



# Board Meeting

May 26, 2021 at 6:00 p.m.

Zoom Link: <https://fresnoeoc.zoom.us/j/82857481365>

Meeting ID: 82857481365

1-669-900-6833



## BOARD MEETING AGENDA

May 26, 2021 at 6:00 PM

<b>1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE:</b> Pledge of Allegiance to be led by Linda Hayes	Action	Presenter
<b>2. ROLL CALL</b>  A. Roll Call - Page 5		
<b>3. APPROVAL OF APRIL 16, 2021 MINUTES</b>  A. April 16, 2021 Board Meeting Minutes - Page 6	Approve	
<b>4. PUBLIC COMMENTS</b> (This is an opportunity for the members of the public to address the Board on any matter related to the Commission that is not listed on the Agenda.)		
<b>5. ADDITIONS TO THE AGENDA</b> (The Board may add an item to the agenda if, upon a two-thirds vote, the Board finds that there is a need for immediate action on the matter and the need came to the attention of the Board after the posting of this agenda.)		
<b>6. POTENTIAL CONFLICT OF INTEREST</b> (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)		
<b>7. 2020/2021 SCHOOL MEALS HERO AWARD</b>	Information	Tutunjian
<b>8. TRANSFORMING AND INSPIRING</b>  A. School of Unlimited Learning (SOUL)	Information	Wilson
<b>9. LEGISLATIVE REPORT</b>  A. Legislative Report - Page 8	Information	Jonasson
<b>10. SUMMARY OF GRANT TRACKER</b>  A. Summary of Grant Tracker - Page 12	Information	McVey
<b>11. SCHOOL OF UNLIMITED LEARNING</b>  A. Expanded Learning Opportunities Grant Plan - Page 16 B. Local Control and Accountability Plan - Page 27	Approve Approve	Tutunjian
<b>12. CONFLICT OF INTEREST POLICY</b>		

**13. APPROVAL OF CONSENT AGENDA**

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

**A. Program Planning and Evaluation Committee Items**      **Approve**  
**– April 13, 2021**

1. February 9, 2021 Program Planning and Evaluation Committee Meeting Minutes - Page 91
2. Head Start 0-5: January & February 2021 Program Update Report (PUR) - Page 97
3. Fresno Street Saints: FUSD 2021-22 Proposal - Page 101
4. Sanctuary And Support Services: Services for Victims of Human Trafficking - Page 103
5. Sanctuary And Support Services: Mentoring Youth Affected by the Opioid Crisis and Drug Addiction - Page 105
6. Transit Systems: Fresno Rural & Urban Social Service Transportation - Page 107
7. Transit Systems: FTA 5310 Elderly and Disabled Specialized Transit - Page 109
8. Training and Employment Services: Pre-Apprenticeship Training Program - Page 111
9. Energy Services: CSD Monitoring Report - Page 113
10. Planning & Evaluation: Grant Tracker - Page 118  
Information
11. Access Plus Capital Fund Report - Page 121  
Information

**B. Finance Committee Items – April 14, 2021**      **Approve**

1. March 10, 2021 Finance Committee Minutes - Page 123
2. Financial Reports: February - Page 127
3. Franklin Head Start Renovations/Financing - Page 134
4. Monitoring Report - Page 135
5. Non-Competitive Procurement - Page 139  
Information
6. Health Insurance Report - Page 140  
Information
7. Variance Reports: Health Services - Page 142  
Information

**C. Finance Committee Items – May 12, 2021**      **Approve**

1. April 14, 2021 Finance Committee Minutes - Page 150
2. Financial Reports: March - Page 154
3. Monitoring Report - Page 161
4. Funding List - Page 171  
Information

5. Non-Competitive Procurement - Page 176  
Information

6. Health Insurance Report - Page 177  
Information

7. Investment Report - Page 179  
Information

8. Variance Reports: WIC - Page 180  
Information

#### **D. Human Resources Committee Items – May 17, 2021**

**Approve**

1. February 16, 2021 HR Committee Meeting Minutes - Page 182

2. HR Metrics - Page 184  
Information

3. Legal Summary - Page 186  
Information

#### **E. Pension Committee Items – May 20, 2021**

**Approve**

1. February 18, 2021 Pension Committee Meeting Minutes - Page 187

2. Plan Financials And Investment Reports - Page 191

3. Retirement Plan Demographics - Page 198  
Information

4. Investment Performance Summary - Page 203  
Information

5. Education Update - Page 213  
Information

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#### **14. ADVISORY BOARDS**

**Accept**

A. December 7, 2020 Foster Grandparents Advisory Minutes - Page 214

B. March 2, 2021 Head Start County Wide Policy Council Minutes - Page 218

C. March 9, 2021 SOUL Governing Council Minutes - Page 221

D. April 6, 2021 Head Start County Wide Policy Council Minutes - Page 223

E. April 13, 2021 SOUL Governing Council Minutes - Page 229

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

A. CEO Report - Page 231

**Information**

**Reyes**

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#### **16. COMMISSIONERS' COMMENT**

**Hayes**

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#### **17. NEXT MEETING:**

Wednesday, June 23, 2021 at 6:00p.m.

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#### **18. ADJOURNMENT**





## BOARD OF COMMISSIONERS ROLL CALL 2021

Commissioner	Term Expiration	Target Area or Appointing/Nominating Org.	1/27	2/24	3/24	4/28	5/26	6/23	9/22	10/27	11/17	12/15
ARAMBULA, AMY	Dec 2022	31st Assembly District	P	P	P	P						
AVILA, ED	Dec 2022	Juvenile Court	P	P	P	P						
BAINES, OLIVER	Dec 2022	16 <sup>th</sup> Congressional District	P	P	P	P						
BONNER, ALYSIA	Dec. 2022	Target Area F	P	P	P	P						
BROWN-JENKINS, ZINA	Dec 2022	Head Start CWPC	P	P	P	P						
CANDLER, LEROY	Dec 2022	NAACP	P	P	P	P						
COUNTEE, JEROME	Dec 2021	SCCCD	P	O	P	O						
DE JESUS PEREZ, FELIPE	Dec 2021	Target Area A	P	P	P	P						
GARABEDIAN, CHARLES	Dec 2021	Board of Supervisors	P	P	P	P						
HAYES, LINDA R.	Dec 2022	Target Area H	P	P	P	P						
HURTADO, JEWEL	Dec 2022	Target Area C	P	P	P	P						
JAIME-MILEHAM, LUPE	Dec 2022	FCSS	P	P	P	O						
KING BRIAN	Dec 2021	Mayor's Appointment	P	O	P	P						
LEON, REY	Dec 2022	Target Area B	P	O	O	P						
MARTINEZ, DANIEL	Dec 2021	Target Area D	P	P	P	P						
MARTINEZ, JAMES	Dec 2021	Fresno Reel Pride	P	P	P	P						
McCOY, BARIGYE	Dec 2022	Board of Supervisors	P	P	P	P						
NICHOLS, LISA	Dec 2021	Target Area E	P	P	P	P						
REYES, ANDREA	Dec 2022	Economic Development Corporation	P	P	P	P						
ROBLES, CATHERINE	Dec 2021	Target Area G	P	P	O	P						
ROBLES, ITZI	Dec 2021	SEFCEDA	P	P	P	P						
RODGERS, JIMI	Dec 2021	Association of Black Social Workers	P	P	P	P						
VANG, MAIYER	Dec 2021	Fresno Center for New Americans	P	P	P	P						
ZARATE, RUBEN	Dec 2021	14 <sup>th</sup> Senatorial District	P	P	P	O						
Present = X      Phone = P												
Absent = O												
Vacant = V      Excluded = N/A												

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  
April 16, 2021 at 4:00 PM****MINUTES****1. CALL TO ORDER**

Linda Hayes, Board Chair, called the meeting to order at 4:10 P.M.

**2. ROLL CALL**

**Present:** Amy Arambula, Ed Avila, Oliver Baines, Alysia Bonner, Zina Brown-Jenkins, LeRoy Candler, Felipe De Jesus Perez, Charles Garabedian, Linda Hayes, Jewel Hurtado, Brian King, Rey Leon, Daniel Martinez, James Martinez, Barigye McCoy, Lisa Nichols, Andrea Reyes, Catherine Robles, Itzi Robles, Jimi Rodgers, and Maiyer Vang.

**Absent:** Jerome Countee, Lupe Jaime-Mileham, and Ruben Zarate.

**3. APPROVAL OF MARCH 24, 2021 MINUTES**

A. March 24, 2021 Board Meeting Minutes

Public Comment: None heard.

**Motion by:** Baines      **Second by:** Candler

**Ayes:** Amy Arambula, Ed Avila, Oliver Baines, Alysia Bonner, Zina Brown-Jenkins, LeRoy Candler, Felipe De Jesus Perez, Charles Garabedian, Linda Hayes, Jewel Hurtado, Brian King, Rey Leon, Daniel Martinez, James Martinez, Barigye McCoy, Lisa Nichols, Andrea Reyes, Catherine Robles, Itzi Robles, Jimi Rodgers, and Maiyer Vang.

**Nayes:** None heard.

**4. PUBLIC COMMENTS**

Public Comment: None heard.

No action required.

**5. ADDITIONS TO THE AGENDA**

Ken Price, Legal Counsel, requested to add Executive Director Evaluation to the agenda.

Public Comment: None heard.

**Motion by:** Arambula      **Second by:** Bonner

**Ayes:** Amy Arambula, Ed Avila, Oliver Baines, Alysia Bonner, Zina Brown-Jenkins, LeRoy Candler, Felipe De Jesus Perez, Charles Garabedian, Linda Hayes, Jewel Hurtado, Brian King, Rey Leon, Daniel Martinez, James Martinez, Barigye McCoy, Lisa Nichols, Andrea Reyes, Catherine Robles, Itzi Robles, Jimi Rodgers, and Maiyer Vang.

**Nayes:** None heard

**CLOSED SESSION**

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

**6. POTENTIAL CONFLICT OF INTEREST**

There were no Conflict of Interest.

**7. TRANSFORMING AND INSPIRING**

Rosa Pineda, Early Care & Education Director, introduced EHS/HS parent, Minerva Sanchez. Minerva shared a touching story of how participating in EHS/HS program has made a significant and positive impact in her life and the lives of her children.

Public Comment: None heard.

No action required.

**8. LEGISLATIVE REPORT**

Commissioner Leon inquired an update on the strategy to support the Broadband legislative proposals. Elizabeth Jonasson, Strategy and Communications Officer, provided a brief update and more information to follow at an upcoming Board Meeting.

Public Comment: None heard.

No action required.

**9. SUMMARY OF GRANT TRACKER**

Kelsey McVey, Planning and Evaluation Manager provided an overview of the 2021 grant activities, results, and outcomes.

Public Comment: None heard.

No action required.

**10. HEAD START ANNUAL TRAINING**

Rosa Pineda, and Nidia Davis, Program Support Director, provided the Program Governance Eligibility Training to keep the Commissioners engage in the Head Start Program Performance Standards, and the Head Start ACT.

Public Comment: None heard.

No action required.

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

Public Comment: None heard.

No action required.

**12. COMMISSIONERS COMMENT**

Commissioners Comment: None heard.

No action required.

**13. NEXT MEETING:**

Wednesday, May 26, 2021 at 6:00 p.m.

**14. ADJOURNMENT**

Public Comment: None heard.

No action required.

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Strategy and Communications
<b>Agenda Item #:</b> 9	<b>Director:</b> N/A
<b>Subject:</b> Legislative Report	<b>Officer:</b> Elizabeth Jonasson

### Background

The information presented below is intended to keep the Board apprised of rapidly changing local, state, and national issues relevant to our agency.

### Local

Fresno County is now in the orange tier. Vaccines have contributed to the decline in infections; however vaccine hesitancy could mean the virus remains with us for months to come. Fresno EOC continues to educate our community to overcome vaccine hesitancy.

Fresno EOC signed a letter to the Fresno COG and FCTA boards from the DRIVE coalition asking for a more inclusive, community-led process for setting up the priorities for the next Measure C ballot measure. Measure C is the half-cent sales tax that funds transportation projects throughout the county. Currently, Fresno EOC is represented on the committee that puts together the funding priorities by Board Chair Linda Hayes.

City of Fresno Mayor Jerry Dyer and 12 other "big city" mayors in California are asking the State to increase the budgeted amount for tackling the state's homelessness crisis to 20 billion dollars- 4 billion more than the current proposed amount in the Governor's budget.

### State

#### Wildfire Prevention

On April 8, the Governor announced a plan to prevent wildfires in the state, allocating \$536 million to forest management practices and assisting homeowners to become fire-ready. Some of these funds could be used by the Conservation Corps network. The funds are broken down in the following manner:

- \$16M to the Climate Catalyst Revolving Loan Fund

- \$3M to the Office of Planning and Research to support the wood sector
- \$21.924M to the California Office of Emergency Services
- \$1M to the Tahoe Conservancy
- \$50M to the Department of Conservation
- \$125.075 million to Calfire for forest health and fire prevention
- \$96 million to Calfire
- \$125 million to Calfire for SB 901 (GGRF)
- \$15 million to the Department of Fish and Wildlife
- \$12 million to the State Coastal Conservancy
- \$15 million to the Department of Parks and Recreation
- \$12 million to the Santa Monica Mountains Conservancy
- \$12 million to the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy
- \$12 million to the San Diego River Conservancy
- \$20 million to the Sierra Nevada Conservancy

### Budget

The Assembly recently released their FY21-22 budget priorities "blueprint." The document did not provide many details. However, it did include some priority areas:

- Wildfire prevention
- Increasing access to green spaces
- New parks
- Urban greening
- Active transportation
- Workforce training
- Homelessness programs (Project Homekey)

### Broadband

There are multiple bills addressing communications infrastructure in the state. Fresno EOC signed a letter and attended a committee hearing in support of SB28 by local Senator Caballero. We are also creating videos and utilizing our communication platforms to raise awareness about our communities' lack of this critical infrastructure. A list of bills in California can be found here:

<https://www.ncsl.org/research/telecommunications-and-information-technology/broadband-2021-legislation.aspx>

## **Federal**

### Earmarks

Fresno EOC has submitted priorities for the new earmarks process to Congressmen Costa and Valadao, as well as Senator Padilla. Thanks to Congressman Costa's support and partnership from the City of Fresno, we have moved forward to the next step with a proposal to fund Advance Peace. Congressman Valadao did not select our priorities to move forward. We are completing the submission process for a USDA Inspection Kitchen with Senator

Padilla's office. The respective committees will review all the proposals submitted by congress and then make recommendations on which to fund as part of this year's federal budget package.

### Budget

On April 9, the administration presented the President's request for fiscal year (FY) 2022 discretionary funding to Chairman Leahy, Chair of the Committee on Appropriations. While the budget is not expected for another couple of months, this request outlines priorities for the coming year. The President's proposal is for \$769 billion in non-defense discretionary funding in FY 2022 and \$753 billion for national defense programs, a 16% and 1.7% increase, respectively, over FY2021. A letter with the entire request is here: <https://www.whitehouse.gov/wp-content/uploads/2021/04/FY2022-Discretionary-Request.pdf>

### Broadband

The discretionary request proposes to expand broadband access, prioritizing rural and tribal communities. The proposed increase of \$65 million from the 2021 level for Reconnect, the Rural e-Connectivity Program will allow for additional grants and loans to add broadband to the prioritized areas. This investment would enhance the funding allocated in the American Rescue Plan.

The Emergency Broadband Benefit is a temporary program under the FCC that has emerged to help with broadband affordability. Commencing on May 12, income or benefit-eligible families can receive up to \$50/month, or \$75/month if on Tribal lands, as a discount for broadband service. They can also take advantage of one \$100 discount towards the purchase of a laptop, desktop or tablet computer from a participating provider if the household pays \$10-\$50. Fresno EOC is working with Fresno State to help get the word out.

### Gun Violence Reduction

Also in the discretionary request was funding to address gun violence as a national public health issue.

- \$2.1 billion, an increase of \$232 million above the 2021 enacted level, for DOJ
  - \$401 million in State and local grants, to improve background checks, gun buy-back programs, and incentives to establish gun licensing laws
- \$1.6 billion, an increase of \$70 million above 2021 enacted level, for the Bureau of Alcohol, Tobacco, Firearms, and Explosives, to fund the agency's current firearm oversight duties and to prevent violent crime.
- \$200 million to increase firearm violence prevention research and establish a Community Violence Intervention initiative aimed at implementing targeted, evidence-based violence reduction strategies, including those that are hospital-based.

### The Big Three

In his first 100 days in office, President Biden has propelled 3 transformative policy initiatives: The American Rescue Plan, The American Jobs Plan, The American Families Plan. Together, the \$6 trillion proposals are aimed at transforming our economy and social infrastructure.

American Rescue Plan: was a pandemic relief package that became law in March.

American Jobs Plan: is a broad infrastructure budget and policy package introduced at the end of March. This plan includes workforce development, family care, broadband and investments in green jobs, and traditional infrastructure investment.

American Families Plan: is a plan to invest in family-centered programs that was unveiled in April as part of the President's first address to a joint session of Congress. The proposal includes funding for education, childcare, and paid family leave.

### WIC Act

Fresno EOC signed a letter of support for one of our legislative priorities, the Wise Investment in our Children Act (WIC Act), which was re-introduced with bi-partisan support in both the House and Senate. The WIC ACT would: expand eligibility to age six or the start of kindergarten and extend postpartum eligibility and infant certification.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Planning and Evaluation
<b>Agenda Item #:</b> 10	<b>Manager:</b> Kelsey McVey
<b>Subject:</b> Summary of Grant Tracker	<b>Officer:</b> Elizabeth Jonasson

### Background

The information presented below is intended to inform the Board of the 2021 grant activities, results, and outcomes as of April 30, 2021. A total of 23 grants have been submitted in 2021 and 21 are pending.

Month	# of Grants Submitted	# of Grants Approved	# of Grants Denied	# of Pending Grants	Amount Requested	Amount Awarded
January	6	2	0	14	\$46,012,079	\$685,000
February	3	2	0	19	\$1,021,120	\$746,211
March	7	2	1	21	\$10,561,384	\$539,285
April	7	10	1	22	\$3,640,248	\$2,868,184
<b>TOTAL</b>	<b>23</b>	<b>16</b>	<b>2</b>	<b>22</b>	<b>\$61,234,831</b>	<b>\$4,838,680</b>



**Fresno Economic Opportunities Commission**  
**Grant Tracker**  
**Wednesday, May 26, 2021**

<b>FUNDED</b>							
<b>Submitted</b>	<b>Program</b>	<b>Name</b>	<b>Funder</b>	<b>Amount Requested</b>	<b>Board Report Date</b>	<b>Date of Notice</b>	<b>Amount Awarded</b>
4/27/2021	<b>African American Coalition</b>	<b>Kaiser</b>	<b>Kaiser</b>	\$75,000	5/26/2021	5/10/2021	\$75,000
	COVID-19 Vaccine Equity in Communities of Color.						
3/5/2021	<b>Energy Services</b>	<b>CDBG</b>	<b>City of Fresno</b>	\$360,000	3/24/2021	4/22/2021	\$360,000
	Repair/Replace 25-30 roofs in SW Fresno and (if needed) replace electrical panels to support solar photovoltaic (PV) systems.						
10/30/2020	<b>LCC</b>	<b>Local Corps Prop 84 Grants</b>	<b>California Conservation Corps</b>	\$92,357	10/13/2020	4/16/2021	\$92,357
	Capital improvements for LCC facilities including construction of equipment shed. (Noncompetitive - new)						
2/17/2021	<b>LCC</b>	<b>Fatherhood Initiative Program</b>	<b>County of Fresno</b>	\$639,000	3/24/2021	4/19/2021	\$639,000
	Implement the Proving Our Parenting Skills (POPS) Program, targeting expectant and non-custodial fathers/partners of Black mothers in Fresno County and partnering with the West Fresno Family Resource Center.						
4/12/2021	<b>Sanctuary and Support Services</b>	<b>LGBTQ+ COVID-19 Education and Outreach</b>	<b>Equality California</b>	\$7,000	4/16/2021	4/22/2021	\$7,000
	Funding will support the LGBTQ+ Resource Center to promote COVID-19 education through social media and to host one virtual event discussing COVID-19 and how it impacts the LGBTQ community.						
11/2/2021	<b>Sanctuary &amp; Support Services</b>	<b>Slave 2 Nothing Grants</b>	<b>Slave 2 Nothing Foundation</b>	\$30,000	5/26/2021	4/29/2021	\$20,000
	Safe house apartment to bridge the gap between emergency shelter into permanent and/or rapid rehousing.						
2/1/2021	<b>Sanctuary and Support Services</b>	<b>Human Trafficking Victim Assistance</b>	<b>Cal OES</b>	\$476,190	2/24/2021	5/5/2021	\$476,190
	Provide comprehensive services to all survivors of human trafficking through increasing access of direct support services.						
5/14/2021	<b>Sanctuary and Support Services</b>	<b>ACEs Aware Initiative</b>	<b>Saint Agnes Medical Center</b>	\$58,000	5/26/2021	May-21	\$58,000
	Provide LGBTQ+ services as a part of the ACEs AWARE Traume-Informed Network of Care Roadmap.						
3/5/2021	<b>Street Saints</b>	<b>CDBG</b>	<b>City of Fresno</b>	\$80,000	3/24/2021	4/22/2021	\$40,000
	Offer educational and developmental services for youth in 93706 through after-school activities.						
1/29/2021	<b>Sanctuary and Support Services</b>	<b>Prop 64 Public Health &amp; Safety</b>	<b>Board of State and Community Corrections</b>	\$1,100,637	2/24/2021	4/8/2021	\$1,100,637
	Hire a licensed psychologist and two substance abuse counselors and 30 internship spots for youth from Fresno and Mendota, monthly youth-focused events in Mendota.						

NOT FUNDED						
Submitted	Program	Name	Funder	Amount Requested	Board Report Date	Date of Notice
1/29/2021	LCC	SB-1 Active Transportation Augementation Program	CA Conservation Corps	\$142,857	2/24/2021	4/16/2021
LCC crew will partner with the County Department of Public Works and Planning to trim oleanders along historic Kearney Boulevard train to encourage active modes of transportation such as walking and biking.						

PENDING GRANTS						
Submitted	Program	Name	Funder	Amount Requested	Board Report Date	Expected Date of Notice
2/26/2021	Advance Peace Fresno	Visionary Freedom Fund	Andrus Family Fund	\$44,000	3/24/2021	Prior to 7/1/2021
Fund stipends and emergency resources for Peacekeepers, as well as professional development for staff.						
4/12/2021	Advance Peace Fresno	General Proposal	City of Fresno	\$920,000	5/26/2021	Not specified
Hire 4 additional Neighborhood Change Agents and 4 additional Peacekeepers						
4/12/2021	Advance Peace Fresno	Congressional Earmark Proposal	USDOJ	\$300,000	5/26/2021	Not specified
Additional funding to support Advance Peace Fresno's activities and fellows. Request was submitted through Congressman Costa's office						
4/15/2021	Communications	CDBG Funded Social Services	County of Fresno CSS	\$127,932	5/26/2021	Not specified
Funds for rural hub office space in Mendota and partial personnel costs for one navigator.						
3/15/2021	Energy Services	Energy Efficiency Grant Program	Energy Upgrade California	\$20,000	3/24/2021	Not specified
Outreach to rural and urban Fresno County residents through direct and indirect methods about energy efficiency benefits and best practices.						
12/11/2020	Food Services	Smart & Final Foundation Donations	Smart & Final Foundation	\$1,000	12/16/2021	Not specified
Kickoff event for rural food express bus.						
3/10/2021	Foster Grandparents	FY 2021 AmeriCorps State and National Grants	Corporation for National and Community Service	\$386,408	3/24/2021	Jun-21
68 FGP will assist in public school classrooms, tutor in after school programs-other, tutor and mentor in disabled students program classrooms, assist in Head Start classrooms, early childhood education centers, emergency shelter programs, preschools, and Valley Children's Hospital.						
9/21/2020	Head Start 0 to 5	Early Head Start Expansion and EHS-Child Care Partnership Grant	Department of Health and Human Services, Office of Head Start	\$944,092	9/30/2020	Prior to 3/4/2021
Open new EHS center at Clinton and Blythe, serving 16 infants and toddlers, and partner with three Family Child Care Homes to provide wraparound services to an additional 12 infants and toddlers. (Competitive - new)						
1/4/2021	Head Start 0 to 5	Head Start/Early Head Start Communities in California	HHS - Administration of Children & Families - Office of Head Start	\$41,700,206	1/27/2021	June/July 2021
Reorient early childhood education system in Fresno County to serve 2,138 pregnant women, infants and toddlers aged 0-3 and preschoolers aged 3-5 years, eliminate duplication and siloed services.						

PENDING GRANTS						
Submitted	Program	Name	Funder	Amount Requested	Board Report Date	Expected Date of Notice
3/12/2021	Planning and Evaluation	Prop 68 Statewide Parks Program	California Dept of Parks and Recreation	\$8,500,000	2/24/2021	Aug-21
	Acquisition of the Gateway Ice Center and development of a park on the northwest corner of Clinton and Marks.					
4/12/2021	Sanctuary and Support Services	Rise Up	Public Health Institute	\$40,000	4/16/2021	End of April 2021
	Funding will support the LGBTQ+ Resource Center to host two transgender healthcare conferences to encourage health clinics to learn about appropriate practices to serving transgender individuals.					
4/15/2021	Sanctuary and Support Services	Fresno Rotary Grants	Fresno Rotary	\$15,000	5/26/2021	Aug-21
	Purchase and installation of new double paned windows at the Sanctuary Shelter.					
4/30/2021	Sanctuary and Support Services	Housing Assistance Grants for Victims of Human Trafficking	Dept of Justice OVC	\$594,316	5/26/2021	Not specified
	Provide transitional and short term housing to victims of human trafficking.					
5/4/2021	Sanctuary and Support Services	Mentoring Services	Dept of Justice JDP	\$625,000	5/26/2021	Not specified
	Provide mentoring services to youth at risk of opioid use.					
5/5/2021	Sanctuary and Support Services	Services for Victims of Human Trafficking	Dept of Justice OFC	\$800,000	5/26/2021	Not specified
	Provide trauma-informed support services, including legal services, for victims of human trafficking.					
5/14/2021	Sanctuary and Support Services	Stimulant Use Prevention and Treatment in Communities of Color	The Center at Sierra Health Foundation	\$100,000	5/26/2021	Jul-21
	Provide increased awareness of and access to stimulant use prevention services targeting marginalized groups including communities of color and LGBTQ+ individuals.					
10/7/2020	Street Saints	Homework Center Proposal	Bank of America	\$60,000	10/13/2020	Not specified
	Establish an afterschool tutoring program at the Hinton Center for up to 90 kids/day, five days/week. (Competitive - new)					
10/7/2020	Street Saints	Homework Center Proposal	The Artist Tree	\$60,000	10/13/2020	Not specified
	Establish an afterschool tutoring program at the Hinton Center for up to 90 kids/day, five days/week. (Competitive - new)					
11/13/2020	Street Saints	Youth Services	City of Fresno	\$661,030	12/16/2020	After 12/9/20
	Partnership with Faith in the Valley and Fresno Barrios Unidos to provide paid internships, park clean up and afterschool programming.					
3/19/2021	Street Saints	Contract	FUSD Parent University	\$30,000	4/16/2021	Not specified
	Conduct home visits, support "Voices" meetings, Recruit/lead Parent University cohorts, and connect families with Fresno EOC wraparound services					
3/24/2021	Transit Systems	FTA Section 5310 Elderly & Disabled Specialized Transit	Fresno COG	\$533,238	4/16/2021	April/May 2021
	For the purchase of six (6) passenger vehicles with ADA equipment to replace vehicles purchased between 2007-2008					
4/13/2021	Transit Systems	Fresno Rural & Urban Social Service Transportation	Fresno County Rural Transit Agency	\$1,643,000	4/16/2021	Prior to 7/1/2021
	Draft Operations & Program Budget for the 2021/2022 fiscal year.					



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> School of Unlimited Learning
<b>Agenda Item #:</b> 11A	<b>Director:</b> Mark A. Wilson, Ed.D.
<b>Subject:</b> Expanded Learning Opportunities Grant Plan	<b>Officer:</b> Michelle L. Tutunjian

### Recommended Action

Staff recommends approval of the 2021-2022 School of Unlimited Learning's Expanded Learning Opportunities (ELO) Grant Plan for the projected grant allocation of \$170,434.

### Background

Funding eligibility requires Local Education Agencies (LEAs) to implement a learning recovery program, which provides supplemental instruction and support for social and emotional well-being to student groups who have faced adverse learning, and social-emotional circumstances.

ELO Grants can be expended only for any of the following purposes: extending instructional learning time, accelerating progress to close learning gaps, integrated pupil supports, community learning hubs, and supports for credit deficient pupils, additional academic services, and training for school staff.

### Fiscal Impact

Projected grant funding for the 2021-2022 school year is \$170,424.

### Conclusion

On May 11, 2021, SOUL staff presented a final draft of the 2021-2022 ELO Grant Plan in a public hearing to the SOUL Governing Council. The Council recommended the SOUL ELO Grant Plan for full Board approval to meet the required deadline prior to June 1, 2021.

# School of Unlimited Learning

## Expanded Learning Opportunities Grant Plan

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
School of Unlimited Learning Charter High	Mark A. Wilson, Ed.D., Principal	<a href="mailto:Mark.wilson@fresnoeoc.org">Mark.wilson@fresnoeoc.org</a> 559-500-0914

The following is the local educational agency's (LEA's) plan for providing supplemental instruction and support to students, including those identified as needing academic, social-emotional, and other supports, including the provision of meals and snacks. The plan will explain how the LEA will use the funds it receives through the Expanded Learning Opportunities (ELO) Grant to implement a learning recovery program for at least the students included in one or more of the following groups: low-income students, English learners, foster youth, homeless students, students with disabilities, students at risk of abuse, neglect, or exploitation, disengaged students, and students who are below grade level, including, but not limited to, those who did not enroll in kindergarten in the 2020–21 school year, credit-deficient students, high school students at risk of not graduating, and other students identified by certificated staff.

For specific requirements please refer to the Expanded Learning Opportunities Grant Plan Instructions.

### Plan Descriptions

A description of how parents, teachers, and school staff were involved in the development of the plan.

Throughout the 2020-2021 school year, SOUL has maintained frequent communication with all stakeholders, especially students, staff, and parents. In March 2021, all stakeholders were surveyed to help identify current program strengths, gaps, and needs. Data from student, parent, staff, and community partner surveys was collected and shared with all stakeholder groups at staff meetings, parent meetings, and the March 2021 Governing Council meeting. Data and recommendations from the surveys have been incorporated into this grant. All of SOUL students identified under one or more of the target groups required in this grant will be provided with individualized supplemental instruction and social/emotional support. The student needs are assessed through family and student counseling by case managers as well as NWEA scores and credit progress reported by teachers.

A description of how students will be identified and the needs of students will be assessed.

SOUL's comprehensive service delivery system is family-centered and designed to meet the needs of all students. At the time of new and continuing student registration, school staff meet with students and parents to identify need, both academic and personal, and identify school and community resources available to them. Students' social and emotional needs are assessed initially through the Case Managers, who work closely with teachers and other support staff to ensure that all students have the personal, academic, and emotional resources they need to successfully complete their studies. Case Managers and other SOUL support staff communicate regularly with parents to assess a variety of other needed resources such as health, counseling, or mental health services, access to school meals, additional tutoring or individualized instruction, or services that address students' social and emotional wellbeing. School staff support each student and family's needs through its referrals to comprehensive school, agency, and community resources.

Upon enrolling or at the beginning of the school year, each student is assessed in language arts and math through NWEA's Measures of Academic Progress (MAP). Students scoring below the standard upon enrolling will be given an individualized, prescriptive language arts and/or math curricula through Edgenuity's MyPath. NWEA's Measures of Academic Progress benchmark exams will be given three times per year to monitor student progress in language arts and math. Additional staff will provide instruction or personalized tutoring for identified students. All teachers will be provided student benchmark performance data, to which they will refer and provide students prescriptive resources, such as Edgenuity's MyPath and other resources to address learning loss in language and math. Teachers will receive training in CASSPP testing and review best practices for integrating language arts and math into all curriculum. A schoolwide effort will be centered on developing strategies to improve language arts and math literacy across the curriculum.

In coordination with the Guidance Dean, the Social/Emotional Intervention Specialist will oversee the support services, activities, and trainings/sessions for students and parents. The sessions are designed to address students' post-COVID social and emotional needs to assist them in removing barriers to academic and personal success and help them to adjust to the "resocialization" of school.

A description of how parents and guardians of students will be informed of the opportunities for supplemental instruction and support.

Regular contact is made throughout the year with parents. All parents and students will be informed via online meetings, personal phone calls, emails, and/or in-person meetings prior to the end of the 2020-2021 school year. SOUL has been providing a hybrid program with weekly in-person instruction for all students since September 2020. Parent meetings were increased to bi-weekly during the 2020-2021 school year to ensure that all parents had an opportunity to actively participate. Meetings were also conducted in parents' primary language to ensure that all parents have access to information and the ability to fully participate.

A description of the LEA's plan to provide supplemental instruction and support.

In preparation for the post-COVID 2021-2022 school year, SOUL has realigned its current resources to provide the supplemental instruction and supportive resources as defined by our stakeholders. SOUL's structure reflects a well-articulated multi-tiered system of support. Universal screening for all students is conducted upon enrollment or early in each school year, increasing levels of targeted support for those who are struggling. Integrated plans are developed by designated support staff in conjunction with teachers to address students' academic, behavioral, social, and emotional needs. Teachers employ the use of evidence-based strategies with credible measures of student performance in their instruction. Individualized instruction and tutorial services are provided when students are identified as struggling academically. Our schoolwide approach to student support includes teachers, counselors, support staff and other specialists, who work as a team when they assess students and plan interventions. Annual professional development plan identifies priorities in staff training that allow staff to deliver interventions and monitor progress effectively. SOUL promotes active family involvement so parents can understand the interventions and provide support at home. Both teachers and support staff carry out frequent monitoring of student progress so that staff can use this data to help decide if additional interventions are needed.

SOUL will provide greater flexibility in scheduling classes to increase student attendance and academic performance through more individualized direct instruction and increased one-on-one tutoring to more actively engage students in learning. The flexible scheduling model will extend instructional learning time by including skills labs designated for students who are deficient in math and reading, with a specific focus on EL students and those with special needs. Individualized tutoring will be provided to assist students who need additional support to pass their classes. Additional certificated and paraprofessional staff will provide instruction or personalized tutoring for identified students whose math skills fall below grade level. An additional math position will be added to provide individualized or small group instruction for students. A summer session will be offered to accommodate students who need additional credits to be able to graduate on time.

A Career Counselor will provide college readiness preparation for all 12<sup>th</sup> grade students and conduct career assessments for all 12<sup>th</sup> grade students on track to graduate. The Career Counselor serves as the primary liaison between the school and post-secondary institutions to assist with enrollment of SOUL graduates into a post-secondary school or program. An increased number of students will have access to career-oriented activities to assist in their preparation for college and careers. A college/career technician will monitor the progress of students who are most at risk of failing or dropping out of school. In order for students to reengage in learning, SOUL has identified a need to address the social and emotional well-being of all students, in particular, students with unique needs of special populations, many of whom have suffered from feelings of isolation, lack of motivation and depression. A Social/Emotional Intervention Specialist will assist in coordinating services and provide resources to help students and their families increase motivation and remove barriers to success. A Resource Specialist will identify, develop, and expand services for special student populations by establishing a close coordination of resources with agency and community partners. An Attendance and Home/School Liaison will oversee increased home-school communication efforts between all SOUL staff and SOUL parents and assist with the administration of the parent surveys in both English and Spanish. Moreover, the liaison will closely monitor student attendance and notify support staff and teachers of students who are truant or need additional resources. As a program of Fresno Economic Opportunities Commission, SOUL has direct access to all agency resources, and has an extensive network of resources with many community agencies to provide services to students and families.



SOUL's annual professional development plan will focus on the social and emotional wellbeing of students, support as students recover from learning loss, and additional supports to assist students in becoming successful learners. SOUL's Coordinator of Instruction will oversee the development of the professional development plan and coordinate all teacher trainings, including learning strategies and effectively addressing learning gaps, including training in facilitating quality and engaging learning opportunities for all students.

## Expenditure Plan

The following table provides the LEA's expenditure plan for how it will use ELO Grant funds to support the supplemental instruction and support strategies being implemented by the LEA.

Supplemental Instruction and Support Strategies	Planned Expenditures	Actual Expenditures
Extending instructional learning time .	36,822	[Actual expenditures will be provided when available]
Accelerating progress to close learning gaps through the implementation, expansion, or enhancement of learning supports	Incl	[Actual expenditures will be provided when available]
Integrated student supports to address other barriers to learning.	64,508	[Actual expenditures will be provided when available]
Community learning hubs that provide students with access to technology, high-speed internet, and other academic supports	Incl	[Actual expenditures will be provided when available]
Supports for credit deficient students to complete graduation or grade promotion requirements and to increase or improve students' college eligibility.	10,196	[Actual expenditures will be provided when available]
Additional academic services for students	25,383	[Actual expenditures will be provided when available]



Supplemental Instruction and Support Strategies	Planned Expenditures	Actual Expenditures
Training for students, parents, and school staff on strategies to engage students and families in addressing students' social-emotional health and academic needs	33,515	[Actual expenditures will be provided when available]
Total Funds to implement the Strategies	\$ 170, 424	[Actual expenditures will be provided when available]

A description of how ELO Grant funds are being coordinated with other federal Elementary and Secondary School Emergency Relief Funds received by the LEA.

ELO Grant funds are fully coordinated with SOUL's Elementary and Secondary School Emergency Relief Funds, the 2021-2024 Local Control and Accountability Plan, and the Comprehensive Support and Instruction Plan to provide resources to students based on identified needs from stakeholders (parents, students, staff, and community members) to implement realigned and increased programs and services to ensure student success. Consistent with ESSER II funding, ELO funding will focus on the effective implementation of a learning recovery program for SOUL's at-risk students, who are identified as to low-income students, English learners, foster youth, homeless students, students with disabilities, students at risk of abuse, neglect, or exploitation, disengaged students, and credit-deficient students.

# Expanded Learning Opportunities Grant Plan Instructions: Introduction

The Expanded Learning Opportunities Grant Plan must be completed by school districts, county offices of education, or charter schools, collectively referred to as Local Educational Agencies (LEAs), that receive Expanded Learning Opportunities (ELO) Grant funds under California *Education Code (EC)* Section 43521(b). The plan must be adopted by the local governing board or body of the LEA at a public meeting on or before June 1, 2021, and must be submitted to the county office of education, the California Department of Education, or the chartering authority within five days of adoption, as applicable. The plan must be updated to include the actual expenditures by December 1, 2022.

*For technical assistance related to the completion of the Expanded Learning Opportunities Grant Plan, please contact [ELOGrants@cde.ca.gov](mailto:ELOGrants@cde.ca.gov).*

## Instructions: Plan Requirements

An LEA receiving ELO Grant funds under *EC* Section 43521(b) is required to implement a learning recovery program that, at a minimum, provides supplemental instruction, support for social and emotional well-being, and, to the maximum extent permissible under the guidelines of the United States Department of Agriculture, meals and snacks to, at a minimum, students who are included in one or more of the following groups:

- low-income,
- English learners,
- foster youth,
- homeless students,
- students with disabilities,
- students at risk of abuse, neglect, or exploitation, disengaged students, and
- students who are below grade level, including, but not limited to, those who did not enroll in kindergarten in the 2020–21 school year, credit-deficient students, high school students at risk of not graduating, and other students identified by certificated staff.

For purposes of this requirement

- “Supplemental instruction” means the instructional programs provided in addition to and complementary to the LEAs regular instructional programs, including services provided in accordance with an individualized education program (IEP).
- “Support” means interventions provided as a supplement to those regularly provided by the LEA, including services provided in accordance with an IEP, that are designed to meet students’ needs for behavioral, social, emotional, and other integrated student supports, in order to enable students to engage in, and benefit from, the supplemental instruction being provided.

- “Students at risk of abuse, neglect, or exploitation” means students who are identified as being at risk of abuse, neglect, or exploitation in a written referral from a legal, medical, or social service agency, or emergency shelter.

*EC* Section 43522(b) identifies the seven supplemental instruction and support strategies listed below as the strategies that may be supported with ELO Grant funds and requires the LEA to use the funding only for any of these purposes. LEAs are not required to implement each supplemental instruction and support strategy; rather LEAs are to work collaboratively with their community partners to identify the supplemental instruction and support strategies that will be implemented. LEAs are encouraged to engage, plan, and collaborate on program operation with community partners and expanded learning programs, and to leverage existing behavioral health partnerships and Medi-Cal billing options in the design and implementation of the supplemental instruction and support strategies being provided (*EC* Section 43522[h]).

The seven supplemental instruction and support strategies are:

1. Extending instructional learning time in addition to what is required for the school year by increasing the number of instructional days or minutes provided during the school year, providing summer school or intersessional instructional programs, or taking any other action that increases the amount of instructional time or services provided to students based on their learning needs. Accelerating progress to close learning gaps through the implementation, expansion, or enhancement of learning supports including, but not limited to, any of the following:
  - a. Tutoring or other one-on-one or small group learning supports provided by certificated or classified staff.
  - b. Learning recovery programs and materials designed to accelerate student academic proficiency or English language proficiency, or both.
  - c. Educator training, for both certificated and classified staff, in accelerated learning strategies and effectively addressing learning gaps, including training in facilitating quality and engaging learning opportunities for all students.
2. Integrated student supports to address other barriers to learning, such as the provision of health, counseling, or mental health services, access to school meal programs, before and after school programs, or programs to address student trauma and social-emotional learning, or referrals for support for family or student needs. Community learning hubs that provide students with access to technology, high-speed internet, and other academic supports.
3. Supports for credit deficient students to complete graduation or grade promotion requirements and to increase or improve students’ college eligibility.
4. Additional academic services for students, such as diagnostic, progress monitoring, and benchmark assessments of student learning.
5. Training for school staff on strategies, including trauma-informed practices, to engage students and families in addressing students’ social-emotional health needs and academic needs.

As a reminder, *EC* Section 43522(g) requires that all services delivered to students with disabilities be delivered in accordance with an applicable IEP.

### **Fiscal Requirements.**

The following fiscal requirements are requirements of the ELO grant, but they are not addressed in this plan. Adherence to these requirements will be monitored through the annual audit process.

- The LEA must use at least 85 percent (85%) of its apportionment for expenditures related to providing in-person services in any of the seven purposes described above.
- The LEA must use at least 10 percent (10%) of the funding that is received based on LCFF entitlement to hire paraprofessionals to provide supplemental instruction and support through the duration of this program, with a priority for full-time paraprofessionals. The supplemental instruction and support provided by the paraprofessionals must be prioritized for English learners and students with disabilities. Funds expended to hire paraprofessionals count towards the LEAs requirement to spend at least 85% of its apportionment to provide in-person services.
- An LEA may use up to 15 percent (15%) of its apportionment to increase or improve services for students participating in distance learning or to support activities intended to prepare the LEA for in-person instruction, before in-person instructional services are offered.

## **Instructions: Plan Descriptions**

Descriptions provided should include sufficient detail yet be sufficiently succinct to promote a broad understanding among the LEA's local community.

### **A description of how parents, teachers, and school staff were involved in the development of the plan**

Describe the process used by the LEA to involve, at a minimum, parents, teachers, and school staff in the development of the Expanded Learning Opportunities Grant Plan, including how the LEA and its community identified the seven supplemental instruction and support strategies that will be implemented. LEAs are encouraged to engage with community partners, expanded learning programs, and existing behavioral health partnerships in the design of the plan.

### **A description of how parents and guardians of students will be informed of the opportunities for supplemental instruction and support.**

Describe the LEA's plan for informing the parents and guardians of students identified as needing supplemental instruction and support of the availability of these opportunities, including an explanation of how the LEA will provide this information in the parents' and guardians' primary languages, as applicable.

### **A description of how students will be identified and the needs of students will be assessed**

Describe the LEA's plan for identifying students in need of academic, social-emotional, and other integrated student supports, including the LEA's plan for assessing the needs of those students on a regular basis. The LEA's plan for assessing the academic needs of its students may include the use of diagnostic and formative assessments.

As noted above in the Plan Requirements, "other integrated student supports" are any supports intended to address barriers to learning, such as the provision of health, counseling, or mental health services, access to school meal programs, before and after school programs, or programs to address student trauma and social-emotional learning, or referrals for support for family or student needs.

### **A description of the LEA's plan to provide supplemental instruction and support**

Describe the LEA's plan for how it will provide supplemental instruction and support to identified students in the seven strategy areas defined in the Plan Requirements section. As a reminder, the LEA is not required to implement each of the seven strategies; rather the LEA will to work collaboratively with its community to identify the strategies that will be implemented. The plan must include a description of how supplemental instruction and support will be provided in a tiered framework MTSS Model) that bases universal, targeted, and intensive supports on students' needs for academic, social-emotional, and other integrated student supports. The plan must also include a description of how the services will be provided through a program of engaging learning experiences in a positive school climate.

As a reminder, *EC* Section 43522(g) requires that all services delivered to students with disabilities be delivered in accordance with an applicable individualized education program. Additionally, LEAs are encouraged to collaborate with community partners and expanded learning programs, and to leverage existing behavioral health partnerships and Medi-Cal billing options in the implementation of, this plan (*EC* Section 43522[h]).

## **Instructions: Expenditure Plan**

The 'Supplemental Instruction and Support Strategies' column of the Expenditure Plan data entry table lists the seven supplemental instruction and support strategies that may be supported with ELO Grant funds.

Complete the Expenditure Plan data entry table as follows:

In the 'Planned Expenditures' column of the data entry table, specify the amount of ELO Grant funds being budgeted to support each supplemental instruction and support strategies being implemented by the LEA and the total of all ELO Grant funds being budgeted.

The plan must be updated to include the actual expenditures by December 1, 2022. In the 'Actual Expenditures' column of the data entry table the LEA will report the amount of ELO Grant funds that the LEA actually expended in support of the strategies that it implemented, as well as the total ELO Grant funds expended.

**A description of how these funds are being coordinated with other federal Elementary and Secondary School Emergency Relief Funds received by the LEA**

Describe how the LEA is coordinating its ELO Grant funds with funds received from the federal Elementary and Secondary School Emergency Relief (ESSER) Fund provided through the federal Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (Public Law 116-260), also known as ESSER II, to maximize support for students and staff.

California Department of Education  
March 2021  
FAQs

<https://www.cde.ca.gov/ls/he/hn/covidreliefgrants.asp>

FAQs can be found here: <https://www.cde.ca.gov/ls/he/hn/covidgrantsfaqs.asp#elomain>



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> School of Unlimited Learning
<b>Agenda Item #:</b> 11B	<b>Director:</b> Mark A. Wilson, Ed.D.
<b>Subject:</b> Local Control and Accountability Plan	<b>Officer:</b> Michelle L. Tutunjian

### Recommended Action

Staff recommends approval of the 2021-2022 School of Unlimited Learning's Local Control and Accountability Plan (LCAP).

### Background

The LCAP is a three-year plan describing the goals, actions, services, and expenditures to support positive student outcomes addressing state and local priorities. The LCAP provides an opportunity for Local Educational Agencies (LEAs) to share their stories of how, what, and why programs and services are selected to meet their local needs.

The components of the LCAP for the 2021-2022 LCAP year is compiled as one document assembled in the following order:

- Local Control Funding Formula (LCFF) Budget Overview for Parents
- Annual Update with Instructions
- LCAP Plan Summary 2021-2022
  - Stakeholder Engagement
  - Goals and Actions
  - Increased or Improved Services for Foster Youth, English Learners, and Low-income students
  - Expenditure Table
  - Instructions

### Fiscal Impact

The accountability for the LCFF funds lies in the LCAP. All School Districts/Charters are required to produce an LCAP, demonstrating how the LCFF funds are linked to meeting the needs of all students. SOUL's anticipated budget for the 2021/2022 school year is approximately \$2.5 million.



## **Conclusion**

On May 11, 2021, SOUL staff presented a final draft of the 2021-2022 LCAP Plan in a public hearing to the SOUL Governing Council. The Council has recommended SOUL LCAP Plan for full Board approval to meet the required deadline to the Fresno Unified School District prior to June 1, 2021.



# LCFF Budget Overview for Parents

Local Educational Agency (LEA) Name: School of Unlimited Learning Charter

CDS Code: 10621661030642

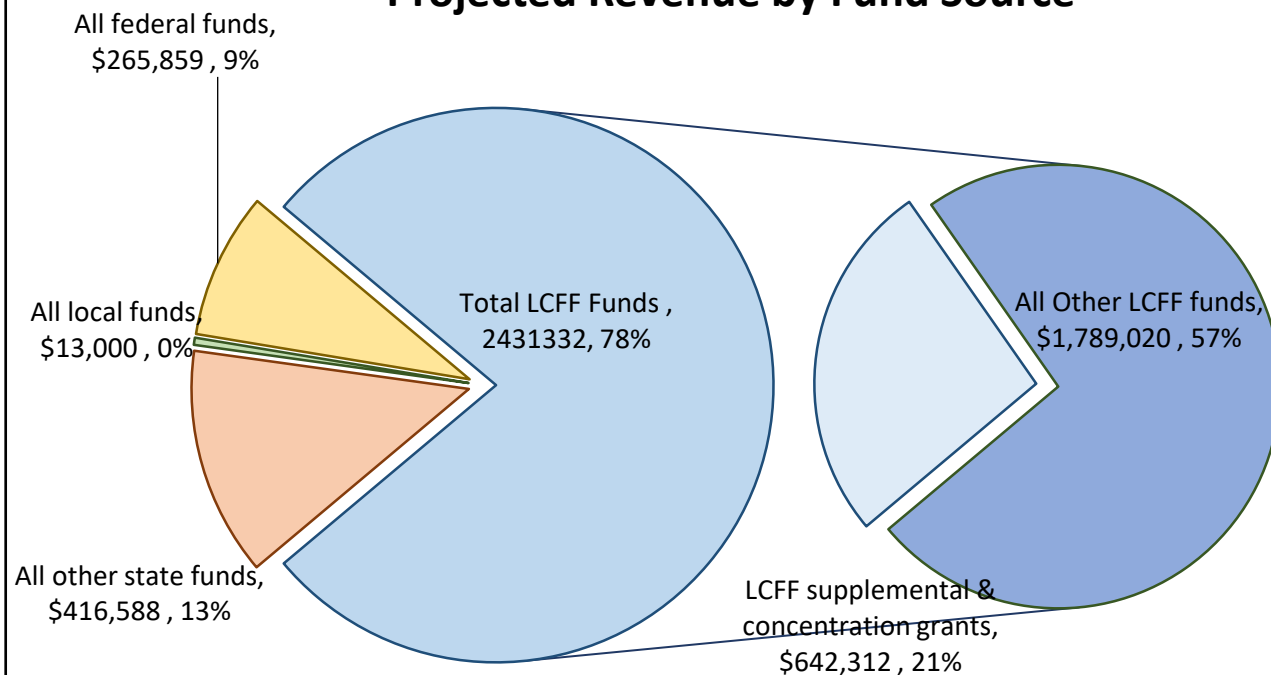
School Year: 2021 – 22

LEA contact information: Mark A. Wilson, Ed.D., Principal

School districts receive funding from different sources: state funds under the Local Control Funding Formula (LCFF), other state funds, local funds, and federal funds. LCFF funds include a base level of funding for all LEAs and extra funding - called "supplemental and concentration" grants - to LEAs based on the enrollment of high needs students (foster youth, English learners, and low-income students).

## Budget Overview for the 2021 – 22 School Year

### Projected Revenue by Fund Source

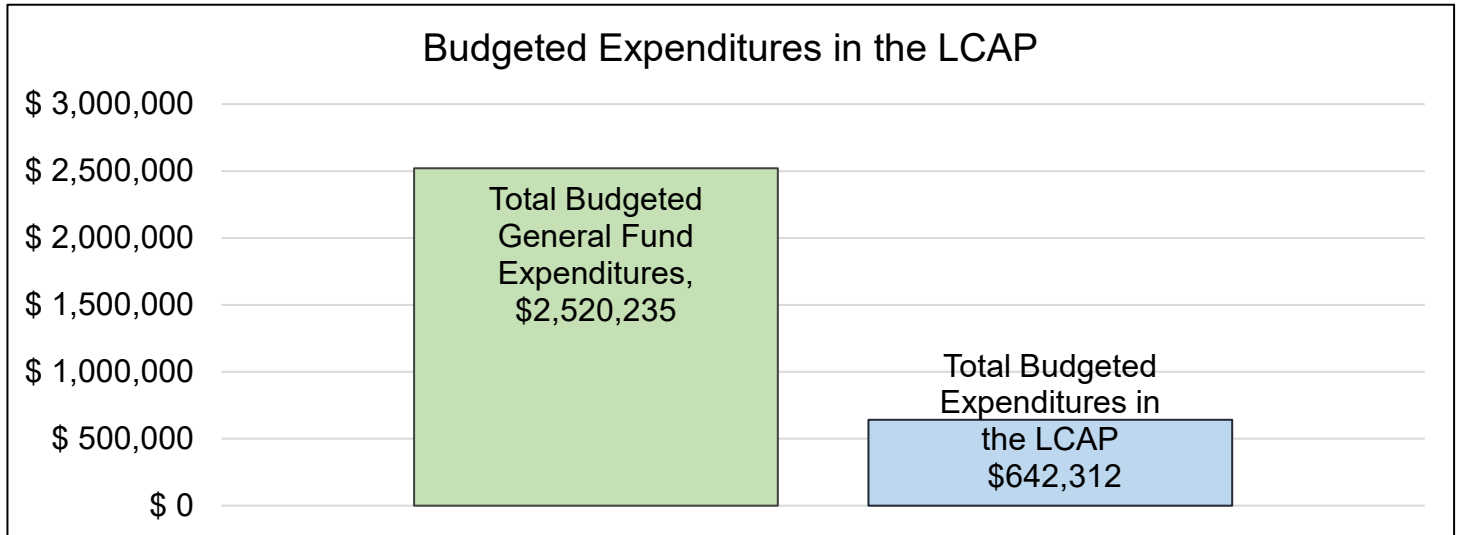


This chart shows the total general purpose revenue School of Unlimited Learning Charter expects to receive in the coming year from all sources.

The total revenue projected for School of Unlimited Learning Charter is \$3,126,779.00, of which \$2,431,332.00 is Local Control Funding Formula (LCFF), \$416,588.00 is other state funds, \$13,000.00 is local funds, and \$265,859.00 is federal funds. Of the \$2,431,332.00 in LCFF Funds, \$642,312.00 is generated based on the enrollment of high needs students (foster youth, English learner, and low-income students).

# LCFF Budget Overview for Parents

The LCFF gives school districts more flexibility in deciding how to use state funds. In exchange, school districts must work with parents, educators, students, and the community to develop a Local Control and Accountability Plan (LCAP) that shows how they will use these funds to serve students.



This chart provides a quick summary of how much School of Unlimited Learning Charter plans to spend for 2021 – 22. It shows how much of the total is tied to planned actions and services in the LCAP.

School of Unlimited Learning Charter plans to spend \$2,520,235.00 for the 2021 – 22 school year. Of that amount, \$642,312.00 is tied to actions/services in the LCAP and \$1,877,923.00 is not included in the LCAP. The budgeted expenditures that are not included in the LCAP will be used for the following:

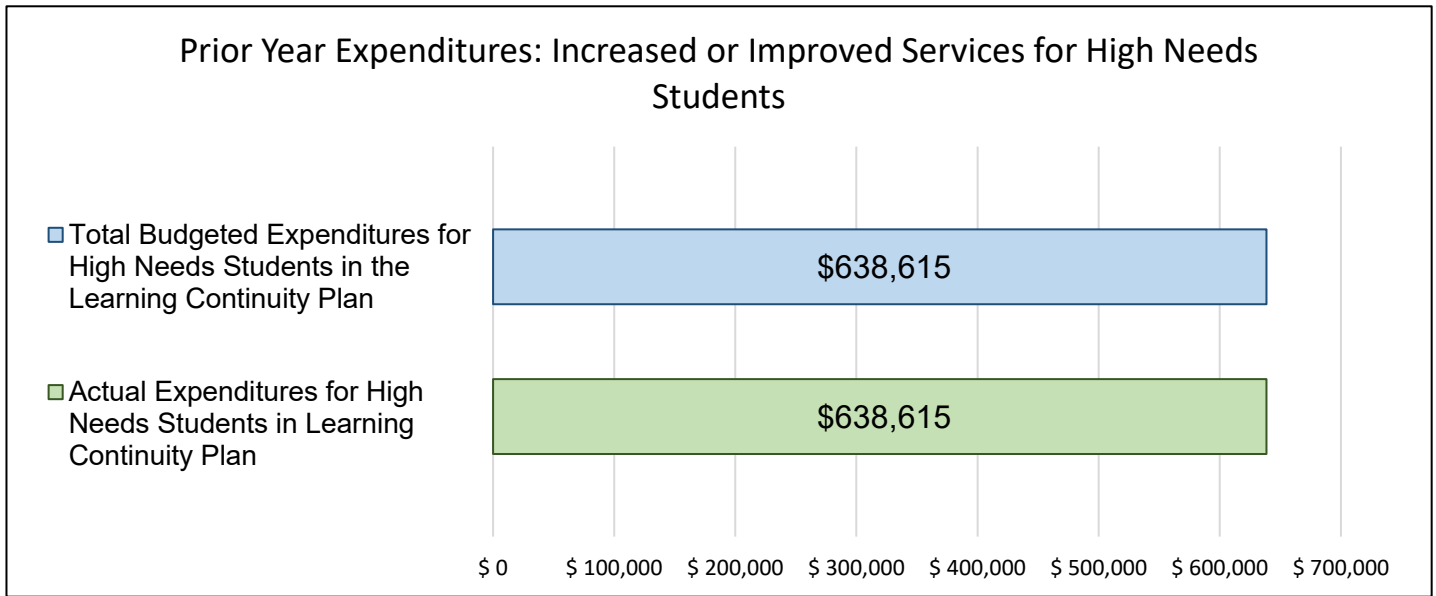
General Fund Budget Expenditures for the 2021-2022 school year not included Local Control and Accountability Plan include personnel salaries that provide direct services to students, supportive services instructional and office supplies lease costs and indirect costs

## Increased or Improved Services for High Needs Students in the LCAP for the 2021 – 22 School Year

In 2021 – 22, School of Unlimited Learning Charter is projecting it will receive \$642,312.00 based on the enrollment of foster youth, English learner, and low-income students. School of Unlimited Learning Charter must describe how it intends to increase or improve services for high needs students in the LCAP. School of Unlimited Learning Charter plans to spend \$642,312.00 towards meeting this requirement, as described in the LCAP.

# LCFF Budget Overview for Parents

## Update on Increased or Improved Services for High Needs Students in 2020 – 21



This chart compares what School of Unlimited Learning Charter budgeted last year in the Learning Continuity Plan for actions and services that contribute to increasing or improving services for high needs students with what School of Unlimited Learning Charter estimates it has spent on actions and services that contribute to increasing or improving services for high needs students in the current year.

In 2020 – 21, School of Unlimited Learning Charter's Learning Continuity Plan budgeted \$638,615.00 for planned actions to increase or improve services for high needs students. School of Unlimited Learning Charter actually spent \$638,615.00 for actions to increase or improve services for high needs students in 2020 – 21.

## Annual Update for Developing the 2021-22 Local Control and Accountability Plan

### Annual Update for the 2019–20 Local Control and Accountability Plan Year

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
School of Unlimited Learning	Mark A. Wilson, Ed.D. Principal	<a href="mailto:Mark.wilson@fresnoeoc.org">Mark.wilson@fresnoeoc.org</a>

The following is the local educational agency's (LEA's) analysis of its goals, measurable outcomes and actions and services from the 2019-20 Local Control and Accountability Plan (LCAP).

#### Goal 1

**Improve Student Academic Performance, College, and Career Readiness by Increasing Reading and Math Levels of all SOUL Students.**

State and/or Local Priorities addressed by this goal:

State Priorities: Basic Services (1); Implementation of State Standards (2); Pupil Achievement (4); and Course Access (7)

#### Annual Measurable Outcomes

Expected	Actual
SBAC Language Arts-22% meet or exceed standard for all subgroups	Due to COVID, state testing was suspended for the 2019-2020 school year
SBAC Math-8% meet or exceed standard for all subgroups	Due to COVID, state testing was suspended for the 2019-2020 school year
NWEA MAP Reading- 20% will meet or exceed grade level for all subgroups	Due to COVID, the school campus was closed to students. Spring NWEA MAP testing was suspended. However Fall 2019 and winter 2020 revealed that 14% of students met grade level standards

NWEA MAP Math – 8% will meet or exceed grade level for all subgroups

Due to COVID, the school campus was closed to students. Spring NWEA MAP testing was suspended. However Fall 2019 and winter 2020 testing data revealed that 8% of students met grade level standards

Actions / Services

Planned Action/Service	Budgeted Expenditures	Actual Expenditures
<p>NWEA's MAP Quarterly Assessments will be utilized in coordination with Edmentum's Exact Path curriculum to track the ELA and math progress performance all students, 9 through 12, throughout the year. Data from the Quarterly Benchmarks will be used to guide instruction.</p> <p>Mandatory individualized tutoring will be scheduled for students not making sufficient weekly progress. Designated math and language arts tutorial labs will be required for all independent study students with reading and math skills below grade level.</p> <p>1 FTE of a certificated teacher to oversee skills labs ( 2 math and 2 language arts) to accommodate both classroom based and Independent study students</p> <p>.80 FTE of a certificated teacher to oversee the credit recovery lab four days per week for two hours per day.</p> <p>Additional technology and supplemental resources designed to assist all students, especially English learners to increase their reading and math skills. All core curriculum teachers will continue to receive professional development and training in common core/differentiated instruction, reflective lesson planning and curriculum development. Annual professional development plan will reflect school efforts to enhance common core instruction and student performance.</p> <p>SOUL will continue to contract with the K-12 Center for College &amp; Career Readiness for professional development, and contract with Fresno Unified School District for annual training on the ELD standards. Professional development for teachers to assist with understanding and implementing Literacy and English language development standards.</p>		

All teachers will incorporate language and literacy development into their course curriculum, focusing on reading, writing, and vocabulary development. Weekly lesson plans will clearly reflect all literacy and ELD standards.	\$260,500	\$260,500
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## Goal Analysis

**Instructions:** Using available state and local data and input from parents, students, teachers, and other stakeholders, respond to the prompts as instructed.

A description of how funds budgeted for Actions/Services that were not implemented were used to support students, families, teachers, and staff.

All funds budgeted for Actions/Services were implemented during the 2019/2020 school year. Since the school closure due to COVID occurred during the final quarter of the 2019-2020 school year, SOUL was able to implement all projected actions. The suspension of State and local benchmark testing did not affect the budget. Following the school campus closure in March 2020, teachers used online resources to reach out to students for small group and individualized instruction. Laptops and wireless hotspots were issued to students without online access. Teachers continued to meet with all students remotely to ensure that students completed their assignments. The rapid response to the unanticipated COVID shutdown ensured that students continued to receive daily instruction.

## Goal 2

### Create Greater Student Access to Post-Secondary Opportunities by Increasing School Graduation Rate

State and/or Local Priorities addressed by this goal:

State Priorities: **Pupil Engagement (5)**

## Annual Measurable Outcomes

Expected	Actual
Meet or Exceed Target School Graduation Rate set by State of California	SOUL's 2020 Graduation rate was 65%, exceeding the 2020 target graduation rate set by CDE and 25% higher than that of the previous year.

Decrease in CDE Cohort Dropout Rate 42% for all subgroups	SOUL's dropout rate decreased from 47% in 2018 to 23% in 2019, falling well below the target of 42%. No CDE dropout data has been provided for 2019/2020.
School Internal Graduation Rate 95% for all subgroups	School met its 2020 Internal Graduation Rate with a 95% for all subgroups

## Actions / Services

Planned Action/Service	Budgeted Expenditures	Actual Expenditures
Assign case manager position to work with seniors to assist them in accessing resources that help to remove identified barriers to graduation. In addition, they will work closely with teachers and other support staff, such as the guidance dean and truancy prevention officer to ensure that the seniors have the resources they need to successfully complete their studies.	\$70,000	\$70,000
All 12 <sup>th</sup> grade students will have a personal learning plan which identifies a timeline for graduation and the resources they need to successfully complete their studies. After-school tutoring will be made available three afternoons per week to assist students who need additional help to pass their classes.	\$0	\$0
Career Counselor (.5 FTE) to provide college readiness preparation for all 12 <sup>th</sup> grade students and conduct career assessments for all 12 grade students on track to graduate. Also assists with resume preparation, and serves as the primary liaison between the school and post-secondary institutions to assist with enrollment of SOUL graduates into post-secondary schools.	\$35,000	\$35,000

## Goal Analysis

A description of how funds budgeted for Actions/Services that were not implemented were used to support students, families, teachers, and staff.

All funds budgeted for Actions/Services were implemented during the 2019/2020 school year. Since the school closure due to COVID occurred during the final quarter of the 2019-2020 school year, SOUL was able to implement all projected actions. Case managers and career counselor continued to provide services remotely to all students.

A description of the successes and challenges in implementing the actions/services to achieve the goal.

Following the school closure, teachers used online resources to reach out to students for small group and individualized instruction. All students and parents were contacted by school staff to determine the need for computers and internet access. Laptops and wireless hotspots were issued to students without online access. Teachers and support staff, such as case managers and counselors, continued to meet with all students remotely to ensure that students completed their assignments. The rapid response to the unanticipated COVID shutdown ensured that students continued to receive daily instruction. Notwithstanding the shutdown, our school experienced its greatest graduating class in our 22-year history.

**Instructions:** Describe the overall successes and challenges in implementing the actions/services. As part of the description, specify which actions/services were not implemented due to the impact of COVID-19, as applicable. To the extent practicable, LEAs are encouraged to include a description of the overall effectiveness of the actions/services to achieve the goal.

### Goal 3

**SOUL students will demonstrate increased connectedness and motivation for academic success during and beyond their high school experience through increased attendance, higher engagement, and greater exposure to career education opportunities.**

State and/or Local Priorities addressed by this goal:

State Priorities: **Pupil Engagement (5); School Climate (6); and Pupil Outcomes (8)**

### Annual Measurable Outcomes

Expected	Actual
2019/2020 ADA to Enrollment will be 90%	2019/2020 P2 ADA to Enrollment was 90%
2019/20 SARC Suspension Rate will 8.6%	2019/2020 SARC Suspension Rate was 6.6%
2019/2020 Expulsion Rate will be less <2%	2019/2020 Expulsion Rate was 0%
8 Career Education Courses	A total of 8 Career Courses were offered



## Actions / Services

Planned Action/Service	Budgeted Expenditures	Actual Expenditures
<p>SOUL will provide greater flexibility in the scheduling of classes to increase student attendance and academic performance through a blended learning model to more highly engage students in learning and, as a result, decrease student misbehavior. SOUL will continue to seek ways to expand course offerings to increase student interest and learning. SOUL will revisit block scheduling format for both morning and afternoon program during the 2019/2020 school year to encourage a higher level of engagement for all classroom-based students. The 2019/2020 block schedule will include specific skills labs designated for independent study students (primarily English learners) or who are skill deficient in math and reading. The block-scheduling format will also allow more students to participate in career-oriented activities.</p> <p>SOUL will assign Case Managers to all students, grades 9- 12 to provide resources that assist students in removing barriers to attendance and academic success.</p> <p>To address transportation barriers, SOUL will provide bus tokens to each student, which will reduce non-attendance.</p> <p>To increase student engagement and career preparedness, among SOUL students, SOUL will add one additional CTE course during the 2019/2020 school year.</p> <p>Provide student Incentives to promote attendance and student achievements. Students will be recognized throughout the year for their academic achievements, attendance participation and community service.</p>	<p>\$225,000</p>	<p>\$220,000</p>

## Goal Analysis

A description of how funds budgeted for Actions/Services that were not implemented were used to support students, families, teachers, and staff.

All funds budgeted for Actions/Services were implemented during the 2019/2020 school year with the exception of \$5,000 which had been allocated for student bus passes due to COVID school closure during the final quarter of the school year. Otherwise, SOUL was able to implement all projected actions. Teachers, case managers and career counselor continued to provide services remotely to all students. The funds not expended on bus passes were used to purchase hotspots for students with no internet access.

A description of the successes and challenges in implementing the actions/services to achieve the goal.

SOUL's Guidance Dean refers struggling students to outside agency resources such as drug counseling to ensure student success. The Guidance Dean is also responsible for implementing a restorative practices model of discipline to reduce the number of student suspensions while holding students accountable for their behavior. During the 2019/2020 school year, SOUL's "Success for Life" program in partnership with local family therapy resources were expanded to include weekly sessions that focused on emotional intelligence, accountability, and mindfulness. SOUL's restorative practices model, coupled with SOUL's "Success for Life" curriculum, which led to a decrease in the suspension rate from 9% in 2018 to 6% 2020. The challenges created by the COVID school closure included feelings of isolation and depression among students. SOUL successfully responded to these challenges with weekly phone calls to parents and daily contact with students, as well as referrals to outside agencies to address student social well-being.

## Goal 4

### **Increase Student Success through Active Parent Participation, Involvement, and Engagement**

State and/or Local Priorities addressed by this goal:

**State Priorities: Parental Involvement (3); Pupil Outcomes (8)**

## Annual Measurable Outcomes

Expected	Actual
Parent Meeting Attendance: 100% of parents will attend at least one meeting per year	During the 2019/2020 school year, 100% of all parents/guardians of SOUL students attended at least one meeting throughout the year. Online meetings were held between March and June 2020. In lieu of meetings, a significant increase in phone calls from SOUL staff to parents occurred during that same period.
Parent Satisfaction will be 90% or above.	Parent surveys were administered in Fall 2019 and Spring 2020. Regular follow up phone calls were made to all parents between March 2020 and June 2020. Parent surveys indicated a 93% satisfaction rate during the fall and winter surveys. Data gathered from Spring 2020 phone calls to parents revealed a very high rate of satisfaction with our school due to outreach efforts and a continuation of the regular academic program and services which were transitioned to online.

## Actions / Services

Planned Action/Service	Budgeted Expenditures	Actual Expenditures
<p>To address truancy, SOUL will utilize a Truancy Prevention/ Parent Liaison to organize parent advisory meetings, make home visits when necessary, and assist with the scheduling of student study teams for truant students. The Liaison will oversee increased home-school communication efforts between all SOUL staff and SOUL parents and oversee the administration of the parent surveys.</p> <p>Continue Success for Life counseling/workshops to assist all students and their parents in removing barriers to success through responsible decision making, accountability, and making good choices.</p> <p>Parents will be surveyed three times per year: in the fall, at the beginning of the second semester and at the end of the school year to identify their input as to how to increase parent engagement.</p> <p>Parents of student with attendance and behavior concerns will meet at least once per month with the Case Manager, who will work with both parents and students to develop strategies to become successful learners.</p>		

SOUL will seek to increase the number of parents with online accounts in the school's student information system, School Pathways, so that parents can access their child's attendance and grades at any time.	\$65,000	\$65,000
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## Goal Analysis

A description of how funds budgeted for Actions/Services that were not implemented were used to support students, families, teachers, and staff.

All funds budgeted for Actions/Services were implemented during the 2019/2020 school year. Despite the school campus closure due to COVID during the final quarter of the school year, SOUL was able to complete all projected actions. Teachers, case manager's counselors and admin staff continued to provide services remotely to all parents.

A description of the successes and challenges in implementing the actions/services to achieve the goal.

Parents were surveyed in the fall and at the beginning of the second semester. The parent surveys focused on parent expectations and provided parent input as to how to increase parent engagement. The surveys provided valuable data to the school in terms of the resources parents need from the school to help their child successfully graduate from high school. SOUL provided an interpreter at every parent meeting when needed. Home to school communication increased significantly after the school campus closure in March 2020 due to COVID. School staff made weekly calls to parents to check in and provide resources for parents to work with students as they transitioned to remote learning. Teachers made regular contact with parents to keep them abreast of their child's progress. An increased number of parents accessed School Pathways, SOUL's Student Information System to monitor their child's grades and attendance online. A greater number of parents with online access are able to check their child's attendance and grades at any time. All students were given access to their grades and attendance as well. The 2019/2020 parent survey results revealed that parents want increased communication between home and school.

# Annual Update for the 2020–21 Learning Continuity and Attendance Plan

The following is the local educational agency's (LEA's) analysis of its 2020-21 Learning Continuity and Attendance Plan (Learning Continuity Plan).

## In-Person Instructional Offerings

### Actions Related to In-Person Instructional Offerings

Description	Total Budgeted Funds	Estimated Actual Expenditures	Contributing
<p>To ensure that students, and their family members entering the school site and staff working at the school site are minimizing the spread of respiratory droplets while on campus, the following equipment and supplies were purchased.</p> <ul style="list-style-type: none"><li>• Personal Protective Equipment:</li><li>• Face coverings for staff, student, parents, and anyone who needs one upon entering the school site;</li><li>• Thermometers to screen temperatures of students or any non-staff member who visits the campus;</li><li>• Gloves;</li><li>• Hand Sanitizer which contains a minimum of 60% alcohol solution;</li><li>• Handwashing Stations for locations where sink access is insufficient;</li><li>• Disinfecting materials for routine use to disinfect high-touch surfaces;</li><li>• Signage, Posters, and Floor Decals: Visual cues throughout the school site to maximize social distancing, help to direct traffic flow, minimize interactions between and among staff, students and parents, and identify specific entry/exit points. Visuals will also reinforce face covering and hand washing protocols.</li></ul>	\$24681.3	\$24681.3	Y
<ul style="list-style-type: none"><li>• Plexiglas dividers to provide barriers at all staff desks where a minimum of six feet of social distancing is not possible.</li></ul>	\$4995.75	\$4995.75	Y

A description of any substantive differences between the planned actions and/or budgeted expenditures for in-person instruction and what was implemented and/or expended on the actions.

There were no differences between the planned actions and/or budgeted expenditures for in-person instruction. All planning and preparations were made in anticipation of in-person instruction.

## Analysis of In-Person Instructional Offerings

A description of the successes and challenges in implementing in-person instruction in the 2020-21 school year.

Through mid-July 2020, SOUL had planned to begin the 2020-2021 school year by implementing a hybrid instructional mode, with students spending portions of the day/week at the school site to receive in-person instruction and complete the remaining of their weekly learning in a remote setting with teacher support. Due to the complexity of assigning various subjects to students simultaneously, SOUL incorporated its Independent Study model of assigning one class at a time to each student, with specific guidelines for successfully completing the course within a specific timeframe. This model has proven to be more successful with SOUL students over the years. For the parents of classroom-based students, direct instruction was a priority, as it provides meaningful interaction with teachers and helps to mitigate learning loss, particularly for those groups of students who are most likely to be disproportionately impacted by school closures. In July 2020, the Governor of California declared that all schools located within counties on the COVID “watch list” would need to begin the 2020/2021 school year using a distance learning model since school sites would be closed. In August 2020, SOUL issued laptops and wireless hotspots to all of its students, who began the year using online curriculum. Most SOUL students struggled with online learning. While local health conditions did not permit delivery of in-person instruction at the time, SOUL continued to plan for blended learning model and successfully brought students back on September 15, using the State-approved cohort model. On October 28, 2020, SOUL was approved by Fresno County Health Department to open its campus to students for face-to-face learning, which it has done so successfully for the remainder of the school year. By March 1, 2021, all students had switched from online learning to in-person learning.

## Distance Learning Program

### Actions Related to the Distance Learning Program

Description	Total Budgeted Funds	Estimated Actual Expenditures	Contributing
Devices: Purchase student laptops, licenses, other software, and materials made available for all students who need a device to access distance learning at home.	\$81,082	\$81,082	Y

Additional Technology to Support Distance Learning: Purchase of student Wi-Fi hotspots and laptops/devices for staff.	\$ 26,828	\$ 26,828	Y
Online Curriculum: Purchase of Edgenuity online curriculum site license.	\$ 18,000	\$18,000	Y
Communication with Students/Parents: Purchase of Ring Central accounts for all staff.	\$3,597	\$ 3,597	Y

A description of any substantive differences between the planned actions and/or budgeted expenditures for the distance learning program and what was implemented and/or expended on the actions.

All budgeted expenditures were completed as stipulated in the Action Plan.

## Analysis of the Distance Learning Program

A description of the successes and challenges in implementing each of the following elements of the distance learning program in the 2020-21 school year, as applicable: Continuity of Instruction, Access to Devices and Connectivity, Pupil Participation and Progress, Distance Learning Professional Development, Staff Roles and Responsibilities, and Support for Pupils with Unique Needs.

The specific stakeholder input received since April 2020 to the present has served to guide our Learning Continuity and Attendance Plan. A parent and student survey conducted in Spring 2020 indicated that 80% of SOUL students lack sufficient technology to access online learning. By mid-July, 2020, SOUL secured 150 computers and 150 wireless routers/hotspots for students who did not possess a device or internet access. Due to continued shutdown of school campuses throughout Fresno County, SOUL began the 2020/2021 school year remotely. Students were scheduled a minimum of one hour, one-on-one direct remote instruction and assessment each week with an assigned teacher via phone or video calls. During these meetings, teachers reviewed the online work the student had completed and provided instruction on lessons that were not completed with an adequate grade. Teachers reviewed student time spent online via Edgenuity reports and the activity logs generated by the students. Collaboration Corner/discussion boards were used to engage students and determine the overall level of learning that students had completed during the week. Synchronous tutorial hours and classroom lessons were offered throughout the week to encourage student participation and to provide additional assistance to students who prefer different modalities of learning to supplement online instructional delivery.

In Spring 2020, SOUL identified a clear need for staff, students and families to be trained in all aspects of distance learning, including basic keyboarding, accessing websites, Google classroom, and virtual parent meetings. SOUL's 2020-2021 professional development plan focused on strategies needed to deliver high-quality distance learning instruction. Teachers received training on how to navigate through the Edgenuity Core curriculum program, which included the monitoring of student academic progress. Teachers were given additional training on using the NWEA Measures of Academic Progress to assess students remotely. Future trainings will include

additional specific strategies to enhance student engagement and participation in online learning. Additional training will focus on engaging parents and families as partners in student learning. Ongoing Ring Central training will be held throughout the year to maximize virtual class sessions with simultaneous breakout groups and student presentations during whole class instruction. Regular teacher collaboration plays a significant role in supporting the distance-learning program and professional development. Ongoing professional learning will be offered throughout the school year to support achievement of SOUL's Charter and WASC goals.

Parent and student input through personal phone contact and surveys prioritized a need for SOUL to provide regular online contact with teachers; increased resources to address student emotional and social well-being; and if and when possible, to provide face-to face support and counseling at the school site. Community stakeholder and staff input called for resources such as providing school meals, mental and personal counseling, and additional academic support for special populations, including English learners, special education, foster students, homeless students, and low-income student. Stakeholder input influenced the following aspects of SOUL Learning Continuity and Attendance Plan: development of clear expectations for daily and weekly instruction, including scheduled tutorial time, differentiated instruction for EL students; a virtual homeroom period once per week; and one-to-one virtual meetings with the student's teacher of record. In September 2020, Fresno County Health Department agreed to allow students with unique learning needs to access direct on-campus academic and non-academic resources, such in-person instruction. All established COVID 19 protocols were strictly followed, including Plexiglas shields, masks, and social distancing. To support parents in assisting their own child's' learning, SOUL's remote learning plan included specific expectations for weekly communication from SOUL staff to students and families. Since parents needed clear expectations of what they should expect from distance learning, SOUL parent meetings were increased to accommodate maximum parent participation.

## Pupil Learning Loss

### Actions Related to the Pupil Learning Loss

**Instructions:** In the table, identify the planned actions and the budgeted expenditures to implement actions related to addressing pupil learning loss and the estimated actual expenditures to implement the actions. **Add additional rows to the table as needed.**

Description	Total Budgeted Funds	Estimated Actual Expenditures	Contributing
NWEA Measures of Academic Progress (MAP)	\$2,448	\$2,448	Y



Edgenuity's My Path Intervention Prescriptive Curriculum (included in Edgenuity site License)	Incl.	Incl.	Y
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A description of any substantive differences between the planned actions and/or budgeted expenditures for addressing pupil learning loss and what was implemented and/or expended on the actions.

All budgeted expenditures were completed as stipulated in the Action Plan.

## Analysis of Pupil Learning Loss

A description of the successes and challenges in addressing Pupil Learning Loss in the 2020-21 school year and an analysis of the effectiveness of the efforts to address Pupil Learning Loss to date.

The primary means to address student learning loss is through direct instruction. On September 15, 2020, SOUL began providing nearly every student an hour of in-person instruction with his or her teacher each week. One additional teacher was assigned to special population students to oversee intervention strategies and provide individualized support. Throughout the year, regular benchmark assessments in both ELA and Math allow teachers at SOUL to monitor student learning on an ongoing basis, and identify the rate at which they were making progress. As previously stated, NWEA's Measures of Academic Progress (MAP) were administered to all students at the beginning of the year, mid-year, and in the spring. The ELA and Math assessments provide an accurate indicator of a student's academic success as determined by their reading and math fluency.

## Analysis of Mental Health and Social and Emotional Well-Being

A description of the successes and challenges in monitoring and supporting mental health and social and emotional well-being in the 2020-21 school year.

SOUL has prioritized the creation of socially, emotionally, and physically safe and nurturing environments for students. To effectively support the social and emotional well-being of students and staff during the school year, a myriad of services was put into place. Teachers maintain near daily contact with students and address academic and non-academic needs. All teachers have been trained in the Success for Life curriculum over the past four years, and make referrals to our Guidance Counselor Coordinator and Case Managers for additional assistance to students who suffer from COVID-related depression, stress, isolation, or anxiety. By prioritizing student safety and managing stress, teacher and support staff can support the well-being and long-term academic success of students. SOUL has discovered that frequent contact with parents and students (being available, listening compassionately) helps to mitigate

feelings of isolation and depression. Through weekly phone calls to parents, SOUL staff functions as a vital support system and facilitates further way communication. Ongoing conversations with students about healthy sleeping, eating, and exercise contribute to more positive mental health. Weekly staff meetings and daily communication among staff contributes to positive emotional and social well-being. SOUL staff has always worked as a team in all of its activities. It is one of the strengths of the school. Positive teamwork contributes to positive emotional health and social well-being

## **Analysis of Pupil and Family Engagement and Outreach**

A description of the successes and challenges in implementing pupil and family engagement and outreach in the 2020-21 school year.

SOUL relies on parents as major stakeholders, engaging them in meaningful and valuable dialogs about their children's learning experiences at home, as well as their family situation. Weekly "wellness check" calls to parents provide valuable feedback on how their children are progressing at home. SOUL's family-centered approach focuses on the family's personal/mental health, nutritional and other needs. SOUL staff make referrals to resources within Fresno EOC or the community to address identified needs. SOUL social work interns are available to follow up with families, and support staff set up virtual meetings or phone calls with students. SOUL administration has scheduled three parent meetings per month, two in English and one in Spanish, to accommodate parents' schedules and to maximize parent participation. The 2020-2021 school year can be defined as the most successful year in making connections with parent's in SOUL's 23-year history.

## **Analysis of School Nutrition**

A description of the successes and challenges in providing school nutrition in the 2020-21 school year.

Throughout the year, SOUL has offered free meals to all students. Once per week, a designated time is set aside for students and their parents to pick up at the school site a week's worth of meals, which include both breakfast and lunch. Each week, support staff checks with parents to determine who plans to pick up the meals. Although SOUL students reside in more than 17 zip codes throughout the Fresno Metropolitan area, the food pickups are consistent and appreciated by all parents and students. It also provides SOUL staff a brief moment to interact with both student and parent as they drive up to receive their weekly meals.

## Additional Actions and Plan Requirements

### Additional Actions to Implement the Learning Continuity Plan

Section	Description	Total Budgeted Funds	Estimated Actual Expenditures	Contributing
School Nutrition	Nutrition Services Materials and Supplies: Additional materials needed to provide meals during school closures Includes outdoor canopies and PPE devices to distribute meals	\$ 2,100	\$800	Y
Mental Health and Social and Emotional Well-Being	Maintain existing staffing to provide students and families a centralized access point for support services including, but not limited to, counseling referrals, mental health/behavioral consultations, suicide risk response and intervention, attendance interventions. Existing staff will also address mental health needs, in particular the trauma experienced or exacerbated because of the COVID pandemic.	\$270,000	\$270,000	Y
Pupil and Family Engagement and Outreach	Maintain existing staffing to support total parent engagement. Provide outreach to unreachable or unmotivated students.	\$250,000	\$250,000	Y
Pupil and Family Engagement and Outreach	Use Ring Central to hold virtual synchronous classes, parent meetings, tutorial services, and personal counseling. Outdoor canopies and PPE devices (including Plexiglas shields) will be used to hold face-to face counseling or other parent/student meetings.	Incl	Incl	Y

A description of any substantive differences between the planned actions and budgeted expenditures for the additional plan requirements and what was implemented and expended on the actions.

All funds budgeted for Actions/Services are projected to be fully expended with the exception of the funds set aside for additional materials needed to provide meals during school closures. A total of \$800 have been expended to date, leaving a balance of \$1,300. Otherwise, SOUL was able to implement all projected actions. Throughout the year, teachers, case managers and career counselor have continued *to provide* in-person and remote service to all students. The funds not expended on nutritional services materials and supplies were used to purchase air purifiers for classrooms.

**Overall Analysis** An explanation of how lessons learned from implementing in-person and distance learning programs in 2020-21 have informed the development of goals and actions in the 2021–24 LCAP.

Throughout the 2020-2021 year, SOUL has made adjustments ranging from only remote learning to complete in-person learning to ensure that students have the most beneficial learning experience during the pandemic year. The transition from online curriculum to in-person instruction in mid-September allowed our students to successfully complete their coursework. Through the pandemic, student attendance to school appointment has been well above 90%. Regular school outreach to parents has resulted in stronger parent/school connections than ever before. Stakeholder input through parent, student, staff, and community partner surveys throughout the year have been instrumental in identifying successes and areas for consideration for the development of goals and actions for 2021-2024 LCAP plan.

An explanation of how pupil learning loss continues to be assessed and addressed in the 2021–24 LCAP, especially for pupils with unique needs.

Nearly 90% of all SOUL students are English language learners, foster youth, homeless, and/or low income. SOUL's comprehensive service delivery system is designed to meet the needs of all students. Additional resources for English language learners include teacher support to provide increased intervention activities to ensure that students have the support they need to successfully complete their required and elective courses. Additional services for foster youth, homeless youth and low-income students and families have been described above and include increased outreach to all families through weekly phone calls, additional parent meetings, and increased referrals to community resources. Throughout the 2020-2021 school year, SOUL students continued to take NWEA's Measures of Academic Performance assessments to track language arts and math progress among students who have not had daily access to instruction. SOUL will continue to utilize these assessments to monitor the progress of students in the fall, winter, and spring of each year.

A description of any substantive differences between the description of the actions or services identified as contributing towards meeting the increased or improved services requirement and the actions or services implemented to meet the increased or improved services requirement.

SOUL Students who receive accommodations through a 504 Plan have been supported by their assigned teacher. Accommodations that were needed to support the student's education through distance learning initially and subsequently in-person learning were reviewed with student and parents by the teachers and support staff. Students who receive special education services have continued to access their designated IEP supports, modifications and accommodations. Consultation services have been provided seamlessly through Fresno Unified, with onsite and online IEP meetings. Access to a school psychologist has been available to all students on an as-needed basis to support the students who have social/emotional obstacles creating barriers to learning due to the school closure. The IEP team has worked closely all year to address the impact of the school closure on each student and whether an updated IEP is warranted due to a decline in student skills or lack of progress.

English Learners (ELs) receive academic support from their assigned teacher. This support has been individualized to meet the needs of the student, based on the ELPAC assessment data that has been recorded, as well as previous classroom performance, and teacher input. Additionally, throughout the 2020-2021 school year, a designated teacher has been assigned to provide supplemental support to the EL students in the areas of reading, writing, listening, and speaking through online learning activities and virtual or in-person tutoring on a weekly basis. The two teachers, along with a case manager, have provided support to students through in-person instruction, and their families by phone or virtual video. ELAC meetings have been held throughout the year via online links. One-hundred percent of non-English parents were called to complete the Spring parent survey in their native language.

Foster and homeless youth were assigned to a mentor/case manager who maintains consistent communication with the student. Ongoing assessments of the student's living situation throughout the year have helped to ensure that a lack of resources does not become a barrier to learning. Food distributions, mentoring, community referrals and emergency shelters are utilized to enhance the academic success of foster and homeless youth as well as providing a consistent, positive connection outside of their often unstable living situation.

## **Overall Analysis of the 2019-20 LCAP and the 2020-21 Learning Continuity and Attendance Plan**

A description of how the analysis and reflection on student outcomes in the 2019-20 LCAP and 2020-21 Learning Continuity and Attendance Plan have informed the development of the 21-22 through 23-24 LCAP.

Notwithstanding the suspension of Statewide testing for the 2019/2020 school year, a two-year comparison of SOUL's alternative metric, NWEA Measures of Academic Progress assessment results, revealed a slight increase in scores during the 2020/2021 school year as compared to the 2019/2020 school year for Fall and Winter testing. In-person individualized instruction yielded most positive results than whole classroom instruction overall, since most of our at-risk students become easily distracted and struggle with concentration and

learning in larger group settings. Moreover, student attendance this past year during one-on-one instruction was 10% higher among students previously attending daily classes. Last year, despite the closure of school campuses statewide during the final quarter of the 2019/2020 school year, SOUL recorded its largest graduating class in its 22-year history. This can be attributable largely to the individualized instruction that students received in Spring 2020, which helped them complete their academic year and successfully meet the requirement for graduation. In March 2021, all stakeholders were surveyed. Over 85% of students and 90% of parents participated in the survey. An overwhelming 70% of both students and parents preferred the one on one approach as opposed to the whole classroom approach. There has been a growing trend for students to enroll in SOUL's Independent Study program, which has increased from 50% in 2015 to 70% in 2020. SOUL is fully aware that some students need to be in school all day, every day, compelling SOUL and its stakeholders to rethink how best to deliver instruction using a hybrid model, which remains to be defined, developed, and implemented. Reviving and expanding SOUL's career classes will be a priority for the 2021-2024 LCAP, which will include a more flexible schedule for all students with more emphasis on individualized instruction. A dramatic increase in parent engagement (i.e. parent connections) during the pandemic year will continue into the future through weekly outreach efforts to all parents. In March 2021, stakeholder survey data was analyzed to critically examine our current goals and performance measures in light of our 2021-2024 LCAP. While some indicators have been met, others will lead to a plan of action that will have a more positive impact on student learning, college and career readiness, graduation rate, school connectedness, and parent engagement. The pandemic created an urgent need for students, staff, and parents to learn how to communicate remotely. Although SOUL transitioned back to face-to-face learning, increased technology has been utilized by all stakeholders. All students now have a device and internet access to conduct research, attend remote meetings, provide remote meeting access for their parents, and submit electronic documents. All staff now have Ring central accounts through which daily student contact is made whether by remote meetings, text messages, phone calls, or email. Expanded use of technology will continue to be a priority in the 2021-2024 LCAP.

# Local Control and Accountability Plan

The instructions for completing the Local Control and Accountability Plan (LCAP) follow the template.

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
School of Unlimited Learning Charter High	Mark A. Wilson, Ed.D. Principal	<a href="mailto:Mark.wilson@fresnoeoc.org">Mark.wilson@fresnoeoc.org</a> 559-500-0914

## Plan Summary for the 2021-22 LCAP

### General Information

A description of the LEA, its schools, and its students.

The School of Unlimited Learning (SOUL) was established to serve youth who are at risk of dropping out of high school. Students attending SOUL receive the extra individual attention they need to succeed. What we found is that when we spend a little more time with these students, we see their true nature and desire to achieve. We find that our students are eager to learn; hungry for knowledge, generous in nature and that they truly want to make a positive impact in their neighborhoods and community.

The School of Unlimited Learning (SOUL) presently serves, educates and works with students residing primarily within the Fresno metropolitan area. The students, ages 14 through 21, and grades 9 through 12, have not yet received a high school diploma and many are at high risk of dropping out of school. The majority of SOUL students reside in economically depressed areas within the Fresno metropolitan area. Most targeted youth have a history of low academic achievement due primarily to poor attendance in their previous schools. A review of their scholastic career typically reveals a failure to benefit from available support services in the traditional school system, and a possible need for more comprehensive social services.

The School of Unlimited Learning has been an asset to the Fresno community in serving at-risk youth for nearly 23 years. SOUL's target population can be largely defined as students who are habitually truant, severely credit deficient, pregnant or parenting, or part of the juvenile justice system and at risk of dropping out of school. SOUL began to utilize the alternative dashboard when it became available in August 2018.



## Reflections: Successes

A description of successes and/or progress based on a review of the California School Dashboard (Dashboard) and local data.

1. Students, parents, faculty, support staff, administration, and community partners, a strong sense of connectedness, acceptance, and respect for each other are evidenced in an exceptionally positive school culture. The 2020/2021 parent and student survey results revealed that 100% of SOUL parents felt welcomed at SOUL. Ninety percent of parents stated that SOUL has helped their child become more focused in school.
2. SOUL is committed to maintaining a safe and orderly environment for all students and staff. All students stated that SOUL is an extremely safe campus. After the campus shutdown period beginning March 16, 2020, SOUL was able to open its doors to students in September 2020 for face-to-face hybrid instruction, which has resulted in increased student success.
3. Strong sense of parent/community support. 100% of all parents meet at least once per year with a SOUL case manager. During the 2020/2021 school year, limited student contact due to the pandemic resulted in an increase in parent communication and connectedness.
4. Use of Pathways, NWEA Measures of Academic Performance (MAP), Edgenuity's MyPath prescriptive curriculum for student data collection, analysis, and reporting. All students take the NWEA MAP test. 100% of all students and parents have access to School Pathways, our student information system.
5. Classes prepare students for the world of work through career technical education: computer literacy, child development, street law, culinary arts, and construction trade skills. During the 2019/2020 school year, over 40 percent of all students participated in a career technical education experience. Due to the pandemic, career courses were curtailed significantly. A resurgence of career education opportunities is foreseen in the 2021/2024 LCAP.
6. SOUL's vision is developed collaboratively and is consistent and supported by the school's expected schoolwide learning results.
7. SOUL's sense of family among students, alumni, parents, community members, partner organizations, and school staff encourage and support increased student achievement.
8. Instruction is standards-based and supplements traditional texts in creative ways.
9. Instruction is enhanced through the increased use of technology.
10. Intervention resources for skills-deficient students, including English learners, have increased over the past five-year period. Students with deficiencies in reading and math are assigned individualized reading and/or math prescriptions to bring them to grade level.
11. Due to the pandemic, 100% of all students were issued a laptop and wireless hotspot to complete their coursework remotely.
12. SOUL's graduation rate increased steadily over the past three years.
13. A total of 19 of SOUL's core academic courses have been UC-approved.
14. An increase in supportive services to parents and students during COVID has resulted in higher attendance and improved academic performance.
15. Increased efforts to engage parents during the COVID campus closure have resulted in much closer parent connections and home/school communication.



## Reflections: Identified Need

A description of any areas that need significant improvement based on a review of Dashboard and local data, including any areas of low performance and significant performance gaps among student groups on Dashboard indicators, and any steps taken to address those areas.

1. Increased efforts must be made to ensure that a greater percentage of students meet or exceed target growth in both English language arts (ELA) and math. Teacher monitoring of student progress and growth in reading and math proficiency has been inconsistent. Measures must be taken to closely monitor student progress and provide prescriptive interventions when necessary.
2. Career education courses were severely limited during the 2020/2021 school year due to inaccessibility caused by the pandemic. A major focus for the 2021/2022 school year will be the expansion of career education to all students.
3. In order for students to reengage in learning, SOUL has identified a need to address the social and emotional well-being of all students, and in particular, students with unique needs of special populations, many of whom have suffered from feelings of isolation, lack of motivation, and depression.
4. SOUL acknowledges that parents are equal partners in promoting student achievement and educational development. SOUL will continue to make every effort to ensure that every interaction with parents is positive and valuable.
5. Stakeholder input has called for flexibility in SOUL's instructional delivery. To increase our graduation rate, SOUL is exploring the feasibility of a hybrid model of learning, which will allow students greater opportunities for credit recovery, intervention, career-exploration, and social/emotional resources.

## LCAP Highlights

A brief overview of the LCAP, including any key features that should be emphasized.

Key features of the 2021/2022 LCAP Plan are based on the following schoolwide goals:

1. Increase the percentages of students meeting or exceeding growth targets in language arts/literacy and math.
2. Increase annual graduation rate.
3. Increase student connectedness to school and motivation for academic success.
4. Increase student knowledge of and preparedness for post-secondary education and career choices.
5. Increase efforts to identify, monitor, and support students who are at high risk of dropping out of school, and make referrals to appropriate intervention resources.
6. Provide expanded learning opportunities to address learning loss due to COVID.
7. Reinstate SOUL's career education program, which was suspended due to COVID.
8. Provide resources that address student social and emotional wellbeing.

# Comprehensive Support and Improvement

An LEA with a school or schools eligible for comprehensive support and improvement must respond to the following prompts.

## Schools Identified

A list of the schools in the LEA that are eligible for comprehensive support and improvement.

School of Unlimited Learning
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## Support for Identified School

A description of how the LEA has or will support its eligible schools in developing comprehensive support and improvement plans.

In developing the CSI plan, SOUL staff first reviewed our school’s shared WASC, Charter, and 2020/2021 Single Plan for Student Achievement (SPSA) goal of creating greater student access to post-secondary opportunities by increasing school graduation rate. Staff reviewed the most current CDE and internal graduation rate and dropout rate data, attendance data, and RIT scores from NWEA's Measures of Academic Progress (MAP) tests to determine language arts and math growth levels. Using a root cause analysis approach, school staff and stakeholders first identified causal factors for students not graduating. Student personal learning files were examined to identify individual barriers to academic success. Findings affecting a student’s graduating high school revealed that a high percentage of SOUL students live in poverty. An overwhelming majority of students entering the charter school are credit deficient, have a history of truancy, and enroll with language arts and math skills significantly below grade level. Student and parent survey data from phone surveys administered in May and August 2020 identified the following factors as root causes for student failure at their previous schools: lack of motivation; inadequate basic educational services; insufficient instructional intervention; and social and emotional issues. An examination of student enrollment over the past three years revealed that nearly 95% of students who enroll at SOUL are credit deficient. Further analysis revealed that despite recent gains in overall graduation rates, SOUL’s graduation rate is hampered by large numbers of severely deficient 12<sup>th</sup> grade students who do not graduate in their 12<sup>th</sup> grade year and thus deemed “non-completers”. For all seniors, credit recovery is critical to obtaining a high school diploma.

Results of parent and student survey data, along with findings of the main root causes for student failure were shared with staff and other stakeholders through online meetings held in August and September 2020. Graduation and dropout rate data, along with NWEA MAP results were reviewed at virtual staff meetings, parent meetings and advisory council meetings in August and September 2020. Attendance and discipline data were included in our School Accountability Report Card and shared with stakeholders, as well as posted online.

In identifying root causes for student failure and the underlying additional challenges of school closure due to the pandemic, stakeholder input largely influenced the development of specific interventions for the 2020-2021 school year. Stakeholder data analyses led to the development of student/family support teams for each student to ensure that the students remain on track to graduate by receiving additional weekly assistance and support during the school site closure. Support teams, which consist of certificated, classified, and social work intern staff, will closely monitor student academic progress as well as social and emotional well-being of students and families on a weekly basis, either in person or remotely.

School staff reviewed the 2020-2021 preliminary budget, as well as staffing, and technology resources for distance learning to identify resource inequities. With the addition of CSI funding for the 2020-2021 school year, budgetary, staffing and facilitates needs were successfully met. However, a survey of all students conducted in May 2020 revealed more than 80% of our students did not have a personal computer or wireless access at home. The transition to online learning necessitated the purchase of student laptops and wireless hotspots for students, as well as Ring Central (Zoom) accounts for all staff to conduct online classes, tutorial sessions, and individual and group parent meetings. The identified resource inequities were successfully overcome through additional State funding to cover the costs associated with the purchase of the aforementioned technological resources.

In October 2020, SOUL shared a draft of its SPSA and CSI Prompts with the Governing Council, Fresno EOC Board of Commissioners, school staff, students, and parents. SOUL staff also held three virtual parent meetings, one of which was the English Learning Advisory Committee (in Spanish) to discuss the draft of SOUL's SPSA Plan and CSI Prompts. As stated, stakeholder input has been addressed and incorporated into this plan.

## **Monitoring and Evaluating Effectiveness**

A description of how the LEA will monitor and evaluate the plan to support student and school improvement.

SOUL will monitor and evaluate the implementation and effectiveness of the CSI plan to support student and school improvement consistent with the processes for monitoring and evaluating LCAP goals, which are clearly articulated in this LCAP plan. Data Monitored will include all of the measurable outcomes identified in SOUL's 2020-2021 SPSA Plan:

- NWEA Measures of Academic Progress results by grade and subject area three times per year
- Edgenuity "My Path" Progress (by semester)
- CDE School Graduation Rate target and actual (annually)
- CDE Cohort Dropout Rate (annual)
- SOUL Internal Graduation Rate (annual)
- Course Pass/Fail rate (semester)

School monitoring and evaluation of the effectiveness of the CSI plan will include the following:

- Teachers will monitor NWEA MAP results and Edgenuity My Path data to identify gaps and prescribe interventions.
- Administration will review NWEA data and monthly MyPath data to identify gaps and prescribe interventions.
- Annual Report to School Governing Council will include all student performance data.
- Guidance Counselor will work with case managers and teachers to identify students at risk of failing a class and prescribe individualized tutoring.
- Guidance Counselor will prescribe credit recovery options to credit deficient students.
- Principal will hold monthly parents meetings to discuss student progress and other school-related issues.

The progress and results of the CSI goals will be presented to the following stakeholders:

- SOUL Governing Council – Principal, counselor, teachers, students, parents, community members
- Weekly teacher meetings, or as needed, to discuss student progress and instructional strategies
- Monthly schoolwide staff meetings to share data when relevant (e.g. fall, winter, and spring NWEA results)
- Annual Report to the SOUL Governing Council and to Fresno Unified School District
- May 2021 Parent and ELAC meetings

Specific goals have been established to address each component of the plan, as outlined in SOUL's Single Plan for Student Achievement, 2020-2021 Learning Continuity and Attendance Plan, 2020-2021 WASC Action Plan, and Charter Goals. At the end of the year, student performance data and other statistical information such as the percentage of SOUL graduates and non-completers and SOUL's internal graduation rate, will be compared to the established goals.

If one or more of the goals of the plan proves not to yield positive results, the annual goals will be revised by all stakeholders mentioned above (students, staff, parents, community members, ELAC parents, etc.) to determine deficiencies and recommend new goals based on need.

## Stakeholder Engagement for the 2021-2022 LCAP t

A summary of the stakeholder process and how the stakeholder engagement was considered before finalizing the LCAP.

Stakeholder input received from April 2020 to the present has served to guide our Learning Continuity and Attendance Plan. A parent and student survey conducted in Spring 2020 indicated that more than 80% of SOUL students lack sufficient technology to access online learning. By mid-July 2020, SOUL secured 150 computers and 150 wireless routers/hotspots for students who did not possess a device or internet access. Due to the continued shutdown of school campuses throughout Fresno County, SOUL began the 2020/2021 school year remotely. Students were scheduled a minimum of one hour, one-on-one direct remote instruction and assessment each week with an assigned teacher via phone or video calls. During these meetings, teachers reviewed the online work the student had completed and provided instruction on lessons that were not completed with an adequate grade. Teachers reviewed student time spent online via Edgenuity reports and the activity logs generated by the students. Collaboration Corner/discussion boards were used to engage students and determine the overall level of learning that students had completed during the week. Synchronous tutorial hours and classroom lessons were offered throughout the week to encourage student participation and to provide additional assistance to students who prefer different modalities of learning to supplement online instructional delivery.

In Spring 2020, SOUL identified a clear need for staff, students and families to be trained in all aspects of distance learning, including basic keyboarding, accessing websites, Google classroom, and virtual parent meetings. SOUL's 2020-2021 professional development plan focused on strategies needed to deliver high-quality distance learning instruction. Teachers received training on how to navigate through the Edgenuity Core curriculum program, which included the monitoring of student academic progress. Teachers were given additional training on using the NWEA Measures of Academic Progress to assess students remotely. Future trainings will include additional specific strategies to enhance student engagement and participation in online learning. Additional training will focus on engaging parents and families as partners in student learning. Ongoing Ring Central training will be held throughout the year to maximize virtual class sessions with simultaneous breakout groups and student presentations during whole class instruction. Regular teacher collaboration plays a significant role in supporting the distance-learning program and professional development. Ongoing professional learning will be offered throughout the school year to support achievement of SOUL's Charter and WASC goals.

Parent and student input through personal phone contact and surveys prioritized a need for SOUL to provide increased contact with teachers; increased resources to address student emotional and social well-being; and, when possible, face-to face support and counseling at the school site. Community stakeholder and staff input called for resources such as providing school meals, social and emotional counseling, and additional academic support for special populations, including English learners, special education, foster and homeless youth, and low-income students. Stakeholder input influenced the following aspects of SOUL's Learning Continuity and Attendance Plan: the development of clear expectations for daily and weekly instruction, including scheduled tutorial time; differentiated instruction for EL students; a virtual homeroom period once per week; and one-to-one virtual meetings with the student's teacher of record. In September 2020, Fresno County Health Department agreed to allow students with unique learning needs to access direct on-campus academic and non-academic resources. All established COVID-19 protocols were strictly followed, including the use of Plexiglas shields, masks, and social distancing. To support parents in providing assistance to their own child's' learning, SOUL's remote learning plan included specific expectations for weekly communication from SOUL staff to students and families. Since parents needed clear expectations of what they should expect from distance learning, SOUL parent meetings increased to

twice per month at two different times to accommodate maximum parent participation. In March 2021, stakeholders were surveyed to help identify strengths, gaps, and needs. Data from student, parent, staff, and community partner surveys was collected and shared with all stakeholder groups at staff meetings, parent meetings, and the March 2021 Governing Council meeting. Data and recommendations from the surveys have been incorporated into this LCAP.

#### A summary of the feedback provided by specific stakeholder groups.

Stakeholder feedback was very positive from all stakeholder groups. Students and parents were extremely satisfied with the efforts that SOUL has made during the pandemic by providing individualized instruction, maintaining ongoing communication with students and parents, providing resources such as academic, personal, and mental health counseling, and maintaining a safe and orderly environment with strict COVID protocols in place. Recommendations from students, parents, and staff focused on program flexibility in providing a hybrid program. Over 80% of parents and student preferred individualized instruction versus whole classroom instruction, especially with respect to language arts and math. (Prior to COVID, over 70% of SOUL students were enrolled in Independent Study). All stakeholders prioritized a need for the reinstatement of career education courses, and students identified the strongest interest in courses associated with careers in the health industry and business sector. The responses and recommendations of stakeholders have been incorporated into the 2021-2024 plan.

#### A description of the aspects of the LCAP that were influenced by specific stakeholder input.

In addition to the high level of participation in the surveys, all stakeholder groups have had ample opportunity to provide input through personal phone calls, parent, staff, and community partner meetings, and student meetings with their teachers, case managers and counselors. Flexible scheduling, expanded career education classes, resources for addressing student learning loss due to COVID, and student social and emotional wellbeing have been incorporated into the 2021-2024 LCAP.

The following metrics are the direct results of stakeholder input:

##### Goal 1: Increase in Reading and Math Levels

All students scoring below the standard will be enrolled in a mandatory class designed to help them increase their reading and/or math levels. Additional staff will provide instruction or personalized tutoring for identified students. Each student scoring below the standard upon enrolling will be given an individualized, prescriptive language arts and math curriculum through Edgenuity's MyPath.

##### Goal 2: Increase in Graduation Rate

Additional tutoring will be made available to assist 12<sup>th</sup> grade students who need additional assistance to pass their classes to graduate.

##### Goal 3: Increase in School Connectedness and Expansion of Career Education Courses

To increase student engagement and career preparedness, among SOUL students, SOUL will add one additional CTE course each year for a three- year period.

##### Goal 4: Parent Engagement

Parent counseling, training, and workshops will be scheduled a minimum of four times per year that are specifically designed to provide information to parents about Fresno EOC and community resources that can assist them in removing barriers to their child's success.

# Goals and Actions

## Goal 1: Increase in Reading and Math Skills

<b>Goal 1</b>	Improve Student Academic Performance and College and Career Readiness by Increasing Reading and Math Levels of all SOUL Students.
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State and/or Local Priorities addressed by this goal: **Basic Services (1); Implementation of State Standards (2); Pupil Achievement (4); and Course Access (7).**

An explanation of why the LEA has developed this goal.

Nearly 80% of all students who enroll in SOUL are severely skill deficient in math and/or reading. Over the past five years, the average entry reading level for SOUL students has been a 6.5 grade level, whereas the math level averages a 5.5 grade level. Close monitoring of student reading and math levels will provide SOUL ongoing data regarding student achievement and will assist in determining intervention needs. The CAASPP 2018/2019 Smarter Balanced Test results revealed that 19 percent of SOUL students met or exceeded the standard in language arts/literacy and zero percent of students met or exceeded the standard in math. All teachers receive common core and ELD professional development training throughout the year.

## Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
SBAC Language Arts	19% of students met or exceeded English language arts standard in 2019	4% growth above baseline will meet or exceed standard for all subgroups	8% growth above baseline will meet or exceed standard for all subgroups	12% growth above baseline will meet or exceed standard for all subgroups	16% growth above baseline will meet or exceed standard for all subgroups
SBAC Math	0% of students met or exceeded math standard in 2019	2% growth above baseline will meet or exceed standard for all subgroups	5% growth above baseline will meet or exceed standard for all subgroups	8% growth above baseline will meet or exceed standard for all subgroups	11% growth above baseline will meet or exceed standard for all subgroups
NWEA MAP Reading	Percent of students who meet or exceed target growth in Spring 2021	5% growth over baseline year.	10% growth over baseline year.	15% growth over baseline year.	20% growth over baseline year.



Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
NWEA MAP Math	Percent of students who meet or exceed target growth in Spring 2021	3% growth over baseline year.	6% growth over baseline year.	9% growth over baseline year.	12% growth over baseline year.

## Actions

Action #	Title	Description	Total Funds	Contributing
1	Increase in NWEA's MAP scores	<p>NWEA 's Measures of Academic Progress Benchmark Exams will be given three times per year to monitor student progress in language arts and math.</p> <p>Students scoring below the grade level standard will be enrolled in a mandatory class designed to help them increase their reading and/or math levels. Additional staff will provide instruction or personalized tutoring for identified students.</p> <p>Each student scoring below the standard upon enrolling will be given an individualized, prescriptive language arts and math curricula through Edgenuity's MyPath.</p>	\$71,807	Y
2	Increase in SBAC Scores	Students who do not meet the standard in language arts or math will be given a mandatory class designed to help them increase their reading and/or math levels. Additional staff will provide instruction or personalized tutoring for identified students.	\$36,826	Y
3	Monitoring of Student Benchmark Data	All teachers will be given copies of student benchmark performance data, to which they will refer and provide students prescriptive resources, such as Edgenuity's MyPath and other resources to address learning loss in language and math.	\$11,775	Y
4.	Curriculum Development and Teacher Training.	Teachers will receive training in CASSPP testing and review best practices for integrating language arts and math into all curriculum. A schoolwide focus will be centered on developing strategies to improving student literacy across the curriculum.	\$19,958	Y
		Goal 1 Subtotal	\$ 140,365	



# Goal Analysis

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

This goal will be analyzed as part of progress to inform the development of the 2022-2023 LCAP.

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures.

This goal will be analyzed as part of progress to inform the development of the 2022-2023 LCAP.

An explanation of how effective the specific actions were in making progress toward the goal.

This goal will be analyzed as part of progress to inform the development of the 2022-2023 LCAP.

A description of any changes made to the planned goal, metrics, desired outcomes, or actions for the coming year that resulted from reflections on prior practice.

This goal will be analyzed as part of progress to inform the development of the 2022-2023 LCAP.

## Goal 2: Increase Graduation Rate

Goal 2	Create Greater Student Access to Post-Secondary Opportunities by Increasing School Graduation Rate
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State and/or Local Priorities addressed by this goal: **Pupil Achievement (4), Pupil Engagement (5)**

An explanation of why the LEA has developed this goal.

An overwhelming majority of students who enroll at SOUL are credit deficient. Nearly 40% of all SOUL students are 12<sup>th</sup> graders. Despite recent gains, SOUL’s graduation rate is hampered by large numbers of severely deficient 12<sup>th</sup> grade students who do not graduate in their fourth year of high school and are thus deemed “non-completers”. For all seniors, credit recovery is critical to obtaining a high school diploma. In addition to providing students increased intervention resources and support to recover credits to graduate, stakeholders have identified a need for flexibility in SOUL’s instructional delivery. To increase our graduation rate, SOUL is exploring a hybrid model of learning, which will allow students greater opportunities for credit recovery, intervention, career exploration, and social/emotional resources. SOUL has met its target graduation rate since the 2011/2012 school year. SOUL will continue to set the goal of meeting or exceeding its graduation rate each year for the next three years. Using the 2018/2019 Cohort Dropout Rate of 32% as a baseline, SOUL’s dropout rate will decrease by 4% per year. SOUL’s internal graduation rate in 2020 was 95%.

## Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
CDE Annual Minimum Graduation Rate for School	Target School Graduation rate set by CDE	Meet or exceed target graduation rate set by State of California	Meet or exceed target graduation rate set by State of California	Meet or exceed target graduation rate set by State of California	Meet or exceed target graduation rate set by State of California
CDE Cohort Dropout Rate	32% for all subgroups	28% for all subgroups	24% for all subgroups	20% for all subgroups	16% for all subgroups
School Internal Graduation Rate	2019/2020 Internal Graduation Rate of 95%	95% for all subgroups	95% for all subgroups	95% for all subgroups	95% for all subgroups

## Actions

Action #	Title	Description	Total Funds	Contributing
1	Case Management Support	Assigned staff will work with seniors to assist them in accessing resources that help to remove identified barriers to graduation. In addition, they will work closely with teachers and with other support staff, such as the Guidance Dean and Home/School Liaison to ensure that the seniors have the resources they need to successfully complete their studies.	\$39,630	y
2	Personal Learning Plans	Assigned staff will develop personal learning plans for all 12 <sup>th</sup> grade students to identify a timeline for graduation and the resources they need to complete their studies successfully.	\$31,600	Y
3	Career Counseling	Assigned staff will provide college readiness preparation for all 12 <sup>th</sup> grade students and conduct career assessments for all 12 <sup>th</sup> grade students on track to graduate, and assist with resume preparation. The Career Counselor will serve as the primary liaison between the school and post-secondary institutions to assist with the enrollment of SOUL graduates into post-secondary institutions.	\$48,558	Y
4	Additional Tutoring	Assigned staff provide Individualized tutoring and instruction will assist students who need additional help to pass their classes.	\$42,455	Y

Action #	Title	Description	Total Funds	Contributing
5	Coordination of Resources for Special Student Populations	Assigned staff will identify, develop, and expand services for special student populations by establishing a close coordination of resources with agency and community partners and identifying need for such resources among our students and parents.	Incl.	Y
		Goal 1 Subtotal	\$ 162,243	

## Goal Analysis

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

This goal will be analyzed as part of progress to inform the development of the 2022-2023 LCAP.

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures.

This goal will be analyzed as part of progress to inform the development of the 2022-2023 LCAP.

An explanation of how effective the specific actions were in making progress toward the goal.

This goal will be analyzed as part of progress to inform the development of the 2022-2023 LCAP.

A description of any changes made to the planned goal, metrics, desired outcomes, or actions for the coming year that resulted from reflections on prior practice.

This goal will be analyzed as part of progress to inform the development of the 2022-2023 LCAP.

## Goal 3: Increased Student Connectedness and Expansion of Career Education

Goal #	Description
3	SOUL students will demonstrate increased connectedness and motivation for academic success during and beyond their high school experience through increased attendance, higher engagement, and greater exposure to career education opportunities.

State and/or Local Priorities addressed by this goal: **Pupil Engagement (5); School Climate (6); and Pupil Outcomes (8)**

An explanation of why the LEA has developed this goal.

Notwithstanding recent gains in student participation in extracurricular activities and community service projects, SOUL continues to experience lower than average ADA to enrollment. SOUL will collect, analyze, and evaluate student participation and attendance data on an annual basis and make recommendations for program changes to improve attendance and increase engagement in career classes and extra-curricular activities, including student leadership. The majority of SOUL students are considered high-risk of dropping out of school due to past-history of truancy and poor academic achievement. In order to help students become successful academic learners, it is essential to help them remove non-academic barriers, such as depression, gang affiliation, substance abuse, domestic violence issues, and other personal family challenges.

## Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
ADA to Enrollment	90%	90% for all subgroups	92% for all subgroups	93% for all subgroups	94% for all subgroups
Career Education Courses	Five career education courses	Reinstatement of the five career education courses that were cancelled due to COVID	Expand career education to six courses	Expand career education to seven courses	SOUL will offer eight career education courses
Student Participation	50% of all students will participate in career, leadership, and/or co-curricular activities.	50% of all students will participate in career, leadership, and/or co-curricular activities.	60% of all students will participate in career, leadership, and/or co-curricular activities.	70% of all students will participate in career, leadership, and/or co-curricular activities.	80% of all students will participate in career, leadership, and/or co-curricular activities.

## Actions

Action #	Title	Description	Total Funds	Contributing
1	Flexibility in Scheduling	SOUL will provide greater flexibility in scheduling of classes to increase student attendance and more actively engage students in learning. The flexible scheduling model will include specific skills labs and other strategies designed for students or who are skills deficient in math and reading.	Incl	
2	Increased Case Management Services	Case managers will work closely with students to assist them in accessing resources that help remove barriers to academic and personal success. In addition, they will work closely with teachers and other support staff to ensure that the seniors have the personal, academic, and emotional resources they need to successfully complete their studies.	\$112,069	Y
3	Expansion of Career Education Courses	To increase student engagement and career preparedness, among SOUL students, SOUL will reinstate career courses and add one additional CTE course each year for a three-year period.	\$30,000	Y
4	Increased Student Recognition and Incentives	Provide student incentives to promote attendance and student achievements. Students will be recognized throughout the year for their academic achievements, attendance, participation and community service.	\$ 10,000	Y
5	Removal of Transportation Barriers	To address transportation barriers, SOUL will provide bus tokens to each student, which will reduce non-attendance.	\$18,500	Y
6	Social/Emotional Intervention	In coordination with the Guidance Dean, the Social/Emotional Intervention Specialist will oversee the support services, activities, and trainings/sessions for students and parents. The sessions are designed to address students' post-COVID social and emotional needs to assist them in removing barriers to academic success.	\$110,617	Y
		Goal 3 Subtotal	\$281,186	

# Goal 3 Analysis

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

This goal will be analyzed as part of progress to inform the development of the 2022-2023 LCAP.

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures.

This goal will be analyzed as part of progress to inform the development of the 2022-2023 LCAP.

An explanation of how effective the specific actions were in making progress toward the goal.

This goal will be analyzed as part of progress to inform the development of the 2022-2023 LCAP.

A description of any changes made to the planned goal, metrics, desired outcomes, or actions for the coming year that resulted from reflections on prior practice.

This goal will be analyzed as part of progress to inform the development of the 2022-2023 LCAP.

# Goal 4: Increased Services to Parents

Goal 4:	Increase Student Success through Active Parent Participation, Involvement, and Engagement
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State and/or Local Priorities addressed by this goal: **Parental Involvement (3); Pupil Outcomes (8)**

An explanation of why the LEA has developed this goal.

Typically, parents of at-risk high-school age students do not actively participate in their child’s school activities. SOUL has developed an annual parent involvement plan, which encourages parents to attend scheduled online and in-person meetings and activities throughout the year. Parent attendance, data collected from parent meetings, counselor meetings, and schoolwide events in which parents are requested to attend, reveal a high percentage of parents who do not attend school functions, despite frequent parent contact by teachers and staff, as well as

occasional home visits. Increased efforts must be made to involve and engage parents in their children’s education. The annual measurable outcomes are aligned with our school’s charter and WASC goals.

# Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome.	Desired Outcome for 2023–24
Parent Meeting Attendance	100% for all Subgroups	100% for all Subgroups	100% for all Subgroups	100% for all Subgroups	100% for all Subgroups
Parent Survey Data	90% satisfaction for all subgroups	90% satisfaction for all subgroups	90% satisfaction for all subgroups	90% satisfaction for all subgroups	90% satisfaction for all subgroups
Parent workshops and trainings	4 workshops/trainings per year	5 workshops/trainings per year	6 workshops/trainings per year	7 workshops/trainings per year	8 workshops/trainings per year

# Actions

Action #	Title	Description	Total Funds	Contributing
Action # 1	Home/School Liaison	To address truancy, SOUL will utilize an Attendance and Home/School Liaison to oversee increased home-school communication efforts between all SOUL staff and SOUL parents and assist with the administration of the parent surveys in both English and Spanish. Moreover, the liaison will closely monitor student attendance and notify support staff and teachers of students who are truant or need additional resources.	\$ 38,127	Y
Action # 2	Case Management Services for Parents	Parents of students with attendance and/or behavior concerns will meet a minimum of once per month with the Case Manager, who will work with both parents and students to develop strategies to become successful learners.	Incl	Y
Action # 3	Counseling, Trainings and Workshops for Parents and Students	The Social/Emotional Intervention Specialist will schedule counseling sessions and workshops to assist students and their parents in removing barriers to academic success. Workshops will also highlight programs and services through Fresno EOC and other community resources. Bilingual staff will oversee ELAC meetings to ensure that non-English speaking parents have full access to information and participation.	\$ 20,391	Y
		Total	\$58,518	Y

# Goal Analysis

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

This goal will be analyzed as part of progress to inform the development of the 2022-2023 LCAP.

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures.

This goal will be analyzed as part of progress to inform the development of the 2022-2023 LCAP.

An explanation of how effective the specific actions were in making progress toward the goal.

This goal will be analyzed as part of progress to inform the development of the 2022-2023 LCAP.

A description of any changes made to the planned goal, metrics, desired outcomes, or actions for the coming year that resulted from reflections on prior practice.

This goal will be analyzed as part of progress to inform the development of the 2022-2023 LCAP.

## Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students for the 2021-22 LCAP.

Percentage to Increase or Improve Services	Increased Apportionment based on the Enrollment of Foster Youth, English Learners, and Low-Income students
35.9%	\$642,312

The Budgeted Expenditures for Actions identified as Contributing may be found in the Increased or Improved Services Expenditures Table.

## Required Descriptions

For each action being provided to an entire school, or across the entire school district or county office of education (COE), an explanation of (1) how the needs of foster youth, English learners, and low-income students were considered first, and (2) how these actions are effective in meeting the goals for these students.

Over 94% of SOUL students have been identified as low-income with a history of poor academic achievement. As detailed in this plan, SOUL will provide flexible scheduling, individualized or small group instruction and tutoring, case management services, social and emotional support, and post-secondary preparation for all identified students.



English Language Learners (ELs) will continue to receive academic support from their assigned teacher. This support will be individualized to meet the needs of the student, based on the ELPAC assessment data that has been recorded, as well as previous classroom performance, and teacher input. Additionally, a designated teacher will be assigned to provide supplemental support to the EL students in the areas of reading, writing, listening, and speaking through online learning activities and virtual or in-person tutoring on a weekly basis. The two teachers, along with a case manager will provide support to students and their families by phone or virtual video sessions.

Foster and homeless youth are assigned to a mentor/case manager who maintains consistent communication with the student. Ongoing assessments of the student's living situation helps ensure that a lack of resources does not become a barrier to learning. Food distributions, mentoring, community referrals and emergency shelters are utilized to enhance the academic success of foster and homeless youth as well as providing a consistent, positive connection outside of their current living situation.

A description of how services for foster youth, English learners, and low-income students are being increased or improved by the percentage required.

Over 94% of all SOUL students are either English language learners, foster youth, homeless, or low income. SOUL's comprehensive service delivery system is designed to meet the needs of all students. Resources for English language learners include additional teacher support to provide increased intervention activities that ensure students have the resources they need to successfully complete their required and elective courses. As described in this plan, the addition of an Attendance Home/School Liaison, Resource Specialist, and Social/Emotional Intervention Specialist will address physical, emotional, and academic barriers to student success.

# Instructions

[Plan Summary](#)

[Stakeholder Engagement](#)

[Goals and Actions](#)

[Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students](#)

*For additional questions or technical assistance related to the completion of the LCAP template, please contact the local COE, or the California Department of Education's (CDE's) Local Agency Systems Support Office by phone at 916-319-0809 or by email at [lcff@cde.ca.gov](mailto:lcff@cde.ca.gov).*

## Introduction and Instructions

The Local Control Funding Formula (LCFF) requires LEAs to engage their local stakeholders in an annual planning process to evaluate their progress within eight state priority areas encompassing all statutory metrics (COEs have ten state priorities). LEAs document the results of this planning process in the Local Control and Accountability Plan (LCAP) using the template adopted by the State Board of Education.

The LCAP development process serves three distinct, but related functions:

- **Comprehensive Strategic Planning:** The process of developing and annually updating the LCAP supports comprehensive strategic planning (California *Education Code* [EC] 52064(e)(1)). Strategic planning that is comprehensive connects budgetary decisions to teaching and learning performance data. Local educational agencies (LEAs) should continually evaluate the hard choices they make about the use of limited resources to meet student and community needs to ensure opportunities and outcomes are improved for all students.
- **Meaningful Stakeholder Engagement:** The LCAP development process should result in an LCAP that reflects decisions made through meaningful stakeholder engagement (EC 52064(e)(1)). Local stakeholders possess valuable perspectives and insights about an LEA's programs and services. Effective strategic planning will incorporate these perspectives and insights in order to identify potential goals and actions to be included in the LCAP.
- **Accountability and Compliance:** The LCAP serves an important accountability function because aspects of the LCAP template require LEAs to show that they have complied with various requirements specified in the LCFF statutes and regulations, most notably:
  - Demonstrating that LEAs are increasing or improving services for foster youth, English learners, and low-income students in proportion to the amount of additional funding those students generate under LCFF (EC 52064(b)(4-6)).

- Establishing goals, supported by actions and related expenditures, that address the statutory priority areas and statutory metrics (EC 52064(b)(1) & (2)).
- Annually reviewing and updating the LCAP to reflect progress toward the goals (EC 52064(b)(7)).

The LCAP template, like each LEA's final adopted LCAP, is a document, not a process. LEAs must use the template to memorialize the outcome of their LCAP development process, which should: (a) reflect comprehensive strategic planning (b) through meaningful engagement with stakeholders that (c) meets legal requirements, as reflected in the final adopted LCAP. The sections included within the LCAP template do not and cannot reflect the full development process, just as the LCAP template itself is not intended as a stakeholder engagement tool.

If a county superintendent of schools has jurisdiction over a single school district, the county board of education and the governing board of the school district may adopt and file for review and approval a single LCAP consistent with the requirements in EC sections 52060, 52062, 52066, 52068, and 52070. The LCAP must clearly articulate to which entity's budget (school district or county superintendent of schools) all budgeted and actual expenditures are aligned.

The revised LCAP template for the 2021–22, 2022–23, and 2023–24 school years reflects statutory changes made through Assembly Bill 1840 (Committee on Budget), Chapter 243, Statutes of 2018. These statutory changes enhance transparency regarding expenditures on actions included in the LCAP, including actions that contribute to meeting the requirement to increase or improve services for foster youth, English learners, and low-income students, and to streamline the information presented within the LCAP to make adopted LCAPs more accessible for stakeholders and the public.

At its most basic, the adopted LCAP should attempt to distill not just what the LEA is doing, but also allow stakeholders to understand why, and whether those strategies are leading to improved opportunities and outcomes for students. LEAs are strongly encouraged to use language and a level of detail in their adopted LCAPs intended to be meaningful and accessible for the LEA's diverse stakeholders and the broader public.

In developing and finalizing the LCAP for adoption, LEAs are encouraged to keep the following overarching frame at the forefront of the strategic planning and stakeholder engagement functions:

Given present performance across the state priorities and on indicators in the California School Dashboard, how is the LEA using its budgetary resources to respond to student and community needs, and address any performance gaps, including by meeting its obligation to increase or improve services for foster youth, English learners, and low-income students?

LEAs are encouraged to focus on a set of metrics or a set of actions that the LEA believes, based on input gathered from stakeholders, research, and experience, will have the biggest impact on behalf of its students.

These instructions address the requirements for each section of the LCAP, but may include information about effective practices when developing the LCAP and completing the LCAP itself. Additionally, information is included at the beginning of each section emphasizing the purpose that each section serves.

# Plan Summary

## Purpose

A well-developed Plan Summary section provides a meaningful context for the LCAP. This section provides information about an LEA's community as well as relevant information about student needs and performance. In order to provide a meaningful context for the rest of the LCAP, the content of this section should be clearly and meaningfully related to the content included in the subsequent sections of the LCAP.

## Requirements and Instructions

**General Information** – Briefly describe the students and community. For example, information about an LEA in terms of geography, enrollment, or employment, the number and size of specific schools, recent community challenges, and other such information as an LEA wishes to include can enable a reader to more fully understand an LEA's LCAP.

**Reflections: Successes** – Based on a review of performance on the state indicators and local performance indicators included in the Dashboard, progress toward LCAP goals, local self-assessment tools, stakeholder input, and any other information, what progress is the LEA most proud of and how does the LEA plan to maintain or build upon that success? This may include identifying specific examples of how past increases or improvements in services for foster youth, English learners, and low-income students have led to improved performance for these students.

**Reflections: Identified Need** – Referring to the Dashboard, identify: (a) any state indicator for which overall performance was in the “Red” or “Orange” performance category or any local indicator where the LEA received a “Not Met” or “Not Met for Two or More Years” rating AND (b) any state indicator for which performance for any student group was two or more performance levels below the “all student” performance. What steps is the LEA planning to take to address these areas of low performance and performance gaps? Other needs may be identified using locally collected data including data collected to inform the self-reflection tools and reporting local indicators on the Dashboard.

**LCAP Highlights** – Identify and briefly summarize the key features of this year's LCAP.

**Comprehensive Support and Improvement** – An LEA with a school or schools identified for comprehensive support and improvement (CSI) under the Every Student Succeeds Act must respond to the following prompts:

- **Schools Identified:** Identify the schools within the LEA that have been identified for CSI.
- **Support for Identified Schools:** Describe how the LEA has or will support the identified schools in developing CSI plans that included a school-level needs assessment, evidence-based interventions, and the identification of any resource inequities to be addressed through the implementation of the CSI plan.

- **Monitoring and Evaluating Effectiveness:** Describe how the LEA will monitor and evaluate the implementation and effectiveness of the CSI plan to support student and school improvement.

## Stakeholder Engagement

### Purpose

Significant and purposeful engagement of parents, students, educators, and other stakeholders, including those representing the student groups identified by LCFF, is critical to the development of the LCAP and the budget process. Consistent with statute, such stakeholder engagement should support comprehensive strategic planning, accountability, and improvement across the state priorities and locally identified priorities (*EC 52064(e)(1)*). Stakeholder engagement is an ongoing, annual process.

This section is designed to reflect how stakeholder engagement influenced the decisions reflected in the adopted LCAP. The goal is to allow stakeholders that participated in the LCAP development process and the broader public understand how the LEA engaged stakeholders and the impact of that engagement. LEAs are encouraged to keep this goal in the forefront when completing this section.

Statute and regulations specify the stakeholder groups that school districts and COEs must consult when developing the LCAP: teachers, principals, administrators, other school personnel, local bargaining units of the LEA, parents, and students. Before adopting the LCAP, school districts and COEs must share it with the Parent Advisory Committee and, if applicable, to its English Learner Parent Advisory Committee. The superintendent is required by statute to respond in writing to the comments received from these committees. School districts and COEs must also consult with the special education local plan area administrator(s) when developing the LCAP. Statute requires charter schools to consult with teachers, principals, administrators, other school personnel, parents, and students in developing the LCAP. The LCAP should also be shared with, and LEAs should request input from, schoolsite-level advisory groups, as applicable (e.g., schoolsite councils, English Learner Advisory Councils, student advisory groups, etc.), to facilitate alignment between schoolsite and district-level goals and actions.

Information and resources that support effective stakeholder engagement, define student consultation, and provide the requirements for advisory group composition, can be found under Resources on the following web page of the CDE's website: <https://www.cde.ca.gov/re/lc/>.

### Requirements and Instructions

Below is an excerpt from the 2018–19 *Guide for Annual Audits of K–12 Local Education Agencies and State Compliance Reporting*, which is provided to highlight the legal requirements for stakeholder engagement in the LCAP development process:

#### **Local Control and Accountability Plan:**

For county offices of education and school districts only, verify the LEA:

- a) Presented the local control and accountability plan to the parent advisory committee in accordance with Education Code section 52062(a)(1) or 52068(a)(1), as appropriate.

- b) If applicable, presented the local control and accountability plan to the English learner parent advisory committee, in accordance with Education Code section 52062(a)(2) or 52068(a)(2), as appropriate.
- c) Notified members of the public of the opportunity to submit comments regarding specific actions and expenditures proposed to be included in the local control and accountability plan in accordance with Education Code section 52062(a)(3) or 52068(a)(3), as appropriate.
- d) Held at least one public hearing in accordance with Education Code section 52062(b)(1) or 52068(b)(1), as appropriate.
- e) Adopted the local control and accountability plan in a public meeting in accordance with Education Code section 52062(b)(2) or 52068(b)(2), as appropriate.

**Prompt 1:** “A summary of the stakeholder process and how the stakeholder engagement was considered before finalizing the LCAP.”

Describe the stakeholder engagement process used by the LEA to involve stakeholders in the development of the LCAP, including, at a minimum, describing how the LEA met its obligation to consult with all statutorily required stakeholder groups as applicable to the type of LEA. A sufficient response to this prompt must include general information about the timeline of the process and meetings or other engagement strategies with stakeholders. A response may also include information about an LEA’s philosophical approach to stakeholder engagement.

**Prompt 2:** “A summary of the feedback provided by specific stakeholder groups.”

Describe and summarize the stakeholder feedback provided by specific stakeholders. A sufficient response to this prompt will indicate ideas, trends, or inputs that emerged from an analysis of the feedback received from stakeholders.

**Prompt 3:** “A description of the aspects of the LCAP that were influenced by specific stakeholder input.”

A sufficient response to this prompt will provide stakeholders and the public clear, specific information about how the stakeholder engagement process influenced the development of the LCAP. The response must describe aspects of the LCAP that were influenced by or developed in response to the stakeholder feedback described in response to Prompt 2. This may include a description of how the LEA prioritized stakeholder requests within the context of the budgetary resources available or otherwise prioritized areas of focus within the LCAP. For the purposes of this prompt, “aspects” of an LCAP that may have been influenced by stakeholder input can include, but are not necessarily limited to:

- Inclusion of a goal or decision to pursue a Focus Goal (as described below)
- Inclusion of metrics other than the statutorily required metrics
- Determination of the desired outcome on one or more metrics
- Inclusion of performance by one or more student groups in the Measuring and Reporting Results subsection
- Inclusion of action(s) or a group of actions
- Elimination of action(s) or group of actions

- Changes to the level of proposed expenditures for one or more actions
- Inclusion of action(s) as contributing to increased or improved services for unduplicated services
- Determination of effectiveness of the specific actions to achieve the goal
- Determination of material differences in expenditures
- Determination of changes made to a goal for the ensuing LCAP year based on the annual update process
- Determination of challenges or successes in the implementation of actions

## Goals and Actions

### Purpose

Well-developed goals will clearly communicate to stakeholders what the LEA plans to accomplish, what the LEA plans to do in order to accomplish the goal, and how the LEA will know when it has accomplished the goal. A goal statement, associated metrics and expected outcomes, and the actions included in the goal should be in alignment. The explanation for why the LEA included a goal is an opportunity for LEAs to clearly communicate to stakeholders and the public why, among the various strengths and areas for improvement highlighted by performance data and strategies and actions that could be pursued, the LEA decided to pursue this goal, and the related metrics, expected outcomes, actions, and expenditures.

A well-developed goal can be focused on the performance relative to a metric or metrics for all students, a specific student group(s), narrowing performance gaps, or implementing programs or strategies expected to impact outcomes. LEAs should assess the performance of their student groups when developing goals and the related actions to achieve such goals.

### Requirements and Instructions

LEAs should prioritize the goals, specific actions, and related expenditures included within the LCAP within one or more state priorities. LEAs should consider performance on the state and local indicators, including their locally collected and reported data for the local indicators that are included in the Dashboard in determining whether and how to prioritize its goals within the LCAP.

In order to support prioritization of goals, the LCAP template provides LEAs with the option of developing three different kinds of goals:

- **Focus Goal:** A Focus Goal is relatively more concentrated in scope and may focus on a fewer number of metrics to measure improvement. A Focus Goal statement will be time bound and make clear how the goal is to be measured.
- **Broad Goal:** A Broad Goal is relatively less concentrated in its scope and may focus on improving performance across a wide range of metrics.
- **Maintenance of Progress Goal:** A Maintenance of Progress Goal includes actions that may be ongoing without significant changes and allows an LEA to track performance on any metrics not addressed in the other goals of the LCAP.

At a minimum, the LCAP must address all LCFF priorities and associated metrics.

### ***Focus Goal(s)***

**Goal Description:** The description provided for a Focus Goal must be specific, measurable, and time bound. An LEA develops a Focus Goal to address areas of need that may require or benefit from a more specific and data intensive approach. The Focus Goal can explicitly reference the metric(s) by which achievement of the goal will be measured and the time frame according to which the LEA expects to achieve the goal.

**Explanation of why the LEA has developed this goal:** Explain why the LEA has chosen to prioritize this goal. An explanation must be based on Dashboard data or other locally collected data. LEAs must describe how the LEA identified this goal for focused attention, including relevant consultation with stakeholders. LEAs are encouraged to promote transparency and understanding around the decision to pursue a focus goal.

### ***Broad Goal***

**Goal Description:** Describe what the LEA plans to achieve through the actions included in the goal. The description of a broad goal will be clearly aligned with the expected measurable outcomes included for the goal. The goal description organizes the actions and expected outcomes in a cohesive and consistent manner. A goal description is specific enough to be measurable in either quantitative or qualitative terms. A broad goal is not as specific as a focus goal. While it is specific enough to be measurable, there are many different metrics for measuring progress toward the goal.

**Explanation of why the LEA has developed this goal:** Explain why the LEA developed this goal and how the actions and metrics grouped together will help achieve the goal.

### ***Maintenance of Progress Goal***

**Goal Description:** Describe how the LEA intends to maintain the progress made in the LCFF State Priorities not addressed by the other goals in the LCAP. Use this type of goal to address the state priorities and applicable metrics not addressed within the other goals in the LCAP. The state priorities and metrics to be addressed in this section are those for which the LEA, in consultation with stakeholders, has determined to maintain actions and monitor progress while focusing implementation efforts on the actions covered by other goals in the LCAP.

**Explanation of why the LEA has developed this goal:** Explain how the actions will sustain the progress exemplified by the related metrics.

### ***Measuring and Reporting Results:***

For each LCAP year, identify the metric(s) that the LEA will use to track progress toward the expected outcomes. LEAs are encouraged to identify metrics for specific student groups, as appropriate, including expected outcomes that would reflect narrowing of any existing performance gaps.

Include in the baseline column the most recent data associated with this metric available at the time of adoption of the LCAP for the first year of the three-year plan. LEAs may use data as reported on the 2019 Dashboard for the baseline of a metric only if that data represents the most recent available (e.g. high school graduation rate).



Using the most recent data available may involve reviewing data the LEA is preparing for submission to the California Longitudinal Pupil Achievement Data System (CALPADS) or data that the LEA has recently submitted to CALPADS. Because final 2020–2021 outcomes on some metrics may not be computable at the time the 2021–24 LCAP is adopted (e.g. graduation rate, suspension rate), the most recent data available may include a point in time calculation taken each year on the same date for comparability purposes.

The baseline data shall remain unchanged throughout the three-year LCAP.

Complete the table as follows:

- **Metric:** Indicate how progress is being measured using a metric.
- **Baseline:** Enter the baseline when completing the LCAP for 2021–22. As described above, the baseline is the most recent data associated with a metric. Indicate the school year to which the data applies, consistent with the instructions above.
- **Year 1 Outcome:** When completing the LCAP for 2022–23, enter the most recent data available. Indicate the school year to which the data applies, consistent with the instructions above.
- **Year 2 Outcome:** When completing the LCAP for 2023–24, enter the most recent data available. Indicate the school year to which the data applies, consistent with the instructions above.
- **Year 3 Outcome:** When completing the LCAP for 2024–25, enter the most recent data available. Indicate the school year to which the data applies, consistent with the instructions above. The 2024–25 LCAP will be the first year in the next three-year cycle. Completing this column will be part of the Annual Update for that year.
- **Desired Outcome for 2023-24:** When completing the first year of the LCAP, enter the desired outcome for the relevant metric the LEA expects to achieve by the end of the 2023–24 LCAP year.

Timeline for completing the “**Measuring and Reporting Results**” part of the Goal.

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for Year 3 (2023-24)
Enter information in this box when completing the LCAP for <b>2021–22</b> .	Enter information in this box when completing the LCAP for <b>2021–22</b> .	Enter information in this box when completing the LCAP for <b>2022–23</b> . Leave blank until then.	Enter information in this box when completing the LCAP for <b>2023–24</b> . Leave blank until then.	Enter information in this box when completing the LCAP for <b>2024–25</b> . Leave blank until then.	Enter information in this box when completing the LCAP for <b>2021–22</b> .

The metrics may be quantitative or qualitative; but at minimum, an LEA’s LCAP must include goals that are measured using all of the applicable metrics for the related state priorities, in each LCAP year as applicable to the type of LEA. To the extent a state priority does not specify one or more metrics (e.g., implementation of state academic content and performance standards), the LEA must identify a metric to use within the LCAP. For these state priorities, LEAs are encouraged to use metrics based on or reported through the relevant self-reflection tool for local indicators within the Dashboard.

**Actions:** Enter the action number. Provide a short title for the action. This title will also appear in the expenditure tables. Provide a description of the action. Enter the total amount of expenditures associated with this action. Budgeted expenditures from specific fund sources will be provided in the summary expenditure tables. Indicate whether the action contributes to meeting the increase or improved services requirement as described in the Increased or Improved Services section using a “Y” for Yes or an “N” for No. (Note: for each such action offered on an LEA-wide or schoolwide basis, the LEA will need to provide additional information in the Increased or Improved Summary Section to address the requirements in *California Code of Regulations*, Title 5 [5 CCR] Section 15496(b) in the Increased or Improved Services Section of the LCAP).

**Actions for English Learners:** School districts, COEs, and charter schools that have a numerically significant English learner student subgroup must include specific actions in the LCAP related to, at a minimum, the language acquisition programs, as defined in *EC* Section 306, provided to students and professional development activities specific to English learners.

**Actions for Foster Youth:** School districts, COEs, and charter schools that have a numerically significant Foster Youth student subgroup are encouraged to include specific actions in the LCAP designed to meet needs specific to Foster Youth students.

### **Goal Analysis:**

Enter the LCAP Year

Using actual annual measurable outcome data, including data from the Dashboard, analyze whether the planned actions were effective in achieving the goal. Respond to the prompts as instructed.

- Describe the overall implementation of the actions to achieve the articulated goal. Include a discussion of relevant challenges and successes experienced with the implementation process. This must include any instance where the LEA did not implement a planned action or implemented a planned action in a manner that differs substantively from how it was described in the adopted LCAP.
- Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures. Minor variances in expenditures do not need to be addressed, and a dollar-for-dollar accounting is not required.
- Describe the effectiveness of the specific actions to achieve the articulated goal as measured by the LEA. In some cases, not all actions in a goal will be intended to improve performance on all of the metrics associated with the goal. When responding to this prompt, LEAs may assess the effectiveness of a single action or group of actions within the goal in the context of performance on a single metric or group of specific metrics within the goal that are applicable to the action(s). Grouping actions with metrics will allow for more robust analysis of whether the strategy the LEA is using to impact a specified set of metrics is working and increase transparency for stakeholders. LEAs are encouraged to use such an approach when goals include multiple actions and metrics that are not closely associated.
- Describe any changes made to this goal, expected outcomes, metrics, or actions to achieve this goal as a result of this analysis and analysis of the data provided in the Dashboard or other local data, as applicable.

## **Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students**

### **Purpose**

A well-written Increased or Improved Services section provides stakeholders with a comprehensive description, within a single dedicated section, of how an LEA plans to increase or improved services for its unduplicated students as compared to all students and how LEA-wide or schoolwide actions identified for this purpose meet regulatory requirements. Descriptions provided should include sufficient detail yet be sufficiently succinct to promote a broader understanding of stakeholders to facilitate their ability to provide input. An LEA's description in this section must align with the actions included in the Goals and Actions section as contributing.

## Requirements and Instructions

This section must be completed for each LCAP year.

When developing the LCAP in year 2 or year 3, copy the “Increased or Improved Services” section and enter the appropriate LCAP year. Using the copy of the section, complete the section as required for the relevant LCAP year. Retain all prior year sections for each of the three years within the LCAP.

**Percentage to Increase or Improve Services:** Identify the percentage by which services for unduplicated pupils must be increased or improved as compared to the services provided to all students in the LCAP year as calculated pursuant to 5 CCR Section 15496(a)(7).

**Increased Apportionment based on the enrollment of Foster Youth, English Learners, and Low-Income Students:** Specify the estimate of the amount of funds apportioned on the basis of the number and concentration of unduplicated pupils for the LCAP year.

### **Required Descriptions:**

**For each action being provided to an entire school, or across the entire school district or county office of education (COE), an explanation of (1) how the needs of foster youth, English learners, and low-income students were considered first, and (2) how these actions are effective in meeting the goals for these students.**

For each action included in the Goals and Actions section as contributing to the increased or improved services requirement for unduplicated pupils and provided on an LEA-wide or schoolwide basis, the LEA must include an explanation consistent with 5 CCR Section 15496(b). For any such actions continued into the 2021–24 LCAP from the 2017–2020 LCAP, the LEA must determine whether or not the action was effective as expected, and this determination must reflect evidence of outcome data or actual implementation to date.

**Principally Directed and Effective:** An LEA demonstrates how an action is principally directed towards and effective in meeting the LEA’s goals for unduplicated students when the LEA explains how:

- It considers the needs, conditions, or circumstances of its unduplicated pupils;
- The action, or aspect(s) of the action (including, for example, its design, content, methods, or location), is based on these considerations; and
- The action is intended to help achieve an expected measurable outcome of the associated goal.

As such, the response provided in this section may rely on a needs assessment of unduplicated students.

Conclusory statements that a service will help achieve an expected outcome for the goal, without an explicit connection or further explanation as to how, are not sufficient. Further, simply stating that an LEA has a high enrollment percentage of a specific student group or groups does not meet the increase or improve services standard because enrolling students is not the same as serving students.

For example, if an LEA determines that low-income students have a significantly lower attendance rate than the attendance rate for all students, it might justify LEA-wide or schoolwide actions to address this area of need in the following way:

After assessing the needs, conditions, and circumstances of our low-income students, we learned that the attendance rate of our low-income students is 7% lower than the attendance rate for all students. (Needs, Conditions, Circumstances [Principally Directed])

In order to address this condition of our low-income students, we will develop and implement a new attendance program that is designed to address some of the major causes of absenteeism, including lack of reliable transportation and food, as well as a school climate that does not emphasize the importance of attendance. Goal N, Actions X, Y, and Z provide additional transportation and nutritional resources as well as a districtwide educational campaign on the benefits of high attendance rates. (Contributing Action(s))

These actions are being provided on an LEA-wide basis and we expect/hope that all students with less than a 100% attendance rate will benefit. However, because of the significantly lower attendance rate of low-income students, and because the actions meet needs most associated with the chronic stresses and experiences of a socio-economically disadvantaged status, we expect that the attendance rate for our low-income students will increase significantly more than the average attendance rate of all other students. (Measurable Outcomes [Effective In])

**COEs and Charter Schools:** Describe how actions included as contributing to meeting the increased or improved services requirement on an LEA-wide basis are principally directed to and effective in meeting its goals for unduplicated pupils in the state and any local priorities as described above. In the case of COEs and charter schools, schoolwide and LEA-wide are considered to be synonymous.

## **For School Districts Only:**

### **Actions Provided on an LEA-Wide Basis:**

***Unduplicated Percentage > 55%:*** For school districts with an unduplicated pupil percentage of 55% or more, describe how these actions are principally directed to and effective in meeting its goals for unduplicated pupils in the state and any local priorities as described above.

***Unduplicated Percentage < 55%:*** For school districts with an unduplicated pupil percentage of less than 55%, describe how these actions are principally directed to and effective in meeting its goals for unduplicated pupils in the state and any local priorities. Also describe how the actions **are the most effective use of the funds** to meet these goals for its unduplicated pupils. Provide the basis for this determination, including any alternatives considered, supporting research, experience, or educational theory.

### **Actions Provided on a Schoolwide Basis:**

School Districts must identify in the description those actions being funded and provided on a schoolwide basis, and include the required description supporting the use of the funds on a schoolwide basis.

**For schools with 40% or more enrollment of unduplicated pupils:** Describe how these actions are principally directed to and effective in meeting its goals for its unduplicated pupils in the state and any local priorities.

**For school districts expending funds on a schoolwide basis at a school with less than 40% enrollment of unduplicated pupils:** Describe how these actions are principally directed to and how the actions are the most effective use of the funds to meet its goals for foster youth, English learners, and low-income students in the state and any local priorities.

**“A description of how services for foster youth, English learners, and low-income students are being increased or improved by the percentage required.”**

Consistent with the requirements of 5 CCR Section 15496, describe how services provided for unduplicated pupils are increased or improved by at least the percentage calculated as compared to the services provided for all students in the LCAP year. To improve services means to grow services in quality and to increase services means to grow services in quantity. Services are increased or improved by those actions in the LCAP that are included in the Goals and Actions section as contributing to the increased or improved services requirement. This description must address how these action(s) are expected to result in the required proportional increase or improvement in services for unduplicated pupils as compared to the services the LEA provides to all students for the relevant LCAP year.

## Expenditure Tables

Complete the Data Entry table for each action in the LCAP. The information entered into this table will automatically populate the other Expenditure Tables. All information is entered into the Data Entry table. Do not enter data into the other tables.

The following expenditure tables are required to be included in the LCAP as adopted by the local governing board or governing body:

- Table 1: Actions
- Table 2: Total Expenditures
- Table 3: Contributing Expenditures
- Table 4: Annual Update Expenditures

The Data Entry table may be included in the LCAP as adopted by the local governing board or governing body, but is not required to be included.

In the Data Entry table, provide the following information for each action in the LCAP for the relevant LCAP year:

- **Goal #:** Enter the LCAP Goal number for the action.

- **Action #:** Enter the action's number as indicated in the LCAP Goal.
- **Action Title:** Provide a title of the action.
- **Student Group(s):** Indicate the student group or groups who will be the primary beneficiary of the action by entering "All", or by entering a specific student group or groups.
- **Increased / Improved:** Type "Yes" if the action **is** included as contributing to meeting the increased or improved services; OR, type "No" if the action is **not** included as contributing to meeting the increased or improved services.
- If "Yes" is entered into the Contributing column, then complete the following columns:
  - **Scope:** The scope of an action may be LEA-wide (i.e. districtwide, countywide, or charterwide), schoolwide, or limited. An action that is LEA-wide in scope upgrades the entire educational program of the LEA. An action that is schoolwide in scope upgrades the entire educational program of a single school. An action that is limited in its scope is an action that serves only one or more unduplicated student groups.
  - **Unduplicated Student Group(s):** Regardless of scope, contributing actions serve one or more unduplicated student groups. Indicate one or more unduplicated student groups for whom services are being increased or improved as compared to what all students receive.
  - **Location:** Identify the location where the action will be provided. If the action is provided to all schools within the LEA, the LEA must indicate "All Schools". If the action is provided to specific schools within the LEA or specific grade spans only, the LEA must enter "Specific Schools" or "Specific Grade Spans". Identify the individual school or a subset of schools or grade spans (e.g., all high schools or grades K-5), as appropriate.
- **Time Span:** Enter "ongoing" if the action will be implemented for an indeterminate period of time. Otherwise, indicate the span of time for which the action will be implemented. For example, an LEA might enter "1 Year", or "2 Years", or "6 Months".
- **Personnel Expense:** This column will be automatically calculated based on information provided in the following columns:
  - **Total Personnel:** Enter the total amount of personnel expenditures utilized to implement this action.
  - **Total Non-Personnel:** This amount will be automatically calculated.
- **LCFF Funds:** Enter the total amount of LCFF funds utilized to implement this action, if any. LCFF funds include all funds that make up an LEA's total LCFF target (i.e. base grant, grade span adjustment, supplemental grant, concentration grant, Targeted Instructional Improvement Block Grant, and Home-To-School Transportation).

- **Other State Funds:** Enter the total amount of Other State Funds utilized to implement this action, if any.
- **Local Funds:** Enter the total amount of Local Funds utilized to implement this action, if any.
- **Federal Funds:** Enter the total amount of Federal Funds utilized to implement this action, if any.
- **Total Funds:** This amount is automatically calculated based on amounts entered in the previous four columns.





## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> N/A
<b>Agenda Item #:</b> 12	<b>Director:</b> N/A
<b>Subject:</b> Conflict of Interest Policy	<b>Officer:</b> Emilia Reyes

### Recommended Action

Staff recommends review and approval of the Conflict of Interest Policy.

### Background

The agency's Legal Counsel, Kenneth Price, reviewed and updated the Conflict of Interest Policy.

The agency's current Bylaws, Section 5: Conflicts of Interest, states:

*"Subject to the articles of incorporation, bylaws and any applicable law, the Board shall adopt and implement a conflict of interest policy covering the organization's Commissioners, Officers and such employees and other persons as may be specified in the policy."*

A redline version of the policy is attached for reference.

### Fiscal Impact

None.

### Conclusion

If approved by the Board, the Commission will adopt the updated Conflict of Interest Policy effective, May 26, 2021 and sign by all board members.



## FRESNO ECONOMIC OPPORTUNITIES COMMISSION CONFLICT OF INTEREST POLICY

This Conflict of Interest Policy was adopted by the Fresno Economic Opportunities Commission (Fresno EOC) on May 2021, April 26, 2006. All new commissioners and ~~committee members~~ staff must familiarize themselves with this policy upon beginning and during service to the Fresno ~~Economic Opportunities Commission EOC~~. Each Commissioner and staff shall acknowledge receiving a copy of this Policy on an annual basis by signing the acknowledgment below.

### OVERVIEW OF CONFLICT OF INTEREST POLICY

#### General Policy:

Commissioners and ~~committee members~~ staff with independent decision-making authority, hereafter referred to as an "Official" or "Officials" ~~"Commissioners"~~, have both a duty to the public and responsibility to the Fresno EOC to avoid actual and perceived conflicts of interest, including self-dealing, resulting from business affairs by considering possible conflicts of interest before participating in, or attempting to influence, any decision concerning contracts and transactions.

#### Possible Conflicts of Interest:

~~An Official-commissioner~~ may have a conflict of interests under the following bodies of law including but not limited to:

- A. Under the California Political Reform Act (California Government Code section 87100 et seq.), where a contract or transaction ~~would~~ have a reasonably foreseeable material financial effect on one or more of the ~~Member's-Official's~~ economic interests, unless that effect is indistinguishable from the effect on the public generally.
- B. Under California Government Code 1090 et seq. where a ~~Member~~ Official is financially interested in a contract made by them in their official capacity, or by any body or board of which they are a member.

~~C. C. All federal statutes applicable to CSBG funding recipients. Under the federal Workforce Investment Act of 1998 (29 United States Code section 2801), and the State of California Workforce Investment Plan, where the Member (or any organization which that Member directly represents) would provide services to the Fresno County Economic Opportunities Commission or where a contract or transaction would provide direct financial benefit to the Member.~~

~~D. D.~~ Title X

~~E. E.~~ Any other funding source of the agency.

Note that these laws may change over time and that ~~Commissioner~~ Official's have an obligation to understand their duties and responsibilities under current law.

#### Disqualifiable Financial Interests:

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~~Commissioners-Officials~~ must ~~disclose and disqualify-recuse~~ themselves from Board and Committee decisions affecting the following financial interests of themselves or their ~~immediate-dependent~~ family ~~members~~. (For the purpose of this policy, “~~immediate-dependent~~ family” is defined as spouse, ~~children, parents, or any other family member who is financially dependent upon the Official, or conversely, the Official is financially depend upon that family member.~~) ~~parents, grandparents, children, grandchildren, brothers and sisters, father-in-law, mother-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, adopted and step family, personal relationship (close and continuing relationship).~~);

- A. A business or nonprofit entity where they work as an employee.
- B. A privately owned business which they own, even partially.
- C. A federal, state or local government entity (including public schools and universities) which pays them consulting fees or similar payments.
- D. A publicly traded company in which they own any amount of stock.
- E. Real property which they own, even partially.
- F. Individuals, businesses or nonprofits which have paid them any amount as an independent contractor within the preceding 12 months.
- G. Individuals, businesses or nonprofits which have given them “gifts” over \$300 in the preceding 12 months.

~~Additionally, Officials are encouraged to disqualify themselves from any actions or votes involving non-dependent family and close friends, including parents, grandparents, children, grandchildren, brothers and sisters, father-in-law, mother-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, adopted and step family, personal relationship (close and continuing relationship).~~

~~OfficialsCommissioners~~ are not required to disqualify themselves from Board and Committee decisions affecting the following financial interests, unless the ~~Officials-Commissioner's~~ actions would violate the conflict of interest provisions:

- A. A federal, state or local government entity (including public schools and universities) where they are employed, unless that decision:
  - 1. Concerns the provision of services by such ~~CommissionerOfficial~~ (or by an entity that such ~~CommissionerOfficial~~ represents), or
  - 2. Would provide direct financial benefit to such ~~CommissionerOfficial~~ or his/her immediate family, or unless
- B. A nonprofit entity where they serve as an unpaid director or volunteer.
- C. Individuals, businesses or nonprofits for which they have done consulting work on a pro bono basis.

## II. PROCEDURE FOR APPROVING CONTRACTS AND TRANSACTIONS



## Fresno Economic Opportunities Commission

It is the policy of the Fresno EOC to adhere to the following procedure for approving contracts or transactions in which ~~Commissioner~~Officials have a possible conflict of interest.

A. Before each Board or Committee meeting:

1. Each ~~Commissioner~~Official has an obligation to review Board and Committee meeting agendas to determine whether he or she has a possible conflict of interest in a proposed contract or transaction.
2. A ~~Commissioner~~Official who believes that he or she has a possible conflict of interest must immediately refrain from participating in any way in the decision to approve, reject or modify the contract or transaction (including, but not limited to, voting or attempting to influence the decision in any way).

B. At each Board or Committee meeting:

1. Each ~~Commissioner~~Official has an obligation to fully disclose to the Board or Committee a possible conflict of interest in a proposed contract or transaction, during the meeting on the public record, before a vote on the matter. In that event, the interested ~~Member~~Official shall not participate in the deliberation or action of the Board or Committee, or attempt to influence the decision in any way.

C. After the Board or Committee meeting:

1. The minutes of the meeting must reflect any disclosure of possible conflicts of interest by a Member

D. No former Commissioner, Committee Member or officer of the Fresno EOC Board or supporting staff from the Fresno EOC, for one (1) year after the termination of his or her service as a Director, Committee Member, or employee, shall for compensation or on behalf of any business entity in which that person is a director, officer, partner, trustee, employee or holds any position of management, make any formal or informal appearance or make any oral or written communication before the Fresno EOC, any committee or subcommittee thereof or any present Commissioner, officer or supporting staff from the Fresno EOC thereof for the purposes of influencing an action or recommendation of that Board, committee, subcommittee, officer or employee regarding:

1. providing compensated services to that Board; or
2. having it enter into a contract or transaction that would provide direct financial benefit to that former Commissioner, Committee Member, officer or employee or his or her immediate family.

### III. GIFTS

Officials are prohibited from soliciting or accepting gifts, gratuities, favors, or anything of monetary value, other than unsolicited items greater than \$500 (or as revised periodically by the California Fair Political Practices Commission): (a) persons receiving benefits or services under any Fresno EOC program; (b) persons or organizations performing services for or providing goods or space to Fresno EOC; or (c) persons who are otherwise in a position to benefit from the actions of a Fresno EOC employee, officer, or Board Member. Officials

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accepting gifts between \$50 and \$500 must be disclosed according to the procedures set forth in the Fresno EOC Conflict of Interest Code.

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#### **IV. INCORPORATION OF APPLICABLE FEDERAL AND STATE LAW**

This Conflict of Interest Policy incorporates applicable federal and state conflicts of interest law, including but not limited, Government Code section 1090, the California Political Reform Act (Gov. Code section 87100), The Head Start Act, 42 U.S.C. § 9801, 9837(c)(1)(C)(ii)-(iii) and any requirements of the Federal Office of Community Services (OCS).

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#### **IV. ~~COMMISSIONER / COMMITTEE MEMBER / DESIGNATED SUPPORT STAFF~~ ANNUAL OFFICIAL ACKNOWLEDGEMENT**

This is to acknowledge that I have received a copy of the Fresno Economic Opportunities Commission Conflict of Interest Policy. I understand that it contains important information concerning my duties and responsibilities as an ~~Commissioner~~ Official and/or Committee Member or designated support staff. I also understand that I have an obligation to familiarize myself with these duties and responsibilities.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

Commissioner Name: \_\_\_\_\_



**SAMPLE RESOLUTION APPROVING A CONTRACT OR TRANSACTION IN WHICH A  
DIRECTOR OR COMMITTEE MEMBER HAS A CONFLICT OF INTEREST**

Although Director or Committee Member \_\_\_\_\_ disclosed that he or she has a financial interest in the decision which creates a conflict of interest, the Board nevertheless determined that the transaction is fair and in the Fresno County Economic Opportunities Commission Board best interest in connection with the mandates of the Workforce Investment Act, and that the Fresno County Economic Opportunities Commission Board cannot obtain a more advantageous arrangement with reasonable effort under the circumstances.

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**PROGRAM PLANNING AND EVALUATION COMMITTEE**  
**Virtual – Board Effects – Zoom**  
**Tuesday, February 9, 2021**  
**5:00 p.m.**

**MINUTES**

**1. CALL TO ORDER**

Andrea Reyes, Chair, called the meeting to order at 5:02 PM.

**2. ROLL CALL**

Roll was called and a quorum was established.

**Committee Members (Zoom):**

Andrea Reyes (Chair)  
Linda R. Hayes  
Amy Arambula  
Brian King  
Catherine Robles

**Staff (Zoom):**

Emilia Reyes  
Michelle Tutunjian  
Heather Brown  
Elizabeth Jonasson  
Misty Gattie-Blanco  
Karina Perez  
Cesar Lucio  
Nicole Hutchings  
Gilda Arreguin

Shawn Riggins  
Kelsey McVey  
Rosa Pineda  
Nidia Davis  
Julio Romero

**Absent:**

None

**Board Members (Zoom):**

None

**3. APPROVAL OF MINUTES**

December 1, 2020 Program Planning and Evaluation Committee Meeting Minutes.

Public Comments: None heard.

**Motion by:** Arambula **Second by:** Robles

**Ayes:** Reyes, Hayes, Arambula, King, Robles

**Nays:** None

**4. HEAD START 0-5**

**A. Community Assessment Year 6**

Rosa Pineda, Head Start Early Care and Education Director, presented the Head Start/Early Head Start Community Assessment Year 6. Arambula inquired about the data reported in comparison with previous data. Pineda stated the data report did not reflect a significant change. Arambula inquired about the response to address digital connectivity issues. Pineda explained that parents are provided with a tablet and information regarding internet accessibility. Robles asked if the assessment categorizes families by rural and urban areas. Pineda provided examples of how the

assessment classifies the data. Emilia Reyes CEO added the data reflected on the assessment was prior to the pandemic. Arambula requested a link to the assessment. Pineda will provide the link.

Public Comments: None heard.

**Motion by:** Robles **Second by:** Arambula  
**Ayes:** Reyes, Hayes, Arambula, King, Robles  
**Nays:** None

B. Selection Criteria

Nidia Davis, Program Support Director, presented the Head Start and Early Head Start Selection Criteria, which is utilized to prioritize the selection of participants based on community needs. Robles inquired about how the Selection Criteria has served the program. Davis provided samples of how the selection criteria has enhanced the program's selection process. Arambula and Hayes inquired about the composition of the different categories listed on the Selection Criteria. Davis explained the process to determine the percentages associated with each category. CEO Reyes provided additional details illustrating how families with higher risks are prioritized.

Public Comments: None heard.

**Motion by:** Hayes **Second by:** King  
**Ayes:** Reyes, Hayes, Arambula, King, Robles  
**Nays:** None

**5. TRAINING AND EMPLOYMENT SERVICES**

A. Foster Grandparent Program Grant Application

Gilda Arreguin, LIHEAP Director, provided an overview of the Foster Grandparent Program Grant Application. Foster Grandparent Program provides one-to-one mentoring and emotional support to underserved infants, children, and teens throughout Fresno and Madera counties. This project promotes literacy and academic success, as well as, fostering social-emotional and cognitive-behavioral development by senior. No questions were asked by the committee.

Public Comments: None heard.

**Motion by:** Arambula **Second by:** Hayes  
**Ayes:** Reyes, Hayes, Arambula, King, Robles  
**Nays:** None

B. Fresno County Fatherhood Initiative

Shawn Riggins, Local Conservation Corps (LCC) Director, provided an overview of the Fresno County Fatherhood Initiative. The aim of the Fatherhood Initiative is to help improve Black maternal and infant health outcomes. Services will target expectant, new, and non-custodial fathers/partners of Black mothers in Fresno County and other fathers/partners referred by the Babies First program. No questions were asked by the committee.

Public Comments: None heard.



**Motion by:** Arambula **Second by:** Reyes  
**Ayes:** Reyes, Hayes, Arambula, King, Robles  
**Nays:** None

C. SB1 Active Transportation - Augmentation Program

Shawn Riggins, LCC Director, presented the SB1 Active Transportation - Augmentation Program. This is an 8-month project period, LCC will partner with the County of Fresno's Department of Public Works and Planning and trim oleanders located along the historic Kearney Boulevard trail. The current condition of the oleanders poses a safety risk for anyone walking or riding a bike along the trail between Marks and West Lawn Avenues, due to reduced visibility. Robles inquired about the licensing required to perform this type of work. Riggins responded LCC has the licensing required.

Public Comments: None heard.

**Motion by:** Robles **Second by:** Hayes  
**Ayes:** Reyes, Hayes, Arambula, King, Robles  
**Nays:** None

6. **SANCTUARY AND SUPPORT SERVICES**

A. Housing Assistance for Victims of Human Trafficking

Misty Gattie-Blanco, Sanctuary Director, provided an overview of the Housing Assistance for Victims of Human Trafficking explaining that the funding for this project will support victims in need of housing assistance and supportive services as a result of human trafficking. Housing assistance will include emergency/short-term housing and rapid rehousing for a maximum of 24 months. King inquired about the funding amount. Gattie-Blanco responded and shared \$600,000 will support the project proposal. Arambula inquired about the number of counties where services are to be provided. Gattie-Blanco responded and stated six counties.

Public Comments: None heard.

**Motion by:** Arambula **Second by:** Robles  
**Ayes:** Reyes, Hayes, Arambula, King, Robles  
**Nays:** None

B. Human Trafficking Victim Assistance

Misty Gattie-Blanco, Sanctuary Director, provided an overview of the Human Trafficking Victim Assistance. The purpose of the grant is to deliver comprehensive services to all survivors of human trafficking via increasing access of direct support services. Funds are used to continue providing comprehensive services and will support personnel, operational and supportive services costs. No questions were asked by the committee.

Public Comments: None heard.

**Motion by:** Hayes **Second by:** Robles  
**Ayes:** Reyes, Hayes, Arambula, King, Robles  
**Nays:** None

C. CA Youth Opioid Response Program

Misty Gattie-Blanco, Sanctuary Director, provided an overview of the CA Youth Opioid Response Program. Services will include providing cultural competency training to partners, conducting outreach and education to identify youth in need of services, providing navigation and case management services to connect youth with appropriate resources, overseeing a Youth Advisory Council, and providing ongoing support through a clinical psychologist. Arambula inquired about the eligibility process. Misty Gattie-Blanco explained the eligibility criteria.

Public Comments: None heard.

**Motion by:** Hayes **Second by:** King

**Ayes:** Reyes, Hayes, Arambula, King, Robles

**Nays:** None

D. FY 2020 Continuum of Care Program

Misty Gattie-Blanco, Sanctuary Director, provided an overview of the FY 2020 Continuum of Care Program (CoC). Current funded CoC grants will be renewed for a 12-month period (PY 2021-2022) without competition. Those grants include the projects administered by Sanctuary and Support Services program. No questions were asked by the committee.

Public Comments: None heard.

**Motion by:** Arambula **Second by:** Hayes

**Ayes:** Reyes, Hayes, Arambula, King, Robles

**Nays:** None

E. Multi-Agency Access Program (MAP) Extension

Misty Gattie-Blanco, Sanctuary Director, provided an overview of the Multi-Agency Access Program (MAP) Extension. This project housed in the LGBTQ+ Resource Center supports clients from all Fresno EOC programs in their quest for emotional stability to navigate a well-adjusted life. MAP services assist clients with linkages to resources that enable them to access housing, behavioral health, physical health food linkages, and transportation. Arambula inquired about the selection process. Misty Gattie-Blanco explained the referral process.

Public Comments: None heard.

**Motion by:** King **Second by:** Arambula

**Ayes:** Reyes, Arambula, King, Robles

**Nays:** None

**Absent:** Hayes

Commissioner Hayes exited the meeting right after the approval of the previous Item (6D) on the agenda.

7. **HEALTH SERVICES**

A. Child Welfare Parenting Education

Julio Romero, Health Services Assistant Director, provided an overview of the Child Welfare Parenting Education proposal. Health Services will oversee the Nurturing Parent Program

curriculum to parents with children in the child welfare system, including parents with more specialized needs, and work to maximize participant retention and completion. King inquired about the geographical area of service. Romero responded only zip codes within the City of Fresno. Arambula inquired regarding the Nurturing Parent Program curriculum. Romero explained the criteria to utilize and select the curriculum. Robles inquired about the referral process. Romero responded stating clients will be referred through Fresno Department of Social Services.

Public Comments: None heard.

**Motion by:** Arambula **Second by:** King

**Ayes:** Reyes, Arambula, King, Robles

**Nays:** None

**Absent:** Hayes

## **8. ENERGY SERVICES**

### **A. Emergency Utility Assistance Program**

Gilda Arreguin, LIHEAP Director, provided an overview of the Emergency Utility Assistance Program, which aims to assist residents in Fowler, Kerman, Kingsburg, Mendota, Reedley, Selma, and unincorporated areas of Fresno County who are income eligible, impacted by COVID-19 and in need of assistance paying gas, electric, propane, water/sewer, and waste utilities. No questions were asked by the committee.

Public Comments: None heard.

**Motion by:** King **Second by:** Robles

**Ayes:** Reyes, Arambula, King, Robles

**Nays:** None

**Absent:** Hayes

## **9. TRAINING AND EMPLOYMENT SERVICES/SANCTUARY AND SUPPORT SERVICES**

### **A. Prop 64 Public Health and Safety**

Misty Gattie-Blanco, Sanctuary Director, provided an overview of the Proposition 64 Public Health & Safety Grants. This funding 30 youth with paid work experience, and support a clinical psychologist plus two substance use counselors. King inquired about the training location. Gattie-Blanco explained the internship process at Training and Employment Services. McVey added explaining the criteria to partner with Boys and Girls Club and the selection of the geographical area where services are to be provided.

Public Comments: None heard.

**Motion by:** Arambula **Second by:** King

**Ayes:** Reyes, Arambula, King, Robles

**Nays:** None

**Absent:** Hayes

## **10. PLANNING & EVALUATION**

### **A. Grant Tracker**

Kelsey McVey, Planning & Evaluation Manager, presented the Grant Tracker. No questions asked at this time. CEO Reyes added in 2020 Fresno EOC received approximately \$211 million in funding, reflecting a significant increase over the \$167 million received in 2019.

B. Prop 68 Statewide Parks Program Application

Kelsey McVey, Planning & Evaluation Manager, provided an overview of the Prop 68 Statewide Parks Program Application. The site identified for the proposal is the Gateway Ice Complex and adjacent vacant land on the northwest corner of Clinton and Marks. A critical component of the application process, staff is conducting a community design process to gather input and ideas from residents on recreation features and park design. Jonasson provided additional details regarding this application. King inquired about the community outreach process. McVey explained the process implemented and provided a link for the Community Meetings. Arambula inquired additional information to understand the interest to pursue this project and consider it a viable opportunity. Jonasson and CEO Reyes described the rationale to consider this application as a viable opportunity.

**11. OTHER BUSINESS**

The next meeting is scheduled on Tuesday, April 13, 2021.

**12. PUBLIC COMMENTS**

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

No public comments at this time.

**13. ADJOURNMENT**

The meeting was adjourned at 6:35 p.m.

Respectfully submitted,  
Andrea Reyes  
Chair



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Head Start 0 to 5
<b>Agenda Item #:</b> 13A2	<b>Director:</b> Rosa M. Pineda
<b>Subject:</b> January & February 2021 Program Update Report (PUR)	<b>Officer:</b> Emilia Reyes

### Recommended Action

The Program Planning and Evaluation Committee recommends approval for full Board consideration of the Head Start 0 to 5 January and February 2021 Monthly Program Update Report.

### 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 January and February Program Update Report is attached for review.

### Fiscal Impact

Not Applicable.



## **Conclusion**

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



BOARD OF COMMISSIONERS  
PROGRAM UPDATE REPORT

January 2021

**I. Head Start 0 to 5**

Program Information Summary:

1. Classes resumed January 11, 2021 for Head Start. Early Head Start resumed classes on January 4, 2021.
2. Head Start 0 to 5 ERSEA Staff attended "Keys to ERSEA" training, provided virtually through Western Kentucky University.
3. Diaper distribution to families in the program continued this month.
4. Early Math Professional Learning Session was provided by the AIMS center to Head Start Center Base and Home Base staff who work at Franklin and five Early Head Start Home Base staff on January 22, 2021.
5. Over 70 staff are enrolled in the Child Development 17B Infant/Toddler class that started in this month through a partnership with Fresno City College.
6. FOA Head Start application was submitted on January 4, 2021.

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

None reported for this month.

**III. Early Head Start**

Program Information Summary:

1. Home Base continues to provide remote services through weekly home visits and twice monthly socializations to infants/toddlers and pregnant women
2. Center Base continue to offer full day in classroom childcare services in the two Early Head Start centers.
3. In addition to the diapers, Early Head Start received a donation of baby formula that also provided to families.

Early Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 308; Monthly ADA: Center Base: 63.84%, Home Base: 73.28%

Wait List Total: 215

Early Head Start Meals/Snacks:

Total Children: Center Base Breakfasts: 278 Lunches: 316 Snacks: 294

**IV. Head Start**

Program Information Summary:

1. Helen Uyeda has taken on the role of interim Education Services Manager while the position is advertised and person hired.
2. Quality Assurance Manager has attended trainings pertaining to Child Plus and ERSEA.
3. Enrollment continues to be a focus for all centers and Home Base.

Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 1,967; Monthly ADA: Center Base 91.4%; Home Base: 93.5%

Wait List Total: 306

Head Start Meals/Snacks:

Total Children: Breakfasts: 14,442 Lunch: 15,535 Snacks: 13,823

Submitted by:

Rosa M. Pineda  
Early Care and Education Director

Nidia Davis  
Program Support Director

**BOARD OF COMMISSIONERS  
PROGRAM UPDATE REPORT****February 2021****I. Head Start 0 to 5**Program Information Summary:

1. An all staff In-Service was held on February 26, 2021 via Zoom; CEO gave a presentation and answered questions regarding the submitted grant proposal for the HS Funding Opportunity Announcement grant.
2. Early Care & Education Director and Program Support Director attended the Head Start CA Annual Conference February 22-26, 2021.
3. Second Triannual Review Self-Assessment Orientation took place on February 25, 2021 via Zoom. Parents and staff participated in the orientation.
4. Diapers and Formula were distributed to enrolled families.
5. Head Start sites continue to provide services via distance learning, in-classroom learning and hybrid learning; EHS centers are providing in classroom learning.

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

The Office of Child Care (OCC), Administration for Children and Families (ACF), U.S. Department of Health and Human Services (HHS), notified Fresno EOC Head Start of the OHS Federal Fiscal Review scheduled to start on March 1, 2021.

**III. Early Head Start**Program Information Summary:

1. Home Base continues to offer twice-monthly virtual socialization opportunities through ZOOM.
2. 8 EHS Center Base staff attended training for the Language Learners Project, formerly The Language Lab Project.
3. 5 EHS Center Base staff attended CLASS training provided by Children Services Network. .
4. 5 EHS Home Base Staff participated in the AIMS STEM training February 19.
5. All Early Head Start Staff attended ERSEA 101 February 26, 2021.

Early Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 308; Monthly ADA: Center Base: 64.60%, Home Base: 57.24%

Wait List Total: 222

Early Head Start Meals/Snacks:

Total Children: Breakfasts: 327 Lunches: 376 Snacks: 325

**IV. Head Start**Program Information Summary:

1. Family Community Services has been preparing for their annual ERSEA training conducted in March.
2. Health is continuing to follow up on dentals and will be having a Dental Clinic Drive By in Clovis in the month of March.
3. February 19, 2021 Franklin Head Start staff participated in the AIMS STEM training; Home Base staff participated as well.
4. February 26, 2021 service areas provided training for their staff pertaining to Nutrition, Education, Health and Mental Health.

Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 2,049; Monthly ADA: Center Base 92.63%; Home Base: 93.91%

Wait List Total: 288

Head Start Meals/Snacks:

Total Children: Breakfasts: 19,764 Lunches: 21,243 Snacks: 18,824

Submitted by:

Rosa M. Pineda  
Early Care and Education Director

Nidia Davis  
Program Support Director



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Fresno Street Saints
<b>Agenda Item #:</b> 13A3	<b>Coordinator:</b> Joby Jones and Nicole Hutchings
<b>Subject:</b> FUSD 2021-22 Proposal	<b>Officer:</b> Michelle L. Tutunjian

### Recommended Action

The Program Planning and Evaluation Committee recommends approval for full Board consideration a proposal to Fresno Unified School District (FUSD) for the continuation of services in the 2021 – 2022 school year in the amount of \$341,523. The proposal is expected to be submitted by April 15, 2021.

### Background

The Fresno Street Saints proposes to continue mentorship, intervention, leadership development and parent engagement activities at the following school sites: Gaston Middle School, Tehipite Middle School, Scandinavian Middle School, Edison High School and Roosevelt High School.

Saints' services include daily progress monitoring with students, communication with teachers and school administration, social emotional support and engagement with families and the community.

Given the effects of the COVID-19 pandemic, Street Saints will have a greater focus on social emotional support for students this upcoming year and will continue conducting home visits and attendance support.

The proposal also includes implementation of after school clubs and recruiting 50 youth for the summer youth employment and youth leadership trainings.

### Fiscal Impact

The amount proposed of \$341,523 covers program costs of salaries/benefits, afterschool and summer enrichment materials and supplies, equipment, and stipends for the youth employment and leadership development for a 12-month project period beginning on July 1, 2021.



## **Conclusion**

If approved by the full board, the proposal will allow Street Saints to retain seven program staff who as of March 2021 were transitioned from contractors receiving stipends to full time Fresno EOC personnel with benefits.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Sanctuary and Support Services
<b>Agenda Item #:</b> 13A4	<b>Director:</b> Misty Gattie-Blanco
<b>Subject:</b> Services for Victims of Human Trafficking	<b>Officer:</b> Michelle L. Tutunjian

### Recommended Action

The Program Planning and Evaluation Committee recommends approval for full Board consideration the application to the U.S. Department of Justice, Office of Justice Programs, Office for Victims of Crime (OVC) for the FY 2021 Services for Victims of Human Trafficking in the amount of \$800,000 due on April 30, 2021. The project is 36-months in length beginning October 1, 2021 and ending September 30, 2024.

### Background

Funding for this project will support victims in need of comprehensive services including but not limited to trauma response and case management. Services are available to victims of all forms of human trafficking.

Fresno EOC has continuously operated CVAHT project, administered by the Sanctuary and Support Services program, since 2009. CVAHT acts as the lead anti-trafficking project in the Central Valley, and provides leadership of the Central Valley Freedom Coalition. Through formal partnerships, CVAHT's region includes Merced, Madera, Fresno, Kings, Tulare, and Kern counties. In addition, Fresno EOC has operated housing projects, including shelters, transitional housing and rapid rehousing for several years. In addition, Sanctuary and Support Services has been providing permanent housing since 2012.

### Fiscal Impact

Funding will be awarded to organizations that have a demonstrated history of providing a range of services to victims of human trafficking. Under Category 2: Enhancing Scope of Services for Human Trafficking Victims, there will be 14 organizations awarded up to \$800,000. A non-federal match of 25% is required.



## **Conclusion**

If approved by the full board, with these funds CVAHT will be able to provide more victims of human trafficking with the support services and resources they need, as well as promote greater public awareness and knowledge about human trafficking in the Central Valley.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Sanctuary and Support Services / Street Saints
<b>Agenda Item #:</b> 13A5	<b>Director:</b> Misty Gattie-Blanco
<b>Subject:</b> Mentoring for Youth Affected by the Opioid Crisis and Drug Addiction	<b>Officer:</b> Michelle L. Tutunjian

### Recommended Action

The Program Planning and Evaluation Committee recommends approval for full Board consideration the application to the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention for Mentoring Strategies for Youth Impacted by Opioids and Drug Addition for \$625,000 due on April 13, 2021. The project is 36-months in length beginning October 1, 2021 and ending September 30, 2024.

### Background


This project supports the implementation and delivery of mentoring services to youth who are currently abusing or addicted to drugs (including opioids and methamphetamine), youth at-risk for abusing drugs, and youth with family members who are currently abusing or addicted to drugs. Mentoring services can be one-to-one, group, peer, or a combination.

Fresno EOC will apply under category one to mentor to youth impacted by Opioids and Drug Addition. The LGBTQ+ Resource Center will leverage existing substance use prevention grants to identify youth that can benefit from this project. Sanctuary and Support Services will lead the administration for this project in partnership with Street Saints.

Activities will include mentoring youth impacted by opioids and drug addiction. Fresno EOC will partner with substance use treatment agencies for further needs presented by the youth.

### Fiscal Impact

Funding may be used to support supplemental activities as part of the proposed mentoring model; however, only up to 20% of the total amount of project funds can be



used to support other non-mentoring direct services, such as mental health/substance abuse treatment, residential placement services, or other supportive services identified and aligned with the project design.

They are expected to award 14 organizations up to \$625,000 for category one.

### **Conclusion**

Fresno EOC recognizes the need for increased substance use prevention and treatment capacity for serving youth in the Central Valley. Sanctuary & Support Services will leverage the funding for this purpose to expand mentoring services and linkages to medical treatment for youth affected by substance use disorders.

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Transit Systems
<b>Agenda Item #:</b> 13A6	<b>Director:</b> Monty Cox
<b>Subject:</b> Fresno Rural & Urban Social Service Transportation	<b>Officer:</b> Michelle L. Tutunjian

### Recommended Action

The Program Planning and Evaluation Committee recommends approval for full Board consideration of the proposal in response to the 2021/22 Fresno Rural & Urban Social Service Transportation Notice of Funding Availability totaling \$1,643,666, to be submitted to Fresno County Rural Transit Agency (FCRTA) for consideration on April 15, 2021.

### Background

Transit Systems has operated as the Consolidated Transportation Service Agency (CTSA) in all of Fresno County except the City of Clovis since 1982. Previously, Fresno EOC was co-designated as the CTSA with the City of Fresno (Urban) and FCRTA (Rural), but due to regulatory changes Fresno EOC is no longer part of the designation and is required to submit a proposal to receive this funding. As in the past, Fresno EOC proposes to use these funds to supplement these transportation services for the upcoming FY 2021/2022.

The social service contracts associated with CTSA operations constitute the majority of Transit Systems' operating costs, and are supplemented by these State Transportation Funds. Proposed FY 2021/2022 CTSA operations include the following urban and rural partners and types of services performed:

<u>Partners</u>	<u>Services Performed</u>
Arc of Central California	Disabled Transportation
*California Veterans Home (City of Fresno)	Senior Transportation
*Central California Nikkei Foundation	Senior Transportation
Central Valley Regional Center	Disabled Transportation
Fresno County Department of Behavioral Health	Low-Income Transportation
*Fresno County DSS (CalWORKS)	Low-Income Transportation
Fresno EOC Food Services	Senior Congregate/HomeBound Meal Delivery
Fresno EOC Head Start 0 to 5	Student Transportation
Fresno Madera Area Agency on Aging	Elderly Transportation
Inspiration Transportation	Low-Income Transportation
United Cerebral Palsy of (UCP)	Disabled Transportation
Misc. Non-Profits	Special Events Timeshare Transportation

*\*Urban Only Partners*

The Social Service Transportation proposal reflects Transit Systems' most recent list of contracted and supported transit services and provides a proposed operational plan and budget for FY 2021/2022.

### **Fiscal Impact**

Maximum funding available is \$1,230,666 through the City of Fresno and \$413,000 through Fresno County Rural Transit Agency (FCTRA), administered by Council of Fresno County Governments. Applicants are required to maintain a ratio of fare revenues and/or funding to operating costs of at least 55 percent match requirements to match with 45% Local Transportation Funds (LTF). Fresno EOC Transit Systems, a social service transportation proposal LTF request is \$1,643,666 and includes matching funds of \$4,301,852 (72%).

If Fresno EOC does not receive these funds, current transportation service budgets will need to be revised to address the reduction.

### **Conclusion**

Approving the 2021/2022 Social Service Transportation funding request will enable Transit Systems to continue to operate stable, successful social services transportation that is essential to the community, especially as Fresno County recovers from the impacts of the COVID-19 pandemic.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Transit Systems
<b>Agenda Item #:</b> 13A7	<b>Director:</b> Monty Cox
<b>Subject:</b> FTA 5310 Elderly and Disabled Specialized Transit	<b>Officer:</b> Michelle L. Tutunjian

### Recommended Action

The Program Planning and Evaluation Committee recommends ratification for full Board consideration a grant submitted to the Fresno Council of Governments for the FY 2020/21 in the amount of \$533,238 submitted on March 24, 2021.

### Background

The Fresno Council of Governments is the designated recipient for Fresno County of Federal Transit Association (FTA) Section 5310 grants for the purpose of administering these funds. This program (49 U.S.C. 5310) provides formula funding to states for assisting private nonprofit groups in meeting the transportation needs of older adults and people with disabilities when the transportation service provided is unavailable, insufficient, or inappropriate to meeting these needs. The program aims to improve mobility for seniors and individuals with disabilities by removing barriers to transportation service and expanding transportation mobility options. This program supports transportation services planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities in all areas – large urbanized (over 200,000), small urbanized (50,000-200,000), and rural (under 50,000).

Fresno EOC Transit Systems requested \$533,238 for the purchase of six (6) passenger vehicles with ADA equipment to replace vehicles purchased between 2007-2008.

This project aligns with the agency's mission and goal by allowing specialized transit serviced to continue for Fresno County elderly residents and residents with disabilities.

### Fiscal Impact

If funded, Transit Services will replace six vehicles purchased between 2007-2008. Replacement of these vehicles will increase fuel efficiency, lower maintenance costs and therefore allow Transit Systems to optimize operations and make the best use of resources while maintaining high quality services and ensuring passenger safety.



## **Conclusion**

If ratified by the full board, these funds will allow Transit Systems to continue providing critical transportation services for elderly and disabled individuals throughout Fresno County, and do so in more efficient and cost effective manner by updating its fleet of vehicles.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Training and Employment Services
<b>Agenda Item #:</b> 13A8	<b>Director:</b> Jeff Davis
<b>Subject:</b> Pre-Apprenticeship Training Program	<b>Officer:</b> Michelle L. Tutunjian

### Recommended Action

The Program Planning and Evaluation Committee recommends ratification for full Board consideration the 2021 Pre-Apprenticeship Training Program Agreement with Economic Development Corporation (EDC) and Fresno County Department of Social Services (DSS), beginning on February 1, 2021 and ending September 31, 2026.

### Background

Fresno EOC Valley Apprenticeship Connections (VAC) has designed a 12-week training program. The scope of work provisions includes:

- Serving up to three (3) training cohorts of 35 DSS referred students for each cohort per year that ensure all current PPE requirements are adhered to.
- The cost per participant is \$7,500. EDC will be invoiced for all students verification of student completion of three weeks or 70 hours of training instruction. If the student leaves or is dismissed from the course prior to the three week or 70 hours of instruction period, then a prorated invoice for actual hours of attendance will be sent.
- The inclusion of two (2) additional training elements which are Grading and Blue Print Reading instruction and certification bringing the total number of potential certificates that can be earned to seven (7).
- Must ensure an 85% job placement rate associated with students who successfully complete training.

### Fiscal Impact

This agreement represents up to \$3,937,500 in funding over the five year period, dependent on the level of DSS referrals received and students enrolled by VAC.



## **Conclusion**

The five year agreement period was negotiated based on the successful operation of the existing pre-apprenticeship training program.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Energy Services
<b>Agenda Item #:</b> 13A9	<b>Director:</b> David Wear
<b>Subject:</b> CSD Monitoring Report	<b>Officer:</b> Michelle L. Tutunjian

### Recommended Action:

The Program Planning and Evaluation Committee recommends acceptance of the State of California of Department of Community Services and Development (CSD) monitoring report for Energy Services. The review focused on the administrative, financial, and programmatic requirements for the following contracts: 2020 Low-Income Home Energy Assistance Program (LIHEAP), 2020 Disbursement Assistance Program (DAP), and 2017 DOE Weatherization Assistance Program (WAP).

### Background

The purpose of the review is to ensure the Contractor meets the Administrative Requirements, Financial Requirements, and Programmatic Requirements, and other applicable requirements as prescribed in the contract and referenced therein (2 CFR §200.328; 45 CFR §75.342; DOE WAP, LIHEAP, and DAP Part II Subpart D Article 10.3 A-E).

Attached is Monitoring Report E-20-020, which provides a synopsis of the review.

### Fiscal Impact

None.

### Conclusion

The CSD Field Representative did not identify any issues or concerns as a result of the Monitoring Report.

STATE OF CALIFORNIA  
*Department  
of  
Community Services and Development*



February 11, 2021

## Monitoring Report E-20-020

The Department of Community Services and Development (CSD) is responsible for the oversight of the Low-Income Home Energy Assistance Program (LIHEAP), the Disbursement Assistance Program (DAP), and/or the Department of Energy Weatherization Assistance Program (DOE WAP). Hence, CSD is required to monitor the activities of Fresno Economic Opportunities Commission to ensure compliance with all contractual and statutory requirements.

## INTRODUCTION

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CSD conducted a desk review of Fresno Economic Opportunities Commission's (Fresno EOC) Energy contracts: LIHEAP 20B-2008, DAP 20D-1008, DOE 17C-4006 and 20C-6005 contracts. Jeanette M. Ramirez, Field Representative conducted the review in accordance with CSD's Energy and Environmental Services Division's Monitoring Scope.

The purpose of the review is to ensure the Contractor meets the Administrative Requirements, Financial Requirements, and Programmatic Requirements, and other applicable requirements as prescribed in the contract and referenced therein (2 CFR §200.328; 45 CFR §75.342; DOE WAP, LIHEAP and DAP Part II Subpart D Article 10.3 A-E).

This monitoring report contains the following sections:

- I. Administrative Requirements
- II. Financial Requirements
- III. Programmatic Requirements
- IV. Monitoring Summary
- V. Recommendations, Observations, and Findings

## **I. ADMINISTRATIVE REQUIREMENTS**

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The purpose of the Administrative Requirements review is to ensure that the Contractor is properly administering the Federal and/or State programs in accordance with CSD's contract requirements. The areas covered under the Administrative Requirements are Board Roster, By Laws, Resolution and Minutes; Internal Controls Requirements; Record Retention Requirements; Travel and per diem; Codes of Conduct; Conflict of Interest; Procurement Standards; Use and Disposition of Vehicles and Equipment; Subcontracts; Complaint Management Policies and Procedures; and Fair Hearing Process for Applications for Denial of Benefits by Contractor.

Based on the CSD Field Representative's review, the CSD Field Representative did not identify any issues regarding Administrative Requirements.

## **II. FINANCIAL REQUIREMENTS**

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The purpose of the Financial Requirements review is to ensure that Contractor's financial management systems, including records documenting compliance with Federal and/or State statutes, regulations, and the terms and conditions of the Federal and/or State award, must be sufficient to permit the preparation of reports required by general and program-specific terms and conditions; and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the Federal and/or State statutes, regulations, and the terms and conditions of the Federal and/or State award. The areas covered under the Financial Requirements are Working Capital Advance and Major Purchase Advances; Allowable Costs; Reimbursement Guidelines; and Reporting Requirements.

Based on the CSD Field Representative's review, the CSD Field Representative did not identify any issues regarding Financial Requirements.

## **III. PROGRAMMATIC REQUIREMENTS**

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The purpose of the Programmatic Requirements review is to ensure that the Contractor is adhering to the programmatic requirements of the contract. The areas covered under the Programmatic Requirements are Program Policies and Procedures; Program Implementation; and Training, Licensing and Certifications.



The CSD Field Representative requested client files from the following components within the LIHEAP and DAP contracts: Fast Track, Home Energy Assistance Program (HEAP), HEAP Wood, Propane, and Oil (WPO), and Emergency Crisis Intervention Program (ECIP) Wood, Propane, and Oil. Also requested, was a listing of Utility Assistance (UA) and/or WPO applications from employees or officers and those with whom they have family, business, or ties (referred to as Conflict of Interest Files). Additionally, DOE Weatherization files were requested for review. Below is a summary of the number of files requested, received, and reviewed:

Contract	Program	Number of Files Requested	Number of Files Received	Number of Files Reviewed
2020 LIHEAP	Fast Track	7	7	7
2020 LIHEAP	HEAP	7	7	7
2020 LIHEAP	ECIP WPO	3	3	3
2020 LIHEAP	HEAP WPO	3	3	3
2020 DAP	Fast Track	7	7	7
2020 DAP	HEAP	7	7	7
2020 DAP	ECIP WPO	3	3	3
2020 DAP	HEAP WPO	3	3	3
2017 DOE	WX	2	2	2
<b>TOTALS</b>		<b>42</b>	<b>42</b>	<b>42</b>

Based on the CSD Field Representative's review, the CSD Field Representative did not identify any issues regarding Programmatic Requirements.

#### IV. MONITORING SUMMARY

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The CSD Field Representative did not identify any issues or concerns during the desk review of your agency. CSD appreciates the effort and collaboration with sending and receiving client files and financial documentation for review.

Thank you for your dedication and commitment to serve low-income individuals and families in your community. I look forward to working in partnership with you to develop innovative and effective programs as well as strengthen our capacity to improve the lives of those living in poverty and ultimately reduce poverty in California.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Planning and Evaluation
<b>Agenda Item #:</b> 13A10	<b>Manager:</b> Kelsey McVey
<b>Subject:</b> Grant Tracker	<b>Officer:</b> Elizabeth Jonasson

### Background

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

**Fresno Economic Opportunities Commission**  
**Grant Tracker**  
**Tuesday, April 13, 2021**

FUNDED							
Submitted	Program	Name	Funder	Amount Requested	Board Report Date	Date of Notice	Amount Awarded
11/30/2020	LCC	Prop 68 - CA Drought, Water, Parks, Climate, Coastal Protection and Outdoor Access for All Act of 2018	CA Conservation Corps	\$489,285	12/1/2020	3/24/2021	\$489,285
10/9/2020	Transit Systems	Charge Up Electric Vehicle Chargers	San Joaquin Valley Air Pollution Control District	\$50,000	10/13/2020	3/8/2021	\$50,000

NOT FUNDED						
Submitted	Program	Name	Funder	Amount Requested	Board Report Date	Date of Notice
2/19/2021	Training & Employment	Job Ready Services	Fresno County Dept of Behavioral Health	\$500,930	3/24/2021	3/25/2021
	Provide job readiness services to CalWORKS and Welfare to Work recipients.					

PENDING GRANTS						
Submitted	Program	Name	Funder	Amount Requested	Board Report Date	Expected Date of Notice
2/26/2021	Advance Peace Fresno	Visionary Freedom Fund	Andrus Family Fund	\$44,000	3/24/2021	Prior to 7/1/2021
	Fund stipends and emergency resources for Peacekeepers, as well as professional development for staff.					
3/15/2021	Energy Services	Energy Efficiency Grant Program	Energy Upgrade California	\$20,000	3/24/2021	Not specified
	Outreach to rural and urban Fresno County residents through direct and indirect methods about energy efficiency benefits and best practices.					
3/5/2021	Energy Services	CDBG	City of Fresno	\$360,000	3/24/2021	4/22/2021
	Repair/Replace 25-30 roofts in SW Fresno and (if needed) replace electrical panels to support solar photovoltaic (PV) systems					
12/11/2020	Food Services	Smart & Final Foundation Donations	Smart & Final Foundation	\$1,000	12/16/2021	After 2/28/21
	Kickoff event for rural food express bus.					
3/10/2021	Foster Grandparents	FY 2021 AmeriCorps State and National Grants	Corporation for National and Community Service	\$386,408	3/24/2021	Mid May 2021
	68 FGP will assist in public school classrooms, tutor in after school programs-other, tutor and mentor in disabled students program classrooms, assist in Head Start classrooms, early childhood education centers, emergency shelter programs, preschools, and Valley Children's Hospital					

PENDING GRANTS						
Submitted	Program	Name	Funder	Amount Requested	Board Report Date	Expected Date of Notice
9/21/2020	Head Start 0 to 5	Early Head Start Expansion and EHS-Child Care Partnership Grant	Department of Health and Human Services, Office of Head Start	\$944,092	9/30/2020	Still Pending
	Open new EHS center at Clinton and Blythe, serving 16 infants and toddlers, and partner with three Family Child Care Homes to provide wraparound services to an additional 12 infants and toddlers. (Competitive - new)					
1/4/2021	Head Start 0 to 5	Head Start/Early Head Start Communities in California	HHS - Administration of Children & Families - Office of Head Start	\$41,700,206	1/27/2021	June/July 2021
	Reorient early childhood education system in Fresno County to serve 2,138 pregnant women, infants and toddlers aged 0-3 and preschoolers aged 3-5 years, eliminate duplication and siloed services.					
10/30/2020	LCC	Local Corps Prop 84 Grants	California Conservation Corps	\$92,357	10/13/2020	Prior to 7/1/2021
	Capital improvements for LCC facilities including construction of equipment shed. (Noncompetitive - new)					
1/29/2021	LCC	SB-1 Active Transportation Augmentation Program	CA Conservation Corps	\$142,857	2/24/2021	Not specified
	LCC crew will partner with the County Department of Public Works and Planning to trim oleanders along historic Kearney Boulevard train to encourage active modes of transportation such as walking and biking.					
2/17/2021	LCC	Fatherhood Initiative Program	County of Fresno	\$213,000	3/24/2021	Not specified
	Implement the Proving Our Parenting Skills (POPS) Program, targeting expectant and non-custodial fathers/partners of Black mothers in Fresno County and partnering with the West Fresno Family Resource Center.					
3/12/2021	Planning and Evaluation	Prop 68 Statewide Parks Program	California Dept of Parks and Recreation	\$8,500,000	2/24/2021	Aug-21
	Acquisition of the Gateway Ice Center and development of a park on the northwest corner of Clinton and Marks.					
1/29/2021	Sanctuary and Support Services	Prop 64 Public Health & Safety	Board of State and Community Corrections	\$1,100,637	2/24/2021	Prior to 5/1/21
	Hire a licensed psychologist and two substance abuse counselors and 30 internship spots for youth from Fresno and Mendota, monthly youth-focused events in Mendota.					
2/1/2021	Sanctuary and Support Services	Human Trafficking Victim Assistance	Cal OES	\$476,190	2/24/2021	Not specified
	Provide comprehensive services to all survivors of human trafficking through increasing access of direct support services.					
10/7/2020	Street Saints	Homework Center Proposal	Bank of America	\$60,000	10/13/2020	Not specified
	Establish an afterschool tutoring program at the Hinton Center for up to 90 kids/day, five days/week. (Competitive - new)					
10/7/2020	Street Saints	Homework Center Proposal	The Artist Tree	\$60,000	10/13/2020	Not specified
	Establish an afterschool tutoring program at the Hinton Center for up to 90 kids/day, five days/week. (Competitive - new)					
11/13/2020	Street Saints	Youth Services	City of Fresno	\$661,030	12/16/2020	After 12/9/20
	Partnership with Faith in the Valley and Fresno Barrios Unidos to provide paid internships, park clean up and afterschool programming.					
3/5/2021	Street Saints	CDBG	City of Fresno	\$80,000	3/24/2021	4/22/2021
	Offer educational and developmental services for you in 93706 through after-school activities					
3/19/2021	Street Saints	Contract	FUSD Parent University	\$30,000	4/16/2021	Not specified
	Conduct home visits, support "Voices" meetings, recruit/lead Parent University cohorts, and connect families to Fresno EOC wraparound services					
3/24/2021	Transit Systems	FTA Section 5310 Elderly & Disabled Specialized Transit	Fresno COG	\$1,184,976.00	4/28/2021	April/May 2021
	Fund the installation of 10 new EV chargers. (Competitive - new)					



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Access Plus Capital
<b>Agenda Item #:</b> 13A11	<b>Director:</b> Tate Hill
<b>Subject:</b> Access Plus Capital Fund Report	<b>Officer:</b> N/A

### Background

The information presented in the Access Plus Capital Fund Report is intended to keep the Board apprised of the loan and grant activity for Fresno EOC.

## APC Fund Development Report

As of 2021-03-19

access+capital

Filtered By

Show: All fund programs

Date Field: Submit Due Date equals Current and Previous FQ (10/1/2020 to 3/15/2021)

Fund Program: Fund Program Name	Company: Account Name	Funding Source: Funding Source Name	Amount Requested \$	Fund Status	Submit Due Date	Amount Approved \$	Award Start Date
Revolving Loan Fund 2020	Tri Counties Bank	2020 TCBK Loan Fund	\$3,000,000.00	Preliminary	12/30/2020		
2020 COVID 19 Program	CDFI Fund	CDFI Rapid Response Program	\$5,000,000.00	Open Offer	3/31/2021		4/30/2021
2020 COVID 19 Program	Wells Fargo	Wells Fargo Open for Business	\$1,500,000.00	Submitted	3/12/2021		4/30/2021
Bridging the Financial Justice Gap	US Bank	US Bank- Microbusiness Accelerator Fund	\$1,500,000.00	Submitted	2/12/2021		5/1/2021
Bridging the Financial Justice Gap	Pacific Western Bank	Social Justice Initiative	\$250,000.00	Signed	10/9/2020	\$300,000.00	12/31/2020
Bridging the Financial Justice Gap	James Irvine Foundation	Irvine BFJG Capacity Grant	\$500,000.00	Signed	11/6/2020	\$500,000.00	12/1/2020
2020 COVID 19 Program	City of Bakersfield	Bakersfield ReSTART- CDBG CARES Fund	\$3,170,000.00	Signed	3/17/2021	\$3,250,000.00	1/7/2021
Bridging the Financial Justice Gap	National Association for Latino Community Asset Builders (NALCAB)	NALCAB	\$70,000.00	Signed	1/21/2021	\$60,000.00	2/1/2021
Bridging the Financial Justice Gap	Self Help Federal Credit Union	CA Small Business Racial Justice- Creative Capital	\$85,000.00	Signed	12/4/2020	\$85,000.00	12/1/2020
Total	Sum		\$15,075,000.00			\$4,195,000.00	
	Count	9					

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Operations \$ 1,440,563  
 Loan Fund \$ 2,754,437

**FINANCE COMMITTEE MEETING**  
**Wednesday, March 10, 2021**  
**12:00 p.m.**

**MINUTES**

**1. CALL TO ORDER**

Charles Garabedian, Chair, called the meeting to order at 12:03 PM.

**2. ROLL CALL**

Roll was called and a quorum was established.

COMMITTEE MEMBERS	PRESENT	STAFF		
Charles Garabedian (chair)	✓	Jim Rodriguez	Emilia Reyes	
Alysia Bonner	✓	Rebecca Heinricy	Jane Thomas	
James Martinez	✓	Steve Warnes	Karina Perez	
Itzi Robles	✓	Thelma Harrison	Michelle Tutunjian	
		Monica Moua	Heather Brown	
		Cesar Lucio		

**3. APPROVAL OF MINUTES**

A. Feb 10, 2021 Finance Committee Minutes

Public comment: None heard.

**Motion/Second:** Robles/Bonner to approve the February 10,2021 meeting minutes.

**Ayes:** Garabedian, Martinez, Robles, Bonner

**Abstain:** None.

**Nayes:** None heard

**4. FINANCIAL REPORTS: JANUARY 2021**

A. Agency Financial Statements

Jim Rodriguez, Chief Financial Officer, presented the unaudited Statement of Activities and Statement of Financial Position for the first month period ending January 31, 2021. As of January 31,2021, the Agency had preliminary revenue of \$11.3 million, primarily coming from Access Plus Capital and Employment and Training; including \$2.6 million of in-kind contributions; and net deficit of (\$141,671). Rodriguez notes that in comparison to January 2020, January 2021 has increased cash and liabilities due to the fact that there were three payroll periods in 2020 and only two in 2021. Therefore, resulting in an end balance of \$3.6 million.

## B. Head Start Financial Status Report

Rodriguez presented the January 31, 2021 Head Start and Early Head Start Financial Status Reports:

HS/EHS	Annual Budget	YTD Expenses	% of Budget
Head Start Basic	\$57,842,831	\$36,682,641	63%
Head Start T&TA	\$585,414	\$165,581	28%
Head Start Duration	\$2,001,636	\$148,873	7%
Early Head Start Basic	\$8,180,224	\$5,248,049	64%
Early Head Start T&TA	\$160,383	\$23,653	15%

Rodriguez explains there is underspent monies because of change in personnel costs and minimal spending activity.

The January 2021 credit card balance was \$19,636 for Head Start and \$5,577 for Early Head Start, which includes staff training, teaching strategies, kitchen, medical, and parent engagement supplies. Staff training will be covered in more detail later on in agenda.

Garbedian also mentions that the House is going to vote on the next Covid-19 relief, so it may create another funding source for the agency.

Emilia Reyes, Chief Executive Officer, elaborates that increasing and having staff training is important to make sure staff has their supplies and are trained in getting ready for July 1<sup>st</sup> start date.

Public comment: None heard.

***Motion/Second:*** Bonner/Robles to accept the Agency and Head Start financial reports presented.

***Ayes:*** Garabedian, Bonner, Martinez, Robles

***Nays:*** None heard

## 5. HHS HEAD START 0-5 MONITORING STATUS UPDATE

### A. HHS Head Start 0-5 Monitoring Status Update

The last recap on improvement plan to correct three deficiencies in Fresno EOC's Head Start program with HHS.

The following actions have occurred since the QIP was presented:

- Payment of \$1,941,814 was remitted to HHS to remove the Federal Interest within the 1920 FEP building.
- Based on additional guidance received from Region IX, additional updates were made to the Accounting Policies & Procedures manual, as approved at the February executive committee and board meetings.
- Training has been provided on the newly approved policy and procedures which have also been implemented and monitored.
- HHS notified us on February 25, 2021 that they will perform a virtual follow-up monitoring review to assess correction of the deficiencies. This review took place from Wednesday, March 3, 2021 to Thursday, March 4, 2021.



Rodriguez further elaborates that Fresno EOC also requested an exit conference with the office of head start. The Office of Head Start felt they have everything they needed to make their decision. There should be no “alarm bells” that seems unfavorable to Head Start. Everything ended on a positive note.

Public comment: None heard  
No action required.

## **6. NON-COMPETITIVE PROCUREMENT**

### **A. Non-Competitive Procurement**

Rebecca Heinrich, Finance Director, presented the Non-Competitive Procurement for Teaching Strategies for Head Start teaching staff. However, this was done without procurement because it was proprietary training and curriculum and was sole source.

Public comment: None heard  
No action required.

## **7. HEALTH INSURANCE REPORT**

### **A. Health Insurance Report**

Steve Warnes, Assistant Finance Director, presented the Health Insurance Report as of January 31, 2021. Warnes reported total income of \$1,155,130, which was slightly higher than last year, total expenses of \$941,773; and an ending fund balance of \$4,178,631, which would fund an estimated 4 months' worth of claims. Total income also includes \$283,128 employee contributions, which may seem like a higher deduction but that is not the case. This is due to an accounting error in recording and posting date(s), which includes three period ending dates.

Warnes also notes there are no claims that have a “shot gun” or “rollercoaster effect” linked to Covid-19. In reality there were minimal claims processed throughout the agency. As a side note the plan looks positive considering that the metric has increased from 2.8-2.9 in 2016-2017.

Public comment: None heard  
No action required.

## **8. VARIANCE REPORTS**

Heinrich presented the Health Services variance report as of January 31, 2021.

- A. Adolescent Family Life Planning (AFLP)
- B. CA Prep Program
- C. Dental Sealant Grant
- D. PREIS
- E. In Home Care Service
- F. State of California Department of Public Health – Rural Tobacco
- G. Fresno County Department of Public Health

Heinrich highlighted programs presented, program staff available for questions, and asked if there were any questions on the reports provided. No questions were heard.

Public comment: None heard  
No action required.

**9. OTHER BUSINESS**

- Next Meeting: Wednesday, April 14, 2021 at 12:00 PM

Public comment: None heard

No action required.

**10. PUBLIC COMMENTS**

None.

**11. ADJOURNMENT**

Garabedian adjourned meeting at 12:26PM.

Respectfully submitted,

Charles Garabedian, Chair



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Finance
<b>Agenda Item #:</b> 13B2	<b>Director:</b> N/A
<b>Subject:</b> Financial Reports: February	<b>Officer:</b> Jim Rodriguez

### Recommended Action

The Finance Committee recommends acceptance for full Board consideration of the interim consolidated financial statements as of February 2021 as well as acceptance of the financial status report for the Head Start 0-5 program as of February 2021.

### 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 February 28, 2021, the Agency had preliminary revenue of \$23,399,573 million, including \$5.7 million of in-kind contributions, and net operating loss of \$1,127,707. This was due to the repayment of federal interest to Health and Human Services in the amount of \$1.9 million. In comparison, the Agency had revenue of \$22,417,585 million including in-kind of \$5.7 million as of the corresponding period of the preceding year.

(B) Head Start 0-5 Financial Status Report as of February 2021. The 18 month grant period is 78% complete.

(C)

Program Area	% of budget	Notes
Head Start – Basic	69%	Personnel is underspent due to a pending one-time COVID payments to staff for extra duties. A budget modification is being developed.
Head Start – Training & Technical Assistance (T&TA)	29%	COVID impacted planned training.

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<b>Program Area</b>	<b>% of budget</b>	<b>Notes</b>
Duration	8%	Funds are underspent due to updates to site selection, pending 1303 approval from HHS for Clinton/Blythe, and fee/permit delays in the installation of the Dakota Circle modular building.
Early Head Start – Basic	69%	Personnel is underspent due to a pending one-time COVID payments to staff for extra duties. A budget modification is being developed.
Early Head Start – T&TA	15%	COVID impacted planned training.

### **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. With the Committee's approval, this item will move forward for full Board consideration at the May 26, 2021 Commission Meeting.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**STATEMENT OF ACTIVITIES**  
For The Second Month Period Ended February 28, 2021 and 2020

	<b>A</b>	<b>B</b>	<b>A - B</b>	<b>C</b>	<b>D</b>	<b>B - D</b>
	<b>BUDGET JAN - DEC 2020</b>	<b>ACTUAL FEBRUARY 2021</b>	<b>BUDGET BALANCE REMAINING</b>	<b>ACTUAL JAN - DEC 2020</b>	<b>ACTUAL FEBRUARY 2020</b>	<b>ACTUAL 2021 vs 2020 Differences</b>
<b>REVENUES AND SUPPORT</b>						
GRANT REVENUE	\$ 82,029,680	\$ 13,117,486 16%	\$ 68,912,194	73,880,314	\$ 13,023,004	94,482
GRANT REVENUE - LENDING CAPITAL	-	-	-	438,674	-	-
CHARGES FOR SERVICES	16,426,275	3,727,698 23%	12,698,577	17,473,531	2,577,202	1,150,497
OTHER PROGRAM REVENUE	3,536,400	466,020 13%	3,070,380	3,147,836	745,367	(279,347)
CONTRIBUTIONS	69,685	57,351 82%	12,334	187,423	16,620	40,731
MISCELLANEOUS INCOME	219,265	39,134 18%	180,131	319,067	22,492	16,641
INTEREST & INVESTMENT INCOME	96,000	4,781 5%	91,219	138,432	2,835	1,946
AFFILIATE INTEREST INCOME	977,720	188,083 19%	789,637	938,448	99,218	88,865
RENTAL INCOME	1,256,595	33,570 3%	1,223,025	1,284,203	211,573	(178,003)
<b>TOTAL CASH REVENUE</b>	<b>\$ 104,611,620</b>	<b>\$ 17,634,124 17%</b>	<b>\$ 86,977,496</b>	<b>\$ 97,807,928</b>	<b>\$ 16,698,312</b>	<b>935,812</b>
IN KIND REVENUE	\$ 32,991,055	\$ 5,765,449 17%	\$ 27,225,606	22,057,737	\$ 5,719,273	46,177
<b>TOTAL REVENUE &amp; SUPPORT</b>	<b>137,602,675</b>	<b>23,399,573 17%</b>	<b>114,203,102</b>	<b>119,865,666</b>	<b>22,417,585</b>	<b>981,989</b>
<b>EXPENDITURES</b>						
PERSONNEL COSTS	\$ 66,198,180	\$ 11,514,615 17%	\$54,683,565	59,374,528	\$ 11,132,693	381,923
ADMIN SERVICES	5,810,400	888,643 15%	4,921,758	4,977,874	690,154	198,489
PROFESSIONAL SERVICES - AUDIT	103,915	13,896 13%	90,019	83,844	10,612	3,284
CONTRACT SERVICES	11,712,675	1,387,533 12%	10,325,142	6,078,354	1,445,163	(57,630)
FACILITY COSTS	5,345,730	819,637 15%	4,526,093	5,646,226	948,434	(128,797)
TRAVEL, MILEAGE, VEHICLE COSTS	2,691,175	232,858 9%	2,458,317	1,550,013	427,097	(194,239)
EQUIPMENT COSTS	1,717,700	102,567 6%	1,615,133	1,163,027	136,125	(33,558)
DEPRECIATION - AGENCY FUNDED	345,000	56,000 16%	289,000	361,861	62,819	(6,819)
OFFICE EXPENSE	1,717,700	436,835 25%	1,280,864	3,551,960	292,717	144,118
INSURANCE	804,060	114,322 14%	689,738	736,437	122,660	(8,338)
PROGRAM SUPPLIES & CLIENT COSTS	7,625,880	1,627,646 21%	5,998,234	8,310,778	1,144,089	483,558
INTEREST EXPENSE	145,275	5,334 4%	139,941	209,247	7,690	(2,356)
OTHER COSTS	234,030	1,510,133 645%	(1,276,103)	438,275	5,645	1,504,488
<b>TOTAL CASH EXPENDITURES</b>	<b>\$ 104,451,720</b>	<b>\$ 18,710,019 18%</b>	<b>\$ 85,741,701</b>	<b>92,482,424</b>	<b>\$ 16,425,897</b>	<b>2,284,122</b>
IN KIND EXPENSES	\$ 32,991,055	\$ 5,765,449 17%	\$ 27,225,606	\$ 22,057,737	\$ 5,719,273	46,177
<b>TOTAL EXPENDITURES</b>	<b>137,442,775</b>	<b>24,475,468 18%</b>	<b>112,967,306</b>	<b>114,540,161</b>	<b>22,145,169</b>	<b>2,330,299</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>\$ 159,901</b>	<b>\$ (1,075,895)</b>	<b>\$ 1,235,795</b>	<b>\$ 5,325,505</b>	<b>\$ 272,416</b>	<b>(1,348,310)</b>
<b>OTHER INCOME / EXPENSE</b>						
TRANSIT GRANT ASSET DEPRECIATION		51,812	(51,812)	366,531	-	51,812
<b>NET SURPLUS (DEFICIT)</b>	<b>\$ 159,901</b>	<b>(\$1,127,707)</b>	<b>1,287,608</b>	<b>\$ 5,692,036</b>	<b>\$ 272,416</b>	<b>(1,400,123)</b>

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**STATEMENT OF FINANCIAL POSITION**  
**As of February 28, 2021**

	2021	2020	Differences
<b>ASSETS</b>			
CASH & INVESTMENTS	\$ 15,988,600	\$ 11,357,356	\$ 4,631,244
ACCOUNTS RECEIVABLE	12,077,072	12,186,641	(109,569)
PREPAIDS/DEPOSITS	331,915	244,131	87,784
INVENTORIES	137,508	159,788	(22,280)
PROPERTY, PLANT & EQUIPMENT	13,438,826	14,944,513	(1,505,687)
NOTES RECEIVABLE (net)	16,533,288	14,067,253	2,466,035
<b>TOTAL ASSETS</b>	<b>\$ 58,507,208</b>	<b>\$ 52,959,681</b>	<b>\$ 5,547,528</b>
<b>LIABILITIES</b>			
ACCOUNTS PAYABLE	\$ 1,655,976	\$ 2,092,111	\$ (436,135)
ACCRUED PAYROLL LIABILITIES	7,979,772	2,330,800	5,648,972
DEFERRED REVENUE	1,072,299	970,765	101,534
NOTES PAYABLE	14,232,687	12,425,011	1,807,676
HEALTH INSURANCE RESERVE	4,666,929	3,232,594	1,434,335
OTHER LIABILITIES	1,397,747	2,295,127	(897,380)
<b>TOTAL LIABILITIES</b>	<b>\$ 31,005,409</b>	<b>\$ 23,346,407</b>	<b>\$ 7,659,002</b>
<b>FUND BALANCE</b>			
CURRENT OPERATING EARNINGS (YTD)	\$ (1,075,895)	\$ 272,416	\$ (1,348,310)
UNRESTRICTED NET ASSETS	15,663,477	15,591,150	72,327
REVOLVING LOAN FUND	2,788,197	2,788,197	0
INVESTMENT IN GENERAL FIXED ASSETS	10,126,020	10,961,512	(835,491)
<b>TOTAL FUND BALANCE</b>	<b>\$ 27,501,799</b>	<b>\$ 29,613,274</b>	<b>\$ (2,111,474)</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ 58,507,208</b>	<b>\$ 52,959,681</b>	<b>\$ 5,547,527</b>

Fresno Economic Opportunities Commission  
Head Start/Early Head Start Financial Status  
Monthly Report  
February 28, 2021

Description	Head Start - Basic				Head Start - T & TA			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$31,872,767	\$1,419,066	\$19,891,627	\$11,981,140				
Fringe Benefits	12,210,971	\$698,373	9,300,933	2,910,038				
<b>Total Personnel</b>	<b>44,083,738</b>	<b>\$2,117,439</b>	<b>29,192,560</b>	<b>14,891,178</b>				
Travel	16,465	(0)	15	16,450	-	-	-	-
Equipment*	-	-	-	-	-	-	-	-
Supplies	2,238,335	(12,613)	2,239,467	(1,132)	43,156	-	36,368	6,788
Contractual	1,459,026	121,077	1,590,496	(131,470)	468	91	205	263
Facilities /Construction								
Other:								
Food Cost	1,561,118	162,523	910,273	650,845				
Transportation	870,158	225,993	621,733	248,425				
Staff Mileage	329,661	19,000	186,328	143,333				
Field Trips, including Transportation	52,175	198	6,888	45,287				
Space	1,123,247	42,698	1,023,569	99,678				
Utilities / Telephone / Internet	747,387	62,213	458,998	288,389				
Publication/Advertising/Printing	63,252	-	40,150	23,102				
Repair/Maintenance Building	707,555	19,212	273,757	433,798				
Repair/Maintenance Equipment	146,850	44,906	142,823	4,027				
Property & Liability Insurance	231,669	12,549	168,649	63,020				
Parent Involvement / CWPC	118,289	42	11,614	106,675				
Other Costs*	124,712	4,165	75,469	49,243				
Staff & Parent Training					514,562	2,593	120,140	394,422
<b>Total Direct Charges</b>	<b>\$53,873,637</b>	<b>\$2,819,402</b>	<b>36,942,789</b>	<b>\$16,930,848</b>	<b>\$558,186</b>	<b>2,684</b>	<b>\$156,713</b>	<b>\$401,473</b>
<b>Total Indirect Charges</b>	<b>\$3,969,194</b>	<b>\$211,455</b>	<b>\$2,770,709</b>	<b>\$1,198,485</b>	<b>\$27,228</b>	<b>\$201</b>	<b>\$11,753</b>	<b>\$15,475</b>
<b>Total Federal Expenditures</b>	<b>\$57,842,831</b>	<b>\$3,030,857</b>	<b>39,713,498</b>	<b>\$18,129,333</b>	<b>\$585,414</b>	<b>2,885</b>	<b>\$168,466</b>	<b>\$416,948</b>
% of Annual Budget Expended to Date			69%				29%	
<b>Non-Federal Share</b>	<b>\$13,880,375</b>	<b>\$757,714</b>	<b>\$7,094,024</b>	<b>\$6,786,351</b>	<b>\$146,354</b>	<b>\$721</b>	<b>\$42,117</b>	<b>\$104,238</b>

**Credit Card Expenses: Credit card statement dated 2/1/21 - 2/28/21**  
**February 2021 expenses**

Office supplies	\$	153	Amazon - Laptop charger, webcam w/microphone
Program Supplies - Classroom		413	Amazon & Walmart- children consumables, Lysol wipes, hanging storage bags
Parent Engagement Supplies		636	Dollar Tree - Parent Engagement supplies
Software Licenses		540	Microsoft - Microsoft Power Bi Pro License
Contract Services - Facility repair		230	Azuga - vehicle tracking for Support Services vehicles
	\$	1,972	

Fresno Economic Opportunities Commission  
Head Start/Early Head Start Financial Status  
Monthly Report  
February 28, 2021

Description	Head Start - Duration Start-Up/Operations			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$0	-	-	\$0
Fringe Benefits	-	-	-	-
<b>Total Personnel</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Travel	-	-	-	-
Equipment*	94,000	-	-	94,000
Supplies	366,376	4,015	25,910	340,466
Contractual	429,400	5,697	115,188	314,212
Facilities /Construction	1,057,160	-	-	1,057,160
Other:				
Food Cost	-	-	-	-
Transportation	-	-	-	-
Staff Mileage	-	-	-	-
Field Trips, including Transportation	-	-	-	-
Space	-	-	-	-
Utilities / Telephone / Internet	-	-	-	-
Publication/Advertising/Printing	-	-	-	-
Repair/Maintenance Building	-	-	-	-
Repair/Maintenance Equipment	-	-	-	-
Property & Liability Insurance	-	-	-	-
Parent Involvement / CWPC	-	-	-	-
Other Costs*	54,700	51	17,538	37,162
Staff & Parent Training	-	-	-	-
<b>Total Direct Charges</b>	<b>2,001,636</b>	<b>\$9,763</b>	<b>\$158,636</b>	<b>\$1,843,000</b>
<b>Total Indirect Charges</b>	<b>\$0</b>	<b>-</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Federal Expenditures</b>	<b>\$2,001,636</b>	<b>\$9,763</b>	<b>\$158,636</b>	<b>\$1,843,000</b>
% of Annual Budget Expended to Date			8%	
<b>Non-Federal Share</b>	-	-	-	-



Fresno Economic Opportunities Commission  
Head Start/Early Head Start Financial Status  
Monthly Report  
February 28, 2021

Description	Early Head Start - Basic				Early Head Start - T & TA			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$4,813,590	\$202,155	\$3,131,745	\$1,681,845	\$44,714	\$0	\$0	\$44,714
Fringe Benefits	1,171,725	76,286	1,102,669	69,056	11,608	\$0	-	11,608
<b>Total Personnel</b>	<b>5,985,315</b>	<b>278,441</b>	<b>4,234,414</b>	<b>1,750,901</b>	<b>56,322</b>	<b>-</b>	<b>-</b>	<b>56,322</b>
Travel	-	-	-	-	-	-	-	-
Equipment*	-	-	-	-	-	-	-	-
Supplies	359,940	9,679	248,738	111,202	1,500	-	125	1,375
Contractual	180,640	13,225	215,377	(34,737)	128	3	29	99
Facilities /Construction	616,000	-	-	616,000				
Other:								
Food Cost	68,193	4,618	176,979	(108,786)				
Transportation	5,057	456	5,149	(92)				
Staff Mileage	37,680	866	14,015	23,665				
Field Trips, including Transportation	-	-	-	-				
Space	154,342	6,556	155,638	(1,296)				
Utilities / Telephone / Internet	101,576	8,832	103,956	(2,380)				
Publication/Advertising/Printing	5,640	-	4,565	1,075				
Repair/Maintenance Building	77,484	626	14,259	63,225				
Repair/Maintenance Equipment	18,150	4,393	5,840	12,310				
Property & Liability Insurance	30,011	1,726	23,233	6,778				
Parent Involvement / CWPC	4,630	-	1,777	2,853				
Other Costs*	8,389	1,910	9,294	(905)				
Staff & Parent Training					94,973	985	22,837	72,136
<b>Total Direct Charges</b>	<b>\$7,653,047</b>	<b>331,328</b>	<b>5,213,234</b>	<b>\$2,439,813</b>	<b>\$152,923</b>	<b>\$988</b>	<b>\$22,991</b>	<b>\$129,932</b>
<b>Total Indirect Charges</b>	<b>\$527,177</b>	<b>\$24,850</b>	<b>\$390,993</b>	<b>\$136,184</b>	<b>\$7,460</b>	<b>\$74</b>	<b>\$1,724</b>	<b>\$5,736</b>
<b>Total Federal Expenditures</b>	<b>\$8,180,224</b>	<b>356,178</b>	<b>\$5,604,227</b>	<b>\$2,575,997</b>	<b>\$160,383</b>	<b>\$1,062</b>	<b>\$24,715</b>	<b>\$135,668</b>
% of Annual Budget Expended to Date			69%				15%	
<b>Non-Federal Share</b>	<b>\$2,045,056</b>	<b>\$89,045</b>	<b>\$1,401,057</b>	<b>\$643,999</b>	<b>\$40,095</b>	<b>\$266</b>	<b>\$6,179</b>	<b>\$33,917</b>

**Credit Card Expenses: Credit card statement dated 2/1/21 - 2/28/21**  
**February 2021 expenses**

Office Supplies	\$	769	Amazon - office supplies
Repairs & Maint. - Equipment		21	Walmart - outlet surge protector
Program Supplies - Classroom		432	Amazon & Target - children's toys; storage boxes
Program Supplies - Medical		202	Target - baby powder formula Enfamil
Socialization & Home Visits Supplies		162	Amazon - reusable tote bags
Program Supplies - Disposables		1,054	Costco - children consumables
Contract Services - Facility Repair		23	AZUGA - Vehicle Tracking Maintenance support vehicle
	\$	2,663	



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Head Start 0 to 5
<b>Agenda Item #:</b> 13B3	<b>Director:</b> Rosa Pineda
<b>Subject:</b> Franklin Head Start Renovations and Financing	<b>Officer:</b> Jim Rodriguez

### Recommended Action

The Finance Committee recommends ratification for full Board consideration of the Early Head Start renovation project and the financing of the project totaling \$441,133.20.

### Background

The Early Head Start center located at 1189 Martin Street, as known as the Franklin Center and is owned by Fresno EOC was in need of renovation building projects including a roof replacement, HVAC replacement and windows replacement. Competitive bids were solicited for these three projects with the awards going to the contractor with the lowest bid.

This project will ensure that quality education is continued in a renovated learning center.

Due to cash flow considerations and the total cost of the renovation, third-party funding was obtained as a long term financial strategy so as to not create any federal interest in the property and preserve current cash balances. In addition, these energy-saving improvements will create long-term cost savings in utilities expenses.

### Fiscal Impact

The project financing is provided by Jules and Associates for the term of 60 months at a rate of 4.72% and total cost of the loan of \$496,095.

### Conclusion

By providing the information contained in this report, staff keeps the Committee and the Board apprised of key financial activities. With ratification by the Committee, this item will move forward for full Board consideration at the May 26, 2021 Commission Meeting.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Training and Employment
<b>Agenda Item #:</b> 13B4	<b>Director:</b> Jeff Davis
<b>Subject:</b> Monitoring Report	<b>Officer:</b> Jim Rodriguez

### Recommended Action

The Finance Committee recommends acceptance for full Board consideration of the following monitoring report.

### Background

Fresno Regional Workforce Development Board performed a closeout financial monitoring for the 2019-2020 program year for agreement numbers 310301 and 310-0812. A finding was noted around work experience time sheet signatures which were impacted by the pandemic. The finding has been conditionally closed.

### Fiscal Impact

A successful monitoring review is a factor in evaluating the strength of our program and will be an evaluation factor when future funding requests are sought.

### Conclusion

Providing this information on the results of programs audits and monitoring, the Committee and Board are kept apprised of program performance and financial reporting compliance. With acceptance by the Committee, this item will move forward for full Board consideration at the May 26, 2021 Commission Meeting.

March 18, 2021

Emilia Reyes  
Chief Executive Officer  
Fresno Economic Opportunities Commission  
1900 Mariposa Mall, Suite 300  
Fresno, CA 93721

*Chair*  
Jeffrey Hensley

*Vice Chair*  
Dennis Montalbano

*Board Members*  
Stephen Avila  
Lenora Lacy Barnes  
Paul Bauer  
Edgar Blunt  
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Scott Miller  
Sherry Neil  
Delfino Neira  
Tommie Nellon  
Joe Olivares  
Sal Quintero  
Chuck Riojas  
Elizabeth Rivinius  
Michael Silveira  
Vasili Sotiropoulos  
Shelly Tarver  
Stuart VanHorn  
Lydia Zabrycki

*Executive Director*  
Blake Konczal

RE: Closeout Financial Monitoring  
Final Determination  
Program Year 2019-2020  
Agreement Numbers: 310301 and 310-0812

Dear Ms. Reyes:

This letter is to inform you of the results of the Fresno Regional Workforce Development Board's (FRWDB's) review of Fresno Economic Opportunities Commission's (Fresno EOC's) Closeout Financial Monitoring for Program Year (PY) 2019-2020.

Our determination is based on the information provided in your agency's response dated March 12, 2021, to our Initial Determination letter dated February 18, 2021.

Based upon your response, we are issuing our final determination as follows:

**Findings:**

1. Participant Work Experience Timesheets verified from April to June 2020, have the following potential issues, such as:
  - A. Absence of participant signatures - 53 counts,
  - B. Absence of supervisor signatures - 53 counts,
  - C. Absence of reviewer signatures - 12 counts, and
  - D. It appears that the timesheets were pre-printed before they were sent out for signatures - 46 counts.

**Response and Proposed Corrective Action:**

Fresno EOC has provided copies of the signed timesheets from CalJOBS. All timesheets were formatted and signed electronically in compliance with OD 08-20, COVID-19 Process Changes, due to the COVID19 restrictions.

Fresno EOC will initiate an additional requirement to internally review all timesheets previously submitted on a quarterly basis between the Workforce Connection Young Adult Program and the FEOC Finance Department.

**Final Determination:**

The FRWDB is conditionally closing this finding, pending our review of the implementation of the proposed corrective action, during our upcoming Initial Financial Monitoring Review for PY 2020-2021. Fresno EOC must also update the written Participant Payroll Procedure Manual adopting new internal controls due to the pandemic.

2. Staff Time Allocation for four (4) employees were without their signatures for two (2) or three (3) pay periods.

**Response and Proposed Corrective Action:**

Due to the COVID-19 pandemic, staff were working virtually and not in the office from March 18<sup>th</sup> through September 14<sup>th</sup> 2020. We have obtained one staff person's signature on two (2) of the allocation sheets and those have been sent to the monitor. For the remaining 3 staff, 2 have been on leave of absence for medical reasons and have not returned to the office since the shelter in place commenced. The third employee was due to return with her cohort on September 28<sup>th</sup>, she did not return as planned, went on leave of absence on the 5<sup>th</sup> of October and subsequently left employment with Fresno EOC. We are attaching the leave of absence forms/email from HR for each employee to this letter.

Fresno EOC will initiate an additional requirement to internally review and reconcile all staff allocation sheets previously submitted on a quarterly basis between the Workforce Young Adult program and the Fresno EOC Finance Department.

**Final Determination:**

The FRWDB is conditionally closing this finding, pending our review of the implementation of the proposed corrective action, during our upcoming Initial Financial Monitoring Review for PY 2020-2021. Fresno EOC must also update the written Participant Payroll Procedure Manual adopting new internal controls due to the pandemic.

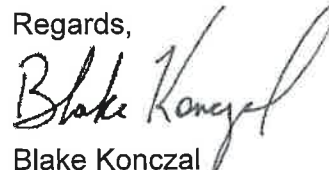
In our Initial Determination Letter, we requested Fresno EOC provide a copy of their updated Staff Payroll Procedure Manual reflecting the internal controls put in place due to the absence of reviewer signatures on the electronic timesheets. We have yet to receive this. We will ask for it and review it during our upcoming PY 2020-2021 Initial Fiscal Review.

Furthermore, Fresno EOC is required to retain all records, including this letter for a period of three (3) years from the final payments under our Workforce Innovation and Opportunity Act agreement and until all audits are complete and findings on all claims have been satisfactorily resolved.

Emilia Reyes  
March 18, 2021  
Page Three

Please extend our appreciation to your staff for their cooperation and assistance during the review. If you have any questions pertaining to this matter, please do not hesitate to contact Homer O. Sales, at (559) 490-7170.

Regards,



Blake Konczal  
Executive Director

bk:mw

c: Jim Rodriguez  
✓ Rebecca Heinricy  
Jeff Davis, Jr.  
Patrick Turner  
Phyllis Stogbauer  
Cheryl Beierschmitt  
Stephen DeWitt  
Nuvia Varela  
Ana Escareno  
Rebecca Moncivais  
Sally Nuss  
Homer O. Sales

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Finance
<b>Agenda Item #:</b> 13B5	<b>Director:</b> N/A
<b>Subject:</b> Non-Competitive Procurements	<b>Officer:</b> Jim Rodriguez

### Background

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

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

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

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

Vendor	Purpose	Amount	Justification
Coupa	Additional user licenses to access the Purchase Order system. Billed in increments of two years.	\$25,744.80	Additional licenses are only available through the current PO system provider as proprietary licenses.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Finance
<b>Agenda Item #:</b> 13B6	<b>Director:</b> N/A
<b>Subject:</b> Health Insurance Report	<b>Officer:</b> Jim Rodriguez

### Background

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

As of February 28, 2021, the health insurance reserve is at \$4.6 million, which covers approximately 5.2 months of average expenditures. To date, contributions from programs and employees for 2021 total \$2,303,223 while the Fund paid out \$1,627,749 in expenses. COVID-related claims costs (to be funded by CSBG CARES) totals \$116,291 according to reports provided by our third-party administrator. The health insurance report is included for reference.

Changes to the health insurance plan in 2019 through 2021 include:

- Effective January 2019: 5% increases in Employer and Employee premiums, and increase the coverage of preventive dental procedures from 80% to 100%.
- 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.
- Below table presents a sample of the 2021 monthly health insurance premium tier rates. Rates vary depending on the type of coverage selected.

	Agency	Employee (Wellness Incentive)	Total Premium
Employee(EE) Only	\$ 594	\$ 108	\$ 702
EE +Child(ren)	\$ 1,074	\$ 192	\$ 1,266
EE + Family	\$ 1,428	\$ 258	\$ 1,686
EE + Spouse	\$ 1,194	\$ 210	\$ 1,404



**FRESNO EOC**  
**HEALTH INSURANCE FUND REPORT**  
 THROUGH FEBRUARY 28, 2021

	2021				2020		
	January	February	YTD totals Jan - Feb	Mo. Avg. Prev 12 mos	YTD totals Jan - Feb	Annual Jan - Dec	Annual Mo. Avg Jan - Dec
<b>Beginning Fund Balance</b>	<b>3,991,455</b>	<b>4,261,617</b>					
<b><u>Income</u></b>							
Agency Contributions	868,403	858,194	1,726,597	841,328	1,690,592	10,059,937	838,328
Additional Agency Contr.	51,529	64,762	116,291	15,124	0	65,197	5,433
Employee Contributions	283,963	176,373	460,336	149,365	423,776	1,755,815	146,318
<b>Total Income</b>	<b>1,203,895</b>	<b>1,099,328</b>	<b>2,303,223</b>	<b>1,005,817</b>	<b>2,114,368</b>	<b>11,880,949</b>	<b>990,079</b>
<b><u>Expenses</u></b>							
Health Claims Paid	500,161	302,551	802,712	512,450	817,314	6,164,003	513,667
Dental Claims Paid	65,934	67,225	133,159	47,955	104,333	546,628	45,552
Prescriptions Paid	210,323	158,769	369,092	165,232	369,128	1,982,823	165,235
Vision Claims Paid	12,742	9,468	22,210	8,223	21,487	97,955	8,163
Stop Loss Premiums	89,987	101,368	191,355	110,658	225,465	1,362,007	113,501
Stop Loss Claims	0	0	0	(10,343)	(69,628)	(193,741)	(16,145)
Life Insurance Premiums	14,000	13,799	27,799	14,321	29,360	173,408	14,451
Pinnacle	14,462	14,514	28,976	14,687	29,236	176,507	14,709
Blue Cross	14,970	14,933	29,903	15,321	30,311	184,255	15,355
Benefits Consultant	6,917	6,917	13,834	7,614	15,444	92,979	7,748
Employee Assist. Program	1,877	1,876	3,753	1,877	3,753	22,518	1,877
Preferred Chiropractors	1,005	1,002	2,007	812	1,566	9,299	775
Other Expenses	1,355	1,594	2,949	1,559	4,223	19,976	1,665
ACA Fees			0	522	0	5,220	435
<b>Total Expenses</b>	<b>933,733</b>	<b>694,016</b>	<b>1,627,749</b>	<b>890,886</b>	<b>1,581,992</b>	<b>10,643,836</b>	<b>886,986</b>
<b>Current Fund Activity (net)</b>	<b>270,162</b>	<b>405,312</b>	<b>675,474</b>	<b>114,931</b>	<b>532,376</b>	<b>1,237,113</b>	<b>103,093</b>
<b>Ending Fund Balance</b>	<b>4,261,617</b>	<b>4,666,929</b>	<b>4,666,929</b>				
<b><u>Enrollment</u></b>							
Employee only-Traditional	294	287		291		330	
High-Deduct	57	56		57		41	
Family coverage-Traditional	416	421		419		463	
High-Deduct	37	37		37		28	
Dental coverage only	31	36		34		36	
Temp/On Call Plan	0	1		1		0	
<b>Total employees enrolled</b>	<b>835</b>	<b>838</b>		<b>837</b>		<b>898</b>	
<b>Total dependants covered</b>							
Average contributions per employee	1,442	1,312		1,202		1,103	
Average expenses per employee	1,118	828		1,065		988	

Estimated # months funded: 5.2



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Health Services
<b>Agenda Item #:</b> 13B7	<b>Director:</b> Jane Thomas
<b>Subject:</b> Variance Reports	<b>Officer:</b> Jim Rodriguez

### Background

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

The following prepared financial analysis reports will be presented:

- Health Services –variance reports for this program group are split between the March 10, 2021 Finance Committee meeting and this meeting.
  - Tattoo Removal Program
  - Promoting Optimal Health for Rural Youth
  - COVID-19 Farmworker Harvest
  - Family Planning
  - Title X Health Clinic

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*FINANCE OFFICE  
INTEROFFICE MEMO*

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**DATE:** APRIL 14, 2021  
**TO:** JANE THOMAS  
**CC:** EMILIA REYES, MICHELLE TUTUNJIAN  
**FROM:** JIM RODRIGUEZ  
**SUBJECT:** HEALTH SERVICES VARIANCE REPORT – FEBRUARY 2021

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**Tattoo Removal Program:**

*Revenue:* Funding from California Violence Intervention & Prevention (CalVIP) is budgeted at \$42,306 from October 1, 2019 to September 30, 2022. Funding allocated for the period of October 1, 2020 – September 30, 2021 is \$14,102.

*Expenses:* YTD expenses are \$5,978, which is 42% of budget. Project period is 50% complete.

*Observations:* Overall, this program is slightly under budget. Funds are expected to be fully utilized.

**OHRY: Promoting Optimal Health for Rural Youth**

*Revenue:* Funding from Office of Population Affairs Teen Pregnancy Prevention Program is for a grant period of three years from July 1, 2020 – June 30, 2023 and is for approximately \$927,451. Funding allocated for the period of July 1, 2020 – June 30, 2021 is \$296,425. This grant integrated evidence-based sexual health education, parental engagement, school and clinic staff training.

*Expenses:* Grant expenses are \$111,042 which is 37% of budget. Project period is 67% complete. Expenses are primarily personnel, purchase of equipment. Funds are expected to be fully utilized.

*Observations:* This program is operating slightly under budget due to the impact of COVID-19 on line items such as travel and training related costs, office and program supplies. Funds are expected to be fully utilized.

**Covid-19 Farmworker Harvest:**

A Purchase Order was awarded by the County of Fresno's Department of Public Health to provide wrap around services for Covid-19 positive/exposed agriculture workers. Health

Services portion of the scope of work is to provide Covid-19 tests. \$500,000 is the initial amount granted for the period of August 1, 2020 through June 30, 2021. Health Services budget for this period is \$1,483,148 and is expected to provide 10,000 testing.

*Expenses:* YTD health services expenses are \$262,523 which is 18% of the budget. Program period is 64% complete.

*Observations:* Overall, this program is operating slightly under budget due to unavailability of covid-19 kits. In March, 2021 Covid-19 kits became available and have purchased to provide testing up to 6,000 clients which will have significant increase in revenue.

#### **Family Planning and Health Clinic – Title X:**

*Revenue:* The Title X funding for April 2020 – March 2021 is \$295,000. Revenue from non-grant sources such as F-PACT, insurance, and patient fees are budgeted at \$686,834 for a combined budget of \$981,834. Year-to-date (YTD) revenue is approximately \$712,752 which is 73% of budget.

*Expenses:* YTD expenses are \$712,752 which is 73% of budget. Project period is 92% completed. Expenses are primarily: personnel, contracted medical personnel, medical supplies, rent, and indirect costs.

*Observations:* Overall, this program is currently operating under budget. Funds are expected to be fully utilized.

Tattoo Removal Program  
**Monthly Progress Report**  
 As of 3/31/21

Program Period: October 1, 2020 - September 30, 2021

Project ID # 97160

CONTRACT TIME LAPSED:

**50%**

	ANNUAL BUDGET	Y-T-D ACTUAL	BALANCE	Variance
REVENUE:	14,102	5,978	8,124	42%
<b>TOTAL REVENUE</b>	14,102	5,978	8,124	42%
<b>OPERATING EXPENSES</b>				
1. Medical Doctor Stipend	9,576	4,788	4,788	50%
2. Medical Liability Insurance	298		298	0%
3. Machine Calibration	1,754	0	1,754	0%
4. Medical Waste Disposal	975	0	975	0%
5. Supplies	1,499	1,190	309	79%
<b>TOTAL EXPENDITURES</b>	14,102	5,978	8,124	42%

Promoting Optimal Health for Rural Youth  
**Monthly Progress Report**  
As of 2/28/2021

Program Period: July 1, 2020 - June 30, 2021

Project ID # 97110

CONTRACT TIME LAPSED:

**67%**

	ANNUAL BUDGET	Y-T-D ACTUAL	BALANCE	Variance
REVENUE:				
<b>TOTAL REVENUE</b>	296,425	111,042	163,958	37%
Expenditures:				
Salaries	141,170	66,525	74,645	47%
Fringe	58,034	19,958	38,076	34%
<b>1. TOTAL PERSONNEL</b>	199,204	86,483	112,721	43%
<b>2. OPERATING EXPENSES</b>				
1. Facility Rent	19,800	6,387	13,413	32%
2. Communications	7,450	1,458	5,992	20%
3. Office Supplies	5,393	0	5,393	0%
4. Program Supplies	6,000	0	6,000	0%
5. Copier Lease	3,000	289	2,711	10%
5. Equipment	7,500	5,036	2,464	67%
6. Travel	9,568	894	8,674	9%
7. Training	15,500	2,633	12,867	17%
<b>3. OTHER COSTS</b>				
1. Audit Expenses	330	124	206	38%
2. Incentives for Participant Completers	2,000		2,000	0%
<b>4. INDIRECT (7.5%) *</b>	20,680	7,739	12,942	37%
Total Non-Personnel	97,221	24,560	72,661	25%
<b>Total Expenditures</b>	296,425	111,042	185,383	37%

Covid-19 Farmworker Harvest  
**Monthly Progress Report**  
As of 2/28/21

Program Period: August 1, 2020 - June 30, 2021

Project ID # 93520

CONTRACT TIME LAPSED:

**64%**

	ANNUAL BUDGET	Y-T-D ACTUAL	BALANCE	Variance
REVENUE:	<b>1,483,148</b>	92,105	1,391,043	6%
<b>TOTAL REVENUE</b>	<b>1,483,148</b>	<b>92,105</b>	<b>1,391,043</b>	<b>6%</b>
Expenditures:				
Salaries	223,750	58,140	165,610	26%
Fringes	91,384	14,397	76,987	16%
<b>TOTAL PERSONNEL</b>	<b>315,134</b>	<b>72,537</b>	<b>242,597</b>	<b>23%</b>
<b>OTHER COSTS</b>				
1. Audit Fees	1,513	293	1,220	19%
2. Facility Rental	7,500		7,500	0%
3. Office Supplies	5,000		5,000	0%
4. Communitations	4,750	482	4,268	10%
5. Computer Supplies	30,000		30,000	0%
6. Equipment	2,800		2,800	0%
7. Website and Social Media	15,000		15,000	0%
8. Janitor and Supplies	835		835	0%
<b>TRAVEL AND MILEAGE COSTS</b>				
1. Mileage	16,800	148	16,652	1%
<b>INSURANCE COSTS</b>				
1. Insurance	7,547	369	7,178	5%
<b>PROGRAM EXPENSES</b>				
1. Material and Supplies	5,000	0	5,000	0%
2. Participant Travel/Transportation	9,600		9,600	0%
3. Medical Supplies	831,000	170,399	660,602	21%
4. Interpreting Service	10,000		10,000	0%
<b>PROJECT ADMINISTRATION (10%)</b>	<b>126,097</b>		<b>126,097</b>	<b>0%</b>
<b>INDIRECT (7.5%) *</b>	<b>94,572</b>	<b>18,295</b>	<b>76,277</b>	<b>19%</b>
Total Non-Personnel	1,168,014	189,986	978,028	16%
<b>Total Expenditures</b>	<b>1,483,148</b>	<b>262,523</b>	<b>1,220,625</b>	<b>18%</b>
<b>Net Income (Loss)</b>	<b>0</b>	<b>(170,417)</b>	<b>170,417</b>	<b>(0)</b>

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\* To include Indirect costs allocated in accordance with the Indirect cost rate approved by the U.S. Department of Health & Human services at 7.5% of total direct costs

Family Planning  
**Monthly Progress Report**  
 As of 2/28/21

Program Period: April 1, 2020 - March 31, 2021

Project ID # 95000

CONTRACT TIME LAPSED:

**91.67%**

	ANNUAL BUDGET	Y-T-D ACTUAL	BALANCE	Variance
REVENUE:				
General Fund(Agency Fund)	2,000	0	2,000	0.00%
Family Pact Fee for Service	539,710	423,800	115,910	78.52%
Medi-Cal	22,000	14,005	7,995	63.66%
Patient Fees	52,000	29,125	22,876	56.01%
Private Health Insurance	30,000	26,561	3,439	88.54%
Other Third-Party Payers	41,124	3,567	37,557	8.67%
<b>TOTAL REVENUE</b>	<b>686,834</b>	<b>497,058</b>	<b>189,776</b>	<b>72.37%</b>
Expenditures:				
Salaries	<b>282,918</b>	223,067	59,851	78.85%
Fringe	<b>87,328</b>	69,635	17,693	79.74%
Payroll Accrual				
<b>1. TOTAL PERSONNEL</b>	<b>370,246</b>	292,702	77,544	79.06%
<b>2. PATIENT CARE &amp; EQUIPMENT</b>				
1. Clinical Services	<b>79,400</b>	60,030	19,370	75.60%
2. Equipment	<b>5,000</b>	1,041	3,959	20.81%
<b>3. OTHER COSTS</b>				
1. Consultants	<b>5,013</b>	554	4,459	11.05%
2. Medical Supplies	<b>55,850</b>	22,272	33,578	39.88%
3. Duplication and Printing	<b>2,000</b>	651	1,349	32.55%
4. Health Education Supplies	<b>9,804</b>	0	9,804	0.00%
5. Utilities and Communication	<b>24,000</b>	13,013	10,987	54.22%
6. Travel	<b>2,400</b>	862	1,538	35.93%
7. Lease/Rental	<b>33,037</b>	31,396	1,641	95.03%
8. Other Expenses	<b>52,218</b>	39,927	12,291	76.46%
<b>4. INDIRECT (7.5%) *</b>	<b>47,866</b>	34,610	13,256	72.31%
Total Non-Personnel	<b>316,588</b>	<b>204,356</b>	<b>112,232</b>	<b>64.55%</b>
<b>Total Expenditures</b>	<b>686,834</b>	<b>497,058</b>	<b>189,776</b>	<b>72.37%</b>
<b>Net Income (Loss)</b>	<b>0</b>	<b>0</b>		

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\* To include Indirect costs allocated in accordance with the Indirect cost rate approved by the  
 U.S. Department of Health & Human services at 7.5% of total direct costs



Title X  
**Monthly Progress Report**  
As of 2/28/21

Program Period: April 1, 2020 - March 31, 2021

Project ID # 95100

CONTRACT TIME LAPSED:

**91.67%**

	ANNUAL BUDGET	Y-T-D ACTUAL	BALANCE	Variance
REVENUE:				
Revenue	295,000	215,694	79,306	73.12%
<b>TOTAL REVENUE</b>	<b>295,000</b>	<b>215,694</b>	<b>79,306</b>	<b>73.12%</b>
Expenditures:				
Salaries	<b>154,419</b>	104,643	49,776	67.77%
Fringe	<b>42,315</b>	26,143	16,172	61.78%
Payroll Accrual				
<b>1. TOTAL PERSONNEL</b>	<b>196,734</b>	130,786	65,948	66.48%
<b>2. OTHER COSTS</b>				
1. Consultants	<b>15,290</b>	15,241	49	99.68%
2. Duplication and Printing	<b>1,000</b>	0	1,000	0.00%
3. Health Education Supplies	<b>6,907</b>	6,907	0	100.00%
4. Utilities and Communication	<b>30,000</b>	24,253	5,747	80.84%
5. Travel	<b>2,027</b>	0	2,027	0.00%
6. Lease/Rental	<b>12,923</b>	12,154	769	94.05%
7. Other Expenses	<b>12,000</b>	12,000	0	100.00%
<b>3. INDIRECT (7.5%) *</b>	<b>18,119</b>	14,353	3,766	79.22%
Total Non-Personnel	<b>98,266</b>	<b>84,908</b>	<b>13,358</b>	<b>86.41%</b>
<b>Total Expenditures</b>	<b>295,000</b>	215,694	79,306	73.12%
<b>Net Income (Loss)</b>	<b>0</b>	<b>0</b>	<b>0</b>	

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\* To include Indirect costs allocated in accordance with the Indirect cost rate approved by the  
U.S. Department of Health & Human services at 7.5% of total direct costs

**FINANCE COMMITTEE MEETING**  
**Wednesday, April 14, 2021**  
**12:00 p.m.**

**MINUTES**

**1. CALL TO ORDER**

Charles Garabedian, Chair, called the meeting to order at 12:05 PM.

**2. ROLL CALL**

Roll was called and a quorum was established.

COMMITTEE MEMBERS	PRESENT	STAFF		
Charles Garabedian (chair)	✓	Jim Rodriguez	Emilia Reyes	
Alysia Bonner	✓	Steve Warnes	Jane Thomas	
James Martinez	✓	Thelma Harrison	Michelle Tutunjian	
Itzi Robles	✓	Shawn Riggins	Elizabeth Jonasson	
		Jeff Davis		
		Patrick Turner		

**3. APPROVAL OF MINUTES**

A. March 10, 2021 Finance Committee Minutes

Public comment: None heard.

**Motion/Second:** Robles/Bonner to approve the March 10, 2021 meeting minutes.

**Ayes:** Garabedian, Martinez, Robles, Bonner

**Abstain:** None.

**Nayes:** None heard

**4. FINANCIAL REPORTS: FEBRUARY 2021**

A. Agency Financial Statements

Jim Rodriguez, Chief Financial Officer, presented the unaudited Statement of Activities for the period ending February 28, 2021. At that date the Agency had cash revenue of \$17,634,124 and \$5,765,449 of in-kind contributions for total revenue of \$23,399,573 and net operating loss of \$1,127,707. Rodriguez notes that the loss reported for the month of February was due to the repayment of federal interest to Health and Human Services for \$1.9 million. He reminded that we used the line of credit to make this previously authorized payment. In comparison, the Agency had total revenue of \$22.4 million including in-kind of \$5.7 million as of the corresponding period of the preceding year. Moving on to the balance

sheet or Statement of Financial Position as of February 28, 2021 we have total assets of \$58,507,208 most of it in cash and notes receivable. We do see an increase in liabilities \$31,005,409 that has something to do with the notes payable and increase in health insurance reserve. Over all with the loss of the current year operations, the fund balance \$27,501,799 is about \$2 million less than last year.

Rodriguez reported that the budget-to-actual variances are due to the impact that COVID-related issues have had on our normal spending patterns. There is a one time COVID payment that will be made to some of the staff. Staff Training has been impacted as well.

## B. Head Start Financial Status Report

Rodriguez presented the February 28, 2021 Head Start and Early Head Start Financial Status Reports:

HS/EHS	Annual Budget	YTD Expenses	% of Budget
Head Start Basic	\$57,842,831	\$39,713,498	69%
Head Start T&TA	\$585,414	\$168,466	29%
Head Start Duration	\$2,001,636	\$158,636	8%
Early Head Start Basic	\$8,180,224	\$5,604,227	69%
Early Head Start T&TA	\$160,383	\$24,715	15%

Rodriguez explains there is unspent duration funds for the amount of \$1,843,000. There are some delays in getting our funds approve from the Office of Head Start. The agency is still waiting for the 1303 approval.

Rodriguez reported the February 2021 credit card balance was \$1,975 for Head Start and \$2,663 for Early Head Start, which includes office, program, and medical supplies, software licenses, contract services, socialization and home visits supplies, and parent engagement supplies.

Public comment: None heard.

**Motion/Second:** Robles/Martinez to accept the Agency and Head Start financial reports presented.

**Ayes:** Garabedian, Bonner, Martinez, Robles

**Nayes:** None heard

## 5. Franklin Head Start Renovations and Financing

### A. Franklin Head Start Renovations and Financing

Rodriguez presented the project for the ratification for full Board consideration of the financing of \$441,000 at the Franklin Center at 1189 Martin St. There were some serious safety and regulatory concerns with this learning center. There are some windows that needed to be replaced, chipping around the caulking and painting of the facility, also leaky roof and for regulatory reasons that would not pass licensing and needed to be repaired right away. So in order to preserve some of our cash and not create any federal interest in this property we decided to look at third party lending to help fund this project with Jules and Associates for 60 months term for a total cost of \$496,000. In addition, we are able to charge to back to this program depreciation expense of this capital improvement that does not create federal interest

in the building. So we will recover a majority of the funds overtime with the exception of the interest expense.

Garabedian asked if you went out to bid and if had been awarded to the contractor? Rodriguez said yes, we went out to bid for all three contractors one for HVAC, one for roof, and another for windows. Rodriguez further explains that due to time constraints we needed to start moving on because the pricing are going up of the materials. Garabedian asked do we have contingency on this, 10% contingency or we do not? Rodriguez said he is not sure and he will ask the Director of Facilities.

Public comment: None heard

***Motion/Second:*** Robles/Bonner to ratify the Franklin Head Start Renovation Financing

***Ayes:*** Garabedian, Bonner, Martinez, Robles

***Nays:*** None heard

## 6. **Monitoring Report**

### A. Letter from the Fresno Regional Workforce Board

Rodriguez reported that we received a letter from the Fresno Regional Workforce Board in terms of the review for the year 2019-2020. There were some findings as explained in the letter and a corrective action response provided back to FRWB. The absence of signatures per audit and we are working on the corrective action at this time.

Public Comment: None heard

No action required.

## 7. **NON-COMPETITIVE PROCUREMENT**

### A. Non-Competitive Procurement

Rodriguez presented the Non-Competitive Procurement to order 40 additional COUPA licenses. COUPA is our purchasing system a requisition system and rolling out agency wide. When we started this project we had originally purchased 100 user licenses but through the development and deployment phase we realized that we needed additional licenses to cover all expected users. COUPA only sells in blocks of 20 users and we needed 32 these are proprietary licenses.

Bonner asks who use those licenses. Rodriguez answers anyone now ordering material, services, products in the organization all the program and right now we have manual process where we require hand written PO's to make procurement transactions that will go away with the new system being deployed. Emilia Reyes, CEO, adds that 140 licenses may seem a lot, we are also a staSff of 1,200. So we need people who prepare it, people who review it, and people who approve it and so there is a system in place for internal control.

Public comment: None heard

No action required.

## 8. **HEALTH INSURANCE REPORT**

### A. Health Insurance Report

Steve Warnes, Assistant Finance Director, presented the Health Insurance Report as of February 28, 2021. As of February 28, 2021, the health insurance reserve is at \$4.6 million, which covers approximately 5.2 months of average expenditures. To date, contributions from programs and employees for 2021 totals \$2,303,223 while the Fund paid out \$1,627,749 in expenses. Warnes commented on the additional agency contributions of \$51,000 and \$64,000 are reimbursements from the CARES funding of COVID-19 related expenses. Reyes adds that this funding is specifically the CARES funding for CARES CSBG that the commission sets aside for this type of expenses.

Public comment: None heard  
No action required.

## **9. VARIANCE REPORTS**

Rodriguez presented Part 2 of the Health Services variance report as of February 2021.

- A. Tattoo Removal Program
- B. Promoting Optimal Health for Rural Youth
- C. COVID-19 Farmworker Harvest
- D. Family Planning
- E. Title X Health Clinic

Rodriguez highlighted programs presented, program staff available for questions, and asked if there were any questions on the reports provided. There were no questions.

Public comment: None heard  
No action required.

## **10. OTHER BUSINESS**

- Next Meeting: Wednesday, May 12, 2021 at 12:00 PM

Public comment: None heard  
No action required.

## **11. PUBLIC COMMENTS**

None.

## **12. ADJOURNMENT**

Garabedian adjourned meeting at 12:41PM.

Respectfully submitted,

Charles Garabedian, Chair



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Finance
<b>Agenda Item #:</b> 13C2	<b>Director:</b> N/A
<b>Subject:</b> Financial Reports: March	<b>Officer:</b> Jim Rodriguez

### Recommended Action

The Finance Committee recommends acceptance for full Board consideration of the interim consolidated financial statements as of March 2021 as well as acceptance of the financial status report for the Head Start 0-5 program as of March 2021.

### 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 March 31, 2021, the Agency had preliminary revenue of \$35,569,551 million, including \$10 million of in-kind contributions, and net operating loss of \$1,132,184. This was due to the repayment of federal interest to Health and Human Services in the amount of \$1.9 million. In comparison, the Agency had revenue of \$32,365,278 million including in-kind of \$8 million as of the corresponding period of the preceding year.

#### (B) Head Start 0-5 Financial Status Report as of March 2021. The 18 month grant period is 83% complete.

#### (C)

Program Area	% of budget	Notes
Head Start – Basic	73%	Personnel is underspent due to a pending one-time COVID payments to staff for extra duties. A budget modification is being developed.
Head Start – Training & Technical Assistance (T&TA)	29%	COVID impacted planned training.

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<b>Program Area</b>	<b>% of budget</b>	<b>Notes</b>
Duration	12%	Funds are underspent due to updates to site selection, pending 1303 approval from HHS for Clinton/Blythe, and fee/permit delays in the installation of the Dakota Circle modular building.
Early Head Start – Basic	72%	Personnel is underspent due to a pending one-time COVID payments to staff for extra duties. A budget modification is being developed.
Early Head Start – T&TA	15%	COVID impacted planned training.

### **Conclusion**

The approval by the Board of financial reports is a requirement from our funders and is also an audit requirement. With approval by the Finance Committee, this item will move forward for full Board consideration at the May 26, 2021 Commission Meeting.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**STATEMENT OF ACTIVITIES**  
**For The Third Month Period Ended March 31, 2021 and 2020**

	<b>A</b>	<b>B</b>	<b>A - B</b>	<b>C</b>	<b>D</b>	<b>B - D</b>
	<b>BUDGET JAN - DEC 2020</b>	<b>ACTUAL MARCH 2021</b>	<b>BUDGET BALANCE REMAINING</b>	<b>ACTUAL JAN - DEC 2020</b>	<b>ACTUAL MARCH 2020</b>	<b>ACTUAL 2021 vs 2020 Differences</b>
<b>REVENUES AND SUPPORT</b>						
GRANT REVENUE	\$ 82,029,680	\$ 18,906,833 23%	\$ 63,122,847	73,880,314	\$ 18,390,685	516,148
GRANT REVENUE - LENDING CAPITAL	-	-	-	438,674	-	-
CHARGES FOR SERVICES	16,426,275	5,282,467 32%	11,143,808	17,473,531	4,276,032	1,006,435
OTHER PROGRAM REVENUE	3,536,400	806,464 23%	2,729,936	3,147,836	1,083,429	(276,965)
CONTRIBUTIONS	69,685	61,764 89%	7,922	187,423	4,814	56,949
MISCELLANEOUS INCOME	219,265	78,951 36%	140,314	319,067	38,075	40,877
INTEREST & INVESTMENT INCOME	96,000	53,692 56%	42,308	138,432	21,914	31,778
AFFILIATE INTEREST INCOME	977,720	249,481 26%	728,239	938,448	170,985	78,496
RENTAL INCOME	1,256,595	50,117 4%	1,206,478	1,284,203	317,663	(267,546)
<b>TOTAL CASH REVENUE</b>	<b>\$ 104,611,620</b>	<b>\$ 25,489,768 24%</b>	<b>\$ 79,121,852</b>	<b>\$ 97,807,928</b>	<b>\$ 24,303,596</b>	<b>1,186,171</b>
IN KIND REVENUE	\$ 32,991,055	\$ 10,079,783 31%	\$ 22,911,272	22,057,737	8,061,682	2,018,101
<b>TOTAL REVENUE &amp; SUPPORT</b>	<b>137,602,675</b>	<b>35,569,551 26%</b>	<b>102,033,124</b>	<b>119,865,666</b>	<b>32,365,278</b>	<b>3,204,272</b>
<b>EXPENDITURES</b>						
PERSONNEL COSTS	\$ 66,198,180	\$ 16,577,748 25%	\$49,620,432	59,374,528	\$ 16,261,728	316,020
ADMIN SERVICES	5,810,400	1,179,157 20%	4,631,243	4,977,874	1,080,243	98,914
PROFESSIONAL SERVICES - AUDIT	103,915	17,901 17%	86,014	83,844	18,198	(297)
CONTRACT SERVICES	11,712,675	1,932,259 16%	9,780,416	6,078,354	1,478,848	453,411
FACILITY COSTS	5,345,730	1,287,162 24%	4,058,568	5,646,226	1,358,255	(71,093)
TRAVEL, MILEAGE, VEHICLE COSTS	2,691,175	295,305 11%	2,395,870	1,550,013	641,118	(345,813)
EQUIPMENT COSTS	1,717,700	207,659 12%	1,510,041	1,163,027	165,312	42,347
DEPRECIATION - AGENCY FUNDED	345,000	81,113 24%	263,887	361,861	92,647	(11,534)
OFFICE EXPENSE	1,717,700	825,304 48%	892,396	3,551,960	326,680	498,624
INSURANCE	804,060	173,337 22%	630,723	736,437	189,450	(16,113)
PROGRAM SUPPLIES & CLIENT COSTS	7,625,880	2,494,914 33%	5,130,966	8,310,778	1,808,677	686,237
INTEREST EXPENSE	145,275	33,640 23%	111,635	209,247	39,980	(6,340)
OTHER COSTS	234,030	1,516,453 648%	(1,282,423)	438,275	11,627	1,504,826
<b>TOTAL CASH EXPENDITURES</b>	<b>\$ 104,451,720</b>	<b>\$ 26,621,952 25%</b>	<b>\$ 77,829,768</b>	<b>92,482,424</b>	<b>\$ 23,472,764</b>	<b>3,149,188</b>
IN KIND EXPENSES	\$ 32,991,055	\$ 10,079,783 31%	\$ 22,911,272	\$ 22,057,737	\$ 8,061,682	2,018,101
<b>TOTAL EXPENDITURES</b>	<b>137,442,775</b>	<b>36,701,735 27%</b>	<b>100,741,040</b>	<b>114,540,161</b>	<b>31,534,446</b>	<b>5,167,288</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>\$ 159,901</b>	<b>\$ (1,132,184)</b>	<b>\$ 1,292,085</b>	<b>\$ 5,325,505</b>	<b>\$ 830,832</b>	<b>(1,963,016)</b>
<b>OTHER INCOME / EXPENSE</b>						
TRANSIT GRANT ASSET DEPRECIATION		77,719	(77,719)	366,531	144,000	(66,281)
<b>NET SURPLUS (DEFICIT)</b>	<b>\$ 159,901</b>	<b>(\$1,209,903)</b>	<b>1,369,803</b>	<b>\$ 5,692,036</b>	<b>\$ 974,832</b>	<b>(2,184,735)</b>



**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**STATEMENT OF FINANCIAL POSITION**  
**As of March 31, 2021**

	2021	2020	Differences
<b>ASSETS</b>			
CASH & INVESTMENTS	\$ 13,327,027	\$ 11,092,021	\$ 2,235,006
ACCOUNTS RECEIVABLE	11,827,478	11,383,897	443,581
PREPAIDS/DEPOSITS	290,993	228,995	61,998
INVENTORIES	169,898	163,913	5,985
PROPERTY, PLANT & EQUIPMENT	13,303,182	14,792,749	(1,489,568)
NOTES RECEIVABLE (net)	16,378,128	14,599,408	1,778,720
<b>TOTAL ASSETS</b>	<b>\$ 55,296,704</b>	<b>\$ 52,260,983</b>	<b>\$ 3,035,721</b>
<b>LIABILITIES</b>			
ACCOUNTS PAYABLE	\$ 4,376,242	\$ 1,680,080	\$ 2,696,162
ACCRUED PAYROLL LIABILITIES	2,821,993	2,137,267	684,726
DEFERRED REVENUE	2,436,733	725,578	1,711,155
NOTES PAYABLE	12,503,196	12,400,711	102,486
HEALTH INSURANCE RESERVE	5,013,770	3,506,207	1,507,564
OTHER LIABILITIES	1,397,747	2,295,127	(897,380)
<b>TOTAL LIABILITIES</b>	<b>\$ 28,549,681</b>	<b>\$ 22,744,969</b>	<b>\$ 5,804,712</b>
<b>FUND BALANCE</b>			
CURRENT OPERATING EARNINGS (YTD)	\$ (1,132,184)	\$ 830,832	\$ (1,963,016)
UNRESTRICTED NET ASSETS	15,046,270	15,016,548	29,722
REVOLVING LOAN FUND	2,788,197	2,788,197	0
INVESTMENT IN GENERAL FIXED ASSETS	10,044,741	10,880,437	(835,696)
<b>TOTAL FUND BALANCE</b>	<b>\$ 26,747,023</b>	<b>\$ 29,516,014</b>	<b>\$ (2,768,990)</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ 55,296,704</b>	<b>\$ 52,260,983</b>	<b>\$ 3,035,721</b>

Fresno Economic Opportunities Commission  
Head Start/Early Head Start Financial Status  
Monthly Report  
March 31, 2021

Description	Head Start - Basic				Head Start - T & TA			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$31,872,767	\$1,403,727	\$21,295,354	\$10,577,413				
Fringe Benefits	12,210,971	\$653,978	9,954,911	2,256,060				
Total Personnel	44,083,738	\$2,057,705	31,250,265	12,833,473				
Travel	16,465	\$0	15	16,450	-	-	-	-
Equipment*	-	\$0	-	-	-	-	-	-
Supplies	2,238,335	\$32,401	2,271,868	(33,533)	43,156	(0)	36,368	6,788
Contractual	1,459,026	\$129,132	1,719,628	(260,602)	468	0	205	263
Facilities /Construction								
Other:								
Food Cost	1,561,118	(\$320,215)	590,058	971,060				
Transportation	870,158	\$2,495	624,228	245,930				
Staff Mileage	329,661	\$12,452	198,780	130,881				
Field Trips, including Transportation	52,175	(\$0)	6,888	45,287				
Space	1,123,247	\$52,366	1,075,935	47,312				
Utilities / Telephone / Internet	747,387	\$96,690	555,688	191,699				
Publication/Advertising/Printing	63,252	\$0	40,150	23,102				
Repair/Maintenance Building	707,555	\$45,004	318,761	388,794				
Repair/Maintenance Equipment	146,850	\$662	143,485	3,365				
Property & Liability Insurance	231,669	\$12,544	181,193	50,476				
Parent Involvement / CWPC	118,289	\$1,404	13,018	105,271				
Other Costs*	124,712	(\$321)	75,148	49,564				
Staff & Parent Training					514,562	2,799	122,939	391,623
Total Direct Charges	\$53,873,637	\$2,122,319	39,065,108	\$14,808,529	\$558,186	2,799	159,512	\$398,674
Total Indirect Charges	\$3,969,194	\$159,174	\$2,929,883	\$1,039,311	\$27,228	\$210	\$11,963	\$15,265
Total Federal Expenditures	\$57,842,831	\$2,281,493	41,994,991	\$15,847,840	\$585,414	\$3,009	\$171,475	\$413,939
% of Annual Budget Expended to Date			73%				29%	
Non-Federal Share	\$13,880,375	\$570,373	\$7,664,398	\$6,215,977	\$146,354	\$752	\$42,869	\$103,485

Credit Card Expenses: Credit card statement dated 3/1/21 - 3/31/21 March 2021 expenses		
Staff Training (Including meeting costs)	1,400.00	Teachstone Training - Pre K Class certifications
Program Supplies - Kitchen	859.31	Home Depot, Walmart - microwave, whirlpool electric cooktop, over the range microwave
Parent Engagement Supplies	1,304.55	Walmart, Dolloar Tree - childrens books (Spanish & English, first aid kit, school readiness literacy bags, LPC workshop COVID-19 training supplies
Program Supplies - Classroom&luncheon	1,714.90	Target, Dollar Tree, Walmart, Scholastic Educ - diapers, classroom supplies, children supplies, utensils, zipper bags, paw patrol, apple sound
Contract Services - Facility repair	661.80	Azuga Fleet,Sunnyside Trophy - \$229.90 Azuga Fleet-vehicle tracking for Support Services; \$431.90 Sunnyside Trophy - signs
	\$ 5,941	

Fresno Economic Opportunities Commission  
Head Start/Early Head Start Financial Status  
Monthly Report  
March 31, 2021

Description	Head Start - Duration Start-Up/Operations			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$0	-	-	\$0
Fringe Benefits	-	-	-	-
Total Personnel	\$0	\$0	\$0	\$0
Travel	-	-	-	-
Equipment*	94,000	-	-	94,000
Supplies	366,376	49,181	75,091	291,285
Contractual	429,400	33,735	148,923	280,477
Facilities /Construction	1,057,160	-	-	1,057,160
Other:				
Food Cost	-	-	-	-
Transportation	-	-	-	-
Staff Mileage	-	-	-	-
Field Trips, including Transportation	-	-	-	-
Space	-	-	-	-
Utilities / Telephone / Internet	-	-	-	-
Publication/Advertising/Printing	-	-	-	-
Repair/Maintenance Building	-	-	-	-
Repair/Maintenance Equipment	-	-	-	-
Property & Liability Insurance	-	-	-	-
Parent Involvement / CWPC	-	-	-	-
Other Costs*	54,700	51	17,589	37,111
Staff & Parent Training	-	-	-	-
Total Direct Charges	2,001,636	\$82,967	\$241,603	\$1,760,033
Total Indirect Charges	\$0	-	\$0	\$0
Total Federal Expenditures	\$2,001,636	\$82,967	\$241,603	\$1,760,033
% of Annual Budget Expended to Date			12%	
Non-Federal Share	-	-	-	-

**Fresno Economic Opportunities Commission  
Head Start/Early Head Start Financial Status  
Monthly Report  
March 31, 2021**

Description	Early Head Start - Basic				Early Head Start - T & TA			
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining
Personnel	\$4,813,590	\$201,634	\$3,333,379	\$1,480,211	\$44,714	\$0	\$0	\$44,714
Fringe Benefits	1,171,725	\$73,328	1,175,997	(4,272)	11,608	\$0	-	11,608
Total Personnel	5,985,315	274,962	4,509,376	1,475,939	56,322	-	-	56,322
Travel	-	\$0	-	-	-	-	-	-
Equipment*	-	\$0	-	-	-	-	-	-
Supplies	359,940	\$4,061	252,799	107,141	1,500	\$0	125	1,375
Contractual	180,640	\$14,078	229,455	(48,815)	128	\$0	29	99
Facilities /Construction	616,000	\$0	-	616,000				
Other:								
Food Cost	68,193	(\$5,812)	171,167	(102,974)				
Transportation	5,057	\$488	5,637	(580)				
Staff Mileage	37,680	\$611	14,626	23,054				
Field Trips, including Transportation	-	-	-	-				
Space	154,342	\$2,281	157,919	(3,577)				
Utilities / Telephone / Internet	101,576	\$7,366	111,322	(9,746)				
Publication/Advertising/Printing	5,640	(\$0)	4,565	1,075				
Repair/Maintenance Building	77,484	\$2,044	16,303	61,181				
Repair/Maintenance Equipment	18,150	\$23	5,863	12,287				
Property & Liability Insurance	30,011	\$1,726	24,959	5,052				
Parent Involvement / CWPC	4,630	\$23	1,800	2,830				
Other Costs*	8,389	\$372	9,666	(1,277)				
Staff & Parent Training					94,973	\$122	22,959	72,014
Total Direct Charges	\$7,653,047	302,223	5,515,457	\$2,137,590	\$152,923	\$122	\$23,113	\$129,810
Total Indirect Charges	\$527,177	\$22,666	\$413,659	\$113,518	\$7,460	\$83	\$1,733	\$5,727
Total Federal Expenditures	\$8,180,224	\$324,889	\$5,929,116	\$2,251,108	\$160,383	\$205	\$24,846	\$135,537
% of Annual Budget Expended to Date			72%				15%	
Non-Federal Share	\$2,045,056	\$81,222	\$1,482,279	\$562,777	\$40,095	\$298	\$6,211	\$33,884

<b>Credit Card Expenses- Credit card statement dated 3/1/21 - 3/31/21</b>	
<b>March 2021 expenses</b>	
Staff Training (Including meeting costs)	125 TeachstoneTraining - Pre K class certification
Office Supplies	357.28 Amazon.com - bankers box store/file storage boxes
Program Supplies - Disposables	139.08 Target, Costco - baby wipes, soft soap liquid hand soap, Philips avent anti-colic newborn flow nipples
Contract Services-Facility repair	22.99 Azuga - vehicle tracking for Support Services
	<hr/>
	\$ 644



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> WIC
<b>Agenda Item #:</b> 13C3	<b>Director:</b> Jack Lazzarini
<b>Subject:</b> Monitoring Report	<b>Officer:</b> Jim Rodriguez

### Recommended Action

The Finance Committee recommends acceptance for full Board consideration of the following monitoring report.

### Background

The California State Controller's office performed a closeout financial monitoring for the time period of October 1, 2018 – September 30, 2019 for contract number 15-10082 A04.

On April 30, 2021, an exit conference was conducted with Mr. Terry Hoyt, auditor with the State Controller's Office and Jack Lazzarini, Fresno EOC Director of WIC, Jim Rodriguez, CFO and other members of Fresno EOC staff.

A thorough review of the audit report was discussed and staff is pleased to share that there were no adjustments nor any findings encountered as noted in the audit report. As customary with audits, a signed management letter was submitted to the State Controller's office to close out this reporting period.

### Fiscal Impact

A successful monitoring review is a factor in evaluating the strength of our program and will be an evaluation factor when future funding requests are sought.

### Conclusion

Acceptance of audit reports demonstrates the diligence and financial oversight performed by the Finance Committee. With acceptance by the Finance Committee, this item will move forward for full Board consideration at the May 26, 2021 Commission Meeting.

## Exit Conference

FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
CDPH WIC CONTRACT #15-10082 A04  
OCTOBER 1, 2018 – SEPTEMBER 30, 2019  
SCO AUDIT #S20-PRO-0044

Date/Time	April 30, 2021 @ 9:00 AM	
Location	Via Telephone Conference	
Attendance	Name	Organization / Title
	Refer to Sign In Sheet	
	PSSC }	

### I. Engagement objectives and scope of work:

- Pursuant to our agreed-upon procedures contract with CDPH WIC Division, the objective of the agreed-upon-procedures engagement was to determine, whether the WIC program costs claimed by the provider for reimbursement from the CDPH WIC Division were incurred for program purposes, were adequately supported, and were in compliance with the WIC provider contract, applicable state and federal regulations, the CDPH WIC Policy and Procedure Manual issued by the CDPH WIC Division, and the United States Department of Agriculture (USDA) guidance for the WIC program.
- The SCO conducted this engagement to apply Agreed-Upon-Procedures in accordance with *Generally Accepted Government Auditing Standards* (Yellow Book) and the Attestation Standards established by the American Institute of Certified Public Accountants. Determining the sufficiency of the procedures is solely the responsibility of the CDPH WIC Division. Consequently, the SCO makes no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

## II. Results of field work

*The following preliminary findings are for discussion purposes only. This information is confidential and disclosure to any parties not involved with the engagement is prohibited. However, the distribution of the final report is a matter of public record when it is issued, unless otherwise restricted.*

The SCO performed the following procedures agreed upon by the CDPH WIC Division and the SCO:

1. Reviewed the provider's Independent Auditor's Report applicable to the engagement to determine if the report contained findings related to the CDPH WIC Division and if substantial doubt exists about the provider's ability to continue as a going concern.

Results:

The Independent Auditor's Report contained no findings relative to the CDPH WIC Division; nor did it indicate that substantial doubt exists about the provider's ability to continue as a going concern.

2. Reconciled total WIC contract expenditures claimed on the monthly or quarterly invoices to the provider's worksheets and expenditure ledgers.

Results:

We found no exceptions as a result of this procedure.

3. If the provider received an advanced payment and/or prospective payment that the provider expensed the funds in compliance with federal Office of Management and Budget's (OMB) cost principles (Title 2, *Code of Federal Regulations* Part 200 [2 CFR 200]), and in accordance with the CDPH WIC Policy and Procedure Manual.

Results:

This procedure was not performed because the provider did not receive any advance and/or prospective payments.

4. Determined if the provider reported nutrition education costs and breastfeeding promotion and support in accordance with the CDPH WIC Policy and Procedure Manual.

Results:

We found no exceptions as a result of this procedure.

5. Determined if the provider conducted a time study in accordance with CDPH WIC Policy and Procedure Manual. Verified if the reporting category percentages in Provision C of the Report of Actual Expenditures were accurately reported, and that costs were correctly charged to the appropriate program categories.

Results:

We found no exceptions as a result of this procedure.

6. Reconciled at least a one (1) quarter period (three (3) consecutive months), of the WIC salary and wage costs recorded in the WIC expenditure ledgers to the provider's payroll registers and/or general ledger.

Results:

We reconciled the one-quarter (three month) period from July 1, 2019, through September 30, 2019. We found no exceptions as a result of this procedure.



7. Selected at least one employee from each classification listed on the Budget Detail Worksheet from the periods sampled in agreed-upon procedure No. 6 (above), including any employee who works WIC and other programs, and trace and agree the salaries and wages to documentation such as personnel files and timecards and determine if the salaries and wage costs comply with Title 2 Code of Federal Regulations, Part 200 (2 CFR 200).
  - a. Interviewed local agency management regarding the methodology used to charge their time to various programs;
  - b. Determined the appropriateness and sufficiency of the methodology used;
  - c. Determined the reasonableness of the hourly rate for each classification.

Results:

We selected one employee from each of the eighteen classifications listed on the Budget Detail Worksheet from the period sampled in AUP No. 6, July 1, 2019, through September 30, 2019. There were no employees who work for the WIC and other programs. We found no exceptions as a result of this procedure.

8. Selected and reconciled at least a one (1) quarter period (three (3) consecutive months) of the fringe benefits claimed to the amounts recorded in the provider's general ledger. Determined if the fringe benefits are accurately calculated and are allowable under 2 CFR 200.

Results:

We reconciled the one-quarter (three month) period July 1, 2019, through September 30, 2019. We found no exceptions as a result of this procedure.

9. From the operating expenses claimed, select transactions equal to at least 10% of the total Operating Expenses costs and traced them from the expenditure ledger and traced them to supporting documents such as purchase orders, invoices, cancelled checks, and / or approvals to determine if costs claimed comply with 2 CFR 200. Determined whether purchases exceeding \$2,500 have pre-approval from the CDPH WIC Division.

Results:

We selected and traced to supporting documentation thirteen operating expense items totaling 11% of the operating expense costs claimed during the engagement period. We traced all sampled costs to supporting documentation and found that all of the sampled costs complied with 2 CFR 200.

10. For Capital Expenditures (Major Equipment), determined if pre-approval from CDPH WIC Division was obtained before any renovation work started. Determine if the provider obtains three bids for subcontract services, or provides a justification for a sole-source award when hiring a subcontractor. Determine if the costs were allowable under 2 CFR 200.

Results:

We found no exceptions as a result of this procedure.

11. For other costs (subcontractors), verified that the provider monitored its subcontractors (if any) by assuring propriety of monthly billings. Determined whether the provider met its responsibilities as specified in the CDPH WIC Policy and Procedure Manual. Determine if the costs were allowable under 2 CFR 200.

Results:

This procedure was not performed because the provider did not claim and was not reimbursed for Subcontractors (other costs).

12. Verified that expenditures exceeding the federal minimum levels were properly approved in advance by the CDPH WIC Division and / or the United States Department of Agriculture.

Results:

This procedure was not performed because the provider did not claim and was not reimbursed for expenditures exceeding the federal minimum levels.

13. Determined if the provider received program income from sources other than the CDPH WIC Division and verify that the income was reported in accordance with the CDPH WIC Policy and Procedure Manual.

Results:

We found no exceptions as a result of this procedure.

14. Verified that the provider properly cut-off costs at the Fiscal Year End and / or at contract termination.

Results:

We found no exceptions as a result of this procedure.

15. Reviewed and determined if the indirect cost allocation plan and indirect cost rate included any ineligible components specified by 2 CFR 200.

Results:

We found no exceptions as a result of this procedure.

16. Verified that the indirect costs claimed by the provider did not exceed the least of:

- a. The amount authorized by the WIC contract;
- b. The indirect cost rate was approved by the CDPH WIC Division or a cognizant Federal Agency
- c. The actual indirect costs allocated to the WIC Program.

Results:

We found no exceptions as a result of this procedure.

III. Conclusion:

As a result of the procedures performed above, we identified no exceptions. Results and any adjustment for exceptions are subject to management review and may change.

The summary of claimed costs under review for this engagement are as follows:

	Costs <u>Claimed</u>	Exception <u>Adjustment</u>
Personnel	\$4,244,073	\$00.00
Operating expenses	917,893	00.00
Indirect costs	386,855	00.00
Other Expenses	00	00.00
Capital Expenditures	00	00.00
Total contract costs	<u>\$5,548,821</u>	<u>\$00.00</u>

#### IV. Management Representation Letter

On the date of the exit conference we will request a Management Representation Letter, in connection with this engagement and WIC program costs claimed for reimbursement by your agency during the review period. This letter must be produced on agency letterhead and signed by an agency representative to establish to the best of your knowledge and belief, that all of the representations made by your staff during the period under review and through the course of the engagement are factual and correct, and are the responsibility of the Fresno Economic Opportunities Commission.

#### Engagement Customer Services Survey

Upon the final report/letter issuance, our Bureau of Quality Control (QC) within the Division of Audits may send the local agency representative(s) an electronic Engagement Customer Service Survey, using Survey Monkey®, which consists of 15 brief questions about the engagement, customer service, and reporting.

#### V. Questions, Comments

None

1920 Mariposa St., Suite 330  
Fresno, CA 93721

April 30, 2021


Efren Loste, Chief  
Local Government Audits Bureau  
Division of Audits  
California State Controller's Office  
P.O. Box 942850  
Sacramento, California 94250

In connection with your engagement to apply agreed-upon procedures to verify the compliance of the costs claimed for reimbursement by the Fresno Economic Opportunities Commission for providing services under the Women, Infants, and Children Supplemental Nutrition Program (WIC program) for the period of October 1, 2018 through September 30, 2019 with program requirements and state and federal regulations, we confirm, to the best of our knowledge and belief, the following representations made to your staff during the course of the engagement.

1. We are responsible for the subject matter of this engagement, that is, costs claimed for reimbursement by the Fresno Economic Opportunities Commission for providing services under the Women, Infants, and Children Supplemental Nutrition Program (WIC program) for the period of October 1, 2018 through September 30, 2019 in accordance with contract # 15-10082 and Amendments A04, and applicable state and federal regulations.
2. We have disclosed to your staff that there were no known matters contradicting the costs claimed for reimbursement by the Fresno Economic Opportunities Commission for providing services under the Women, Infants, and Children Supplemental Nutrition Program (WIC program) for the period of October 1, 2018 through September 30, 2019 in accordance with contract # 15-10082 and Amendments A04 and that there was not any communication from regulatory agencies or others, affecting the costs claimed, between September 30, 2019 and the date of this letter.
3. We have made available to your staff all documentation, financial records, correspondence, and other data relevant to the subject matter of this engagement, and related to compliance with the specified requirements requested for the purpose of performing this engagement.
4. We have disclosed to your staff any other matters he has deemed appropriate during the engagement.

5. a. We are responsible for establishing and maintaining effective internal controls over compliance with contract requirements and state and federal regulations.  
  
b. We have performed an evaluation of compliance with specified requirements and the controls for establishing and maintaining internal control over compliance and detecting noncompliance with requirements, as applicable.
6. We have not made any alternative interpretations of compliance requirements that may have varying interpretations.
7. We are responsible for the accuracy of the WIC Local Agency invoices that were submitted to the California Department of Public Health's WIC Office (CDPH WIC Division) for reimbursement.
8. We are responsible for complying with all requirements of contract # 15-10082 and Amendments A04 and between CDPH WIC Division and the Fresno Economic Opportunities Commission and applicable state and federal regulations.
9. We have disclosed to your staff that there were no known matters of non-compliance with contractual requirements and/or state and federal regulations.
10. We have responded fully to all engagement-related inquiries made to us by your staff during the engagement.
11. We have disclosed that there have been no communications from CDPH WIC Division or other agencies regarding the Fresno Economic Opportunities Commission non-compliance with contractual requirements or state or federal regulations received between September 30, 2019 and the date of this letter.
12. We have disclosed that there have been no incidents of noncompliance occurring subsequent to September 30, 2019 that would require adjustment or modification of the costs claimed for reimbursement by the Fresno Economic Opportunities Commission for providing services under the Women, Infants, and Children Supplemental Nutrition Program (WIC program) for the period of October 1, 2018 through September 30, 2019.

*Signature*



Jack Lazzarini  
WIC Program Director

*Signature*



Jim Rodriguez  
Chief Financial Officer



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Finance
<b>Agenda Item #:</b> 13C4	<b>Director:</b> N/A
<b>Subject:</b> Funding List	<b>Officer:</b> Jim Rodriguez

### Background

The information presented below is intended to keep the Committee apprised on the funding currently awarded to the Agency.

As of date	March 2021 Current	January 2020 Prior Quarter	March 2020 Prior year
Awarded funding:	\$ 204.7 million	\$211.9 million	\$155 million

Significant changes in awarded funding from prior periods include:

Increases in funding in the following programs:

- Local Conservation Corps (LCC): Proposition 68 funds of \$489,000
- Fresno Street Saints: Funding from Central Valley Community Foundation for a total amount \$250,000
- Fresno Street Saints: Funding from County of Fresno for an amount of \$120,000
- Access Plus Capital: Funding from Wells Fargo Bridging the Financial Justice Gap Initiative for a total amount \$1,500,000.

The contract list contains the following:

- 35 Programs
- 56 Funding Sources
- 164 Contracts
- 68 Funding Periods

A list of the funds received by Access Plus Capital for the purpose of issuing loans in the amount of \$20 million is also provided.

As a reminder, the above amounts reflect full grant award periods and do not represent funding for a 12-month period. The schedules also include in-kind contributions / awards.

FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
FUNDING AS OF 3/31/21

PROGRAM	FUNDING SOURCE	CONTRACT YEAR		AMOUNT	SUBTOTAL
1 ACCESS PLUS CAPITAL - SBA Microloan Technical Assistance Program	U.S. Small Business Administration	Jul-20	Jun-21	213,982	
2 ACCESS PLUS CAPITAL - Go Biz	CA Governor's Office	Oct-20	Sep-21	135,550	
3 ACCESS PLUS CAPITAL- Heron Foundation COVID-19 via Fresno EOC	Heron Foundation	May-20	Apr-22	200,000	
4 ACCESS PLUS CAPITAL- James Irvine Foundation	James Irvine Foundation	Dec-20	Dec-21	500,000	
5 ACCESS PLUS CAPITAL- EDA COVID-19	U.S. Department of Commerce/ Economic Development Administration	Dec-20	Dec-21	50,000	
6 ACCESS PLUS CAPITAL - Wells Fargo Bridging the Financial Justice Gap Initiative	Wells Fargo	Apr-21	Apr-23	1,500,000	
6 ACCESS PLUS CAPITAL - Wells Fargo SOSB	Wells Fargo	Apr-20	Apr-21	40,000	
7 ACCESS PLUS CAPITAL - Wells Fargo COVID19	Wells Fargo	Apr-20	Apr-21	368,247	
8 ACCESS PLUS CAPITAL - JP Morgan Chase	JP Morgan Chase	Dec-18	Dec-21	300,000	
9 ACCESS PLUS CAPITAL - JP Morgan Chase Pro Neighborhoods	JP Morgan Chase	Dec-18	Dec-21	2,550,000	5,857,779
10 ADVANCE PEACE	CalVIP	Oct-20	Dec-23	925,000	
11 ADVANCE PEACE	California Endowment	Oct-20	Dec-23	75,000	
12 ADVANCE PEACE	City of Fresno	Oct-20	Aug-21	125,000	
13 ADVANCE PEACE	Central Valley Community Foundation	Jan-21	Dec-21	1,000	
14 ADVANCE PEACE	New Venture Fund	Jan-21	Dec-21	15,000	1,141,000
15 AFRICAN AMERICAN CAPACITY BUILDING	California Endowment	Jan-21	Dec-21	50,000	
16 AFRICAN AMERICAN CAPACITY BUILDING	Vesper Society	Jan-21	Dec-21	1,000	51,000
17 BLACK CHILD LEGACY CAMPAIGN	Central Valley Community Foundation	Dec-20	Dec-21	20,000	20,000
18 COVID EQUITY PROJECT (City) - AFRICAN AMERICAN COALITION	City of Fresno	Aug-20	Mar-21	912,000	
19 COVID EQUITY PROJECT (County) - AFRICAN AMERICAN COALITION	County of Fresno	Aug-20	Jun-21	1,648,671	2,560,671
20 COMMUNITY SERVICES BLOCK GRANT - 2020	State Community Services & Development	Jan-20	May-21	1,911,934	
21 COMMUNITY SERVICES BLOCK GRANT - Discretionary	State Community Services & Development	Jan-20	May-21	32,000	
22 COMMUNITY SERVICES BLOCK GRANT - 2021	State Community Services & Development	Jan-21	May-22	1,911,934	
23 COMMUNITY SERVICES BLOCK GRANT - CARES Act	State Community Services & Development	Mar-20	May-22	2,592,952	
24 COMMUNITY SERVICES BLOCK GRANT - CARES Act Discretionary	State Community Services & Development	Mar-20	May-22	40,370	6,489,190
25 DAWN	City of Fresno	Aug-20	Dec-24	1,000,000	1,000,000
26 ENERGY SERVICES - 2020- DOE	State Community Services & Development	Jul-20	Dec-21	350,000	
27 ENERGY SERVICES - 2019- Solar DAP	State Community Services & Development	Jun-19	Dec-21	2,500,000	
28 ENERGY SERVICES - 2020- Liheap Weatherization	State Community Services & Development	Oct-19	Jun-21	2,764,202	
29 ENERGY SERVICES -2020 LIHEAP (Cash Assistance)	State Community Services & Development	Oct-19	Dec-21	2,112,511	
30 ENERGY SERVICES -2020 LIHEAP (In-kind)	PG&E	Oct-19	Dec-21	5,659,257	
31 ENERGY SERVICES -2020 DAP Utility Assistance	State Community Services & Development	Oct-19	Dec-21	151,902	
32 ENERGY SERVICES - 2020- DAP Weatherization	State Community Services & Development	Oct-19	Dec-21	227,853	
33 ENERGY SERVICES -2021 LIHEAP (Weatherization)	State Community Services & Development	Oct-20	Sep-22	1,208,752	
34 ENERGY SERVICES -2021 LIHEAP (Cash Assistance)	State Community Services & Development	Oct-20	Sep-22	1,545,566	
35 ENERGY SERVICES -2021 LIHEAP (In-kind)	PG&E	Oct-20	Sep-22	4,144,338	
36 ENERGY SERVICES - LIHEAP CARES (Weatherization)	State Community Services & Development	Oct-20	Jun-21	220,572	
37 ENERGY SERVICES -LIHEAP CARES (Cash Assistance)	State Community Services & Development	Oct-20	Jun-21	807,496	
38 ENERGY SERVICES -LIHEAP CARES (In-kind)	PG&E	Oct-20	Jun-21	1,480,355	
39 ENERGY SERVICES - City of Fresno (CDBG)	City of Fresno	Jul-18	Jun-21	285,000	
40 ENERGY SERVICES - ENERGY PARTNERS	RHA, INC (P G & E)	Jan-21	Jun-21	55,678	
41 ENERGY SERVICES - Transformative Climate Communities Program	City of Fresno (Strategic Growth Council)	May-19	May-21	1,856,429	25,369,911



FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
FUNDING AS OF 3/31/21

PROGRAM	FUNDING SOURCE	CONTRACT YEAR		AMOUNT	SUBTOTAL
42 FRESNO STREET SAINTS - FUSD	Fresno Unified School District	Jul-20	Jun-21	367,523	
43 FRESNO STREET SAINTS - Chevron	Chevron	Sep-17	Dec-21	17,500	
44 FRESNO STREET SAINTS - CDBG	City of Fresno	Jan-21	Sep-21	46,500	
45 FRESNO STREET SAINTS - Kings Estate	Kings View Estate	Jan-19	Dec-21	21,600	
46 FRESNO STREET SAINTS - Training Institute	Union Pacific Foundation	Oct-19	Sep-21	14,400	
47 FRESNO STREET SAINTS - After School Program	Rite Aid Foundation	Oct-19	Sep-21	20,000	
48 FRESNO STREET SAINTS - TCC Community Garden	City of Fresno	Aug-15	Apr-24	98,000	
49 FRESNO STREET SAINTS - Adult Reentry Planning Program	County of Fresno	Apr-21	Apr-24	120,000	
50 FRESNO STREET SAINTS - African American Academic Acceleration	Fresno Unified School District	Jan-21	Jun-21	15,000	
51 FRESNO STREET SAINTS - Youth Program	Wells Fargo	Jul-20	Dec-21	15,000	
52 FRESNO STREET SAINTS - Neighborhood Hub Project	Central Valley Community Foundation	Feb-21	Jun-23	250,000	
53 FRESNO STREET SAINTS -Training Institute	Citizens Bank	Apr-20	Dec-21	10,000	
54 FRESNO STREET SAINTS-Transformative Climate Communities Program	City of Fresno (Strategic Growth Council)	Jul-19	Jun-21	105,367	1,100,890
55 FOOD SERVICES	Third Party - Home Bound Meals	Jan-21	Dec-21	2,340,000	
56 FOOD SERVICES	Third Party - Catering	Jan-21	Dec-21	300,000	
57 FOOD SERVICES	CAFÉ EOC	Jan-21	Dec-21	100,000	
58 FOOD SERVICES	Intercompany - Fresno EOC Head Start	Jan-21	Dec-21	1,708,300	
59 FOOD SERVICES	Intercompany - Fresno EOC- Sanctuary	Jul-20	Jun-21	22,170	
60 FOOD SERVICES	Intercompany - Fresno EOC- SOUL	Jul-20	Jun-21	13,600	
61 FOOD SERVICES	Intercompany Catering	Jul-20	Jun-21	19,250	
62 FOOD SERVICES	FMAAA - FFS	Jul-20	Jun-21	400,000	
63 FOOD SERVICES	USDA - At Risk	Oct-20	Sep-21	73,400	
64 FOOD SERVICES	USDA - Summer & Winter Meals	Oct-20	Sep-21	630,930	
65 FOOD SERVICES	FMAAA - COVID MEALS	Jan-21	Dec-21	1,380,000	
66 FOOD SERVICES	Fee for service / MOU contracts	Jul-20	Jun-21	900,000	
67 FOOD SERVICES - Sisters of St. Joseph Food Distribution	Sisters of St. Joseph Health Care Foundation	Jul-20	Jun-21	75,000	
68 FOOD SERVICES - Market Match	Ecology Center	Jan-21	Dec-21	26,177	
69 FOOD SERVICES - St. Agnes	St. Agnes Medical Center	Jan-20	Dec-21	5,700	
70 FOOD SERVICES - Cal Fresh Outreach Project	Kaiser Permanente	Oct-19	Sep-21	95,000	8,089,527
71 CALIFORNIA STATE PRESCHOOL	USDA	Oct-20	Sep-21	14,000	
72 CALIFORNIA STATE PRESCHOOL	Parent Fees	Jul-20	Jun-21	125	
73 CALIFORNIA STATE PRESCHOOL	State - Department of Education	Jul-20	Jun-21	1,074,224	
74 HEAD START / EARLY HEAD START	USDA	Oct-20	Sep-21	1,634,015	
75 HEAD START / EARLY HEAD START	US Department of HHS	Jan-20	Jun-21	68,770,488	
76 HEAD START / EARLY HEAD START	IN-KIND	Jan-20	Jun-21	16,111,880	87,604,732
77 HEALTH SERVICES - ADOLESCENT FAMILY LIFE PROGRAM	CDPH-MCAH	Jul-20	Jun-23	1,791,999	
78 HEALTH SERVICES	Essential Access Health-Title X	Apr-21	Mar-22	175,000	
79 HEALTH SERVICES	Third Parties	Apr-21	Mar-22	681,724	
80 HEALTH SERVICES - Tattoo Removal	Fresno Police Department	Oct-19	Sep-22	48,204	
81 HEALTH SERVICES - CA PREP	State - Department of Health	Jul-18	Jun-21	1,200,000	
82 HEALTH SERVICES - Digital Initiative for Youth	US Department of HHS through UCSF	Oct-16	Dec-21	1,308,762	
83 HEALTH SERVICES - Glow! Group Prenatal Care	First 5 of Fresno County	Sep-19	Jun-23	550,000	
84 HEALTH SERVICES - Promoting Optimal Health for Rural Youth	The Regents of of the Univ. of CA through UCSF	Jul-20	Jun-23	829,916	
85 HEALTH SERVICES - COVID-19 Farmworkers Harvest	County of Fresno	Aug-20	Jun-21	500,000	
86 HEALTH SERVICES - School Based Sealant	County of Fresno	Dec-19	Jun-22	520,000	
87 HEALTH SERVICES - In-Home Care Services	County of Fresno	Jul-20	Jun-22	550,000	
88 HEALTH SERVICES - TOBACCO CAM PROJECT	County of Fresno Department of Public Health	Sep-19	Dec-21	255,541	
89 HEALTH SERVICES - RURAL TOBACCO	State - Department of Health	Jul-20	Jun-25	1,111,054	9,522,200
90 LCC-California Endowment- Corpsmember Supportive Services	California Endowment	Feb-13	Dec-21	15,000	
91 LCC-YOUTHBUILD/AmeriCorps 19-20	Corporation for National and Community Service	Aug-19	Aug-21	159,905	
92 LCC-YOUTHBUILD/AmeriCorps 20-21	Corporation for National and Community Service	Aug-20	Aug-22	155,500	
93 LCC-San Joaquin River Conservation	San Joaquin River Conservation ASJR 1714	Mar-21	Jun-21	4,980	
94 LCC- CCC Proposition 68	California Conservcation Corps (CCC)	May-19	Apr-22	304,466	
95 LCC -CCC Proposition 68 Phase II	California Conservcation Corps (CCC)	May-20	Dec-21	489,357	
96 LCC -CCC Proposition 68 Phase III	California Conservcation Corps (CCC)	Apr-21	Mar-23	489,285	
97 LCC -CCC Proposition 84	California Conservcation Corps (CCC)	Jan-21	Oct-21	92,357	
98 LCC-DOC RECYCLING CYCLE 34	CALRECYCLE	Jul-19	Jun-21	1,761,778	
99 LCC-DOC RECYCLING CYCLE 35	CALRECYCLE	Jul-20	Jun-22	1,738,792	
100 LCC-BUY BACK CENTER	Friant Buy Back Center	Jan-20	Dec-21	50,000	
101 LCC-YOUTHBUILD DEPARTMENT OF LABOR	US Department of Labor Employment and Training Administration	Jan-20	Apr-23	1,500,000	
102 LCC-Public Lands-Youth Conseration Activities on Reclamation Lands	U.S Dept. of the Interior, Bureau of Reclamation (BREC)	Oct-20	Sep-21	90,000	

FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
FUNDING AS OF 3/31/21

PROGRAM	FUNDING SOURCE	CONTRACT YEAR		AMOUNT	SUBTOTAL
103 LCC-Calfire Central Valley Forestry Corps	Fresno Regional Workforce Investment Board (FRWIB)	Aug-20	Jun-22	150,000	
104 LCC/Sanctuary - Homeless Employment Program	City of Fresno	Oct-20	Jun-21	76,122	
105 LCC-FFS Dental Clinic Health Service Yard Maintenance	Intercompany - Fresno EOC Health Services	Jan-20	Dec-21	4,303	
106 LCC-FFS Franklin Head Start Yard Maintenance	Intercompany - Fresno EOC Head Start	Jan-20	Dec-21	14,400	
107 LCC-FFS RDA	City of Fresno-Successor Agency to RDA	Jul-20	Jul-21	16,992	
108 LCC-Facility Rental	Office of The County of Fresno Public Defender	Feb-18	Dec-21	3,240	
109 LCC-Facility Rental	Foster Grandparent	Apr-21	Apr-22	4,990	
110 LCC-Transformative Climate Communities Program	City of Fresno (Strategic Growth Council)	May-19	May-21	1,521,582	
111 LCC-CCC ACTIVE TRANSPORTATION PROGRAM	California Conservcation Corps (CCC)	Sep-18	Jun-21	271,428	
112 LCC-CCC Non-Residential Program	California Conservcation Corps (CCC)	Aug-20	Jun-21	24,000	
113 LCC-CCC Prop 84	California Conservcation Corps (CCC)	Jan-21	Oct-21	92,357	
114 LCC-California Community Reinvestment Grant	State of California	Oct-19	Sep-21	300,000	
115 LCC- YOUTHBUILD CALIFORNIA CHARTER SCHOOL	YBCSC	Jul-20	Jun-21	125,000	9,455,834
116 SANCTUARY - Human Trafficking Victim Assist.(HV) Program	CalOES Victim Services and Public Safety Branch	Apr-21	Mar-22	476,190	
117 SANCTUARY - OVC	U.S. Department of Justice	Oct-18	Sep-21	774,999	
118 SANCTUARY - OVC for Minor Victims	U.S. Department of Justice	Oct-19	Sep-22	499,998	
119 SANCTUARY - Slave 2 Nothing	Slave 2 Nothing Foundation	May-19	no end date	30,000	
120 SANCTUARY - Slave 2 Nothing	Slave 2 Nothing Foundation	Jun-20	no end date	30,000	
121 SANCTUARY - SOUL Rental Income	Intercompany	Jul-20	Jun-21	83,949	
122 SANCTUARY - Shelter Donations	Donations	Jan-21	Dec-21	12,000	
123 SANCTUARY - Shelter Basic Center	US Department of HHS	Oct-18	Sep-21	600,000	
124 SANCTUARY - Shelter	USDA	Jul-20	Jun-21	600	
125 SANCTUARY - Shelter Renovations	City of Fresno	Dec-19	Jun-21	368,000	
126 SANCTUARY - Shelter Homeless Youth Emergency Services Pilot	CalOES Victim Services and Public Safety Branch	Apr-17	Mar-22	2,500,000	
127 SANCTUARY - Shelter County Homeless Youth Service	County of Fresno	Jul-19	Jun-21	327,884	
128 SANCTUARY - Shelter City HEAP Youth Services	City of Fresno	Jul-19	Jun-21	300,000	
129 SANCTUARY - MAP	County of Fresno	Nov-19	Jun-21	284,529	
130 SANCTUARY - LGBTQ YSUD	Sierra Health Foundation: Center for Health Program Management	Mar-20	Nov-22	1,000,000	
131 SANCTUARY - LGBTQ YOR	California Institute for Behavioral Health Solutions	Mar-21	Aug-22	646,211	
132 SANCTUARY - SOS	Central Valley Community Foundation	Jan-15	no end date	30,000	
133 SANCTUARY - SOS Donations	Donations	Jan-21	Dec-21	23,000	
134 SANCTUARY - PHOENIX	US Department of HUD	Sep-19	Aug-21	399,442	
135 SANCTUARY - PROJECT HEARTH	US Department of HUD	Oct-19	Sep-21	279,938	
136 SANCTUARY - HERO Team 2	US Department of HUD	Sep-19	Aug-21	525,000	
137 SANCTUARY - Home Plate	US Department of HUD	Sep-19	Aug-21	343,598	
138 SANCTUARY - PROJECT RISE	US Department of HUD	Nov-20	Oct-21	307,588	
139 SANCTUARY - Project HOPE	Fresno City College	Dec-20	Jun-22	400,000	
140 SANCTUARY & LCC - Homeless Employment	City of Fresno	Oct-20	Jun-21	76,122	
141 SANCTUARY - Harvest Calls	Central Valley Community Foundation	No Grant Period		50,000	
142 SANCTUARY - Client Rental Income	Clients	Sep-20	Aug-21	30,000	10,399,048
143 SCHOOL AGE CHILD CARE/FEDERAL BLOCK GRANT	State - Department of Education	Jul-20	Jun-21	592,402	
144 SCHOOL OF UNLIMITED LEARNING	State - Department of Education ADA	Jul-20	Jun-21	2,143,950	
145 SCHOOL OF UNLIMITED LEARNING	State - Department of Education EPA	Jul-20	Jun-21	36,000	
146 SCHOOL OF UNLIMITED LEARNING	FUSD -- Property Tax	Jul-20	Jun-21	181,625	
147 SCHOOL OF UNLIMITED LEARNING	FUSD-Federal Lottery Funding	Jul-20	Jun-21	37,260	
148 SCHOOL OF UNLIMITED LEARNING	Federal - Department of Education - Title Grants	Jul-20	Jun-21	73,776	
149 SCHOOL OF UNLIMITED LEARNING	USDA	Jul-20	Jun-21	28,500	
150 SCHOOL OF UNLIMITED LEARNING	State - Department of Education-Mandate Block Grant	Jul-20	Jun-21	8,437	
151 SCHOOL OF UNLIMITED LEARNING	State - Department of Education-CARES Funding	Jul-20	Jun-21	49,806	
152 SCHOOL OF UNLIMITED LEARNING	Donations & Miscellaneous	Jul-20	Jun-21	13,000	3,164,756
153 STOP THE VIOLENCE	California Endowment	Jan-21	Dec-21	100,000	100,000
154 TRAINING & EMPLOYMENT SERVICES -FOSTER GRANDPARENTS	Corporation for National and Community Service	Jul-20	Jun-21	386,408	
155 TRAINING & EMPLOYMENT SERVICES - URBAN AREA YOUNGER YOUTH	Fresno Regional Workforce Investment Board (FRWIB)	Jul-20	Jun-21	1,101,364	
156 TRAINING & EMPLOYMENT SERVICES - VALLEY APPRENTICESHIP CONNECTIONS	Fresno County EDC	May-20	Apr-21	375,000	
157 TRAINING & EMPLOYMENT SERVICES - VALLEY APPRENTICESHIP CONNECTIONS	County of Fresno - Probation	May-18	Apr-21	792,000	
158 TRAINING & EMPLOYMENT SERVICES - VALLEY APPRENTICESHIP CONNECTIONS	State Center Community College District	May-19	Mar-21	338,500	2,993,272
159 Transform Fresno - Prime Community Engagement Partner	City of Fresno	May-20	Mar-26	177,000	
160 Transform Fresno - Direct Outreach Community Partner	City of Fresno	May-20	Mar-26	164,200	
161 Transform Fresno - Media and Communications Community Partner	City of Fresno	May-20	Mar-26	144,000	
162 Transform Fresno - Event Coordination Community Partner	City of Fresno	May-20	Mar-26	77,000	562,200
163 TRANSIT SYSTEMS	State Local Transportation Funds - TDA 4.5 Funds	Jul-20	Jun-21	1,657,025	
164 TRANSIT SYSTEMS	Donations / Special Trips	Jul-20	Jun-21	5,000	
165 TRANSIT SYSTEMS	Central Valley Regional Center	Jul-20	Jun-21	2,540,000	
166 TRANSIT SYSTEMS	Food Delivery (all)	Jul-20	Jun-21	700,000	
167 TRANSIT SYSTEMS	Intercompany - Fresno EOC Head Start	Jul-20	Jun-21	770,000	
168 TRANSIT SYSTEMS	Intercompany - Fresno EOC Head Start (Janitorial)	Jul-20	Jun-21	200,000	
169 TRANSIT SYSTEMS	County of Fresno - CalWorks	Jul-20	Jun-21	403,620	
170 TRANSIT SYSTEMS	Fresno Council of Governments Planning Grant	Jul-20	Jun-21	50,000	
171 TRANSIT SYSTEMS	Taxi Script	Jul-20	Jun-21	14,000	
172 TRANSIT SYSTEMS	County of Fresno - Dept of Behavioral Health	Jul-20	Jun-21	50,000	
173 TRANSIT SYSTEMS	Madera County Transit (5 year contract)	Jul-19	Jun-24	5,067,508	11,457,153
174 WOMEN, INFANTS AND CHILDREN	State - Department of Health	Oct-19	Sep-22	17,733,854	17,733,854
				204,673,016	204,673,016
LOAN FUNDING					
1 Access Plus Capital- Citibank Loan	Citibank	Jan-19	Dec-23	700,000	
2 Access Plus Capital - EDA_Hollister	U.S Department of Commerce_EDA_City of Hollister	Jul-15	Jun-21	265,639	
3 Access Plus Capital - EDA_COVID-19	U.S Department of Commerce_EDA_COVID-19	Dec-20	Dec-21	500,000	
4 Access Plus Capital - CDFI Fund	U.S. Department of the Treasury	Oct-18	Sep-21	750,000	
5 Access Plus Capital - CDFI Fund	U.S. Department of the Treasury	Dec-19	Dec-22	714,000	
6 Access Plus Capital - BBVA	BBVA USA	Oct-19	Oct-29	700,000	
7 Access Plus Capital - Beneficial State Bank	Beneficial State Bank	Jun-17	Jun-21	1,000,000	
8 Access Plus Capital- Farmers & Merchants Bank	F & M Bank	Apr-19	Apr-24	1,000,000	
9 Access Plus Capital - Fresno First Bank	Fresno First Bank	Oct-17	Nov-21	500,000	

FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
FUNDING AS OF 3/31/21

PROGRAM	FUNDING SOURCE	CONTRACT YEAR		AMOUNT	SUBTOTAL
10 Access Plus Capital - COIN	Rabobank/Mechnics Bank	Nov-14	Nov-24	1,000,000	
11 Access Plus Capital - COIN	Wells Fargo	Nov-14	Nov-24	500,000	
12 Access Plus Capital - EQ2	Union Bank	Apr-15	May-25	500,000	
13 Access Plus Capital	Wells Fargo	Jun-19	Jun-24	200,000	
14 Access Plus Capital - EQ2	Wells Fargo	Sep-11	Sep-21	250,000	
15 Access Plus Capital- EQ2 DCC	Wells Fargo	Oct-16	Oct-26	750,000	
16 Access Plus Capital - EQ2	Tri Counties Bank	Aug-18	Aug-23	2,000,000	
17 Access Plus Captial - SBA Microloan Program 2	US Small Business Administration	Jul-12	Jul-22	750,000	
18 Access Plus Capital - SBA Microloan Program 3	US Small Business Administration	Jul-13	Jul-23	1,250,000	
19 Access Plus Capital - SBA Microloan Program 4	US Small Business Administration	Jul-16	Jul-26	1,250,000	
20 Access Plus Capital - SBA Microloan Program 5	US Small Business Administration	Aug-20	Aug-30	500,000	
21 Access Plus Capital - USDA Rural Microenterprise Assistance Program	US Department of Agriculture	Dec-10	Dec-30	500,000	
22 Access Plus Capital - USDA Intermediary Relending Program	US Department of Agriculture	Jun-14	Jun-44	500,000	
23 Access Plus Capital - USDA Intermediary Relending Program	US Department of Agriculture	Sep-16	Sep-46	500,000	
24 Access Plus Capital - Rabobank	Rabobank/Mechnics Bank	May-17	May-22	1,500,000	
25 Access Plus Capital - CAFI	Community Action Financial Institute	Jul-17	Jul-24	350,000	
26 Access Plus Capital - CAFI	Community Action Financial Institute	Apr-18	Mar-25	100,000	
27 Access Plus Capital - SBA Intermediary Lending Pilot Program	US Small Business Administration	Aug-11	Aug-31	1,000,000	19,529,639
				19,529,639	19,529,639



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Finance
<b>Agenda Item #:</b> 13C5	<b>Director:</b> N/A
<b>Subject:</b> Non-Competitive Procurements	<b>Officer:</b> Jim Rodriguez

### Background

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

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

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

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

Vendor	Purpose	Amount	Justification
Sanger Fence Co.	Facilities - install wrought iron fence around the property with pedestrian gates and drive gate for fire emergency exit at Pride Park at 1189 Martin Ave, Fresno.	\$56,750.00	The City of Fresno recently gifted Pride Park to Fresno EOC. Fence needed to be installed promptly. Only Sanger Fence Co. had the iron available for installation on a short notice. Other vendors were six weeks out. This impact the dates of retaining wall and failure to do so deemed as a public emergency addressing an immediate safety concern.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Finance
<b>Agenda Item #:</b> 13C6	<b>Director:</b> N/A
<b>Subject:</b> Health Insurance	<b>Officer:</b> Jim Rodriguez

### Background

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

As of March 31, 2021, the health insurance reserve is at \$5.0 million, which covers approximately 5.7 months of average expenditures. To date, contributions from programs and employees for 2021 total \$3,402,414 while the Fund paid out \$2,380,099 in expenses. COVID-related claims costs (to be funded by CSBG CARES) totals \$181,958 according to reports provided by our third-party administrator. The health insurance report is included for reference.

Changes to the health insurance plan in 2019 through 2021 include:

- Effective January 2019: 5% increases in Employer and Employee premiums, and increase the coverage of preventive dental procedures from 80% to 100%.
- 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.
- Below table presents a sample of the 2021 monthly health insurance premium tier rates. Rates vary depending on the type of coverage selected.

	Agency	Employee (Wellness Incentive)	Total Premium
Employee(EE) Only	\$ 594	\$ 108	\$ 702
EE +Child(ren)	\$ 1,074	\$ 192	\$ 1,266
EE + Family	\$ 1,428	\$ 258	\$ 1,686
EE + Spouse	\$ 1,194	\$ 210	\$ 1,404

**FRESNO EOC**  
**HEALTH INSURANCE FUND REPORT**  
 THROUGH MARCH 31, 2021

	2021					2020		
	January	February	March	YTD totals Jan - Mar	Mo. Avg. Prev 12 mos	YTD totals Jan - Mar	Annual Jan - Dec	Annual Mo. Avg Jan - Dec
<b>Beginning Fund Balance</b>	<b>3,991,455</b>	<b>4,261,617</b>	<b>4,666,929</b>					
<b><u>Income</u></b>								
Agency Contributions	868,403	858,194	852,325	2,578,921	834,284	2,627,445	10,059,937	838,328
Additional Agency Contr.	51,529	64,762	65,667	181,958	20,596	0	65,197	5,433
Employee Contributions	283,963	176,373	181,198	641,534	150,051	596,739	1,755,815	146,318
<b>Total Income</b>	<b>1,203,895</b>	<b>1,099,328</b>	<b>1,099,190</b>	<b>3,402,414</b>	<b>1,004,932</b>	<b>3,224,184</b>	<b>11,880,949</b>	<b>990,079</b>
<b><u>Expenses</u></b>								
Health Claims Paid	500,161	302,551	362,388	1,165,100	506,063	1,256,344	6,164,003	513,667
Dental Claims Paid	65,934	67,225	51,751	184,910	47,724	158,847	546,628	45,552
Prescriptions Paid	210,323	158,769	169,885	538,977	161,297	586,241	1,982,823	165,235
Vision Claims Paid	12,742	9,468	7,580	29,790	8,248	28,771	97,955	8,163
Stop Loss Premiums	89,987	101,368	106,728	298,083	109,993	340,177	1,362,007	113,501
Stop Loss Claims	0	0	0	0	(10,343)	(69,628)	(193,741)	(16,145)
Life Insurance Premiums	14,000	13,799	13,676	41,475	14,228	44,147	173,408	14,451
Pinnacle	14,462	14,514	14,393	43,369	14,619	44,443	176,507	14,709
Blue Cross	14,970	14,933	14,822	44,725	15,246	46,026	184,255	15,355
Benefits Consultant	6,917	6,917	6,916	20,750	7,547	23,166	92,979	7,748
Employee Assist. Program	1,877	1,876	1,877	5,630	1,877	5,629	22,518	1,877
Preferred Chiropractors	1,005	1,002	995	3,002	829	2,353	9,299	775
Other Expenses	1,355	1,594	1,338	4,287	1,538	5,807	19,976	1,665
ACA Fees	0	0	0	0	435	0	5,220	435
<b>Total Expenses</b>	<b>933,733</b>	<b>694,016</b>	<b>752,350</b>	<b>2,380,099</b>	<b>879,301</b>	<b>2,472,323</b>	<b>10,643,836</b>	<b>886,986</b>
<b>Current Fund Activity (net)</b>	<b>270,162</b>	<b>405,312</b>	<b>346,841</b>	<b>1,022,315</b>	<b>125,631</b>	<b>751,861</b>	<b>1,237,113</b>	<b>103,093</b>
<b>Ending Fund Balance</b>	<b>4,261,617</b>	<b>4,666,929</b>	<b>5,013,770</b>	<b>5,013,770</b>				
<b><u>Enrollment</u></b>								
Employee only-Traditional	294	287	288		290		330	
High-Deduct	57	56	57		57		41	
Family coverage-Traditional	416	421	414		417		463	
High-Deduct	37	37	36		37		28	
Dental coverage only	31	36	35		34		36	
Temp/On Call Plan	0	1	1		1		0	
<b>Total employees enrolled</b>	<b>835</b>	<b>838</b>	<b>831</b>		<b>835</b>		<b>898</b>	
<b>Total dependants covered</b>								
Average contributions per employee	1,442	1,312	1,323		1,204		1,103	
Average expenses per employee	1,118	828	905		1,053		988	

Estimated # months funded: 5.7



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Finance
<b>Agenda Item #:</b> 13C7	<b>Officer:</b> N/A
<b>Subject:</b> Investment Report	<b>Officer:</b> Jim Rodriguez

### Background

The information below is presented to keep the Committee apprised on the status of the Agency's investment accounts.

As of March 31, 2021, the Agency holds these investments to 1> maintain cash funding items such as the health insurance reserve and accrued vacation liability and 2> provide pledged collateral from Fresno EOC for Access Plus Capital's \$700,000 loan from Citibank.

	<b>Wells Fargo</b>	<b>Citibank (pledged)</b>	<b>Total</b>
Cash & Cash Equivalents	\$ 66,303	\$ 17,362	\$ 83,665
Corporate Fixed Income	287,271	-	287,271
Certificates of Deposit (CD)	3,035,219	759,797	3,795,015
Stocks	15,738	-	15,738
<b>Total</b>	<b>\$ 3,404,531</b>	<b>\$ 777,158</b>	<b>\$ 4,181,689</b>
Minus unrealized gains on CDs	97,224	9,797	107,020
<b>General Ledger balance</b>	<b>\$ 3,307,307</b>	<b>\$ 767,362</b>	<b>\$ 4,074,669</b>

Total annual interest earned on these fixed income investments is \$88,020 providing an average rate of 2.24%. Interest rates received on the Corporate Fixed Income investments range between 3.5% and 4.5%. These are long-term holdings with maturity dates after 2022. The Certificates of Deposit have interest rates between 0.05% and 3.5%; and a tiered maturity date structure to provide for both shorter-term maturities and longer investments past 2023. Investments with very low interest rates also have very short maturity schedules.

The funds at Self-Help Federal Credit Union are returning 0.26% interest.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> WIC
<b>Agenda Item #:</b> 13C8	<b>Director:</b> Jack Lazzarini
<b>Subject:</b> Variance Reports	<b>Officer:</b> Jim Rodriguez

### Background

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

The following prepared financial analysis reports will be presented:

- Women, Infants, and Children (WIC)
  - Through 50% of the contract period, approximately 42% of funding has been used. Most of the year to date savings are from General Office Expenses. Program and outreach materials, have been at an all-time low due to the COVID-19 pandemic.
  - There are plans in place to fully utilize the funds in coming months in the following manner: new telephone system, changing out of the main entrance locking system, and outreach and training material supplies in anticipation of re-opening.



**WOMEN, INFANTS & CHILDREN (WIC)**

YTD March 31, 2021

Grant Period: October 1, 2020 to September 30, 2021

Project ID # 11000, 11001, 11002, 11003, 11019

Percentage of Time Lapsed

50.00%

Account Numbers - Expense Program	ANNUAL BUDGET	YTD ACTUAL	BALANCE	YTD % OF BUDGET USED
<u>Revenue:</u>				
4105 California Department of Health Services	5,982,106	2,111,380	3,870,726	35.29%
Total Revenue	5,982,106	2,111,380	3,870,726	35.29%
<u>Personnel Expense:</u>				
5010, 5015, 5075 Salaries	3,154,314	1,507,161	1,647,153	47.78%
5020, 5025, 5030, 5035, Fringe	1,324,811	570,313	754,498	43.05%
5040, 5045, 5050, 5055, 5080, 5085				
Total Personnel	4,479,125	2,077,474	2,401,651	46.38%
<u>Operating Expense:</u>				
5125, 5145, 5160, 5195, General Office Expenses	579,389	75,562	503,827	13.04%
5415, 5418, 5425, 5435, (Audit, Insurance, phone, cell				
5460, 5512, 5520, 5522, phone, Office, Cert)				
5535, 5537, 5539, 5550, 5555, 5570, 5571, 5620, 5621, 5625, 5630, 5635, 5702				
5330, 5335, 5340 Travel	15,000	365	14,635	2.43%
5708, 5709 Training	14,500	2,769	11,731	19.10%
5701, 5737, 5763, 5738, Outreach, Media/Promo, 5758, 5930 Program Materials	40,000	2,728	37,272	6.82%
5205, 5220, 5240, 5245, Facility Cost	438,132	189,350	248,782	43.22%
5250, 5255, 5260, 5270, 5280				
5144 Indirect Costs (7.5%) *	415,960	176,081	239,879	42.33%
Total Non-Personnel	1,502,981	446,855	1,056,126	29.73%
Total NSA	5,982,106	2,524,329	3,457,777	42.20%
WIC Card/EBT	24,461,346	8,291,530	16,169,816	33.90%

\* To include Indirect costs allocated in accordance with the Indirect cost rate approved by the  
U.S. Department of Health & Human services at 7.5% of total direct costs

**HUMAN RESOURCES COMMITTEE MEETING  
February 16, 2021  
5:00 PM**

**MINUTES**

**1. CALL TO ORDER**

Committee Chair, Barigye McCoy, called the meeting to order at 5:02 p.m.

**2. ROLL CALL**

Roll was called and a quorum was established.

**Present:** Barigye McCoy (Chair), Jimi Rodgers, Maiyer Vang, Daniel Martinez, Linda Hayes

**Absent:** None.

**Others Present:** Michael Garcia, Vanessa Schneider, Heather Brown, Antonio Aguilar, Karina Perez, Emilia Reyes, Melissa Soto, Erika Pacheco Cortes, Michelle Tutunjian, Elizabeth Jonasson, Jennifer Tierce

**3. APPROVAL OF PREVIOUS MINUTES**

November 16, 2020 Meeting Minutes

Public Comment: None heard.

**Motion by:** Jimi Rodgers **Second by:** Daniel Martinez to approve the November 16, 2020 meeting minutes.

**Ayes:** McCoy, Rodgers, Vang, Martinez and Hayes

**Nays:** None.

**4. HR METRICS**

A. 2020 Human Resources Annual Report

HRIS Manager, Vanessa Schneider, reviewed the Human Resources Annual Report. Categories reported include Employee Relations and Engagement, Talent, Compensation and Benefits, Safety and Workers' Compensation, and Training and Development.

Vang appreciated the information presented in an effective manner and requested this Report be included in the Board Packet for all commissioners to see.

Public comment: None heard.

**5. COMPENSATION PHILOSOPHY GOALS**

A. Compensation Philosophy Goals

Garcia presented the agenda item for board member review. Vang commented that she liked goal #1 of “ensure and maintain pay equity”.

Public comment: None heard.

**6. 2020 LEGAL SUMMARY**

Garcia presented the legal report. There is only one active legal case, and the remaining items listed are litigated Workers’ Compensation cases.

Public comment: None heard.

**7. OTHER BUSINESS**

The next scheduled meeting is Monday, May 16, 2021 at 5pm.

**8. PUBLIC COMMENTS**

None heard.

**9. ADJOURNMENT**

The meeting adjourned at 5:18 p.m.

Respectfully submitted,

Barigye McCoy  
Chair



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Human Resources
<b>Agenda Item #:</b> 13D2	<b>Director:</b> N/A
<b>Subject:</b> HR Metrics	<b>Officer:</b> Michael Garcia

### Background

The following information is intended to provide the HR Committee a high-level snapshot of Human Resources quarterly activity. The information is broken down into the six strategic goal areas that the program has identified:

- Talent
- Compensation & Benefits
- Safety & Worker's Compensation
- Systems & Data
- Employee Relations & Engagement
- Training & Development

This scorecard is meant to be a versatile tool that can adapt to present pertinent information to the HR Committee each quarter.

# Fresno EOC Human Resources Scorecard

Quarter 1

## What's Trending in HR?

Key

Exceeded Goal

Met Goal

Below Goal

### Talent



78 Recruitment Hires



Avg. Days to Fill <sup>1</sup>



Avg. Days to Hire <sup>2</sup>



### 50 Separations



22 Accept another job

1 At will

2 Attend school

1 Death

3 End temp assignment

1 Health reasons

3 Moved out of town

3 No notice or reason

9 Personal reasons

1 Reduction in force/layoff

4 Retirement

### Net Gain/Loss

+28 staff

### Compensation & Benefits



86.5% of Benefit Eligible Staff  
have enrolled in Medical  
benefits



83.6% of Benefit Eligible Staff  
have enrolled in Dental benefits

National enrollment average of benefit  
eligible employees is 78%

### Systems & Data



Developed and implemented  
electronic possible COVID exposure  
tool for supervisors to report to HR  
to coordinate response and  
streamline mandated state  
reporting.

### Employee Relations & Engagement



14 staff terminated within first  
year of employment

Turnover Tracker	
Year	Fresno EOC
Q1-2019	3.20%
Q1-2020	4.38%

### Safety & Worker's Compensation



4 Injuries requiring medical treatment

3 Slip/trip/fall

1 Repetitive motion

4 Preventable



#### Injury Type

- Fracture
- Contusion
- Strain
- Pain/Soreness

### Training & Development



24 Trainings conducted

377 total participants

1064 training hours earned



#### Most Popular:

Conflict Resolution

Average Training Rating: 4.2/5.0

<sup>1</sup> Time to fill—posting date to hire date

<sup>2</sup> Time to hire—date applied to hire date



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Human Resources
<b>Agenda Item #:</b> 13D3	<b>Director:</b> N/A
<b>Subject:</b> Legal Summary	<b>Officer:</b> Michael Garcia

### Background

The following information has been prepared for the Human Resources Committee to provide a verbal overview of litigated cases against the Agency for Quarter 1 2021.

The information is broken down into two categories:

- Open/pending cases - DFEH, EEOC Other
- Workers Compensation cases

**PENSION COMMITTEE MEETING**  
**Wednesday, February 18, 2021**  
**12:00 p.m.**

**MINUTES**

**1. CALL TO ORDER**

Lisa Nichols, Chair, called the meeting to order at 12:00PM.

**2. ROLL CALL**

<b>Committee Members:</b>	<b>Present</b>	<b><u>Presenters and Others:</u></b>	
Lisa Nichols, Chair	✓	<b><u>Guest Presenter(s):</u></b>	
LeRoy Candler	✓	Fred Hamsayeh - RBG	
Felipe De Jesus Perez	✓	Lloyd Engleman - RBG	
Brian King			
Ruben Zarate	✓		
<b>Trustees:</b>		<b>Staff Presenters:</b>	
Emilia Reyes	✓	Rebecca Heinricy	
Jim Rodriguez		Mike Garcia	
<b>Employee Representatives:</b>		Steve Warnes	
Janet Berberian		Thelma Harrison	
Baldev Birk	✓		

**3. APPROVAL OF MINUTES**

A. November 12, 2020 Pension Committee Minutes

Public comment: None heard.

***Motion/Second:*** Nichols/ Candler to approve the November 12, 2020 meeting minutes.

***Ayes:*** Nichols, Candler, Perez, Zarate, Birk, Reyes

***Abstain:*** None.

***Nays:*** None heard

**4. PLAN FINANCIALS AND INVESTMENT REPORTS**

**A. Plan financials and investment Report**

Heinricy presented the plan financial and investment reports. She stated, the interest rate for the Standard Stable Asset Fund II decreased from 2.35% during the prior quarter to 2.25%. The quarterly activity for the combined plans is \$43,053,978 in beginning balances at October 1,

2020 and \$47,115,380 in ending balances at December 31, 2020. The Annual Activity Reconciliation reports combined balances of \$41,993,611 at January 1, 2020 and \$47,115,380 at December 31, 2020 which is a return of 13%.

Heinricy presented the Retirement Plan Summary Report showing details of each fund plans. The ranking points are provided by the RBG using their 12 points scale to show how well the investment is doing. Any fund with a ranking 6 or lower are evaluated carefully, funds that continue to rank low are considered for replacement. Two funds that were replaced as of January 6, 2021 are the Invesco Equity and Income R6 and American Beacon Bridgeway Large Cap Value.

Nichols asked if the two fund will be removed on the chart next meeting. Heinricy respond that they will no longer be on the report next time.

Public comment: None heard.

**Motion/Second:** Reyes, Nichols to accept the Plan Financials and Investment financial reports presented.

**Ayes:** Nichols, Candler, Perez, Zarate, Birk, Reyes

**Nayes:** None heard

## 5. RETIREMENT PLAN DEMOGRAPHICS

### A. Retirement Plan Demographics: Quarter Ending December 31, 2020

Heinricy presented the Participant Information chart showing an increase in the 401(a) participation of 38 and nine active loans in the 403(b) plan. Graphs showing the participation by age and by balance for both the 401(a) and 403(b) plan were presented. Half of the pension participants have balances less than \$20,000; 86% of 403(b) participant balances are less than \$20,000. Heinricy said, there are a lot of new enrollees into the 403(b) plan as we continue to educate and share with our employees of the importance of saving for their retirement years.

Heinricy presented a chart provided by TransAmerica showing the 403(b) saving rate by age bands. The plan has 434 participants with balances, 381 of these are actively contributing. The 60% deferral rate for age band 40-49 is an error. The correct percentage is 6.0%.

Nichols asked about the 53 participants that is not actively contributing if they are being reach out or engage with? Heinricy respond that these could retirees or active employees who were contributing but have now decided to put their contribution on pause for now.

Public comment: None heard

**Motion/Second:** None

**Ayes:** None

**Nayes:** None heard



## 6. INVESTMENT PERFORMANCE SUMMARY

### A. Investment Performance summary

Fred Hamsayeh presented the Plan Performance Summary breaking down by funds by investment category. He mentioned that the Large Value (American Beacon Bridgeway) is being replaced with Vanguard Equity-Income fund. The new fund is performing well against the benchmarks. Funds performing above the 50<sup>th</sup> percentile for a long period of time are considered good choices. These rankings are updated quarterly and so far the replacement fund is going well.

Fred pointed out that the Target Date 2060+, fund is so new that it does not have an overall score reported since the 3-, 5-, or 10-years categories cannot be determined.

Nichols commented that she liked the report because it's a more details report.

Lloyd Engleman presented the chart on page 27 stating the PIMCO RealPath Blend Income was chosen in part due to their focus on people closer to retirement aligning well with our population. This fund has received a good Morning Star Rating. It got golden star in Target Dated Retirement, which is the top mark for the category.

Public Comment: None heard  
No action required.

## 7. Education update

### A. Education update

Garcia present that they have been doing a lot of webinars last year and we are satisfied with the current participation numbers. Lloyd and Fred have seminars planned for future education events. Once the plans are finalized, they will update everyone.

Heinricy mentioned about the how important it is to get employees to get their beneficiary listed on the plan. They did some outreach in the education and there was some improvement but as new hires are coming in the number has dropped. As people are enrolling in the plans, it's important to get their beneficiary listed.

Mike mention that, it is very important to list beneficiary and it should be a top priority for HR to see if they can bring down the number.

Warnes said, for employees that are enrolled in all three plan or two plan, they must go and add their beneficiary to all three or two plan. It's not a one time and done, you have to do it for each plan they're in enroll in. Warnes suggested to go through TransAmerica website to input the beneficiary and it's also utilize for employees to look at their investment and statement. Transamerica does not mail out statement but it can be view through their website. Also any withdraw will be done through the website so, try to get employees to use to the website will be better serve.

Public comment: None heard  
No action required.

**8. Other Business**

Nichols asked the committee if they would like to move the next meeting time to 5:00pm as she have a conflict with another meeting at 12:00.

Fred and Lloyd said they are fine moving the meeting to 5:00pm on 5/20/2021.

**9. Public Comments**

Public comment: None heard  
No action required.

**10. Adjournment**

- Next Meeting: Wednesday, May 20, 2021 at 5:00 PM
- Adjourned meeting at 12:32PM

***Motion/Second:*** Candler, Reyes

***Ayes:*** None

***Nayes:*** None heard

Respectfully submitted,

Lisa Nichols, Chair



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Retirement Benefits
<b>Agenda Item #:</b> 13E2	<b>Trustee/ Officer:</b> Jim Rodriguez
<b>Subject:</b> Plan Financials and Investment Reports	<b>Trustee/ Officer:</b> Emilia Reyes

### Recommended Action

The Finance Committee recommend acceptance for full Board consideration of the retirement plan financial and investment reports for the period ending March 31, 2021.

### Background

In accordance with the Agency's bylaws, the Pension Committee will review and approve quarterly financial reports and investment performance reports of the retirement plans. Additionally, the Committee is to provide employees with a diversified slate of investment options and make changes to the funds offered as needed. As such, the below financial reports pertaining to the retirement plans are presented for approval.

### Fiscal Impact

The following reports are compiled from information made available by Transamerica and RBG:

- A. Quarterly Activity Reconciliation
- B. Annual Activity Reconciliation
- C. Plan Diversification Report

**Note:** The interest rate for deposits received between 04/01/2021 and 06/30/2021 is 2.20% on an annualized basis for Standard Stable Asset Fund II, which decreased from 2.25% during the prior quarter.

### Conclusion

The Pension Committee's review of the financial reports and Investment summary is part of the Committee duties and with acceptance by the Committee, this item will move forward for full Board consideration at the May 26, 2021 Commission Meeting.

**Fresno EOC**  
**Retirement Plan Employer Report – Quarterly Activity Reconciliation**  
**as of March 31, 2021**

Category	401(a)	403(b)	457(b)	All Plans
BEGINNING BALANCE January 1, 2021	\$40,048,739	\$6,125,640	\$941,000	\$47,115,380
CONTRIBUTION	401,967	475,807	4,385	882,159
CHANGE IN VALUE	880,756	174,661	966	1,056,384
WITHDRAWAL	(765,354)	(63,504)	(15,954)	(844,812)
DISTRIBUTION FEES	(830)	(150)		(980)
LOAN SETUP & MAINTENANCE FEE		(31)		(31)
LOAN PRINCIPAL		5,543		5,543
LOAN INTEREST PAID		236		236
LOAN ISSUED				-
ADMINISTRATIVE FEES	(55,685)	(8,823)	(524)	(65,033)
CONVERSION ASSETS	19,780			19,780
MANAGED ADVICE FEE	(1,563)	(559)		(2,121)
ENDING BALANCE March 31, 2021	\$40,527,811	\$6,708,820	\$929,873	\$48,166,504

# Distributions within Quarter	53	16	7	76
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**Plan Balance by Source:**

Employee After-Tax/Roth Contribution	\$ 2,012,673	\$ 691,962	\$ -	\$ 2,704,635
Employee Pre-Tax Contribution / Deferred	-	5,413,605	768,419	6,182,024
Employer Contributions	38,515,138	6	161,454	38,676,598
Rollover	-	603,247	-	603,247
Total	\$40,527,811	\$6,708,820	\$929,873	\$48,166,504

**Fresno EOC**  
**Retirement Plan Employer Report – Annual Activity Reconciliation**  
**as of March 31, 2021**

<b>Category</b>	<b>401(a)</b>	<b>403(b)</b>	<b>457(b)</b>	<b>All Plans</b>
BEGINNING BALANCE April 1, 2020	\$ 31,237,714	\$ 3,986,505	\$ 793,039	\$ 36,017,258
CONTRIBUTION	1,884,821	1,388,079	30,757	3,303,657
CHANGE IN VALUE	10,796,738	1,581,497	140,424	12,518,659
WITHDRAWAL	(3,214,605)	(206,388)	(32,154)	(3,453,147)
DISTRIBUTION FEES	(1,700)	(455)	-	(2,155)
LOAN SETUP & MAINTENANCE FEE	-	(525)	-	(525)
LOAN PRINCIPAL	-	10,660	-	10,660
LOAN INTEREST PAID	-	914	-	914
LOAN ISSUED	-	(19,171)	-	(19,171)
ADMINISTRATIVE FEES	(214,900)	(30,472)	(2,193)	(247,565)
CONVERSION ASSETS	45,271	-	-	45,271
MANAGED ADVICE FEE	(5,528)	(1,823)	-	(7,352)
ENDING BALANCE March 31, 2021	\$ 40,527,811	\$ 6,708,820	\$ 929,873	\$ 48,166,504

**Fresno EOC**  
**Retirement Plan Summary Report**  
as of March 31, 2021

Fund Name	Ticker Symbol	401(a) Pension			403(b)			457(b)			Ranking (12 point maximum)
		Fund Amount	Percentage	Participant Count	Fund Amount	Percentage	Participant Count	Fund Amount	Percentage	Participant Count	
State Street Instl US Govt Money Market Premier	GVMXX	\$67.05	0.00%	0	\$4.57	0.00%	0	\$0.00	0.00%	0	-
Standard Stable Asset Fund II		\$574,179.76	1.41%	69	\$584,144.70	8.70%	38	\$196,859.30	21.17%	1	-
Fidelity Total Bond	FTBFX	\$411,462.67	1.01%	62	\$154,590.74	2.30%	66	\$0.00	0.00%	0	11
PIMCO Income Instl	PIMIX	\$54,497.35	0.13%	33	\$23,285.72	0.34%	23	\$110,378.20	11.87%	2	7
Eaton Vance High Income Opportunities I	EIHIX	\$3,542.83	0.00%	2	\$3,635.91	0.05%	10	\$0.00	0.00%	0	7
PIMCO Foreign Bond (USD-Hedged) I	PFORX	\$49,801.31	0.12%	41	\$19,380.05	0.28%	33	\$0.00	0.00%	0	11
American Funds American Balanced R6	RLBGX	\$127,566.44	0.31%	51	\$53,850.45	0.80%	55	\$0.00	0.00%	0	11
Vanguard Equity-Income Adm	VEIRX	\$366,958.81	0.90%	57	\$158,789.25	2.36%	65	\$0.00	0.00%	0	11
Calvert US Large Cap Core Rspnb Idx I	CISIX	\$17,345.82	0.04%	3	\$28,434.30	0.42%	10	\$0.00	0.00%	0	11
Vanguard 500 Index Admiral	VFIAX	\$304,465.11	0.75%	57	\$224,737.77	3.34%	50	\$0.00	0.00%	0	8
Vanguard Growth Index Adm	VIGAX	\$99,768.12	0.24%	6	\$109,293.05	1.62%	16	\$0.00	0.00%	0	10
Vanguard Mid-Cap Value Index Admiral	VMVAX	\$177,353.45	0.43%	61	\$62,437.24	0.93%	65	\$0.00	0.00%	0	10
Vanguard Strategic Equity Inv	VSEQX	\$1,052.40	0.00%	2	\$7,080.37	0.10%	8	\$0.00	0.00%	0	8
JPMorgan Mid Cap Growth R6	JMGMX	\$194,314.17	0.47%	60	\$102,775.14	1.53%	68	\$94,723.36	10.18%	1	12
Vanguard Small Cap Value Index Admiral	VSIAX	\$138,037.76	0.34%	59	\$71,676.42	1.06%	65	\$0.00	0.00%	0	7
Calvert Small Cap I	CSVIX	\$326.84	0.00%	1	\$6,231.78	0.09%	10	\$0.00	0.00%	0	8
PIMCO StocksPLUS Small Institutional	PSCSX	\$72,888.28	0.17%	52	\$21,295.62	0.31%	60	\$0.00	0.00%	0	10
T. Rowe Price QM U.S. Smll-Cap Grth Eqty	PRDSX	\$55,993.00	0.13%	8	\$25,242.71	0.37%	13	\$0.00	0.00%	0	7
American Beacon Intl Equities Instl	AAIEX	\$113,178.14	0.27%	52	\$39,530.89	0.58%	41	\$0.00	0.00%	0	11
American Funds New Perspective R6	RNPGX	\$433,368.01	1.06%	61	\$195,451.19	2.91%	66	\$0.00	0.00%	0	12
Pax World Global Envrnmntl Markets Instl	PGINX	\$44,597.22	0.11%	51	\$31,373.54	0.46%	65	\$0.00	0.00%	0	11
Vanguard Total Intl Stock Index Admiral	VTIAX	\$323,487.43	0.79%	59	\$139,443.17	2.07%	65	\$0.00	0.00%	0	12
Goldman Sachs Intl Sm Cap Insights Instl	GICIX	\$10,793.93	0.02%	8	\$25,798.65	0.38%	32	\$0.00	0.00%	0	7
American Funds New World R6	RNWGX	\$6,594.51	0.01%	2	\$13,520.13	0.20%	9	\$0.00	0.00%	0	11

Fund Name	Ticker Symbol	401(a) Pension			403(b)			457(b)			Ranking (12 point maximum)
		Fund Amount	Percentage	Participant Count	Fund Amount	Percentage	Participant Count	Fund Amount	Percentage	Participant Count	
PIMCO RealPath Blend 2025 Institutional	PPZRX	\$5,337,545.91	13.17%	107	\$492,227.89	7.33%	40	\$0.00	0.00%	0	11
PIMCO RealPath Blend 2030 Institutional	PBPNX	\$6,251,608.53	15.42%	128	\$743,953.42	11.08%	50	\$0.00	0.00%	0	10
PIMCO RealPath Blend 2035 Institutional	PDGZX	\$5,420,089.10	13.37%	143	\$730,168.92	10.88%	59	\$0.00	0.00%	0	8
PIMCO RealPath Blend 2040 Institutional	PVPNX	\$4,538,209.67	11.19%	129	\$815,068.42	12.14%	50	\$24,694.02	2.65%	1	7
PIMCO RealPath Blend 2045 Institutional	PVQNX	\$2,626,490.93	6.48%	131	\$348,821.72	5.19%	50	\$0.00	0.00%	0	7
PIMCO RealPath Blend 2050 Institutional	PPQZX	\$1,064,621.08	2.62%	99	\$236,162.71	3.52%	41	\$0.00	0.00%	0	7
PIMCO RealPath Blend 2055 Institutional	PRQZX	\$389,873.20	0.96%	83	\$144,216.35	2.14%	36	\$0.00	0.00%	0	7
PIMCO RealPath Blend 2060 Institutional	PRBMX	\$55,578.21	0.13%	26	\$0.00	0.00%	0	\$0.00	0.00%	0	-
PIMCO RealPath Blend Income Institutional	PBRNX	\$11,147,504.22	27.50%	138	\$1,063,769.57	15.85%	42	\$489,554.87	52.64%	3	9
T. Rowe Price Spectrum Mod Gr Alloc	TRSGX	\$0.00	0.00%	0	\$162.57	0.00%	2	\$0.00	0.00%	0	12
Vanguard LifeStrategy Cnsvr Gr Inv	VSCGX	\$114,649.17	0.28%	3	\$32,264.46	0.48%	4	\$13,663.41	1.46%	1	9
Total		\$ 40,527,810.43	100%		\$ 6,708,819.39	100%		\$ 929,873.16	100%		

**Note:** Funds will be reviewed for replacement if their rankings are 6 or below for four of the last six quarterly reporting cycles. All funds are being monitored at this point.

<b>A</b> - These two funds received a ranking of a "6" or lower between one and three times within the last six consecutive quarters and will continue to be monitored.
<b>B</b> - These two funds received a ranking of a "6" or lower for the fourth time within the last six consecutive quarters. Funds are on the watch list for potential replacement. The rankings serve as a guide and these funds have undergone further review by RBG.
<b>C</b> - These funds are scheduled for replacement, or they are in the process of being replaced.

% of Participants invested at least partially  
within Target Date Funds

90%

85%

67%

**Fresno EOC**  
**Retirement Plan Summary Report**  
as of December 31, 2020

Fund Name	Ticker Symbol	401(a) Pension			403(b)			457(b)			Ranking (12 point maximum)
		Fund Amount	Percentage	Participant Count	Fund Amount	Percentage	Participant Count	Fund Amount	Percentage	Participant Count	
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**Note:** Funds will be reviewed for replacement if their rankings are 6 or below for four of the last six quarterly reporting cycles. All funds are being monitored at this point.

A - These two funds received a ranking of a "6" or lower between one and three times within the last six consecutive quarters and will continue to be monitored.
B - These two funds received a ranking of a "6" or lower for the fourth time within the last six consecutive quarters. Funds are on the watch list for potential replacement. The rankings serve as a guide and these funds have undergone further review by RBG.
C - These funds are scheduled for replacement, or they are in the process of being replaced.

% of Participants invested at least partially  
within Target Date Funds

90%

85%

67%



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Retirement Benefits
<b>Agenda Item #:</b> 13E3	<b>Trustee/ Officer:</b> Jim Rodriguez
<b>Subject:</b> Retirement Plan Demographics	<b>Trustee/ Officer:</b> Emilia Reyes

### Background

The information presented below is intended to keep the Board apprised on the demographics of the participants within the various retirement plans as of the quarter ending March 31, 2021.

The following reports are compiled and generated from information made available by Transamerica and by RBG:

- A. Participant Information Report – Quarterly Comparison
- B. Graph of Participants by Age
- C. Graph of Participants by Account Balance
- D. 403(b) Savings Rate chart and graph

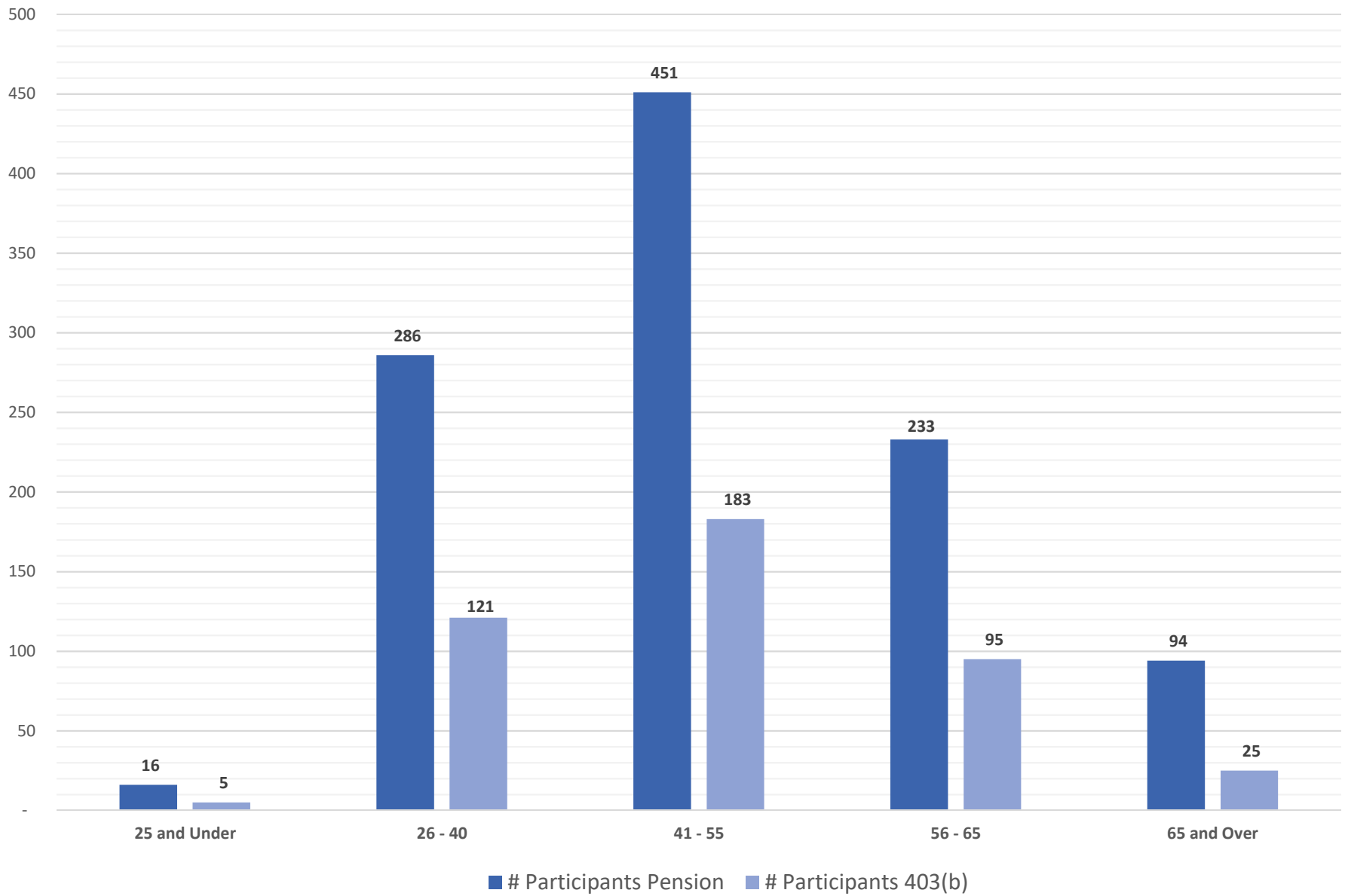
**Fresno EOC**  
**Retirement Plan Employer Report – Participant Information**  
**as of March 31, 2021**

Participant Count Report @ 12/31/20	401(a) Pension	403(b)	457(b)
Participants With Balance	1,080	429	6
Non-Terminated Participants With Balance	852	390	2
Terminated Participants With Balance	228	39	4
Terminated Participants With Balance < \$5000	59	11	-
Auto Increase	n/a	70	-
# Employees with Active Loans	n/a	5	n/a
New 403(b) Enrollment During Quarter	n/a	-	n/a
Managed Advice	54	53	-

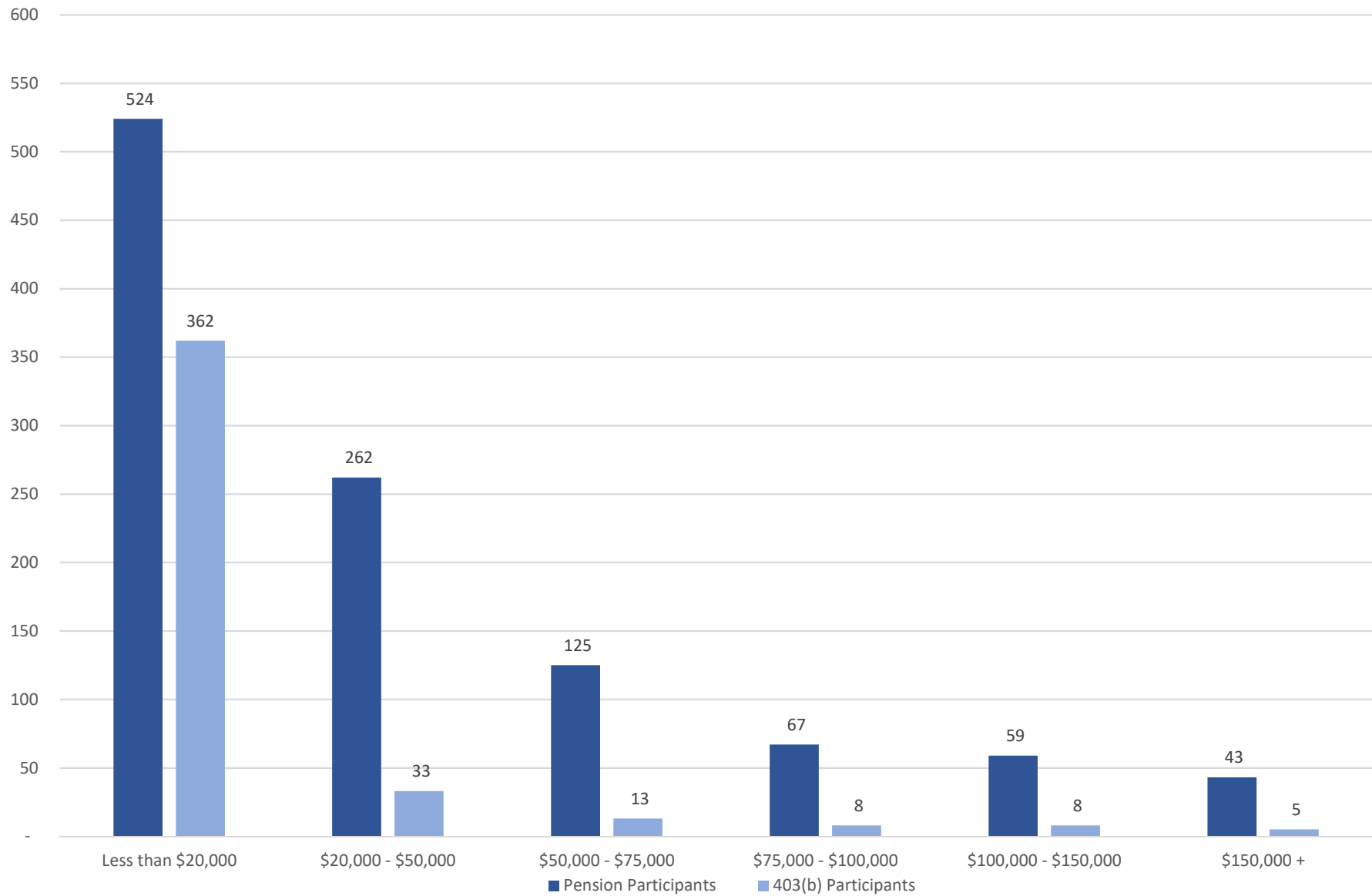
Participant Count Report @ 9/30/20	401(a) Pension	403(b)	457(b)
Participants With Balance	1,089	434	6
Non-Terminated Participants With Balance	870	399	2
Terminated Participants With Balance	219	35	4
Terminated Participants With Balance < \$5000	42	7	-
New 403(b) Enrollment During Quarter	n/a	4	n/a

Change in Participant Count from Prior Quarter	401(a) Pension	403(b)	457(b)
Participants With Balance	(9)	(5)	-
Non-Terminated Participants With Balance	(18)	(9)	-
Terminated Participants With Balance	9	4	-
Terminated Participants With Balance < \$5000	17	4	-
New 403(b) Enrollment During Quarter	n/a	(4)	n/a

Fresno EOC Plan Participants by Age  
as of 3/31/21



Fresno EOC Plan Participants by Account Balance  
as of 3/31/21



**Fresno EOC**  
**403(b) Plan Saving Rates**  
**For the Quarter Ending March 31, 2021**

	2020 Q2	2020 Q3	2020 Q4	2021 Q1
Average Deferral				
% of pay	5.7%	6.0%	5.9%	6.0%
by amount	\$ 158	\$ 125	\$ 125	\$ 237

**Participation by Deferral Rate**

Under 5%	34%	33%	33%	34%
At 5%	23%	23%	23%	23%
Over 5%	43%	44%	44%	43%



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Retirement Benefits
<b>Agenda Item #:</b> 13E4	<b>Trustee/ Officer:</b> Jim Rodriguez
<b>Subject:</b> Investment Performance Summary	<b>Trustee/ Officer:</b> Emilia Reyes

### Background

The information presented below is intended to keep the Board apprised on the investment performance summary for the investment funds within the retirement plans and to receive an update of the current investment market, in accordance with the Committee's responsibilities as outlined in the Agency's bylaws.

The Performance Summary report is made available by RBG as an excerpt from their full quarterly review report on the plans, investments, regulations, and economic environment. This detailed report provides information on the ranking of each fund against its peer group, on historic performance, on expense ratios, on rankings, and on the amount of funds being held.

Representatives from RBG / LPL will be available to response to any questions, to highlight any significant items, and to provide an update of the current investment market.

# Fresno EOC 401(a) Plan Performance Summary



INVESTMENT	ASSETS	LAST QTR	YTD	1 YR	3 YR	5 YR	10 YR	SI	INCEPTION DATE	GROSS EXP	NET EXP	SCORE
<b>Large Value</b>												
Vanguard Equity-Income Adm**	\$366,959	10.07 (62)	10.07 (62)	47.53 (77)	11.27 (31)	12.02 (35)	12.16 (7)	8.47	8/13/2001	0.19	0.19	11
Russell 1000 Value TR USD		11.26	11.26	56.09	10.96	11.74	10.99	-	-	-	-	-
Peer Group Median (50th Percentile)		10.97	10.97	55.45	10.25	11.41	10.26	-	-	0.96	0.89	-
<b>Large Blend</b>												
Calvert US Large Cap Core Rspnb Idx I	\$17,345	5.12 (80)	5.12 (80)	62.18 (19)	19.14 (2)	17.67 (3)	14.83 (1)	6.41	6/30/2000	0.37	0.24	11
Vanguard 500 Index Admiral	\$304,465	6.18 (53)	6.18 (53)	56.33 (46)	16.75 (20)	16.26 (18)	13.88 (9)	7.50	11/13/2000	0.04	0.04	8
S&P 500 TR USD		6.17	6.17	56.35	16.78	16.29	13.91	-	-	-	-	-
Peer Group Median (50th Percentile)		6.25	6.25	56.01	15.24	15.20	12.70	-	-	0.89	0.79	-
<b>Large Growth</b>												
Vanguard Growth Index Admiral	\$99,768	1.50 (54)	1.50 (54)	64.95 (33)	23.10 (24)	20.60 (36)	16.27 (25)	8.26	11/13/2000	0.05	0.05	10
Russell 1000 Growth TR USD		0.94	0.94	62.74	22.80	21.05	16.63	-	-	-	-	-
Peer Group Median (50th Percentile)		1.70	1.70	60.74	20.55	19.54	14.99	-	-	0.99	0.91	-
<b>Mid-Cap Value</b>												
Vanguard Mid-Cap Value Index Admiral**	\$177,353	13.70 (59)	13.70 (59)	69.87 (65)	9.83 (48)	11.64 (38)	11.31 (9)	13.89	9/27/2011	0.07	0.07	10
Russell Mid Cap Value TR USD		13.05	13.05	73.76	10.70	11.60	11.05	-	-	-	-	-
Peer Group Median (50th Percentile)		14.40	14.40	73.73	9.71	11.06	9.84	-	-	1.08	0.99	-

Fund Color: A = To Be Added P = Proposed R = To Be Replaced W = On Watch List



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as of 03/31/21



# Fresno EOC 401(a) Plan Performance Summary



INVESTMENT	ASSETS	LAST QTR	YTD	1 YR	3 YR	5 YR	10 YR	SI	INCEPTION DATE	GROSS EXP	NET EXP	SCORE
<b>Mid-Cap Blend</b>												
Vanguard Strategic Equity Inv	\$1,052	14.19 (8)	14.19 (8)	84.99 (18)	11.85 (62)	13.44 (47)	12.52 (11)	10.96	8/14/1995	0.17	0.17	8
Russell Mid Cap TR USD		8.14	8.14	73.64	14.73	14.67	12.47	-	-	-	-	-
Peer Group Median (50th Percentile)		10.63	10.63	74.67	12.68	13.25	10.82	-	-	1.04	0.93	-
<b>Mid-Cap Growth</b>												
JPMorgan Mid Cap Growth R6**	\$194,314	1.34 (47)	1.34 (47)	78.24 (36)	24.53 (21)	22.15 (22)	15.76 (10)	18.47	11/1/2011	0.75	0.74	12
Russell Mid Cap Growth TR USD		-0.57	-0.57	68.61	19.41	18.39	14.11	-	-	-	-	-
Peer Group Median (50th Percentile)		1.19	1.19	72.85	19.85	18.68	13.71	-	-	1.11	1.05	-
<b>Small Value</b>												
Vanguard Small Cap Value Index Admiral**	\$138,038	16.81 (85)	16.81 (85)	89.83 (64)	10.80 (34)	12.42 (34)	11.05 (11)	14.07	9/27/2011	0.07	0.07	7
Russell 2000 Value TR USD		21.17	21.17	97.05	11.57	13.56	10.06	-	-	-	-	-
Peer Group Median (50th Percentile)		20.37	20.37	97.71	9.84	11.58	9.36	-	-	1.23	1.12	-
<b>Small Blend</b>												
Calvert Small-Cap I	\$327	9.79 (96)	9.79 (96)	65.68 (96)	13.99 (27)	15.05 (32)	12.27 (13)	9.71	4/29/2005	0.97	0.96	8
PIMCO StocksPLUS® Small Institutional	\$72,888	12.57 (77)	12.57 (77)	105.22 (7)	14.53 (18)	17.76 (2)	12.98 (2)	11.93	3/31/2006	0.75	0.75	10
Russell 2000 TR USD		12.70	12.70	94.85	14.76	16.35	11.68	-	-	-	-	-
Peer Group Median (50th Percentile)		13.97	13.97	89.63	12.57	13.89	10.68	-	-	1.13	1.02	-

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as of 03/31/21

# Fresno EOC 401(a) Plan Performance Summary



INVESTMENT	ASSETS	LAST QTR	YTD	1 YR	3 YR	5 YR	10 YR	SI	INCEPTION DATE	GROSS EXP	NET EXP	SCORE
<b>Small Growth</b>												
T. Rowe Price QM US Small-Cap Gr Eq	\$55,993	4.19 (54)	4.19 (54)	69.45 (92)	16.08 (77)	17.28 (72)	13.63 (48)	8.97	6/30/1997	0.79	0.79	7
Russell 2000 Growth TR USD		4.88	4.88	90.20	17.16	18.61	13.02	-	-	-	-	-
Peer Group Median (50th Percentile)		4.42	4.42	88.50	19.49	20.10	13.54	-	-	1.23	1.13	-
<b>Allocation - 30 to 50% Equity</b>												
Vanguard LifeStrategy Cnsvr Gr Inv	\$114,649	0.21 (90)	0.21 (90)	21.46 (72)	8.09 (31)	7.59 (39)	6.40 (33)	7.05	9/30/1994	0.12	0.12	9
Morningstar Moderately Cons Target Risk		0.31	0.31	22.18	8.23	7.71	6.21	-	-	-	-	-
Peer Group Median (50th Percentile)		1.48	1.48	24.53	7.37	7.16	6.05	-	-	0.99	0.90	-
<b>Allocation - 50 to 70% Equity</b>												
American Funds American Balanced R6**	\$127,566	3.82 (33)	3.82 (33)	30.58 (74)	10.87 (24)	10.79 (22)	10.18 (6)	11.86	5/1/2009	0.26	0.26	11
Morningstar Moderate Target Risk		2.17	2.17	33.07	9.65	9.75	7.59	-	-	-	-	-
Peer Group Median (50th Percentile)		3.17	3.17	34.20	9.67	9.68	8.05	-	-	0.98	0.93	-
<b>Allocation - 70 to 85% Equity</b>												
T. Rowe Price Spectrum Mod Gr Allc		4.61 (50)	4.61 (50)	49.40 (26)	11.89 (15)	13.05 (6)	10.36 (5)	9.63	7/29/1994	0.89	0.78	12
Morningstar Aggressive Target Risk		5.62	5.62	54.80	11.67	13.14	9.72	-	-	-	-	-
Peer Group Median (50th Percentile)		4.60	4.60	45.34	10.30	11.03	8.48	-	-	1.05	0.99	-

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as of 03/31/21

# Fresno EOC 401(a) Plan Performance Summary



INVESTMENT	ASSETS	LAST QTR	YTD	1 YR	3 YR	5 YR	10 YR	SI	INCEPTION DATE	GROSS EXP	NET EXP	SCORE
<b>Foreign Large Value</b>												
American Beacon International Eq R5	\$113,178	6.43 (59)	6.43 (59)	53.56 (42)	3.07 (51)	6.79 (48)	4.56 (34)	6.97	8/7/1991	0.72	0.72	11
MSCI EAFE Value NR USD		7.44	7.44	45.71	1.85	6.57	3.65	-	-	-	-	-
Peer Group Median (50th Percentile)		7.07	7.07	52.01	3.10	6.71	3.86	-	-	1.14	1.02	-
<b>Foreign Large Blend</b>												
Vanguard Total Intl Stock Index Admiral**	\$323,487	3.94 (40)	3.94 (40)	52.80 (30)	6.51 (37)	9.97 (23)	5.22 (57)	6.05	11/29/2010	0.11	0.11	12
MSCI EAFE NR USD		3.48	3.48	44.57	6.02	8.85	5.52	-	-	-	-	-
Peer Group Median (50th Percentile)		3.45	3.45	49.17	5.97	8.84	5.38	-	-	1.05	0.93	-
<b>Foreign Small/Mid Blend</b>												
Goldman Sachs Intl Sm Cp Insights Instl	\$10,794	7.12 (34)	7.12 (34)	60.80 (68)	4.23 (59)	9.32 (41)	7.95 (16)	5.81	9/28/2007	0.93	0.87	7
MSCI EAFE Small Cap NR USD		4.50	4.50	61.98	6.32	10.50	8.01	-	-	-	-	-
Peer Group Median (50th Percentile)		5.83	5.83	63.23	4.59	9.16	6.51	-	-	1.30	1.19	-
<b>Diversified Emerging Markets</b>												
American Funds New World R6**	\$6,595	0.81 (77)	0.81 (77)	62.16 (54)	11.99 (10)	14.53 (22)	7.41 (1)	10.88	5/1/2009	0.59	0.59	11
MSCI EM NR USD		2.29	2.29	58.39	6.48	12.07	3.65	-	-	-	-	-
Peer Group Median (50th Percentile)		2.69	2.69	63.33	6.38	11.91	3.96	-	-	1.47	1.24	-

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as of 03/31/21

# Fresno EOC 401(a) Plan Performance Summary



INVESTMENT	ASSETS	LAST QTR	YTD	1 YR	3 YR	5 YR	10 YR	SI	INCEPTION DATE	GROSS EXP	NET EXP	SCORE
<b>World Large Stock</b>												
American Funds New Perspective R6**	\$44	2.26 (74)	2.26 (74)	67.29 (12)	18.16 (10)	17.95 (11)	12.83 (9)	15.05	5/1/2009	0.42	0.42	12
Pax Global Environmental Mkts Instl	\$44,597	5.04 (37)	5.04 (37)	68.61 (12)	14.38 (28)	14.90 (30)	10.52 (35)	8.13	3/27/2008	0.97	0.97	11
MSCI ACWI NR USD		4.57	4.57	54.60	12.07	13.21	9.14	-	-	-	-	-
Peer Group Median (50th Percentile)		4.14	4.14	54.77	11.79	12.65	9.47	-	-	1.22	1.01	-
<b>Money Market/Stable Value</b>												
State Street Instl US Govt MMkt Premier	\$67	0.01 (6)	0.01 (6)	0.08 (23)	1.32 (13)	1.05 (14)	0.53 (15)	0.64	10/25/2007	0.12	0.12	-
ICE BofA US 3M Trsy Bill TR USD		0.03	0.03	0.12	1.49	1.19	0.63	-	-	-	-	-
Peer Group Median (50th Percentile)		-0.01	-0.01	0.02	1.14	0.83	0.41	-	-	0.46	0.40	-

FUND NAME	QTRLY RETURN	YTD RETURN	1 YR RETURN	3 YR RETURN	5 YR RETURN	10 YR RETURN	SINCE INCEPTION	DURATION (MATURITY)	AVERAGE CREDIT QUALITY	FUND SIZE	INCEPTION DATE
<b>Stable Value - Hueler</b>											
Standard Stable Asset Fund II	0.58	1.14	2.25	2.34	2.50	2.97	3.36	n/a	n/a	0	n/a
Hueler Index	n/a	n/a	n/a	n/a	n/a	n/a	-	n/a	n/a	0	-
Peer Group Median (50th Percentile)	n/a	n/a	n/a	n/a	n/a	n/a	-	n/a	n/a	0	-

Fund Color: A = To Be Added P = Proposed R = To Be Replaced W = On Watch List



# Fresno EOC 401(a) Plan Performance Summary



INVESTMENT	ASSETS	LAST QTR	YTD	1 YR	3 YR	5 YR	10 YR	SI	INCEPTION DATE	GROSS EXP	NET EXP	SCORE
<b>Intermediate Core-Plus Bond</b>												
Fidelity® Total Bond Fund	\$411,463	-2.68 (41)	-2.68 (41)	6.98 (41)	5.51 (21)	4.40 (23)	4.20 (27)	4.92	10/15/2002	0.45	0.45	11
BBgBarc US Universal TR USD		-3.05	-3.05	2.95	4.86	3.59	3.77	-	-	-	-	-
Peer Group Median (50th Percentile)		-2.84	-2.84	6.41	4.97	3.78	3.84	-	-	0.80	0.70	-
<b>High Yield Bond</b>												
Eaton Vance High Income Opportunities I**	\$3,543	1.58 (31)	1.58 (31)	23.80 (38)	5.90 (41)	6.56 (61)	6.32 (14)	7.84	10/1/2009	0.68	0.68	7
ICE BofA US High Yield TR USD		0.90	0.90	23.31	6.53	7.94	6.31	-	-	-	-	-
Peer Group Median (50th Percentile)		0.96	0.96	22.43	5.68	6.82	5.49	-	-	1.00	0.88	-
<b>Multisector Bond</b>												
PIMCO Income Instl	\$54,487	-0.17 (46)	-0.17 (46)	14.38 (67)	4.80 (47)	5.89 (20)	6.92 (1)	7.90	3/30/2007	1.09	1.09	7
BBgBarc US Agg Bond TR USD		-3.37	-3.37	0.71	4.65	3.10	3.44	-	-	-	-	-
Peer Group Median (50th Percentile)		-0.22	-0.22	16.70	4.74	4.99	4.33	-	-	1.09	0.92	-
<b>World Bond-USD Hedged</b>												
PIMCO International Bond (USD-Hdg) Instl	\$49,801	-1.34 (14)	-1.34 (14)	6.79 (41)	4.41 (36)	4.46 (13)	5.48 (1)	6.97	12/2/1992	0.60	0.60	11
BBgBarc Global Aggregate TR Hdg USD		-2.47	-2.47	1.50	4.32	3.29	3.94	-	-	-	-	-
Peer Group Median (50th Percentile)		-2.20	-2.20	6.18	4.01	3.37	3.98	-	-	0.86	0.70	-

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as of 03/31/21

# Fresno EOC 401(a) Plan Performance Summary



INVESTMENT	ASSETS	LAST QTR	YTD	1 YR	3 YR	5 YR	10 YR	SI	INCEPTION DATE	GROSS EXP	NET EXP	SCORE
<b>Target Date 2025</b>												
PIMCO RealPath Blend 2025 Institutional	\$5,337,546	1.06 (82)	1.06 (82)	30.90 (45)	9.68 (23)	9.87 (29)	n/a (na)	7.73	12/31/2014	0.56	0.55	11
S&P Target Date 2025 TR USD		2.38	2.38	30.77	8.92	9.24	7.69	-	-	-	-	-
Peer Group Median (50th Percentile)		1.85	1.85	30.34	8.92	9.32	7.56	-	-	0.84	0.64	-
<b>Target Date 2030</b>												
PIMCO RealPath Blend 2030 Institutional	\$6,251,609	1.98 (84)	1.98 (84)	35.54 (53)	10.19 (34)	10.65 (36)	n/a (na)	8.31	12/31/2014	0.47	0.46	10
S&P Target Date 2030 TR USD		3.24	3.24	36.53	9.69	10.15	8.28	-	-	-	-	-
Peer Group Median (50th Percentile)		2.67	2.67	35.76	9.72	10.30	8.13	-	-	0.86	0.65	-
<b>Target Date 2035</b>												
PIMCO RealPath Blend 2035 Institutional	\$5,420,089	2.95 (83)	2.95 (83)	40.36 (69)	10.54 (50)	11.17 (53)	n/a (na)	8.63	12/31/2014	0.39	0.38	8
S&P Target Date 2035 TR USD		4.22	4.22	42.83	10.53	11.08	8.86	-	-	-	-	-
Peer Group Median (50th Percentile)		3.67	3.67	43.38	10.51	11.25	8.66	-	-	0.91	0.66	-
<b>Target Date 2040</b>												
PIMCO RealPath Blend 2040 Institutional	\$4,538,210	3.81 (79)	3.81 (79)	44.36 (74)	10.99 (56)	11.61 (60)	n/a (na)	9.00	12/31/2014	0.33	0.32	7
S&P Target Date 2040 TR USD		4.93	4.93	47.29	11.11	11.73	9.26	-	-	-	-	-
Peer Group Median (50th Percentile)		4.48	4.48	48.05	11.13	11.86	9.10	-	-	0.92	0.65	-

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as of 03/31/21

# Fresno EOC 401(a) Plan Performance Summary



INVESTMENT	ASSETS	LAST QTR	YTD	1 YR	3 YR	5 YR	10 YR	SI	INCEPTION DATE	GROSS EXP	NET EXP	SCORE
<b>Target Date 2045</b>												
PIMCO RealPath Blend 2045 Institutional	\$2,626,491	4.34 (78)	4.34 (78)	47.61 (79)	11.35 (56)	11.93 (68)	n/a (na)	9.17	12/31/2014	0.27	0.26	7
S&P Target Date 2045 TR USD		5.33	5.33	49.94	11.41	12.12	9.52	-	-	-	-	-
Peer Group Median (50th Percentile)		4.99	4.99	51.22	11.48	12.32	9.34	-	-	0.93	0.67	-
<b>Target Date 2050</b>												
PIMCO RealPath Blend 2050 Institutional	\$1,064,621	4.79 (71)	4.79 (71)	49.38 (80)	11.51 (53)	12.12 (63)	n/a (na)	9.33	12/31/2014	0.24	0.23	7
S&P Target Date 2050 TR USD		5.57	5.57	51.32	11.58	12.40	9.73	-	-	-	-	-
Peer Group Median (50th Percentile)		5.11	5.11	52.11	11.62	12.46	9.44	-	-	0.96	0.68	-
<b>Target Date 2055</b>												
PIMCO RealPath Blend 2055 Institutional	\$389,873	4.96 (67)	4.96 (67)	49.55 (82)	11.40 (59)	12.02 (73)	n/a (na)	9.25	12/31/2014	0.24	0.23	7
S&P Target Date 2055 TR USD		5.67	5.67	51.99	11.63	12.54	9.89	-	-	-	-	-
Peer Group Median (50th Percentile)		5.20	5.20	53.45	11.66	12.58	9.45	-	-	1.03	0.68	-
<b>Target Date 2060+</b>												
PIMCO REALPATH® Blend 2060 Instl	\$55,578	4.84 (76)	4.84 (76)	49.76 (87)	n/a (na)	n/a (na)	n/a (na)	14.88	12/31/2019	0.22	0.22	-
Morningstar Lifetime Moderate 2060		n/a	n/a	n/a	n/a	n/a	n/a	-	-	-	-	-
Peer Group Median (50th Percentile)		5.28	5.28	54.16	11.82	12.87	n/a	-	-	1.25	0.68	-

Fund Color:      A = To Be Added      P = Proposed      R = To Be Replaced      W = On Watch List



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as of 03/31/21



INVESTMENT	ASSETS	LAST QTR	YTD	1 YR	3 YR	5 YR	10 YR	SI	INCEPTION DATE	GROSS EXP	NET EXP	SCORE
<b>Target Date Retirement</b>												
PIMCO RealPath Blend Income Instl	\$11,147,504	0.53 (33)	0.53 (33)	26.60 (1)	8.78 (2)	8.77 (1)	n/a (na)	7.03	12/31/2014	0.65	0.64	9
S&P Target Date Retirement Income TR USD		0.03	0.03	16.64	6.62	6.04	5.27	-	-	-	-	-
Peer Group Median (50th Percentile)		0.23	0.23	17.82	6.60	6.11	4.89	-	-	0.90	0.64	-

Fund Color:      A = To Be Added      P = Proposed      R = To Be Replaced      W = On Watch List







## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> May 26, 2021	<b>Program:</b> Retirement Benefits
<b>Agenda Item #:</b> 13E5	<b>Trustee/ Officer:</b> Jim Rodriguez
<b>Subject:</b> Education Update	<b>Trustee/ Officer:</b> Emilia Reyes

### Background

The information presented below is intended to keep the Board apprised on the education and outreach efforts regarding the Agency's retirement plans.

- 7 new hire orientation in this timeframe with a total of 62 participants. All were informed of our retirement plan and the opportunity to open a 403b plan.
- Designate Beneficiaries Campaign: The HR Office in conjunction with TransAmerica has started a campaign to get employees to designate beneficiaries. It will include several email notices and informational brochure they provided.
- TransAmerican Educational Seminar – January 26, 2021 on Cyber Security – How to protect your retirement account from cyber threats.



**FRESNO EOC FOSTER GRANDPARENT PROGRAM  
COMMUNITY ADVISORY GROUP (CAG)  
Monday December 7, 2020 10:00 AM**

**MINUTES**

**I. CALL TO ORDER**

Jimi Rogers, Chair, called the meeting to order at 10:00 AM.

**II. ROLL CALL**

Roll was called.

**Committee Members (Zoom):**

Jimi Rogers (Chair)  
Catherine Robles  
Misty Jenkins  
Betty Brown  
Margarita Cortez  
Julia Fowler

**Staff (Zoom):**

Michelle Tutunjian  
Gilda Arreguin  
Leah Struck  
Mai Chang

**Absent**

None

**III. APPROVAL OF MINUTES**

September 20, 2019 FGP Community Advisory Group Meeting Minutes

**Motion by:** Cortez **Second by:** Robles

**Ayes:** Jenkins, Brown, Fowler, Arreguin, Tutunjian, Chang

**Nays:** None

**IV. PUBLIC COMMENTS**

None heard.

**V. PROGRAM UPDATES**

**Motion by:** Struck for the addition of an item to agenda. After item, **V. Program Updates** add section Discussion or Questions on Program Updates.

**Second by:** Catherine Robles

**Ayes:** Jenkins, Rogers, Brown, Fowler Arreguin, Tutunjian, Cortez, Chang

**Nays:** None

**A. Staff position updates**

Gabby Romero has moved to Food Services Department, Leah Struck is now Foster Grandparent Program Coordinator, Program is in the process of hiring Volunteer Specialist. FGP has received an augmentation from AmeriCorps for \$15,000 that will go to hiring a technology staff.

**B. AmeriCorps Rebranding**

As of September 2020, FGP funders, Corporation for National and Community Service (CNCS), has rebranded as AmeriCorps. The website [www.nationalservice.gov](http://www.nationalservice.gov) was shown on screen showing the new logo and branding. Rogers inquired about the eligibility for program. Struck explained eligibility guidelines.

**C. Status of FGP during COVID-19 restrictions**

The volunteers have not been able to serve at the FGP stations since March 16, 2020. Funders have approved that the volunteers receive a temporary allowance since that time until December 31, 2020. Programs have been encouraged to start moving forward to serving virtually.

**D. End of year carry forward amount in eGrants**

AmeriCorps Seniors allowed programs to apply to carry forward the funding amount left over due to non-use of mileage and meals cost at the end of 2019-2020 funding year to the new 2020-2021 funding year. Our program was approved to carry forward \$47,000.

**E. Uses of carry forward**

We proposed and were approved to use this amount to purchase technology including laptops and accessories. Training on Zoom with the Grandparent volunteers has already begun.

**F. 2021 Foster Grandparent Program Calendar**

Upcoming Community Action Group (CAG) meetings: April 30, 2021, September 30, 2021. Meeting format subject to change.

**G. Program format going forward during COVID-19 restrictions**

**a. Laptop purchase and upcoming training**

Laptops have arrived and plans are to intensify Zoom training so volunteers are able to join Zoom classrooms with Head Start. We are having a hard time breaking through with schools; they already have basic school teaching format to figure out. Funders have approved for volunteers to spend more time helping with class preparation like putting packets together at the volunteer's home.

Rogers inquired about schools listed as stations before COVID. Struck listed schools and other volunteer stations used before COVID. Robles asked if there are any Hmong or other Asian language speaking grandparents. Struck explained there are Spanish, Chinese, Philippine, and Russian speaking grandparents but no Hmong speaking. FGP is interested in recruiting someone. Rogers suggested Fresno EOC board member MaiYer Vang could be contacted about Hmong community outreach.

#### **H. Story Time with Grandma/Grandpa**

##### **a. Donation from East Fresno Kiwanis Club**

The East Fresno Kiwanis Club had previously honored the grandparents in the past but new leadership in the last few years wanted to focus back on their mission of working directly with children. The proposal was discussed and chosen to purchase books for the children to keep for their own and join with the FGP volunteer on Zoom for “Story time with Grandma/Grandpa” while the same books are read. A donation of \$1,000 was offered to buy books. We are working with Head Start but we have not chosen which Head Start we will be using.

##### **b. Collaboration with Reading Heart**

FGP reached out to Reading Heart, a program that accepts and provides free books, with the Story Time idea. They were excited and hope to provide books for all grandparents and children.

##### **c. Plans for videography**

The Story Time idea is expanding with Fresno EOC Marketing Department videographer Jose Moreno III to professionally video volunteers reading stories to be posted on Fresno EOC website and our Foster Grandparent Facebook for teachers to access.

#### **I. Volunteering with classrooms through Zoom and teacher assistance.**

##### **a. Current stations**

One volunteer joining class on Zoom with Fresno City College Disabled Students Program class, others are beginning to work with putting packets together for teachers.

##### **b. Upcoming Volunteer Stations**

Head Start, Olmos Elementary, Foothill Elementary.

Rogers inquired about hot spots for volunteers without internet. Struck explained that FGP is working with Greg Streets from Fresno EOC IT Department to provide access for volunteers without internet.

#### **J. Open Discussion / Questions**

Rogers asked about plans for volunteers if schools open. Struck explained due to volunteer's age group, for safety, FGP will stay in a virtual setting until all restrictions are lifted. Rogers asked about the age range of volunteers. Struck explained the range from 61-91 with the average late 70s and 80s. Brown inquired about the way to contact volunteer's previous stations about volunteering. Struck explained process of volunteer placement. Rogers ask if FGP is working with Fresno EOC IT Department on outreach for technology staff person to be hired. Struck responded the FGP will be working with Fresno EOC Human Resources Department and possibly Fresno EOC IT Department and also Fresno EOC Marketing Department to define the job description. Robles proposed Foster Grandparents program be invited to next virtual board retreat. Rogers agreed and will make a note to propose to board.

**VI. NEXT MEETING**

Friday, April 30, 2021 at 10:00 AM via Zoom

**VII. ADJORNMENT**

Meeting was adjourned at 11:15 AM

Respectfully submitted,  
Leah Struck  
FGP Coordinator

**COUNTY-WIDE POLICY COUNCIL  
MINUTES**

**March 2, 2021**

CALL TO ORDER	The meeting was called to order at 6:00 p.m. by Margarita Mancilla, CWPC Secretary via ZOOM Call.
ROLL CALL	Roll Call was called by Jessica Aquino, CWPC Treasurer. The following Representatives were present: Marycruz Rojas Maravillas, Osvaldo Bartolon, Xiomara Cuyuch, Patricia Lopez, Margarita Mancilla, Jessica Aquino, Tran Thao, Maria G. Moreno, Cynthia Carrisalez, Karla Manuel, Yessenia Magallon, Cesia Munoz, Ofelia Sandoval, Kimberly Lujan, Soraya Ifticene, Maricela Velazquez, Cynthia Rivera, Candace Liles, Veronica Aguilera, Carol Perez, Daniela Martinez, Ashleigh Rocker Green, Rosio Gutierrez, Emilia Juarez, Ana Torres Amezcua, Railene Zepeda, Brenda Marmolejo, Mayra Cedano-Heredia, Alma Gonzalez, Maribel Sierra, Ana Yareli Galarza, Tracy Banuelos, Sonia Tiznado, Natisha Goins, LaVera Smith, Marlene Pena, Jeorgina Padilla, Zina Brown-Jenkins, James Martinez, Jewel Hurtado and Jimi Rodgers. A quorum as present.
APPROVAL OF PREVIOUS CWPC MINUTES	<p>Margarita Mancilla, CWPC Secretary, informed Representatives of the February 2, 2021 CWPC Minutes. This information was sent to Representatives prior to tonight's meeting.</p> <p><u>Motion</u> to approve the February 2, 2021 CWPC Minutes as written and read was made by Ana Torres Amezcua and seconded by Maria G. Moreno. Motion carried.</p>
FRESNO EOC PROGRAM REPORT – HEALTH SERVICES	Julio Romero, Healthcare Projects Manager, Fresno EOC Health Services was unable to attend tonight's meeting.
COMMUNITY REPRESENTATIVE REPORTS	<p>Jeorgina Padilla, Community Representative from Central Valley Regional Center (CVRC), informed Representative at tonight's meeting of services provided by the CVRC agency.</p> <p>CVRC is accepting referrals via telephone, email or web page access. Currently the CVRC office remains closed to the public due to COVID-19.</p>
FRESNO EOC COMMISSIONERS' REPORT	<p>Zina Brown-Jenkins, Fresno EOC Commissioner, informed Representatives of the December 28, 2020 Fresno EOC Special Board of Commissioners meeting minutes. This information was sent to Representatives prior to tonight's meeting.</p> <p>Ms. Brown-Jenkins shared the following:</p> <ul style="list-style-type: none"><li>• Food Express Bus is currently conducting a "Rural Food Express Bus Contest". The contest runs from March 1-31, 2021, complete details can be found on the EOC Website.</li><li>• Gaston Middle School is administering COVID-19 Vaccine immunizations on Tuesdays, Fridays and Saturdays. Vaccines are available for ages 65+ and are at No Cost.</li><li>• Fresno City FAX buses are providing free transportation within Fresno and rural areas.</li></ul> <p><u>Motion</u> to approve the December 28, 2020, Fresno EOC Special Board of Commissioners meeting minutes as written and read was made by Yessenia Magallon and seconded by Veronica Aguilera. Motion carried.</p>

## MONTHLY FINANCIAL STATUS REPORTS

Jessica Aquino, CWPC Treasurer, informed Representatives of the Monthly Financial Status Report for Early Head Start and Head Start programs for January 2021. These reports were sent to Representatives prior to tonight's meeting.

Ms. Aquino reported that the Monthly Financial Status Reports show all expenditures for the entire Early Head Start and Head Start programs for the month of January 2021 and year-to-date.

Motion to approve the Monthly Financial Status Reports for January 31, 2021 for Early Head Start and Head Start was made by Ana Torres Amezcua and seconded by Maricela Velazquez. Motion carried.

## ADA REPORTS

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

The Early Head Start monthly ADA for January 2021 is 63.84% for Center Base and 73.28% for Home Base. During the week of January 25-29, 2021, the Child Development Center closed for the week due to COVID-19 exposure.

The Head Start monthly ADA for January 2021 is 91.4% for Center Base and 93.5% for Home Base.

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

Motion to approve the ADA Reports for Early Head Start, Head Start Center Base and Home Base for January 2021 was made by Candace Liles and seconded by Sonia Tiznado. Motion carried.

## CWPC ELECTION OF CHAIRPERSON

Margarita Mancilla, CWPC Secretary and Marisela Acosta, Parent Engagement Coordinator, informed Representatives that Carlos Lopez, CWPC Chairperson has resigned. Elections for new CWPC Chairperson for the 2020-2021 school year will be conducted tonight. This information was sent to Representative prior to tonight's meeting.

Ms. Acosta went over the duties of the CWPC Chairperson and explained to Representatives that only Representatives from the Cluster II (Home Base) – Yellow, can run for this position.

Nominations were opened for CWPC Chairperson.

Nidia Davis, Program Support Director, informed Representative that according to Robert's Rules of Order, items can be "move to table".

After four (4) attempts to open nominations and/or volunteers to run for the office of CWPC Chairperson, it was motion to "move to table" the CWPC Election of Chairperson to the April 6, 2021 CWPC meeting.

Motion to approve "move to table" the CWPC Election of Chairperson to the April 6, 2021 CWPC meeting was made by Ana Torres Amezcua and seconded by Maria G. Moreno. Motion carried.

## PERSONNEL COMMITTEE REPORT

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

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

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

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

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

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

ANNOUNCEMENTS

Yessenia Magallon, Early Head Start Representative, made the following Announcements:

- A. March 1- 5, 2021 – Self-Assessment (Second Aggregation)
- B. March 16, 2021 – Next Executive Board Meeting Via ZOOM at 6:00 p.m.
- C. March 29 – April 5, 2021 – Spring Break (No School)
- D. March 31, 2021 – Cesar Chavez Holiday – No School
- E. April 6, 2021 – Next CWPC Meeting Via ZOOM at 6:00 p.m.
- F. April 20, 2021 – Next Executive Board Meeting Via ZOOM at 6:00 p.m.

ADJOURNMENT

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

The meeting adjourned at 6:54 p.m.

Submitted By:

Esther Lepe  
Recording Secretary



**FRESNO EOC SCHOOL OF UNLIMITED LEARNING  
GOVERNING COUNCIL MEETING**  
On-Line through Ring Central

Tuesday, March 9, 2021

**MINUTES**

**I.** Meeting called to order by Jeanne Starks at 10:13 a.m.

**II.** Roll call facilitated by Terry Allen

<b>Voting Members</b>	Pres	Excu	Abs	<b>Non-Voting Members</b>	Pres	Excu	Abs	<b>Staff</b>	Pres	Excu	Abs	<b>Guests</b>
Michael Allen, Community Rep			X					Michelle Tutunjian	X			Andrea Madriguel, FSU Intern Patricia Billeadeau, SOUL Case Manager
Terry Allen, Ed.D., Retired Teacher Rep	X							Emilia Reyes		X		
Edward Avila, EOC Commissioner	X											
Jerome Countees, EOC Commissioner			X									
Jeff Davis, Director Employ & Training	X											
Corinne Florez, Community Rep	X											
Larry Metzler, Cultural Arts Rotary Interact Club	X											
Mike Petrovich Ph.D, Retired Mental Health Rep	X											
Chuck Riojas, Community Member		X										
Jimi Rodgers, EOC Commissioner	X											
Jeanne Starks, <b>Chair</b> , Retired Law Enf Juv Prob	X											
Jane Thomas, Director EOC Health Services	X											
Benita Washington, FSU Social Worker Rep			X									
Parent Rep Maria Amaro Morales		X										
Alt Parent Rep:												
Student Rep's (2) Rebecca Luna, Manuela Torres			X									
Alternative Student Rep., Ezequel Ayala,			X									
Rena Failla, Staff Rep	X											
Courtney Griffin, Staff Rep	X											
Sam Hairston, Career	X											
Joseph Turner, Teacher Rep	X											
Mark A Wilson, Principal	X											

### **III. Approval of Minutes**

The February 9, 2021 minutes were approved as read. M/S/C Petrovich/Davis

### **IV. Fresno EOC Strategic Planning Process**

Dr. Wilson shared with the Governing Council that Fresno EOC is engaged in planning strategic goals for the next 5 years. They have created a survey for members of Fresno County to participate in that will provide helpful information to assist with the process of developing these goals. Dr. Wilson encouraged all staff, parents and stakeholders to please complete the online survey for Fresno EOC.

### **V. LCAP 2021-2024 Progress Update**

Dr. Wilson presented a power point presentation to the council that delineated the LCAP process: SOUL's goals for 2021-2022, LCAP Goals for 2018-2021, SOUL's charter and WASC goals for 2018-2023 along with the timeline for completion of each of the components.

Rena Failla shared the student and parent survey findings of the with the council. The statistics gathered were very insightful and will be a great benefit moving forward to develop future goals.

### **VI. Re-Opening of School Update**

Dr. Wilson introduced Ana Hernandez from EOC Health Service, attending for Jane Thomas. Ana, reported that Fresno EOC Health Services is in the process of finalizing consent forms for those students receiving the COVID-19 rapid test in FUSD and Central Unified districts participating in sports events. They will also be administering the COVID-19 rapid test at other community events throughout Fresno County.

### **VII. Stakeholder Survey**

A Google form survey link was provided to our stakeholders to complete. The results will be combined with those results from the other surveys to assist with the development of our future goals.

### **VIII. SOUL Update**

SOUL's demographic information for the school enrollment and updates as reflected on the Principal's report were reviewed by the council. Additional items discussed:

- Patricia reported the different activities that the interact students are currently working on with the Cultural Arts Rotary of Fresno:
  - Preparing backpacks to give to our graduating seniors for college.
  - Gathering products that can be distributed to the residents at the Rehabilitation Center of Fresno
  - Tanaza, India opened its first girls school. SOUL Interact students are hoping to connect with the interact students at this school and schools in other countries via Zoom.
  - First live SOUL Interact Club meeting since the onset of COVID-19 will be held March 22, 2021.
- Dr. Wilson introduced Ed Avila, Fresno EOC Board Commissioner has been assigned to SOUL.
- Dr. Wilson thanked Jeff Davis for his support.
- SOUL's Graduation will be held in the Sanctuary Theater and the ceremony will be celebrated similar to last year.

### **IX. Other Business**

The next Governing Council meeting will be held on Tuesday, April 13, 2021 from 10:00am-11:30am

### **X. Public Comment**

None at this time

### **XI. Adjournment of Meeting**

The meeting was adjourned at 11:53 am

Submitted by Terry Allen ED.,D.

**COUNTY-WIDE POLICY COUNCIL  
MINUTES**

**April 6, 2021**

**CALL TO ORDER**

The meeting was called to order at 6:01 p.m. by Araceli Zavalza, CWPC Vice-Chairperson via ZOOM Call.

**ROLL CALL**

Roll Call was called by Jessica Aquino, CWPC Treasurer. The following Representatives were present: Xiomara Cuyuch Francisco, Margarita Mancilla, Jessica Aquino, Natalie Montano, Tran Thao, Maria G. Moreno, Cynthia Carrisalez, Karla Manuel, Monica Rodriguez, Sara Quintana, Yessenia Magallon, Cesia Munoz, Ofelia Sandoval, Kimberly Lujan, Soraya Ifticene, Alma Ramos, Candace Liles, Veronica Aguilera, Carol Perez, Ashleigh Rocker Greene, Emilia Juarez, Ana Torres Amezcua, Jolanna Grayson, Blanca Yulianna Perez Torres, Maria Lara, Mayra Cedano-Heredia, Alma Gonzalez, Araceli Zavalza, Fawnda Cole, Anahi Escobar, Maribel Sierra, Sonia Tiznado, William Trigueros, Natisha Goins, LaVera Smith, Jeorgina Padilla, Zina Brown-Jenkins, James Martinez, Jewel Hurtado and Jimi Rodgers.

Araceli Zavalza, CWPC Vice-Chairperson, informed Representatives that due to a lack of full quorum the meeting will move forward to Informational Items.

**FRESNO EOC PROGRAM  
REPORT – HEALTH SERVICES  
AND TRAINING &  
EMPLOYMENT**

Julio Romero, Healthcare Projects Manager, Fresno EOC Health Services informed Representatives at tonight's meeting of services provided at the Clinic.

- Family Planning Clinic – Provides education, counseling and treatment services to men, women and teens of reproductive age. We provide high standard, confidential and comprehensive medical services to low-income, uninsured and underinsured adults and adolescents.
- Adolescent Family Life Plan (AFLP) – Provides teen parents (ages 18 and younger) with support and guidance to enhance their parenting skills and obtain social and economic independence.
- COVID-19 Testing – The clinic provides free rapid testing. Also, Health Services is available to provide testing at large events.

Patrick Turner, Assistant Director, Fresno EOC Training & Employment shared information on services provided by Training and Employment.

- Young Adult Program for ages 16 to 24 years. Work courses are provided on-line and participants must work on site for a maximum of 200 hours.
- Valley Apprenticeship Connections is a pre-apprenticeship training program in Fresno. Also training in Selma in connection with the High-Speed Rail System project. The program prepares individuals for the construction industry.
- State Community College is offering mechanic classes starting on May 10, 2021 and Madera Community College is offering classes in April 2021.

At this time, Araceli Zavalza, CWPC Vice-Chairperson, informed Representatives that a full quorum has been met and the meeting will continue with Action Items.

**APPROVAL OF PREVIOUS  
CWPC MINUTES**

Araceli Zavalza, CWPC Vice-Chairperson, informed Representatives of the March 2, 2021 CWPC Minutes. This information was sent to Representatives prior to tonight's meeting.

Motion to approve the March 2, 2021 CWPC Minutes as written and read was made by Margarita Mancilla and seconded by Ana Torres Amezcua. Motion carried.

COMMUNITY  
REPRESENTATIVE REPORTS

No Community Representatives Reports were given at tonight's meeting.

FRESNO EOC  
COMMISSIONERS' REPORT

Zina Brown-Jenkins, Fresno EOC Commissioner, informed Representatives of the January 27, 2021 Fresno EOC Board of Commissioners meeting minutes. This information was sent to Representatives prior to tonight's meeting.

Ms. Brown-Jenkins shared the following:

- Leonard Smith, former prison inmate, created a program "Advance Peace". His goal during imprisonment was finding ways to reduce on-going violence in the communities. The program provides resources to help young men to help themselves.
- Congressman Jim Costa gave the Legislative Report.
- A new vaccination site is located at Fresno City College.

Motion to approve the January 27, 2021, Fresno EOC Board of Commissioners meeting minutes as written and read was made by Ofelia Sandoval and seconded by Veronica Aguilera. Motion carried.

MONTHLY FINANCIAL  
STATUS REPORTS FOR THE  
MONTH OF FEBRUARY 2021

Jessica Aquino, CWPC Treasurer, informed Representatives of the Monthly Financial Status Report for Early Head Start and Head Start programs for the month of February 2021. These reports were sent to Representatives prior to tonight's meeting.

Ms. Aquino reported that the Monthly Financial Status Reports show all expenditures for the entire Early Head Start and Head Start programs for the month of February 2021 and year-to-date.

Motion to approve the Monthly Financial Status Reports for February 28, 2021 for Early Head Start and Head Start was made by Veronica Aguilera and seconded by Candace Liles. Motion carried.

AVERAGE DAILY  
ATTENDANCE (ADA)  
REPORTS FOR THE  
MONTH OF FEBRUARY 2021

Yessenia Magallon, Early Head Start Representative, informed Representatives of the Average Daily Attendance (ADA) Report for the month of February 2021 for Early Head Start and Head Start. This information was sent to Representatives prior to tonight's meeting.

The Early Head Start monthly ADA for February 2021 is 64.60% for Center Base and 57.24% for Home Base.

The Head Start monthly ADA for February 2021 is 92.63% for Center Base and 93.91% for Home Base.

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

Motion to approve the ADA Reports for Early Head Start, Head Start Center Base and Home Base for February 2021 was made by Xiomara Cuyuch Francisco and seconded by Sonia Tiznado. Motion carried.

COUNTY-WIDE POLICY  
COUNCIL APPOINTMENT OF  
NEW CHAIRPERSON

Olga Jalomo-Ramirez, Family/Community Services Manager, informed Representatives of the County-Wide Policy Council Appointment of New Chairperson. This information was sent to Representatives prior to tonight's meeting.

On February 2, 2021, Mr. Carlos Lopez, resigned as CWPC Chairperson. The position of CWPC Chairperson has remained vacant, as no appointments or nominations were made to fill the vacancy during last month's CWPC meeting that took place on March 2, 2021. Upon further review by staff, it was determined that the CWPC Bylaws under Article 7, Section 1 – Parliamentary Procedures, notes that Robert's Rules of Order-Revised shall be the guide of parliamentary procedures of the CWPC. According to Robert's Rules of Order-Revised, the Vice-Chairperson automatically becomes the Chairperson if the Chairperson dies or resigns and the

COUNTY-WIDE POLICY  
COUNCIL APPOINTMENT OF  
NEW CHAIRPERSON – (Cont.)

office of Vice-Chairperson then becomes vacant. According to the CWPC Bylaws (Article III, Section 9 – CWPC Executive Board Vacancy) should the vacancy be an elected CWPC Executive Board member, the Chairperson will appoint a new officer.

If approved by the CWPC, current Vice-Chairperson, Araceli Zavalza, will assume the office of CWPC Chairperson effective April 6, 2021.

Motion to approve the County-Wide Policy Council Appointment of new Chairperson, Araceli Zavalza was made by Carol Perez and seconded by Ana Torres Amezcua. Motion carried.

COUNTY-WIDE POLICY  
COUNCIL APPOINTMENT OF  
NEW VICE-CHAIRPERSON

Araceli Zavalza, CWPC Chairperson, informed Representatives of the County-Wide Policy Council her consideration of how she determined her decision of appointing new Vice-Chairperson, Ashleigh Rocker Greene has accepted the appointment of CWPC Vice-Chairperson.

If approved by the CWPC, Representative Ashleigh Rocker Greene, will assume the office of CWPC Vice-Chairperson effective April 6, 2021.

Motion to approve the County-Wide Policy Council Appointment of new Vice-Chairperson, Ashleigh Rocker Greene, was made by Natalie Montano and seconded by Veronica Aguilera. Motion carried.

INSTALLATION OF  
COUNTY-WIDE POLICY  
COUNCIL NEW  
CHAIRPERSON AND  
VICE-CHAIRPERSON

Rosa M. Pineda, Early Care & Education Director, informed Representatives the Installation of New CWPC Chairperson and CWPC Vice-Chairperson for the 2020-2021 school year.

Ms. Pineda, congratulated the newly appointed CWPC Chairperson and Vice-Chairperson for the 2020-2021 CWPC Executive Board Committee and administered the oath of office to:

Araceli Zavalza	Chairperson
Ashleigh Rocker Greene	Vice-Chairperson

Motion to approve Installation of CWPC Chairperson and CWPC Vice-Chairperson was made by Natalie Montano and seconded by Candace Liles. Motion carried.

PERSONNEL COMMITTEE  
REPORT

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

Ms. Liles reported the hiring/separation/job descriptions, personnel actions of Early Head Start and Head Start staff, as well as eligibility lists created for April 6, 2021.

HEAD START SCHOOL  
READINESS 2<sup>ND</sup>  
AGGREGATION

Guadalupe Zuniga, Home Base Services Manager and Elizabeth Turner, Early Childhood Education Coordinator, informed Representatives of the Head Start School Readiness 2<sup>nd</sup> Aggregation. This information was sent to Representatives prior to tonight's meeting.

Per Head Start Program Performance Standard 1302.33 (b) (1) A program must conduct standardized and structured assessments, which may be observation-based or direct, for each child that provide ongoing information to evaluate the child's developmental and progress in outcomes aligned to the goals described in the Head Start Early Learning Outcome Framework: Ages Birth to Five. Such assessments must result in information for teachers, home visitors, and parents and conducted with sufficient frequency to allow for individualization within the program year.

Ongoing child assessment occurs in Head Start 0 to 5 with all enrolled children. In order to determine how children are progressing and where support may be needed, Fresno EOC Head Start 0 to 5 collects and analyzes child assessment data 3 times a year. The data aggregation assessment periods: Fall, Winter and Spring.

For each data aggregation period, data is collected and sent to Child Care Results Analytics to be analyzed, Child Care Results Analytics provides reports: program wide reports, site and

HEAD START SCHOOL  
READINESS 2<sup>ND</sup>  
AGGREGATION – (Cont.)

classroom reports and individual child reports. The reports assist the program in planning and supporting positive child outcomes. Teacher and Home Visitors also utilize this data to plan and implement according to each child's strengths and needs.

Ms. Turner shared that Head Start assessed a total of 1,295 children (3 year old's and 4 year old's) for center base and home base in the areas of: Approaches to Learning, Social and Emotional Development, Language and Literacy, Cognition and Perceptual, Motor, and Physical Development for the Fall and Winter assessments.

Based on the percentages from the Fall and Winter assessments, we are confident the percentages will increase higher for the Spring assessment.

EARLY HEAD START  
STRENGTHS, NEEDS,  
INTEREST, PARENT SURVEY  
(SNIPS) RESULTS

Patricia Gonzalez de Martinez, Early Head Start Family Engagement Coordinator, informed Representatives of the Early Head Start Strengths, Needs, Interest, Parent Survey (SNIPS) Results. This information was sent to Representatives prior to tonight's meeting.

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

The SNIPS Survey is completed annually by Early Head Start parents/guardians. It is distributed each school year to inform staff of the family's strengths and/or needs.

This year, the SNIPS Survey was sent to parents/guardians by email in January 2021. We sent a total of 308, and received a total of 152 surveys from Center Base and Home Base in the Early Head Start program.

HEAD START 0 TO 5  
FUNDING OPPORTUNITY  
ANNOUNCEMENT (FOA)  
GRANT UPDATE

Emilia Reyes, Fresno EOC Chief Executive Officer (CEO), informed Representatives of the Head Start 0 to 5 Funding Opportunity Announcement (FOA) Grant Update. This information was sent to Representatives prior to tonight's meeting.

On February 21, 2020, we received a letter from Office of Head Start (OHS) stating that Fresno County Economic Opportunities Commission in Fresno, CA met one or more of the criteria listed in the Head Start Program Performance Standard Regulation 45 CFR Part 1304 requiring an open competition. OHS provided information on how the determination was made and explained the competitive process. The FOA was released for all interested parties to apply on October 28, 2020.

Staff received County-Wide approval on December 22, 2020 and EOC Board of Commissioners approval on December 28, 2020 for Fresno EOC Head Start 0 to 5's proposal to serve 2,138 pregnant mothers and children aged birth-to-five that spans throughout all of Fresno County using an approach that organizes the county into 11 community clusters. The intent is to reorient the early childhood system in Fresno County and will eliminate the duplication and siloed services. Fresno EOC Head Start 0 to 5 is requesting \$41,700,206 (Head Start will program \$35,128,661 and Early Head Start will program \$6,571,545). Fresno EOC will provide a nonfederal contribution of \$10,425,052.

Head Start 0 to 5 will also collaborate with community partners that involve Fresno County Superintendent of Schools, Fresno Unified School District and Exceptional Parents Unlimited. Early Head Start will provide Home Base and Center Base services to 478 pregnant, women, children and families. Head Start will provide Center Base services to 1,660 children that will consist of the following program options: 6 hours, 7.5 hours, and 11 hours a day. Home Base program option 3 to 5 year-olds and families will no longer exist.

As a result of the refunding application process, all staff will receive a potential layoff notice. In addition, staff whose positions are not in the new grant will receive a permanent layoff notice. Those positions are from the following departments: Home Base Services, Family/Community Services, Mental Health, Health Services, Staff Development, Nutrition Services, Volunteer Services, Disabilities Services, Information Systems, Finance department, Education Services

HEAD START 0 TO 5  
FUNDING OPPORTUNITY  
ANNOUNCEMENT (FOA)  
GRANT UPDATE – (Cont.)

and Early Head Start. Layoffs also include those that currently do not meet the minimum qualifications of their position.

Head Start 0 to 5 submitted the application to Office of Head Start requesting \$41,700,206 on January 4, 2021 and the grant funding announcement is expected by June 2021.

The current grant ends on June 30, 2021.

QUALITY IMPROVEMENT  
PLAN (QIP)

Emilia Reyes, Fresno EOC Chief Executive Officer (CEO), informed Representatives of the Quality Improvement Plan (QIP). This information was sent to Representatives prior to tonight's meeting.

The Head Start 0 to 5 Quality Improvement Plan (QIP) Report is in response to the follow-up Federal Review deficiencies received in January 2020.

The report includes statements of the deficiencies:

1. Inadequate internal control
2. Incorrect allocation of costs regarding the Executive Plaza
3. Errors in calculation of federal interest

The QIP also outlines the corrective actions to be implemented, with a timeline, staff responsible to implement, resources available to assist in training and technical assistance, documentation of corrective actions completed, and ongoing status of activities (completed/pending).

Administrative staff have received frequent feedback from the Administration for Children and Families through our Program Specialist at Region IX. Our Fiscal issues were resolved prior to December 31, 2020 when our corrective action period closed.

On February 16, 2021, Fresno EOC wired Office of Head Start, two (2) checks totaling \$1,941,814.00 as agreed upon to reconcile the QIP. OHS confirmed receipt of the funds for repayment on February 23, 2021 and asked for the agency to complete the Release of Federal Interest form and return to them. Once, completed, they will have to be notarized and mailed to us for the official release.

On March 26, 2021 we officially received notification that Head Start is no longer in a corrective action plan and are in compliance with the Office of Head Start Performance and Compliance Standards.

OFFICE OF HEAD START  
(OHS) FEDERAL FISCAL  
REVIEW

Emilia Reyes, Fresno EOC Chief Executive Officer (CEO), informed Representatives of the Office of Head Start (OHS) Federal Fiscal Review. This information was sent to Representatives prior to tonight's meeting.

The Head Start 0 to 5 Quality Improvement Plan (QIP) Report is in response to the follow-up Federal Review deficiencies received in January 2020.

The report includes statements of the deficiencies:

1. Inadequate internal control
2. Incorrect allocation of costs regarding the Executive Plaza
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The QIP also outlines the corrective actions to be implemented, with a timeline, staff responsible to implement, resources available to assist in training and technical assistance, documentation of corrective actions completed, and ongoing status of activities (completed/pending).

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OFFICE OF HEAD START  
(OHS) FEDERAL FISCAL  
REVIEW – (Cont.)

We received notice on February 26, 2021 that Office of Head Start would be conducting a Federal Fiscal Review because of corrective actions completed. The review will start the week of March 1, 2021.

We recently received word that we met all Fiscal compliance during the Fiscal Review and we are awaiting the official Notification of Award (NOA).

EARLY HEAD START/  
HEAD START MONTHLY  
PROGRAM UPDATE REPORT  
(PUR) FOR THE MONTH OF  
FEBRUARY 2021

Rosa M. Pineda, Early Care & Education Director, informed Representatives of the Early Head Start/Head Start Monthly Program Update Report (PUR) for the month of February 2021. This information was sent to Representatives prior to tonight's meeting.

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

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

ANNOUNCEMENTS

Jolanna Grayson, CWPC Historian, made the following Announcements:

- A. May 4, 2021 – Next CWPC Meeting Via ZOOM at 6:00 p.m.
- B. May 18, 2021 – Next Executive Board Meeting Via ZOOM at 6:00 p.m.
- C. May 31, 2021 – Memorial Day Holiday

ADJOURNMENT

There being no further business to discuss, motion to adjourn meeting was made by Veronica Aguilera and seconded by Ana Torres Amezcua. Motion carried.

The meeting adjourned at 7:54 p.m.

Submitted By:

Esther Lepe  
Recording Secretary



**FRESNO EOC SCHOOL OF UNLIMITED LEARNING  
GOVERNING COUNCIL MEETING**

On-Line through Ring Central

Tuesday, April 13, 2021

**MINUTES**

**I.** Meeting called to order by Dr. Terry Allen 10:06 a.m.

**II.** Roll call facilitated by Terry Allen

<b>Voting Members</b>	Pres	Excu	Abs	<b>Non-Voting Members</b>	Pres	Excu	Abs	<b>Staff</b>	Pres	Excu	Abs	<b>Guests</b>
Michael Allen, Community Rep	X							Michelle Tutunjian		X		Andrea Madriguel, FSU Intern Patricia Billeadeau, SOUL Case Manager
Terry Allen, Ed.D., Retired Teacher Rep	X							Emilia Reyes		X		
Edward Avila, EOC Commissioner	X											
Jerome Countees, EOC Commissioner			X									
Jeff Davis, Director Employ & Training	X											
Corinne Florez, Community Rep	X											
Larry Metzler, Cultural Arts Rotary Interact Club			X									
Mike Petrovich Ph.D, Retired Mental Health Rep	X											
Chuck Riojas, Community Member	X											
Jimi Rodgers, EOC Commissioner	X											
Jeanne Starks, <b>Chair</b> , Retired Law Enf Juv Prob		X										
Jane Thomas, Director EOC Health Services	X											
Benita Washington, FSU Social Worker Rep		X										
Parent Rep Maria Amaro Morales	X											
Alt Parent Rep:												
Student Rep's (2) Rebecca Luna, Manuela Torres			X									
Alternative Student Rep., Ezequel Ayala,	X											
Rena Failla, Staff Rep	X											
Courtney Griffin, Staff Rep	X											
Sam Hairston, Career	X											
Joseph Turner, Teacher Rep	X											
Mark A Wilson, Principal	X											

### **III. Approval of Minutes**

The March 9, 2021 minutes were approved as read. M/S/C Rodgers/Davis

### **IV. Draft Local Control Accountability Plan 2021-2024**

Dr. Wilson shared with the Governing Council the draft Local Control Accountability Plan for 2021-2024. The components of the 2021-2022 LCAP are the following:

- Annual Update for 2019-2020 LCAP
- Annual Update for the 2020-2021 LCP (Learning Continuity and Attendance Plan)
- Plan Summary
- Stakeholder Engagement
- Goals and Actions
- Increased or Improved Services for Foster Youth, English Learners, and Low-income students
- Budget Overview for Parents (not available at this time)

The stakeholder's feedback data influenced the LCAP. The Council suggested that more of the successes mentioned throughout the LCAP be reflected in the "Reflections: Successes segment. The Council also commended Dr. Wilson on the great job SOUL is doing to continue to motivate students with their academic responsibilities but also helping them to navigate through barriers, by being in contact with the students and their parents on a weekly basis. The Council members discussed the information presented.

### **V. SOUL Update**

SOUL's demographic information for the school enrollment and updates as reflected on the Principal's report were reviewed by the council. Additional items discussed:

- Dr. Wilson congratulated Ezequiel Ayala on the completion of all his high school graduation requirements. Dr. Wilson will be recognizing Ezequiel on May 26<sup>th</sup> at the Board of Commissioners meeting for his accomplishments: involvement with the Interact leadership, working as an intern to apprentice with the Building Trades and completing all the required registration documents for Fresno City College. Jeff Davis also thanked Ezequiel for completing his hours with the Work Force Development program.
- Patricia reported the different activities that the interact students are currently working on with the Cultural Arts Rotary of Fresno:
  - Preparing backpacks to give to our graduating seniors for college.
  - Gathering products that can be distributed to the residents at the Rehabilitation Center of Fresno

Patricia is planning to deliver the items to Rehabilitation Center of Fresno the 2<sup>nd</sup> week of May.

- Dr. Wilson acknowledged Jane Thomas and her team for all of the work that Fresno EOC Health Services has done for the community, administering COVID rapid test to the athletes throughout Fresno County
- Sam is working diligently with the help of the FSU Social Interns to get our seniors enrolled at Fresno City College.
- SOUL's Graduation will be held in the Sanctuary Theater and the ceremony will be celebrated similar to last year.

### **VI. Other Business**

Select Governing Council Officers at May meeting.

By-Laws Sub-Committee reports at May meeting.

Finance Sub-Committee reports at May meeting.

The next Governing Council meeting will be held on Tuesday, May 11, 2021.

### **VII. Public Comment**

None at this time

### **VIII. Adjournment of Meeting**

The meeting was adjourned at 11:53 am



May 26, 2021

## CEO REPORT

### Background

The information presented below is intended to keep you apprised of the Chief Executive Officer and staff's involvement on behalf of the Fresno EOC Board of Commissioners.

### FRESNO EOC AGENCY WIDE EFFORTS

#### Board Retreat

We held our annual board retreat on April 17, 2021. Commissioners were able to attend this year's retreat in person and virtually.

#### Cinco de Mayo at Executive Plaza

Fresno EOC celebrated Cinco de Mayo with a wonderful taco lunch prepared by the chefs at Food Services. Our staff enjoyed the great weather along with the excellent food and entertainment from HR's own Antonio Aguilar, who performed music for all to enjoy.

#### Community Action Month

We are celebrating Community Action Month by sharing highlights on social media of our programs and their impact on our community.

Highlights have included:

- National Teacher's Day at Head Start 0 to 5
- WIC recipient testimonial
- National Nurses Day
- Sunset Community Garden
- AFLP recipient testimonial

#### Equity and Inclusion

In recognition of **Community Action Month**, we spotlight specific Fresno EOC programs throughout the month in alignment with the Community Action Month calendar. We are bringing awareness and encouraging engagement throughout the organization and the community of the many services we provide.

We held **Facilitated Dialogue Sessions** following the conviction of Derek Chauvin and to talk about the recent reports of violence against Asian American and Pacific Islander communities. This is an ongoing effort to create space for hard conversations as we create an organizational culture that supports open, safe, and supportive dialogue.

### **Foster Grandparents Earn Tech Training Certificates**

Due to the pandemic, Foster Grandparents volunteers lost the ability to volunteer in classrooms as they usually would. As schools transitioned to distance learning, our seniors were not able to keep up. A new technology training curriculum allowed 31 Foster Grandparents to gain new skills continue their work in the classroom, while bridging the technology gap between the generations. Mentions: [KSEE 24](#) [Univision](#)

### **Justice for George Floyd, CEO Statement**

KSEE 24 featured our response to the Derek Chauvin verdict along with other community leaders. Click [here](#) to read the full statement. Mentions: [KSEE](#)

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## **COMMUNITY WIDE EFFORTS**

### **Advance Peace Fresno**

- **Fresno Bee Articles from City Officials**

The Advance Peace strategy has been proven to reduce gun violence in cities around California and is expanding to other states. Read from City of Fresno Councilmember Tyler Maxwell and Council Vice-President Nelson Esparza on how Advance Peace Fresno can help save lives in our community. Mentions: [Fresno Bee](#) [Fresno Bee](#)

- **Rep. Jim Costa pushes for funding**

Rep. Costa is pushing for funding from the Federal government to support several local projects. Among the projects are the Central Valley Training Center and Advance Peace Fresno. Mentions: [The Sun](#)

- **Fresno Commission for Police Reform**

Work has begun to enact two dozen of the more than 70 recommendations made by the Fresno Commission for Police Reform. Among the recommendations for the city is multi-year funding for Advance Peace Fresno to ensure the program is sustainable and supported by city leadership. Mentions: [Fresno Bee](#)

### **Fresno's Homeless Response**

To assist the local homeless population, the City of Fresno has 315 emergency shelter beds through Fresno EOC Sanctuary and Support Services and several partners, including the Poverello House Marjaree Mason Center. Mentions: [The Sun](#)



### **Mayor's Recovery Committee**

As you might know, I am serving on the Mayor's Recovery Committee. This committee is an advisory group intended to help jump-start Fresno's post-pandemic economy. The committee is developing long-term solutions to build the economy and ensure recovery for the next 12 months and beyond. Our most recent meeting was held on May 18th.

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### **Thank You to Our Partners**

We continue to identify service gaps through listening to and lifting up unheard voices in our community. When we work together, we elevate the fight against injustice and poverty.