	\$0.00	\$21.46	\$0.00	\$119.18
01-5525	COPIES & REPRODUCTION EXPENSE	\$868.31	\$0.00	\$0.00	\$0.00	\$0.00	\$868.31
01-5555	PRINTING	\$862.64	\$0.00	\$0.00	\$1,316.39	\$0.00	\$2,179.03
Total Other Printing / Copies		\$1,828.67	\$0.00	\$0.00	\$1,337.85	\$0.00	\$3,166.52
Other R&M Building							
01-5210	LICENSING FEES	\$29,781.00	\$0.00	\$0.00	\$1,452.00	\$0.00	\$31,233.00
01-5215	OFFICE RECONFIGURATION	\$1,475.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,475.00
01-5235	RENOVATIONS	\$547.97	\$0.00	\$0.00	\$0.00	\$0.00	\$547.97
01-5255	REPAIRS / MAINTENANCE - BUILDING	\$56,648.51	\$0.00	\$0.00	\$7,032.97	\$0.00	\$63,681.48
01-5286	YARD MAINTENANCE - LCC	\$12,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,000.00
01-5445	PLAYGROUND APPARATUS	\$1,587.33	\$0.00	\$0.00	\$5,093.63	\$0.00	\$6,680.96
01-5704	BUILDING MATERIALS	\$128,959.30	\$0.00	\$0.00	\$22,563.17	\$0.00	\$151,522.47
01-5730	LICENSES - PREMISE	\$68.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68.00
Total Other R&M Building		\$231,067.11	\$0.00	\$0.00	\$36,141.77	\$0.00	\$267,208.88
Other R&M Equipment							
01-5455	REPAIRS & MAINTENANCE - COMPUTEF	\$992.37	\$0.00	\$0.00	\$0.00	\$0.00	\$992.37
01-5457	REPAIRS & MAINTENANCE - EQUIPMEN	\$1,586.34	\$0.00	\$0.00	\$0.98	\$0.00	\$1,587.32
01-5522	SOFTWARE LICENSES	\$63,311.59	\$42,151.89	\$0.00	\$499.37	\$9,252.85	\$115,215.70
Total Other R&M Equipment		\$65,890.30	\$42,151.89	\$0.00	\$500.35	\$9,252.85	\$117,795.39
Insurance							
01-5620	INSURANCE - GENERAL LIABILITY	\$77,401.35	\$0.00	\$0.00	\$10,519.86	\$0.00	\$87,921.21
01-5621	INSURANCE - CYBER LIABILITY	\$3,868.28	\$0.00	\$0.00	\$576.03	\$0.00	\$4,444.31
01-5625	INSURANCE - MAL PRACTICE	\$2,174.01	\$0.00	\$0.00	\$0.00	\$0.00	\$2,174.01

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01-5630	INSURANCE - EXCESS LIABILITY	\$17,028.75	\$0.00	\$0.00	\$2,457.54	\$0.00	\$19,486.29
01-5635	INSURANCE - PROPERTY	\$60,740.87	\$0.00	\$0.00	\$10,871.61	\$0.00	\$71,612.48
Total Insurance		\$161,213.26	\$0.00	\$0.00	\$24,425.04	\$0.00	\$185,638.30
Parent Involvement/CWPC							
01-5748	PARENT ENGAGEMENT - SUPPLIES	\$6,663.27	\$0.00	\$0.00	\$82.39	\$0.00	\$6,745.66
01-5750	CWPC - BABYSITTING	\$1,432.05	\$0.00	\$0.00	\$299.84	\$0.00	\$1,731.89
01-5752	CWPC - MILEAGE	\$1,266.30	\$0.00	\$0.00	\$148.84	\$0.00	\$1,415.14
01-5756	CWPC - SUPPLIES	\$1,955.10	\$0.00	\$0.00	\$730.65	\$0.00	\$2,685.75
Total Parent Involvement		\$11,316.72	\$0.00	\$0.00	\$1,261.72	\$0.00	\$12,578.44
Staff Training							
01-5016	CPR TRAINING	\$0.00	\$4,791.00	\$0.00	\$0.00	\$0.00	\$4,791.00
01-5792	STAFF TRAINING	\$685.61	\$75,460.49	\$0.00	\$2,415.60	\$11,139.43	\$89,701.13
Total Staff Training		\$685.61	\$80,251.49	\$0.00	\$2,415.60	\$11,139.43	\$94,492.13
Parent Training							
01-5738	NUTRITION EDUCATION	\$0.00	\$795.00	\$0.00	\$0.00	\$0.00	\$795.00
Total Parent Training		\$0.00	\$795.00	\$0.00	\$0.00	\$0.00	\$795.00
Other							
01-5125	CONTRACT SERVICES - OTHER	\$3,335.04	\$0.00	\$0.00	\$436.78	\$0.00	\$3,771.82
01-5143	CONTRACT SERVICES - PHYSICALS	\$2,850.00	\$0.00	\$0.00	\$300.00	\$0.00	\$3,150.00
01-5145	FIRST AID (INCLUDES WORKERS COMP)	\$947.00	\$0.00	\$0.00	\$0.00	\$0.00	\$947.00
01-5165	PROFESSIONAL SERVICES - COMPUTER	\$17,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,200.00
01-5170	PROFESSIONAL SERVICES - CONSULTING	\$479,994.61	\$0.00	\$0.00	\$12,600.00	\$0.00	\$492,594.61
01-5230	PROPERTY TAXES	\$2,001.73	\$0.00	\$1,524.66	\$623.90	\$0.00	\$4,150.29
01-5237	REPAIR/MAINTENANCE-SPECIAL	\$40,621.02	\$0.00	\$0.00	\$111.14	\$0.00	\$40,732.16
01-5405	DEPRECIATION EXPENSE	\$65,244.16	\$0.00	\$0.00	\$10,576.48	\$0.00	\$75,820.64
01-5476	EXPANSION BUILDING PROJECTS	\$0.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00
01-5512	SUBSCRIPTION EXPENSE	\$2,179.30	\$0.00	\$0.00	\$199.90	\$0.00	\$2,379.20
01-5545	PETTY CASH EXPENSE	\$202.05	\$0.00	\$0.00	\$0.00	\$0.00	\$202.05
01-5550	POSTAGE/EXPRESS MAIL	\$5,108.52	\$0.00	\$0.00	\$1,161.15	\$0.00	\$6,269.67
01-5560	SUPPLIES - OTHER	\$435.08	\$0.00	\$0.00	\$0.00	\$0.00	\$435.08
01-5701	ADVERTISEMENT - OTHER	\$10,314.90	\$0.00	\$0.00	\$216.00	\$0.00	\$10,530.90
01-5708	CONFERENCE FEES (NON - TRAVEL)	\$350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$350.00
01-5716	DUES - ORGANIZATIONS	\$5,829.96	\$0.00	\$0.00	\$1,232.82	\$0.00	\$7,062.78
01-5720	FINGERPRINTING / BACKGROUND CHECKS	\$2,184.00	\$0.00	\$0.00	\$546.00	\$0.00	\$2,730.00
01-5721	RECRUITMENT	\$16,363.77	\$0.00	\$0.00	\$3,244.20	\$0.00	\$19,607.97
01-5729	GED / ALTERNATIVE EDUCATIONS SUPP	\$4,276.45	\$0.00	\$0.00	\$938.75	\$0.00	\$5,215.20
01-5732	MEETING COSTS - INTERNAL	\$1,522.60	\$0.00	\$0.00	\$334.21	\$0.00	\$1,856.81
01-5733	EMPLOYEE APPRECIATION	\$280.63	\$0.00	\$0.00	\$14.99	\$0.00	\$295.62
01-5757	PROGRAM - MISCELLANEOUS	\$170.11	\$0.00	\$0.00	\$0.00	\$0.00	\$170.11
01-5758	PROGRAM SUPPLIES - BOOKS & PUBLIC	\$521.02	\$0.00	\$0.00	\$0.00	\$0.00	\$521.02
01-5764	PROGRAM SUPPLIES - ARTS & CRAFTS	\$994.26	\$0.00	\$0.00	\$21.67	\$0.00	\$1,015.93

Fresno County Economic Opportunities Commission

Income Statement

		HS Basic	HS T&TA	HS Duration	EHS Basic	EHS T&TA	TOTAL
		01/01/2022-	01/01/2022-	Start-Up	01/01/2022-	01/01/2022-	01/01/2022-
		11/30/2022	11/30/2022	01/01/2022-	11/30/2022	11/30/2022	11/30/2022
01-5770	PROGRAM SUPPLIES - HOUSEHOLD	\$0.00	\$0.00	\$0.00	\$382.35	\$0.00	\$382.35
01-5778	PROGRAM SUPPLIES - RAW FOOD	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$240.00
01-5780	PROGRAM SUPPLIES - RECREATION	\$36.13	\$0.00	\$0.00	\$0.00	\$0.00	\$36.13
01-5782	PROGRAM SUPPLIES - TOOLS	\$345.21	\$0.00	\$0.00	\$83.32	\$0.00	\$428.53
01-5810	TRAINING OTHER	\$9.70	\$1,111.75	\$0.00	\$0.00	\$170.00	\$1,291.45
01-5922	EMPLOYEE EVENT	\$1,802.67	\$0.00	\$0.00	\$395.74	\$0.00	\$2,198.41
01-5930	OTHER COSTS	\$68.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68.00
Total Other		\$665,427.92	\$1,111.75	\$5,524.66	\$33,419.40	\$170.00	\$705,653.73
Admin (Indirect)							
01-5144	ADMIN SERVICES	\$2,293,548.16	\$7,315.22	\$0.00	\$280,120.00	\$1,006.60	\$2,581,989.98
Total Admin (Indirect)		\$2,293,548.16	\$7,315.22	\$0.00	\$280,120.00	\$1,006.60	\$2,581,989.98
Total Expenditures		\$28,971,050.03	\$131,625.35	\$149,222.29	\$3,628,910.14	\$21,568.88	\$32,902,376.69

# Fresno County Economic Opportunities Commission

## Income Statement

		HS Basic 01/01/2022- 11/30/2022	HS T&TA 01/01/2022- 11/30/2022	HS Duration Start-Up 01/01/2022- 11/30/2022	EHS Basic 01/01/2022- 11/30/2022	EHS T&TA 01/01/2022- 11/30/2022	TOTAL 01/01/2022- 11/30/2022
In-Kind Revenue							
01-6110	IN-KIND REVENUE	\$3,751,018.42	\$0.00	\$0.00	\$1,262,579.81	\$0.00	\$5,013,598.23
Total In-Kind Revenue		<u>\$3,751,018.42</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$1,262,579.81</u>	<u>\$0.00</u>	<u>\$5,013,598.23</u>
In-Kind Expenses							
01-6210	IN-KIND CONSULTANT	(\$196,950.26)	\$0.00	\$0.00	\$0.00	\$0.00	(\$196,950.26)
01-6215	IN-KIND LABOR	(\$1,467,590.47)	\$0.00	\$0.00	(\$964,439.83)	\$0.00	(\$2,432,030.30)
01-6265	IN-KIND FRINGE	(\$532,242.36)	\$0.00	\$0.00	(\$297,880.37)	\$0.00	(\$830,122.73)
01-6270	IN-KIND GROUND MAINTENANCE	(\$6,600.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$6,600.00)
01-6305	IN-KIND OTHER	(\$506,182.32)	\$0.00	\$0.00	\$0.00	\$0.00	(\$506,182.32)
01-6345	IN-KIND SPACE	(\$848,396.49)	\$0.00	\$0.00	\$0.00	\$0.00	(\$848,396.49)
01-6355	IN-KIND SUPPLIES	(\$189,541.52)	\$0.00	\$0.00	(\$259.61)	\$0.00	(\$189,801.13)
01-6375	IN-KIND TRANSPORTATION	(\$1,524.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,524.00)
01-6380	IN-KIND UTILITIES	(\$1,991.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,991.00)
Total In-kind Expenses		<u>\$3,751,018.42</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$1,262,579.81</u>	<u>\$0.00</u>	<u>\$5,013,598.23</u>
<b>BEGINNING FUND BALANCE</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>NET SURPLUS/(DEFICIT)</b>		<b>\$2,129,979.53</b>	<b>(\$131,625.35)</b>	<b>(\$149,222.29)</b>	<b>(\$3,589,512.16)</b>	<b>(\$21,519.23)</b>	<b>(\$1,761,899.50)</b>
<b>ENDING FUND BALANCE</b>		<b><u>\$2,129,979.53</u></b>	<b><u>(\$131,625.35)</u></b>	<b><u>(\$149,222.29)</u></b>	<b><u>(\$3,589,512.16)</u></b>	<b><u>(\$21,519.23)</u></b>	<b><u>(\$1,761,899.50)</u></b>



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> February 18, 2023	<b>Program:</b> Energy Services
<b>Agenda Item:</b> 12A5	<b>Director:</b> Joseph Amader
<b>Subject:</b> Weatherization Sub-Contractor Selection	<b>Officer:</b> Michelle L. Tutunjian

### Recommended Action

The Finance Committee recommends approval for full Board Consideration of the Energy Services Low-Income Home Energy Assistance (LIHEAP) and Department of Energy (DOE) Weatherization Sub-Contractor selection recommendation to complete weatherization services for a 24-month period beginning March 1, 2023 with the following qualified licensed contractors:

- 1) Sundowner Insulation Company Inc. - Clovis, CA
- 2) Synergy Companies - Fresno, CA
- 3) Balanced Comfort, Fresno, CA
- 4) Proteus, Inc. - Visalia, CA New
- 5) Reliable Energy Management, Inc. - Bakersfield, CA

### Background

On September 19, 2022, Fresno EOC published a formal Request for Proposal (RFP) public notice for the "SUBCONTRACTOR FOR LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM AND DEPARTMENT OF ENERGY WEATHERIZATION". The RFP procurement solicitation process resulted in five (5) responses received on October 17, 2022. Proposals were reviewed by the following panel: Energy Services Division Director, Energy Services Energy Manager/RME, Energy Services Administration and Operations Manager, Finance Director, and Procurement Director.

The selection panel review identified follow up questions for respondents. Energy Services staff prepared follow up questions/clarifications related to pricing, and confirmation of total price provided includes material, labor and all costs associated with installation to standard. During the review process, the Department of Community Services and Development (CSD) released a revised and updated Technical Reference Manual (TRM) with new measures added. The updated TRM and requests for pricing on new measures was included in follow up email correspondence to respondents. Energy Services will develop sub-contractor agreements based on per measure and time and material pricing. The sub-contractor agreement will not state a total contract value or minimum unit allocation. The unit assignment will be equally distributed based

on geography, specialty, and capacity for timely scheduling, installation completion turnaround and post-inspection verification.

The below table provides the sub-contractor recommendations for this project.

<b>Sub-Contractor Name</b>	<b>Location</b>	<b>Estimated Contract Value</b>
Sundowner Insulation Company Inc.	Clovis, CA	~ \$400,000*
Synergy Companies	Fresno, CA	~ \$400,000*
Balanced Comfort	Fresno, CA	~ \$400,000*
Proteus, Inc.	Visalia, CA	~ \$400,000*
Reliable Energy Management, Inc.	Bakersfield, CA	~ \$400,000*

The subcontractor allocation of units will be dependent on various factors including the amount of funding provided by CSD. As such, the amount of funding estimated above is considering all current open contract funding availability and will change as additional funding is awarded over the 24-month contract period.

The Board approved the following contracts which support the estimated funding proposed for the five subcontractors. Subcontracts will support the current 2022 DOE WAP Contract Number 22-C6004; 2022 LIHEAP Contract Number 22B-4008, and 2023 LIHEAP Contract Number 22B-5008.

### **Fiscal Impact**

CSD LIHEAP and DOE Weatherization Assistance Program current contracts and future opportunities from additional funding requires additional weatherization sub-contractors. In order to ensure the increased number of units achieved and allocation of funding utilized completely without the additional sub-contractors, may reduce the ability of Fresno EOC as a Local Service Provider to continue award allocation for weatherization services.

### **Conclusion**

Approval for sub-contractor agreement awards based on RFP selection panel recommendations provides continuity of services to vulnerable populations within Fresno County and provides additional sub-contractor resources to serve qualified clients in a timelier manner. In addition, Fresno EOC Energy Services' LIHEAP & DOE contracts require increased capacity given new funding opportunities for weatherization services in addition to current contract allocations, and as such, recommend accepting sub-contractor agreements for fulfilment of existing and future CSD contracts.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> February 18, 2023	<b>Program:</b> Finance
<b>Agenda Item #:</b> 12A6	<b>Director:</b> Steven Warnes
<b>Subject:</b> Health Insurance Report	<b>Officer:</b> Emilia Reyes

### 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 November 30, 2022, the health insurance reserve is at \$5.4 million, which covers approximately 6.7 months of average expenditures. Contributions from programs and employees for 2022 total \$9,614,810 while the Fund paid out \$8,158,811 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.
- Effective January 2023: Restructured the wellness program to include more employees; replaced wellness discounted premium by an incentive program available to all employees. 5.5% increase in Employer premiums.

This table presents a sample of the monthly health insurance premium rates for 2023. Rates vary depending on the type of coverage tier selected; the PPO option is shown but a high-deductible option is available at a 40% lower cost to the employee.

	Agency	Employee	Total Premium
Employee Only	\$ 633	\$ 150	\$ 783
EE +Child(ren)	\$ 1,146	\$ 270	\$ 1,416
EE + Family	\$ 1,521	\$ 360	\$ 1,881
EE + Spouse	\$ 1,272	\$ 300	\$ 1,572



**FRESNO EOC**  
**HEALTH INSURANCE FUND REPORT**  
 THROUGH NOVEMBER 30, 2022

	2022											2021		2021		
	January	February	March	April	May	June	July	August	September	October	November	YTD totals	Mo. Avg.	YTD totals	Annual	Annual Mo.
	Jan-Nov	Prev 12 mos	Jan-Nov	Jan - Dec	Jan - Dec											
Beginning Fund Balance	3,924,890	4,628,549	4,921,576	5,025,400	5,040,451	4,870,760	4,911,301	4,684,771	4,899,710	4,975,104	5,260,105					
Income																
Agency Contributions	749,413	758,654	755,467	750,894	751,039	745,686	522,582	725,459	717,352	716,414	714,657	7,907,617	722,744	8,697,213	9,462,526	788,544
Additional Agency Contr.	-	-	-	-	-	-	-	-	-	-	-	0	0	139,391	139,391	11,616
Employee Contributions	272,264	183,405	184,139	91,630	136,132	106,527	141,380	166,295	82,973	174,007	168,441	1,707,193	156,559	1,706,588	1,878,108	156,509
Total Income	1,021,677	942,059	939,606	842,524	887,171	852,213	663,962	891,754	800,325	890,421	883,098	9,614,810	879,304	10,543,192	11,480,024	956,669
Expenses																
Health Claims Paid	45,828	261,032	452,022	424,469	754,547	404,660	494,840	354,358	354,439	282,334	460,180	4,288,709	504,767	6,867,878	8,636,378	719,698
Dental Claims Paid	48,572	48,419	46,036	52,864	42,132	39,150	51,459	33,964	41,392	43,776	40,590	488,354	43,461	617,961	651,135	54,261
Prescriptions Paid	63,172	164,239	159,985	183,076	89,710	218,405	175,165	129,343	173,449	132,377	154,976	1,643,897	156,574	1,654,259	1,889,246	157,437
Vision Claims Paid	2,294	7,225	5,496	7,785	6,957	6,833	6,648	5,422	3,863	6,806	3,794	63,123	6,674	103,015	119,983	9,999
Stop Loss Premiums	99,403	110,026	113,810	100,722	102,002	98,344	102,137	96,805	96,992	96,787	96,668	1,113,696	100,565	1,098,745	1,191,823	99,319
Stop Loss Claims	-	-	-	-	-	(14,586)	(659)	-	(1,836)	(14,136)	(50,460)	(81,677)	(67,166)	(869,182)	(1,593,495)	(132,791)
Life Insurance Premiums	12,739	12,709	12,687	12,731	12,648	12,639	11,870	12,441	12,316	12,220	12,399	137,399	12,481	142,155	154,529	12,877
Pinnacle	12,904	13,111	13,267	13,319	13,215	13,232	13,111	12,834	12,730	12,696	12,713	143,132	13,007	152,243	165,198	13,767
Blue Cross	13,637	13,790	13,906	13,944	13,829	13,848	13,714	13,426	13,292	13,292	13,292	149,970	13,604	156,631	169,907	14,159
Benefits Consultant	12,083	12,083	12,084	12,083	9,502	12,084	12,083	12,083	12,084	12,083	12,083	130,335	11,438	76,084	83,000	6,917
Employee Assist. Program	1,877	1,876	1,877	1,876	1,877	1,876	1,877	1,745	1,746	1,746	1,746	20,119	1,833	20,642	22,518	1,877
Preferred Chiropractors	889	899	906	909	901	903	894	875	866	866	866	9,774	889	10,515	11,406	951
TeleDoc	2,524	2,552	2,574	2,581	2,560	2,563	2,538	2,485	2,460	2,460	2,460	27,757	2,313	0	-	-
Other Expenses	2,096	1,071	1,132	1,114	6,982	1,721	1,065	1,034	1,138	2,113	1,007	20,473	1,940	36,935	39,742	3,312
ACA Fees	-	-	-	-	-	-	3,750	-	-	-	-	3,750	313	5,219	5,219	435
Total Expenses	318,018	649,032	835,782	827,473	1,056,862	811,672	890,492	676,815	724,931	605,420	762,314	8,158,811	802,692	10,073,100	11,546,589	962,216
Current Fund Activity (net)	703,659	293,027	103,824	15,051	(169,691)	40,541	(226,530)	214,939	75,394	285,001	120,784	1,455,999	76,612	470,092	(66,564)	(5,547)
Ending Fund Balance	4,628,549	4,921,576	5,025,400	5,040,451	4,870,760	4,911,301	4,684,771	4,899,710	4,975,104	5,260,105	5,380,889	5,380,889				
Enrollment																
Employee only-Traditional	248	250	252	254	254	254	247	243	241	241	240		250		279	
High-Deduct	84	78	80	81	78	83	84	79	80	81	79		76		53	
Family coverage-Traditional	344	353	353	353	350	348	347	340	335	335	338		349		395	
High-Deduct	34	37	40	39	39	37	37	38	37	36	36		36		32	
Dental coverage only	34	38	41	42	42	42	42	41	42	40	42		40		34	
Temp/On Call Plan	1	1	-	-	-	-	-	-	-	-	-		0		1	
Total employees enrolled	745	757	766	769	763	764	757	741	735	733	735		751		795	
Average contributions per employee	1,371	1,244	1,227	1,096	1,163	1,115	877	1,203	1,089	1,215	1,201		1,171		1,204	
Average expenses per employee	427	857	1,091	1,076	1,385	1,062	1,176	913	986	826	1,037		1,069		1,211	

Estimated # months funded: 6.7



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> February 18, 2023	<b>Program:</b> Finance
<b>Agenda Item #:</b> 12A7	<b>Director:</b> Chris Erwin
<b>Subject:</b> Non-Competitive Procurements	<b>Officer:</b> Emilia Reyes

### 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		



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> February 18, 2023	<b>Program:</b> Head Start 0 to 5
<b>Agenda Item #:</b> 12B1	<b>Director:</b> Rosa M. Pineda
<b>Subject:</b> Program Update Report (PUR) for November & December 2022	<b>Officer:</b> Jack Lazzarini

### Recommended Action

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

### Background

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

Below is a reference to the requirement.

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

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

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

The November and December 2022 Program Update Reports are attached for review.

### Fiscal Impact

Not Applicable.



## **Conclusion**

If approved by the full Board, the November and December 2022 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: NOVEMBER 2022**

**I. Head Start 0 to 5**

Program Information Summary:

1. November 2, 2022 – DEC meeting was held to train Directors, Managers, Coordinators and Specialists on “Principles of Supervision & Change Management.”
2. November 5, 2022 – Super Saturday Job Fair was held for Head Start 0 to 5 from 9:00 am to 1:00pm.
3. November 11, 2022 - Veteran’s Day Holiday was observed, all Head Start 0 to 5 offices and sites were closed in observance.
4. November 14, 2022 - Fresno EOC All-Staff In-Service was held at the New Exhibit Hall in Fresno. The theme was Poverty Fighters.
5. November 16-17, 2022 - First Triannual Self-Assessment took place, at Franklin Head Start Auditorium.
6. November 24-25, 2022 - Thanksgiving Holiday was observed and all Head Start 0 to 5 offices and sites were closed in observance.

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

On November 7, 2022, the Office of Head Start recognizes that community needs shift over time for various reasons, released ACF-IM-HS-22-09. Discussing Enrollment Reductions and Conversion of Head Start Slots to Early Head Start Slots; [Section 640\(g\)\(3\)](#) of the Head Start Act (the Act) allows programs to propose a reduction to their funded enrollment to maintain quality of program services. Additionally, [Section 645\(a\)\(5\)](#) permits a program to convert Head Start slots to Early Head Start slots to better meet community needs. Similarly, Section 640(f)(2) of the Act allows programs to convert part-day slots to full-working day slots to meet community needs.

A request to reduce funded enrollment or convert Head Start slots to Early Head Start slots is considered a change in scope request and requires OHS prior approval. Recipients may submit a change in scope request through a continuation application or as a separate application amendment in the Head Start Enterprise System (HSES). Change in scope requests must be submitted a minimum of 90 days prior to the planned implementation date.

**III. Early Head Start**

Program Information Summary:

1. Continue to recruit and hire for vacant positions in Early Head Start Center Base and Home Base.
2. We continue to wait for Community Care Licensing’s visit to Eric White to approve the license to operate the center.
3. November 21, 2022 – All-Staff In-Service HS 0 to 5 Child File Reviews took place at each EHS site.

Early Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 572; Monthly ADA: Center Base: 69.11%, Home Base: N/A%  
Wait List Total: 68

Total enrollment for Early Head Start (EHS) for the month of November 2022 is 262. Our overall funded enrollment is 478, to which we have a total of 233 vacancies (95 for CB and 138 for HB). We currently have 68 families waitlisted (39 for CB and 23 for HB). Of those, 11 families on the waitlist are over income. EHS is also facing staff shortages in the following service areas: Education Services, Family/Community Services, Home Base. In addition to staff shortage, low enrollment in EHS is due to pending CB sites that are scheduled to open but are pending Community Care Licensing approval and/or city permits (Clinton/Blythe & Mendota). Even so, we 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. Analysis of all areas below the recommended 85% ADA, if any, has been done.

Early Head Start Meals/Snacks:

Total Children: Breakfasts: 310 Lunches: 360 Snacks: 331

**IV. Head Start**

Program Information Summary:

1. Continue to recruit and hire for vacant positions in Head Start Center Base and Home Base.
2. November 1, 2022 - Teachers participated in “Active Supervision” training conducted by Tamar Grigsby, Education Services Manager.
3. November 21, 2022 - All Staff In-Service HS 0 to 5 Child File Reviews took place at each site.
4. November 22-23, 2022 - Case Conference I and II



Fresno EOC  
Head Start  
0 to 5

Early Care  
&  
Education

## BOARD OF COMMISSIONERS PROGRAM UPDATE REPORT

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

Monthly Enrollment: 1,587; Monthly ADA: Center Base 75.11%; Home Base: N/A

Wait List Total: 339

Total Head Start (HS) enrollment for November 2022 is 1587. Our overall funded enrollment is 2112, to which we have a total of 556 vacancies (509 for CB and 47 for HB). We continue to recruit families and have a waitlist of 339 children, 156 families on the waitlist are over-income and 189 are three-years old. At this time, due to licensing requirements we can only enroll 9 three-year old's per class. In addition, we continue to face a shortage of staff across the following service areas: Education Services, Family/Community Services, Health Services, and Home Base. Staff shortage continues to impact us where classes have had to be cancelled and current staff are having to cover multiple sites to serve enrolled children and families. Regardless, staff continue to recruit by canvassing, attending community events and facilitating presentations about the program. Analysis of all areas below the recommended 85% ADA, if any, has been done.

### Head Start Meals/Snacks:

Total Children: Breakfasts: 12,144 Lunches: 14,295 Snacks: 11,171

Submitted by:

Rosa M. Pineda  
Head Start Director

Nidia Davis  
Program Support Director

(NOVEMBER 2022 BOARD PUR REPORT) bw 01/06/23 ~ CWPC (2022-2023 (PUR (BOARD))) ~



**BOARD OF COMMISSIONERS  
PROGRAM UPDATE REPORT**

**REPORT MONTH: DECEMBER 2022**

**I. Head Start 0 to 5**

Program Information Summary:

1. December 8, 2022 - Head Start (HS) Directors and Managers attended the Leadership End of Year Retreat with other Fresno EOC Directors in Sanger, CA.
2. December 13, 2022 - Mandatory: New Hire HS 0 to 5 ERSEA Training.
3. December 16, 2022 - All-Staff In-Service for Individual Service Areas.
4. December 19, 2022 - January 6, 2023 - Winter Break for Head Start CB, HB and CSPP Part Day.
5. December 26, 2022 - January 2, 2023 - Head Start Offices were closed for Winter Break.

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

On December 6, 2022 we received communication from Tala Q. Hooban Deputy Director Office of Head Start (OHS). She reminded us in this moment, we need to focus on making sure the children and families selected for Head Start services receive high-quality services in safe and healthy settings. These services require offering the wages and benefits necessary to attract and retain qualified staff. In some cases, especially when classrooms are being closed due to staff shortages, Head Start program and community leaders, including parents, need to assess whether their services are truly reaching those who need them the most. Programs may need to reduce the number of children served to create room in the budget for competitive wages and benefits. related policy guidance from OHS to meet the needs of children, families, and staff:

- ACF-IM-HS-22-09 Enrollment Reductions and Conversion of Head Start Slots to Early Head Start Slots
- ACF-IM-HS-22-06 Strategies to Stabilize the Head Start Workforce

**III. Early Head Start**

Program Information Summary:

1. Continue to recruit and hire for vacant positions in Early Head Start (EHS) Center Base and Home Base.
2. EHS Home Base Sanger Satellite Office was reconfigured to make room for a socialization area for children and families in the area.
3. Continuing to wait for Community Care Licensing's visit to EHS Eric White center to be licensed.
4. Support Services is looking for property in the rural areas for possible Early Head Start locations.

Early Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 1,595; Monthly ADA: Center Base: 75.18%, Home Base: N/A%

Wait List Total: 158

Total enrollment for Early Head Start (EHS) for the month of December 2022 is 250. Our overall funded enrollment is 478, to which we have a total of 241 vacancies (97 for CB and 144 for HB). We currently have 79 families waitlisted (50 for CB and 29 for HB). Of those, 13 families on the waitlist are over income. EHS is also facing staff shortages in the following service areas: Education Services, Family/Community Services, Home Base. The Early Head Start vacancies are the following: Home Base- 5 Center Base-12. In addition to staff shortage, low enrollment in EHS is due to pending CB sites that are scheduled to open but are pending Community Care Licensing approval and/or city permits (Clinton/Blythe & Mendota). Even so, we 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. Analysis of all areas below the recommended 85% ADA, if any, has been done.

Early Head Start Meals/Snacks:

Total Children: Breakfasts: 230 Lunches: 272 Snacks: 226

**IV. Head Start**

Program Information Summary:

1. Ongoing recruitment to fill vacant positions for Education Services, Family/Community Services, Home Base Services and Inclusion Services.
2. Support Services has been proactively trying to fix the heating unit at Estelle Dailey. They are working together with the church to get the unit replaced.
3. Head Start continues to meet weekly with Fresno Unified School District Contractors to answer questions and make sure Head Start Program Performance Standards are being followed.
4. Support Services is looking for property in Sanger for possible relocation of current Sanger Head Start center.



Fresno EOC  
Head Start  
0 to 5

Early Care  
&  
Education

## BOARD OF COMMISSIONERS PROGRAM UPDATE REPORT

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

Monthly Enrollment: 250; Monthly ADA: Center Base 73.57%; Home Base: N/A%

Wait List Total: 369

Total Head Start (HS) enrollment for December 2022 is 1595. Our overall funded enrollment is 2112, to which we have a total of 549 vacancies (501 for CB and 48 for HB). We continue to recruit families and have a waitlist of 379 children, 167 families on the waitlist are over-income and 189 are three-years old. At this time, due to licensing requirements we can only enroll 9 three - year olds per class. In addition, we continue to face a shortage of staff across the following service areas: Education Services, Family/Community Services, Health Services, and Home Base. The Head Start vacancies are the following; Central Office- 2 Education Services- 74 Nutrition Services- 0 Health Services- 13 Family/Community Services-30 Support Services- 1 Home Base-1. Staff shortage continues to impact us where classes have had to be cancelled and current staff are having to cover multiple sites to serve enrolled children and families. Regardless, staff continue to recruit by canvassing, attending community events and facilitating presentations about the program. Analysis of all areas below the recommended 85% ADA, if any, has been done.

### Head Start Meals/Snacks:

Total Children: Breakfasts: 8,954 Lunches: 10,472 Snacks: 8,280

Submitted by:

Rosa M. Pineda  
Head Start Director

Nidia Davis  
Program Support Director

(DECEMBER 2022 BOARD PUR REPORT)    bw 02/01/23    ~ CWPC (2022-2023 (PUR (BOARD))) ~





Fresno EOC  
Head Start  
0 to 5

Early Care  
&  
Education

**COUNTY-WIDE POLICY COUNCIL (CWPC)  
MINUTES  
DECEMBER 6, 2022**

**CALL TO ORDER**

The meeting was called to order at 6:20 p.m. by Stephanie Salazar, CWPC Chairperson.

At this point Stephanie Salazar, CWPC Chairperson informed the Representatives quorum has not been met at this time. We will be moving forward with the Informational Items, allowing Representatives to arrive to the meeting.

**ROLL CALL**

Roll Call was called by Stephanie Salazar, CWPC Chairperson. The following Representatives were present: Ramiro Espinoza, Alma Martinez Guillen, Laura Barnes, Jesus Sanchez, Leticia Villasenor, Stephanie Salazar, Stephanie Vasquez, Fawnda Cole, Juliana Perez, Elena Hernandez, Sandra Guerrero, Maria Yolanda Padilla, Jennifer MacDougall, Laura Castillo, Adriana Corona, Veronica Canchola, Mariana Mena, Candy Rodriguez, Ana Gastelum, Ldia Cruz, Juzan Mejia, Rom Yoeun, Clarissa Varela, Angel Macias, Angela Diaz, Ashley Sierra, Mariana Lemieux, Cassandra Vargas, Natasha Chalk, Silvia Ramirez Montes, Lillian Flores Talavera, Amy Avery, Annette Thornton, Jimi Rodgers. A quorum was not present.

**COMMUNITY  
REPRESENTATIVE REPORTS**

There were no Community Representative Reports provided.

**HEAD START 0 TO 5  
COVID-19 UPDATES**

Tamar Grigsby, Education 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, 96% of Head Start 0 to 5 staff have been fully immunized. Fresno County currently has 4.9 new positive cases per 100,000 moving down from 5.1. All classes and program options resume in person services effective, February 22, 2022. Our county has Medium COVID rates, it was low at the time of the report.

In addition, we continue to collaborate with Fresno County Public Health Department (FCPHD) Daycare/ Preschool regulations to keep current in our isolation, quarantine, and masking procedures. This includes reporting any positive COVID cases in Head Start 0 to 5 to the FCPHD through computerized system called SPOT.

Our county numbers are medium, more children are vaccinated, and however children with COVID symptoms will be sent home a minimum of 5 days until symptoms resolve or the child has a negative antigen test taken on day 5. For children with positive COVID test results, they will need to be out minimum of 5 to 10 days, case dependent per the FCPHD and Child Care Licensing Regulations. We continue to do masking and using precautions following our Head Start Program Performance Standards (HSPPS). Medi-cal provides at home tests 8 per month. To find a testing site call (833)422-4255 or 211.

The Food and Drug Administration (FDA) approved the COVID vaccine for children 0 to 5. We distributed new vaccine posters in English and Spanish. The vaccine is available at many clinics. The FCPHD website has 2 pages of clinics that give vaccines to children 6 months to 5 years. The vaccines are the best prevention and are safe and effective. There are also many local events on the Fresno Public Health Website.

Anyone can schedule an appointment for COVID vaccination at <https://myturn.ca.gov/>

A parent had a question in regards to children having to wear facemasks. Ms. Grigsby shared those who have been exposed, tested positive within 10 days or are unvaccinated will need to wear a facemask.

Ms. Pineda shared Head Start must abide by the HSPPS rules. After this week children will not have to wear facemasks unless they have been exposed, tested positive within 10 days or are unvaccinated. She stated for the representative to share this information at their Local Parent Meetings (LPM), Home Visits and Parent Teacher Conferences.

#### PERSONNEL COMMITTEE REPORT

Fawnda Cole, CWPC Vice-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. Cole reported on the Hiring/Personnel Action Positions, Resignations/Separations, Promotions/Status Change and Job Descriptions for Positions of Head Start 0 to 5 staff created for December 6, 2022.

#### EARLY HEAD START/ HEAD START MONTHLY PROGRAM UPDATE REPORT (PUR) FOR THE MONTH OF OCTOBER 2022

Rosa M. Pineda, Head Start Director, informed Representatives of the Early Head Start/Head Start Monthly Program Update Report (PUR) for the month of October 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 governing body and policy council.

The monthly report covers the following areas: Monthly Program Activity Summaries, Program Enrollment Reports, Monthly Reports of Meals and Snacks provided, Communication and Guidance from the Health and Human Services Secretary for Children, for the Early Head Start and Head Start program.

Ms. Pineda wanted to highlight number 6, the requirement from the State to test every faucet where children can get water. There did find one where the pipe or faucet had to be changed. She also shared she is excited to be able to meet the deadline.

Ms. Pineda shared in the month of October 2022 staff received a FA I review training. In FA II is where the Federal Government comes in person to the program asks questions and interviews staff. The Federal Government will give a 45 day notice prior to their arrival.

Ms. Pineda also shared Head Start 0 to 5 continues to recruit for children and vacant staff positions, if there is anyone that qualifies please apply.

#### ANNOUNCEMENTS

Stephanie Salazar, CWPC Chairperson made the following Announcement:

- A. December 2022 – Food Distribution
- B. December 15, 2022 – Last day of classes for Center Base (3.5 and 6 hour classes) due to Winter Break
- C. December 16, 2022 – Last day of classes for CSPP Part Day (7.5-hour class) due to Winter Break
- D. December 23, 26 and January 2, 2023 – CSPP Full Day Closed
- E. December 23-26, 2022 and January 2-6, 2023 – EHS Center Base Closed
- F. January 9, 2023 – Center Base Classes (3.5, 6.0 and CSPP 7.5 hour class) resume for Center Base and Home Base

Ms. Salazar shared some centers will be closed due to In-Service on December 16, 2022, she asked the representatives to reach out to their Center Directors for more information.

Ms. Salazar announced we will have a 10 minute Break 6:42pm – 6:52pm

Ms. Salazar announced to the representative quorum has been met, the meeting will continue with the remainder of the items on the agenda.

#### APPROVAL OF PREVIOUS CWPC MINUTES

Stephanie Salazar, CWPC Chairperson, informed Representatives of the October 4, 2022 and November 6, 2022 CWPC Minutes. This information was sent to Representatives prior to tonight's meeting.

Motion to approve the October 4, 2022 and November 6, 2022 CWPC Minutes as written and read was made by Mariana Mena and Alma Martinez-Guillen. Motion carried.

FRESNO EOC  
COMMISSIONERS' REPORT

Stephanie Salazar, CWPC Chairperson, informed Representatives of the August 24, 2022 Fresno EOC Board Minutes. This information was sent to Representatives prior to tonight's meeting.

Staff and Stephanie Salazar, CWPC Chairperson recommends approval of the Fresno EOC Commissioners report for the month of August 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.

- **POTENTIAL CONFLICT OF INTEREST:** There were no conflict of interest.
- **COMMUNITY NEEDS ASSESSMENT:** Rosa Pineda, Head Start Director, introduced Head Start Consultant Andrea Molarius. Molarius provided a detailed presentation on the Community Needs Assessment.
- **HEAD START 0 TO 5:** County-Wide Policy Council (CWPC) Bylaws Revision Pineda, provided an overview of the revised County Wide Policy Council Bylaws.
- **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.
- **FINANCIAL REPORT:** Agency Financial Statement – May 2022  
Jim Rodriguez, Chief Financial provided a detail presentation of the consolidated Financial Statement as Year-to-Date May 2022.
- **PERSONNEL POLICIES AND PROCEDURES MANUAL:** Commissioner Barigye McCop, provided an overview of the new proposed policies to establish due to the pandemic change.
- **CHIEF EXECUTIVE OFFICERS REPORT:** Emilia Reyes, Chief Executive Officer, provided an overview of the EOC Report.

Motion to approve the August 24, 2022 Fresno EOC Board minutes was made by Clarissa Varela and second by Candy Rodriguez. Motion carried.

FINANCIAL STATUS REPORT  
FOR THE MONTHS OF  
AUGUST AND SEPTEMBER  
2022

Stephanie Salazar, CWPC Chairperson, informed Representatives of the Monthly Financial Status Report for Early Head Start and Head Start programs for the months of August and September 2022. These reports were sent to Representatives prior to tonight's meeting.

Ms. Salazar reported that the Monthly Financial Status Reports show all expenditures for the entire Early Head Start and Head Start programs for the months of August and September 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 August 31, 2022 and September 30, 2022 for Early Head Start and Head Start was made by Angel Macias and seconded by Mariana Mena. Motion carried.

AVERAGE DAILY  
ATTENDANCE (ADA)  
REPORTS FOR THE  
MONTHS OF SEPTEMBER  
AND OCTOBER  
2022

Fawnda Cole, CWPC Vice-Chairperson, informed Representatives of the Average Daily Attendance (ADA) Report for the months of September and October 2022 for Head Start and Early Head Start. This information was sent to Representatives prior to tonight's meeting.

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

AVERAGE DAILY  
ATTENDANCE (ADA)  
REPORTS FOR THE  
MONTHS OF SEPTEMBER  
AND OCTOBER  
2022 - (Cont.)

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 September 2022 was 81.05% for Center Base. Head Start Home Base is now tracking numbers of home visits, total Head Start Home Base Home Visits completed were 591. Total Head Start enrollment for September 2022 is 1486. In order to support our ongoing recruitment and enrollment efforts, we received 71 online referrals from our Fresno EOC website and attended six Community Events.

Early Head Start's monthly ADA for September 2022 for Center Base was 76.96%. Early Head Start Home Base is also tracing the number of Home Visits, total of Early Head Start Home Visits completed were 250. Total enrollment for Early Head Start for the month of September 2022 was 253. Early Head Start received a total of 112 online referrals from our Fresno EOC website. We participated in two virtual Community Outreach Events with Women, Infants, & Children (WIC) and attended two Community Events. On September 20, 2022, WIC sent out a text message to all their 1487 pregnant WIC participants informing them of our Head Start 0 to 5 program.

Head Start monthly ADA for October 2022 for Center Base was 77.97%. Head Start Home Base completed 236 Home Visits. Total HS enrollment for October 2022 was 1572. Our overall funded enrollment is 2112, to which we have a total of 540 vacancies. Based on our most recent Community Needs Assessment, Fresno County has 76,364 children under the age of five years-old. Although we continue to recruit families and have a waitlist of 313, children, 152 families on the waitlist are over-income and 226 are three year olds. In addition, we are facing a shortage of staff of 100.

Early Head Start's monthly ADA for October 2022 was 77.20%. Early Head Start Home Base completed 633 home visits. Total enrollment for Early Head Start for the month of October 2022 was 261. Our overall funded enrollment is 478, to which we have a total of 217 vacancies. We currently have 67 families waitlisted, of those families 11 are over income. In addition, there is a shortage of 18 staff.

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 September and October 2022 was made by Cassandra Vargas and seconded by Sandra Guerrero. Motion carried.

COMMUNITY  
REPRESENTATIVES  
RECOMMENDATIONS FOR  
THE 2022-2023 PROGRAM  
YEAR

Olga Jalomo-Ramirez, Family/Community Services Manager, informed Representatives of the Community Representatives Recommendations for the 2022-2023 Program Year. This information was sent to Representatives prior to tonight's meeting.

The CWPC Chairperson recommends approval for Community Representatives Recommendations for the 2022-2023 Program Year.

In accordance with the Head Start Act 642(c)(2)(B)(ii) and Head Start 0 to 5 County-Wide Policy Council Bylaws under Article III, Section 1, Membership of the County-Wide Policy Council shall be comprised of individuals from businesses, public or private community organizations, as well as those who are familiar with resources and services for low-income children and families.

At the beginning of each school year, the CWPC Chairperson is provided with a list of local community partners by which they select who they would like to participate in the County-Wide Policy Council Meetings. In doing so, this affords the County-Wide Policy Council and Community Representatives to make decisions for program operations.

The Community Representatives that were recommend for the 2022-2023 Program Year are as follows:

- Fresno EOC Women, Infants and Children (WIC)
- Central Valley Regional Center (CVRC)

- Central Valley Food Bank
- Catholic Charities

If approved by the CWPC elected officers will begin their term of office for one year from November 2022 to November 2023.

Motion to approve the Community Representatives Recommendations for the 2022-2023 Program Year was made by Clarissa Varela and seconded by Jennifer MacDougall. Motion carried.

#### EARLY HEAD START/HEAD START PROGRAM SCHOOL READINESS GOALS 2022-2023 DRAFT

Helen Uyeda, Education Services Manager informed Representatives at tonight's meeting of the Early Head Start/Head Start Program School Readiness Goals 2022-2023 Draft. This information was sent to Representatives prior to tonight's meeting.

Staff and School Readiness Committee recommend approval of the Early Head Start/Head Start School Readiness Goals 2022-2023.

Head Start Program Performance Standard Achieving Program Goals, 45 CFR § 1302.102(a)(3), requires all agencies to establish school readiness goals. They are defined as "the expectations of children's status and progress across domains of language and literacy development, cognition and general knowledge, approaches to learning, physical well-being and motor development, and social and emotional development that will improve readiness for Kindergarten goals" in Terms, 45 CFR § 1305.2.

Each agency must use the five domains, represented by the central domains of the Framework, as the basis for school readiness goals they consist of:

- Approaches to Learning
- Social and Emotional Development
- Language and Literacy
- Cognition
- Perceptual, Motor, and Physical Development

Agencies need to articulate that their goals appropriately reflect the ages of children participating in the program (45 CFR § 1304.11(b)(1)(i)), the curriculum and child assessments(s) address or align with program's established goals (45 CFR §§ 1302.32, 1302.33 and 1302.35), and demonstrate that parents were involved in the development of the goals (45 CFR §§ 1304.11(b)(1)(iii) and 1304.11(b)(2))

On September 16, 2022, Head Start 0 to 5 staff, parents, commissioners, and partners used the aggregated data from Child Care Results (CCR) Analytics to review and establish school readiness goals for the 2022-2023 program year.

If approved by the CWPC, Head Start 0 to 5 will implement and use these goals to measure and individualize each child's progress to ensure that they know and can do what is needed to be ready for Kindergarten.

Motion to approve the Early Head Start/Head Start Program School Readiness Goals 2022-2023 Draft was made by Stephanie Vasquez and seconded by Ashley Sierra. Motion carried.

#### FISCAL YEAR 2023 HEAD START 0 TO 5 CONTINUATION/REFUNDING APPLICATION – YEAR 2

Rosa M. Pineda, Head Start Director informed Representatives at tonight's meeting of the Fiscal Year 2023 Head Start 0 to 5 Continuation/Refunding Application – Year 2. This information was sent to Representatives prior to tonight's meeting.

Staff recommends approval of the Fiscal Year 2023 Head Start 0 to 5 Continuation/Refunding Application – Year 2.

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

Annually our program serves a minimum of 2590 clients including 50 prenatal women. The proposed FY 2023 Basic Head Start Budget is \$35,059,099 for program operations including family literacy, inclusion services and transition.

The proposed Basic Early Head Start Budget is \$7,745,398 for program operations including inclusion services.

Per federal mandate at least 10% of all enrollments must be filled by children with disabilities.

The proposed inclusion Services Budget 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 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 Unified School Districts where transitioning children will attend kindergarten.

The Proposed FY 2023 Head Start Training & Technical Assistant (T&TA) Budget is \$323,827. The proposed FY 2023 Early Head Start T&TA is \$273,371. These funds are to provide training and technical assistance to Early Head Start/Head Start program staff, parent, and the Fresno EOC Board of Commissioners to improve the quality of services provided to the children and families.

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

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.

Motion to approve FY 2023 Head Start 0 to 5 Continuation/Refunding Application – Year 2 proposal was made by Cassandra Vargas and seconded by Sandra Guerrero. Motion carried.

#### FRESNO EOC HEAD START 0 TO 5 CHILD GUIDANCE AND BEHAVIOR POLICY

Guadalupe Zuniga, Head Start 0 to 5 Home Base Services Manager informed Representatives at tonight's meeting of the Fresno EOC Head Start 0 to 5 Child Guidance and Behavior Policy. This information was sent to Representatives prior to tonight's meeting.

Staff recommend the approval of the Fresno EOC Head Start 0 to 5 Child Guidance and Behavior Policy.

Per the Head Start Program Performance Standards 1302.45(a), to support a program-wide culture that promotes children's mental health, social and emotional well-being, and overall health a program must:

1. Provide supports for effective classroom management and positive learning environments; supportive teacher practices; and, strategies for supporting children with challenging behaviors and other social, emotional and mental health concerns;
2. Secure mental health consultation services on a schedule sufficient and consistent frequency to ensure a mental health consultant is available to partner with staff and families in a timely and effective manner.
3. Obtain parent consent for mental health consultation services at enrollment; and,

4. Build community partnerships to facilitate access to additional mental health resources and services, as needed.

Many strategies can support healthy social and emotional development and prevent or reduce behaviors that could negatively affect children's development and learning. This month the Policy was reviewed and the only changes that was recommended was the title change.

If approved by the CWPC this item will move forward for full Board consideration at the next commissioner Meeting.

Motion to approve Fresno EOC Head Start 0 to 5 Child Guidance and Behavior Policy was made by Mariana Mena and seconded by Jennifer MacDougall. Motion carried.

## ANNOUNCEMENTS

Stephanie Salazar, CWPC Chairperson informed the representatives of the following Announcements for the parents who were not present for the first announcements:

- A. December 2022 – Food Distribution
- B. December 15, 2022 – Last day of classes for Center Base (3.5 and 6 hour classes) due to Winter Break
- C. December 16, 2022 – Last day of classes for CSPP Part Day (7.5-hour class) due to Winter Break
- D. December 23, 26 and January 2, 2023 – CSPP Full Day Closed
- E. December 23-26, 2022 and January 2-6, 2023 – EHS Center Base Closed
- F. January 9, 2023 – Center Base Classes (3.5, 6.0 and CSPP 7.5 hour class) resume for Center Base and Home Base

Ms. Salazar shared some centers will be closed due to In-Service on December 16, 2022, she asked the representatives to reach out to their Center Directors for more information.

One of the representatives had a request for her center would it possible to have a flyer printed to clarify the issues with parking and bus loading the confusion is causing heavy traffic.

Ms. Salazar informed the representative to reach out to her Center Director, and have this completed.

Ms. Salazar reminded parents to fill out their Child Care and Mileage Reimbursement form, she informed parents if they were in need of help, herself and Ms. Cole could assist.

Ms. Salazar informed Representatives the next CWPC Meeting will be held on January 10, 2023.

## ADJOURNMENT

There being no further business to discuss, motion to adjourn meeting was made by Candy Rodriguez and seconded by Alma Martinez-Guillen. Motion carried.

The meeting adjourned at 7:30 p.m.

Submitted By:

Christina Quiros  
Secretary I

**FRESNO EOC SCHOOL OF UNLIMITED LEARNING  
GOVERNING COUNCIL MEETING  
Sanctuary Recreation Room  
Tuesday, December 2, 2022  
MINUTES**

1. Meeting called to order by Dr. Terry Allen 8:32 a.m.
2. Roll call facilitated by Benita Washington.

Voting Members	Present	Excused	Absent	Staff	Present	Excused	Absent	Non-Voting Member	Present	Excused	Absent	Guests
Terry Allen, Ed.D., Chair, Retired Teacher Representative	X			Michelle Tutunjian	X			Felicia Olais			X	Jim Rodriguez, Fresno EOC Chief Financial Officer Steve Warnes, Fresno EOC Controller Jay Zapata, Fresno EOC Finance Director Danielle Flores, former SOUL student
Benita Washington, Vice Chair, FSU Social Worker Representative	X			Emilia Reyes		X						
Jimi Rodgers, Secretary, Fresno EOC Commissioner	X											
Edward Avila, Fresno EOC Commissioner			X									
Larry Metzler, Cultural Arts Rotary Interact Club Advisor	X											
Chuck Riojas, Community Member			X									
Jeanne Starks, Retired Law Enforcement Juvenile Probation	X											
Jane Thomas, Director EOC Health Services, (Alternate) Jose Romero	X											
Parent Rep Maria Amaro Morales,			X									
Student Rep's Eliyanna Falcon Clarissa Burrill (2)	X											
Alternate Student Rep	X											
Susan Lopez, Staff Representative, Principal	X											
Rena Failla, Staff Representative, Guidance Coordinator	X											
Courtney Griffin, Staff Representative, Guidance Dean	X											
Ly Ngin, Staff Representative, College and Career Counselor	X											
Sandy Lomelino, Staff Representative, Coordinator of Curriculum & Instruction	X											
Nicholas Rodriguez, Teacher Representative,	X											
Patricia Billeadeau, Interact Representative	X											

**3. Approval of Minutes**

October 18, 2022 SOUL Governing Council Meeting Minutes.

Public Comments: None heard.

**Motion by:** Lopez **Second by:** Washington

**Ayes:** Allen, Washington, Romero, Burrill, Falcon, Rodgers, Lopez, Starks, Failla, Griffin, Ngin, Lomelino, Billeadeau.

**Nays:** None

**4. Proposed Teacher Representative, Nicholas Rodriguez**

Susan Lopez introduced Nicholas Rodriguez as the proposed teacher representative to the Governing Council. The council approved Nicholas as the new teacher representative.

Public Comments: None heard.

**Motion by:** Lopez **Second by:** Lomelino

**Ayes:** Allen, Washington, Romero, Burrill, Falcon, Rodgers, Lopez, Starks, Failla, Griffin, Ngin, Lomelino, Billeadeau.

**Nays:** None



## **5. Daniella Flores Recognition**

Lopez introduced Daniella Flores to the Governing Council members as one of the Focus Forward Stories of Hope recipients. Some of the SOUL staff attended an evening to honor the ten (10) men and women selected that have faced obstacles and persevered. Michelle Tutunjian and Susan Lopez were honored to present Daniella's story to those in attendance. The Stories of Hope event sponsored by Focus Forward held at Roger Rockas Dinner Theater was an amazing evening of inspiration.

## **6. SOUL Updates: Principal Report**

- Lopez presented the data on SOUL demographic information for the school enrollment and updates.
- On Monday, December 12, 2022 our graduating seniors will attending a special luncheon to honor them.
- Graduation will be held Wednesday, December 14, 2022 at SOUL from 10:00–11:00 am and 1:00–2:00 pm.
- Lopez shared that SOUL must offer Classroom based instruction to our students beginning Monday, January 9, 2023, in order to be in compliance with our Charter through Fresno Unified School District. SOUL staff met with and surveyed Parents to determine interest for their child to enroll in the classroom based program. The Council discussed the information presented. Tutunjian, Commissioner Jimi Rodgers and other Council members expressed the necessity for SOUL be compliant with the Charter to resume and maintain a Classroom based program. In addition, SOUL will keep strict notations of all parent requests for transition from the Independent Study program to the Classroom based program or from Classroom based to Independent Study due to extenuating circumstances.

## **7. Other Business**

Jim Rodriguez, Chief Financial Officer introduced Jay Zapata, Finance Director, and Steve Warnes, Controller, and reported on the status of the Faculty Pay Schedule. Fresno EOC Finance administration has met with Fresno County Superintendents office, Human Resources department for consultation, regarding deferment of the teacher's salary. Fresno EOC will draft a deferment payment policy, schedule payroll to come to SOUL and meet with teachers to sign a deferment of salary form. This will be in effect for the spring semester January 2023 – July 2023, and then next year forward August 2023-July 2024.

## **8. Public Comments**

Tutunjian thanked Daniella Flores for sharing her story. It was inspiring and acknowledged the service that Fresno EOC SOUL is able to offer high school aged youth of Fresno County.

Lopez gave each Council member a gift, wished them a Merry Christmas and Happy New Year, and thanked them for their continued dedication and support to SOUL. Terry Allen thanked the SOUL staff for the amazing job they continue to do.

Dr. Allen announced the next scheduled meeting will be held on Tuesday, February 7, 2023.

## **9. Adjournment of Meeting**

Meeting adjourned at 9:38 am

Submitted by Commissioner Jimi Rodgers, SOUL Governing Council Secretary



Fresno EOC  
Head Start  
0 to 5

Early Care  
&  
Education

**COUNTY-WIDE POLICY COUNCIL (CWPC)  
MINUTES  
JANUARY 17, 2023**

**CALL TO ORDER**

This meeting was rescheduled from January 10, 2023 due to the extreme weather conditions.

The meeting was called to order at 6:10 p.m. by Stephanie Salazar, CWPC Chairperson.

At this time Stephanie Salazar, CWPC Chairperson informed the Representatives quorum has not been met. We will be moving forward with the Informational Items, allowing Representatives to arrive to the meeting.

**ROLL CALL**

Roll Call was called by Denise de Dios, CWPC Secretary. The following Representatives were present: Ramiro Espinoza, Alma Martinez Guillen, Uvilla Ibarra, Teresa Medal, Laura Barnes, Stephanie Salazar, Stephanie Vasquez, Fawnda Cole, Sandra Guerrero, Amber Daniels, Maria Yolanda Padilla, Jesus Gutierrez, Laura Castillo, Mariana Mena, Selene Dimas, Candy Rodriguez, Rebeca Ramos, Ana Gastelum, Maria Rolon, Rom Yoeun, Clarissa Varela, Angel Macias, Angela Diaz, Claudia Moreno, Ashley Sierra, Veronica Canchola, Natasha Chalk, Denise de Dios, Aleyda Matos, Natasha Goins, Jackie Burke, Zina Brown-Jenkins, Itzi Robles, Jimi Rodgers. A quorum was not present at the time roll call was taken.

**COMMUNITY  
REPRESENTATIVE REPORTS**

Stephanie Salazar, CWPC Chairperson, welcomed the Community Representatives to tonight's meeting. The Community Representatives gave the following Reports.

Natasha Goins, Women Infants & Children (WIC) Representative.

- The increase for fruits and vegetables have been approved through September 30, 2023. For children 1-5 will receive \$25 each, pregnant women/post-partum women \$44, and breast feeding mothers \$49.
- Extended formula options will end in the month of February, the variety was extended due to the formula shortage that affected the nation. Only the contracted formula will be available.

Ms. Goins asked if there were any questions.

One parent asked if the amounts could be repeated for them.

Ms. Brown-Jenkins asked in regards to the end to the formula extension would this be for California only or nationwide.

Ms. Goins shared her program only interact with the state of California.

There were no other community reports.

Stephanie Salazar, CWPC Chairperson thanked the Community Representative for their reports.

**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, 96% of Head Start 0 to 5 staff have been fully immunized. Fresno County currently has 19 new positive cases per 100,000 moving up from 9.1. All classes and program options resume in person services effective, February 22, 2022. Fresno County has Medium COVID rates. Fresno County also has increased rates of the Flu and Respiratory Syncytial Virus (RSV).

In addition, we continue to collaborate with Fresno County Public Health Department (FCPHD) Daycare/Preschool regulations to keep current in our isolation, quarantine, and masking

procedures. We continue to do masking for those with symptoms, tested positive or are unvaccinated. We continue to report 3 or more COVID-19 cases in Head Start 0 to 5 to the FCPHD through their computerized system called SPOT.

Our county numbers for COVID-19 are medium from low, more children are vaccinated, and however children with COVID-19 symptoms will be sent home a minimum of 5 days until symptoms resolve or for the children with positive COVID-19 test results, they will need to be out a minimum of 5 to 10 days, case dependent per the FCPHD and Child Care Licensing Regulations. We continue to do masking and using precautions following our Head Start Program Performance Standards (HSPPS). Medi-cal provides at home tests 8 per month. To find a testing site call (833)422-4255 or 211.

The Food and Drug Administration (FDA) approved the COVID vaccine for children 0 to 5. We distributed new vaccine posters in English and Spanish. The vaccine is available at many clinics. The FCPHD website has 2 pages of clinics that give vaccines to children 6 months to 5 years. The vaccines are the best prevention and are safe and effective. There are also many local events on the Fresno Public Health Website.

Anyone can schedule an appointment for COVID vaccination at <https://myturn.ca.gov/>

#### PERSONNEL COMMITTEE REPORT

Stephanie Salazar, 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. Salazar reported on the Hiring/Personnel Action Positions, Resignations/Separations, Promotions/Status Change and Job Descriptions for Positions of Head Start 0 to 5 staff created for January 10, 2023.

At 6:26 pm Ms. Salazar announced to the representatives quorum has now been met, the meeting will continue with the remainder of the items on the Agenda.

#### APPROVAL OF PREVIOUS CWPC MINUTES

Stephanie Salazar, CWPC Chairperson, informed Representatives of the December 6, 2022 CWPC Minutes. This information was sent to Representatives prior to tonight's meeting.

Motion to approve the December 6, 2022 CWPC Minutes as written and read was made by Fawnda Cole and Sandra Guerrero. Motion carried.

#### FRESNO EOC COMMISSIONERS' REPORT

Zina Brown-Jenkins, Fresno EOC Commissioner informed Representative of the Fresno EOC Commissioners Report for the month of October 2022. This information was sent to Representatives prior to tonight's meeting.

Staff and Commissioner Brown-Jenkins recommends approval of the Fresno EOC Commissioners report for the month of October 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 October 26, 2022.

- **TRANSFORMING AND INSPIRING:** Amalia Martinez, Valley Apprenticeship Connections (VAC) Assistant Director, introduced Maria Hernandez and John Her who shared their experience with the VAC program and thanked the program for helping them achieve successful jobs. Emilia Reyes, Chief Executive Officer (CEO), announced and congratulated the VAC team for expanding and their partnership with the Fresno Economic Development Corporation, who applied for the Good Jobs Challenge and were awarded 23 million.
- **CHIEF EXECUTIVE OFFICER'S REPORT:** Emilia Reyes, Chief Executive Officer, provided an overview of the report. Reyes invited all Commissioners to join Fresno EOC All Staff Conference taking place on November 14, 2022 at the Convention Center. Reyes

announced she will be receiving the Ohtil award on Friday, November 18, 2022 from the Consulate of Mexico. Details will be sent to the Commissioners to attend.

- COMMUNITY NEEDS ASSESSMENT: Rosa Pineda, Head Start Director, introduced Head Start Consultant Andrea Molarius. Molarius provided a detailed presentation on the Community Needs Assessment.
- Commissioners Comment; the following Commissioners provided the following statement and information to share with the Board and Public.

Board Chair Hayes, informed Commissioners a calendar invite has been sent out for the Fresno EOC All Staff Conference November 14<sup>th</sup>.

Commissioner Rodgers shared she attended her first back to in person Head Start County-Wide Policy Council (CWPC) Meeting and was impressed with the participation from parents and Fresno Unified School District and that childcare, interpreters and food was provided.

Commissioner Rodgers, inquired about the following Head Start process:

- What is the recruiting process for the community to know the current openings for the Head Start sites?
- What is the current waiting list, and how do we notify parents their child has been selected?
- What's the plan for recruiting more children in the African American community.

Rosa M. Pineda, Head Start Director, provided a brief response to commissioner Rodgers questions.

Commissioner Zina Brown-Jenkins thanked Head Start Director, Rosa M. Pineda and staff for doing such a great job with the Head Start officer's election.

Commissioner Brown-Jenkins inquired of the possibility for other Commissioners to attend CWPC Meetings to show their support to parents.

If approved by the CWPC on January 10<sup>th</sup> 2023, Fresno EOC's Board of Commissioners Report will be retained for record keeping.

Commissioner Brown-Jenkins shared on January 18<sup>th</sup>, there will be a Fresno EOC Board meeting parents are welcome to login to their Facebook Live and ask community questions.

Motion to approve the October 26, 2022 Fresno EOC Board minutes was made by Mariana Mena and second by Candy Rodriguez. Motion carried.

#### FINANCIAL STATUS REPORT FOR THE MONTH OF OCTOBER 2022

Stephanie Salazar, CWPC Chairperson, informed Representatives of the Monthly Financial Status Report for Early Head Start and Head Start programs for the month October 2022. These reports were sent to Representatives prior to tonight's meeting.

Ms. Salazar reported that the Monthly Financial Status Reports show all expenditures for the entire Early Head Start and Head Start programs for the month of October 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 Report for October 31, 2022 for Early Head Start and Head Start was made by Fawnda Cole and seconded by Mariana Mena. Motion carried.

AVERAGE DAILY  
ATTENDANCE (ADA)  
REPORTS FOR THE  
MONTH OF NOVEMBER  
2022

Destiny Serrato, Early Head Start Center Base Representative informed Representatives of the Average Daily Attendance (ADA) Report for the month November 2022 for Head Start and Early Head Start. This information was sent to Representatives prior to tonight's meeting.

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 November 2022 was 75.11% for Center Base. Head Start Home Base is now tracking numbers of home visits, total Head Start Home Base Home Visits completed were 280. Total Head Start enrollment for November 2022 is 1587. Our overall funded enrollment is 2112, to which we have a total of 556 vacancies (509 for CB and 47 for HB). We continue to recruit families and have a waitlist of 339 children, 156 families on the waitlist are over-income and 189 are three-year olds. At this time, due to licensing requirements we can only enroll 9 three year olds per class. In addition, we continue to face a shortage of staff across the following service areas: Education Services, Health Services, Family/Community Services and Home Base. Staff shortage continues to impact us where classes have had to be cancelled and current staff are having to cover multiple sites to serve enrolled children and families. Regardless, staff continue to recruit by canvassing, attending community events and facilitating presentations about the program.

Early Head Start's monthly ADA for the month of November 2022 for Center Base was 69.11%. Early Head Start Home Base is also tracing the number of Home Visits, total of Early Head Start Home Visits completed were 572. Our overall funded enrollment for Early Head Start is 48, to which we have a total of 233 vacancies (95 for CB and 138 for HB). We currently have 68 families waitlisted (39 for CB and 23 for HB). Of those 11 families on the waitlist are over income. Early Head Start is also facing staff shortages in the following service areas: Education Services, Family/Community Services, and Home Base Services. In addition to staff shortage, low enrollment in Early Head Start is due to pending Center Base sites that are scheduled to open but are pending Community Care Licensing approval and/or city permits (Clinton/Blythe & Mendota). WE 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.

Fiscal Impact: May affect funding if data analysis does not show a continuous partnership in maintaining good attendance and full enrollment.

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 November 2022 was made by Fawnda Cole and seconded by Candy Rodriguez. Motion carried.

FISCAL YEAR (FY) 2024  
HEAD START 0 TO 5  
BUDGET PROCESS

Rosa M. Pineda, Head Start Director, informed the representatives of the FY 2024 Head Start 0 to 5 Process, this information was sent to representatives prior to tonight's meeting.

This information is intended to keep the County-Wide Policy Council apprised of program activities for Head Start 0 to 5, the annual continuation of budget funding for the 2024 FY.

The Annual Budget Preparation Process was provided to the representatives as it outlines the steps staff, parents, CWPC and Fresno EOC Board of Commissioners implement from drafting of local site budgets and submission of the continuation funding application to the Office of Head Start for final approval and award of the needed funds.

Ms. Pineda invited parents to attend the Center Budget Training that will be facilitated by Jennifer Tillman, Interim Finance Manager.

HEAD START CENTER BASE  
AND HOME BASE  
EDUCATION COMMITTEE  
PLAN PROCESS

Helen Uyeda, Education Services Manager, informed Representatives of the Head Start Center Base and Home Base Education Plan Committee Process. This information was sent to Representatives prior to tonight's meeting.

This information is intended to keep the County-Wide Policy Council apprised of the Head Start Center Base and Home Base Education Committee Plan Process.

In accordance with Head Start Program Performance Standard (HSPPS) 1304.4 Parent Committees:

- a) Establishing parent committees. A program must establish a parent committee comprised exclusively of parents of currently enrolled children as early in the program as possible. This committee must be established at the center level for center-based programs and at the local level for other program options. When a program operates more than one option, parents may choose to have a separate committee for each option or combine membership. A program must ensure that parents of current enrolled children understand the process for elections to the policy council or policy committee and other leadership opportunities.
- b) Requirements of parent committees. Within the parent committee structure, a program may determine the best methods to engage families using strategies that are more most effective in their community as long as the program ensures the parent committee carries out the following minimum responsibilities:
  1. Advise staff in developing and implementing local programs policies, activities, and services to ensure they meet the needs of children and families;
  2. Have a process for communication with the policy council and policy committee; and
  3. Within the guidelines established by the governing body, policy council or policy committee, participate in the recruitment and screening of Early Head Start and Head Start employees.

Ms. Uyeda informed the representative's that parents will have the opportunity to share their thoughts. If parents are interested in seeing the Education Plan for their center they are posted in the parent information board at the centers. Parents were welcomed to volunteer for the committee.

Ms. Uyeda asked if there were any questions. None were asked.

EARLY HEAD START CENTER  
BASE AND HOME BASE  
CURRICULUM PLANNING  
PROCESS OUTLINE

Christina Coble, Child Development Site Coordinator, informed Representatives of the Early Head Start Center Base Curriculum Planning Process Outline. This information was sent to Representatives prior to tonight's meeting.

This information is intended to keep the County-Wide Policy Council apprised of the Early Head Start Center Base and Home Base Curriculum Planning Process.

Per Head Start Program Performance Standard 1302.32(a)(1) center-base and family childcare programs must implement developmentally appropriate research-based early childhood curricula, including additional curricular enhancements, as appropriate that:

- i. Based on scientifically valid research and have standardized training procedures and curriculum materials to support implementation.
  - ii. Curricula implementation aligns with the Head Start Early Learning Outcomes Framework: Ages Birth to Five as appropriate, state early learning standards, and sufficiently content-rich with the Frameworks to promote measurable progress towards goals outlined in the Frameworks. And
  - iii. Have an organized development scope and sequence that include plans and materials for learning experiences based on developmental progression and how children learn.
- (2) A program must support staff to effectively implement curricula and at a minimum monitor curriculum implementation and fidelity, and provide support, feedback, and supervision for continuous improvement of its implementation through the system of training and professional development.

The research-based curriculum used to support the children's development: Early Head Start Center Base Curriculum – Creative Curriculum for Infants, Toddlers, and Twos.

EARLY HEAD START CENTER BASE AND HOME BASE CURRICULUM PLANNING PROCESS OUTLINE (cont.)	<p>Guadalupe Zuniga, Head Start 0 to 5 Home Base Services Informed Representatives of the Early Head Start Home Base Curriculum Planning Process Outline.</p> <p>The Fresno EOC Early Head Start Curriculum Planning Process is developed in accordance with the results of the local community assessment and in response to the mandates of the HSPPS. Parent input and child development best practice are continuously incorporated throughout the Curriculum Planning Process. The curriculum process is designed to provide relationship-based, developmentally appropriate, individualized and culturally sensitive program services to all Early Head Start infants, toddlers and their families.</p> <p>Throughout the program year, families provide weekly input into the content of the curriculum that is planned for them. Each year at the May Local Parent Meetings (LPM), Early Head Start Parents review the Curriculum Philosophy and the researched based curriculum that are used to generate the program content. Recommendations for the curriculum philosophy for the new program year.</p> <p>Ms. Zuniga asked if there were any questions. None were asked.</p>
HEAD START AND EARLY HEAD START STRENGTHS, NEEDS AND INTERESTS PARENT (SNIP) SURVEY	<p>Olga Jalomo-Ramirez, Family/Community Services Manager informed Representatives of the Head Start and Early Head Start Strengths, Needs and Interest Parents (SNIP) Survey. This information was sent to Representatives prior to tonight's meeting.</p> <p>This information is intended to keep the CWPC apprised on the SNIP Survey that is completed annually by Head Start parents/caregivers. It is distributed at the beginning of each school year to inform staff of the family's strengths, needs and interest.</p> <p>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' interest and/or needs.</p> <p>This year, the SNIP Survey was sent out to parents/caregivers by mail or email in September 2022. A total of 1673 were distributed, but we received a total of 696 surveys from Center Base, Home Base and Early Head Start.</p> <p>Ms. Zuniga went over the SNIP Survey outcome with the representatives. She asked the representatives if they had any questions.</p> <p>Itzi Robles, Fresno EOC Commissioner, asked in regards to the survey were there any significant differences from last year to this year.</p> <p>Ms. Zuniga shared from she can recall they are almost similar. Parents want to know how they can also teach their children at home with activities.</p> <p>Ms. Robles also asked if Head Start 0 to 5 promotes Fresno County Resources, in example the Fresno County Public Library.</p> <p>Ms. Zuniga replied yes, in these past months there has been a mobile library that has been attending the LPM's or during a Socialization Day.</p> <p>There were no other questions asked.</p>
STATE OF CALIFORNIA DEPARTMENT OF EDUCATION (CDE) CALIFORNIA STATE PRESCHOOL PROGRAM (CSPP) CONTINUED FUNDING APPLICATION	<p>Helen Uyeda, Education Services Manager, informed Representatives of the State Of California Department Of Education (CDE) CSPP Continued Funding Application. This information was sent to Representatives prior to tonight's meeting.</p> <p>This information is intended to keep the CWPC apprised on the State Of CDE CSPP Continued Funding Application.</p> <p>We were notified by CDE that monies are available for existing Early Learning and Care Division CDE/ELCD contractors to request continued funding for Fiscal Year 2023-2024.</p>

STATE OF CALIFORNIA  
DEPARTMENT OF  
EDUCATION (CDE)  
CALIFORNIA STATE  
PRESCHOOL PROGRAM  
(CSPP) CONTINUED  
FUNDING APPLICATION  
(cont.)

CSPP operates three full-day/full-year classrooms in the following centers (Dakota Circle and Sequoia in Fresno) operating 243 days per year, 11 hours per day, and five days per week. In addition, CSPP operates three part-day/part-year classrooms in the following centers (Franklin in Fresno, Wilson in Selma, and Cantua in Cantua Creek) 175 days per year, 7.5 hours per day, and five days per week. All six classrooms are licensed by Community Care Licensing Division (CCLD) serving a maximum of 120 children. Head Start funds are braided with the State contract to provide full-day services to these communities.

There were no questions asked.

SELF-ASSESSMENT (SA)  
DATA REVIEW WEEK  
FEBRUARY 8 TO FEBRUARY  
10, 2023 INVITATION TO  
PARTICIPATE IN SELF-  
ASSESSMENT

Veronica Galvan, Quality Assurance Manager, informed representatives of the SA Data Review Week February 8-10, 2023, invited the representatives to participate in the SA. This information was sent to Representatives prior to tonight's meeting.

This information is intended to keep the CWPC apprised on the SA Data Review Week February 8-10, 2023 as an invitation to participate as well. In preparation for the meetings, a Tri-Annual Self-Assessment Orientation Training will be held on January 25, 2023 for all who will be participating.

Head Start 0 to 5 must conduct a SA that uses program data including aggregated child assessment data, and professional development and parent and family engagement data as appropriate, to evaluate the program's 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; communicate and collaborate with the governing body and policy council, program staff and parents of enrolled children when conducting the annual SA; and , submit findings of the SA to the responsible HHS office.

At this time, we would like to invite Head Start 0 to 5 parents, staff and commissioners to participate and attend the Tri-Annual SA Orientation Training that will be held on January 25, 2023 and the Tri-Annual SA meetings that will be held on February 08, 2023 through February 10, 2023.

EARLY HEAD START/  
HEAD START MONTHLY  
PROGRAM  
UPDATE REPORT  
(PUR) FOR THE MONTH OF  
NOVEMBER 2022

Rosa M. Pineda, Head Start Director, informed Representatives of the Early Head Start/Head Start Monthly Program Update Report (PUR) for the month of November 2022. This information was sent to Representatives prior to tonight's meeting.

This information is intended to keep the CWPC apprised of program activities on the Monthly Program Update Reports as required.

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 governing body and policy council.

The monthly report covers the following areas: Monthly Program Activity Summaries, Program Enrollment Reports, Monthly Reports of Meals and Snacks provided, Communication and Guidance from the Health and Human Services Secretary for Children, for the Early Head Start and Head Start program.

Ms. Pineda wanted to highlight number 6, the requirement from the State to test every faucet where children can get water. There did find one where the pipe or faucet had to be changed. She also shared she is excited to be able to meet the deadline.

Ms. Pineda shared in the month of November 2022, on the 5<sup>th</sup> of November Head Start 0 to 5 held a Super Saturday Job Fair, there were many candidates who attended and gave out 25 conditional job offers. Also on November 14<sup>th</sup>, Fresno EOC held its All-Staff In-Service over 1,000 people were invited, they had great guest speakers and workshops. The Fresno EOC Commissioners also presented the strategic planning.

Ms. Pineda also shared Head Start 0 to 5 continues to recruit for children and vacant staff positions, if there is anyone that qualifies please apply.



## ANNOUNCEMENTS

Stephanie Salazar, CWPC Chairperson made the following Announcement:

- A. January 16, 2023 – Martin Luther King Jr. Day Holiday – No School
- B. February 7, 2023 – County-Wide Policy Council Meeting
- C. February 13, 2023 – Lincoln's Day Holiday – No School
- D. February 20, 2023 – President's Day Holiday – No School

There were questions from the Center Base Parents in regards to taking fieldtrips.

Ms. Pineda replied yes there will be fieldtrips planned.

Ms. Salazar asked if there will be chaperones, Ms. Pineda replied yes.

## ADJOURNMENT

There being no further business to discuss, motion to adjourn meeting was made by Fawnda Cole and seconded by Clarissa Varela. Motion carried.

The meeting adjourned at 7:04 p.m.

Submitted By:

Christina Quiros  
Secretary I



February 18, 2023

## 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.

### FRESNO EOC AGENCY-WIDE EFFORTS

#### NCAP's 2023 Management and Leadership Training Conference

NCAP's 2023 Management and Leadership Training Conference took place on Wednesday, February 8 to Friday, February 10<sup>th</sup> in New Orleans, Louisiana. Matt Contrestano, Energy Services Manager; Joseph Amader, Energy Services Director; Michelle Tutunjian, Chief Operating Officer and I attended. The conference sessions covered aspects of program management, advocacy, leadership, and operations. During the conference, I had the opportunity to attend an in person meeting for the National Head Start Task Force.

#### CEO and Board One on Ones

We are continuing our CEO one-on-one meetings with each board member. In February and March, we have scheduled Earl Brown, James Martinez, Amy Arambula, Sherry Neil, Dr. Robert Pimentel, Pastor Bruce McAllister, Zina Brown-Jenkins, Jimi Rodgers, Barigye McCoy, Oliver Baines, Steven Taylor, David Ruiz, Lisa Mitchell, Itzi Robles. Please be on the lookout for emails or phone calls from our Executive Assistant.

#### 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 offices and work sites, where you can visit most of our programs to see the work done and hear from staff. Here are our 2023: February 10, April 21, June 9, and September 15. Please contact [Karina.Perez@fresnoeoc.org](mailto:Karina.Perez@fresnoeoc.org) to sign up.

## FRESNO EOC COMMUNITY EFFORTS

### **Addressing Youth Homelessness: Exploring Formation of Youth Advisory Board**

This week, on January 31, the Fresno Madera Continuum of Care (FMCoC) consultant Homebase facilitated a planning meeting for the Fresno Madera Youth Advisory Board (YAB) Formation Committee, in which Fresno EOC Sanctuary & Support Services staff participated. The meeting included a review, purpose, key elements, structure, and outreach. YAB is a youth-led board that provides leadership and guidance in partnership with other key community leaders in the process of developing and implementing a plan to promote housing stability and prevent/end youth homelessness in the communities where they live. In addition, FMCoC is exploring HUD funding opportunities for the Youth Homeless Demonstration Project. Homebase is providing guidance to FMCoC member organizations on what is needed to prepare, which includes: building leadership capacity, demonstrating community need, collaboration, youth collaboration (formation of youth advisory board), data, and evaluation.

Fresno Madera Continuum of Care (FMCoC) <https://fresnomaderahomeless.org> is a collaboration with the cities and counties of Fresno and Madera, Departments of Social Services, local school districts, and various nonprofits who together to serve our community's homeless efforts. Their mission to end homelessness rests upon the degree to which they can collaborate with the actions of the homeless service delivery system to those of other mainstream programs and systems of care – programs, and systems whose barriers have contributed to its growth. Only through comprehensive, cross-system strategies will we be able to fully assist people in accessing and sustaining affordable housing, achieve community integration, and maintain economic stability. **The Sanctuary Director will include a discussion item at the March 8th Sanctuary Advisory Board meeting with further details.**

### **National Black Union**

On February 1, I had the privilege, along with Commissioners Hayes and Neil, to attend the Fresno Unified Black Student Union (BSU) 9th Annual Black History Month Program in partnership with Purposed II Praise School of Dance. They kicked off Black History Month with a fun-filled evening of cultural entertainment and presentations, including the Black National Anthem, a tribute to African drumming, African American and Black poets, tap and Harlem Renaissance history, dancing, and historical culture education. The theme this year was "Our History, Legacy, Strength." It was a beautiful evening, celebrating the African American culture.

## **Fresno Bee Editorial Board**

Also, on February 1, Fresno County Superintendent of Schools Dr. Michele Cantwell-Copher invited Tyrone Williams, CEO of the Fresno Housing Authority, Joe Prado, Assistant Director of the Department of Health, Chancellor Dr. Carole Goldsmith of State Center Community College District, and myself to meet the Fresno Bee Editorial Board. The purpose of the meeting was to discuss and demonstrate the strong partnership between our agencies and how it aligns with the Superintendent's Message and Vision, which is:

*The dreams of every parent for their child's bright future live in our Fresno County classrooms. We believe every child should have access to a healthy, safe and well-educated future. Together, it is everyone's responsibility to do what is right for our children to create positive outcomes, including providing equal access that ensures all can reach their full potential.*

*We are committed to this mission by delivering leadership, services and technical assistance to the county's 32 school districts and charter schools, as well as our own schools. We are dedicated to our students with unique needs, offering direct services for migrant, special education and court and community schools.*

## **Fresno EOC delivered water to the Friant Community as boil water advisory continues.**

On February 1, the water treatment systems in Fresno County Districts 4 and 5 were non-operational due to recent storms. As a result, Supervisor Magsig reached out to Fresno EOC for support. He shared his concerns impacting residents living within two water districts in eastern Fresno County. The community was in immediate need of bottled water as the residents had been under boil orders for over a week. They anticipated 10+ days for the water treatment system to be operational. We are committed to our Promise of Community Action under the lead coordination effort of the Energy Services LIHEAP Director, and within 24 hours, we mobilized to meet the community's needs. Our Food Services department coordinated the delivery of 1,000 cases of water and supplies. In collaboration with Energy Services field staff, two crews from Local Conservation Corps (LCC) were charged with distribution efforts. On Friday, February 3, our Fresno EOC team set up a drive-thru to distribute the water for area residents and deliver water directly to the homes of seniors and low-income families.

## **Community Learning Center**

This past week the Community Learning (CLC) developed and shared our CLC Directory of Services, which lists programs and services currently available to families and/or services which are in-process of registering families. FUSD's Play & Learn is the newest service to join the CLC.

## **MEDIA MENTIONS**

Fresno EOC programs offer assistance with rising gas prices

Mentions: [ABC 30](#)

Water delivered to Friant community as boil water advisory continues

Mentions: [ABC 30](#), [Newsbreak](#)

Stop the Hate town hall to help victims of hate crimes- LGBTQ+ Resource Center listed as resource. Mentions: [AOL](#)

Central Valley Against Human Trafficking partners to help bring attention to human trafficking and help survivors. Mentions: [KMJ Now](#), [Telemundo](#)

Fresno EOC cited as reference for Fresno poverty rates.

Mention: [KMJ Now](#)

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## **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.