



# Board Meeting

March 23, 2022 at 6:00 p.m.

Zoom Link: <https://fresnoeoc.zoom.us/j/85285273502>

Webinar ID: 852 8527 3502

1-669-900-6833



# BOARD MEETING AGENDA

MARCH 23, 2022 AT 6:00 P.M.

<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 - 6		
<b>3. APPROVAL OF RESOLUTION</b> Consideration of Resolution Acknowledging a State of Emergency and Reauthorizing Meeting by Remote Teleconference consistent with AB 361.  A. AB 361 Resolution - 7	Approve	Price
<b>4. APPROVAL OF JANUARY 26, 2022 MINUTES</b>  A. January 26, 2022 Board Meeting Minutes - 12	Approve	
<b>5. 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>6. 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>7. 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>8. INTRODUCTION OF NEW COMMISSIONERS</b>  A. Introduction of New Commissioners - 15	Information	Hayes
<b>9. TRANSFORMING AND INSPIRING</b>  A. Information Technology - 16	Information	Streets
<b>10. FINANCIAL AUDIT REPORTS</b>  A. Agency Financial Statements – December 2020 - 17	Accept	Rodriguez
<b>11. INVESTMENT REPORT</b>  A. Investment Report - 64	Information	Garabedian

## 12. ENTERPRISE PERFORMANCE MANAGEMENT SYSTEM

A. Enterprise Performance Management System - 65

Approve

Rodriguez

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## 13. 2022 AGENCY BUDGET

A. 2022 Agency Budget - 68

Approve

Rodriguez

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## 14. APPROVAL OF CONSENT AGENDA

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

### A. Legislative Report

1. Legislative Report - 73

Information

Solberg

### B. 2022 Committee Appointments

1. 2022 Committee Appointments - 76

Approve

Hayes

### C. Audit Committee Items: February 17, 2022

1. March 16, 2021 Finance Committee Meeting Minutes - 78

Approve

Martinez

2. Financial Audit Reports: School of Unlimited Learning Financial Statements – 2020-2021 - 80

### D. Program Planning and Evaluation Committee Items – February 17, 2022

Approve

Arambula

1. November 9, 2021 Program Planning and Evaluation Committee Meeting Minutes - 114

2. Head Start 0-5: Program Update Report (PUR) - 117

3. Head Start 0-5: Head Start Annual Report - 127

4. Head Start 0-5: Child Guidance and Behavior Policy - 142

5. Sanctuary and Support Services: Homeless Youth Emergency Services Pilot Program - 145

6. Sanctuary and Support Services: Basic Center Program - 147

7. Sanctuary and Support Services: Human Trafficking Victim Assistance Program - 148

8. Sanctuary and Support Services: Commercially Sexually Exploited Children Application - 150

9. Sanctuary and Support Services: Homekey Program (Information) - 151

10. Sanctuary and Support Services - Health Services - Food Services -Transit Systems: Healthy Harvest Program - 152

11. Health Services – African American Coalition: COVID-19 Community Health Project 2.0 - 154

12. African American Coalition: Fresno HOPE – A Pathways Community Hub - 155

13. Health Services: Promoting Optimal Health for Rural Youth - 157

14. Fresno Grows Best Babies Zone: Fresno Grows Best Babies Zone Project - 158

15. Training and Employment Services: YouthBuild AmeriCorps - 160

16. Training and Employment Services: American Rescue Plan Act Good Jobs Challenge (Information) - 162

17. Training and Employment Services: Employer of Record Services Extension (Information) - 164

18. Energy Services - Training and Employment Services: American Rescue Plan Act Statement of Interest (Information) - 165

19. Impact And Development: Grant Tracker (Information) - 166

**E. Finance Committee Items – February 23, 2022**

**Approve**

**Garabedian**

1. December 8, 2021 Finance Committee Meeting Minutes - 170

2. Financial Reports: November 2021 - 174

3. 2022 Health Service Sliding Fee Scale - 181

4. Clinton and Blythe Modular Units - 183

5. Funding List (Information) - 197

6. Non-Competitive Procurement (Information) - 199

7. Health Insurance Report (Information) - 201

8. Variance Reports (Information) - 203

**F. Bylaws Committee Items – February 23, 2022**

**Approve**

**Rodgers**

1. November 10, 2021 By-Laws Committee Meeting Minutes - 206

2. Target Area A Special Election Candidate - 208

3. 2022 Expiring Terms (Information) - 214

4. Election Materials - 215

5. Policies and Procedures Revisions - 224

**G. Human Resources Committee Items – March 1, 2022**

**Approve**

**McCoy**

1. November 15, 2021 Human Resources Meeting Minutes - 232

2. November 18, 2021 Pension Meeting Minutes - 235

3. HR Metrics (Information) - 238

4. 2021 Legal Summary (Information) - 240

5. Plan Financials and Investment Reports - 241

6. Retirement Plan Demographics (Information) - 246

7. Investment Performance Summary (Information) - 251

**H. Finance Committee Items – March 9, 2022**

**Approve**

**Garabedian**

1. February 23, 2022 Finance Committee Meeting Minutes - 256

2. Financial Reports: December 2021 - 260

3. Non-Competitive Procurement (Information) - 267

4. Health Insurance Report (Information) - 268

5. Variance Reports (Information) - 270

**I. Program Planning and Evaluation Committee Items  
– March 14, 2022**

**Approve**

**Arambula**

1. February 17, 2022 Program Planning and Evaluation Committee Meeting Minutes - 272
2. Head Start 0-5: Program Update Report (PUR) - 278
3. Head Start 0-5: Recruitment and Enrollment Policy - 282
4. Head Start 0-5: Selection Criteria - 289
5. Head Start 0-5: CSPP Continued Funding Application - 293
6. Advance Peace Fresno: California Violence Intervention and Prevention - 297
7. Energy Services: State Local Fiscal Recovery Funds - 299
8. Energy Services: Department of Energy Weatherization Assistance Program - 301
9. Health Services: Adolescent Sexual Health Education Program - 302
10. Impact And Development: Grant Tracker (Information) - 304

**J. Advisory Boards**

**Accept**

1. June 10, 2021 Sanctuary and Support Services Advisory Minutes - 307
2. August 18, 2021 LCC Advisory Board Minutes - 310
3. September 9, 2021 Sanctuary and Support Services Advisory Minutes - 313
4. November 19, 2021 LCC Advisory Board Minutes - 315
5. December 14, 2021 SOUL Governing Council Minutes - 316
6. December 17, 2021 Sanctuary and Support Services Advisory Minutes - 318
7. January 11, 2022 Head Start County Wide Policy Council Minutes - 320
8. February 1, 2022 Head Start County Wide Policy Council Minutes - 325
9. February 15, 2022 SOUL Governing Council Minutes - 330

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**15. CHIEF EXECUTIVE OFFICER’S REPORT**

- A. CEO Report - 332

**Information**

**Reyes**

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**16. COMMISSIONERS’ COMMENT**

**Hayes**

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**17. NEXT MEETING:**

Wednesday, May 25, 2022 at 6:00p.m.

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**18. ADJOURNMENT**

**BOARD OF COMMISSIONERS ROLL CALL 2022**

<b>Commissioner</b>	<b>Term Expiration</b>	<b>Target Area or Appointing/Nominating Org.</b>	<b>1/26</b>	<b>3/23</b>	<b>5/25</b>	<b>8/24</b>	<b>10/26</b>	<b>12/14</b>
ARAMBULA, AMY	Dec 2022	31st Assembly District	X					
AVILA, ED	Dec 2022	Juvenile Court	X					
BAINES, OLIVER	Dec 2022	16 <sup>th</sup> Congressional District	X					
BONNER, ALYSIA	Dec. 2022	Target Area F	X					
BROWN-JENKINS, ZINA	Dec 2022	Head Start CWPC	X					
GARABEDIAN, CHARLES	Dec 2023	Board of Supervisors	X					
HAYES, LINDA R.	Dec 2022	Target Area H	X					
HURTADO, JEWEL	Dec 2022	Target Area C	X					
JAIME-MILEHAM, LUPE	Dec 2022	FCSS	X					
KING BRIAN	Dec 2023	Mayor's Appointment	X					
LEON, REY	Dec 2022	Target Area B	O					
MARTINEZ, DANIEL	Dec 2023	Target Area D	X					
MARTINEZ, JAMES	Dec 2023	Fresno Reel Pride	X					
MCALISTER, BRUCE	Dec 2023	West Fresno Faith Based Organization	X					
MCCOY, BARIGYE	Dec 2022	Board of Supervisors	X					
MITCHELL, LISA	Dec 2023	Target Area E	X					
NEIL , SHERRY	Dec 2022	Economic Development Corporation	N/A					
PIMENTEL, ROBERT	Dec 2023	SCCCD	X					
ROBLES, ITZI	Dec 2023	SEFCEDA	X					
RODGERS, JIMI	Dec 2023	Association of Black Social Workers	X					
ZARATE, RUBEN	Dec 2023	14 <sup>th</sup> Senatorial District	X					
TAYLOR, STEVEN	Dec 2022	NAACP	N/A					
VACANT		Target Area A						
VACANT		Target Area G						
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

<b>Date:</b> March 23, 2022	<b>Program:</b> Executive Office
<b>Agenda Item #:</b> 3	<b>Director:</b> N/A
<b>Subject:</b> AB 361 Resolution	<b>Officer:</b> Emilia Reyes

### Recommended Action

Adopt resolution authorizing the agency to allow for the Board of Commissioners and standing committees to participate via teleconference so long as such actions comply with newly adopted AB 361.

### Background

Governor Newsom's Executive Order No. N-29-20, which allows some or all Commissioners/Committee Members to participate in a public meeting via teleconference (phone or video) expired as of September 30, 2021.

However, on September 15, 2021, AB 361 was signed into law, which provides that through December 31, 2023, local agencies may continue to use COVID-19-era teleconferencing notice and meeting procedures as long as one of the following specific types of emergency exists:

- A. The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.
- B. The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.
- C. The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

The local agency board must make specific findings every 30 days during the emergency when telephonic or virtual meetings are required. The Governor signed an order declaring a State of Emergency in California, which is valid until March 31, 2022.

Even so, in order to meet electronically, the EOC must make these findings every 30 days:

- A. The legislative body has reconsidered the circumstances of the state of emergency.
- B. Any of the following circumstances exist:
  - (i) The state of emergency continues to directly impact the ability of the members to meet safely in person.
  - (ii) State or local officials continue to impose or recommend measures to promote social distancing.

The new law also prohibits local agencies from requiring public comments to be submitted prior to the meeting without also allowing real-time comment opportunities during the meeting. In addition, the new law allows third-party internet websites to collect names and other information from the public in order to participate in the meeting, but local agencies themselves are still prohibited from requiring the same information to participate. Finally, if there is an internet or telephonic service disruption that prevents the agency from broadcasting the meeting, the agency may take no action until the broadcast is restored. Normal posting timelines for agendas still apply, as well as the roll-call vote requirement.

### **Fiscal Impact**

There are no financial implications to this decision.

### **Conclusion**

If the Board adopts the resolution, the Board will continue to meet via teleconference.

RESOLUTION NO. \_\_\_\_\_

BEFORE THE BOARD OF COMMISSIONERS OF THE  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION

**RESOLUTION PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE  
PROCLAMATION OF A STATE OF EMERGENCY BY N-21-21 ISSUED ON NOVEMBER 10,  
2021 AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE  
LEGISLATIVE BODIES OF THE FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
FOR THE PERIOD FROM JANUARY 26, 2022 TO FEBRUARY 25, 2022 PURSUANT TO  
BROWN ACT PROVISIONS**

WHEREAS, the Fresno Economic Opportunities Commission ("EOC") is committed to preserving and nurturing public access and participation in meetings of the Board of Commissioners; and

WHEREAS, all meetings of the EOC legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the EOC's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the EOC's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the County, specifically, by the Governor's Order N-21-21, the Governor has extended the order declaring a State of Emergency due to the impacts of COVID-19; and

WHEREAS, the County of Fresno has recommended continued social distancing to combat the imminent risk to the public health and safety due to COVID-19; and

WHEREAS, the Board of Commissioners does hereby find that such conditions has caused, and will continue to cause, conditions of peril to the safety of persons within the EOC's jurisdiction that are likely to be beyond the control of services, personnel, equipment, and facilities of the EOC, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board of Commissioners does hereby find that the legislative bodies of the EOC shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the EOC has previously adopted a resolution finding that the legislative bodies of the EOC shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953, and desire to further adopt another such resolution; and

WHEREAS, the EOC shall ensure that the public has the opportunity to participate live in all electronic meetings of the EOC during all public comment periods.

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF FRESNO ECONOMIC OPPORTUNITIES COMMISSION DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board of Commissioners hereby proclaims that a local emergency now exists throughout the EOC's jurisdictional area, and in-person meetings could cause an imminent risk to the commissioners, staff and public.

Section 3. Ratification of Governor’s Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California’s Proclamation of State of Emergency, effective as of its issuance date of November 10, 2021.

Section 4. Remote Teleconference Meetings. The agency staff and legislative bodies of EOC are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect on January 25, 2022, and shall be effective until the earlier of (i) February 24, 2022, or such time the Board of Commissioners adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of EOC may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Commissioners of Fresno Economic Opportunities Commission this 26<sup>th</sup> day of January, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Emilia Reyes, CEO

BOARD OF COMMISSIONERS MEETING  
January 26, 2022 at 6:00 PM

MINUTES

1. **CALL TO ORDER**

Linda Hayes, Board Chair, called the meeting to order at 6:02 P.M.

2. **ROLL CALL**

**Present:** Amy Arambula, Ed Avila, Oliver Baines, Alysia Bonner, Zina Brown-Jenkins, LeRoy Candler, Charles Garabedian, Linda Hayes, Jewel Hurtado, Lupe Jaime-Mileham, Brian King, Daniel Martinez, James Martinez, Bruce McAlister, Barigye McCoy, Lisa Mitchell, Robert Pimentel, Andrea Reyes, Itzi Robles, Jimi Rodgers and Ruben Zarate.

**Absent:** Rey Leon

3. **APPROVAL OF RESOLUTION**

The agency's Legal Counsel, Kenneth Price, provided a brief presentation on AB 361 Resolution for the Board to continue to meet via teleconference.

**Motion by:** Candler    **Second by:** Mitchell

**Ayes:** Amy Arambula, Oliver Baines, Alysia Bonner, Zina Brown-Jenkins, LeRoy Candler, Charles Garabedian, Linda Hayes, Jewel Hurtado, Lupe Jaime-Mileham, Brian King, Daniel Martinez, Bruce McAlister, Barigye McCoy, Lisa Mitchell, Robert Pimentel, Itzi Robles, Jimi Rodgers and Ruben Zarate.

**Nays:** None heard

Public Comment: None heard.

4. **APPROVAL OF DECEMBER 15, 2021 MINUTES**

Public Comment: None heard.

**Motion by:** Mitchell    **Second by:** Jaime-Mileham

**Ayes:** Amy Arambula, Oliver Baines, Alysia Bonner, Zina Brown-Jenkins, LeRoy Candler, Charles Garabedian, Linda Hayes, Jewel Hurtado, Lupe Jaime-Mileham, Brian King, Daniel Martinez, Bruce McAlister, Barigye McCoy, Lisa Mitchell, Itzi Robles, Jimi Rodgers and Ruben Zarate.

**Abstain:** Robert Pimentel

**Nays:** None heard

5. **PUBLIC COMMENTS**

Public Comment: None heard.

No action required.

6. **ADDITIONS TO THE AGENDA**

There were no additions to the agenda.

Public Comment: None heard.

7. **POTENTIAL CONFLICT OF INTEREST**

There were no conflict of interest.

## 8. INTRODUCTION OF NEW COMMISSIONERS

Chair Hayes, announced Elizabeth Jonasson declined the position to serve as a Fresno EOC Commissioner, due to Jonasson being a current member of the Board of Education of Fresno Unified School District and it's incompatibility with the position of commissioner on the Board of Commissioners for Fresno EOC.

Hayes introduced the following new Commissioners to the Fresno EOC Board: Pastor Bruce McAlister, serving West Fresno Faith Bases Organization, and Robert Pimentel, appointed by the State Center Community College District.

Public Comment: None heard.

No action required.

## 9. ELECTION OF OFFICERS

The Commission nominated and approved the following Commission Officer Position:

Board Chair: Linda Hayes

**Motion by:** Garabedian      **Second by:** Mitchell

Vice Chair: Itzi Robles

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

Treasurer: Charles Garabedian

**Motion by:** Zarate      **Second by:** Hurtado

**Ayes:** Amy Arambula, Ed Avila, Oliver Baines, Alysia Bonner, Zina Brown-Jenkins, LeRoy Candler, Charles Garabedian, Linda Hayes, Jewel Hurtado, Lupe Jaime-Mileham, Brian King, Daniel Martinez, James Martinez, Bruce McAlister, Barigye McCoy, Lisa Mitchell, Robert Pimentel, Andrea Reyes, Itzi Robles, Jimi Rodgers and Ruben Zarate.

**Nays:** None heard.

Public Comment: None heard.

## 10. SIGNATORY AUTHORIZATION RESOLUTION

Karina Perez, Chief of Staff, provided a brief overview of the 2022 Signatory Resolution.

**Motion by:** Baines      **Second by:** Garabedian

**Ayes:** Amy Arambula, Ed Avila, Oliver Baines, Alysia Bonner, Zina Brown-Jenkins, LeRoy Candler, Charles Garabedian, Linda Hayes, Jewel Hurtado, Lupe Jaime-Mileham, Brian King, Daniel Martinez, James Martinez, Bruce McAlister, Barigye McCoy, Lisa Mitchell, Robert Pimentel, Andrea Reyes, Itzi Robles, Jimi Rodgers and Ruben Zarate.

**Nays:** None heard.

Public Comment: None heard.

## 11. STRATEGIC PLANNING

Emilia Reyes, Chief Executive Officer, provided a brief overview of the agency Core Values, Mission and Vision Statement.

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

**Ayes:** Amy Arambula, Ed Avila, Oliver Baines, Alysia Bonner, Zina Brown-Jenkins, LeRoy Candler, Charles Garabedian, Linda Hayes, Jewel Hurtado, Lupe Jaime-Mileham, Brian King, Daniel Martinez, James Martinez, Bruce McAlister, Barigye McCoy, Lisa Mitchell, Robert Pimentel, Andrea Reyes, Itzi Robles, Jimi Rodgers and Ruben Zarate.

**Nays:** None heard.

Public Comment: None heard.

**12. APPROVAL OF CONSENT AGENDA**

**Motion by:** Reyes      **Second by:** Garabedian

**Ayes:** Amy Arambula, Ed Avila, Oliver Baines, Alysia Bonner, Zina Brown-Jenkins, LeRoy Candler, Charles Garabedian, Linda Hayes, Jewel Hurtado, Lupe Jaime-Mileham, Brian King, Daniel Martinez, James Martinez, Bruce McAlister, Barigye McCoy, Lisa Mitchell, Robert Pimentel, Andrea Reyes, Itzi Robles, Jimi Rodgers and Ruben Zarate.

**Nayes:** None heard.

Public Comment: None heard

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

Reyes informed Commissioners of the extension for employees to continue to work from home until February 14<sup>th</sup>, due to the rising Omicron COVID cases.

Commissioner Brown-Jenkins inquired the possibility to provide COVID testing kits resources to the community.

Reyes announced the Chief Administrative Officer, Heather Brown, resignation effectively February 18<sup>th</sup>, 2022. Reyes stated, Brown has been a tremendous impact to the agency and is thankful for the years of service and dedication to Fresno EOC.

No action required.

**14. COMMISSIONERS COMMENT**

Commissioner Garabedian directed staff to modify the agenda to include the Committee Chair next to the Consent agenda items to be able to present on the matter should a consent item be pulled from the agenda.

Commissioner Avila inquired about the Commission's involvement mentioned in a [Fresno Bee](#) article regarding Fresno hotel became an affordable housing for City College students under Project Homekey.

Commissioner Arambula inquired a clarification on the AB 361 Resolution to address behested payments.

Commissioner Mitchell shared the upcoming 8<sup>th</sup> Annual Edison Region Black History Month Program event taking place on Tuesday, February 1, 2022 at 6PM to be broadcast on Fresno Unified School District website.

No action required.

**15. NEXT MEETING:**

Wednesday, March 23, 2022 at 6:00p.m.

**16. ADJOURNMENT**



**BOARD OF COMMISSIONERS MEETING**

<b>Date:</b> March 23, 2022	<b>Program:</b> N/A
<b>Agenda Item #:</b> 8	<b>Director:</b> N/A
<b>Subject:</b> Introduction of New Commissioners	<b>Officer:</b> Emilia Reyes

**Background**

The following Commissioners are new to the Fresno EOC Board and will have an opportunity to formally introduce themselves, share their background and goals for serving on the Board.

**Steven Taylor:** National Association for the Advancement of Colored People

**Alena Pacheco:** Target Area A

**Sherry Neil:** Fresno Economic Development Corporation

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Information Technology
<b>Agenda Item #:</b> 9A	<b>Director:</b> Greg Streets
<b>Subject:</b> Transforming and Inspiring	<b>Officer:</b> Michelle Tutunjian

### Background

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

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Internal Audit
<b>Agenda Item #:</b> 10	<b>Director:</b> Susan Shiomi
<b>Subject:</b> Financial Audit Reports	<b>Officer:</b> Jim Rodriguez

### Recommended Action

The Audit Committee recommends acceptance of Fresno EOC's Consolidated Financial Statements for the year-end December 31, 2020.

### Background

The Single Audit Act requires audits to be conducted by independent auditors. Single audits are relied upon by federal agencies as part of their administrative responsibilities for determining compliance with the requirements of federal awards by non-federal entities. Any non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single audit conducted in accordance with 2 CFR 200 Uniform Guidance.

### Fiscal Impact

If a non-Federal entity fails to comply with the U.S. Constitution, Federal statutes, regulations or the terms and conditions of a Federal award, the Federal awarding agency or pass-through entity may temporarily withhold cash payments, disallow all or part of the action not in compliance, terminate or suspend the Federal award.

The continued success of Fresno EOC in fulfilling its mission and vision is dependent upon receiving necessary funding. In 2020, Fresno EOC received approximately 69% of its funding from Federal granting agencies. The discontinuance of funding from these Federal sources would have an adverse effect on the ability of Fresno EOC to carry out its vision and mission, "Helping People, Changing Lives".

### Conclusion

Acceptance by the full board provides assurance that Fresno EOC strives to maintain high standards for success to carry out its vision and mission.



**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**

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**CONSOLIDATED FINANCIAL STATEMENTS  
AND  
INDEPENDENT AUDITORS' REPORT**

**FOR THE YEAR ENDED  
DECEMBER 31, 2020**

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## INDEPENDENT AUDITORS' REPORT

To the Board of Commissioners of  
Fresno Economic Opportunities Commission

We have audited the accompanying financial statements of Fresno Economic Opportunities Commission (the Organization), a nonprofit organization, which comprise the consolidated statement of financial position as of December 31, 2020, and the related consolidated statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the consolidated financial statements.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditors' Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of December 31, 2020, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Organization's financial statements as a whole. The schedule of grant revenues and expenditures – Local Conservation Corps Grant Program is presented for purposes of additional analysis and is not a required part of the financial statements. The schedule of expenditures of federal awards is also presented for purposes of additional analysis as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the financial statements. The schedule of grant revenues and expenditures – Local Conservation Corps Grant Program and schedule of expenditures of federal awards are the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of grant revenues and expenditures – Local Conservation Corps Grant Program and the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the financial statements as a whole.

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated February 9, 2022, on our consideration of the Organization's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.

HUDSON HENDERSON & COMPANY, INC.

*Hudson Henderson & Company, Inc.*

Fresno, California  
February 9, 2022

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
CONSOLIDATED STATEMENT OF FINANCIAL POSITION  
DECEMBER 31, 2020**

**ASSETS**

Current Assets

Cash and cash equivalents	\$ 11,932,317
Cash and cash equivalents - restricted	620,318
Investments	303,009
Grants receivable	15,856,839
Other receivables	26,859
Prepaid expenses and deposits	523,248
Loans receivable, current portion	<u>1,187,926</u>

Total current assets 30,450,516

Noncurrent Assets

Investments in trust	954,203
Inventories	145,400
Loans receivable, net	14,230,205
Fixed assets, net	<u>13,712,811</u>

Total noncurrent assets 29,042,619

Total Assets \$ 59,493,135

**LIABILITIES AND NET ASSETS**

Current Liabilities

Accounts payable and accrued expenses	\$ 3,338,970
Salaries and benefits payable	3,510,519
Refundable advances	4,253,368
Health insurance reserve	3,991,455
Other liabilities	3,196,721
Notes payable, current portion	<u>1,272,535</u>

Total current liabilities 19,563,568

Long-Term Liabilities

Notes payable, net of current portion	<u>10,820,735</u>
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Total liabilities 30,384,303

Net Assets

With donor restrictions	3,130,958
Without donor restrictions	<u>25,977,874</u>

Total net assets 29,108,832

Total Liabilities and Net Assets \$ 59,493,135

The accompanying notes are an integral part of the consolidated financial statements.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
CONSOLIDATED STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED DECEMBER 31, 2020**

	Without Donor Restrictions	With Donor Restrictions	Total
<b>SUPPORT AND REVENUES</b>			
Grant revenue	\$ 94,101,133	\$ 2,000,000	\$ 96,101,133
Fee for services	17,799,259	-	17,799,259
Contributions	395,426	-	395,426
Investment income	2,881,014	-	2,881,014
Other income	3,310,544	-	3,310,544
In-kind matching contributions	2,284,568	-	2,284,568
Net assets released from restrictions:			
Satisfaction of program requirements	1,068,924	(1,068,924)	-
<b>Total Support and Revenues</b>	<b>121,840,868</b>	<b>931,076</b>	<b>122,771,944</b>
<b>EXPENSES</b>			
Program Services:			
Education	47,053,832	-	47,053,832
Employment and training	3,441,231	-	3,441,231
Health services	5,762,653	-	5,762,653
Housing	2,607,708	-	2,607,708
Energy	8,110,749	-	8,110,749
Food and nutrition	33,277,642	-	33,277,642
Transit	7,297,115	-	7,297,115
Other services	3,736,005	-	3,736,005
Access Plus Capital	2,136,404	-	2,136,404
Other affiliates	103,994	-	103,994
<b>Total Program Services</b>	<b>113,527,333</b>	<b>-</b>	<b>113,527,333</b>
Supporting Services:			
General and administration	8,175,723	-	8,175,723
<b>Total Expenses</b>	<b>121,703,056</b>	<b>-</b>	<b>121,703,056</b>
Excess of Support and Revenues over Expenses	137,812	931,076	1,068,888
<b>OTHER INCOME (EXPENSES)</b>			
Increase in grant funded assets	169,342	-	169,342
Depreciation of grant funded assets	(1,339,463)	-	(1,339,463)
Change in Net Assets	(1,032,309)	931,076	(101,233)
Net Assets at Beginning of Year	27,010,183	2,199,882	29,210,065
Net Assets at End of Year	<u>\$ 25,977,874</u>	<u>\$ 3,130,958</u>	<u>\$ 29,108,832</u>

The accompanying notes are an integral part of the consolidated financial statements.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES  
FOR THE YEAR ENDED DECEMBER 31, 2020**

	Program Services				
	Education	Employment and Training	Health Services	Housing	Energy
Personnel costs	\$ 31,606,010	\$ 2,708,950	\$ 2,811,308	\$ 1,346,578	\$ 2,152,101
Contract services	6,817,591	182,653	2,416,953	198,163	1,356,620
Facility costs	1,833,655	178,771	248,178	807,152	686,265
Travel, mileage & vehicle costs	264,222	18,847	24,961	32,726	8,517
Equipment costs	410,481	75,912	43,923	10,745	208,906
Office expense	1,886,040	65,802	274,478	75,095	186,545
Insurance expense	224,322	33,725	19,526	21,779	23,839
Program supplies & client costs	1,835,133	123,932	275,305	218,557	148,311
Food vouchers	-	-	-	-	-
Utility vouchers	-	-	-	-	3,524,129
Depreciation	18,386	13,216	7,867	17,151	17,171
Interest	-	-	-	-	-
Other costs	9,093	13,548	4,095	17,353	1,434
In-kind expenses	7,835,124	165,283	-	410	-
Subtotal	52,740,057	3,580,639	6,126,594	2,745,709	8,313,838
Intercompany eliminations	(5,686,225)	(139,408)	(363,941)	(138,001)	(203,089)
Total expenses	<u>\$ 47,053,832</u>	<u>\$ 3,441,231</u>	<u>\$ 5,762,653</u>	<u>\$ 2,607,708</u>	<u>\$ 8,110,749</u>

The accompanying notes are an integral part of the consolidated financial statements.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES (continued)**  
**FOR THE YEAR ENDED DECEMBER 31, 2020**

Food and Nutrition	Program Services			Access Plus Capital	Other Affiliates	Supporting Services	Total Expenses
	Transit	Other Services	General and Administration				
\$ 6,185,565	\$ 5,077,043	\$ 2,546,864	\$ 969,254	\$ 7,976	\$ 4,891,346	\$ 60,302,995	
1,524,927	504,356	659,769	231,597	2,055	711,594	14,606,278	
526,980	106,086	985,602	54,122	-	292,901	5,719,712	
5,688	1,064,167	51,139	8,655	-	73,159	1,552,081	
214,971	33,357	55,092	9,854	-	193,631	1,256,872	
334,245	127,185	241,754	89,806	1,754	350,609	3,633,313	
31,598	299,874	58,463	17,363	-	26,086	756,575	
4,212,578	369,419	146,374	180,566	-	70,261	7,580,436	
21,347,725	-	-	-	-	-	21,347,725	
-	-	-	-	-	-	3,524,129	
4,484	4,877	257,848	8,479	-	11,338	360,817	
-	-	6,495	218,579	-	8,090	233,164	
204	-	6,778	496,722	93,494	1,558,950	2,201,671	
350,791	-	-	12,324	-	-	8,363,932	
34,739,756	7,586,364	5,016,178	2,297,321	105,279	8,187,965	131,439,700	
(1,462,114)	(289,249)	(1,280,173)	(160,917)	(1,285)	(12,242)	(9,736,644)	
<u>\$ 33,277,642</u>	<u>\$ 7,297,115</u>	<u>\$ 3,736,005</u>	<u>\$ 2,136,404</u>	<u>\$ 103,994</u>	<u>\$ 8,175,723</u>	<u>\$ 121,703,056</u>	

The accompanying notes are an integral part of the consolidated financial statements.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
CONSOLIDATED STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED DECEMBER 31, 2020**

<b>Cash Flows from Operating Activities</b>	
Change in net assets	\$ (101,233)
Adjustments to reconcile the change in net assets to net cash provided by operating activities:	
Depreciation	1,700,280
Provision for loan losses and bad debt expense	426,919
Changes in operating assets and liabilities:	
Grants receivable	(4,734,418)
Other receivables	1,476,527
Prepaid expenses and deposits	(233,802)
Inventories	5,392
Accounts payable and accrued expenses	611,604
Salaries and benefits payable	322,897
Refundable advances	3,312,746
Health insurance reserve	1,214,564
Other liabilities	<u>1,301,930</u>
Net cash provided by operating activities	<u>5,303,406</u>
<b>Cash Flows from Investing Activities</b>	
Net sales (purchases) of investments	(17,771)
Purchase of capital assets	(303,891)
Issuance of loans receivable	(5,531,458)
Collections of loans receivable	<u>3,575,504</u>
Net cash used by investing activities	<u>(2,277,616)</u>
<b>Cash Flows from Financing Activities</b>	
Principal payments on notes payable	<u>(1,402,252)</u>
Net cash used by financing activities	<u>(1,402,252)</u>
Net increase in cash, cash equivalents and restricted cash	1,623,538
<b>Cash, Cash Equivalents and Restricted Cash, Beginning of Year</b>	<u>10,929,097</u>
<b>Cash, Cash Equivalents and Restricted Cash, End of Year</b>	<u><u>\$ 12,552,635</u></u>
Reconciliation of Cash, Cash Equivalents and Restricted Cash to the Statement of Financial Position	
Cash and cash equivalents	\$ 11,932,317
Cash and cash equivalents restricted for loan loss reserves	<u>620,318</u>
Total Cash, Cash Equivalents and Restricted Cash, End of Year	<u><u>\$ 12,552,635</u></u>
Supplemental Disclosure:	
Interest paid	<u><u>\$ 233,164</u></u>

The accompanying notes are an integral part of the consolidated financial statements.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**

**NOTE 1 – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Organization: Fresno Economic Opportunities Commission (the Organization) is a non-profit corporation incorporated in the State of California in 1965. The Organization is a local community human services agency that provides assistance to economically and socially disadvantaged persons primarily in the Fresno County region through various types of health and welfare services and programs. The majority of the Organization's funding is supported by grants from federal, state, and local governments, with additional sources of revenue from fees for services, in-kind contributions, and donor contributions.

Principles of Consolidation: The Organization consolidates for-profit subsidiaries and related non-profit entities in which it has a controlling financial interest. The accompanying financial statements reflect the consolidation of the financial statements of the Organization and its wholly owned subsidiaries: Western Community Industries, Inc. (WCI) and Fresno Executive Plaza, Inc. (FEP). The financial statements also include Fresno Community Development Financial Institution (CDFI) and Enterprise Plus Economic Development Center, Inc., which are non-profit public benefit corporations exempt from federal income tax under Section 501(c)(3). In 2017, Fresno CDFI underwent a branding campaign and is now doing business as Access Plus Capital. All significant inter-company accounts and transactions have been eliminated. WCI and FEP do not have any significant operations and are considered inactive.

Basis of Presentation: Financial statement presentation follows the recommendations of the Financial Accounting Standards Board in its Accounting Standards Update (ASU) 2016-14, *Not-for-Profit Entities: Presentation of Financial Statements of Not-for-Profit Entities*. Under Accounting Standard Codification (ASC) Topic 958, the Organization is required to report information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions.

*Net assets without donor restrictions* are the portion of net assets over which the governing board has discretionary control for the general operations of the Organization. The only limits on net assets without donor restrictions are limits resulting from contractual agreements.

*Net assets with donor restrictions* are the portion of net assets resulting from contribution, pledges, and other inflows of assets whose use by the Organization is limited by donor-imposed restrictions that expire by the passage of time or usage, and the portion of net assets restricted by external parties (donors, grantors, or laws and regulations) in ways that are not dependent on the passage of time.

Method of Accounting: The Organization uses the accrual basis method of accounting in accordance with accounting principles generally accepted in the United States of America.

Use of Estimates: The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cost Allocations: The financial statements report certain categories of expenses that are attributable to more than one program or supporting function. Therefore, these expenses require allocation on a reasonable basis that is consistently applied and that is also in accordance with guidance of any specific funding terms and conditions associated with the funding received. Allocated expenditures for shared costs include compensation and benefits, which are allocated either on the basis of actual time tracking or estimates of time and effort such as may be extrapolated from a time study. Costs such as contract services are allocated to the program which receives the benefit and may be further allocated based on clients, employees, or number of service units.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (continued)**

**NOTE 1 – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Cost Allocations (continued): Facility costs, including depreciation, are predominantly occupied by a single program but as needed such costs are further allocated based on square footage. Computer and software related costs are allocated based on the number of users or computers by functional category. Non-personnel insurance is allocated based on number of vehicles, square footage occupied, property valuation, or number of employees/volunteers, as appropriate for the type of coverage being allocated. Operating costs are allocated based on the number of employees/clients/users who benefit from the item being allocated. Costs directly linked to a client or an employee are allocated based on the program under which they are served or employed, respectively.

Cash and Cash Equivalents: For purposes of reporting the Statement of Cash Flows, the Organization considers all cash accounts and all highly liquid debt instruments purchased with an original maturity of three (3) months or less to be cash equivalents. Certificates of deposit with original maturity dates of greater than three (3) months are classified as investments.

Grants Receivable: Grants receivable consist of the amounts due from grantors on their promises to give or amounts as earned under the grant agreement. Grants receivable are stated at the amounts the Organization expects to collect. The Organization utilizes the allowance method for accounting for and reporting uncollectible or doubtful accounts. The provision for uncollectible amounts is computer based upon historical averages and management's consideration of current economic factors that could affect collections. At December 31, 2020, management considered all grants receivable to be fully collectible and, therefore, no allowance against grants receivable was recorded in the accompanying financial statements.

Other Receivables: Other receivables consist of the amounts due from other organizations or agencies for which services have been rendered and fees are payable to the Organization. The Organization utilizes the allowance method for accounting for and reporting uncollectible or doubtful accounts. At December 31, 2020, management considered all accounts receivable to be fully collectible and, therefore, no allowance against other receivables was recorded in the accompanying financial statements.

In-Kind Matching Contributions: The Organization receives a significant number of donated materials, facilities, and services from volunteers and other entities, primarily relating to the Head Start program. Donated in-kind contributions are recognized as contributions if they have ascertainable fair values. Donated services are recognized as contributions if they 1) significantly enhance non-financial assets or 2) involve a professional service that would otherwise have been purchased and whose values can be objectively measured.

Inventories: Inventories consist of transportation parts and supplies, medication and food supplies. Inventories are stated at the lower of cost or market, determined by the first-in, first-out method.

Fixed Assets: All purchased fixed assets in excess of \$5,000 are valued at cost where historical records are available and at an estimated historical cost when no historical record exists. Donations of fixed assets are recorded as support at their estimated fair market values at the date of donation. Such donations are reported as unrestricted support unless the donor has restricted the donated asset to a specific purpose. Assets donated with restrictions regarding their use and contributions of cash that must be used to acquire capital assets are reported as restricted support. Absent donor stipulations regarding length of time, those donated or acquired assets are placed in service as instructed by the donor. Fixed assets are depreciated using the straight-line method over their estimated useful lives of between 5 and 10 years.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (continued)**

**NOTE 1 – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Inter-Company Eliminations: Under certain grant agreements, the Organization is authorized to allocate facility expense, as a space usage allowance, for facilities which it owns, to its programs at a rate that is supported by actual cost incurred, as well as allocate indirect administrative services costs. The Organization also provides food and transit services to multiple programs. The Organization recognizes both inter-company facility income and facility cost for the allocation of facilities, fees for service income and administrative services expenses for the allocation of administrative services, and fees for service income and program costs for food and transit services, related to these programs. These inter-company activities have been eliminated during consolidation in the Consolidated Statement of Activities and Consolidated Statement of Functional Expenses. The total amount of inter-company eliminations for the year ended December 31, 2020 related to facility activities, administrative services, food, transit and other services was \$858,284, \$5,155,696, and \$3,722,664, respectively.

Revolving Loan Fund: The receipt of grant funding from various Federal and non-Federal sources for the purpose of issuing loans to eligible clients has generated a funding pool for the continued issuance of future loans. Management has determined that there will be no future claims against these funds. The funds will continue to be issued in accordance with the ongoing business purpose of the Organization. The funds are included in net assets without donor restrictions.

California Capital Access Program for Small Business (CalCAP): The Organization participates in the California Capital Access Program for Small Business (CalCAP) program administered by the California Pollution Control Financing Authority to encourage banks and other financial institutions to make loans to small businesses that have difficulty obtaining financing. CalCAP is a form of loan portfolio insurance that may provide up to 100% coverage on certain loan defaults. Eligible loans up to \$2.5 million may be enrolled for loans as large as \$5 million with a maximum lender/borrower contribution for any single borrower in a three-year period of \$100,000. Authorized claim reimbursements shall not exceed the enrolled amount of the qualified loan that form the basis of the claim, except for reasonable out-of-pocket expenses. Additionally, claim reimbursements in excess of the Loss Reserve Account will not be made. Eligible small businesses must be based within California and be classified as a small business. Their business activity resulting from the enrolled loans must be created and retained in California.

Loans Receivable: Loans receivable consists of loans made to microbusiness and small business borrowers and are carried at their outstanding principal balances, net of an allowance for loan losses. Loan origination fees are recognized immediately, which management has determined is not materially different from accounting principles generally accepted in the United States of America.

Interest income is accrued on principal loan balances. The Organization accrues interest on past due loans at the regular rate of interest or at the default rate of interest for loans that are in default. Loans may be placed on nonaccrual status when any portion of the principal or interest is ninety days past due or earlier when concern exists as to the ultimate collectability of principal or interest, as evaluated. The Organization makes every effort to collect all interest payments from the borrower even after loans are placed on nonaccrual status for accounting purposes.

Loans return to accrual status when principal and interest become current and are anticipated to be fully collectible. Payments received on nonaccrual loans receivable are first applied to outstanding principal or interest depending on the circumstances of each particular loan.

Loan Loss Reserves: The Organization is required to create cash loan loss reserve accounts to cover potential losses arising from defaulted loans. The reserve funds cover losses from the unguaranteed portion of defaulted loans as well as possible repairs and denials associated with the guarantee on the defaulted loans. The loan loss reserves are presented in the Statement of Financial Position as cash and cash equivalents restricted for loan loss reserves. The balance of the cash and cash equivalents restricted for loan loss reserves as of December 31, 2020 is \$620,318.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (continued)**

**NOTE 1 – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Allowance for Loan Losses: Management's determination of the level of the allowance for loan losses rests upon various judgments and assumptions, including current and projected economic conditions, prior loan loss experience, the value of the underlying collateral, continuing review of the loans, and evaluation of credit risk. Management considers the allowance for loan losses adequate to cover losses inherent in loans and loan commitments. However, because of uncertainties associated with these judgments and assumptions, it is reasonably possible that management's estimate of loan losses and the related allowance may change materially in the near-term. The allowance is increased or decreased by a provision (recapture) for loan losses, which is charged to expense and reduced by charge-offs, net of recoveries. The balance of the allowance for loan losses as of December 31, 2020 was estimated at 5% of the outstanding loan portfolio.

A large portion of the Organization's portfolio has the additional 90% to 95% guarantee from the CalCAP and other state guarantors. As of December 31, 2020, 17.27% of the loans receivable portfolio had the additional guarantee from Small Business Administration (SBA), State, or other providers.

Refundable Advances: The Organization receives grant awards from funding sources to provide services and direct loan programs. The grants are recognized as the required services are performed or loans are issued. Accordingly, revenue is recognized when earned and expenses are recognized when incurred.

Compensated Absences: Employees of the Organization are entitled to paid vacation, depending on length of service and other factors. The Organization recognizes compensated absences as a liability for amounts due to staff employees for accrued vacation at pay rates currently in effect for the employee. Accrued compensated absences are recorded in the salaries and benefits payable line item on the Consolidated Statement of Financial Position. Total compensated absences were \$2,424,464 as of December 31, 2020.

Contributions: Contributions consist primarily of amounts received from financial institutions, federal, state and local agencies. The Organization recognizes all contributions when they are received or unconditionally promised, regardless of compliance with restrictions. Contributions without donor-imposed restrictions are reported as net assets without donor restrictions. Contributions with donor-imposed restrictions are reported as net assets with donor restrictions. When the time or purpose restrictions are accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported as net assets released from restrictions.

Conditional contributions and promises to give are not recognized until they become unconditional; that is when the conditions on which they depend are substantially met. As of December 31, 2020, there were no conditional contributions. Contributions to be received after one year are discounted at an appropriate rate commensurate with the anticipated cash flow and risks involved. Amortization of the discount is recorded as additional contribution revenue in accordance with donor-imposed restrictions, if any, on the contributions. As of December 31, 2020, the Organization did not have contributions to be received after one year.

Contributions of donated services that create or enhance non-financial assets or that require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation, are recorded at their fair values in the period received.

Government Grants and Contracts: Government grants and contracts consists of grants from the federal government, financial institutions, and other not for profit organizations. Grants are utilized to support the Organization's lending programs. Grant funding received is recognized as unearned income until the revenue is earned.

Exchange Transactions: Revenues earned from fees for service, loan originations fees, and late fees are considered to be exchange transactions. Revenues from exchange transactions are reported gross of any related expense in the accompanying financial statements.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (continued)**

**NOTE 1 – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Functional Expenses: The costs of the Organization’s various activities have been summarized on a functional basis in the accompanying Statements of Activities and Functional Expenses. Expenses are allocated to program and supporting services based upon employee’s time for each function, purpose of each expenditure, and service provided for each program.

Advertising: Advertising costs, except for costs associated with direct-response advertising, are charged to operations when incurred. The costs of direct-response advertising are capitalized and amortized over the period during which future benefits are expected to be received. There were no capitalized costs. Advertising costs of \$114,181 were incurred during the year ended December 31, 2020.

Income Taxes: The Organization is a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code and Section 23701(d) of the State of California Corporate Code. The Organization is subject to taxation on any unrelated business income.

Accounting principles generally accepted in the United States of America require the Organization’s management to evaluate tax positions taken by the Organization and recognize a tax liability (or asset) if the Organization has taken an uncertain position that more likely than not would not be sustained upon examination by the Internal Revenue Service. The Organization’s management has analyzed the tax positions taken and has concluded that, as of December 31, 2020, there were no uncertain positions taken or expected to be taken that would require recognition of a liability (or asset) or disclosure in the financial statements. The Organization is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress.

The Organization files tax forms in the U.S. federal jurisdiction and the State of California. The Organization is generally no longer subject to examination by these agencies for years before December 31, 2017.

Fair Value of Financial Instruments: Financial instruments include cash and cash equivalents, accounts receivable, grants receivable, other receivables, prepaid expenses and deposits, accounts payable and accrued expenses, and refundable advances, none of which are held for trading purposes. The fair values of all financial instruments do not differ materially from the aggregate carrying values of the financial instruments recorded in the accompanying Statement of Financial Position. The carrying amounts of these financial instruments approximate fair value because of the short-term maturities of those instruments.

Concentrations of Credit Risk: Financial instruments which potentially subject the Organization to concentration of credit risk consist of cash and cash equivalents and loans receivable.

The Organization maintains several bank accounts at different banks. Interest and non-interest bearing accounts at the institutions are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. Occasionally, account balances at some of these institutions exceed federally insured limits. Excess amounts are reviewed at least semi-annually at the Executive Committee and full board meetings. Staff monitors these accounts quarterly for opportunities to reallocate idle funds between existing institutions as available, resulting in risk reduction. All funds are invested in financial institutions with high credit ratings. The Organization has not experienced any losses related to such investments. The Organization currently has accounts with three bank institutions in excess of FDIC limits as of December 31, 2020. The total amount of cash in excess of FDIC limits as of December 31, 2020, was \$4,009,042. Management considers this a normal business risk and has not experienced any losses in the past as a result of cash concentration.

Subsequent Events: In compliance with accounting standards, management has evaluated events that have occurred after year-end to determine if these events are required to be disclosed in these consolidated financial statements. Management has determined that no events require disclosure in accordance with accounting standards. These subsequent events have been evaluated through February 9, 2022, which is the date the financial statements were available to be issued.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (continued)**

**NOTE 2 – AVAILABILITY OF FINANCIAL ASSETS**

The following table reflects the Organization’s financial assets as of December 31, 2020, reduced by amounts not available for general expenditures within one year. Financial assets are considered unavailable when illiquid or not convertible to cash within one year. Other considerations of non-liquid assets are donor restricted assets for specific expenditures, contractual reserve requirements, or governing board designations.

Financial Assets:	
Cash and cash equivalents	\$ 11,932,317
Cash and cash equivalents - restricted	620,318
Grants receivable	15,856,839
Other receivables	26,859
Investments in trust	954,203
Loans receivable	<u>15,418,131</u>
Total financial assets	<u>44,808,667</u>
Less amounts unavailable for general expenditures within one year due to:	
Cash and cash equivalents - restricted	620,318
Loans receivable, net of amounts due within one year	14,230,205
Approved but not yet funded loans	590,571
Net assets with donor restrictions	<u>3,130,958</u>
Total amounts unavailable for general expenditures	<u>18,572,052</u>
Total financial assets available for general expenditures within one year	<u><u>\$ 26,236,615</u></u>

**NOTE 3 – CASH AND CASH EQUIVALENTS**

The Organization’s cash and cash equivalents consist of the following as of December 31, 2020:

Cash in banks	\$ 5,173,920
Petty cash	5,780
Certificates of deposit	3,035,218
Money market funds	<u>3,717,399</u>
Total Cash and Cash Equivalents	<u><u>\$ 11,932,317</u></u>

**NOTE 4 – RESTRICTED CASH AND CASH EQUIVALENTS**

Restricted cash and cash equivalents consist of loan loss reserves of \$620,318 as of December 31, 2020. The Organization is required to create loan loss reserve accounts to cover potential losses arising from defaulted loans. The reserve funds cover losses from the unguaranteed portion of defaulted loans as well as possible repairs and denials associated with the guarantee on the defaulted loans.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (continued)**

**NOTE 5 – INVESTMENTS**

Investments, as presented as their fair value as of December 31, 2020 are summarized as follows:

Stocks and ETFs	\$	15,738
Corporate Bonds Fixed Income		287,271
Investments in trust		954,203
Total Investments	<u>\$</u>	<u>1,257,212</u>

**NOTE 6 – FAIR VALUE MEASUREMENTS**

The Organization applies generally accepted accounting principles for fair value measurements of financial assets and liabilities. These accounting principles define fair value and establish a hierarchy that prioritizes fair value measurements based on the types of inputs used for the various valuation techniques. The Organization uses appropriate valuation techniques to determine value based on inputs available. There have been no changes in the valuation methodologies used for assets measured at fair value at December 31, 2020.

When available, the Organization measures fair value using Level 1 inputs because they generally provide the most reliable evidence of fair value. Level 3 inputs are only used when Level 1 or Level 2 inputs are not available. The following description summarizes the valuation methodologies used for instruments measured at fair value on a recurring basis and recognized in the accompanying Statement of Financial Position.

The three levels of inputs used to measure fair value are as follows:

Level 1 - Values measured using quoted prices in active markets for identical investments. The fair value of these financial instruments and investments is based on quoted market prices or dealer quotes in active markets. The fair value of the Organization’s investments were all measured using quoted market prices in active markets for the year ended December 31, 2020.

Level 2 - Valuations based on quoted prices in markets that are not active or for which all significant inputs are observable, either directly or indirectly. The Organization did not have any input into the fair value of Level 2 investments. The Organization did not have any assets reported at fair value with Level 2 inputs for the year ended December 31, 2020.

Level 3 - Valuations based on inputs that are unobservable and significant to the overall fair value measurement. The Organization did not have any assets reported at fair value with Level 3 inputs for the year ended December 31, 2020.

The table below presents the level within the fair value hierarchy at which investments are measured at December 31, 2020:

	Level 1	Level 2	Level 3	Total
Stocks and ETFs	\$ 15,738	\$ -	\$ -	\$ 15,738
Corporate Bonds Fixed Income	287,271	-	-	287,271
Investments in trust	954,203	-	-	954,203
	<u>\$ 1,257,212</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,257,212</u>

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (continued)**

**NOTE 7 – LOANS RECEIVABLE**

The Organization administers various direct lending programs in accordance with grant and loan agreements for a revolving loan program. The Organization provides financing to borrowers under specific terms of each of the lending programs available. These notes include interest-bearing receivables and are due upon maturity. The interest rate associated with each note varies depending on the credit worthiness of the borrowers. Some loans receivable are collateralized by the pledged assets of the borrower's notes, if available.

Loans receivable consist of the following at December 31, 2020:

Grant program related loans, 3.25% to 9% interest annually, principal payments due at various times, secured by various assets:	\$ 16,501,342
Allowance for Loan Losses	<u>(1,083,211)</u>
Loans Receivable - Net of Allowance for Loan Losses	<u><u>\$ 15,418,131</u></u>

**NOTE 8 – ALLOWANCE FOR LOAN LOSSES**

The Organization's risk management policies ensure the Organization has a sufficient loan loss reserve. The Organization's policy is to maintain both a funded loan loss reserve (cash restricted to replenish the loan fund following any loan losses) as well as an allowance for loan losses that reflects the risk exposure in the loan portfolio. The Organization's risk rating methodology applies loan loss reserve requirements using the following scale: 1-Excellent, 2-Very Good/Good, 3-Substandard, and 4-Doubtful. The reserve is evaluated quarterly and adjusted to maintain a reasonable reserve balance. If risk exposure is mitigated by a loan guarantee, the maximum loan loss reserve allocation is the amount of the unguaranteed portion of the loan.

A large portion of the Organization's portfolio has the additional protection of a third-party guarantee from the CalCAP, the SBA and others. If any portion of a loan is deemed uncollectible, a full or partial charge-off against the loan loss reserve is made to assure that the value of the loan program's assets is stated as accurately as possible when disclosed.

The allowance for loan losses consisted of the following for the year ended December 31, 2020:

Allowance for Loan Losses	
Beginning balance	\$ 1,061,924
Charge-offs	(405,632)
Provision for bad debt	<u>426,919</u>
Allowance for Loan Losses - Ending Balance	<u><u>\$ 1,083,211</u></u>

The balance of the allowance for loan losses as of December 31, 2020 is \$1,083,211. The provision for bad debt for the year ended December 31, 2020 was \$426,919.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (continued)**

**NOTE 8 – ALLOWANCE FOR LOAN LOSSES (continued)**

The following is a summary of the Organization’s age analysis of past due financing receivables at December 31, 2020:

	30-60 Days Past Due	61-90 Days Past Due	Greater than 90 Days Past Due	Total Past Due	Current Due	Total Due
Loans Receivable	\$ 22,052	\$ -	\$ 116,470	\$ 138,522	\$ 16,362,820	\$ 16,501,342

**Impaired Loans:** The Organization considers a loan to be impaired when it is deemed probable by management that the Organization will be unable to collect all contractual interest and contractual principal payments in accordance with the terms of the original loan agreement. Impaired loans include all loans that: (i) are contractually delinquent 90 days or more; (ii) meet the definition of a troubled debt restructuring; (iii) are classified in part or in whole as either doubtful or loss; and (iv) have been placed on non-accrual status. The Organization may also classify other loans as impaired based upon their specific circumstances. Loans identified as impaired are evaluated and have a specific loss allowance applied to adjust the loan to fair value, or the impaired amount is charged off. The Organization accounts for impaired loans at the value of outstanding principal. Payments received on impaired non-accrual loans may be allocated between principal and interest or may be recorded entirely as a reduction in principal based upon management’s opinion of the ultimate risk of loss on the individual loan. Interest income on impaired loans is recognized on an accrual basis. There were no loans considered to be impaired as of December 31, 2020.

**NOTE 9 – FIXED ASSETS**

Fixed assets consisted of the following at December 31, 2020:

Land	\$ 856,323
Buildings and improvements	32,278,786
Equipment	14,018,100
Construction in process	11,650
Fixed Assets, Gross	<u>47,164,859</u>
Less: Accumulated Depreciation	<u>(33,452,048)</u>
Fixed Assets, Net	<u>\$ 13,712,811</u>

Depreciation expense for the year ended December 31, 2020, was \$1,700,280.

**NOTE 10 – REFUNDABLE ADVANCES**

Refundable advances consists of advanced grants for the year ended December 31, 2020. The total balance of refundable advances as of December 31, 2020, was \$4,253,368.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (continued)**

**NOTE 11 – NOTES PAYABLE**

Notes payable as of December 31, 2020, consists of the following:

Lending Institution	Security	Interest Rate	Payments	Maturity Date	December 31, 2020		Total
					Current	Long-term	
BBVA USA (EQ2)	Unsecured	2.8%	Quarterly	12/2029	\$ -	\$ 700,000	\$ 700,000
Beneficial State Bank	Unsecured	3.5%	Monthly	06/2021	501,245	-	501,245
Citibank, N.A.	Investments	2.0%	Monthly- Interest Only	12/2023	-	700,000	700,000
City of Fresno	Unsecured	0.0%	At Maturity	12/2030	-	229,131	229,131
City of Modesto	Unsecured	1.0%	At Maturity	10/2021	96,223	-	96,223
Community Action Financial Institute, Inc.	Unsecured	1.0%	Quarterly	04/2025	-	100,000	100,000
Community Action Financial Institute, Inc.	Unsecured	1.0%	Quarterly	07/2024	-	350,000	350,000
Department of Parks & Recreation	Unsecured	2.5%	Annual	08/2029	54,041	557,696	611,737
Farmers & Merchants Bank of Central California	Unsecured	3.0%	Quarterly	04/2024	-	765,000	765,000
MUFG Union Bank (EQ2 LOC)	Unsecured	2.0%	Monthly	04/2026	-	500,000	500,000
Mechanics Bank (EQ2 loan #1)	Unsecured	3.0%	Quarterly	05/2022	-	1,000,000	1,000,000
Mechanics Bank (EQ2 loan #2)	Unsecured	3.0%	Quarterly	05/2022	-	500,000	500,000
Tri Counties Bank (EQ2)	Unsecured	3.0%	At Maturity	08/2024	-	2,000,000	2,000,000
U.S Department of Agriculture (CDFI loan #1)	Revolving Loan Funds	2.0%	Monthly	12/2030	27,862	271,061	298,923
U.S Department of Agriculture (IRP loan #1)	Revolving Loan Funds	1.0%	Monthly	04/2047	7,300	217,700	225,000
U.S Department of Agriculture (IRP loan #2)	Revolving Loan Funds	1.0%	Monthly	06/2044	17,160	433,677	450,837
U.S. Small Business Administration (loan #2)	Revolving Loan Funds	Variable 0-1.25%	Monthly	07/2026	79,687	46,484	126,171
U.S. Small Business Administration (loan #3)	Revolving Loan Funds	Variable 0-0.75%	Monthly	09/2023	138,889	225,887	364,776
U.S. Small Business Administration (loan #4)	Revolving Loan Funds	0.0%	Monthly	07/2022	44,444	203,704	248,148
U.S. Small Business Administration (Lending Pilot Program)	Revolving Loan Funds	1%	Monthly	08/2031	55,684	570,395	626,079
Wells Fargo Bank, N.A.	Unsecured	2.0%	At Maturity	11/2024	-	500,000	500,000
Wells Fargo Bank, N.A. (EQ2)	Unsecured	2.0%	Quarterly	10/2028	-	750,000	750,000
Wells Fargo Community Development Corporation (EQ2)	Unsecured	2.0%	Quarterly	11/2030	-	200,000	200,000
Wells Fargo Community Investment Holdings (EQ2)	Unsecured	2.0%	At Maturity	07/2021	250,000	-	250,000
<b>Total notes payable</b>					<b>\$ 1,272,535</b>	<b>\$ 10,820,735</b>	<b>\$ 12,093,270</b>

Scheduled future principle payments of notes payable are as follows:

Year End	Total
December 31,	
2021	\$ 1,272,535
2022	955,948
2023	1,060,084
2024	4,740,622
2025	278,184
Thereafter	3,785,897
<b>Total Minimum Principal Payments</b>	<b>\$ 12,093,270</b>

Total interest expense on the notes payable for the year ended December 31, 2020, was \$233,164.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (continued)**

**NOTE 12 – SELF-INSURED HEALTH COVERAGE**

In 1989, the Organization adopted a self-insured health plan (the “Plan”) to provide health and welfare benefits for its employees, and to maintain a reserve equal to approximately four months of benefit premiums and payments. As part of the Plan, the Organization has contracted outside administrative services to account for and maintain the Plan, with disbursement of Plan benefits provided by third party claims administrators and other benefits consultants. In addition, the Organization carries excess insurance for risks of loss from claims in excess of \$175,000 per eligible participant with a total of \$1,000,000 in the aggregate.

**NOTE 13 – NET ASSETS WITH DONOR RESTRICTIONS**

The net assets with donor restrictions as of December 31, 2020, are related to funds designated by the Board for a special purpose or funds received with restrictions imposed on them by governmental agencies limiting their use to a specific purpose and stipulations regarding their segregation from other funds. All net assets with donor restrictions for the year ended December 31, 2020 are restricted from funding received with restrictions imposed on them, less amounts expended during the year. Net assets with donor restrictions amounted to \$3,130,958 as of December 31, 2020.

**NOTE 14 – PENSION PLAN**

The Organization contributes to a defined contribution pension plan which covers eligible employees of the Organization. Employees are eligible upon completion of two years of service and a minimum 1,000 hours of service requirement without an intervening break. The Organization contributes an amount equal to five percent of the compensation earned by each eligible participant. Employer contributions are vested immediately. The Organization contributed \$1,705,688 to the pension plan for the year ended December 31, 2020.

The Organization also has a 403(b) and 457 Plan for voluntary contributions for eligible employees. The Organization does not contribute to the plan 403(b) plan; contributions to the 457 plan for the year ended December 31, 2020 totaled \$23,038.

**NOTE 15 – NONMONETARY TRANSACTIONS**

WIC Food Vouchers: The Organization receives a grant from the U.S. Department of Agriculture, passed through the California State Department for the Special Supplemental Food Program for Women, Infants, and Children (WIC). As part of this grant, the Organization prints and distributes food vouchers to its participants. During the year ended December 31, 2020, the estimated value of these vouchers totaled \$21,347,725, which is included in the Organization’s grant income and program expenses, respectively.

Emergency Utility Payments: The Organization receives a grant from the U.S. Department of Health and Human Services, passed through the California State Department of Community Services and Development for the Low Income Home Energy Assistance Program (LIHEAP). As part of this grant, the Organization processes applications for emergency utility payments, which are then paid by the State of California directly to the utility provider. The estimated value of these payments during the year ended December 31, 2020 was \$3,524,129, which is included in the Organization’s grant income and program expenses, respectively.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS (continued)**

**NOTE 16 – COMMITMENTS AND CONTINGENCIES**

Loan Commitments: As of December 31, 2020, the Organization had 13 loans, that were approved but pending drawdown, with a total committed balance of \$590,571.

Operating Leases: The total outside rental expense incurred by the Organization for facilities during the year ended December 31, 2020 was \$1,218,852. The Organization also had miscellaneous equipment rental of \$289,125 for the year ended December 31, 2020, which was expensed. Minimum future rental payments under noncancellable operating leases are as follows:

Year End December 31,	Total
2021	\$ 1,384,581
2022	1,334,320
2023	1,224,276
2024	1,124,681
2025	1,050,436
Thereafter	<u>5,027,816</u>
Total	<u>\$ 11,146,110</u>

Grants: Contingencies contained within grants awarded to the Organization are subject to the donor’s established criteria under which loans may be funded from the related grants. Should the loans and expenses funded not comply with the established criteria, the Organization could be held responsible for the repayments to the funding source for any disallowed loans and expenses. Management is not aware of any material questioned costs.

Coronavirus Pandemic: Management has determined the events regarding the novel coronavirus require disclosure in accordance with accounting standards. On March 4, 2020, Governor Newsom issued an emergency proclamation declaring a State of emergency in California due to the novel coronavirus (COVID-19). The COVID-19 outbreak is ongoing, and the ultimate geographic spread of the virus, the duration and severity of the outbreak and the economic and other actions that may be taken by governmental authorities to contain the outbreak or to treat its impact are uncertain. The ultimate impact of COVID-19 on the operations and finances of the Organization is unknown.

**NOTE 17 – ECONOMIC DEPENDENCY AND CONCENTRATIONS**

The Organization received approximately 69% of its funding from federal granting agencies for the year ended December 31, 2020. Approximately 95% of its grants receivable balance per the Consolidated Statement of Financial Position is from these federal granting agencies. Discontinuance of funding from these federal sources could have an adverse effect on the Organization’s ability to continue its operations.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**

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**SUPPLEMENTARY INFORMATION**

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED DECEMBER 31, 2020**

Federal Grantor/ Pass-through Grantor/ Program or Cluster Title	Federal CFDA No.	Supplemental Identifying Number	Federal Expenditures	Pass- Through to Sub- recipients
<b><u>U.S. DEPARTMENT OF AGRICULTURE</u></b>				
Pass through California State Department of Food and Agriculture:				
Special Supplemental Food Program for Women, Infants, and Children	10.557	15-10082 A04	\$ 3,997,598	\$ -
Special Supplemental Food Program for Women, Infants, and Children	10.557	15-10082 A04	1,245,779	-
Non-cash assistance - WIC Vouchers	10.557	15-10082 A04	16,384,579	-
Non-cash assistance - WIC Vouchers	10.557	15-10082 A04	4,963,146	-
Subtotal			<u>26,591,102</u>	<u>-</u>
WIC Farmer's Market Nutrition Program	10.572	15-10082 A04	<u>1,900</u>	<u>-</u>
Pass through California State Department of Education:				
Children, Youth and Families at Risk	10.521	01183-CACFP-10-NP-SOIC	<u>51,360</u>	<u>-</u>
Child and Adult Care Food Program	10.558	01183-CACFP-10-NP-SOIC	953,676	-
Child and Adult Care Food Program	10.558	01183-CACFP-10-NP-SOIC	2,007	-
Child and Adult Care Food Program	10.558	23254-J067	10,301	-
Child and Adult Care Food Program	10.558	23254-J067	6,685	-
Child and Adult Care Food Program	10.558	10-62166-1030642-01	6,357	-
Child and Adult Care Food Program	10.558	10-62166-1030642-01	4,670	-
Child and Adult Care Food Program	10.558	10-34108-9013004-01	380	-
Child and Adult Care Food Program	10.558	10-34108-9013004-01	512	-
Subtotal			<u>984,588</u>	<u>-</u>
Summer Food Service Program	10.559	01183-SFSP-10	53,912	-
Summer Food Service Program	10.559	01183-SFSP-10	<u>642,399</u>	<u>-</u>
			<u>696,311</u>	<u>-</u>
Pass through Ecology Center:				
Food Insecurity Nutrition Incentive Program	10.331	17-0212-001-SF	<u>32,274</u>	<u>-</u>
TOTAL U.S. DEPARTMENT OF AGRICULTURE			<u>28,357,535</u>	<u>-</u>

The accompanying notes to the schedule of expenditures of federal awards are an integral part of this schedule.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (continued)  
FOR THE YEAR ENDED DECEMBER 31, 2020**

Federal Grantor/ Pass-through Grantor/ Program or Cluster Title	Federal CFDA No.	Supplemental Identifying Number	Federal Expenditures	Pass- Through to Sub- recipients
<b><u>U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT</u></b>				
Continuum of Care Program	14.267	CA1665L9T141801	\$ 113,357	\$ -
Continuum of Care Program	14.267	CA1666L9T141801	25,044	-
Continuum of Care Program	14.267	CA1090L9T141805	215,423	-
Continuum of Care Program	14.267	CA1090L9T141906	121,451	-
Continuum of Care Program	14.267	CA1481L9T141904	63,605	-
Continuum of Care Program	14.267	CA1481L9T141803	191,778	-
Continuum of Care Program	14.267	CA1568L9T141802	150,365	-
Continuum of Care Program	14.267	CA1568L9T141903	91,886	-
Continuum of Care Program	14.267	CA1570L9T141802	235,765	-
Continuum of Care Program	14.267	CA1570L9T141903	123,530	-
Continuum of Care Program	14.267	CA1409L9T141803	170,526	-
Continuum of Care Program	14.267	CA176L9T141901	44,847	-
Continuum of Care Program	14.267	CA1761L9T141800	127,563	-
Subtotal			1,675,140	-
Pass through City of Fresno Development and Resource				
Management Department, Housing and Development Division:				
Community Development Block Grant	14.218	----	144,575	-
Community Development Block Grant	14.218	----	111,406	-
Community Development Block Grant	14.218	B-18-MC-06-0001	25,000	-
Subtotal			280,981	-
TOTAL U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT			1,956,121	-
<b><u>U.S. DEPARTMENT OF JUSTICE</u></b>				
Services for Trafficking Victims	16.320	2018-VT-BX-K024	221,782	-
Services for Trafficking Victims	16.320	2019-VM-BX-0010	62,148	-
TOTAL U.S. DEPARTMENT OF JUSTICE			283,930	-

The accompanying notes to the schedule of expenditures of federal awards are an integral part of this schedule.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (continued)  
FOR THE YEAR ENDED DECEMBER 31, 2020**

Federal Grantor/ Pass-through Grantor/ Program or Cluster Title	Federal CFDA No.	Supplemental Identifying Number	Federal Expenditures	Pass- Through to Sub- recipients
<b><u>U.S. DEPARTMENT OF LABOR</u></b>				
Pass through Fresno Regional Workforce Investment Board:				
Workforce Investment Act Youth Activities	17.259	310-301	\$ 588,955	\$ -
Workforce Investment Act Youth Activities	17.259	310-301	542,832	-
Workforce Investment Act Youth Activities	17.259	310-301	62,463	-
Workforce Investment Act Youth Activities	17.259	310-301	172,378	-
Workforce Investment Act Youth Activities	17.259	646	79,689	-
Subtotal			1,446,317	-
Pass through Youthbuild USA:				
YouthBuild/DOL	17.274	YB-34315-19-60-A-6	109,963	-
YouthBuild/DOL	17.274	YB-31053-17-60-A-6	144,974	6,410
Subtotal			254,937	6,410
TOTAL U.S. DEPARTMENT OF LABOR			1,701,254	6,410
<b><u>U.S. DEPARTMENT OF TRANSPORTATION</u></b>				
Federal Transit Technical Studies Grants	20.505	--	40,000	-
TOTAL U.S. DEPARTMENT OF TRANSPORTATION			40,000	-
<b><u>U.S. DEPARTMENT OF THE TREASURY</u></b>				
Pass through City of Fresno				
Coronavirus Relief Fund (CARES Act)	21.019	--	422,604	-
Pass through County of Fresno				
Coronavirus Relief Fund (CARES Act)	21.019	D-20-297	537,100	-
Coronavirus Relief Fund (CARES Act)	21.019	D-20-316	1,575,149	-
Subtotal			2,112,249	-
TOTAL U.S. DEPARTMENT OF THE TREASURY			2,534,853	-

The accompanying notes to the schedule of expenditures of federal awards are an integral part of this schedule.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (continued)  
FOR THE YEAR ENDED DECEMBER 31, 2020**

Federal Grantor/ Pass-through Grantor/ Program or Cluster Title	Federal CFDA No.	Supplemental Identifying Number	Federal Expenditures	Pass- Through to Sub- recipients
<b><u>U.S. SMALL BUSINESS ADMINISTRATION</u></b>				
Intermediary Loan Program	59.062	48111450-00	\$ 682,648	\$ -
TOTAL U.S. SMALL BUSINESS ADMINISTRATION			682,648	-
<b><u>U.S. DEPARTMENT OF ENERGY</u></b>				
Pass through California State Department of Community Services and Development:				
Weatherization Assistance for Low-Income Persons	81.042	15C-1008		
Weatherization Assistance for Low-Income Persons	81.042	17C-4006	150,836	-
Weatherization Assistance for Low-Income Persons	81.042	20C-6005	40,861	-
TOTAL U.S. DEPARTMENT OF ENERGY			191,697	-
<b><u>U.S. DEPARTMENT OF EDUCATION</u></b>				
Pass through Fresno Unified School District:				
Title I - Grants to Local Educational Agencies	84.010	S010A150005	18,068	-
Title I - Grants to Local Educational Agencies	84.010	S010A150005	34,291	-
Subtotal			52,359	-
Title II - Improving Teacher Quality State Grants	84.367	S367A150005	6,803	-
Title IV - Student Support and Academic Enrichment	84.424	S424A180005	2,500	-
Title IV - Student Support and Academic Enrichment	84.424	S424A180005	10,000	-
Subtotal			12,500	-
Education Stabilization Fund	84.425	S425D200016	12,272	-
TOTAL U.S. DEPARTMENT OF EDUCATION			83,934	-

The accompanying notes to the schedule of expenditures of federal awards are an integral part of this schedule.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (continued)  
FOR THE YEAR ENDED DECEMBER 31, 2020**

Federal Grantor/ Pass-through Grantor/ Program or Cluster Title	Federal CFDA No.	Supplemental Identifying Number	Federal Expenditures	Pass- Through to Sub- recipients
<b><u>U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES</u></b>				
Head Start	93.600	09CH010290-04-05	\$ 39,325,161	\$ -
Runaway and Homeless	93.623	90CY67046/02	117,376	-
Runaway and Homeless	93.623	90CY67046/03	49,540	-
Runaway and Homeless	93.623	90CY7046/02/C3	25,116	-
Subtotal			192,032	-
Enterprise + OCS	93.570	90EE 1154-01-00	60,073	-
Child Development Programs (13609-J067)	93.596	CCTR-9033	30,416	-
Child Development Programs (15136-J067)	93.575	CCTR-9033	13,983	-
Pass through Fresno-Madera Area Agency on Aging:				
Special Programs for the Aging - Title III-B Transportation	93.044	20-0093	17,616	-
Special Programs for the Aging - Title III-C-1 Site Management	93.045	20-0090	9,770	-
Special Programs for the Aging - Title III-C-1 Site Management	93.045	20-0095	690,810	-
Special Programs for the Aging - Title III-C-1 Site Management	93.045	21-0095	1,226,980	-
Subtotal			1,927,560	-
Pass through California State Department of Community Services and Development:				
Community Services Block Grant	93.569	20F-3649	1,104,567	-
Community Services Block Grant	93.569	20F-3010	1,483,973	-
Community Services Block Grant	93.569	19F-4412	21,964	-
Subtotal			2,610,504	-

The accompanying notes to the schedule of expenditures of federal awards are an integral part of this schedule.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (continued)  
FOR THE YEAR ENDED DECEMBER 31, 2020**

Federal Grantor/ Pass-through Grantor/ Program or Cluster Title	Federal CFDA No.	Supplemental Identifying Number	Federal Expenditures	Pass- Through to Sub- recipients
Low-Income Home Energy Assistance	93.568	20U-2557	\$ 521,554	\$ -
Low-Income Home Energy Assistance	93.568	19B-5008	226,398	-
Low-Income Home Energy Assistance	93.568	20B-2008	2,713,998	-
Low-Income Home Energy Assistance	93.568	21B-5008	7,742	-
Low-Income Home Energy Assistance	93.568	20D-1008	215,867	-
Subtotal			3,685,559	-
CalWORKS Transportation Agreement	93.558	--	190,721	-
CalWORKS Transportation Agreement	93.558	--	200,655	-
Subtotal			391,376	-
Maternal and Child Health Services Block Grant/Positive Youth Development Grant	93.994	17-10138	242,279	-
Maternal and Child Health Services Block Grant/Positive Youth Development Grant	93.994	17-10138	207,639	-
Subtotal			449,918	-
Pass through California Family Health Council, Inc.:				
Family Planning Services/Male Services Program	93.217	2019/20 Title X	127,501	-
Family Planning Services/Male Services Program	93.217	2020/21 Title X	109,444	-
Subtotal			236,945	-
TOTAL U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES			48,941,143	-
<b><u>CORPORATION FOR NATIONAL AND COMMUNITY SERVICE</u></b>				
Foster Grandparents Program	94.011	18SFPCA001	182,261	-
Foster Grandparents Program	94.011	18SFPCA001	161,646	-
Subtotal			343,907	-

The accompanying notes to the schedule of expenditures of federal awards are an integral part of this schedule.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (continued)  
FOR THE YEAR ENDED DECEMBER 31, 2020**

Federal Grantor/ Pass-through Grantor/ Program or Cluster Title	Federal CFDA No.	Supplemental Identifying Number	Federal Expenditures	Pass- Through to Sub- recipients
Pass through YouthBuild USA:				
YouthBuild AmeriCorps	94.006	19NDHMA0030026	\$ 5,381	\$ -
YouthBuild AmeriCorps	94.006	13NDHMA0010086	64,329	-
YouthBuild AmeriCorps	94.006	19NDHMA0030026	64,324	-
Subtotal			<u>134,034</u>	<u>-</u>
TOTAL CORPORATION FOR NATIONAL AND COMMUNITY SERVICE			<u>477,941</u>	<u>-</u>
<b><u>U.S. DEPARTMENT OF HOMELAND SECURITY</u></b>				
Pass through United Way of America:				
Emergency Food and Shelter Program	97.024	36-0464-00 014 E1	<u>20,153</u>	<u>-</u>
TOTAL U.S. DEPARTMENT OF HOMELAND SECURITY			<u>20,153</u>	<u>-</u>
<b>TOTAL EXPENDITURES OF FEDERAL AWARDS</b>			<b><u>\$ 85,271,209</u></b>	<b><u>\$ 6,410</u></b>

The accompanying notes to the schedule of expenditures of federal awards are an integral part of this schedule.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**

**NOTE 1 – BASIS OF ACCOUNTING & PRESENTATION**

The accompanying Schedule of Expenditures of Federal Awards is prepared using the accrual basis method of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S., *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Therefore, some of the amounts presented in this schedule may differ from amounts presented in or used in the preparation of the financial statements.

**NOTE 2 – RELATIONSHIP TO FEDERAL FINANCIAL REPORTS**

Amounts reported in the accompanying schedule agree with the amounts reported in the related periodic federal financial reports.

**NOTE 3 – LOANS OUTSTANDING**

The federally-funded loans outstanding at December 31, 2020 consist of the following:

<u>Program</u>	<u>Number</u>	<u>Balance</u>
USDA Intermediary Relending Program	48111450	\$ 570,395

**NOTE 4 – CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA)**

The CFDA numbers included in the accompanying Schedule of Expenditures of Federal Awards were determined based on the program name, review of the grant or contract information and the Office of Management and Budget's Catalog of Federal Domestic Assistance.

**NOTE 5 – INDIRECT COST RATE**

The Organization has elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
SCHEDULE OF GRANT REVENUES AND EXPENDITURES –  
LOCAL CONSERVATION CORPS GRANT PROGRAM  
FOR THE FISCAL YEAR ENDED JUNE 30, 2020**

<b>GRANT REVENUE</b>	
Grant revenue	\$ 969,741
	<hr/>
Total Grant Revenue	969,741
	<hr/>
<b>EXPENSES</b>	
Salaries and related benefits	747,818
Professional	87,595
Rent	10,154
Repairs and maintenance	23,777
Security	60,132
Utilities	25,907
Fuel - oil and gas	20,701
Travel	2,709
Equipment rental	8,078
Computer	3,710
Office	12,797
Insurance	39,717
Conference fees (non-travel)	200
Dues - organizations	11,086
Outreach	634
Program	15,341
Staff training	8
Workshop supplies	698
Safety	6,428
	<hr/>
Total Expenses	1,077,490
	<hr/>
Net Grant Revenue (Expense)	\$ (107,749)
	<hr/> <hr/>

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**

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**OTHER INDEPENDENT AUDITORS' REPORTS**



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE  
AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

To the Board of Commissioners of  
Fresno Economic Opportunities Commission

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Fresno Economic Opportunities Commission (the Organization), as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the Organization's financial statements, and have issued our report thereon dated February 9, 2022.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Organization's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. During our audit we did identify a deficiency in internal control, described in the accompanying schedule of findings and questioned costs that we consider to be a material weakness: 2020-001.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Organization's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Organization's Response to Findings**

The Organization's response to the finding identified in our audit is described in the accompanying schedule of findings and questioned costs. The Organization's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

HUDSON HENDERSON & COMPANY, INC.

A handwritten signature in blue ink that reads "Hudson Henderson & Company, Inc." in a cursive script.

Fresno, California  
February 9, 2022



**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND  
ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

To the Board of Commissioners of  
Fresno Economic Opportunities Commission

**Report on Compliance for Each Major Federal Program**

We have audited the Fresno Economic Opportunities Commission's (the Organization) compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Compliance Supplement* that could have a direct and material effect on each of the Organization's major federal programs for the year ended December 31, 2020. The Organization's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

**Management's Responsibility**

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

**Auditors' Responsibility**

Our responsibility is to express an opinion on compliance for each of the Organization's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Organization's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Organization's compliance.

**Opinion on Each Major Federal Program**

In our opinion, the Organization complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2020.

## Report on Internal Control over Compliance

Management of the Organization is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Organization's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### Purpose of Report

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

HUDSON HENDERSON & COMPANY, INC.

A handwritten signature in blue ink that reads "Hudson Henderson & Company, Inc." in a cursive script.

Fresno, California  
February 9, 2022



**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH THE DEPARTMENT  
OF RESOURCES RECYCLING AND RECOVERY GRANT AGREEMENT TERMS**

To the Board of Commissioners of  
Fresno Economic Opportunities Commission

We have audited the financial statements of the Fresno Economic Opportunities Commission Local Conservation Corps (the Local Conservation Corps'), as of and for the year ended June 30, 2020 and have issued our report thereon dated February 9, 2022. Our firm has conducted an audit of the Fresno Economic Opportunities Commission Local Conservation Corps for the year ended June 30, 2020 in compliance with Terms and Conditions, Provision 31.

Our audit was conducted in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the Standards and Procedures for Audits of Local Conservation Corps Receiving Grant Funds from the Department of Resources Recycling and Recovery, issued by the Department of Resources Recycling and Recovery.

Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The Local Conservation Corps' management is responsible for compliance with the laws and regulations of the Grant Agreement. In connection with the audit referred to above, we selected and tested transactions and records to determine the compliance of the laws and regulations of the Grant Agreement applicable to the following items.

Description	Number of Audit Procedures	Procedures Performed
Internal Control	10	Yes
Subcontractors	1	Yes
Competitive Bids	4	Yes
Conflict of Interest	2	Yes
Allowable and Reasonable Costs	6	Yes
Travel	2	Yes

Based on our audit we found that, for the items tested, the Fresno Economic Opportunities Commission Local Conservation Corps complied with the laws and regulations of the Grant Agreement of the items referred to above. Further, based on our examination, for items not tested, nothing came to our attention to indicate that the Local Conservation Corps had not complied with the laws and regulations of the Grant Agreement.

This report is intended solely for the information of the Local Conservation Corps Board of Commissioners and the Department of Resources Recycling and Recovery and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

HUDSON HENDERSON & COMPANY, INC.

*Hudson Henderson & Company, Inc.*

Fresno, California  
February 9, 2022

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**

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**FINDINGS AND RECOMMENDATIONS**

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED DECEMBER 31, 2020**

**SECTION I – SUMMARY OF AUDITORS’ RESULTS**

*Financial Statements*

Type of auditors’ report issued: Unmodified

Internal control over financial reporting:

- Material weakness identified?     X     Yes            No
- Significant deficiency(ies) identified that are not considered to be material weaknesses?            Yes     X     None reported
- Noncompliance material to financial statements noted?            Yes     X     No

*Federal Awards*

Internal control over major federal programs:

- Material weakness identified?            Yes     X     No
- Significant deficiency(ies) identified that are not considered to be material weaknesses?            Yes     X     None reported
- Noncompliance material to federal awards?            Yes     X     No
- Any audit findings disclosed that are required to be reported in accordance with 2CRF section 200.516(a)?            Yes     X     No

Type of auditors’ report issued on compliance for major Federal programs: Unmodified

Identification of major programs:

<u>CFDA Number:</u>	<u>Name of Federal Program or Cluster</u>
96.600	Head Start
93.569	Community Services Block Grant
21.019	Coronavirus Relief Fund

Dollar threshold used to distinguish Between Type A and Type B programs: \$2,558,136

Auditee qualified as a low-risk auditee?            Yes     X     No

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (continued)  
FOR THE YEAR ENDED DECEMBER 31, 2020**

**SECTION II – FINANCIAL STATEMENT FINDINGS**

**Finding 2020-001 – Material Weakness  
Financial Close & Reporting**

Condition:

During the audit of the Organization’s financial statements, we identified material misstatements in the Organization’s general ledger account balances which required material audit adjustments. These adjustments were noted in notes receivable/payable, accrued payroll, accrued revenues related to the accrued payroll, capitalized grant funded assets and associated depreciation, and unrealized gains for investments in balancing the general ledger and presentation of the financial statements.

Criteria:

In accordance with accounting principles generally accepted in the United States of America, adequate internal controls should be implemented to ensure that all assets, liabilities, revenues and expenses are properly recorded and reported. Furthermore, proper accounting principles should be applied to all financial closing accounts and processes, thus resulting in the proper presentation of all Organization activities and/or funds.

Cause:

Closing entries were posted in an effort to properly close the Organization’s financial records, however it appears that adequate review was not performed in ensuring balances and transactions were properly recorded and reconciled as of year-end.

Effect:

Material adjustments were identified through audit procedures performed which resulted in adjustments to receivables, revenue, capital assets, depreciation, accrued expenses, notes payable and notes receivable to ensure proper presentation in accordance with generally accepted accounting standards.

Recommendation:

We recommend that the Organization continue to work on clarifying roles and responsibilities during the year-end closing process, enhancing the process to ensure that all accounting records are properly reflected in the financial statements prior to the commencement of the audit. We also recommend management implement further detective measures in fixing financial reporting errors during the financial closing process.

Management Response:

Fiscal year 2020, provided a number of challenges and changes including coronavirus, sheltering in place for eight months and several key staffing changes within Access Plus Capital and the Fresno EOC Finance Department. To assist businesses within the portfolio impacted by the coronavirus, Access Plus Capital leveraged local, state and federal government relief programs along with philanthropic grants for support loan deferment and payments. These relief programs required multiple revisions to payments and balances for the benefit of the client. This resulted in 1,157 businesses receiving \$11,750,000 in COVID19 relief in the form of forgivable loans and direct grants.

Both Access Plus Capital and Fresno EOC have instituted several leadership and financial changes to address these issues. In 2020, both Fresno EOC and Access Plus Capital hired new leadership, a chief financial officer and an executive director, respectively. As part of the newly executed operating and management agreement, Access Plus Capital will hire and/or supervise its own accounting and treasury staff to work with the Fresno EOC Finance Department to improve accuracy and the timeliness of revenue and expense recording. This work will be led by a new position, Director of Risk Management & Finance overseeing accounting and portfolio activities. Starting in 2021, lending activity payments will be tracked solely in Portfol, the loan management software reducing potential duplication with dual recording in Portfol and the general ledger.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (continued)  
FOR THE YEAR ENDED DECEMBER 31, 2020**

**SECTION II – FINANCIAL STATEMENT FINDINGS (continued)**

**Finding 2020-001 – Material Weakness  
Financial Close & Reporting**

Management Response (continued):

Corrections have been made to resolve the challenges with year-end accounting by monitoring that year end accruals and other adjusting entries are recorded in a timely manner.

**SECTION III – FEDERAL AWARD FINDINGS**

There are no federal award findings to be reported in accordance with the Uniform Guidance.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS  
FOR THE YEAR ENDED DECEMBER 31, 2019**

**SECTION II – FINANCIAL STATEMENT FINDINGS**

There were no prior year financial statement findings reported in accordance with *Government Auditing Standards*.

**SECTION III – FEDERAL AWARD FINDINGS**

**Reference Number:** 2019-001

**Type of Finding:** Significant Deficiency

**Category of Finding:** Equipment and Real Property Management

**Federal Program Title(s) and CFDA Number(s):** 93.600 – Head Start

**Federal Agency:** U.S. Department of Health and Human Services

**Pass-Through:** N/A

**Award Number:** 09CH010290-04-00

**Award Year:** 2020

**Questioned Costs:** \$0

Condition:

Although disposition instructions were requested for several assets, equipment that the Agency had determined had a current per unit market value of less than \$5,000 were disposed without requesting prior disposition instructions.

Criteria:

When original or replacement equipment acquired under a federal award is no longer needed, the non-federal agency must request disposition instructions from the Federal awarding agency.

Cause:

Misunderstanding of requirement to request disposition instructions for equipment with current per unit fair market value under \$5,000 and sequencing of the requirements in the policy and procedure manual.

Effect:

Because of the failure to request disposition instructions, the federal agency has the right to potentially request reimbursement for the disposed equipment. The population of 23 disposed assets of \$527,045 total original costs were 100% tested. The test found 13 disposed assets with an original cost of \$105,377 for which advance disposition instructions were not requested.

Recommendation:

The Agency should revise the asset disposition form to include a section to document funding source approval and provide additional staff training regarding the disposition requirements. Also, the Agency should update its policy and procedures manual to emphasize and move the request for disposition requirement paragraph before the disposition of assets under \$5,000 unit cost rules.

Management Response & Corrective Action Plan:

The Agency agrees with the finding and has updated its procedures and provided staff training. The Agency also has requested and received retroactive approval for disposal of the assets in non-compliance.

Current Year Status:

Corrected.

## STATUS OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS

**Reference Number:** 2019-001

**Type of Finding:** Significant Deficiency

**Category of Finding:** Equipment and Real Property Management

**Federal Program Title(s) and CFDA Number(s):** 93.600 – Head Start

**Federal Agency:** U.S. Department of Health and Human Services

**Pass-Through:** N/A

**Award Number:** 09CH010290-04-00

**Award Year:** 2020

**Questioned Costs:** \$0

Condition:

Although disposition instructions were requested for several assets, equipment that the Agency had determined had a current per unit market value of less than \$5,000 were disposed without requesting prior disposition instructions.

Criteria:

When original or replacement equipment acquired under a federal award is no longer needed, the non-federal agency must request disposition instructions from the Federal awarding agency.

Cause:

Misunderstanding of requirement to request disposition instructions for equipment with current per unit fair market value under \$5,000 and sequencing of the requirements in the policy and procedure manual.

Effect:

Because of the failure to request disposition instructions, the federal agency has the right to potentially request reimbursement for the disposed equipment. The population of 23 disposed assets of \$527,045 total original costs were 100% tested. The test found 13 disposed assets with an original cost of \$105,377 for which advance disposition instructions were not requested.

Recommendation:

The Agency should revise the asset disposition form to include a section to document funding source approval and provide additional staff training regarding the disposition requirements. Also, the Agency should update its policy and procedures manual to emphasize and move the request for disposition requirement paragraph before the disposition of assets under \$5,000 unit cost rules.

Management Response & Corrective Action Plan:

The Agency agrees with the finding and has updated its procedures and provided staff training. The Agency also has requested and received retroactive approval for disposal of the assets in non-compliance.

Current Year Status:

Corrected.



February 11, 2022

To the Board of Commissioners of  
Fresno Economic Opportunities Commission

We have audited the financial statements of Fresno Economic Opportunities Commission (the Organization) for the year ended December 31, 2020, and we issued our report thereon dated February 9, 2022. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and, if applicable, *Government Auditing Standards* and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated February 11, 2021. Professional standards also require that we communicate to you the following information related to our audit.

#### Significant Audit Matters

##### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Organization are described in Note 1 to the financial statements. No new accounting policies were adopted other than the adoption of ASU 2014-09 with no change to financial reporting, and the application of existing policies was not changed during 2020. We noted no transactions entered into by the Organization during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements was:

Management's estimate of the useful life of capital assets is based on prior knowledge of the life of capital assets. We evaluated the key factors and assumptions used to develop the useful life of capital assets in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

##### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit. We did incur delays in completing the audit, stemming from a transition year with this being the first of us performing the audit, change in financial management, and pending supporting documentation at times, all contributing to the issuance of the audit more than one year after year-end.

##### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. Misstatements of accrued payroll (\$1.6M), notes payable/receivable (\$750k), Grant revenue/AR (\$1.1M) and unrealized gain/loss (\$107k) detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

*Disagreements with Management*

For purposes of this letter, a disagreement with management is a disagreement on a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated February 9, 2022.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Organization's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with U.S. generally accepted accounting principles, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Board of Commissioners and management of the Organization and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

HUDSON HENDERSON & COMPANY, INC.

A handwritten signature in blue ink that reads "Hudson Henderson & Company, Inc." The signature is written in a cursive, flowing style.

By: Brian Henderson, CPA

**BOARD OF COMMISSIONERS MEETING**

<b>Date:</b> March 23, 2022	<b>Program:</b> Finance
<b>Agenda Item #:</b> 11	<b>Officer:</b> N/A
<b>Subject:</b> Investment Report	<b>Officer:</b> Jim Rodriguez

**Background**

The information below is presented to keep the Board apprised on the status of the Agency’s investment accounts.

As of December 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	\$ 84,453	\$ 627,290	\$ 711,743
Corporate Bonds	277,487	-	277,487
Government Bonds	499,980	-	499,980
Certificates of Deposit (CD)	2,522,592	151,611	2,674,203
Stocks	17,107	-	17,107
<b>Total</b>	<b>\$ 3,401,619</b>	<b>\$ 778,901</b>	<b>\$ 4,180,520</b>
Minus unrealized gains on CDs	44,945	1,611	46,556
General Ledger balance	\$ 3,356,674	\$ 777,290	\$ 4,133,964

Total annual interest earned on these fixed income investments is \$62,519 providing an average rate of 1.85%. Interest rates received on the Corporate Fixed Income investments range between 3.50% and 4.45%. These are long-term holdings with maturity dates after 2022. The Certificates of Deposit have interest rates between 0.05% and 3.50%; 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 0.20% interest.

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Finance
<b>Agenda Item #:</b> 12	<b>Director:</b> N/A
<b>Subject:</b> Enterprise Performance Management System	<b>Officer:</b> Jim Rodriguez

### Recommended Action

The Finance Committee recommends approval for full Board consideration of a 3-year agreement with the OneStream Software LLC for an Enterprise Performance Management (EPM) system, software license, and implementation at \$108,576 annually for three years and a one-time \$99,500 implementation fee for approximately \$425,000.

### Background

Currently, the process for collecting data from our numerous programs is manual, complicated and time consuming. Our current accounting, budgeting and reporting complexities have outpaced our current financial tools. The Finance Department at minimum accounts for 40 programs that have 91 funding sources and 245 contracts, all with differing lengths of contract terms, differing fiscal years and reporting requirements. The Finance Department relies on the timely submittal of program reports and the tracking of those reports are difficult and disconnected. When preparing annual reports or financial reports for audits, the finance department seeks data from numerous systems or from spreadsheets maintained in various areas of the agency. Financial consolidation and the monthly close process is also lengthy and cumbersome which leads to difficulties to report in a timely manner and plan for budgets.

Due to the challenges described above, staff released an RFP on February 2, 2022. We received one formal response and two quotes to our RFP.

The purpose of the EPM is designed to integrate data from numerous sources to provide analysis of workforce, program and financial performance with a centralized data warehouse. The implementation of the EPM will allow us to collect data from our

programs and combine it with fiscal and workforce data to create performance reporting that reflects the impact and utilization of resources.

Also, the benefits of the EPM will allow us the ability to analyze and forecast our agency needs so we can better prepare for growth, increasing our inputs (funding dollars) and outputs (community service) while making more informed business and program decisions, and ultimately improving the lives of our employees and the community we serve.

In the long-term we will accomplish the following:

- Workforce planning
- Grants planning
- Revenue and Expense planning
- Integration of agency-wide business and program solutions
- Account reconciliation data and templates
- Key Performance Indicators (KPI's)
- Dashboard visualization reporting

### **Fiscal Impact**

Below is OneStream's quote from their RFP response. The costs will be allocated from multiple funding sources: such as expiring CSBG CARES funds, agency funds or with third-party financing. The quote below is based on a three-year agreement and a one-time implementation fee.

<b>Payment Description</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Total</b>
Annual License	\$108,576	\$108,576	\$108,576	\$325,728
Implementation Fee	\$99,500	-	-	\$99,500
<b>Total</b>	<b>\$208,076</b>	<b>\$108,576</b>	<b>\$108,576</b>	<b>\$425,228</b>

Cost savings expected by implementing the EPM will provide benefits of time reduction and in the following areas:

- Planning management and administration
- Planning Execution
- Account Reconciliations
- Reporting and Analysis
- Monthly Closing Process
- External Audit

## Conclusion

The implementation milestones will be accompanied with a deeper insight of our agency's activities. Because the system provides task and audit trails, we can create automated workflows for commonly performed tasks. Reporting will become automated and provided on a schedule for top-level, program-level, audit, and external review. Our team will continue to learn how to use the software beyond the initial implementation via the EPM company's online trainings and resources.

Although the initial implementation focuses on the areas noted above, the EPM is capable of additional data integrations, tax planning, capital expenditure planning, cash planning, task managing, forecasting, analysis dashboards, etc. As we become more familiar with the system, the Finance Department can utilize these additional features to mature the financial oversight of the entire agency. An EPM system was chosen because it is designed to handle an agency that has complicated financial reporting requirements and has the scalability to continue to meet those requirements far into the future.

If the agreement is approved, the implementation will begin with the OneStream consulting team in the second quarter of 2022.

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Finance
<b>Agenda Item #:</b> 13	<b>Director:</b> N/A
<b>Subject:</b> 2022 Agency Budget	<b>Officer:</b> Jim Rodriguez

### Recommended Action

The Finance Committee recommends Board approval of the 2022 consolidated agency budget.

### Background

As a matter of best practice, the Agency's consolidated annual budget is brought to the Board via the Finance Committee for approval. This 2022 agency budget is incorporated into the monthly financial reports to assist with monitoring and review of the actual to budget status.

### Fiscal Impact

The consolidated annual budget presented is comprised of several sources of revenue of approximately \$114,000,000 and operating expenses of approximately \$113,000,000 resulting in a net surplus of \$1,000,000. In addition, there is budgeted amount of In-Kind Donations of approximately \$39,000,000.

### Conclusion

The consolidated budget, and supporting budgets by program area, were presented during the Finance Committee meeting.

Fresno Economic Opportunities Commission  
 2022 Consolidated Agency Budget

	<u>2022 Budget</u>	<u>% of budget</u>	<u>Access Plus Capital</u>	<u>Food Distribution</u>	<u>Employment &amp; Training/VAC</u>	<u>Fresno Executive Plaza</u>
<b>REVENUES AND SUPPORT</b>						
Grant Revenue	\$86,980,050	76.1%	\$1,757,250	\$121,050	\$1,478,750	\$0
Fee for Service Revenue	\$19,602,250	17.1%	\$795,800	\$38,200	\$386,200	\$0
Other Revenue	\$5,082,000	4.4%	\$1,705,050	\$0	\$0	\$106,250
Donation Contributions	\$371,450	0.3%	\$150,000	\$0	\$25,000	\$0
<b>TOTAL REVENUES AND SUPPORT</b>	<b><u>\$114,330,625</u></b>	<b><u>98%</u></b>	<b><u>\$4,408,100 #</u></b>	<b><u>\$159,250</u></b>	<b><u>\$1,889,950</u></b>	<b><u>\$106,250</u></b>
<b>EXPENSES</b>						
Personnel Costs	\$69,972,550	61.7%	\$1,858,950	\$119,750	\$1,400,450	\$2,800
Admin Services	\$7,040,225	6.2%	\$195,450	\$17,200	\$132,700	\$9,550
Contract Services	\$11,240,600	9.9%	\$632,550	\$0	\$2,250	\$0
Facility Costs	\$6,093,175	5.4%	\$54,350	\$1,300	\$246,100	\$68,800
Out-of-County/Out-of-State Travel	\$51,600	0.0%	\$0	\$0	\$0	\$0
Travel, Mileage, & Vehicle Costs	\$1,720,745	1.5%	\$47,095	\$2,150	\$8,350	\$200
Equipment Costs	\$1,196,775	1.1%	\$22,500	\$450	\$11,000	\$17,100
Office Expense	\$3,129,400	2.8%	\$84,500	\$1,300	\$24,950	\$2,550
Insurance Expense	\$755,250	0.7%	\$10,500	\$250	\$9,350	\$5,050
Program Supplies & Client Costs	\$10,905,750	9.6%	\$334,400	\$16,850	\$54,800	\$200
Other Costs	\$1,262,500	1.1%	\$552,100	\$0	\$0	\$0
<b>TOTAL EXPENSES</b>	<b><u>\$113,368,570</u></b>	<b><u>100%</u></b>	<b><u>\$3,792,395 #</u></b>	<b><u>\$159,250</u></b>	<b><u>\$1,889,950</u></b>	<b><u>\$106,250</u></b>
<b>IN-KIND TRANSACTIONS</b>						
Non-Cash Revenue	\$39,041,040		\$0	\$0	\$0	\$0
Non-Cash Expenses	(\$39,041,040)		\$0	\$0	\$0	\$0
<b>TOTAL IN-KIND TRANSACTIONS</b>	<b><u>\$0</u></b>		<b><u>\$0 #</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
<b>NET SURPLUS/(DEFICIT)</b>	<b><u>\$962,055</u></b>		<b><u>\$615,705 #</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>

Fresno Economic Opportunities Commission  
 2022 Consolidated Agency Budget

	Fresno Street Saints	Foster Grandparent	Food Services	Head Start 0-5	Health Services	LCC
<b>REVENUES AND SUPPORT</b>						
Grant Revenue	\$85,375	\$551,400	\$2,675,650	\$43,362,100	\$3,095,000	\$4,720,900
Fee for Service Revenue	\$234,300	\$0	\$5,090,600	\$0	\$1,005,250	\$468,900
Other Revenue	\$0	\$0	\$1,438,150	\$0	\$0	\$0
Donation Contributions	\$3,950	\$0	\$104,950	\$0	\$0	\$0
<b>TOTAL REVENUES AND SUPPORT</b>	<b><u>\$323,625</u></b>	<b><u>\$551,400</u></b>	<b><u>\$9,309,350</u></b>	<b><u>\$43,362,100</u></b>	<b><u>\$4,100,250</u></b>	<b><u>\$5,189,800</u></b>
<b>EXPENSES</b>						
Personnel Costs	\$219,850	\$389,200	\$2,882,400	\$30,674,800	\$2,270,100	\$2,636,150
Admin Services	\$26,775	\$23,250	\$352,200	\$3,428,450	\$373,600	\$263,550
Contract Services	\$41,250	\$0	\$1,005,200	\$4,865,650	\$100,150	\$352,050
Facility Costs	\$2,125	\$5,000	\$138,050	\$1,170,450	\$210,000	\$243,650
Out-of-County/Out-of-State Travel	\$0	\$1,000	\$0	\$0	\$0	\$18,050
Travel, Mileage, & Vehicle Costs	\$1,150	\$4,150	\$25,000	\$229,400	\$77,000	\$99,900
Equipment Costs	\$8,725	\$600	\$124,700	\$255,250	\$38,150	\$116,000
Office Expense	\$11,550	\$42,500	\$80,750	\$511,150	\$157,400	\$58,500
Insurance Expense	\$850	\$400	\$18,900	\$206,700	\$26,250	\$105,900
Program Supplies & Client Costs	\$11,350	\$84,600	\$4,668,000	\$2,020,250	\$847,600	\$1,296,050
Other Costs	\$0	\$700	\$50	\$0	\$0	\$0
<b>TOTAL EXPENSES</b>	<b><u>\$323,625</u></b>	<b><u>\$551,400</u></b>	<b><u>\$9,295,250</u></b>	<b><u>\$43,362,100</u></b>	<b><u>\$4,100,250</u></b>	<b><u>\$5,189,800</u></b>
<b>IN-KIND TRANSACTIONS</b>						
Non-Cash Revenue	\$0	\$0	\$295,000	\$10,550,740	\$0	\$0
Non-Cash Expenses	\$0	\$0	(\$295,000)	(\$10,550,740)	\$0	\$0
<b>TOTAL IN-KIND TRANSACTIONS</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
<b>NET SURPLUS/(DEFICIT)</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$14,100</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>

Fresno Economic Opportunities Commission  
 2022 Consolidated Agency Budget

	<u>Energy Services</u>	<u>Sanctuary &amp; Youth Services</u>	<u>SOUL</u>	<u>Transit</u>	<u>WIC</u>	<u>African American Coalition</u>
<b>REVENUES AND SUPPORT</b>						
Grant Revenue	\$11,445,550	\$3,593,400	\$3,062,850	\$2,412,700	\$6,197,750	\$611,100
Fee for Service Revenue	\$0	\$1,209,350	\$0	\$3,191,650	\$0	\$50,000
Other Revenue	\$0	\$224,400	\$12,950	\$1,482,600	\$0	\$0
Donation Contributions	\$0	\$76,550	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES AND SUPPORT</b>	<b><u>\$11,445,550</u></b>	<b><u>\$5,103,700</u></b>	<b><u>\$3,075,800</u></b>	<b><u>\$7,086,950</u></b>	<b><u>\$6,197,750</u></b>	<b><u>\$661,100</u></b>
<b>EXPENSES</b>						
Personnel Costs	\$5,670,300	\$2,620,100	\$1,978,300	\$4,428,350	\$4,779,700	\$343,200
Admin Services	\$819,700	\$324,150	\$162,750	\$284,700	\$511,750	\$60,100
Contract Services	\$2,491,000	\$548,700	\$268,800	\$94,900	\$0	\$152,700
Facility Costs	\$1,867,550	\$1,001,550	\$247,750	\$110,000	\$477,300	\$40,400
Out-of-County/Out-of-State Travel	\$0	\$7,450	\$1,000	\$0	\$0	\$0
Travel, Mileage, & Vehicle Costs	\$57,950	\$59,550	\$5,250	\$1,068,150	\$15,000	\$250
Equipment Costs	\$257,550	\$32,900	\$29,600	\$31,700	\$35,000	\$650
Office Expense	\$162,950	\$83,250	\$176,050	\$109,350	\$166,600	\$30,400
Insurance Expense	\$38,100	\$27,200	\$14,950	\$239,650	\$15,000	\$1,000
Program Supplies & Client Costs	\$80,450	\$343,050	\$177,600	\$387,900	\$197,400	\$32,400
Other Costs	\$0	\$55,800	\$13,750	\$0	\$0	\$0
<b>TOTAL EXPENSES</b>	<b><u>\$11,445,550</u></b>	<b><u>\$5,103,700</u></b>	<b><u>\$3,075,800</u></b>	<b><u>\$6,754,700</u></b>	<b><u>\$6,197,750</u></b>	<b><u>\$661,100</u></b>
<b>IN-KIND TRANSACTIONS</b>						
Non-Cash Revenue	\$8,835,350	\$0	\$0	\$0	\$19,059,950	\$0
Non-Cash Expenses	(\$8,835,350)	\$0	\$0	\$0	(\$19,059,950)	\$0
<b>TOTAL IN-KIND TRANSACTIONS</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
<b>NET SURPLUS/(DEFICIT)</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$332,250</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>

Fresno Economic Opportunities Commission  
 2022 Consolidated Agency Budget

	Advance Peace	CSBG Funding	Administration
<b>REVENUES AND SUPPORT</b>			
Grant Revenue	\$522,100	\$1,958,500	\$1,623,500
Fee for Service Revenue	\$65,000	\$0	\$7,067,000
Other Revenue	\$0	\$0	\$112,600
Donation Contributions	\$11,000	\$0	\$0
<b>TOTAL REVENUES AND SUPPORT</b>	<b><u>\$598,100</u></b>	<b><u>\$1,958,500</u></b>	<b><u>\$8,803,100</u></b>
<b>EXPENSES</b>			
Personnel Costs	\$396,100	\$1,091,450	\$6,210,600
Admin Services	\$54,350	\$0	\$0
Contract Services	\$80,200	\$24,700	\$580,500
Facility Costs	\$3,050	\$3,050	\$202,700
Out-of-County/Out-of-State Travel	\$5,600	\$0	\$18,500
Travel, Mileage, & Vehicle Costs	\$700	\$0	\$19,500
Equipment Costs	\$0	\$33,500	\$181,400
Office Expense	\$16,950	\$174,000	\$1,234,700
Insurance Expense	\$1,200	\$0	\$34,000
Program Supplies & Client Costs	\$39,950	\$134,300	\$178,600
Other Costs	\$0	\$497,500	\$142,600
<b>TOTAL EXPENSES</b>	<b><u>\$598,100</u></b>	<b><u>\$1,958,500</u></b>	<b><u>\$8,803,100</u></b>
<b>IN-KIND TRANSACTIONS</b>			
Non-Cash Revenue	\$0	\$0	\$300,000
Non-Cash Expenses	\$0	\$0	(\$300,000)
<b>TOTAL IN-KIND TRANSACTIONS</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
<b>NET SURPLUS/(DEFICIT)</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Communications Department
<b>Agenda Item #:</b> 14A	<b>Director:</b> Kristine Morgan
<b>Subject:</b> Legislative Report	<b>Manager:</b> Kristina Solberg

### Background

The information presented below is intended to inform the Board of Fresno EOC's advocacy work as well as public policy issues that may impact the Agency and the people we serve.

### Exciting News

This month, President Biden signed an omnibus spending bill which includes \$300,000 for Advance Peace Fresno. Thanks to the efforts of Congressman Jim Costa, Advance Peace was selected as a Community Project to receive a funding allocation from Congress and included in the final spending bill. More on the omnibus is below.

### Advocacy

#### Meetings:

Head Start – Fresno EOC Head Start Director, Rosa Pineda, and staff from the Head Start team, including a Head Start parent, joined a meeting with Head Start CA and Senator Dianne Feinstein's D.C. office. Staff provided an overview of the EOC Head Start program and highlighted the need for changing the program's eligibility requirements to increase access for underserved families.

LIHEAP – Fresno EOC LIHEAP Director, Gilda Arreguin, participated in the National Energy and Utility Affordability Coalition's LIHEAP Action Day. We met with the offices of Congressman Costa and Senator Feinstein. Gilda had several minutes to highlight the Fresno EOC LIHEAP program as well as the importance of increased federal funding for LIHEAP. Both Congressman Costa and Senator Feinstein are strong supporters of the LIHEAP program.

#### Letters:

Fresno EOC has submitted letters in support of the following state bills:

Senate Bill 854 (Skinner) – SB 854, the Hope, Opportunity, Perseverance, and Empowerment (HOPE) for Children Act of 2022, would establish the CalSurvivor Program as well as trust fund accounts for low income children in foster care placement

or who have lost a parent or guardian to COVID-19. Eligible children under the age of 10 would receive \$4,000, and children between the ages of 10 and 17 would receive \$8,000 in a HOPE Account. The California HOPE Account will fill a financial void by providing surviving children and foster youth the opportunity to finance wealth-generating assets like purchasing a home or starting a business.

Assembly Bill 1671 (Patterson) - AB 1671, the California Ban on Scholarship Displacement for Foster Youth Act of 2022. This bill would prohibit any public or private institution of higher education, which receives funding from the state of California, from reducing scholarship financial aid to students who are current or former foster youth.

Senate Bill 579 (Allen) – SB 579 would allow local educational agencies, including charter schools, to use the average daily attendance (ADA) of prior fiscal years. Specifically, SB 579 would require the California Department of Education (CDE) to use the greater of the 2019-20 or 2021-22 fiscal year ADA, and for the 2022-23 fiscal year, CDE would be required to use the greater of the 2019-20, 2021-22, or 2022-23 ADA of prior fiscal years for purposes of apportionments under the local control funding formula. Schools in California are experiencing unprecedented declines in enrollment because of Covid-19. However, unlike other California schools, charter schools are not protected under the hold-harmless funding for 2021-22.

Senate Bill 1042 (Grove) – SB 1042 would include human trafficking in the lists of crimes that are defined as serious and violent under California law. SB 1042 will provide much-needed justice for the trafficking survivors we serve. Human trafficking is currently defined as a non-serious and non-violent crime. Unfortunately, survivors are hesitant to participate in the justice system and pursue charges against their trafficker because the current penalty does not fit the crime. California’s Three Strikes law is imperfect, but as we continue to operate in the current criminal justice system, the passage of SB 1042 would finally recognize human trafficking as the extremely serious and violent crime that it is.

### **Sign on Letters:**

Fresno EOC signed on to the following coalition letters:

- California Coalition for Youth letter in support for ongoing funding in the Homeless Housing, Assistance, and Prevention (HHAP) grant program and the state legislature to continue increasing the set aside dedicated to young people to 25%. Sanctuary and Support Services receives HHAP funding.
- Coalition letter led by Children’s Defense Fund in support of permanently expanding the Child Tax Credit and swift enactment of the Build Back Better Act.
- Head Start CA letter in support of a \$50 million investment from the state of California.

- The National Energy and Utility Affordability Coalition letter to Congressional Appropriation Committees in support of funding LIHEAP.

### Public Policy Updates:

Community Services Block Grant (CSBG) Reauthorization– H.R. 5129, the CSBG Modernization Act, would reauthorize CSBG for 10 years at an increased annual level of \$1 billion for the first five years. On **March 16, the House Education and Labor Committee will mark-up HR 5129. It has been nearly a decade since a congressional committee has considered CSBG reauthorization. As a reminder,** Representatives Costa and Valadao have both cosponsored the legislation.

FY22 Omnibus – This month, a federal spending bill for fiscal year 2022 was signed into law. Here are the highlights for Community Action agencies:

- **Community Services Block Grant (CSBG)**: Funded at \$755 million, an increase of \$10 million, and includes the provision allowing for eligibility to be 200% of FPL.
- **Weatherization Assistance Program (WAP)**: Funded at \$334 million which includes \$313 million for the core program, \$6 million for training and technical assistance and \$15 million for the Weatherization Readiness Fund.
- **Low Income Home Energy Assistance Program (LIHEAP)**: Funded at \$3.8 billion, an increase of \$50 million.
- **Head Start**: Funded at \$11 billion, an increase of \$289 million.
- **Child Care and Development Block Grant**: Funded at \$6.2 billion, an increase of \$254 million.
- **Rural Broadband**: Includes \$550 million to expand broadband services including an additional \$450 million for the ReConnect program.
- **Women, Infants and Children (WIC)**: Funded at \$6 billion including \$834 million to increase the amounts of fruits and vegetables in the WIC Food Package.
- **Supplemental Nutrition Assistance Program (SNAP)**: Funded at \$140.4 billion which fully funds participation as well as SNAP enhanced allotments authorized by the Families First Coronavirus Response Act.
- **Child nutrition programs**: Includes \$26.9 billion in funding for child nutrition programs which is an increase of \$1.77 billion.
- **Tenant-based Rental Assistance**: Funded at \$27.4 billion including \$200 million to expand assistance to up to 25,000 low-income families.

**(Source: National Community Action Foundation)**

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> N/A
<b>Agenda Item #:</b> 14B	<b>Director:</b> N/A
<b>Subject:</b> 2022 Committee Appointments	<b>Officer:</b> Emilia Reyes

### Recommended Action

Staff recommends review and acceptance of the 2022 Committee Appointments.

### Background

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

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

### Fiscal Impact

None.

### Conclusion

If approved by the Board, these Committee Appointments will be carried out for the 2022 calendar year.

## 2022 COMMITTEE APPOINTMENTS

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

*Updated: 2.25.22*

**AUDIT COMMITTEE MEETING**  
**Zoom Meeting**  
**March 16, 2021**  
**12:00 PM**

**MINUTES**

1. **CALL TO ORDER**

Daniel Martinez, Audit Committee Chair, called the meeting to order at 12:18 P.M.

2. **ROLL CALL**

**Present:** Daniel Martinez, Maiyer Vang, Ed Avila, Alysia Bonner, Ruben Zarate, Zina Brown-Jenkins

**Absent:** None

3. **APPROVAL OF DECEMBER 9, 2020 MINUTES**

Public Comment: None heard.

**Motion by:** Maiyer Vang **Second by:** Zina Brown-Jenkins

**Ayes:** Martinez, Vang, Brown-Jenkins, Zarate, Bonner

**Nays:** None heard.

4. **APPROVAL OF INTERNAL AUDIT POLICIES AND PROCEDURES**

The Internal Audit Policies and Procedures Manual was updated to reflect the change of daily supervision from Chief Executive Officer to Chief Financial Officer. No questions were heard.

Public Comment: None heard

**Motion by:** Bonner **Second by:** Vang

**Ayes:** Martinez, Vang, Brown-Jenkins, Zarate, Bonner

**Nays:** None heard.

5. **APPROVAL OF INTERNAL AUDIT PLAN**

Susan Shiomi, Internal Audit Director presented the internal audit plan for 2021. Plans include implementing new audit testing suggested by Hudson Henderson, the external auditors based on the Head Start performance review.

Commissioner Brown-Jenkins inquired if this was the only changes we took from Hudson Henderson. Shiomi replied that Hudson Henderson provided four different testing reviews that will be implemented. Brown-Jenkins asked if this was because of Head Start issues from prior years. Shiomi stated that Internal Audit will focus on Head Start this year so we do not have issues again.

Commissioner Vang questioned whether she needed to abstain because she works for Fresno Unified. A discussion followed concluding that she did not need to abstain.

Public Comment: None heard

**Motion by:** Martinez **Second by:** Zarate

**Ayes:** Martinez, Avila, Vang, Brown-Jenkins, Zarate, Bonner  
**Nays:** None heard.

**6. SINGLE AUDIT ACCEPTANCE LETTERS**

Public Comment: None heard  
No action required.

**7. OTHER BUSINESS**

Next meeting: Wednesday, June 2, 2021 at 12:00 P.M.

Public Comment: None heard  
No action required.

**8. ADJOURNMENT**

Martinez adjourned the meeting at 12:37 P.M.

Respectfully submitted,

Daniel Martinez, Chair

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Internal Audit
<b>Agenda Item #:</b> 14C2	<b>Director:</b> Susan Shiomi
<b>Subject:</b> Financial Audit Reports: SOUL	<b>Officer:</b> Jim Rodriguez, CFO

### Recommended Action

The Audit Committee recommends acceptance of the 2020-21 School of Unlimited Learning Financial Statements as prepared by Hudson Henderson & Company, Inc.

### Background

The Single Audit Act requires audits to be conducted by independent auditors. Single audits are relied upon by federal agencies as part of their administrative responsibilities for determining compliance with the requirements of federal awards by non-federal entities. Any non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single audit conducted in accordance with 2 CFR 200 Uniform Guidance.

### Fiscal Impact

If a non-Federal entity fails to comply with the U.S. Constitution, Federal statutes, regulations or the terms and conditions of a Federal award, the Federal awarding agency or pass-through entity may temporarily withhold cash payments, disallow all or part of the action not in compliance, terminate or suspend the Federal award.

The continued success of Fresno EOC in fulfilling its mission and vision is dependent upon receiving necessary funding. In 2020, Fresno EOC received approximately 69% of its funding from Federal granting agencies. The discontinuance of funding from these Federal sources would have an adverse effect on the ability of Fresno EOC to carry out its vision and mission, "Helping People, Changing Lives".

### Conclusion

Acceptance by the full board provides assurance that Fresno EOC strives to maintain high standards for success to carry out its vision and mission.

**SCHOOL OF UNLIMITED LEARNING  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION**

**CHARTER SCHOOL NUMBER 0149**

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**ANNUAL FINANCIAL REPORT**

**FOR THE YEAR ENDED  
JUNE 30, 2021**

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## INDEPENDENT AUDITORS' REPORT

To the Board of Commissioners of  
School of Unlimited Learning  
Fresno Economic Opportunities Commission

### Report on the Financial Statements

We have audited the accompanying financial statements of the School of Unlimited Learning (the Organization), a project of the Fresno Economic Opportunities Commission, a nonprofit organization, which comprise the statement of financial position as of June 30, 2021, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of June 30, 2021, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

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**Emphasis of Matter**

As discussed in Note 1, the financial statements present only the Organization's financial statements and do not present fairly the financial position of Fresno Economic Opportunities Commission as of June 30, 2021, the changes in financial position, or, where applicable, its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

**Other Matters***Other Information*

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The supplementary information included in pages 12 through 19 is presented for purposes of additional analysis and are not a required part of the basic financial statements. The accompanying schedule of expenditures of federal awards (pages 20-21), as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements, which are in conformity with the *2020-21 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information and schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the financial statements as a whole.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated December 20, 2021, on our consideration of the Organization's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.

HUDSON HENDERSON & COMPANY, INC.



Fresno, California  
December 20, 2021

**SCHOOL OF UNLIMITED LEARNING  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
STATEMENT OF FINANCIAL POSITION  
JUNE 30, 2021**

**ASSETS**

Current Assets	
Cash and cash equivalents	\$ 300
Grants receivable	1,143,181
Interfund receivable	<u>605,858</u>
Total current assets	<u>1,749,339</u>
Noncurrent Assets	
Property and equipment, net	<u>158,073</u>
Total noncurrent assets	<u>158,073</u>
Total assets	<u>\$ 1,907,412</u>

**LIABILITIES AND NET ASSETS**

Liabilities	
Accounts payable	\$ 74,759
Accrued compensation and benefits	39,541
Deferred revenue	<u>180,725</u>
Total liabilities	<u>295,025</u>
Net Assets	
Net assets with donor restrictions	100,000
Net assets without donor restrictions	<u>1,512,387</u>
Total net assets	<u>1,612,387</u>
Total Liabilities and Net Assets	<u>\$ 1,907,412</u>

The accompanying notes are an integral part of these financial statements.

**SCHOOL OF UNLIMITED LEARNING  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2021**

	<b>Without Donor Restrictions</b>	<b>With Donor Restrictions</b>	<b>Total</b>
<b>REVENUES AND SUPPORT</b>			
Local control funding formula	\$ 2,363,210	\$ -	\$ 2,363,210
Local revenue in lieu of property taxes	163,281	-	163,281
State lottery revenue	38,400	-	38,400
Federal title revenue	71,625	-	71,625
School nutrition program	5,500	-	5,500
Other state revenue	164,092	-	164,092
Community services block grant	176,285	-	176,285
Other income	4,670	-	4,670
	<u>2,987,063</u>	<u>-</u>	<u>2,987,063</u>
<b>EXPENSES</b>			
Program services	2,438,751	-	2,438,751
General and administrative	126,906	-	126,906
	<u>2,565,657</u>	<u>-</u>	<u>2,565,657</u>
Excess Revenues over Expenses	<u>421,406</u>	<u>-</u>	<u>421,406</u>
<b>OTHER INCOME (EXPENSES)</b>			
Depreciation of grant funded assets	<u>(25,738)</u>	<u>-</u>	<u>(25,738)</u>
	<u>(25,738)</u>	<u>-</u>	<u>(25,738)</u>
Changes in Net Assets	<u>395,668</u>	<u>-</u>	<u>395,668</u>
Net Assets at Beginning of Year	1,150,630	100,000	1,250,630
Prior Period Adjustment	<u>(33,911)</u>	<u>-</u>	<u>(33,911)</u>
Net Assets at Beginning of Year (Restated)	<u>1,116,719</u>	<u>100,000</u>	<u>1,216,719</u>
Net assets at End of Year	<u>\$ 1,512,387</u>	<u>\$ 100,000</u>	<u>\$ 1,612,387</u>

The accompanying notes are an integral part of these financial statements.

**SCHOOL OF UNLIMITED LEARNING  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
STATEMENT OF FUNCTIONAL EXPENSES  
FOR THE YEAR ENDED JUNE 30, 2021**

	<b>Program Services</b>	<b>General and Administrative</b>	<b>Total Expenses</b>
Expenses:			
Salaries	\$ 1,299,959	\$ -	\$ 1,299,959
Employee benefits	443,020	-	443,020
Books and supplies	46,179	-	46,179
Travel and conferences	14,235	-	14,235
Insurance	13,873	-	13,873
Rentals, leases, and repairs	107,165	-	107,165
Utilities	23,004	-	23,004
Noncapitalized equipment	115,060	-	115,060
Professional services and operating	375,716	-	375,716
Depreciation	540	-	540
Administrative expense	-	126,906	126,906
Total expenses	<u>\$ 2,438,751</u>	<u>\$ 126,906</u>	<u>\$ 2,565,657</u>

The accompanying notes are an integral part of these financial statements.

**SCHOOL OF UNLIMITED LEARNING  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED JUNE 30, 2021**

<b>Cash Flows from Operating Activities</b>	
Change in net assets	\$ 395,668
Adjustment to reconcile change in net assets to net cash provided by operating activities:	
Depreciation expense	26,278
Changes in operating assets and liabilities:	
Grants receivable	(478,226)
Interfund receivable	(98,268)
Accounts payable	(16,144)
Accrued compensation and benefits	5,630
Deferred revenue	<u>180,725</u>
Net cash provided by operating activities	<u>15,663</u>
<b>Cash Flows from Investing Activities:</b>	
Purchase of equipment	<u>(15,663)</u>
Net cash used in investing activities	<u>(15,663)</u>
Increase (decrease) in cash and cash equivalents	-
<b>Cash and Cash Equivalents, Beginning of Year</b>	<u>300</u>
<b>Cash and Cash Equivalents, End of Year</b>	<u><u>\$ 300</u></u>

The accompanying notes are an integral part of these financial statements.

**SCHOOL OF UNLIMITED LEARNING  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 – NATURE OF ACTIVITIES**

Organization: The Fresno Economic Opportunities Commission (the FEOC) is a non-profit corporation incorporated in the State of California in 1965. The FEOC is a local community human services agency that provides assistance to economically and socially disadvantaged persons primarily in the Fresno County region through various types of health and welfare services and programs. The majority of the FEOC's funding is supported by grants from federal, state, and local governments, with additional sources of revenue from fees for services, in-kind contributions, and donor contributions.

The School of Unlimited Learning (the Organization) is a charter school that operates under Fresno Economic Opportunities Commission. The Organization is chartered under Fresno Unified School District. Consistent with the mission of Fresno Economic Opportunities Commission, the Organization's mission is to provide comprehensive learning experiences in a manner and environment that enables students to obtain the skills, knowledge, and motivation to be self-directed, life-long learners as they mature towards adult self-sufficiency. The Organization is a comprehensive high school comprised of a classroom-based program and independent study component. The academic program includes core classes, remedial classes, and CAHSEE intervention/review classes which prepare students for testing. In the spring of 2017, the Organization received a full program accreditation by the Western Association of Schools (WASC) for the maximum full six-year period until June 30, 2023. The Organization was granted a five-year charter renewal, effective July 1, 2018 through June 30, 2023.

The Organization operates a classroom-based program and independent study program. During the 2020-2021 school year, both the classroom-based program and independent study programs were located at 2336 Calaveras Street, Fresno, California 93721.

In addition to the program audit of the Organization contained herein, Fresno Economic Opportunities Commission is audited on an organization wide basis annually. Accordingly, the accompanying financial statements contain only the financial information and disclosures pertaining to the Organization as of and for the year ended June 30, 2021.

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Basis of Accounting and Presentation: Financial statement presentation follows the recommendations of the Financial Accounting Standards Board in its Accounting Standards Update (ASU) 2016-14, *Not-for-Profit Entities: Presentation of Financial Statements of Not-for-Profit Entities*. Under Accounting Standard Codification (ASC) Topic 958, the Organization is required to report information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions.

*Net assets without donor restrictions* are the portion of net assets over which the governing board has discretionary control for the general operations of the Organization. The only limits on net assets without donor restrictions are limits resulting from contractual agreements.

*Net assets with donor restrictions* are the portion of net assets resulting from contribution, pledges, and other inflows of assets whose use by the Organization is limited by donor-imposed restrictions that expire by the passage of time or usage, and the portion of net assets restricted by external parties (donors, grantors, or laws and regulations) in ways that are not dependent on the passage of time.

Method of Accounting: The Organization uses the accrual basis method of accounting in accordance with accounting principles generally accepted in the United States of America.

**SCHOOL OF UNLIMITED LEARNING  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
NOTES TO FINANCIAL STATEMENTS (continued)**

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Use of Estimates: The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents: For purposes of reporting the Statement of Cash Flows, the Organization considers all cash accounts and all highly liquid debt instruments purchased with an original maturity of three (3) months or less to be cash equivalents.

Grants Receivable: Grants receivable consist of the amounts due from the State of California representing attendance apportionment. At June 30, 2021, management considered all grants receivable to be fully collectible and, therefore, no allowance against grants receivable was recorded in the accompanying financial statements.

Interfund Receivable: Interfund receivable consists of the amounts retained in the FEOC funds that are due to the Organization.

Property and Equipment: Contributed property and equipment are recorded at fair value on the date of donation. Contributions of property and equipment are recorded as unrestricted support, unless the donor stipulates how long the assets must be used.

Property and equipment purchased with Organization funds are capitalized at cost and depreciated over the useful estimated lives of the asset ranging from 5 to 15 years using the straight-line method. Amortization of building improvements is based on the estimated useful life of the improvements. Depreciation and amortization expense is charged against operations. Expenditures for property and equipment in excess of \$5,000 are capitalized.

Property and equipment purchased with grant funds are depreciated using the straight-line method over the estimated useful life of the assets. Depreciation of these assets is charged against grant funded assets in the Statement of Activities.

In the event of a contract termination, certain funding sources require title to property and equipment previously purchased with grant funds revert to the funding source. Certain funding sources also limit the use of property and equipment for specific programs and require approval for disposition of property and equipment.

Compensated Absences: The Organization recognizes compensated absences as a liability. As of June 30, 2021, the accrued vacation balance was \$21,667, which is recorded within the accrued compensation and benefits on the Statement of Financial Position. Sick leave is not vested and, therefore, is not accrued.

Deferred Revenue: Deferred revenue includes unearned grant revenues and advanced grant funding. Both represent monies received by the Organization, but not yet spent, or earned in accordance with the grant agreements.

Contributions: Contributions consist primarily of amounts received from federal, state, and local agencies. The Organization recognizes all contributions when they are received or unconditionally promised, regardless of compliance with restrictions. Contributions without donor-imposed restrictions are reported as net assets without donor restrictions. Contributions with donor-imposed restrictions are reported as net asset with donor restrictions. When the time or purpose restrictions are accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported as net assets released from restrictions.

**SCHOOL OF UNLIMITED LEARNING  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
NOTES TO FINANCIAL STATEMENTS (continued)**

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Contributions (continued): Conditional contributions and promises to give are not recognized until they become unconditional; that is when the conditions on which they depend are substantially met. As of June 30, 2021, there were no conditional contributions. Contributions to be received after one year are discounted at an appropriate rate commensurate with the anticipated cash flow and risks involved. Amortization of the discount is recorded as additional contribution revenue in accordance with donor-imposed restrictions, if any, on the contributions. As of June 30, 2021, the Organization did not have contributions to be received after one year.

Functional Expenses: The costs of the Organization's various activities have been summarized on a functional basis in the accompanying Statements of Activities and Functional Expenses. Expenses are allocated to program and supporting services based upon the purpose of each expenditure and service provided for each program.

Fundraising Expenses: Costs of acquiring or applying for a contract or grant are categorized as indirect expenses and not separately stated as fundraising expenses. Only direct fundraising expenses are recorded as fundraising (special events) expenses.

Income Taxes: FEOC is a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code and Section 23701(d) of the State of California Corporate Code. The FEOC is subject to taxation on any unrelated business income.

Accounting principles generally accepted in the United States of America requires FEOC's management to evaluate tax positions taken by FEOC and recognize a tax liability (or asset) if FEOC has taken an uncertain position that more likely than not would not be sustained upon examination by the Internal Revenue Service. FEOC's management has analyzed the tax positions taken and has concluded that, as of June 30, 2021, there were no uncertain positions taken or expected to be taken that would require recognition of a liability (or asset) or disclosure in the financial statements. FEOC is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress.

FEOC files tax forms in the U.S. federal jurisdiction and the State of California. FEOC is generally no longer subject to examination by these agencies for years before June 30, 2018.

Fair Value of Financial Instruments: Financial instruments include cash and cash equivalents, grants receivable, interfund receivable, accounts payable, accrued compensation and benefits, and deferred revenue, none of which are held for trading purposes. The fair values of all financial instruments do not differ materially from the aggregate carrying values of the financial instruments recorded in the accompanying Statement of Financial Position. The carrying amounts of these financial instruments approximate fair value because of the short-term maturities of those instruments.

Subsequent Events: In compliance with accounting standards, management has evaluated events that have occurred after year-end to determine if these events are required to be disclosed in these financial statements. Management has determined that no events require disclosure in accordance with accounting standards. These subsequent events have been evaluated through December 13, 2021, which is the date the financial statements were available to be issued.

**SCHOOL OF UNLIMITED LEARNING  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
NOTES TO FINANCIAL STATEMENTS (continued)**

**NOTE 3 – CONCENTRATIONS OF CREDIT RISK**

Financial instruments which potentially subject the Organization to concentration of credit risk consist of cash and cash equivalents and grants receivable. Cash balances are held by Fresno Economic Opportunities Commission in several bank accounts at different banks. Interest and non-interest bearing accounts at the institutions are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000.

Concentrations of credit risk with respect to grants receivable are limited, as amounts are receivable from government agencies.

**NOTE 4 – AVAILABILITY OF FINANCIAL ASSETS**

The following table reflects the Organization’s financial assets as of June 30, 2021, reduced by amounts not available for general expenditures within one year. Financial assets are considered unavailable when illiquid or not convertible to cash within one year. Other considerations of non-liquid assets are donor restricted assets for specific expenditures.

Financial Assets:

Cash and cash equivalents	\$	300
Grants receivable		1,143,181
Interfund receivable		<u>605,858</u>
 Total financial assets		 <u>1,749,339</u>
 Less amounts not available to be used within one year:		
Net assets with donor restrictions		<u>100,000</u>
 Financial assets not available to be used within one year		 <u>100,000</u>
 Total financial assets available for general expenditures within one year	 \$	 <u><u>1,649,339</u></u>

**NOTE 5 – NET ASSETS WITH DONOR RESTRICTIONS**

The net assets with donor restrictions as of June 30, 2021, are related to funds designated by the Board for a special purpose or funds received with restrictions imposed on them by donors limiting their use to a specific purpose. Net assets with donor restrictions for the year ended June 30, 2021 are \$100,000.

**SCHOOL OF UNLIMITED LEARNING  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
NOTES TO FINANCIAL STATEMENTS (continued)**

**NOTE 6 – PROPERTY AND EQUIPMENT**

Property and equipment consisted of the following at June 30, 2021:

	Balances June 30, 2020	Additions	Deletions and Adjustments	Balances June 30, 2021
Buildings and improvements	\$ 421,901	\$ -	\$ -	\$ 421,901
Equipment	106,503	15,663	-	122,166
Total	528,404	15,663	-	544,067
Less accumulated depreciation	(359,716)	(26,278)	-	(385,994)
Property and equipment, net	\$ 168,688	\$ (10,615)	\$ -	\$ 158,073

Depreciation expense for the year ended June 30, 2021 was \$25,738 for grant funded property and equipment, and \$540 for organization funded property and equipment.

**NOTE 7 – PENSION PLAN**

FEOC contributes to a defined contribution pension plan which covers substantially all employees of the Organization. Contributions are based on years of service and does not allow contributions to be made if programs sponsored by federal, state or local government does not allow for funding of such benefits. The amount contributed by the Organization for the year ended June 30, 2021 was \$60,681.

**NOTE 8 – CONTINGENCIES**

Coronavirus Pandemic: Management has determined the events regarding the Novel Coronavirus require disclosure in accordance with accounting standards. On March 4, 2020, Governor Newsom issued an emergency proclamation declaring a state of emergency in California due to the Novel Coronavirus (COVID-19). The COVID-19 outbreak is ongoing, and the ultimate geographic spread of the virus, the duration and severity of the outbreak and the economic and other actions that may be taken by the government authorities to contain the outbreak or treat its impact are uncertain. A vaccination has been created and is being administered throughout the State, including the Organization’s service area. The ultimate impact of COVID-19 on the operations and finances of the Organization remains unknown.

**NOTE 9 – PRIOR PERIOD ADJUSTMENT**

A prior period adjustment of \$33,911 was recorded to properly restate the opening balances of the net assets without donor restrictions as of June 30, 2020. The adjustment was made to properly record the effect of the salary and vacation accrual for the prior period.

**SCHOOL OF UNLIMITED LEARNING  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION**

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**SUPPLEMENTARY INFORMATION**

**SCHOOL OF UNLIMITED LEARNING  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2021**

The School of Unlimited Learning (SOUL) is a charter school that operates under the Fresno Economic Opportunities Commission (Fresno EOC). SOUL is chartered under the Fresno Unified School District. Consistent with the mission of Fresno EOC, SOUL's mission is to provide comprehensive learning experiences in a manner and environment that enables students to obtain the skills, knowledge and motivation to be self-directed, life-long learners as they mature towards self-sufficiency. SOUL is a comprehensive high school comprised of a classroom-based program and an independent study component. The academic program includes core classes, remedial classes, and career preparation classes. In the spring of 2017, SOUL received a full program accreditation by the Western Association of Schools (WASC) for the maximum full six-year period until June 30, 2023. SOUL was granted a five-year charter renewal, effective July 1, 2018 through June 30, 2023. By June 2018, nineteen of SOUL's core and elective courses were included on the University of California course approved list.

Due to COVID-19 protocols and current health conditions, delivery of in-person whole class instruction was not feasible during 2020-2021 school year. SOUL is continuing to prepare to bring students back to in-person classes as soon as it is safe to do so. SOUL will continue to align decision-making to public health experts at the state and county level and to orders and guidance provided by the California Governor.

SOUL plans on offering a hybrid program for the 2020-2021 school year which consists of an Independent Study program and small in-person elective courses. Both the Independent Study program and in-person elective classes are located at 2336 Calaveras St., Fresno, 93721. Total teacher staffing for the 2020-2021 school year includes 11 full-time, fully credentialed teachers. While SOUL is open to any student who wishes to enroll, most students who enroll are those who have not responded well to the traditional classroom settings and methods of instruction. Supportive services such as case management, mental health counseling, truancy prevention, social/emotional intervention, and career counseling, coupled with Fresno EOC agency-sponsored health care, child care, and employment and training services help to remove barriers to success. Success for Life counseling is available to students and parents. Parent training is available throughout the year, where parents have access to a variety of community resources.

During the 2020-2021 school year, SOUL will continue in its efforts to assess, review, and revise current curriculum and instructional practices to further improve student academic achievement and prepare students for post-secondary experiences despite the setbacks due to COVID-19.

**SCHOOL OF UNLIMITED LEARNING  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
ORGANIZATIONAL STRUCTURE  
FOR THE YEAR ENDED JUNE 30, 2021**

The School of Unlimited Learning Charter School (SOUL) was established on July 1, 1998 as a charter school under the granting authority of the Fresno Unified School District provided on March 26, 1998. The charter number authorized by the State is 10-62166-1030642-C149.

During the 2020-21 school year, there were no changes in the applicable boundaries.

Leadership is provided by the following individuals:

- Emilia Reyes, Chief Executive Officer
- Dr. Mark A. Wilson, Chief Academic Officer / Principal

SOUL's Governing Council Committee Appointments for 2021 were:

<b>VOTING MEMBERS</b>	<b>TARGET AREA OR TRI-PARTATE REPRESENTATIVE</b>	<b>EXPIRES</b>
ALLEN, MICHAEL	Community Representative	n/a
ALLEN, TERRY, ED.D.	Retired Teacher Representative	n/a
AVILA, EDWARD	EOC Commissioner	Dec 2022
AYALA, EZEQUEL	Alternative Student Representative	n/a
COUNTEE, JEROME	EOC Commissioner	Dec 2021
DAVIS, JEFF	Director, Employment and Training	n/a
FAILLA, RENA	Staff Representative	n/a
FLOREZ, CORINNE	Community Representative	n/a
GRIFFIN, COURTNEY	Staff Representative	n/a
HAIRSTON, SAM	Career	n/a
LUNA, REBECCA	Student Representative	n/a
METZLER, LARRY	Cultural Arts Rotary Interact Club	n/a
MORALES, MARIA AMARO	Parent Representative	n/a
PETROVICH, PhD, MICHAEL	Mental Health Representative	n/a
RIOJAS, CHUCK	Community Member	n/a
RODGERS, JIMI	Association of Black Social Workers	Dec 2021
STARKS, JEANNE	Chair, Law Enforcement, Juvenile Justice System	n/a
THOMAS, JANE	Director of EOC Health Services	n/a
TORRES, MANUELA	Student Representative	n/a
TURNER, JOSEPH	Teacher Representative	n/a
WASHINGTON, BENITA	FSU Social Worker Representative	n/a
WILSON, DR. MARK A.	Chief Academic Officer / Principal	n/a
VACANT	FCOE - Education Representative	n/a

**SCHOOL OF UNLIMITED LEARNING  
 FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
 ORGANIZATIONAL STRUCTURE (continued)  
 FOR THE YEAR ENDED JUNE 30, 2021**

The governing board for Fresno Economic Opportunities Commission (Fresno EOC), under which SOUL operates, is comprised of the following members:

<i>COMMISSIONER</i>	<i>TARGET AREA OR TRI-PARTATE REPRESENTATIVE</i>	<i>EXPIRES</i>
ARAMBULA, AMY	31ST Assembly District	Dec 2022
AVILA, ED	Juvenile Court	Dec 2022
BAINES, OLIVER	16th Congressional District	Dec 2022
BONNER, ALYSIA	Target Area F	Dec 2022
BROWN-JENKINS, ZINA	Head Start County-Wide Policy Council	Dec 2022
CANDLER, LEROY	NAACP	Dec 2022
COUNTEE, JEROME	SCCCD	Dec 2021
DE JESUS PEREZ, FELIPE	Target Area A	Dec 2021
GARABEDIAN, JR., CHARLES	Board of Supervisors	Dec 2021
HAYES, LINDA R.	Target Area H	Dec 2022
HURTADO, JEWEL	Target Area C	Dec 2022
JAIME-MILEHAM, LUPE	Fresno County Superintendent of Schools	Dec 2022
KING, BRIAN	Mayor's Appointment	Dec 2021
LEON, REY	Target Area B	Dec 2022
MARTINEZ, DANIEL	Target Area D	Dec 2021
MARTINEZ, JAMES	Fresno Reel Pride	Dec 2021
MCCOY, BARI GYE	Board of Supervisors	Dec 2022
NICHOLS, LISA	Target Area E	Dec 2021
REYES, ANDREA	Fresno County Economic Development Corporation	Dec 2022
ROBLES, ITZI	SEFCEDA	Dec 2021
ROBLES, CATHERINE	Target Area G	Dec 2021
RODGERS, JIMI	Association of Black Social Workers	Dec 2021
VANG, MAIYER	Fresno Center for New Americans	Dec 2021
ZARATE, RUBEN	14th Senatorial District	Dec 2021

**SCHOOL OF UNLIMITED LEARNING  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
SCHEDULE OF BUDGETARY COMPARISONS  
FOR THE YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
<b>REVENUES</b>				
Revenue limit sources	\$ 2,240,435	\$ 2,240,435	\$ 2,526,491	\$ 286,056
Other federal revenue	124,705	124,705	77,125	(47,580)
Other state revenue	74,197	74,197	378,777	304,580
Other local revenue	13,000	13,000	4,670	(8,330)
<b>Total Revenues</b>	<b>2,452,337</b>	<b>2,452,337</b>	<b>2,987,063</b>	<b>534,726</b>
<b>EXPENSES</b>				
Certificated salaries	863,663	863,663	987,969	(124,306)
Classified salaries	389,812	389,812	311,990	77,822
Employee benefits	431,043	431,043	443,020	(11,977)
Books and supplies	62,000	62,000	168,130	(106,130)
Services, other operating	705,819	705,819	654,548	51,271
<b>Total Expenses</b>	<b>2,452,337</b>	<b>2,452,337</b>	<b>2,565,657</b>	<b>(113,320)</b>
Other income (expenses)	-	-	(25,738)	(25,738)
Change in Net Assets	<u>\$ -</u>	<u>\$ -</u>	395,668	<u>\$ 395,668</u>
Net Assets, Beginning of Year			1,250,630	
Prior Period Adjustment			<u>(33,911)</u>	
Net Assets, End of Year			<u>\$ 1,612,387</u>	

**SCHOOL OF UNLIMITED LEARNING  
 FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
 SCHEDULE OF AVERAGE DAILY ATTENDANCE  
 FOR THE YEAR ENDED JUNE 30, 2021**

	<u>Second Period Report</u>	<u>Annual Report</u>
Secondary		
Classroom-based	N/A	N/A
Independent study	<u>N/A</u>	<u>N/A</u>
Total	<u><u>N/A</u></u>	<u><u>N/A</u></u>

The Organization was not required to report attendance to FUSD for the 2020/2021 school year, therefore no P1, P2, or annual report.

**SCHOOL OF UNLIMITED LEARNING  
 FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
 SCHEDULE OF INSTRUCTIONAL TIME  
 FOR THE YEAR ENDED JUNE 30, 2021**

Grade Level	Actual Minutes	Minimum Instructional Minutes Required	Number of Days Traditional Calendar	Status
9th Grade	N/A	N/A	N/A	N/A
10th Grade	N/A	N/A	N/A	N/A
11th Grade	N/A	N/A	N/A	N/A
12th Grade	N/A	N/A	N/A	N/A

**SCHOOL OF UNLIMITED LEARNING  
 FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
 SCHEDULE OF FINANCIAL TRENDS AND ANALYSIS  
 FOR THE YEAR ENDED JUNE 30, 2021**

	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>
Support and Revenues	\$ 2,298,671	\$ 2,796,697	2,987,063
Expenditures	(2,198,671)	(2,267,845)	(2,565,657)
Other Income/(Expenses)	<u>(23,128)</u>	<u>(23,127)</u>	<u>(25,738)</u>
Change in Net Assets	76,872	505,725	395,668
Net assets, Beginning of Year	668,033	744,905	1,250,630
Prior Period Adjustment	<u>-</u>	<u>-</u>	<u>(33,911)</u>
Net Assets, End of Year	<u>\$ 744,905</u>	<u>\$ 1,250,630</u>	<u>\$ 1,612,387</u>
Average Daily Attendance at P-2	<u>151.38</u>	<u>178.65</u>	<u>N/A</u>

**SCHOOL OF UNLIMITED LEARNING  
 FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
 RECONCILIATION OF ANNUAL FINANCIAL AND BUDGET REPORT WITH AUDITED FINANCIAL STATEMENTS  
 FOR THE YEAR ENDED JUNE 30, 2021**

	Unaudited Actual	Audited Actual
	<u>                    </u>	<u>                    </u>
Total revenue and other support	\$ 2,867,495	\$ 2,987,063
Total expenditures	(2,410,313)	(2,565,657)
Other income/(expenses)	<u>                    -</u>	<u>          (25,738)</u>
Change in net assets	457,182	395,668
Beginning net assets	1,250,630	1,250,630
Prior period adjustment	<u>                    -</u>	<u>          (33,911)</u>
Ending net assets	<u><u>          \$ 1,707,812</u></u>	<u><u>          \$ 1,612,387</u></u>

**SCHOOL OF UNLIMITED LEARNING  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION**

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**ADDITIONAL SUPPLEMENTARY INFORMATION**

**SCHOOL OF UNLIMITED LEARNING  
 FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
 SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
 FOR THE YEAR ENDED JUNE 30, 2021**

	Federal CFDA Number	Grant/Agreement Number	Federal Expenditures	Expenditures to Subrecipients
<b><u>U.S. DEPARTMENT OF AGRICULTURE</u></b>				
Pass through California State Department of Education:				
Child and Adult Care Food Program	10.558	10-62166-1030642-01	\$ 5,500	\$ -
<b>Total Department of Agriculture</b>			<u>5,500</u>	<u>-</u>
<b><u>U.S. DEPARTMENT OF EDUCATION</u></b>				
Passed through Fresno Unified School District:				
Title I, Part A Grants to Local Educational Agencies	84.010	S010A180005	60,472	-
Title II, Part A Improving Teacher Quality State Grants	84.367	S367A180005	4,852	-
Title IV, Part A Student Support and Academic Enrichment	84.424	S424A180005	6,301	-
Education Stabilization Fund	84.425	S425D200016	12,272	-
<b>Total Department of Education</b>			<u>83,897</u>	<u>-</u>
<b><u>U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES</u></b>				
Passed through California State Department of Community Services and Development:				
Community Services Block Grant	93.569	20F-3010	17,161	-
Community Services Block Grant	93.569	20F-3649	159,124	-
<b>Total Department of Health and Human Services</b>			<u>176,285</u>	<u>-</u>
<b>TOTAL FEDERAL AWARDS</b>			<u>\$ 265,682</u>	<u>\$ -</u>

**SCHOOL OF UNLIMITED LEARNING  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 2021**

**NOTE 1 – BASIS OF ACCOUNTING & PRESENTATION**

The Schedule of Expenditures of Federal Awards includes the federal grant activity of School of Unlimited Learning (the Organization), a project of Fresno Economic Opportunities Commission, and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the financial statements.

**NOTE 2 – INDIRECT COST RATE LIMITATION**

The Organization does not use the 10 percent de minimis indirect cost rate allowed under the Uniform Guidance.

**NOTE 3 – CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA)**

The CFDA numbers included in the accompanying Schedule of Expenditures of Federal Awards were determined based on the program name, review of the grant or contract information, and the Office of Management and Budget's Catalog of Federal Domestic Assistance.

**NOTE 4 – PASS-THROUGH ENTITY IDENTIFYING NUMBERS**

When Federal awards were received from a pass-through entity, the Schedule of Expenditures of Federal Awards show, if available, the identifying number assigned by the pass-through entity. When no identifying number is shown, the Organization has either determined that no identifying number is assigned for the program or the Organization was unable to obtain an identifying number from the pass-through entity.

**NOTE 5 – SUBRECIPIENTS**

The Organization had no federal expenditures as presented in the Schedule of Expenditures of Federal Awards that were provided to subrecipients.



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE  
AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

To the Board of Commissioners of  
School of Unlimited Learning  
Fresno Economic Opportunities Commission

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the School of Unlimited Learning (the Organization), a project of the Fresno Economic Opportunities Commission, as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Organization's financial statements, and have issued our report thereon dated December 20, 2021.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Organization's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. During our audit we did identify a deficiency in internal control, described in the accompanying schedule of findings and questioned costs that we consider to be a material weakness: 2021-001.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Organization's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

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**Organization's Response to Findings**

The Organization's response to the finding identified in our audit is described in the accompanying schedule of findings and questioned costs. The Organization's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

HUDSON HENDERSON & COMPANY, INC.

*Hudson Henderson & Company, Inc.*

Fresno, California  
December 20, 2021



## INDEPENDENT AUDITORS' REPORT ON STATE COMPLIANCE

To the Board of Commissioners of  
School of Unlimited Learning  
Fresno Economic Opportunities Commission

### Report on State Compliance

We have audited the School of Unlimited Learning's (the Organization), a project of the Fresno Economic Opportunities Commission, compliance with the types of compliance requirements described in the *2020-2021 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting* (K-12 Audit Guide), issued by the California Education Audit Appeals Panel that could have a direct and material effect on the Organization's state programs identified below for the year ended June 30, 2021.

### Management's Responsibility

Management is responsible for compliance with the requirements of the laws and regulations applicable to its state programs.

### Auditors' Responsibility

Our responsibility is to express an opinion on the Organization's compliance with the requirements referred to above based on our audit. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, and the State of California's *2020-2021 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, prescribed in the *California Code of Regulations*, Title 5, section 19810 and following. Those standards and the K-12 Audit Guide require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the requirements referred to above that could have a direct and material effect on the statutory requirements listed below. An audit includes examining, on a test basis, evidence about the Organization's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance. However, our audit does not provide a legal determination of the Organization's compliance with those requirements.

In connection with the audit referred to above, we selected and tested transactions and records to determine the Organization's compliance with the state laws and regulations applicable to the following items:

<u>Description</u>	<u>Procedures Performed</u>
California Clean Energy Jobs Act	No (see below)
Proper Expenditure of Education Protection Account Funds	Yes
Unduplicated Local Control Funding Formula Pupil Counts	Yes
Local Control and Accountability Plan	Yes
Independent Study-Course Based Attendance	Yes
Mode of Instruction	Yes
Nonclassroom-Based Instruction/Independent Study	Yes
Determination of Funding for Nonclassroom-Based Instruction	Yes
Charter School Facility Grant Program	No (see below)

We did not test California Clean Energy Jobs Act or Charter School Facility Grant Program because the Organization did not receive any funding from these sources for the year ended June 30, 2021.

**Opinion on State Compliance**

In our opinion, the Organization complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on the state program for the year ended June 30, 2021. Further, based on our examination, for items not tested, nothing came to our attention to indicate the Organization had not complied with the state laws and regulations.

HUDSON HENDERSON & COMPANY, INC.

*Hudson Henderson & Company, Inc.*

Fresno, California  
December 20, 2021

**SCHOOL OF UNLIMITED LEARNING  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION**

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**FINDINGS AND QUESTIONED COSTS**

**SCHOOL OF UNLIMITED LEARNING  
 FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
 SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
 FOR THE YEAR ENDED JUNE 30, 2021**

**SECTION I – SUMMARY OF AUDITORS’ RESULTS**

*Financial Statements*

Type of auditors' report issued:

Unmodified

Internal control over financial reporting

- |                                 |                  |     |                   |    |
|---------------------------------|------------------|-----|-------------------|----|
| ● Material weakness identified? | <u>    X    </u> | Yes | <u>          </u> | No |
|---------------------------------|------------------|-----|-------------------|----|
  
- |   |                   |     |                  |    |
|---|-------------------|-----|------------------|----|
| ● Significant deficiency(ies) identified that are not considered to be material weaknesses? | <u>          </u> | Yes | <u>    X    </u> | No |
|---|-------------------|-----|------------------|----|

Noncompliance material to financial statements noted?

<u>          </u>	Yes	<u>    X    </u>	No
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**SCHOOL OF UNLIMITED LEARNING  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (continued)  
FOR THE YEAR ENDED JUNE 30, 2021**

**SECTION II – FINANCIAL STATEMENT FINDINGS**

**Finding 2021-001 – Material Weakness  
Financial Close & Reporting**

Condition:

During the audit of the Organization’s financial statements, we identified material misstatements in the Organization’s general ledger account balances which required material audit adjustments. These adjustments were noted in accrued compensation and benefits for the accrual of wages and compensated absences at year end.

Criteria:

In accordance with accounting principles generally accepted in the United States of America, adequate internal controls should be implemented to ensure that all assets, liabilities, revenues and expenses are properly recorded and reported. Furthermore, proper accounting principles should be applied to all financial closing accounts and processes, thus resulting in the proper presentation of all Organization activities and/or funds.

Cause:

The Organization lacked proper closing procedures and adequate review processes to ensure all account balances and transactions were properly recorded and reconciled at year-end.

Effect:

Material adjustments were identified through audit procedures performed which resulted in adjustments to accrued compensation and benefits to ensure proper presentation in accordance with generally accepted accounting standards.

Recommendation:

We recommend that the Organization continue to work on clarifying roles and responsibilities during the year-end closing process, enhancing the process to ensure that all accounting records are properly reflected in the financial statements prior to the commencement of the audit.

Management Response:

Fiscal year 2021 provided a number of challenges and changes including coronavirus, sheltering in place, and several key staffing changes within the Fresno EOC Finance Department.

Fresno EOC has instituted several leadership and financial changes to address these issues. Fresno EOC hired new leadership, a chief financial officer and an executive director, respectively.

**SECTION III – FEDERAL AND STATE AWARD FINDINGS**

There are no federal or state award findings to be reported in accordance with the K-12 Audit Guide.

**SCHOOL OF UNLIMITED LEARNING  
FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
FOR THE YEAR ENDED JUNE 30, 2020**

**SECTION II – FINANCIAL STATEMENT FINDINGS**

There were no prior year financial statement findings.

**SECTION III – FEDERAL AND STATE AWARD FINDINGS**

There were no prior year federal or state award findings.

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

**MINUTES**

**1. CALL TO ORDER**

Linda R. Hayes, called the meeting to order at 5:05 p.m.

**2. ROLL CALL**

Roll was called and a quorum was established.

**Committee Members:**

Linda R. Hayes  
Amy Arambula  
Brian King

**Staff:**

Karina Perez  
Cesar Lucio  
Jeff Davis  
Annette Thornton  
Rosa M. Pineda

Chrystal Streets  
Kelsey McVey  
Elionora Vivanco  
Leah Stuck

**Absent:**

Andrea Reyes  
Catherine Robles

**3. APPROVAL OF MINUTES**

September 14, 2021 Program Planning and Evaluation Committee Meeting Minutes

Public Comments: None heard.

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

**Ayes:** Arambula, King, Hayes.

**Nays:** None

**4. SANCTUARY AND SUPPORT SERVICES**

**A. FY 2021 Continuum of Care Competition**

Chrystal Streets, Sanctuary Homeless Services Manager, provided an overview of seven grant applications for a total of \$2,165,704 to the U.S. Department of Housing and Urban Development, in response to the FY 2021 CoC Program Competition, in partnership with the Fresno Madera Continuum of Care. Arambula inquired to identify the new projects listed on the applications. Streets identified the new projects.

Public Comments: None heard.

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

**Ayes:** Arambula, King, Hayes.

**Nays:** None

5. **HEAD START 0-5**

A. Program Update Report (PUR)

Rosa M. Pineda, Head Start Director, presented the Head Start 0 to 5, August 2021 Monthly Program Update Report. Commissioner Arambula inquired about the online referral process. Pineda explained the referral process. Arambula inquired about the process to retain enrollment. Pineda outlined the steps followed to retain enrollment. Chair Hayes inquired about the strategy to achieve full enrollment. Pineda described the plan in place to achieve full enrollment. Commissioner Arambula and King inquired about the response plan to COVID -19 exposures. Pineda explained the response plan.

Public Comments: None heard.

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

**Ayes:** Arambula, King, Hayes.

**Nays:** None

6. **TRAINING AND EMPLOYMENT SERVICES**

A. AmeriCorps Senior Demonstration Program

Jeff Davis, Training and Employment Services Division Director, provided an overview of the Foster Grandparents Program American Rescue Senior Demonstration Program application in the amount of \$375,000, which provides additional federal resources to AmeriCorps Seniors in order to assist communities in COVID -19 recovery. Commissioner Arambula inquired about the areas of service. Leah Struck, Foster Grandparent Program Coordinator outlined the areas of service.

Public Comments: None heard.

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

**Ayes:** Arambula, King, Hayes.

**Nays:** None

7. **WOMEN, INFANTS AND CHILDREN**

A. Book for Kids Grant

Annette Thornton, Women, Infants and Children Director, provided an overview of the Books for Kids Grant in the amount of \$166,914 submitted to the California Department of Public Health Women, Infants and Children Division. King inquired about the process to select the books. Thornton described the selection process.

Public Comments: None heard.

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

**Ayes:** Arambula, King, Hayes.

**Nays:** None

B. Program Monitoring Review

Annette Thornton, Women, Infants and Children Director, presented the Program Monitoring Review results and corrective action plan. Commissioner King inquired about the file selection process. Thornton explained the process.

8. **STRATEGY AND RESOURCE DEVELOPMENT**

A. Grant Tracker

Kelsey McVey, Planning & Evaluation Manager, presented the Grant Tracker. Commissioner Arambula inquired about the Homework Center Proposal. McVey provided an update.

**9. OTHER BUSINESS**

Date for next meeting to be determined.

**10. 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.

**11. ADJOURNMENT**

The meeting was adjourned at 5:43 p.m.

Respectfully submitted,

Andrea Reyes  
Chair

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Head Start 0 to 5
<b>Agenda Item #:</b> 14D2	<b>Director:</b> Rosa M. Pineda
<b>Subject:</b> Program Update Reports (PUR)	<b>Officer:</b> Jack Lazzarini

### Recommended Action

The Program Planning and Evaluation Committee recommends approval for full Board consideration of the Head Start 0 to 5 September, October, November, and December 2021 Monthly Program Update Reports.

### Background

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

Below is a reference to the requirement.

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

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

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

The September, October, November, and December 2021 Program Update Reports are attached for review.

### Fiscal Impact

Not Applicable.

## **Conclusion**

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

**BOARD OF COMMISSIONERS  
PROGRAM UPDATE REPORT  
REPORT MONTH: SEPTEMBER 2021**

**I. Head Start 0 to 5**

Program Information Summary:

1. The Virtual Job Fair held on September 22, 2021, was a success. Service Area Managers participated and were able to speak with potential applicants about the open positions available.
2. COUPA Software continues to evolve. Easing the purchase order approval process and for invoices to be paid on time.
3. The Leadership Team has started visiting sites/centers to see how great the centers look; and what repairs are needed as well. Also to get a better idea of how many students are actually in the classrooms, so staff can be moved around and help at other centers. Five sites/centers were visited on Friday, September 17, 2021.
4. Parents interested in Mental Health (MH) Services are being referred to All 4 Youth, which is one of our Community Partners.
5. Currently, we are gathering bids for Mental Health consultants. The consultants will work with teachers, parents and children.

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

On September 9, 2021, President Biden announced a plan requiring all Head Start program staff and certain contractors to be vaccinated for COVID. This action will help more programs and early childhood centers safely remain open and provide comfort to the many parents and guardians that rely on them every day to keep their children safe. Beginning January 2022, all Head Start teachers and program staff will be required to be vaccinated to help ensure the health and safety of children, families, and their communities.

Taking this step of being vaccinated by January 2022 is another way to make sure our children, families, and colleagues remain safe. A vaccinated workforce is a key component to building the Head Start program back and preparing for stronger, more vibrant opportunities ahead. The U.S Department of Health and Human Services (HHS) has initiated rulemaking to implement this policy for Head Start programs.

**III. Early Head Start**

Program Information Summary:

1. First LPM for both Child Development Center and Jane Addams was held in September. Quorum was met and elections were held as well.
2. Teachers are preparing for teacher parent conferences beginning October 18, 2021 thru October 22, 2021.
3. September 3, 2021, EHS staff attended the ERSEA Mandatory Training.
4. September 29, 2021 Valley Children's Hospital Medical Interns visited our EHS Home Base homes for observations.

Early Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 243; Monthly ADA: Center Base: 63.44%, Home Base: 90.90%

Wait List Total: 83

Despite the recent increase of COVID-19 cases, we received a total of 111 EHS online referrals from our Fresno EOC website and EHS also participated in the Community Outreach event that Head Start participated in during the month of September. To further support our recruitment efforts, ERSEA staff have been networking with local agencies that provide services to pregnant teens, mothers, and/or prenatal care services to inform them of EHS and the services the program provides. Staff continues to strategically work with EHS partnerships, former parents, and the community at large to obtain full enrollment. Analysis of all areas below the recommended 85% ADA, if any, has been done.

Early Head Start Meals/Snacks:

Total Children: Breakfasts: 444 Lunches: 496 Snacks: 405

**IV. Head Start**

Program Information Summary:

1. September 21 - 23, 2021, Home Base Manager attended the Virtual 32<sup>nd</sup> Annual Home Base Institute.
2. September 21, 2021, TD/CD/ECE's participated in training pertaining to Diapering/Toileting Procedure, Minor Injuries Procedure and procedure for handling complaints.
3. September 3, 2021, our HS Home Base staff attended the Mandatory ERSEA training.
4. Recruiting efforts continue for Mt. Area, West County and Oro Loma Home Base areas and for centers throughout Fresno County.

Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 1281; Monthly ADA: Center Base 72.54%; Home Base: 99.62%

Wait List Total: 415

To support our ongoing recruitment and enrollment efforts, for the month of September we received 57 Head Start Online Referrals from our Fresno EOC website and we attended one Community Outreach event. Fresno County continues to see an increase with COVID-19 cases as we currently have a positivity rate of 9.3. Nonetheless, with our new grant in place, we have strategically been working with our new partners and the onboarding of personnel across all service areas to continue with our full enrollment efforts. Analysis of all areas below the recommended 85% ADA, if any, has been done.



**BOARD OF COMMISSIONERS  
PROGRAM UPDATE REPORT**

Head Start Meals/Snacks:

Total Children: Breakfasts: 11,206 Lunches: 13,348 Snacks: 10,306

Submitted by:

Rosa M. Pineda  
Early Care and Education Director

Nidia Davis  
Program Support Director

(SEPTEMBER 2021 BOARD PUR) CQ 10/18/21 ~ CWPC (2021-2022 (PUR (BOARD))) ~

**BOARD OF COMMISSIONERS  
PROGRAM UPDATE REPORT**

**REPORT MONTH: OCTOBER 2021**

**I. Head Start 0 to 5**

Program Information Summary:

1. October 1, 2021, staff and parents attended the Head Start 0 to 5 School Readiness Committee meeting.
2. October 7, 2021, staff participated in ERSEA planning.
3. October 1, 2021, Head Start Refunding Application was submitted to Office of Head Start via Head Start Enterprise System.
4. October 8, 2021, all Staff In-Service was held at the Clovis Veteran's Memorial District had a great turnout; staff were taught about Wellness-Healthy living, mandated COVID Vaccine by Dr. Trinidad Solis M.D., and Keynote speaker Galen Emanuele team culture expert shared about Improving team culture.
5. October 20 & 25, 2021, ChildPlus Software Training was made available for Head Start 0 to 5 staff.
6. October 22, 2021, Quality Assurance Manager completed the ChildPlus Administrator I Certification (valid for two years).
7. October 25-26, 2021, Senior Management and Coordinators participated in the First Annual Thriving Children and Family Services Retreat held at Holland Park.
8. Recruitment of children and staff continue to be a priority for the program.
9. Clinton and Blythe Head Start was granted funding to move forward with the construction of a new Head Start 0 to 5 center.

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

Program Instruction was issued on October 6, 2021, regarding the Final Rule on Designation Renewal System and flexibility for Head Start Designation Renewals in certain emergencies. The rule adopts as the final provision to the Head Start Program Performance Standards (HSPPS) to establish parameters by which ACF may make designation renewal determinations during federally declared major disaster, emergency, or public health emergency (PHE) and in the absence of all normally required data. The entire document can be found at <https://www.govinfo.gov/content/pkg/FR-2021-10-06/html/2021-19786.htm>.

**III. Early Head Start**

Program Information Summary:

1. October 9 & 12, 2021, Family Development Specialists participated in Assembly Member Arambula Community Resource Fair in Firebaugh.
2. CD Coordinator met with Language Learner Project trainer/coach to set up future meetings for trainings.
3. Home Base staff continue to provide services to children via home visits, and to enroll children.
4. Eric White Elementary School has given Head Start permission to move forward with converting their SAC after school program into an Early Head Start Center in Selma, CA.

Early Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 243; Monthly ADA: Center Base: 72.79%, Home Base: 92.69%

Wait List Total: 77

We received a total of 83 EHS online referrals from our Fresno EOC website and EHS also participated in five Community Outreach events for the month of October. Three of those events were in conjunction with Head Start. To further support our recruitment efforts, ERSEA and EHS personnel have been networking with local agencies that provide services to pregnant teens, mothers, and/or prenatal care services to inform them of EHS and the services the program provides. In addition, staff have partnered with our WIC Program to recruit pregnant women and children 0 to 3 years of age. Analysis of all areas below the recommended 85% ADA, if any, has been done.

Early Head Start Meals/Snacks:

Total Children: Breakfasts: 471 Lunches: 517 Snacks: 411

**IV. Head Start**

Program Information Summary:

1. October 23, 2021, Araceli Vera, Home Base Educator participated in the Health Wellness Fair 2021 in Huron.
2. Community Care Licensing is conducting their annual visits at all centers.
3. Licensing packets have been submitted to Community Care Licensing for La Colonia, Richard Keys and Area II centers
4. Education Services is working closely with Family Engagement/Volunteer Services to include volunteers in the classrooms.
5. October 25, 2021, the window project at Franklin Head Start has resumed for Classrooms 1-7. We have an estimated time of completion for 6 weeks
6. Family Engagement/Volunteer Services Monitoring Phase I has been completed.

Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 1327; Monthly ADA: Center Base 74.12%; Home Base: 92.06%

Wait List Total: 433

To support our ongoing recruitment and enrollment efforts, for the month of October we received 63 Head Start Online Referrals from our Fresno EOC website and we attended five Community Outreach Events. We shared our updated flyers with our partners and continue the onboarding of personnel across all service areas to continue with our full enrollment efforts. Aside from the ongoing recruitment, staff also set aside three full days to recruit in different areas/communities in Fresno County that consisted of door to door canvassing.

Analysis of all areas below the recommended 85% ADA, if any, has been done.



**BOARD OF COMMISSIONERS  
PROGRAM UPDATE REPORT**

Head Start Meals/Snacks:

Total Children: Breakfasts: 11,519 Lunches: 14,204 Snacks: 10,791

Submitted by:

Rosa M. Pineda  
Head Start Director

Nidia Davis  
Program Support Director

(OCTOBER 2021 BOARD PUR) cq 11/12/21 ~ CWPC (2021-2022 (PUR (BOARD))) ~



## BOARD OF COMMISSIONERS PROGRAM UPDATE REPORT

REPORT MONTH: NOVEMBER 2021

### I. Head Start 0 to 5

#### Program Information Summary:

1. November 10, 2021, Self-Assessment Orientation Training took place via ZOOM for Self-Assessment team members who were new to the process.
2. November 16-19, 2021, Self-Assessment took place; staff and parents reviewed data and reported their findings.
3. November 17, 2021, ChildPlus tutoring was offered to staff who needed extra help in working with this software.
4. November 20, 2021, Annual file review took place. All staff participated in reviewing children's files for compliance.
5. Continuing to recruit for vacant positions in Nutrition, Education, Family/Community, Health and Finance Services.

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

On November 30, 2021, Office of Head Start (OHS), Administration for Children and Families (ACF), Department of Health and Human Services (HHS) released the interim final rule with comment (IFC) which adds new provisions to the Head Start Program Performance Standards to mitigate the spread of the Coronavirus Disease 2019 (COVID-19) in Head Start programs. This IFC requires effective upon publication, universal masking for all individuals two years of age and older, with some noted exceptions, and all Head Start staff, contractors whose activities involve contact with or providing direct services to children and families, and volunteers working in classrooms or directly with children to be vaccinated for COVID-19 by January 31, 2022.

### III. Early Head Start

#### Program Information Summary:

1. Support Services, Education Services and Head Start Director met to put together a plan to prepare and license a Child Development Center (CDC) in Selma, CA.
2. CDC playground is currently being worked on to prevent water from accumulating in the yard.
3. November 12, 2021, the new Early Head Start (EHS) Home Base Supervisor was hired.
4. Saturday, November 20, 2021, Home Base Manager and six staff worked on online-referrals making contact with the parents.

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

Monthly Enrollment: 247; Monthly ADA: Center Base: 70.88%, Home Base: 94.66%

Wait List Total: 70

We received a total of 143 EHS online referrals from our Fresno EOC website and EHS also participated in one Community Outreach event for the month of November. To further support our recruitment efforts, ERSEA and EHS personnel have been networking with local agencies that provide services to pregnant teens, mothers, and/or prenatal care services to inform them of EHS and the services the program provides. Analysis of all areas below the recommended 85% ADA, if any, has been done.

#### Early Head Start Meals/Snacks:

Total Children: Breakfasts: 373 Lunches: 394 Snacks: 325

### IV. Head Start

#### Program Information Summary:

1. November 8, 2021, currently making corrections to La Colonia and Richard Keyes Head Start Licensing Packets as requested by Community Care Licensing (CCL).
2. In the month of November 2021, Fresno County Superintendent of Schools-QRIS conducted observations of all classrooms using the CLASS tool; they will be sharing their results next month.
3. November 16, 2021, Central Unified School District requested a meeting to discuss Tilley Elementary space.
4. Family/Community Services is making it a priority to review online referrals, make contact with parents to finalize applications, and continually recruit children.

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

Monthly Enrollment: 1358; Monthly ADA: Center Base 74.39%; Home Base: 93.10%

Wait List Total: 480

To support our ongoing recruitment and enrollment efforts, for the month of November we received 89 Head Start Online Referrals from our Fresno EOC website. We shared our updated flyers with our partners and continue the onboarding of personnel across all service areas to continue with full enrollment efforts. In addition, staff partnered with the WIC Program to recruit children 0 to 5 years of age by sending out a text message to approximately 5979 families, letting them know that HS 0 to 5 is enrolling. Analysis of all areas below the recommended 85% ADA, if any, has been done.



**BOARD OF COMMISSIONERS  
PROGRAM UPDATE REPORT**

Head Start Meals/Snacks:

Total Children: Breakfasts: 10,365 Lunches: 13,254 Snacks: 10,228

Submitted by:

Rosa M. Pineda  
Head Start Director

Nidia Davis  
Program Support Director

(NOVEMBER 2021 BOARD PUR) CQ 12/14/21 ~ CWPC (2021-2022 (PUR (BOARD)) ~

**BOARD OF COMMISSIONERS  
PROGRAM UPDATE REPORT**

**REPORT MONTH: December 2021**

**I. Head Start 0 to 5**

Program Information Summary:

1. We continue to advertise for vacant positions in Education, Family/Community, Support Services, Nutrition, and Early Head Start.
2. December 2, 2021, Quality Assurance Manager attended the Strategic Planning Committee.
3. December 10, 2021, Head Start Director and staff attended the FAQ's on the IFC – Vaccine and Masking Requirements via ZOOM.
4. December 17, 2021, Individual Service Area trainings took place and included COVID-19 protocols and wearing masks.
5. December 17, 2021 - January 7, 2022, centers and Home Base were closed for Winter Break; CSPP classes continued to operate.
6. December 22, 2021, Head Start Director attended the Foster Grandparents Holiday Banquet held at Pardini's.

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

On December 31, 2020, we received communication issued from the Administration for Children and Families, as Program Instructions or Information Memoranda during the month of December 2020 requesting grantees complete the Centers Status Reporting tab in HSES on a monthly basis starting January 1, 2021. Grantees are required to complete the monthly reporting by the seventh of each month reporting on the status of services provided to children and pregnant women on the last operational day of the previous month.

On December 12, 2021, a letter about the Full Enrollment Initiative was sent out by the Director of Office of Head Start (OHS) 266; OHS has been watching the surge in COVID-19 cases, both locally and nationally. In response to recent developments, OHS will not resume the evaluation of which programs will enter into the Full Enrollment Initiative beginning in January 2022. OHS will continue to track enrollment in the Head Start Enterprise System (HSES), as we have done since September 2021, and to expect full in-person comprehensive service contingent upon U.S. Centers for Disease Control and Prevention (CDC) guidelines, state and local health department guidance, and in consideration of local school districts' decisions.

**III. Early Head Start**

Program Information Summary:

1. Support Services Manager will be setting up a visit to Eric White to meet with Head Start Director and Education Manager to put a plan together for opening the center for toddlers in Selma, and reaching out to the Amor Center in Mendota to talk about the possibility of opening a child development center to serve the children of Mendota at their facility.
2. December 17, 2021, staff reviewed the compiled data from CCR Analytics for the SNIP Surveys parents completed.

Early Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 240; Monthly ADA: Center Base: 65.72%, Home Base: 94.76%

Wait List Total: 57

We received a total of 41 online referrals from our Fresno EOC website. To support our ongoing recruitment efforts, ERSEA staff and EHS personnel continue to collaborate and partner with local agencies that provide services to pregnant teens, mothers, and/or prenatal care services to inform them of Early Head Start. Analysis of all areas below the recommended 85% ADA, if any, has been done.

Early Head Start Meals/Snacks:

Total Children: Breakfasts: 266 Lunches: 311 Snacks: 246

**IV. Head Start**

Program Information Summary:

1. In the month of December, Family/Community Services has had several staff leave, and are recruiting 3 Family Services Specialist (FSS) vacancies as well as 14 Family Support Assistants (FSA).
2. December 13, 2021, Support Services Manager to set up a meeting with Huron, to discuss the possibility of expanding the current Huron site.
3. December 17, 2021, Education Management/Supervisors reviewed the importance of wearing a mask and encouraging children to keep the mask on like heroes do.
4. On December 20, 2021, a newly hired Family Services Specialist started.

Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 1416; Monthly ADA: Center Base 73.91%; Home Base: 88.90%

Wait List Total: 447

To support our ongoing recruitment and enrollment efforts, for the month of December we received 35 online referrals from our Fresno EOC website. We also continue to facilitate ERSEA trainings to support staff in recruiting children and families most in need. This month was a short month for most of our centers, as we were only opened for two weeks due to Winter Break. However, CSPP FD/FY remained opened until the end of the month. Analysis of all areas below the recommended 85% ADA, if any, has been done.



**BOARD OF COMMISSIONERS  
PROGRAM UPDATE REPORT**

Head Start Meals/Snacks:

Total Children: Breakfasts: 8,395 Lunches: 10,624 Snacks: 8,172

Submitted by:

Rosa M. Pineda  
Head Start Director

Nidia Davis  
Program Support Director

(DECEMBER 2021 BOARD PUR) cq 01/19/22 ~ CWPC (2021-2022 (PUR (BOARD)) ~

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Head Start 0 to 5
<b>Agenda Item #:</b> 14D3	<b>Director:</b> Rosa M. Pineda
<b>Subject:</b> Head Start Annual Report	<b>Officer:</b> Jack Lazzarini

### Recommended Action

The Program Planning and Evaluation Committee recommends approval for full Board consideration of the Head Start 0 to 5 Annual Report 2020/2021 program year.

### Background

Each year an Annual Report is prepared with data from the previous program year. The report is mandated by the Head Start Act as amended December 12, 2007 and the Head Start Program Performance Standards, 45 CFR Chapter XIII, September, 2016. The report contains program overview and information regarding: funding, budgetary expenditures, accountability, quality assurance, external review, medical and dental service measures, family engagement activities, school readiness and program governance.

The Annual Report is part of the Year 1 Continuation Funding Application that was submitted to Region IX Head Start on October 1, 2021.

### Fiscal Impact

The Head Start 0 to 5 Basic and Training and Technical Assistance Budgets have a fiscal impact of \$41,957,082 which constitutes approximately 50% of Fresno EOC's budget and funds over 50% of the agency's employees.

### Conclusion

If approved by the full board, Head Start Annual Report 2020-2021 will be retained for record keeping as it contains program overview for the 2020-2021 program year.



# Fresno Economic Opportunities Commission

## Head Start 0 to 5

### Annual Report 2020/2021

#### Our Vision

Head Start continues to play a key role in the transformation of education in America.

We bring our long record of success in working with the neediest young children and their families to our partnerships with those in education, family services, and health.

Together we will deliver on our nation's promise that all of our young children have the opportunity to succeed.



Building a  
**better life**  
for children



Emilia Reyes, Chief Executive Officer  
Rosa M. Pineda, Early Care and Education Director  
Nidia Davis, Program Support Director

Head Start 0 to 5  
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## Introduction

Fresno Economic Opportunities Commission (Fresno EOC) Head Start 0 to 5 has successfully provided comprehensive child development services for low income preschool children and their families since 1965. Services include education, nutrition, health, medical, dental, parental engagement and social services. Expansion of services to children ages 0-3 was implemented in 1996 through the Early Head Start Program. Over 205,665 Head Start children and 9,358 Early Head Start children and their families have received service from Fresno EOC since the program began in 1965.

The purpose of Fresno EOC Head Start is to promote the school readiness of low-income children by enhancing their cognitive, social, and emotional development in two ways:

1. The learning environment will support children's growth in language, literacy, mathematics, science, and emotional functioning, creative arts, physical skills, and approaches to learning.
2. Each family will be provided with health, educational, nutritional, social, and other services when necessary based on the family's needs assessments.

Fresno EOC Early Head Start serves approximately 308 children and pregnant women in urban Fresno, Clovis, Reedley, Sanger, Parlier, Del Rey, Selma, Fowler, Biola, and Kerman. The Head Start program currently serves approximately 2,750 children throughout Fresno County in over 34 centers and 17 Home Base areas.

### Program Overview—Head Start

Head Start endeavors to strengthen the ability of disadvantaged children to cope with school by providing a program to meet their emotional, social, health, nutritional, and psychological needs in nurturing and stimulating environments.



#### Learning

Children are provided with a variety of age appropriate early childhood education-learning experiences to foster intellectual, social, and emotional growth. Head Start children participate in indoor and outdoor play, are introduced to the concepts of words, numbers and other pre-kindergarten skills, are encouraged to express their feelings, develop self-confidence, and the ability to get along with others. Children with disabilities are included with typically developing children.

#### Health Services

Children are provided with comprehensive medical, dental, mental health, and nutritional services, including meals/snacks each day. Head Start refers children to needed community resources and pays for services when families are unable to pay.



#### Family Engagement

Parent engagement is the key to the success of Head Start children and their families in meeting many of their goals. Participation includes volunteering in the classroom, actively participating in home visits, making decisions regarding budgets, curriculum planning, staff hiring, training and all aspects of Head Start.

#### Family Assistance

Families are provided with social service assistance to assess and better support their strengths. Parents are provided information regarding the emotional, social, health, nutritional, and psychological needs of their children and educational/literacy activities that can be carried out at home.

## Program Overview—Early Head Start

The mission of the Early Head Start program is to provide comprehensive child development and family support services that promote school readiness for families with infants and toddlers, birth to age three and to promote healthy prenatal outcomes for pregnant women.



Early Head Start focuses on healthy cognitive, physical, social and emotional development of infants and toddlers. We also support positive family relationships. Father/male participation is encouraged.

Early Head Start strives to have the greatest impact on participating children by offering supportive services as early in life as possible. The prenatal period of growth and

development has a lasting impact on the child's potential for healthy growth and development after birth. Early Head Start programs provide services to pregnant women and their families through the child's first three years of life.

Some of our expected outcomes include:

- to promote safe, healthy and developmentally enriched care given to infants and toddlers through an array of both home and group experiences
- to support family members as primary caregivers and educators of their children as they strive toward self-sufficiency
- to encourage family engagement in all aspects of planning, implementing, and evaluating the Early Head Start program
- to encourage Early Head Start families to participate in and advocate for comprehensive high quality services that support children and families within their communities



## A—Public and Private Funds Received

Early Head Start and Head Start funds are received from the U.S. Department of Health and Human Services, Administration for Children and Families, and Child and Adult Care Food Program (CACFP-U.S. Department of Agriculture) and California Department of Education (USDA and State). No other public or private funds are received.



## B—Budgetary Expenditures FY 2020

### Head Start

FY 2020	Budget		Expenditures		Percent of Total	2021 Proposed Budget Basic+T&TA
	Basic + T&TA	Basic	T&TA	Total		
Personnel	31,872,767	16,960,004	0	16,960,004	53%	24,831,181
Fringe Benefits	12,210,971	7,818,514	0	7,818,514	(64%)	7,694,473
Travel	16,465	15	0	15	0.0009%	14,697
Equipment	0	0	0	0	0	0
Supplies	2,281,491	2,233,809	13,305	2,247,114	98%	1,394,942
Contractual	1,459,494	1,327,436	144	1,327,581	91%	1,863,054
Facilities/Construction	0	0		0	0	0
Other	6,590,635	4,405,730	98,487	4,504,217	68%	5,071,719
Direct Costs	54,431,823	32,745,508	111,936	32,857,444	60%	43,128,315
Indirect Costs	3,996,422	2,387,205	8,395	2,395,600	60%	3,113,235
<b>Total Amount Budget</b>	<b>\$58,428,245</b>	<b>\$35,132,713</b>	<b>\$120,331</b>	<b>\$35,253,044</b>	<b>60%</b>	<b>46,241,550</b>

## Early Head Start

FY 2020	Budget	Expenditures			Percent	2021 Proposed Budget Basic+T&TA
	Basic + T&TA	Basic	T&TA	Total	of Total	
Personnel	4,858,304	2,714,032	0	2,714,032	56%	4,241,341
Fringe Benefits	1,183,333	933,645	0	933,645	79%	1,155,681
Travel	0		0		0%	8,449
Equipment	0	0	0	0	0	0
Supplies	361,440	228,827	125	228,952	63%	333,207
Contractual	180,768	187,869	26.00	187,895	(4%)	621,725
Facilities/Construction	616,000	0	0	0	100%	308,000
Other	606,125	493,616	20,352	513,968	85%	778,007
Direct Costs	7,805,970	4,557,988	20,503	4,578,492	59%	7,446,410
Indirect Costs	534,637	325,351	1,538	326,889	61%	532,958
Total Amount Budget	\$8,340,607	\$4,883,340	\$22,041	\$4,905,381	59%	\$7,979,368

## C—Services to Families

In school year 2020/2021, Fresno Head Start provided services for 2,445 children and 2231 families. Children served were enrolled based on: income eligibility below 100% of the federal poverty line, 41%; public assistance, 30%; foster children, 4%; homelessness, 1%; family incomes between 100% and 130% level, 13% and over income, 11%.

### Children and Families Served by Head Start

Children by Age	No. Enrolled
3 years old	1,137
4 years old	1,268
5 years and older	40
Total	2,445

Type of Eligibility	No. Enrolled
Income below 100% of Federal poverty line	1,011
Receipt of public assistance (e.g., TANF, SSI)	731
Status as a foster child	98
Status as homeless	15
Over income	266
Family income between 100% and 130%	324
Total	2,445

In school year 2020/2021, Fresno EOC Early Head Start provided services for 541 children (including pregnant women) and 481 families. Pregnant women and children served were enrolled based on: income eligibility below 100% of the federal poverty line, 58%; public assistance, 18%; foster children, 2%; homelessness, 2%; family incomes between 100% and 130% level, 14% and over income, 6%.

### Children and Families Served by Early Head Start

Children by Age	No. Enrolled	Type of Eligibility	No. Enrolled
Under 1 year	159	Income below 100% of Federal poverty line	312
1 year old	151	Receipt of public assistance (e.g., TANF, SSI)	100
2 years old	145	Status as a foster child	11
3 years old	52	Status as homeless	9
Pregnant women	34	Over income	33
		Family Income between 100% and 130%	76
<b>Total</b>	<b>541</b>	<b>Total</b>	<b>541</b>



## **D—Accountability—Quality Assurance and External Review**

Monitoring the goals and activities of Fresno EOC Head Start 0 to 5 is an ongoing process. Through the use of regular self-assessments, the Federal Reviews, and an annual fiscal audit, Fresno EOC Head Start 0 to 5 is able to maintain a high quality program and participate in continuous program improvement.

### **Independent Audit**

An annual independent audit is conducted in compliance with the requirements described in the U.S. Office of Management and Budget (OMB) Uniform Guidance (2.CFR.200). The audit for the year ending December 31, 2019 found no material weaknesses, one deficiency was disclosed and addressed, and Fresno EOC was determined to be a low- risk auditee. The 2020 financial audit is in progress and will be completed within the prescribed deadline.

## **Federal Review by the Secretary of Health and Human Services**

Fresno EOC's most recent Focus Area Two Federal Review occurred from November 26-30, 2018. Based on the information gathered during the review, it was determined that Fresno EOC Head Start 0 to 5 was in compliance with all applicable Head Start Performance Standards, laws, regulations and policy requirements in areas monitored with the exception of findings in Implementing Fiscal Infrastructure.

All other Focus Area Two Monitoring Protocol Performance Measures (PM) were found to be in compliance. These included measures of: Program Design and Management; Quality Education and Child Development Services; Quality Health Program Services; Quality Family and Community Engagement Services; and Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA). Areas of Non-compliance were (ANC) 75.303 (b), ANC 75.405(a), and ANC 1303.46(b)(1)-(4). The corrective actions, as required by the Office of Head Start, have been designed and implemented. A follow-up review by the Federal Monitoring Team occurred fall 2019.

The Federal Classroom Assessment Scoring System (CLASS) Review occurred from February 4-8, 2019, with classrooms observed using the CLASS. CLASS scores for the 2019 Federal Review were:  
Emotional Support – 6.2048  
Classroom Organization – 5.9433  
Instructional Support – 2.6809

The November 2018 federal review identified a number of fiscal findings. In response, the Grantee submitted a Quality Improvement Plan (QIP) to address the issues. However, the federal Office of Head Start did not feel it adequately addressed the findings and converted them to deficiencies. The Grantee worked with an external auditor and Region IX Program Specialist to implement the Quality Improvement Plan (QIP). A Virtual Follow-up Fiscal Review took place on March 3, 2021 to review the previous fiscal findings for compliance. The review verified that appropriate corrective actions were accomplished, the fiscal areas were in compliance and the QIP was completed successfully.

## **E-Service Measures—Medical and Dental Services**

Because good health and nutrition are important for learning, Fresno EOC Head Start 0 to 5 focus on children's health. As required, all enrolled children have timely physical and dental exams and basic health screenings, including hearing, vision, health and nutrition; and follow-up referrals to medical and outside services.

Staff works with families to ensure follow-up services are received for any identified needs with appropriate medical and/or dental exams and treatment. Children enrolled in Early Head Start more than 45 days achieved an 88% success rate for proper dental care. Children enrolled in Head Start achieved a 62% success rate for complete medical exams\*, a 72% rate for complete dental exams and 95.7% complete immunizations.



\*Complete medical exams include all of the following elements: physical exam, complete immunizations, hearing and vision screening, height and weight measurements, and hemoglobin and lead screening.

## F—Family Engagement Activities

Early Head Start and Head Start are programs designed to strengthen families and break the cycle of poverty. To make this happen, parents and caregivers are involved extensively in the programs' governance activities. Staff promotes and fosters parent involvement as families participate in classroom experiences, weekly home visits, and/or bimonthly socialization. In addition, families are encouraged to develop leadership skills by participation in the Local Parent Meetings (LPM), County-Wide Policy Council (CWPC), Continuous Improvement Team (CIT), and the Health Services Advisory Committee.

The 2020/2021 school year family engagement virtual (due to the COVID-19) activities of Early Head Start and Head Start included:

- Home visits
- Socializations
- fieldtrips
- Parenting classes
- Monthly Local Parent Meetings (LPM)
- Annual Program Self-Assessment
- Continuous Improvement Team (Early Head Start)
- Workshops, such as: "Nutrition Workshop," "Kindergarten Transition," "How Children Learn Through Play," "Healthy Snacks," "Financial Planning," "Dental Workshop," "Car Seat Safety," "Asthma 101," "Renter's Rights," and "Music & Movement to Support School Readiness."
- Financial Literacy
- Family Literacy



## G—School Readiness Activities

Fresno EOC Head Start 0 to 5 promotes the young child's school readiness in the areas of language and cognitive development, early reading and mathematics skills, socio-emotional development, physical development and approaches to learning. Each child's skills and knowledge are assessed to ensure that the educational instruction and school readiness of children in the program are supported.

### Child Assessments

Head Start children are assessed three times annually, in the fall, winter and spring. Using the Desired Results Development Profile (DRDP) (2015) Preschool, School Readiness Goals are created based upon the areas the children need most improvement. Goals and results for all three assessments for the 2020-2021 school year hybrid learning services due to COVID-19 can be viewed on page 8. Based upon the individual child assessment, teachers are able to individualize each child's curriculum to meet the needs of that child. Children enrolled in Fresno EOC Head Start are getting a very good start for their academic careers. This assessment is also used to assess how Fresno EOC Head Start is meeting the needs of non-English speaking children and children diagnosed with a disability. It is important to note that while children who have an additional disadvantage in performing well in school (e.g., inability to speak English, diagnosed disability) scored below their counterparts, their progress from the beginning of the school year to the end showed the same rate of improvement and growth as their counterparts.

Early Head Start children are assessed three times annually, in the fall, winter and spring. Staff uses the DRDP (2015) assessment tool for center base children, and the Infant/Toddler Developmental Assessment (IDA) tool for home base children to evaluate the children’s sensory modalities and social-emotional development. The IDA evaluates 8 domains: gross motor, fine motor, relationship to inanimate objects, language/communication, self-help, relationship to persons, emotions and feeling states, and coping behavior. Children who are assessed “at risk” or “with concerns” on either assessment tool are referred for further evaluation and/or early intervention. DRDP (2015) evaluates 5 domains with specific measures for each domain. Goals and results for the remote services only due to COVID-19 for 2020-2021 program year can be viewed on page 9 and 10.

**Transition Activities**

A transition MOU exists with the Fresno County Superintendent of Schools. The following activities to ease the family’s and child’s transition into kindergarten are noted below:

Activities	Number
Cross-program visits	7
Informational meetings with parents	6,612
Cross program meetings to discuss individual child progress	41
Schools contacted	7
School districts contacted	20
Letters to school principals, superintendents, district staff	20

\*Please note: COVID-19 protocols began in March 2020 and had an impact on our program’s transition activities. Many of our transition activities take place in the months of March, April, and May. With both our program and the unified school districts closed due to COVID-19, it simply was not possible to have those transition activities.



## Fresno EOC Head Start School Readiness Goals 2020-2021

Head Start Early Learning Outcomes Framework	Fresno EOC HS School Readiness Goals	CA Preschool Learning Foundations	DRDP (2015) - Preschool	Results of DRDP I	Results of DRDP II	Results of DRDP III	
<b>Perceptual Motor and Physical Development</b>	Children will demonstrate age appropriate positive health and physical development.	Domain: Physical Development	Physical Development				
		Strand: Fundamental Movement Skills	PD-HLTH 4: Fine motor manipulative skills	32%	57%	82%	3 Yr Olds
		Substrand: 3.0 Manipulative Skills		36%	66%	85%	4 Yr Olds
<b>Social &amp; Emotional Development</b>	Children will demonstrate age appropriate positive social behavior, emotional regulation, and emotional well being.	Domain: Social Emotional Development	Self and Social Development				
		Strand: Social Interaction	HSS 4: Conflict Negotiation	24%	47%	79%	3 Yr Olds
		Substrand: 2.0 Interaction with Peers		25%	52%	78%	4 Yr Olds
<b>Approaches towards Learning</b>	Children will demonstrate age appropriate positive approaches toward learning.	Domain: Social-Emotional Development	Cognitive Development				
		Strand: Self	ATL-REG 6: Engagement and persistence	29%	59%	83%	3 Yr Olds
		Substrand: 5.0 Initiative in Learning		31%	59%	81%	4 Yr Olds
<b>Language and Literacy</b>	Children will demonstrate age appropriate positive communication, language, and emergent literacy skills.	Domain: Language and Literacy	Language and Literacy Development				
		Stand: Reading	LLD3: Expressive Language	33%	57%	78%	3 Yr Olds
		Substrand: 4.0 Comprehension and Analysis of Age-Appropriate Text		35%	62%	82%	4 Yr Olds
	Children will demonstrate age appropriate positive communication, language, and emergent literacy skills.	Strand: Reading	LDD 9: Letter and word knowledge	22%	47%	73%	3 Yr Olds
		Substrand: 2.0 Phonological Awareness		28%	54%	77%	4 Yr Olds
	Children will demonstrate age appropriate positive communication, language, and emergent literacy skills.	Strand: Reading	ELD 2: Self-Expression in English	51%	72%	89%	3 Yr Olds
	Substrand: 3.0 Alphabetic and Word/Print Recognition		58%	75%	85%	4 Yr Olds	
<b>Cognition</b>	Children will demonstrate age appropriate positive general cognitive skills.	Domain: Mathematics Knowledge & Skills	COG 4: Number Sense of Math Operations	21%	44%	72%	3 Yr Olds
		Strand: Number Sense		22%	48%	73%	4 Yr Olds
		Substrand: 2.0 Children will begin to understand number relationships and operations in their everyday environment.	COG 8: Cause and Effect	23%	50%	80%	3 Yr Olds
				26%	51%	77%	4 Yr Olds

**Fresno EOC Early Head Start Program School Readiness Goals 2020-2021**  
**Home Base Infant/Toddler Development Assessment (IDA) / Center Base Desired Results Development Profile (DRDP)**

<b>Child Development and Early Learning Framework</b>	<b>Fresno EOC EHS Readiness Goals</b>	<b>CA Infant &amp; Toddler Learning &amp; Dev. Foundations</b>	<b>Fresno EOC EHS IDA Performance Indicators</b> <b>This assessment is based on child's current age. % is average of all children assessed birth to 3 yrs. %</b>	<b>Fresno EOC EHS DRDP Measures</b> <b>(This is a 0-5 yr old continuum observation based Assessment. % average of all children assessed birth to 3 yrs. )</b>	<b>Results I</b>	<b>Results II</b>	<b>Results III</b> <b>COVID -19 Remote services only</b>
<b>Physical Development &amp; Health</b>	Children will demonstrate age appropriate positive health and physical development.	Infants & toddlers will develop the ability to move their large and small muscles.	Infants and toddlers will progress from: head compensates through walks upstairs alternating feet (GM 1 –GM 20)  Ability to retain a rattle briefly in hand through Strings small bead FM 1 – 18)	Moves in basic and often involuntary ways to coordinates movement in an upright position that voluntarily moves whole body off the ground (PD- HLTH -2) Moves arms and hands in basic ways to manipulates objects with one hand while stabilizing the objects with another hand or with another body part (PD-HLTH4)	IDA 98%  DRDP 86%	IDA 92%  DRDP 74%	IDA 89%  DRDP 79%
<b>Social &amp; Emotional Development</b>	Children will demonstrate age appropriate positive social behavior, emotional regulation and emotional well-being.	Infants and toddlers will develop the ability to respond to and engage with other children, concept they are individuals operating within social relationships and ability to manage emotional well-being.	Infants and toddlers will progress from: Following others with eyes to Begins cooperative play (P 2 –20)  Expresses discomfort to recovers from small hurts on own (C 1- 15)	Responds in basic ways to others to Expresses simple ideas about self and connections to others (SED 1) It is responds to faces, voices or actions of familiar people to engages in extended interactions with familiar adults in a variety of situations (SED 4)	IDA 92%  DRDP 73%	IDA 96%  DRDP 45%	IDA 100%  DRDP 55%
<b>Approaches to Learning</b>	Children will demonstrate age appropriate, positive approaches toward learning,	Infants & toddlers will develop the ability to mirror, repeat and practice the actions of others, the ability to attend to people and things while interacting with others and exploring the environment.	Infants and toddlers will progress from: Shows seeking activities through tries to do things for self (C 1 a –C 13)  Responds to Looks at adult responds to voice through relates selectively to family members (P 1 -13)	Responds briefly to people things or sounds to Maintains attention on own on activity for extended of time (ALT REG 1)  Responds to people, things or sounds to Explores thru simple observations or manipulations or asking simple questions (ALT REG -4)	IDA 94 %  DRDP 82%	IDA 87%  DRDP 32%	IDA 87%  DRDP 52%
<b>Language and Literacy</b>	Infants and toddlers will demonstrate age appropriate positive communication, language and emergent literacy skills.	Infants & toddlers will develop the ability to understand words and increasingly complex utterances. They will develop the interest in engaging with print in books and in the environment.	Infants and toddlers will progress from: Looks at adults through talks about daily events (RI 1- 18)  Vocalizes ah, eh, uh through knows rhymes or songs (L 1- 18c)	Responds to voices, sounds and gestures or facial expression in basic ways to shows understanding of a wide variety of phrases or sentences (LLD-1)  Makes sounds spontaneously to uses short phrase or sentence of more than 2 words to communicate (LLD-3)	IDA 91%  DRDP 57%	IDA 80%  DRDP 28%	IDA 89%  DRDP 27%
<b>Cognition and General Knowledge</b>	Children will demonstrate age appropriate positive general cognitive skills.	Infants & toddlers will develop understanding of one event brings about another, ability to group, sort, categorize, connect and have expectations of objects and people according to their attributes, understand how things move and fit in space, ability to attend to people & things while interacting with others & exploring the environment and play materials.	Infants and toddlers will progress from: Looks at object follows visually through Solves Form board from rotation RI (1- 20d)  Holds rattle actively to builds tower of 10 cubes ( R1 2 – RI 20b)	Moves body parts in basic ways to takes into account spatial relationships when exploring possibilities together or moving through space (COG -1)  Responds to people in basic ways to identifies small quantities without counting up to three ( COG-3)	IDA 92%  DRDP 62%	IDA 88%  DRDP 29%	IDA 95%  DRDP 42%

## Program Governance

### Board of Commissioners (2020)

#### Elected Representatives

Felipe De Jesus Perez- Target Area A  
Alysia Bonner - Target Area F  
Linda R. Hayes - Target Area H  
Rey Leon – Target Area B  
Daniel Martinez - Target Area D  
Lisa Nichols - Target Area E  
Jewel Hurtado - Target Area C  
Catherine Robles - Target Area G



Fresno  
Economic  
Opportunities  
Commission

#### Community Sector Representatives

Zina Brown-Jenkins- Head Start County-Wide Policy Council  
Maria (Lupe) Jaime-Mileham- Fresno County Superintendent of Schools  
LeRoy Candler – National Association for the Advancement of Colored People  
Andrea Reyes- Fresno County Economic Development Corporation  
James Martinez – Reel Pride  
Itzi Robles – Southeast Fresno Community Development Association  
Jimi Rodgers - Association of Black Social Workers  
Joe Lee – The Fresno Center

#### Representatives of Public Officials

Ruben Zarate - 14th Senatorial District  
Oliver Baines – 16<sup>th</sup> Congressional District  
Amy Arambula - 31st Assembly District  
Jerome Countee – State Center Community Colleges  
Ed Avila - Juvenile Court  
Charles Garabedian, Jr. - Fresno County Board of Supervisors  
Brian King - Fresno Mayor's Appointment  
Barigye McCoy. - Fresno County Board of Supervisors

### County-Wide Policy Council Executive Board (2020/2021)

Araceli Zavalza – Chairperson  
Ashleigh Rocker Greene– Vice Chairperson  
Margarita Mancilla – Secretary  
Jessica Aquino – Treasurer  
Maria G. Moreno – Sergeant-at-Arms  
Emilia Juarez – Historian  
Yessenia Magallon – Early Head Start  
Candice Liles – Personnel Committee  
Tran Thao– Budget and Finance Committee  
Fawnda Cole – Parent Planning and Review Committee  
Emilia Juarez – Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA) Committee



## Executive Office

**Chief Executive Officer**

Emilia Reyes

**Chief Administrative Officer**

Heather Brown

**Chief Financial Officer**

Jim Rodriguez

**Chief Operating Officer**

Michelle L. Tutunjian

**Executive Director, Access Plus Capital**

Tate Hill

**Chief of Staff**

Karina Perez

**Human Resource Officer**

Michael Garcia

**Communication and Strategy Officer**

Elizabeth Jonasson

**Internal Audit Director**

Susan Shiomi

## Service Areas

Head Start currently serves 2,750 children throughout Fresno County in 34 Centers and 17 Home Base areas.

Early Head Start currently serves over 308 children throughout Fresno County in 2 Centers and 10 Home Visitation areas.

Biola	Kings Canyon
Cantua Creek	Malaga
Caruthers	Mendota
Clovis	Mountain Area
Coalinga	Orange Cove
Del Rey	Parlier
Easton/Raisin City	Pinedale
Fresno	Reedley
Firebaugh	Riverdale
Five Points	San Joaquin
Fowler	Sanger
Huron	Selma
Kerman	Tranquility
Kingsburg	

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Head Start 0 to 5
<b>Agenda Item #:</b> 14D4	<b>Director:</b> Rosa M. Pineda
<b>Subject:</b> Child Guidance and Behavior Policy	<b>Officer:</b> Jack Lazzarini

### Recommended Action

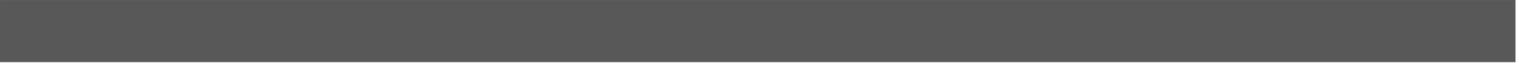
The Program Planning and Evaluation Committee recommends approval for full Board consideration of the Early Head Start/Head Start Child Guidance and Behavior Policy.

### Background

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

- (1) Provide support for effective classroom management and positive learning environments; supportive teacher practices; and, strategies for supporting children with challenging behaviors and other social, emotional, and mental health concerns;
- (2) Secure mental health consultation services on a schedule of sufficient and consistent frequency to ensure a mental health consultant is available to partner with staff and families in a timely and effective manner;
- (3) Obtain parental consent for mental health consultation services at enrollment; and,
- (4) Build community partnerships to facilitate access to additional mental health resources and services, as needed.

Many strategies can support healthy social and emotional development and prevent or reduce behaviors that could negatively affect children’s development and learning. On August 24, 2021, the Health Services Advisory Committee reviewed and revised the Child Guidance and Behavior Policy to ensure that best practices and strategies are utilized with ongoing training and coaching. On December 7, 2021, the Head Start 0 to 5 County-Wide Policy Council approved the Fresno EOC Early Head Start/Head Start Child Guidance and Behavior Policy.

  
**Fiscal Impact**

None.

**Conclusion**

If approved by the full board, the Child Guidance and Behavior Policy will be used to promote children's mental health, social and emotional well-being, and overall health while participating in Head Start 0 to 5. If not approved, staff will review and take into consideration recommendations provided by the Board for final approval.



**FRESNO EOC EARLY HEAD START/HEAD START  
CHILD GUIDANCE AND BEHAVIOR POLICY**

**POLICY: CHILD GUIDANCE AND BEHAVIOR POLICY**

**SUBJECT: CHILD GUIDANCE AND BEHAVIOR POLICY**

**REFERENCE:** Performance Standards Subpart D: Health Program Services  

- 1302.45 (b) 4-6 Mental Health & Social Well-being
- 1302.17 Suspension & Expulsion

California Code of Regulations, Title 22  

- Child Care Facility Licensing Regulations 101223 – Personal Rights, 101223.2 – Discipline

Textbook: Prevent, Teach and Reinforce for Young Children

**GOAL:** By utilizing evidence based, best practices and strategies with ongoing coaching, the goal is to help children gain self-regulation and develop appropriate social emotional skills.

**POLICY:** Staff will respect and treat each child as an individual; they will guide children by preparing a safe and supportive learning environment. Prevention/Intervention strategies will be implemented, models for prevention to promote acceptable behaviors include Second Step (Head Start only), Pyramid Model, Prevent, Teach and Reinforce for Young Children to help guide children’s behavior.

**Prevention and Intervention strategies** include:

- Teach & ~~support reinforce~~ acceptable behaviors
- Pyramid Model Expectations
- Identify & reduce triggers
- Identify & encourage child’s strengths
- Plan ahead, organize classroom and visual schedule
- Set clear consistent classroom goals and expectations
- Provide age appropriate choices
- Utilize positive reinforcement techniques
- Identify behavioral issues before they escalate.
- Help children to learn a variety of methods to work with other children and adults.
- Acknowledge and handle children’s strong emotions
- Create, utilizing a team approach, behavior intervention plans as needed
- Provide training/coaching/ongoing support
- ~~Staff will support and work with parents to help the child develop self-regulation skills. When staff and parents use similar techniques/strategies in dealing with a child’s difficult behavior, the outcome on the child is positive.~~
- When staff and parents work together utilizing similar techniques/strategies in managing difficult behavior it will most likely lead to positive outcomes.

**GUIDANCE:** It is acknowledged that all young children exhibit behaviors that need re-direction from a caring adult caregiver. These behaviors are expected to be seen in group settings such as the Early Head Start/Head Start classroom. Staff will use the CHILD GUIDANCE AND BEHAVIOR PROCEDURE to assist in the management of the children’s behavior in their care.

There are times when a child may have extreme difficulty participating within a group setting (e.g., classroom, bus, fieldtrip, socialization day) and/or interacting with adults or other children. A child may have ongoing behaviors that are aggressive and/or unacceptable. These behaviors (e.g., biting, hitting, kicking, running, and lack of self-control in the group setting) may cause injury to the child, other children or adults. By using research based intervention strategies challenging behaviors will be reduced. As a last resort, should the child become a hazard to self or others, the child may require a modified schedule. Expulsion is prohibited.

Revised and Approved by CWPC	Revised and Approved by Health Services Advisory Committee	Approved by Fresno EOC Board of Commissioners
[6/21/06] [R 7/15/09] [R 4/17/13] [8/16/17] [8/21/19] <u>[12/7/21]</u>	[7/25/06] [7/2/09] [7/18/17] [7/16/19] <u>[8/24/21]</u>	[R 9/23/09] [R 4/24/13] [9/27/17] [9/25/19]

(CHILD GUIDANCE BEHAVIOR POLICY 2021-2019 FINAL) rev mmm 10-25-19 09/02/21 - POLICIES AND PROCEDURES (CHILD BEHAVIOR)-

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Sanctuary and Support Services
<b>Agenda Item #:</b> 14D5	<b>Director:</b> Misty Gattie-Blanco
<b>Subject:</b> Homeless Youth Emergency Services Pilot Program	<b>Officer:</b> Michelle L. Tutunjian

### Recommended Action

The Program Planning and Evaluation Committee recommends approval for full Board consideration of the Homeless Youth (HY) Emergency Services Pilot Program, to The California Governor's Office of Emergency Services (Cal OES), Victim Services (VS) in the amount of \$2,375,000.

### Background

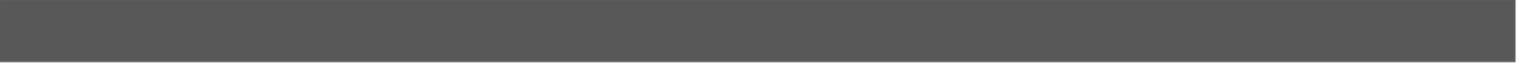
Sanctuary and Support Services has operated the Sanctuary Transitional Shelter project since 2017 with funding from Cal OES. The five-year project period ends March 31, 2022.

The purpose of the California Office of Emergency Services HY Program is to expand crisis intervention and stabilization services to youth experiencing homelessness so that the immediate crises these youth face can be resolved, and they can focus on their futures. Funding is designated to recipients funded in the prior fiscal cycle. Fresno EOC is allowed to apply for \$2,375,000 over a 60-month project period from April 1, 2022 to March 30, 2027.

Funds will be used to continue providing comprehensive services and will support personnel, operational and supportive services costs. As part of the prior funding cycles and in a continued effort to meet all of the clients' needs, Fresno EOC will enter into an agreement with Family First Counseling, as a sub-awardee, to provide onsite individual, couple and group counseling sessions.

### Fiscal Impact

Funding is critical to continue operating the Sanctuary Transitional Shelter. These funds will support personnel, operational and supportive service costs. This funding does not require matching funds.



## **Conclusion**

Fresno EOC is a current recipient of this funding that supports Sanctuary Transitional Shelter, an emergency shelter for young adults, ages 18-24 years old. The funding is critical to the operations of the program.

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Sanctuary and Support Services
<b>Agenda Item #:</b> 14D6	<b>Director:</b> Misty Gattie-Blanco
<b>Subject:</b> Basic Center Program	<b>Officer:</b> Michelle L. Tutunjian

### Recommended Action

The Program Planning and Evaluation Committee recommends approval for full Board consideration of the Basic Center Program (BCP) application to the U.S. Department of Health and Human Services, Administration for Children and Families, Family and Youth Services Bureau in the amount of \$200,000 to support the Sanctuary Youth Shelter.

### Background

Since 1992, Sanctuary and Support Services has operated the Sanctuary Youth Shelter with BCP funding. The purpose of this funding is to provide emergency shelter and intervention services to homeless and runaway youth, ages 12-17. Requested funds support the 24-hour, 365-day emergency shelter and designed Safe Place site, including daily operations, onsite personnel, case management services and basic necessities.

This 36-month funding was awarded in 2021, but requires the submission of a non-competing continuation application for years two and three. The award of continuation grants beyond the initial 12-month period will be subject to the availability of funds, satisfactory progress on the part of the grantee, and a determination that the continued funding would be in the best interest of the Federal Government.

### Fiscal Impact

Funding is critical to continue operating the Sanctuary Youth Shelter. These funds will support personnel, operational and supportive service costs over a 12-month project period beginning September 30, 2022.

### Conclusion

Fresno EOC is a current recipient of this funding that supports Sanctuary's Youth Shelter, providing emergency shelter for youth, ages 12-17 years old. The funding is for year two (2) of a 3-year grant cycle.

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Sanctuary and Support Services
<b>Agenda Item #:</b> 14D7	<b>Director:</b> Misty Gattie-Blanco
<b>Subject:</b> Human Trafficking Victim Assistance Program	<b>Officer:</b> Michelle L. Tutunjian

### Recommended Action

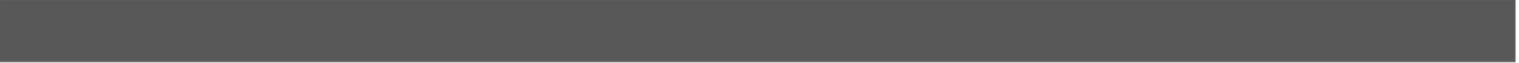
The Program Planning and Evaluation Committee recommends ratification for full Board consideration of the Human Trafficking Victim Assistance Program application submitted on December 30, 2021, to The California Governor’s Office of Emergency Services (Cal OES), Victim Services (VS) Branch for the Human Trafficking Victim Assistance (HV) Program in the amount of \$666,666.

### Background

Sanctuary and Support Services has operated the Central Valley Against Human Trafficking project (CVAHT) since 2009. CVAHT was awarded funding from Cal OES in 2016 and has been awarded funds annually to continue the program services. Funding is available to any human trafficking agency this year operating in California. Funding decisions will be based on ranked score of the proposal; consideration of priorities or geographical distribution specific to this RFP; and prior negative administrative and programmatic performance, if applicable. There is \$20,000,000 available in funding which will fund approximately 30 organizations.

The purpose of the Cal OES Human Trafficking Victim Assistance Program is to provide comprehensive services to all survivors of human trafficking through increasing access of direct support services.

Funds are used to continue providing comprehensive services and will support personnel, operational and supportive services costs. As part of the prior funding cycles and large regional coverage, Fresno EOC will sub-award funds to four (4) community organizations that have continuously provided this work including: Alliance Against Family Violence and Sexual Assault, Alliance for Community Transformations, Centro La Familia Advocacy, Inc., and Breaking the Chains. Each sub-awardee will receive a maximum of \$54,000 for this fiscal cycle.



## **Fiscal Impact**

Funding is critical to continue operating the CVAHT project. These funds will support personnel, operational and supportive service costs over a 12-month funding cycle beginning April 1, 2022. This funding does not require matching funds.

## **Conclusion**

Fresno EOC is a current recipient of this funding that supports CVAHT. Funding is critical to continue providing comprehensive services and will support personnel, operational and supportive services costs.

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Sanctuary and Support Services
<b>Agenda Item #:</b> 14D8	<b>Director:</b> Misty Gattie-Blanco
<b>Subject:</b> Commercially Sexually Exploited Children Application	<b>Officer:</b> Michelle L. Tutunjian

### Recommended Action

The Program Planning and Evaluation Committee recommends ratification for full Board consideration of the Commercially Sexual Exploited Children (CSEC) application submitted on January 31, 2022, to the County of Fresno in the amount of \$940,671.

### Background

Sanctuary and Support Services has operated the Central Valley Against Human Trafficking (CVHAT) project since 2009.

The County of Fresno is seeking an organization to provide a close partnership with Fresno County Department of Social Services (DSS) Child Welfare Services Division. The County anticipates this program will serve up to 100 at-risk youth in Fresno County and 50 identified CSEC youth (ages 21 and younger) annually. This program will also provide human trafficking training to DSS personnel.

Funds will be used to provide comprehensive services and will support personnel, operational and supportive services costs. Additionally, Fresno EOC will subcontract with Central Valley Justice Coalition to assist with the training aspect of this project for up to \$50,000 annually.

### Fiscal Impact

This funding does not require matching funds. The project period is up to five-years beginning July 1, 2022. The County will enter into a contract over the initial three-year term with an option to renew for up to two (2) additional one (1) year project periods through June 30, 2027.

### Conclusion

If approved by the full Board, this project will expand services for CVHAT to serve CSEC youth in Fresno County in partnership with Fresno County DSS.

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Sanctuary and Support Services
<b>Agenda Item #:</b> 14D9	<b>Director:</b> Misty Gattie-Blanco
<b>Subject:</b> Homekey Program	<b>Officer:</b> Michelle L. Tutunjian

### Background

The information presented below is intended to keep the Committee apprised of future partnership between Fresno EOC, UPholdings, RH Community Builders and Fresno City College to provide permanent, long-term housing to homeless students attending Fresno City College.

The City of Fresno, on behalf of UPholdings in partnership with RH Community Builders, has submitted an application for The Park at 1309 project to the State of California's Homekey Program on January 31, 2022. The proposal includes the purchase and renovation of the San Joaquin Hotel located in Fresno. The hotel consists of 69 units of which 50% will be specifically used for homeless young adults between 18-24 as part of the youth set-aside in the Homekey Program funding opportunity.

If awarded, UPholdings will be the developer leading the project. RH Community Builders will be responsible for daily operations of the site. Fresno City College will identify young adults that are homeless and eligible for rental assistance through Project Housing Opportunities Promote Education (HOPE). Fresno EOC Sanctuary and Support Services will act as Lead Service Provider with the delivery of the following services to tenants living at The Park at 1309 with the support of Fresno City College: case management, employment services, educational and vocational training, linkage to behavioral and physical health services, benefits assistance, and other tenancy support services

Fresno EOC Sanctuary and Support Services has been providing social and health related services under State Center Community College District's Project HOPE, administered by Fresno City College, for over two (2) year providing housing navigation, supportive services and master lease oversight for students experiencing homelessness enrolled in Project HOPE.

There is \$1.45 billion available in funding for the Homekey 2.0, of which 8% is required to be set aside for projects serving Homeless Youth or Youth at Risk of Homelessness.

Funding is awarded on a first-come, first-served basis in early 2022. If awarded, rehabilitation of the property would begin in Spring 2022 and young adults could begin moving in late 2022.

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Programs:</b> Sanctuary and Support Services, Health Services, Food Services, Transit Systems
<b>Agenda Item #:</b> 14D10	<b>Directors:</b> Misty Gattie-Blanco, Jane Thomas, Jon Escobar, Thomas Dulin
<b>Subject:</b> Healthy Harvest Program	<b>Officers:</b> Michelle L. Tutunjian, Jack Lazzarini

### Recommended Action

The Program Planning and Evaluation Committee recommends ratification for full Board consideration to enter into a fee-for-service Agreement No. 21-540 with the County of Fresno effective December 14, 2021, for the Healthy Harvest Program in the amount of \$1,711,507 over the term of April 17, 2021 through June 30, 2022. An additional \$1,832,408, under this Agreement is available for services provided January 1, 2022 through March 31, 2022, if requested by the Department of Public Health Director.

### Background

Since August 2020, Fresno EOC has been contracted with the County of Fresno for the Housing for Healthy Harvest Program. The Purchase Order to provide Housing for Healthy Harvest Program expired on April 16, 2021. The Agreement, effective December 14, 2021, is retroactive with the term commencing on April 17, 2021 through June 30, 2022.

The project provides two teams of medical technicians who travel to various sites each day to conduct rapid COVID-19 testing for farmworkers in Fresno County. Testing site locations are selected based on where farmworkers reside and on employer requests to provide testing for their employees. Services are provided to farmworkers and other agriculture workers on a referral basis. For those who test positive or have been exposed, a 14-day quarantine in a hotel room will be offered. Fresno EOC will also provide transportation to and from a nearby motel/hotel, food (up to three meals daily), and case management services. In July 2021, hotel services were discontinued by the State and in-home quarantine support (IQS) assistance was added.

### Fiscal Impact

Fresno EOC is reimbursed by Fresno County for expenses related to testing events, case management purchase of Personal Protective Equipment (PPE), transportation,

food and IQS support. Under this Agreement, upon written request of the County of Fresno, Department of Public Health Director, Fresno EOC shall provide additional services under this through the COVID-19 Equity Emergency Response, from January 1, 2022 through March 31, 2022. The services, under four categories (Health Education and Outreach, Contract Tracing & Medical Investigation, Quarantine Supports) requires pre-approval by DPH prior to implementation.

### **Conclusion**

Fresno EOC has been operating Project Harvest since 2020 through a Purchase Order prior to this agreement; under this agreement, services will continue through June 30, 2022.

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Health Services, African American Coalition
<b>Agenda Item #:</b> 14D11	<b>Director:</b> Jane Thomas, Marcie Santana
<b>Subject:</b> COVID-19 Community Health Project 2.0	<b>Officer:</b> Jack Lazzarini, Heather Brown

### Recommended Action

The Program Planning and Evaluation Committee recommends ratification for full Board consideration of the COVID-19 Community Health Project (CCHP) grant, in the amount of \$300,000 submitted to Sierra Health Foundation on December 13, 2021.

### Background

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

Fresno Economic Opportunities Commission (EOC) proposal will reach 10,000 community members during the project period through outreach approaches including phone banking, door-to-door conversations, community canvassing, booth/tabling at physical locations, and digital or in-person group trainings, meetings and events. Community members will be located in targeted, high density zip codes that have low vaccination rates and high numbers of unvaccinated populations.

Two of Fresno EOC's programs, Health Services and the African American Coalition, will be funded under this opportunity. Health Services will receive \$200,000 for its outreach efforts and funding for one (1) full-time Coordinator and five (5) full-time Health Educators. The African American Coalition will receive \$100,000 for its outreach efforts and funding for seven (7) part-time Outreach Specialists.

### Fiscal Impact

If awarded, Fresno EOC will receive up to \$300,000 to begin the four-month project, which is set to end on March 31, 2022.

### Conclusion

If approved by the full Board, the funds will allow Fresno EOC to continue connecting Fresno's most underserved populations to trusted, accurate, relevant, and timely information and resources to help mitigate the spread of COVID-19.

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> African American Coalition
<b>Agenda Item #:</b> 14D12	<b>Coordinator:</b> Marcie Santana
<b>Subject:</b> Fresno HOPE – A Pathways Community Hub	<b>Officer:</b> Jack Lazzarini

### Recommended Action

The Program Planning and Evaluation Committee recommends ratification for full Board consideration the Fresno HOPE - A Pathways Community Hub application in the amount of \$1,539,765, submitted on December 27, 2021.

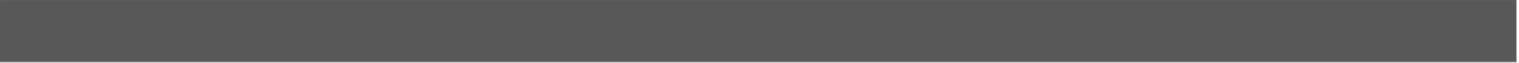
### Background

The purpose of the Fresno Health, Outreach, Prevention and Equity Pathways Community HUB is to provide an evidence-based, organized, pay-for-outcomes focused, network of community-based organizations that hire and train community health workers (CHWs) to reach out to those at greatest risk, identify their risk factors and assure that they connect to medical, social, and behavioral health services to reduce their risk. A certified HUB improves health, reduces costs, and promotes equity.

The Fresno HOPE PCH has contracted with government and private payers to provide care coordination to identified populations of clients located in Fresno County and surrounding areas who are underserved by the health care system and community-focused services. Grantees will provide this care coordination using the evidence-based PCH model and systems. The Fresno County Department of Public Health has approximately \$5 million available for this funding opportunity.

Fresno EOC's \$1.5 million proposal would support 10 staff positions for the African American Coalition: a project manager, a supervisor and eight (8) community health workers.

On January 19, 2022 the program administrator, Fresno County Health Improvement Partnership (FCHIP), notified staff that an award of \$741,358 will be made. With the revised scope of work, this grant will support five (5) staff positions for the AAC: a project manager and four (4) community health workers.

  
**Fiscal Impact**

Funding in the amount of \$741,358 over an 18-month period, to begin February 2022 will support personnel, equipment and operating costs.

**Conclusion**

If approved by the full board, requested funds will support the African American Coalition to provide expanded COVID care coordination services to our at-risk African American communities.

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Health Services
<b>Agenda Item #:</b> 14D13	<b>Director:</b> Jane Thomas
<b>Subject:</b> Promoting Optimal Health for Rural Youth	<b>Officer:</b> Jack Lazzarini

### Recommended Action

The Program Planning and Evaluation Committee recommends acceptance on the grant award from University of California San Francisco (UCSF) for the Office of Population Affairs (OPA) project on “Promoting Optimal Health for Rural Youth” for fiscal year 2021-2022 in the amount of \$306,710.

### Background

Throughout this 3-year project of Promoting Optimal Health for Rural Youth, Fresno EOC aim to engage youth and community stakeholders in the rural communities of Fresno County, California to improve the optimal health of adolescents and reduce unintended pregnancies and STIs among adolescents. Youth living in these communities face greater health disparities and greater unmet needs than their counterparts in urban areas – not only due to geographic isolation, but also as a result of higher levels of poverty, lower educational opportunities, and fewer extracurricular and employment opportunities. Fresno EOC will replicate an effective program model (*Positive Prevention Plus*) with fidelity, involving key systems and building on community strengths to meet critical gaps in sexual health education and services.

### Fiscal Impact

\$969,552.00 is the maximum amount allocated for Fresno EOC Health Services for period 2020-2023. Total of 3.5 FTE’s were hired to implement this project to the rural communities in Fresno County.

### Conclusion

If accepted by the full Board, the award for 2021-2022 will financially support year two (2) of this project.

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Fresno Grows Best Babies Zone
<b>Agenda Item #:</b> 14D14	<b>Director:</b> N/A
<b>Subject:</b> Fresno Grows Best Babies Zone Project	<b>Officer:</b> Jack Lazzarini

### Recommended Action

The Program Planning and Evaluation Committee recommends acceptance of the grant award from First 5 Fresno County for the Fresno Grows Best Babies Zone project in West Fresno for fiscal year 2021-2022 in the amount of \$210,000.

### Background

Fresno Grows Best Babies Zone (BBZ) addresses economic, social and structural determinants of health through interventions and opportunities for African Americans at the neighborhood level in Southwest Fresno. The Zone drives place-based anti-racism work which will lead to improved maternal health outcomes and the reduction of African American preterm birth and infant mortality in four census tracts (2,7, 9.02 and 10) in the 93706 zip code. The Zone was established in 2019, along with support from community partners including University of California San Francisco Pre-term Birth Initiative, West Fresno Family Resource Center, First 5 Fresno County, Fresno County Department of Public Health along with community advocates Dr. Venise Curry and Ms. Shantay Davies Balch.

BBZ is a community-driven Initiative seeking to achieve transformative solutions to improve Black maternal health outcomes and lower infant mortality in Black communities. Zone efforts aimed at sustainably improving socioeconomic, environmental and health conditions for Black residents in West Fresno will positively impact poverty rates in the zone.

Short term goals:

Increased understanding and engagement of African American residents in socioeconomic, environmental and health advocacy efforts within the Zone.

Community driven priorities, recommendations, findings will be disseminated to relevant partners and external stakeholders.

Long term goals:

African American residents in the Zone are active in advocacy initiatives, system-level decision-making and implementation efforts resulting in improved maternal health and infant mortality outcomes.

Increase in community-led solutions and strategies addressing racism as a root cause of poor Black maternal health and birth outcomes.

Improved socioeconomic conditions for residents living in the Zone.

### **Fiscal Impact**

\$210,000 is the maximum amount allocated for Fresno EOC for the 2021-2022 fiscal year. To date, one FTE has been hired to implement the program. There are plans to hire two additional staff persons.

### **Conclusion**

If accepted by the full Board, this award for 2021-2022 will financially support year three (3) of this project.

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Training and Employment: Local Conservation Corps
<b>Agenda Item #:</b> 14D15	<b>Director:</b> Jeff Davis, Shawn Riggins
<b>Subject:</b> YouthBuild AmeriCorps	<b>Officer:</b> Michelle L. Tutunjian

### Recommended Action

The Program Planning and Evaluation Committee recommends acceptance for full Board approval of the YouthBuild AmeriCorps 2022-23 grant from YouthBuild USA in the amount of \$175,000.

### Background

Overseen by the Corporation for National and Community Service, AmeriCorps is a national service program that engages more than 75,000 Americans each year in service opportunities that address critical needs in education, healthy futures, clean energy/environment, veteran affairs, economic opportunity, disaster relief and other unmet human needs. YouthBuild AmeriCorps members build or rehabilitate low-income housing, which is already a primary component of the YouthBuild program model and which makes AmeriCorps a natural overlay to the YouthBuild program. YouthBuild programs are already serving communities, developing leaders, and providing educational opportunities for young people.

Becoming a YouthBuild AmeriCorps program gives recognition to the service-orientation of those activities and gives YouthBuild AmeriCorps members the opportunity to see themselves as service providers in their community. YouthBuild AmeriCorps grants provide YouthBuild programs with AmeriCorps slots (awards) for their YouthBuild students accompanied by a small operating grant to cover YouthBuild AmeriCorps program expenses needed to ensure compliance with the grant requirements. Grantees are responsible for providing funds and other resources to match the federal funds they receive through their AmeriCorps grant. YouthBuild AmeriCorps grants are only awarded to YouthBuild programs that are members of YouthBuild USA's Affiliated Network. The term of the grant period is from August 15, 2022 to August 14, 2023.

The education awards will provide for the following:

- Two (2) Full-Time members (1,700 hours)
- Two (2) Half-Time members (900 hours)
- 31 Reduced Half-time members (675 hours)

## **Fiscal Impact**

Operational funding will assist with salaries for several LCC staff members and facilities operations. All awarded YouthBuild AmeriCorps subgrantees need to provide a dollar for dollar match against a program's awarded YouthBuild AmeriCorps subgrant. The YouthBuild Charter School of California provides \$169,295 towards the match and Fresno EOC is providing 3.74% of the indirect costs not covered by the grant fund in the amount of \$5,705 for the required match. Fresno EOC will use buyback CRV funds to cover the balance for the required match.

## **Conclusion**

If accepted by the full Board, this request aligns with the agency's goals of assisting a low-income, diverse workforce, and provide training in the effort to assist them in becoming self-sufficient.

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Training and Employment Services
<b>Agenda Item #:</b> 14D16	<b>Director:</b> Jeff Davis
<b>Subject:</b> American Rescue Plan Act Good Jobs Challenge	<b>Officer:</b> Michelle L. Tutunjian

### Background

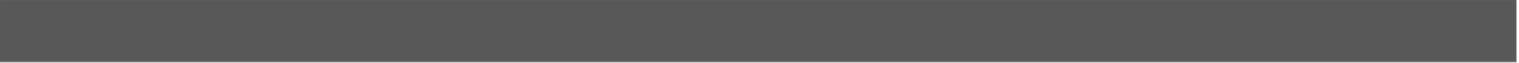
The information presented below is intended to inform the Committee of a future funding opportunity to partner and potentially provide training and employment services as a sub-contractor under the American Rescue Plan Act (ARPA).

In response to the ARPA Good Jobs Challenge Notice of Funding Opportunity (NOFO), Fresno County Economic Development Corporation (EOC) Training and Employment Services will be submitting the “Built 4 Scale” proposal in the amount of \$25,000,000 over a three-year period. The deadline for submission is February 10, 2022. Under this proposal Fresno EOC has been selected as a partner and potential sub-contractor.

Through the ARPA Good Jobs Challenge NOFO, the Economic Development Administration (EDA) aims to assist communities and regions impacted by the coronavirus pandemic.

The “Built 4 Scale” proposal is a collaborative endeavor aimed at getting historically underserved Americans in California’s Central Valley back to work by combining community-based organization recruitment and case management with industry-led skills training connecting unemployed and underemployed individuals to local existing and emerging career opportunities. Collaborative partners include State Center Community College, Fresno Regional Workforce Development Board, Fresno Madera Tulare and Kings Counties Building Trades Council, Fresno EOC, Tulare County Workforce Development Board, and the Madera County Workforce Development Board.

If awarded, Fresno EOC Training and Employment Services will receive \$2,625,000 to scale the Valley Apprenticeship Connections (VAC) Program Rural Cities Mobile Training Project. The project will allow residents in rural Fresno County to have the



opportunity to participant in one of six VAC cohorts to be conducted at varying rural communities. The project will be scheduled to commence July 1, 2022.

As part of the “Built 4 Scale” proposal, Fresno EOC is also a subcontractor for State Center Community College District to administer the “Thinking for a Change” soft skills curriculum to the Manufacturing and Gladiator Welding programs.

The EDA has a total of \$500 million available for this funding opportunity and anticipants making between 25-50 awards nationally.

Funding will augment the existing VAC program by increasing the total number of cohorts conducted per year and the number of participants served. Funding will support nine additional staff positions. Notification of awards will be announced no later than April 2022.

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Training and Employment Services
<b>Agenda Item #:</b> 14D17	<b>Director:</b> Jeff Davis
<b>Subject:</b> Employer of Record Services Extension	<b>Officer:</b> Michelle L. Tutunjian

### Background

The information presented below is intended to keep the Committee informed of the employer of record services extension.

Through the Fresno Regional Workforce Development Board Workforce Connection Young Adult Program operated by Fresno EOC Training and Employment Services Division, subsidized work experience placement is provided to youth, ages 14 to 24. Under a Memorandum of Understanding, Fresno EOC acts as the employer of record paying reimbursable wages to the youth we serve. By extending the term of the employer of record services, Fresno EOC will continue with this responsibility. The extension also provides for the creation/expansion of additional County of Fresno work sites which will aid in the placement of youth in quality locations aimed at increasing career training options.

The employer of record services extension will be in effect for a two-year period commencing November 24, 2021 and ending November 23, 2024.

**BOARD OF COMMISSIONERS MEETING**

<b>Date:</b> March 23, 2022	<b>Program:</b> Energy Services, Training and Employment: Local Conservation Corps
<b>Agenda Item #:</b> 14D18	<b>Director:</b> Joseph Amader and Shawn Riggins
<b>Subject:</b> American Rescue Plan Act Statements of Interest	<b>Officer:</b> Michelle L. Tutunjian

**Background**

The information presented below is intended to inform the Committee of a potential funding opportunity under the County of Fresno’s American Rescue Plan Act (ARPA) funding.

Fresno EOC Energy Services and Local Conservation Corps (LCC) have each submitted Statements of Interest in response to the County of Fresno’s solicitation to gauge interest in potential ARPA funding. This process does not commit the County to grant any funds or commit Fresno EOC to the proposals in the statements of interest.

Energy Services submitted a statement of interest for \$1,200,000 to provide Solar Photovoltaic (PV) system installation for approximately 70 low-income, single-family homes. Homes would be eligible based on current Low-Income Home Energy Assistance eligibility requirements and through documentation of financial hardship due to the COVID-19 pandemic.

LCC submitted a statement of interest for \$48,548 to upgrade its outdated computer lab. The amount includes 33 computers with, including three for the front office and three for public use in the lobby, as well as licensing, software, and associated equipment like monitors. An upgraded computer lab would be a significant benefit to LCC’s programs and participants, as well as other Fresno EOC programs and external community partners and residents.



**BOARD OF COMMISSIONERS MEETING**

<b>Date:</b> March 23, 2022	<b>Program:</b> Impact & Development
<b>Agenda Item #:</b> 14D19	<b>Director:</b> Kelsey McVey
<b>Subject:</b> Grant Tracker	<b>Officer:</b> N/A

**Background**

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

**Fresno Economic Opportunities Commission  
Grant Tracker  
Friday, January 28, 2022**

FUNDED							
Submitted	Program	Name	Funder	Amount Requested	Board Report Date	Date of Notice	Amount Awarded
4/12/2021	<b>Advance Peace Fresno</b>	<b>General Proposal</b>	<b>City of Fresno</b>	\$960,000	5/26/2021	12/1/2021	\$950,000
	Hire 4 additional Neighborhood Change Agents and 4 additional Peace Keepers						
10/4/2021	<b>Advance Peace Fresno</b>	<b>General Proposal</b>	<b>California Endowment</b>	\$225,000	12/15/2021	11/22/2021	\$225,000
	Expand capacity to recruit and develop local Black grassroots leadership, address and intervene against anti-Black racism, create alternative practices, and incorporate racial justice narratives and/or cultural strategies in organizing						
10/12/2021	<b>Sanctuary and Support Services, Food Distributions and Training &amp; Employment</b>	<b>Food Assistance, Homeless Support and Youth Internships</b>	<b>CVS Health</b>	\$75,000	10/22/2021	11/1/2021	\$75,000
	If awarded, the \$75,000 request would be broken up into \$30,000 to fund facility improvements at Sanctuary's T Street location, \$25,000 to fund Food Distributions, and \$20,000 to fund four T&E youth interns.						
11/5/2021	<b>Best Babies Zone - Black Maternal Wellness</b>	<b>General Proposal</b>	<b>Anthem</b>	\$100,000	1/26/2022	11/8/2021	\$30,000
	Expansion of Black Maternal Wellness Innovation Lab, including creation and implementation of communications plan and staff training						
10/18/2021	<b>Foster Grandparents</b>	<b>AmeriCorps Senior Demonstration Program</b>	<b>AmeriCorps Seniors</b>	\$375,000	12/15/2021	1/19/2022	\$375,000
	Recruit 50 volunteers to assist with tutoring, mentoring and the provision of social/emotional support for children and youth in schools, Head Start classrooms, and afterschool programs in Fresno and Madera Counties.						
12/20/2021	<b>African American Coalition</b>	<b>Fresno HOPE - Pathways Community HUB Initiative</b>	<b>Fresno County Dept of Public Health &amp; Fresno County Health Improvement</b>	\$2,029,547	1/26/2022	1/19/2022	\$741,358
	Community Health Workers (CHWs) will work closely with families to connect to social and medical services to remove barriers to health and build a sustainable model of care coordination for a more resilient equitable community						

NOT FUNDED						
Submitted	Program	Name	Funder	Amount Requested	Board Report Date	Date of Notice
8/6/2021	<b>Advance Peace Fresno</b>	<b>Self Development of People</b>	<b>Presbyterian Mission on the Self Development of People</b>	\$15,000	9/22/2021	11/15/2021
	Provide support for basic needs of fellows, including housing, food and transportation					
8/9/2021	<b>LCC</b>	<b>Recover Up</b>	<b>Families &amp; Workers Fund</b>	\$1,900,000	9/22/2021	12/9/2021
	Funds to add a Guaranteed Income component to the existing Central Valley Forestry Corps project which will provide monthly stipends to enrolled participants for a 12-month period.					

NOT FUNDED						
Submitted	Program	Name	Funder	Amount Requested	Board Report Date	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	12/8/2021
	Acquisition of the Gateway Ice Center and development of a park on the northwest corner of Clinton and Marks.					
12/13/2021	Health Services	Advancing Health Literacy	Fresno County Department of Public Health	\$1,073,354	1/26/2022	1/12/2022
	Implementation of the Advancing Health Literacy Intervention program, which will include deploying Community Health Workers to improve health literacy of					
5/5/2021	Sanctuary and Support Services	Services for Victims of Human Trafficking	Dept of Justice OVC	\$800,000	5/26/2021	1/25/2022
	Provide trauma-informed support services, including legal services, for victims of human trafficking					

PENDING GRANTS						
Submitted	Program	Name	Funder	Amount Requested	Board Report Date	Expected Date of Notice
4/12/2021	Advance Peace Fresno	Congressional Earmark Proposal	USDOJ	\$300,000	5/26/2021	Spring 2022
	Request was submitted through Congressman Costa's office					
12/13/2021	African American Coalition and Health Services	COVID-19 Community Health Project 2.0	Sierra Health Foundation	\$300,000	1/26/2022	12/31/2021
	COVID-19 outreach and education services in targeted zip codes with low vaccination rates in Fresno County.					
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.					
12/16/2021	Energy Services	Marketing, Education & Outreach	Pacific Gas & Electric	\$50,000	1/26/2022	1/10/2022
	Outreach to rural and urban Fresno County residents about CARE/FERA/ESA programs and complementary offerings and resources for income-qualified households.					
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	Not specified
	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)					
10/8/2021	Health Services & African American Coalition	Maternal Health Grant	Anthem	\$4,684,278	1/26/2022	Not specified
	The Prenatal Case Management Program will recruit from the community and receive provider referrals of Black, Latino, and Asian pregnant women to ensure a fullterm birth. The project will provide support through a comprehensive prenatal assessment model and will provide up to \$1,200 worth of					

<b>PENDING GRANTS</b>						
<b>Submitted</b>	<b>Program</b>	<b>Name</b>	<b>Funder</b>	<b>Amount Requested</b>	<b>Board Report Date</b>	<b>Expected Date of Notice</b>
8/6/2021	<b>LCC</b>	<b>Proud Parenting Grant Program</b>	<b>Board of State &amp; Community Corrections</b>	\$100,000	11/18/2021	Not specified
Provide parenting education for corps members and partner with AFLP for young parents needing extra support, provide substance abuse and anger						
4/15/2021	<b>Sanctuary and Support Services</b>	<b>Fresno Rotary Grants</b>	<b>Fresno Rotary</b>	\$15,000	5/26/2021	8/1/2021
Purchase and installation of new double paned windows at the Sanctuary Shelter						
4/30/2021	<b>Sanctuary and Support Services</b>	<b>Housing Assistance Grants for Victims of Human Trafficking</b>	<b>Dept of Justice OVC</b>	\$594,316	5/26/2021	Not specified
Provide transitional and short term housing to victims of human trafficking						
11/2/2021	<b>Sanctuary and Support Services</b>	<b>Foundation Grant</b>	<b>Slave 2 Nothing Foundation</b>	\$30,000	11/17/2021	Not specified
Emergency safe housing, food and support services for victims of human trafficking						
12/30/2021	<b>Sanctuary and Support Services</b>	<b>Human Trafficking Victim Assistance Grant</b>	<b>Cal OES</b>	\$666,666	1/26/2022	Prior to April 2022
Identify human trafficking victims, connect them to service delivery system, provide training and technical leadership and provide leadership of the regional						
7/26/2021	<b>Strategy &amp; Resource Development</b>	<b>CSBG CARES Act Rapid Cycle Impact Project</b>	<b>Administration of Children and Families</b>	\$250,000	9/22/2021	Prior to Oct 2021
Provide 30 families with children enrolled in Head Start Huron with monthly supplemental incomes for a 12-month period						
10/7/2020	<b>Street Saints</b>	<b>Homework Center Proposal</b>	<b>Bank of America</b>	\$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	<b>Street Saints</b>	<b>Youth Services</b>	<b>City of Fresno</b>	\$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.						
3/24/2021	<b>Transit Systems</b>	<b>FTA Section 5310 Elderly &amp; Disabled Specialized Transit</b>	<b>Fresno COG</b>	\$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						

**FINANCE COMMITTEE MEETING  
Wednesday, December 8, 2021  
12:00 p.m.**

**MINUTES**

**1. CALL TO ORDER**

Charles Garabedian, Chair, called the meeting to order at 12:02 PM.

**2. ROLL CALL**

Roll was called and a quorum was established.

COMMITTEE MEMBERS	PRESENT	STAFF	
Charles Garabedian (chair)	✓	Jim Rodriguez	Karina Perez
Alysia Bonner	✓	Steve Warnes	Jeff Davis
James Martinez	✓	Lucy Yang	Patrick Turner
Itzi Robles	✓	Michelle Tutunjian	
		Jon Escobar	

**3. APPROVAL OF MINUTES**

A. November 10, 2021 Finance Committee Minutes

Public comment: None heard.

**Motion by:** Martinez **Second by:** Robles to approve the November 10 ,2021 meeting minutes.

**Ayes:** Martinez, Robles, Charles

**Abstain:** None.

**Nays:** None heard

**4. FINANCIAL REPORTS: October 2021**

A. Agency Financial Statements

Jim Rodriguez, Chief Financial Officer, presented statement of activities through October 2021. The In Kind Revenue for 10 months is \$26,240,543 compared to \$27,726,414. It is slightly under the year before. However, the total Revenue is \$105,751,611 which is \$829,578 higher than the pervious year. Total of expenditures for October 2021 is \$104,914,394. Net surplus is \$8,580 which is about the same as last year.

Jim Rodriguez, demonstrated a chart of Statement of Financial Position. Some of the large balance items are Cash & investments, Accounts Receivable, Property, Plant & Equipment and Notes receivable net. This is a total of \$64,199,815. Liabilities is the the big one of there with the consolidation with Access Plus Capital. The fund balance is \$33,362,747. Which is about \$1,589,915 higher than last year.

B. Head Start Financial status report:

Head Start Financial Status Report as of October 30, 2021 total Federal Expenditures is \$46,667,799 and year-to-date expense is \$26,137,049 which is about 56% of the usage leaving \$20,530,750 left. T&TA expense is 39% usages leaving a total of \$263,633. Credit card was used for program supplies and field trips.

Duration for Head start, CFO, Jim Rodriguez, stated they are in the process of using these funds by December 30, 2021. These funds do expire and go away. Also, there is no more extended available. These funds are committed to be use before the end of December. These funds will be used for a unit on Clinton and Blyth and playground equipment that will be purchase in the next few weeks. The 12% budget usage will skyrocket in a few weeks as incoming report.

Early Head start 0-3, total Federal Expenditures is \$7,816,487 and 44% is used which is \$3,404,842 is used. Training and tactical assistance, only 8% has been use. Credit card expenses is mostly for office supplies and program supplies total of \$817.

Commissioner Charles Garabedian ask about the Office expense on Expenditures of 2.3 million. CFO, Jim Rodriguez state that there are a few 1 time purchases this year and mostly its software and technology related. Coupa, Asona, Cap 60, and etc. is also one of the software purchases.

Public comment: None heard.

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

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

**Nays:** None heard

5. **Workers' Compensation Insurance Renewal**

A. Workers' compensation Insurance Renewal

Steve Warnes present the Workers' compensation insurance Renewal. He stated that, we got this later than expected and show a PFD of the proposal of insurance. Church Mutual Insurance Company has a list of classification for an annual payroll and a net rate. A Net Premium of \$1,075,454. This Quote is lower than the current year. It is also \$40 thousand lower than the competitive quote from the pervious carrier. Most of the agency work falls under the Salesperson-Outside, which is for home visitor and employees whose goes out to the community. Clerical Office Employees, are for people who works in the offices. These two Classification are lower to keep the cost down but certain programs has a higher rate as of 11%, 16%, and 17%. Daycare center has a rate of 4%.

Quote 2 from Cypress Insurance Company (BHHC), they we're the carrier last year. Their quote was \$1,115,895 slightly higher. Steve mention that, they did consider these

2 quotes strongly not based on cost but because of the service they provided when they we're the carrier, both management and proto-calls is much for important. Steve mention that the HR team enjoys the service they provide. Church has improved, they we're able to meet HR needs. We are satisfied that they will be able to provide the quality service down the road.

The comparisons between last year is \$41,074,200 and for 2022 is \$43,103,200 of pay rolls. As for payroll is going up, the Premium drop 10% from 2021. In Loss information summary, there is a total of 11 claims compare to last year of 43. Also, with people work from home it has something to do with the number being lower this year. Also, it is recommended to stay with Church for a second year, so there will not be any changes of paper works and flyer information that needs to go out from HR.

Public comment: None heard.

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

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

**Nayes:** None heard

## 6. Non-Competitive Procurement

### A. Non- Competitive Procurement

Jim Rodriguez, CFO, presented two Vendor for non-competitive procurement. The first one is The Restoration Company, which is for Head Start due to a flooding. There are a lot of water damage and the only vendor that was able to get to it quickly is Restoration Company. The second one is Laborer's Community service & training Foundation for LCC the instructional training courses for the youth Build participants members. They are the only vendor that can provide training and certification for the Union related courses.

Public comment: None heard

No action required.

## 7. Health Insurance Report

### A. Health Insurance Report

Steve Warnes presented the health insurance information January through October 2021. The plan for the year has recorded \$9,597,410 income and \$8,862,542 of expenses leading to an increase of a fund balance of \$734,000. It is currently stand at \$4.7 million which it would cover for 5.5 months. During October the claims paid were higher than normal at 914,344. There is a Stop Loss claims of 250,673. There is still more money from Stop Loss claims but will not be recorder until it shows.

Public comment: Steve Warnes commented that things are going wells and employees has gone through the open enrollment process for next year and HR is going through it.



Public comment: None heard

No action required.

**8. Variance Report**

Public comment: None heard

No action required.

**9. Other Business**

Next meeting: February 9<sup>th</sup>, 2022 @12:00pm

**10. ADJOURNMENT**

Garabedian adjourned meeting at 12:33PM.

Respectfully submitted,

Charles Garabedian, Chair



**BOARD OF COMMISSIONERS MEETING**

<b>Date:</b> March 23, 2022	<b>Program:</b> Finance
<b>Agenda Item #:</b> 14E2	<b>Director:</b> N/A
<b>Subject:</b> Financial Reports	<b>Officer:</b> Jim Rodriguez

**Recommended Action**

The Finance Committee recommends approval for full Board consideration of the interim consolidated financial statements as of Year-to-Date November 2021 as well as approval of the financial status report for the Head Start 0-5 program as of Year-to-Date November 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 November 30, 2021, the Agency had preliminary revenue of \$116,200,449 million, including \$28 million of in-kind contributions, and net operating gain of \$483,673. In comparison, the Agency had revenue of \$116,519,477 million including in-kind of \$30 million as of the corresponding period of the preceding year.

(B) Head Start 0-5 Financial Status Report as of Year-to-Date November 30, 2021. Months January 2021 to June 2021 budget and actuals from the previous contract are combined with July 2021 to November 2021 from the new Head Start contract actuals and budget to provide a nine-month financial report of program operations. This also represented in the following percentages.

(C)

<b>Program Area</b>	<b>% of budget</b>	<b>Notes</b>
Head Start – Basic	61%	Personnel is underspent due to unfilled positions and a workforce re-organization beginning in July.
Head Start – Training & Technical Assistance (T&TA)	39%	COVID-19 impacted planned training.

<b>Program Area</b>	<b>% of budget</b>	<b>Notes</b>
Duration	13%	Funds are underspent due to due to the delay of the project approval from HHS. These funds are earmarked for the Clinton/Blythe modular building project. The funding is planned to be contractually obligate by the end of December 2021.
Early Head Start – Basic	47%	Personnel is underspent due to unfilled positions and a workforce re-organization beginning in July.
Early Head Start – T&TA	8%	COVID-19 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.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**STATEMENT OF ACTIVITIES**  
For The Eleventh Month Period Ended November 30, 2021 and 2020

	A	B		A - B	C	D	B - D
	BUDGET JAN - DEC 2020	ACTUAL NOVEMBER 2021		BUDGET BALANCE REMAINING	ACTUAL JAN - DEC 2020	ACTUAL NOVEMBER 2020	ACTUAL 2021 vs 2020 Differences
<b>REVENUES AND SUPPORT</b>							
GRANT REVENUE	\$ 82,029,680	\$ 64,424,223	79%	\$ 17,605,457	73,880,314	\$ 64,758,815	(334,592)
GRANT REVENUE - LENDING CAPITAL	-	-		-	438,674	-	-
CHARGES FOR SERVICES	16,426,275	18,959,079	115%	(2,532,804)	17,473,531	16,010,170	2,948,910
OTHER PROGRAM REVENUE	3,536,400	2,494,875	71%	1,041,525	3,147,836	2,742,255	(247,381)
CONTRIBUTIONS	69,685	432,528	621%	(362,843)	187,423	152,899	279,629
MISCELLANEOUS INCOME	219,265	430,712	196%	(211,447)	319,067	326,552	104,160
INTEREST & INVESTMENT INCOME	96,000	83,657	87%	12,343	138,432	108,768	(25,111)
AFFILIATE INTEREST INCOME	977,720	1,001,887	102%	(24,167)	938,448	868,457	133,431
RENTAL INCOME	1,256,595	348,175	28%	908,420	1,284,203	1,177,103	(828,928)
<b>TOTAL CASH REVENUE</b>	<b>\$ 104,611,620</b>	<b>\$ 88,175,137</b>	<b>84%</b>	<b>\$ 16,436,483</b>	<b>\$ 97,807,928</b>	<b>\$ 86,145,019</b>	<b>2,030,118</b>
IN KIND REVENUE	\$ 32,991,055	\$ 28,025,313	85%	\$ 4,965,742	22,057,737	\$ 30,374,459	(2,349,146)
<b>TOTAL REVENUE &amp; SUPPORT</b>	<b>137,602,675</b>	<b>116,200,449</b>	<b>84%</b>	<b>21,402,226</b>	<b>119,865,666</b>	<b>116,519,477</b>	<b>(319,028)</b>
<b>EXPENDITURES</b>							
PERSONNEL COSTS	\$ 66,198,180	\$ 54,435,962	82%	\$11,762,218	59,374,528	\$ 54,613,930	(177,968)
ADMIN SERVICES	5,810,400	5,142,001	88%	668,399	4,977,874	4,349,290	792,711
PROFESSIONAL SERVICES - AUDIT	103,915	42,116	41%	61,799	83,844	72,725	(30,609)
CONTRACT SERVICES	11,712,675	7,758,437	66%	3,954,238	6,078,354	6,837,587	920,850
FACILITY COSTS	5,345,730	4,953,689	93%	392,041	5,646,226	5,248,771	(295,082)
TRAVEL, MILEAGE, VEHICLE COSTS	2,691,175	1,834,461	68%	856,714	1,550,013	1,463,128	371,333
EQUIPMENT COSTS	1,717,700	1,784,567	104%	(66,867)	1,163,027	1,120,274	664,294
DEPRECIATION - AGENCY FUNDED	345,000	232,963	68%	112,037	361,861	332,053	(99,090)
OFFICE EXPENSE	1,717,700	2,728,179	159%	(1,010,480)	3,551,960	3,210,980	(482,801)
INSURANCE	804,060	699,414	87%	104,646	736,437	677,283	22,131
PROGRAM SUPPLIES & CLIENT COSTS	7,625,880	7,557,715	99%	68,165	8,310,778	6,790,903	766,812
INTEREST EXPENSE	145,275	246,372	170%	(101,097)	209,247	184,857	61,514
OTHER COSTS	234,030	275,589	118%	(41,559)	438,275	110,312	165,276
<b>TOTAL CASH EXPENDITURES</b>	<b>\$ 104,451,720</b>	<b>\$ 87,691,464</b>	<b>84%</b>	<b>\$ 16,760,255</b>	<b>92,482,424</b>	<b>\$ 85,012,094</b>	<b>2,679,371</b>
IN KIND EXPENSES	\$ 32,991,055	\$ 28,025,313	85%	\$ 4,965,742	\$ 22,057,737	\$ 30,374,459	(2,349,146)
<b>TOTAL EXPENDITURES</b>	<b>137,442,775</b>	<b>115,716,777</b>	<b>84%</b>	<b>21,725,998</b>	<b>114,540,161</b>	<b>115,386,552</b>	<b>330,224</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>\$ 159,901</b>	<b>\$ 483,673</b>		<b>\$ (323,772)</b>	<b>\$ 5,325,505</b>	<b>\$ 1,132,925</b>	<b>(649,252)</b>
<b>OTHER INCOME / EXPENSE</b>							
TRANSIT GRANT ASSET DEPRECIATION		235,596		(235,596)	366,531	340,625	(105,029)
<b>NET SURPLUS (DEFICIT)</b>	<b>\$ 159,901</b>	<b>\$248,077</b>		<b>(88,176)</b>	<b>\$ 4,958,974</b>	<b>\$ 792,300</b>	<b>(544,223)</b>

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**STATEMENT OF FINANCIAL POSITION**  
**As of November 30, 2021**

	<b>2021</b>	<b>2020</b>	<b>Differences</b>
<b>ASSETS</b>			
CASH & INVESTMENTS	\$ 18,453,335	\$ 11,670,888	\$ 6,782,447
ACCOUNTS RECEIVABLE	14,689,498	12,689,704	1,999,794
PREPAIDS/DEPOSITS	299,734	378,878	(79,144)
INVENTORIES	152,181	209,528	(57,347)
PROPERTY, PLANT & EQUIPMENT	13,421,545	13,852,035	(430,490)
NOTES RECEIVABLE (net)	16,179,721	15,710,349	469,372
<b>TOTAL ASSETS</b>	<b>\$ 63,196,014</b>	<b>\$ 54,511,383</b>	<b>\$ 8,684,631</b>
<b>LIABILITIES</b>			
ACCOUNTS PAYABLE	\$ 2,476,702	\$ 2,969,169	\$ (492,467)
ACCRUED PAYROLL LIABILITIES	2,518,611	2,765,446	(246,835)
DEFERRED REVENUE	3,040,021	928,640	2,111,381
NOTES PAYABLE	15,801,970	12,314,641	3,487,329
HEALTH INSURANCE RESERVE	4,407,801	3,907,562	500,239
OTHER LIABILITIES	3,735,805	2,295,127	1,440,678
<b>TOTAL LIABILITIES</b>	<b>\$ 31,980,910</b>	<b>\$ 25,180,586</b>	<b>\$ 6,800,324</b>
<b>FUND BALANCE</b>			
CURRENT OPERATING EARNINGS (YTD)	\$ 483,673	\$ 1,132,925	\$ (649,252)
UNRESTRICTED NET ASSETS	13,369,785	15,024,154	(1,654,369)
REVOLVING LOAN FUND	7,839,674	2,788,197	5,051,477
INVESTMENT IN GENERAL FIXED ASSETS	9,521,973	10,385,521	(863,548)
<b>TOTAL FUND BALANCE</b>	<b>\$ 31,215,104</b>	<b>\$ 29,330,796</b>	<b>\$ 1,884,308</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ 63,196,014</b>	<b>\$ 54,511,383</b>	<b>\$ 8,684,632</b>

Fresno Economic Opportunities Commission  
Head Start/Early Head Start Financial Status  
Monthly Report  
November 30, 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	\$24,831,181	\$1,154,027	\$14,346,364	\$10,484,817				
Fringe Benefits	9,952,722	512,109	6,528,487	3,424,235				
<b>Total Personnel</b>	<b>34,783,903</b>	<b>\$1,666,136</b>	<b>20,874,851</b>	<b>13,909,052</b>				
Travel	8,233	-	-	8,233				
Equipment*	-	-	-	-				
Supplies	1,365,864	83,306	426,632	939,232	43,156	328	70,908	(27,752)
Contractual	1,829,846	101,294	1,294,147	535,699	468	-	-	468
<b>Facilities /Construction</b>								
<b>Other:</b>								
Food Cost	1,187,287	\$33,100	\$603,713	583,574				
Transportation	692,199	153,881	801,876	(109,677)				
Staff Mileage	214,831	6,305	123,194	91,637				
Field Trips, including Transportation	27,689	299	861	26,827				
Space	735,927	46,328	484,826	251,100				
Utilities / Telephone / Internet	676,423	111,675	787,036	(110,614)				
Publication/Advertising/Printing	56,057	1,918	9,503	46,554				
Repair/Maintenance Building	672,893	29,359	434,999	237,894				
Repair/Maintenance Equipment	78,225	1,049	144,452	(66,227)				
Property & Liability Insurance	169,843	15,118	142,728	27,115				
Parent Involvement / CWPC	84,788	70	4,088	80,699				
Other Costs*	114,600	4,930	100,805	13,795				
Staff & Parent Training					360,961	125	83,839	277,122
<b>Total Direct Charges</b>	<b>42,698,605</b>	<b>\$2,254,769</b>	<b>26,233,713</b>	<b>16,464,891</b>	<b>\$404,585</b>	<b>453</b>	<b>154,747</b>	<b>\$249,838</b>
<b>Total Indirect Charges</b>	<b>\$3,969,194</b>	<b>\$202,929</b>	<b>\$2,361,034</b>	<b>\$1,608,160</b>	<b>\$27,228</b>	<b>\$41</b>	<b>\$13,927</b>	<b>\$13,301</b>
<b>Total Federal Expenditures</b>	<b>\$46,667,799</b>	<b>\$2,457,698</b>	<b>28,594,747</b>	<b>\$18,073,051</b>	<b>\$431,813</b>	<b>494</b>	<b>168,674</b>	<b>\$263,139</b>
% of Annual Budget Expended to Date			61%				39%	
<b>Non-Federal Share</b>	<b>\$11,176,017</b>	<b>\$1,047,304</b>	<b>\$4,884,089</b>	<b>\$6,291,928</b>	<b>\$107,953</b>	<b>\$123</b>	<b>\$42,168</b>	<b>\$65,785</b>

**Credit Card Expenses: Credit card statement dated 11/1/2021 - 11/30/2021**  
**November 2021 expenses**

Staff Training (Including Meeting Cost)	\$	125	Teachstone-Staff Meeting
Subscription	\$	90	Zoom - Staff Meeting
Program Supplies-Classroom	\$	652	Target - Program Supplies
Field Trips	\$	299	Simonian Farms - Field Trips
Employee Event	\$	412	Samsclub; Party City - HS Employee Event
Contract Services-Facility Repair	\$	230	Azuga Fleet - Vehicle Tracking for Support Services Vehicles
	\$	1,808	

Fresno Economic Opportunities Commission  
Head Start/Early Head Start Financial Status  
Monthly Report  
November 30, 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	484	4,864	361,512
Contractual	429,400	3,355	223,699	205,701
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	12,000	36,579	18,121
Staff & Parent Training	-	-	-	-
<b>Total Direct Charges</b>	<b>2,001,636</b>	<b>\$15,838</b>	<b>\$265,142</b>	<b>\$1,736,494</b>
<b>Total Indirect Charges</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Federal Expenditures</b>	<b>\$2,001,636</b>	<b>\$15,838</b>	<b>\$265,142</b>	<b>\$1,736,494</b>
% of Annual Budget Expended to Date			13%	
<b>Non-Federal Share</b>	-	-	-	-

Fresno Economic Opportunities Commission  
Head Start/Early Head Start Financial Status  
Monthly Report  
November 30, 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	\$4,218,984	\$150,479	\$2,175,301	\$2,043,683	\$22,357	\$0	\$24	\$22,333
Fringe Benefits	1,149,877	58,134	769,492	380,385	5,804	-	3	5,801
<b>Total Personnel</b>	<b>5,368,861</b>	<b>208,612</b>	<b>2,944,793</b>	<b>2,424,068</b>	<b>28,161</b>	<b>-</b>	<b>27</b>	<b>28,134</b>
Travel	-	-	-	-	8,449	-	-	8,449
Equipment*	-	-	-	-	-	-	-	-
Supplies	322,870	9,867	64,665	258,205	10,337	62	62	10,275
Contractual	602,898	7,031	110,619	492,279	18,827	(7)	-	18,827
Facilities /Construction	308,000	-	-	308,000				
<b>Other:</b>								
Food Cost	69,097	(3,196)	15,749	53,348				
Transportation	7,297	458	5,609	1,687				
Staff Mileage	53,840	2,885	16,317	37,523				
Field Trips, including Transportation	865	-	-	865				
Space	197,501	5,266	57,556	139,945				
Utilities / Telephone / Internet	109,859	10,052	96,362	13,497				
Publication/Advertising/Printing	15,320	-	29	15,292				
Repair/Maintenance Building	129,258	1,531	13,973	115,285				
Repair/Maintenance Equipment	10,475	-	4,784	5,691				
Property & Liability Insurance	34,107	2,615	21,480	12,626				
Parent Involvement / CWPC	7,327	-	1,192	6,135				
Other Costs*	51,737	671	16,375	35,361				
Staff & Parent Training					91,326	-	12,581	78,745
<b>Total Direct Charges</b>	<b>\$7,289,310</b>	<b>245,794</b>	<b>3,369,502</b>	<b>\$3,919,808</b>	<b>157,100</b>	<b>\$55</b>	<b>12,671</b>	<b>\$144,429</b>
<b>Total Indirect Charges</b>	<b>\$527,177</b>	<b>\$22,121</b>	<b>\$303,255</b>	<b>\$223,922</b>	<b>\$9,778</b>	<b>\$5</b>	<b>\$1,140</b>	<b>\$8,638</b>
<b>Total Federal Expenditures</b>	<b>\$7,816,487</b>	<b>267,915</b>	<b>\$3,672,757</b>	<b>\$4,143,730</b>	<b>\$166,878</b>	<b>\$60</b>	<b>\$13,811</b>	<b>\$153,067</b>
% of Annual Budget Expended to Date			47%				8%	
<b>Non-Federal Share</b>	<b>\$1,954,122</b>	<b>\$14,248</b>	<b>\$1,470,598</b>	<b>\$483,524</b>	<b>\$41,719</b>	<b>\$15</b>	<b>\$3,453</b>	<b>\$38,267</b>

**Credit Card Expenses: Credit card statement dated 11/1/2021 - 11/30/2021**  
**November 2021 expenses**

Program Supplies - Classroom	\$	60	Costco - Classroom Supplies
Program Supplies - Disposables	\$	171	Costco - Program Supplies Disposable
Employee Event	\$	46	Samsclub; Party City - EHS Employee Event
Contract Services-Facility repair	\$	23	Azuga Fleet - Vehicle Tracking for Support Svcs Vehicles
	\$	299	



**BOARD OF COMMISSIONERS MEETING**

<b>Date:</b> March 23, 2022	<b>Program:</b> Health Services
<b>Agenda Item #:</b> 14E3	<b>Director:</b> Jane Thomas
<b>Subject:</b> 2022 Health Services Sliding Fee Scale	<b>Officer:</b> Jim Rodriguez

**Recommended Action**

The Finance Committee recommends approval for full Board consideration the Health Services Sliding Fee Schedule for 2022.

**Background**

Essential Access Health provides funding for the Fresno EOC Health Services Clinic to provide Title X services. The fees for these services are based on family size and annual income levels as outlined in the Sliding Fee Schedule. The Health Services Clinic revises the Sliding Fee Schedule annually, based on the Federal Poverty Guidelines published each year in the Federal Register.

**Fiscal Impact**

Essential Access Health requires the Agency’s Governing Board’s approval of the Sliding Fee Schedule annually. Attached is the 2022 Sliding Fee Schedule based on the Federal Register notice for the 2022 Poverty Guidelines published January 12, 2022.

**Conclusion**

If approved by the Board, the Health Services Sliding Fee Schedule will be implemented.

## FRESNO EOC HEALTH SERVICES

CY 2022 Federal Poverty Guidelines

Family Size by Monthly Income

Sliding Fee Scale

Family Size	0% - 100%	101% - 125%	126% - 150%	151% - 175%	176% - 200%	201% - 225%	226% - 250%	251% and greater
	Federal Poverty Level	Federal Poverty Level		Federal Poverty Level		Federal Poverty Level		Federal Poverty Level
	No Charge	FPACT No Charge		FPACT No Charge		Partial Patient Fee/ Title X		Patient Full Pay
	Patient Pays 0%	Patient Pays 10%	Patient Pays 25%	Patient Pays 40%	Patient Pays 55%	Patient Pays 70%	Patient Pays 85%	Patient Pays 100%
<b>1</b>	\$0 - \$1,133	\$1,134 - \$1,416	\$1,417 - \$1,700	\$1,701 - \$1,983	\$1,984 - \$2,266	\$2,267 - \$2,549	\$2,550 - \$2,833	\$2,834 & up
<b>2</b>	\$0 - \$1,526	\$1,527 - \$1,908	\$1,909 - \$2,289	\$2,290 - \$2,671	\$2,672 - \$3,052	\$3,053 - \$3,434	\$3,435 - \$3,815	\$3,816 & up
<b>3</b>	\$0 - \$1,919	\$1,920 - \$2,399	\$2,400 - \$2,879	\$2,880 - \$3,358	\$3,359 - \$3,838	\$3,839 - \$4,318	\$4,319 - \$4,798	\$4,799 & up
<b>4</b>	\$0 - \$2,313	\$2,314 - \$2,891	\$2,892 - \$3,470	\$3,471 - \$4,048	\$4,049 - \$4,626	\$4,627 - \$5,204	\$5,205 - \$5,783	\$5,784 & up
<b>5</b>	\$0 - \$2,706	\$2,707 - \$3,383	\$3,384 - \$4,059	\$4,060 - \$4,736	\$4,737 - \$5,412	\$5,413 - \$6,089	\$6,090 - \$6,765	\$6,766 & up
<b>6</b>	\$0 - \$3,099	\$3,100 - \$3,874	\$3,875 - \$4,649	\$4,650 - \$5,423	\$5,424 - \$6,198	\$6,199 - \$6,973	\$6,974 - \$7,748	\$7,749 & up
<b>7</b>	\$0 - \$3,493	\$3,494 - \$4,366	\$4,367 - \$5,240	\$5,241 - \$6,113	\$6,114 - \$6,986	\$6,987 - \$7,859	\$7,860 - \$8,733	\$8,734 & up
<b>8</b>	\$0 - \$3,886	\$3,887 - \$4,858	\$4,859 - \$5,829	\$5,830 - \$6,801	\$6,802 - \$7,772	\$7,773 - \$8,744	\$8,745 - \$9,715	\$9,716 & up
<b>9</b>	\$0 - \$4,279	\$4,280 - \$5,349	\$5,350 - \$6,419	\$6,420 - \$7,488	\$7,489 - \$8,558	\$8,559 - \$9,628	\$9,629 - \$10,698	\$10,699 & up
<b>10</b>	\$0 - \$4,673	\$4,674 - \$5,841	\$5,842 - \$7,010	\$7,011 - \$8,178	\$8,179 - \$9,346	\$9,347 - \$10,514	\$10,515 - \$11,683	\$11,684 & up
<b>11</b>	\$0 - \$5,066	\$5,067 - \$6,333	\$6,334 - \$7,599	\$7,600 - \$8,866	\$8,867 - \$10,132	\$10,133 - \$11,399	\$11,400 - \$12,665	\$12,666 & up
<b>12</b>	\$0 - \$5,459	\$5,460 - \$6,824	\$6,825 - \$8,189	\$8,190 - \$9,553	\$9,554 - \$10,918	\$10,919 - \$12,283	\$12,284 - \$13,648	\$13,649 & up

\* For each additional family member, add \$393 monthly or \$4,720 annually.

Key:

Below 100% of poverty level, patient must not be charged for services per Title X regulations  
 Below 200% of poverty level, no payment is required if FPACT or MediCal patient, FPACT/MediCal pays full fee. Otherwise patient pays partial  
 Between 201% and 250% poverty level, patient pays partial and Title X pays difference  
 Above 250% poverty level, patient pays full fee

**Remember:** Same scale must be applied to labs, medications and supplies

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Head Start 0 to 5
<b>Agenda Item #:</b> 14E4	<b>Director:</b> Rosa M. Pineda
<b>Subject:</b> Head Start 0 to 5 Modular Building Purchase	<b>Officer:</b> Jack Lazzarini

### Recommended Action

The Finance Committee recommends ratification for full Board consideration of the price increase for the two (2) modular buildings to be installed at Clinton & Blythe 4351 W. Clinton Ave, Fresno for the amended purchased price of \$692,235.52 (HS) and \$661,582.78 (EHS) due to increased demands and long term supply constraints for materials.

### Background

Fresno EOC issued a Request for Proposal (RFP) on June 11, 2019 to purchase and design a 48'x60' modular classroom building from a qualified vendor for the replicating purpose of a Pre-Approved engineered architectural design structure. This would supply the avenue of a 48'x60' modeled facility that would not require cost of re-engineered plans due to utilizing federal pre-stamped engineering designs to supply a cost-effective solution. The Head Start modular building will accommodate 12 employees and up to 40 Head Start children and the Early Head Start modular building will accommodate eight (8) employees and up to 16 Early Head Start children. The space in both buildings will be 2,800 square feet. The modular buildings will be installed at a new proposed Head Start 0 to 5 location at 4351 W. Clinton Ave, Fresno. This will be a new location. The Head Start modular building will be funded through 2019 Duration start-up funding, and the Early Head Start modular building will be funded by 2019 carryover grant funding both approved by the Health and Human Services (HHS) Head Start.

Due to the Pandemic, the modular company is unable to hold pricing on critical items due to market fluctuation. They do not have the warehouse capacity to receive material months in advance of scheduled production and their suppliers will not warehouse material at current pricing – even if they have product. The continuing labor shortage has also made an impact on the services. The increased wages, paid bonuses for attendance and overtime, plus recruitment fees have caused the company to increase the original pricing of the two (2) modular by; \$239,388.52 (HS) and \$224,543.78 (EHS).

Due to these increases in labor and material, staff requests to budget an additional \$50,000 for any potential cost increases to complete this project.

### **Fiscal Impact**

Quotes for the building construction from Design Space Modular Building:

Quote	Head Start	Early Head Start
Original 2019	\$452,847.00	\$437,039.00
Revised 2021	\$692,235.52	\$661,582.78
Increased amount	\$239,388.52	\$224,543.78

### **Conclusion**

If approved by the full Board, then Head Start 0 to 5 will be able to move forward in purchasing the two (2) modular at the new price. As this modular building is being acquired with Federal HHS Head Start funding, there will be a Federal Interest in both of these modular buildings.



## SUNBELT MODULAR, INC.

**Sunbelt Modular, Inc.**  
5301 W. Madison St.  
Phoenix, AZ 85043  
Phone: (602) 447-6460

January 3, 2022

Happy New Year to all our valued customers.

We hope that your holidays were filled with peace and joy and that the latest Omicron variant of Covid has not had a significant impact on you, your family or fellow employees. As we reflect on the events of the past two years and project forward into 2022, we wanted to provide you the following information.

We are supplying this letter in response to requests we're receiving for PO issuance dates, plan development dates and production line time. Our hope is you share this information with your clients when submitting your proposals. We'd like the entire team - designer, end user, modular dealer and manufacturer to be as informed as possible. We feel an open and honest dialogue is the best approach.

Production scheduling is predicated on the following: a signed contract; approved sealed plans, color selection and authorization to proceed. This process can be quite lengthy and can vary depending upon complexity, staffing, and the team involved in bringing a project to fruition. Receipt of a purchase order does not necessitate an exact production slot as missing the balance of the information listed above can create an impediment to achieving final design, material ordering and related costs.

Our production facilities are filling rapidly. The uncertainty in the national marketplace makes predicting hard schedule dates nearly impossible. We are unable to hold pricing on critical items due to market fluctuation. We do not have the warehouse capacity to receive material months in advance of scheduled production and our suppliers will not warehouse material at current pricing - even if they have product.

Sunbelt Modular, Inc. was hopeful we'd see relief from the impact of the COVID-19 pandemic with the introduction of a viable vaccine. Unfortunately, the constriction of the supply chain has not lessened, and in most instances, has increased.

Sunbelt continues to try and find ways to successfully navigate in an inconsistent labor and material market. We are experiencing substantial delivery delays due to material scarcity, labor shortages and freight. Lead times have extended to months instead of weeks. Promised material delivery dates from our suppliers have been disrupted. Deliveries are not arriving by scheduled dates and some are pushing well past those promised dates.

The impact to our production pace is significantly impacted by material and labor. An efficient manufacturing process relies on having all materials in place along with a sufficient workforce to produce product in a timely manner. We have been forced due to the unpredictability of the supply chain, to produce incomplete product that in turn requires extra effort and time to revisit these projects once material arrives to complete. Our available warehousing has been stretched to capacity as we have tried to stockpile commonly used materials. We have extended normal ordering procedures for projects to mitigate long lead times. Specialty items - doors,

windows, insulation, paint, HVAC, EPDM, electrical panels and components are tremendously difficult to source and procure. Lead times are expanding to over 6-8 months in some instances.

The continuing labor shortage has been an issue we've yet to conquer. To attract and retain a viable workforce, we have increased pay rates; paid bonuses for attendance and working a full 40-hour week; paid an additional bonus for overtime; paid team members to recruit applicants; placed ads online, Facebook and print productions. We have not been able to reach our staffing goal, and we continue to actively source candidates.

We want our customers to be fluent in our manufacturing process and understand the challenges we all are facing. We hope we have provided you with enough relevant information to engage your customers in meaningful discussion with respect to issuance of purchase orders, pricing and relatable production timelines.

We value your business and the relationships we've developed. We truly feel it's in our collective best interests to approach all projects with the perspective of the national 'new normal'.

Please feel free to reach out myself, Devin Duvak or Casey Tanner should you need to discuss any of the information provided above.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jim Ginás", written in a cursive style.

Jim Ginás

Chief Sales Officer

Sunbelt Modular, Inc.



**Mobile Modular Management Corporation**  
 5700 Las Positas Road  
 Livermore, CA 94551  
 Phone: (925) 606-9000 Fax: (925) 453-3201  
[www.mobilemodular.com](http://www.mobilemodular.com)

**Sale Agreement**

Contract: 210047341.1  
 Date Printed: 12/29/2021

Customer & Site Information		Mobile Modular Contact
<b>Customer Information:</b> <b>Fresno Economics Opportunities Commission</b> 1900 Mariposa Street Suite 111 Fresno, CA 93721 Eddie Pacheco eddie.pacheco@fresnoeoc.org (559) 216-8378	<b>Site Information:</b> Fresno Economics Opportunities Commission Clinton/Blyth Fresno, CA 93722 Eddie Pacheco eddie.pacheco@fresnoeoc.org (559) 216-8378  <b>Customer PO/Reference:</b> Exp: // By:	Questions?  Please Contact: Brad Fallentine Brad.Fallentine@MobileModular.com Direct Phone: (559) 832-1626 All other inquiries: (925) 606-9000

**Product Information**

	Qty	Purchase Price	Extended Purchase Price	Taxable
Classroom, 48x60 HCD (NonStd) <i>NonStandard Configuration. Size excludes towbar.</i>	1	<b>\$524,513.00</b>	<b>\$524,513.00</b>	Y
Ramp, Custom Plan <i>Price includes 6'x6'x20' landing 38' Switchback w/5 tread step attachment. (1) 4'6x6' landing w/4 tread step, and (1) 6'x8'landing w/4 tread step for exterior side doors.</i>	1	<b>\$41,241.00</b>	<b>\$41,241.00</b>	Y

**Charges Upon Delivery:**

	Qty	Charge Each	Total One Time	Taxable
<b>Classroom, 48x60 HCD (NonStd)</b>				
Block and Level Building (A8)	1	<b>\$8,961.00</b>	<b>\$8,961.00</b>	N
Delivery Haulage 12 wide	4	<b>\$6,562.00</b>	<b>\$26,248.00</b>	N
Drawings, Wet Stamped, Building, Custom	1	<b>\$1,250.00</b>	<b>\$1,250.00</b>	N
Fee, License or Registration for Sale	1	<b>\$11,576.00</b>	<b>\$11,576.00</b>	N
Fees, Insignia, Red Tag - Processing	1	<b>\$6,500.00</b>	<b>\$6,500.00</b>	N
Found. Materials-Steel Piers & P.T. Pads	1	<b>\$10,250.00</b>	<b>\$10,250.00</b>	N
Installation, Skirting, Wood	1	<b>\$6,575.00</b>	<b>\$6,575.00</b>	Y
Install Foundation, Tiedown (Blvl)	1	<b>\$6,767.00</b>	<b>\$6,767.00</b>	Y
			<b>\$78,127.00</b>	

**Tax:** \$48,354.52  
**Total Sales Price Including Tax:** **\$692,235.52**

**Special Notes**

**TECHNICAL CLARIFICATIONS 1. This proposal is based on:** a) an assumed soil bearing capacity of 1,500 psf at finished grade; b) classified excavation-dirt only -- all other materials encountered will be considered extra work; c) no excavation, grading, landscaping or site development; d) a staging area located adjacent to the work site; e) suitable and acceptable access to the site for the module size(s) to be provided; f) electrical to a sub-panel(s) at the end of each module, connection by others; g) multiple potable water/sanitary drops through floor -- utility connections to the drops and extensions finished and installed by others; h) no dewatering of subsurface water; i) all underground obstructions, if any, within the proposed building envelope/work area to be located and marked above grade, by others; j) level grade (+ -6") within the proposed building envelope; k) computer and phone system consists of J-boxes with covers and empty conduit only, thru ceiling -- jacks and conductors by others; l) attached specification(s) and scope of work which form a part of this proposal -- DSMB recommends a detailed review of this specification in addition to all other proposals received, to ensure an equal comparison; m) placement of module(s) to be accomplished by the use of truck; n) HVAC certified balancing by others; (If applicable) o) wheels and axles to remain on module(s). Hitches will be removed and stored under module(s); p) storm water management/erosion and sedimentation control by others; q) Mobile Modular is providing foundation plans only. Any other drawings and/or tests required are to be supplied by customer; r) the customer obtaining and paying for all necessary permits, fees, licenses and Certificate of Occupancy with the exception of transportation s) Based upon a level grade, clear access by truck, and a penetrable grade for tie-downs. t) Demobilization and decustomization is not included in proposal per request and will be billed at current rate and the end of term. u) Price excludes fire alarm system, personal alarm and fire sprinklers are not included. v) Price excludes any permits, fees, performance and payment bonds. w) Price excludes temporary power. x) Price excludes traffic control y) Price excludes gas



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<p align="center"><b>Sale Agreement</b></p> <p>Contract: 210047341.1 Date Printed: 02/02/2022</p>
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fired hvac units. z) Errors & Omissions contractor insurance not to be provided aa) Price excludes any tests and inspections bb) Pricing for conduits for IT room, low voltage systems, fire distributions and infrastructure is (to be determined). (Need Specification to price) cc) Any signage by others. dd) Master key system by others. ee) Site security is to be provided by general contractor. ff) Finish items are based upon DSMB standards gg) Break room appliances by others hh) Dumpster by GC ii) Interior wall panels to be 1/2 VWG, Exterior Siding Smart Panel, Interior wall separating classrooms to have insulation in wall. jj) Exterior and Interior doors and windows shall be meet or exceed specification. (equals) kk) Fire extinguisher is not included ll) Appliances by others. (Microwave, Cooktop, Refrigerators, Food Warmers, Dishwasher, etc. mm) Excludes Intercomm system between teachers & health services nn) Plumbing fixtures per spec or equal.

**Special Terms & Important Contractual Information**

- Prices will be adjusted for unknown circumstances, e.g. driver waiting time, pilot car requirements, special transport permits, difficult site, increase in fuel price, etc. Customer's site must be dry, compacted, level and accessible by normal truck delivery. Unless noted, prices do not include permits, ramps, stairs, seismic foundation systems, temporary power, skirting, engineering, taxes or utilities or related installation of same.
- This transaction is subject to credit approval. Security deposit or payment in advance may be required. Security deposit will be applied against account balance at the end of the contract.
- Contract subject to terms & conditions attached and made a part of this agreement by reference herein. Customer acknowledges that he/she has received and read and affirms that he/she is duly authorized to execute and commit to this agreement for the above named customer.
- **Unless otherwise noted, prices do not include prevailing wages, Davis-Bacon wages, or other special or certified wages.**



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**Sale Agreement**

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 Date Printed: 02/02/2022

**Incorporation by Reference**

The Sale Agreement is subject to the Supplemental Sale Terms and Conditions, which are hereby incorporated by reference in their entirety, as updated from time to time by Seller, in its sole discretion, and can be viewed in the Resources section of Seller's website at (<https://www.mobilemodular.com/contractterms>). The Buyer hereby affirms that he/she has read in its entirety and understands the Supplemental Lease Terms and Conditions.

**Please sign below, and fax or email this document to the fax number shown above or the email address you received the document from.**

The parties hereto, Mobile Modular Management Corporation, a California corporation, as seller ("**Seller**") and buyer ("**Buyer**", as described in the Sale Agreement in the section titled "Customer Information") hereby agree to this Sale Agreement and the terms and conditions set forth in the Sale Terms and Conditions, attached hereto as Attachment A, which are hereby incorporated by reference. The individual signing this Sale Agreement affirms that he/she is duly authorized to execute and commit to this Sale Agreement for the above named Sale.

<p><b>SELLER:</b></p> <p style="text-align: right;">Mobile Modular Management Corporation</p> <p>Signature:</p> <p>Print Name:</p> <p>Title:</p> <p>Date:</p>	<p><b>BUYER:</b></p> <p style="text-align: right;">Fresno Economics</p> <p>Opportunities Commission</p> <p>Signature:</p> <p>Print Name:</p> <p>Title:</p> <p>Date:</p>
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**ATTACHMENT A**

**SALE TERMS AND CONDITIONS**

1. **SALE.** Seller sells to Buyer, and Buyer purchases from Seller, the equipment listed on the Sale Agreement hereto ("**Equipment**") on the terms and conditions set forth herein. Each such Sale Agreement ("**Agreement**"), and the sale provisions on the Seller's website at (<https://www.MobileModular.com/ContractTerms>) (the "**Incorporated Provisions**"), to which are incorporated by reference into the Agreement, shall constitute a separate and independent sale (a "**Sale**") of the Equipment listed in such Agreement under "Product Information". In the event of a conflict between this Agreement and Buyer's contract, purchase order or other document, the terms of this Agreement shall prevail.

**2. TIME PAYMENT; TITLE RETENTION.**

(a) **PURCHASE PRICE.** The aggregate amount of the purchase price (the "**Purchase Price**") is set forth in the Sale Agreement. Unless otherwise specified in writing, Buyer agrees to pay Seller twenty five percent (25%) of the Purchase Price upon execution of the Agreement; sixty five percent (65%) no fewer than two days prior to the scheduled delivery date; and the remaining ten percent (10%) within thirty (30) days of substantial completion (substantial completion does not include punch list items). In addition to the Purchase Price, buyer shall pay such charges as are attributable to circumstances related to the delivery, drop-off and relocation of Equipment.

(b) **TITLE/RETENTION.** Title to the Equipment shall not pass to Buyer before the entire Purchase Price has been paid to Seller. Upon Seller's receipt of payment in full of the Purchase Price, title to the Equipment shall transfer to Buyer, free and clear of all encumbrances arising by or through Seller. All payments due from Buyer pursuant to the terms of the Sale Agreement shall be made without any abatement or set off of any kind, arising from any cause.

3. **CANCELLATION.** All sales are final and non-refundable upon delivery of the Equipment to Buyer's site location. Any requests to cancel or reschedule orders prior to delivery may or may not be accepted in Seller's sole discretion and must be agreed upon by Seller in writing. Without waiving any of its rights, Seller is entitled to recover its costs incurred and profits lost as a result of Buyer's cancellation or rescheduling of an order. A cancellation fee may be assessed against Buyer. In no event shall such fee exceed the full value of the Sale Agreement. If Buyer has made down payment(s) to Seller prior to cancellation and the cancellation fee is less than the amount(s) already paid, Seller shall deduct the amount of the cancellation fee from any refund that may be owed to Buyer. If down payment amount(s) already made are less than the cancellation fee, Seller shall apply the full down payment amount(s) to the payment of the cancellation fee and Buyer will pay



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## Sale Agreement

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the remaining cancellation fee balance within ten (10) business days after receiving written notice of the balance due. If no down payment has been made by Buyer at the time of cancellation, Buyer shall pay to Seller the entire cancellation balance within ten (10) business days of receipt of written notice from Seller stating the cancellation fee balance that is due.

**4. DELIVERY AND PLACEMENT OF EQUIPMENT.** Seller agrees to deliver the Equipment to the site location listed on the Sale Agreement (the "Site"). Buyer warrants and represents that it has exercised due diligence and care in selecting a suitable site for the Equipment, shall clearly mark the site of placement and shall direct Seller on exact placement and orientation of the Equipment. Upon request from Buyer and for an additional fee, Seller will perform a site visit and make recommendations on placement as it relates to site accessibility and layout. Buyer further warrants that the Site will have (1) safe access free from encumbrances; (2) a level pad, which is hereby defined as having no greater than a 4-inch drop in 40 feet (length) and no greater than a 1-inch drop in 8 feet (width); and (3) adequate soil bearing pressure of not less than 1500 psf, except in the state of Florida, where the minimum soil bearing pressure is 2000 psf. Following delivery, Seller will remove all Seller-owned Equipment such as plywood, tools, etc. prior to or at the time of building acceptance. Buyer is responsible for all necessary permits, utility hookups, and Site preparation.

**5. INSPECTION AND ACCEPTANCE.** Following delivery and setup of the Equipment, Buyer shall inspect the Equipment within forty eight (48) hours of substantial completion and provide immediate written notice to Seller specifying defects, if any, which Buyer observes. If Buyer fails to provide such notice within four (4) days following substantial completion of the project, it shall be conclusively presumed between Buyer and Seller that Buyer has inspected the Equipment and that all Equipment is in conformance with the Agreement and has been accepted by Buyer.

**6. BUYER AGREEMENTS.** Buyer agrees that Seller may insert in the Agreement, the serial number and other identification data relating to the Equipment when ascertained by Seller.

**7. LOSS OR DAMAGE.** All risk of loss or damage to the Equipment shall transfer to Buyer upon delivery of the Equipment to the site location. Buyer agrees to indemnify and hold Seller harmless from any loss resulting from the theft, destruction or damage to the Equipment. The cost of any required repairs shall be borne by Buyer. Any loss of or damage to the Equipment shall not alleviate Buyer's obligation to pay Seller any remaining balance of the Purchase Price existing at the time of the loss.

**8. INSURANCE.** Upon delivery of the Equipment and until Buyer has paid for the Equipment in full, Buyer shall provide, maintain, and pay all premiums for property insurance covering the loss, theft, destruction, or damage to the Equipment in an amount not less than the full replacement value and will name Seller as loss payee of the proceeds, unless Buyer has paid Seller the entire purchase price in full prior to the scheduled delivery of the Equipment. This coverage will extend to all property of Seller located at the delivery site during the installation. Upon receipt of the proceeds of any insurance, Seller will refund to Buyer any amounts in excess of the balance due Seller by the Buyer in fulfilling the obligations specified herein. Notwithstanding the above, Buyer shall also provide, maintain, and pay all premiums for general liability insurance in the amount of \$1,000,000.00 (one million dollars) and name Seller as an additional insured. All insurance shall be with a company having an A.M. Best rating of A- or better, and shall not be subject to cancellation without thirty (30) days prior written notice to Seller. Buyer shall deliver to Seller insurance certificates, or evidence of insurance proving the existence of policies meeting the above requirements, upon execution of the Agreement. Seller may require Buyer's insurance carrier to be licensed to do business in the state where the Equipment is being sold. Buyer's obligation to provide said insurance will cease once Equipment has been paid for in full and pursuant to [Section 2](#).

### 9. WAIVER AND INDEMNIFICATION.

(a) Buyer hereby waives and releases all claims against Seller for (i) loss of or damage to all property, goods, wares and merchandise in, upon or about the Equipment and (ii) injuries to Buyer, Buyer's agents and third persons. Seller shall not be liable for any consequential, incidental, or special damages of any kind (including, but not limited to damages for loss of use or of profit by Buyer or any other party; or for any collateral damages), whether or not caused or continued by Seller's negligence or delay, which may result from or arise in connection with the manufacture, delivery, installation, checkout or use of the Equipment or in connection with the services rendered by Seller hereunder.

(b) Buyer shall indemnify and hold Seller (and its agents and employees) harmless from and against any and all claims, actions or proceedings and any and all damages, liabilities, losses, costs and expenses (including attorney fees) arising out of or in connection with the Sale Agreement, including all damages, liabilities, losses, costs and expenses arising from Seller's negligence. If the foregoing obligation is not enforceable against Buyer under applicable law, Buyer agrees to indemnify and hold Seller harmless from damages, liabilities, losses, costs and expenses to the maximum extent permitted by applicable law.

**10. TERMINATION FOLLOWING BREACH.** In the event (a) of bankruptcy or insolvency of Buyer, or in the event any proceeding is brought by or against Buyer voluntarily or involuntarily, under the provisions of the Bankruptcy Code of the United States, for the appointment of a receiver or trustee or any assignment for the benefit of creditors of Buyer, or (b) that Buyer fails to make timely payments, or perform any of its other obligations, under the Agreement, and such failure or default is not cured within ten (10) days after written notice of such failure or default is provided by Seller, the Agreement automatically shall be terminated in the case of any event described in clause (a) above and may be terminated by Seller in the case of any event described in clause (b) above and, upon such termination, full payment pursuant to the terms of the Agreement shall become immediately due and payable from Buyer. In the event of any such breach or termination, Seller shall have all rights provided by law and under the terms and conditions of the Agreement, including but not limited to: repossession and disposal of the Equipment (and, if any personal property shall remain located in the Equipment at such time, Buyer consents to Seller's possession and disposal or destruction of such personal property without notice or accounting to Buyer) and recovery of attorney's fees and other reasonable costs and expenses associated with any breach or termination (including any such disposal or destruction), shall be reimbursed by Buyer on



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## Sale Agreement

Contract: 210047341.1  
Date Printed: 02/02/2022

demand of Seller.

11. **GOVERNING LAW.** Buyer and Seller agree that the Sale Agreement shall be governed in all respects by, and interpreted in accordance with the laws of, the State of California, without regard to its conflicts of laws provisions.

### 12. JURISDICTION.

(a) If the law of the State of Maryland or Virginia shall apply to the Agreement, it is agreed that the venue for a legal action relating to the Agreement shall be proper if brought in Alameda County, State of California. Subject to Section 9, the prevailing party shall be entitled to recover reasonable attorneys' fees and court costs, whether or not the action proceeds to judgment.

(b) If the law of any State other than Maryland shall apply to the Sale Agreement, the Federal District Courts located within the State of California shall have non-exclusive jurisdiction over any lawsuit brought by Buyer or Seller as a result of any dispute regarding matters arising in connection with the Agreement. Further, it is agreed that the venue for a legal action relating to the Agreement shall be proper if brought in Alameda County, State of California. Subject to Section 9, the prevailing party shall be entitled to recover reasonable attorneys' fees and court costs, whether or not the action proceeds to judgment.

13. **SELLER'S EXPENSES.** Buyer shall pay Seller all costs and expenses, including reasonable attorneys' fees, incurred by Seller in exercising any of the terms, conditions or provisions of the Agreement.

14. **LICENSE AND TRANSFER FEE(S).** If so listed on the Sale Agreement, the Purchase Price includes license and/or transfer fees. Buyer will be billed directly by the State for future annual license fees where applicable.

15. **COMPLIANCE WITH LAW.** Buyer assumes all responsibility for any and all licenses, clearances, permits and other certificates as may be required for Buyer's lawful operation, use, possession and occupancy of the Equipment. Buyer agrees to fully comply with all laws, rules, regulations and orders of all local, state and federal governmental authorities which in any way relate to the Equipment; and to indemnify and hold Seller harmless from any and all fines, forfeitures, seizures, penalties or other liabilities that may arise from any infringement or violation of any such law, rule, regulation or order.

16. **FEDERAL CONTRACTOR.** As a federal contractor, Seller's contracts are subject to the provisions of (i) Executive Order 11246, (41 CFR 60-1.4); (ii) section 503 of the Rehabilitation Act of 1973, (41 CFR 60-741.5(a); and (iii) section 4212 of the Vietnam Era Veterans Readjustment Act of 1974, (41 CFR 60-300.5(a)). **Seller shall abide by the requirements of 41 CFR 60-741.5(a) and 41 CFR 60-300.5(a). These regulations prohibit discrimination against qualified individuals on the basis of disability, and qualified protected veterans, and require affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified individuals with disabilities, and qualified protected veterans.**

### 17. MISCELLANEOUS.

(a) **MODIFICATIONS AND AMENDMENTS.** Representations and warranties made by any person, including agents and representatives of Seller, which are inconsistent or conflict with the terms of the warranty contained in Section 1 of the Incorporated Provisions on the website (including but not limited to the liability of Seller as set forth above) shall not be binding upon Seller unless reduced to writing and approved by an officer of Seller. Notwithstanding the foregoing, from time to time, Buyer or Seller may request modifications to the scope of work hereunder, which at the sole option of the Seller may be accepted and thus alter the final price stipulated herein. These changes in scope will be deemed approved by Buyer when evidence of work performance is presented by Seller.

(b) **NO WAIVER.** Failure of Seller to enforce any term or condition of the Agreement shall not constitute waiver of any rights stipulated herein, nor shall it in any manner affect the rights of Seller to enforce any of the provisions stated herein. Waiver by Seller of any provision of the Agreement shall be valid only as provided in subsection (a) above and only with respect to the specific matter to which such waiver relates.

(c) If the law of the State of North Carolina shall apply to the Agreement, the Sale does not constitute a "construction contract" or otherwise relate to the improvement of real estate or the design, planning, construction, alteration, repair or maintenance of a building, structure or appurtenance.

18. **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement between Seller and Buyer regarding the subject matter hereof. If any part of the Sale Agreement is found to be invalid or illegal, Buyer and Seller agree that only the invalid or illegal portion of the Agreement will be eliminated.

Sale Terms and Conditions, Rev. 08/22/16



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**Sale Agreement**

Contract: 210047340.1  
 Date Printed: 12/29/2021

Customer & Site Information		Mobile Modular Contact
<b>Customer Information:</b> <b>Fresno Economics Opportunities Commission</b> 1900 Mariposa Street Suite 111 Fresno, CA 93721 Eddie Pacheco eddie.pacheco@fresnoeoc.org (559) 216-8378	<b>Site Information:</b> Fresno Economics Opportunities Commission Clinton/Blyth Fresno, CA 93722 Eddie Pacheco eddie.pacheco@fresnoeoc.org (559) 216-8378  <b>Customer PO/Reference:</b> Exp: // By:	Questions?  Please Contact: Brad Fallentine Brad.Fallentine@MobileModular.com Direct Phone: (559) 832-1626 All other inquiries: (925) 606-9000

**Product Information**

	Qty	Purchase Price	Extended Purchase Price	Taxable
Classroom, 48x60 HCD (NonStd) <i>NonStandard Configuration. Size excludes towbar.</i>	1	\$489,300.00	\$489,300.00	Y
Ramp, Custom Plan <i>Price includes 6'x6'x20' landing, 38' Switchback w/5 tread step, and (2) each 4'6"x6' 4 tread step for Exterior side doors.</i>	1	\$48,517.00	\$48,517.00	Y

**Charges Upon Delivery:**

	Qty	Charge Each	Total One Time	Taxable
<b>Classroom, 48x60 HCD (NonStd)</b>				
Block and Level Building (A8)	1	\$8,961.00	\$8,961.00	N
Delivery Haulage 12 wide	4	\$6,562.00	\$26,248.00	N
Drawings, Wet Stamped, Building, Custom	1	\$1,250.00	\$1,250.00	N
Fee, Insignia	1	\$6,500.00	\$6,500.00	N
Fee, License or Registration for Sale	1	\$11,193.00	\$11,193.00	N
Installation, Skirting, Wood	1	\$6,575.00	\$6,575.00	Y
Install Foundation, Custom	1	\$10,250.00	\$10,250.00	N
Install Foundation, Tiedown (Blvl)	1	\$6,767.00	\$6,767.00	Y
			\$77,744.00	

**Tax:** \$46,021.78  
**Total Sales Price Including Tax:** \$661,582.78

**Special Notes**

**TECHNICAL CLARIFICATIONS 1. This proposal is based on:** a) an assumed soil bearing capacity of 1,500 psf at finished grade; b) classified excavation-dirt only -- all other materials encountered will be considered extra work; c) no excavation, grading, landscaping or site development; d) a staging area located adjacent to the work site; e) suitable and acceptable access to the site for the module size(s) to be provided; f) electrical to a sub-panel(s) at the end of each module, connection by others; g) multiple potable water/sanitary drops through floor -- utility connections to the drops and extensions finished and installed by others; h) no dewatering of subsurface water; i) all underground obstructions, if any, within the proposed building envelope/work area to be located and marked above grade, by others; j) level grade (+ -6") within the proposed building envelope; k) computer and phone system consists of J-boxes with covers and empty conduit only, thru ceiling -- jacks and conductors by others; l) attached specification(s) and scope of work which form a part of this proposal -- DSMB recommends a detailed review of this specification in addition to all other proposals received, to ensure an equal comparison; m) placement of module(s) to be accomplished by the use of truck; n) HVAC certified balancing by others; (If applicable) o) wheels and axles to remain on module(s). Hitches will be removed and stored under module(s); p) storm water management/erosion and sedimentation control by others; q) Mobile Modular is providing foundation plans only. Any other drawings and/or tests required are to be supplied by customer; r) the customer obtaining and paying for all necessary permits, fees, licenses and Certificate of Occupancy with the exception of transportation s) Based upon a level grade, clear access by truck, and a penetrable grade for tie-downs. t) Demobilization and decustomization is not included in proposal per request and will be billed at current rate and the end of term. u) Price excludes fire alarm system, personal alarm and fire sprinklers are not included. v) Price excludes any permits, fees, performance and payment bonds. w) Price excludes temporary power. x) Price excludes traffic control y) Price excludes gas fired hvac units. z) Errors & Omissions contractor insurance not to be provided aa) Price excludes any tests and inspections bb)



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Pricing for conduits for IT room, low voltage systems, fire distributions and infrastructure is (to be determined). (Need Specification to price) cc) Any signage by others. dd) Master key system by others. ee) Site security is to be provided by general contractor. ff) Finish items are based upon DSMB standards gg) Break room appliances by others hh) Dumpster by GC ii) Interior wall panels to be 1/2 VWG, Exterior Siding Smart Panel, Interior wall separating classrooms to have insulation in wall. jj) Exterior and Interior doors and windows shall be meet or exceed specification. (equals) kk) Fire extinguisher is not included ll) Appliances by others. (Microwave, Cooktop, Refrigerators, Food Warmers, Dishwasher, etc. mm) Excludes Intercomm system between teachers & health services nn) Plumbing fixtures per spec or equal.

**Special Terms & Important Contractual Information**

- Prices will be adjusted for unknown circumstances, e.g. driver waiting time, pilot car requirements, special transport permits, difficult site, increase in fuel price, etc. Customer's site must be dry, compacted, level and accessible by normal truck delivery. Unless noted, prices do not include permits, ramps, stairs, seismic foundation systems, temporary power, skirting, engineering, taxes or utilities or related installation of same.
- This transaction is subject to credit approval. Security deposit or payment in advance may be required. Security deposit will be applied against account balance at the end of the contract.
- Contract subject to terms & conditions attached and made a part of this agreement by reference herein. Customer acknowledges that he/she has received and read and affirms that he/she is duly authorized to execute and commit to this agreement for the above named customer.
- **Unless otherwise noted, prices do not include prevailing wages, Davis-Bacon wages, or other special or certified wages.**



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**Incorporation by Reference**

The Sale Agreement is subject to the Supplemental Sale Terms and Conditions, which are hereby incorporated by reference in their entirety, as updated from time to time by Seller, in its sole discretion, and can be viewed in the Resources section of Seller's website at (<https://www.mobilemodular.com/contractterms>). The Buyer hereby affirms that he/she has read in its entirety and understands the Supplemental Lease Terms and Conditions.

**Please sign below, and fax or email this document to the fax number shown above or the email address you received the document from.**

The parties hereto, Mobile Modular Management Corporation, a California corporation, as seller ("**Seller**") and buyer ("**Buyer**", as described in the Sale Agreement in the section titled "Customer Information") hereby agree to this Sale Agreement and the terms and conditions set forth in the Sale Terms and Conditions, attached hereto as Attachment A, which are hereby incorporated by reference. The individual signing this Sale Agreement affirms that he/she is duly authorized to execute and commit to this Sale Agreement for the above named Sale.

<p><b>SELLER:</b></p> <p style="text-align: center;">Mobile Modular Management Corporation</p> <p>Signature:</p> <p>Print Name:</p> <p>Title:</p> <p>Date:</p>	<p><b>BUYER:</b></p> <p style="text-align: center;">Fresno Economics</p> <p>Opportunities Commission</p> <p>Signature:</p> <p>Print Name:</p> <p>Title:</p> <p>Date:</p>
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**ATTACHMENT A**

**SALE TERMS AND CONDITIONS**

1. **SALE.** Seller sells to Buyer, and Buyer purchases from Seller, the equipment listed on the Sale Agreement hereto ("**Equipment**") on the terms and conditions set forth herein. Each such Sale Agreement ("**Agreement**"), and the sale provisions on the Seller's website at (<https://www.MobileModular.com/ContractTerms>) (the "**Incorporated Provisions**"), to which are incorporated by reference into the Agreement, shall constitute a separate and independent sale (a "**Sale**") of the Equipment listed in such Agreement under "Product Information". In the event of a conflict between this Agreement and Buyer's contract, purchase order or other document, the terms of this Agreement shall prevail.

**2. TIME PAYMENT; TITLE RETENTION.**

(a) **PURCHASE PRICE.** The aggregate amount of the purchase price (the "**Purchase Price**") is set forth in the Sale Agreement. Unless otherwise specified in writing, Buyer agrees to pay Seller twenty five percent (25%) of the Purchase Price upon execution of the Agreement; sixty five percent (65%) no fewer than two days prior to the scheduled delivery date; and the remaining ten percent (10%) within thirty (30) days of substantial completion (substantial completion does not include punch list items). In addition to the Purchase Price, buyer shall pay such charges as are attributable to circumstances related to the delivery, drop-off and relocation of Equipment.

(b) **TITLE/RETENTION.** Title to the Equipment shall not pass to Buyer before the entire Purchase Price has been paid to Seller. Upon Seller's receipt of payment in full of the Purchase Price, title to the Equipment shall transfer to Buyer, free and clear of all encumbrances arising by or through Seller. All payments due from Buyer pursuant to the terms of the Sale Agreement shall be made without any abatement or set off of any kind, arising from any cause.

3. **CANCELLATION.** All sales are final and non-refundable upon delivery of the Equipment to Buyer's site location. Any requests to cancel or reschedule orders prior to delivery may or may not be accepted in Seller's sole discretion and must be agreed upon by Seller in writing. Without waiving any of its rights, Seller is entitled to recover its costs incurred and profits lost as a result of Buyer's cancellation or rescheduling of an order. A cancellation fee may be assessed against Buyer. In no event shall such fee exceed the full value of the Sale Agreement. If Buyer has made down payment(s) to Seller prior to cancellation and the cancellation fee is less than the amount(s) already paid, Seller shall deduct the amount of the cancellation fee from any refund that may be owed to Buyer. If down payment amount(s) already made are less than the cancellation fee, Seller shall apply the full down payment amount(s) to the payment of the cancellation fee and Buyer will pay



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the remaining cancellation fee balance within ten (10) business days after receiving written notice of the balance due. If no down payment has been made by Buyer at the time of cancellation, Buyer shall pay to Seller the entire cancellation balance within ten (10) business days of receipt of written notice from Seller stating the cancellation fee balance that is due.

**4. DELIVERY AND PLACEMENT OF EQUIPMENT.** Seller agrees to deliver the Equipment to the site location listed on the Sale Agreement (the "Site"). Buyer warrants and represents that it has exercised due diligence and care in selecting a suitable site for the Equipment, shall clearly mark the site of placement and shall direct Seller on exact placement and orientation of the Equipment. Upon request from Buyer and for an additional fee, Seller will perform a site visit and make recommendations on placement as it relates to site accessibility and layout. Buyer further warrants that the Site will have (1) safe access free from encumbrances; (2) a level pad, which is hereby defined as having no greater than a 4-inch drop in 40 feet (length) and no greater than a 1-inch drop in 8 feet (width); and (3) adequate soil bearing pressure of not less than 1500 psf, except in the state of Florida, where the minimum soil bearing pressure is 2000 psf. Following delivery, Seller will remove all Seller-owned Equipment such as plywood, tools, etc. prior to or at the time of building acceptance. Buyer is responsible for all necessary permits, utility hookups, and Site preparation.

**5. INSPECTION AND ACCEPTANCE.** Following delivery and setup of the Equipment, Buyer shall inspect the Equipment within forty eight (48) hours of substantial completion and provide immediate written notice to Seller specifying defects, if any, which Buyer observes. If Buyer fails to provide such notice within four (4) days following substantial completion of the project, it shall be conclusively presumed between Buyer and Seller that Buyer has inspected the Equipment and that all Equipment is in conformance with the Agreement and has been accepted by Buyer.

**6. BUYER AGREEMENTS.** Buyer agrees that Seller may insert in the Agreement, the serial number and other identification data relating to the Equipment when ascertained by Seller.

**7. LOSS OR DAMAGE.** All risk of loss or damage to the Equipment shall transfer to Buyer upon delivery of the Equipment to the site location. Buyer agrees to indemnify and hold Seller harmless from any loss resulting from the theft, destruction or damage to the Equipment. The cost of any required repairs shall be borne by Buyer. Any loss of or damage to the Equipment shall not alleviate Buyer's obligation to pay Seller any remaining balance of the Purchase Price existing at the time of the loss.

**8. INSURANCE.** Upon delivery of the Equipment and until Buyer has paid for the Equipment in full, Buyer shall provide, maintain, and pay all premiums for property insurance covering the loss, theft, destruction, or damage to the Equipment in an amount not less than the full replacement value and will name Seller as loss payee of the proceeds, unless Buyer has paid Seller the entire purchase price in full prior to the scheduled delivery of the Equipment. This coverage will extend to all property of Seller located at the delivery site during the installation. Upon receipt of the proceeds of any insurance, Seller will refund to Buyer any amounts in excess of the balance due Seller by the Buyer in fulfilling the obligations specified herein. Notwithstanding the above, Buyer shall also provide, maintain, and pay all premiums for general liability insurance in the amount of \$1,000,000.00 (one million dollars) and name Seller as an additional insured. All insurance shall be with a company having an A.M. Best rating of A- or better, and shall not be subject to cancellation without thirty (30) days prior written notice to Seller. Buyer shall deliver to Seller insurance certificates, or evidence of insurance proving the existence of policies meeting the above requirements, upon execution of the Agreement. Seller may require Buyer's insurance carrier to be licensed to do business in the state where the Equipment is being sold. Buyer's obligation to provide said insurance will cease once Equipment has been paid for in full and pursuant to [Section 2](#).

### 9. WAIVER AND INDEMNIFICATION.

(a) Buyer hereby waives and releases all claims against Seller for (i) loss of or damage to all property, goods, wares and merchandise in, upon or about the Equipment and (ii) injuries to Buyer, Buyer's agents and third persons. Seller shall not be liable for any consequential, incidental, or special damages of any kind (including, but not limited to damages for loss of use or of profit by Buyer or any other party; or for any collateral damages), whether or not caused or continued by Seller's negligence or delay, which may result from or arise in connection with the manufacture, delivery, installation, checkout or use of the Equipment or in connection with the services rendered by Seller hereunder.

(b) Buyer shall indemnify and hold Seller (and its agents and employees) harmless from and against any and all claims, actions or proceedings and any and all damages, liabilities, losses, costs and expenses (including attorney fees) arising out of or in connection with the Sale Agreement, including all damages, liabilities, losses, costs and expenses arising from Seller's negligence. If the foregoing obligation is not enforceable against Buyer under applicable law, Buyer agrees to indemnify and hold Seller harmless from damages, liabilities, losses, costs and expenses to the maximum extent permitted by applicable law.

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(c) If the law of the State of North Carolina shall apply to the Agreement, the Sale does not constitute a "construction contract" or otherwise relate to the improvement of real estate or the design, planning, construction, alteration, repair or maintenance of a building, structure or appurtenance.

18. **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement between Seller and Buyer regarding the subject matter hereof. If any part of the Sale Agreement is found to be invalid or illegal, Buyer and Seller agree that only the invalid or illegal portion of the Agreement will be eliminated.

Sale Terms and Conditions, Rev. 08/22/16

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Finance
<b>Agenda Item #:</b> 14E5	<b>Officer:</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 that is currently awarded to the Agency.

As of date	January 1, 2022 Current	October 1, 2021 Prior Quarter	January 1, 2021 Prior year
Awarded funding:	\$212.4 million	\$179.8 million	\$211.9 million

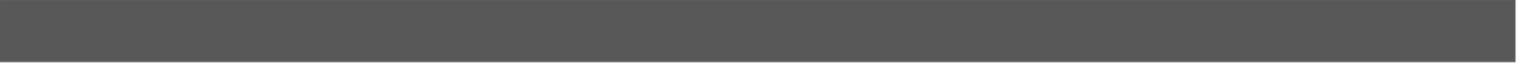
Significant changes in awarded funding from prior periods include:

#### Quarter 4:

Program	Award Amount
Head Start 0 - 5	\$42,202,883
COVID Harvest Project	\$1,482,500
LCC - Fatherhood	\$828,000
Sanctuary Services LGBTQ Mentoring	\$624,000
Sanctuary Services CVAHT Housing	\$594,316

#### Quarter 3:

Program	Award Amount
Energy Services - LIHEAP ARPA	\$10,826,169
Energy Services - LIHEAP Utilities Assistance	\$1,200,000
Energy Services - LIHEAP Cash Assistance	\$503,687
Head Start 0 - 5 ARPA	\$3,354,549
Head Start 0 - 5 COVID Funding	\$920,364
LCC Recycle	\$1,770,091
School Of Unlimited Learning	\$744,065
Valley Apprenticeship Connections (VAC)	\$528,000



The full contract list contains the following:

- 40 Programs
- 91 Funding Sources
- 245 Contracts
- 650 Funding Periods

Access Plus Capital funding available for the purpose of lending is approximately \$7.3 million.

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.

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Finance
<b>Agenda Item #:</b> 14E6	<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.

The agency also follows the following guidelines:

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

<b>Vendor</b>	<b>Purpose</b>	<b>Amount</b>	<b>Justification</b>
Maxim Healthcare Staffing Services, Inc.	AAC (African American Coalition) - AAC is currently short staffed. To cover staffing for nurses due to pandemic, COVID-19 surge in cases, increased hours for operational needs due to COVID testing. Nurses needed to keep operations flowing when needed.	\$27,000.00	An emergency exists that does not permit delay. Vendor can provide nurses for emergency nursing staff anytime.
AIMS Center for Math and Science Education	Head Start - To provide continuity for the STEM (Science, Technology, Engineering and Math) Magnet program for staff, children, and families.	\$35,500.00	Only source for the STEM Magnet program designed for Head Start program.



**BOARD OF COMMISSIONERS MEETING**

<b>Date:</b> March 23, 2022	<b>Program:</b> Finance
<b>Agenda Item #:</b> 14E7	<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 November 30, 2021, the health insurance reserve is at \$4.4 million, which covers approximately 4.8 months of average expenditures. To date, contributions from programs and employees for 2021 total \$10,543,193 while the Fund paid out \$10,126,846 in expenses. COVID-related claims costs funded by our CSBG CARES grant, total \$139,391. A budget amendment is being prepared which would increase the funds available for this area.

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

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

This table presents a sample of the monthly health insurance premium rates for 2021. Rates vary depending on the type of coverage tier 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 NOVEMBER 30, 2021

	2021												2020				
	January	February	March	April	May	June	July	August	September	October	November	December	YTD totals	Mo. Avg.	YTD totals	Annual	Annual Mo.
	Jan - Nov	Prev 12 mos	Jan - Nov	Jan - Dec	Jan - Dec												
<b>Beginning Fund Balance</b>	<b>3,991,455</b>	<b>4,258,187</b>	<b>4,659,793</b>	<b>4,938,789</b>	<b>4,828,849</b>	<b>4,834,257</b>	<b>4,819,503</b>	<b>4,615,551</b>	<b>4,827,232</b>	<b>4,918,525</b>	<b>4,771,086</b>	<b>4,407,801</b>					
<b>Income</b>																	
Agency Contributions	868,403	858,194	852,325	847,093	842,960	870,509	611,667	755,946	686,195	752,968	750,954		8,697,214	795,641	9,209,465	10,059,937	838,328
Additional Agency Contr.	51,529	64,762	-	-	-	-	-	-	-	23,100	-		139,391	12,544	54,060	65,197	5,433
Employee Contributions	283,963	176,373	181,307	94,977	187,274	98,212	131,833	129,029	163,122	88,770	171,728		1,706,588	155,614	1,595,031	1,755,815	146,318
<b>Total Income</b>	<b>1,203,895</b>	<b>1,099,329</b>	<b>1,033,632</b>	<b>942,070</b>	<b>1,030,234</b>	<b>968,721</b>	<b>743,500</b>	<b>884,975</b>	<b>849,317</b>	<b>864,838</b>	<b>922,682</b>	<b>0</b>	<b>10,543,193</b>	<b>963,799</b>	<b>10,858,556</b>	<b>11,880,949</b>	<b>990,079</b>
<b>Expenses</b>																	
Health Claims Paid	500,161	302,551	362,387	686,188	616,263	920,707	578,700	415,044	416,235	892,716	1,177,006		6,867,958	632,044	5,447,429	6,164,003	513,667
Dental Claims Paid	65,934	67,225	51,751	50,080	72,754	52,746	57,765	70,902	40,219	52,798	35,787		617,961	55,027	504,265	546,628	45,552
Prescriptions Paid	210,323	158,769	169,885	143,418	169,456	114,954	154,172	160,965	141,169	160,081	123,572		1,706,764	152,172	1,863,528	1,982,823	165,235
Vision Claims Paid	12,742	9,468	7,580	14,869	10,131	9,665	8,010	9,670	7,843	6,742	6,295		103,015	9,337	88,930	97,955	8,163
Stop Loss Premiums	89,987	101,367	106,729	103,446	101,789	103,240	95,787	97,630	107,965	101,400	89,405		1,098,745	101,269	1,245,521	1,362,007	113,501
Stop Loss Claims	0	0	0	0	0	(271,090)	(3,119)	(130,662)	(6,284)	(250,673)	(207,354)		(869,182)	(78,255)	(123,866)	(193,741)	(16,145)
Life Insurance Premiums	14,000	13,799	13,676	13,548	13,654	13,056	12,346	12,064	12,047	12,010	11,955		142,155	13,004	159,512	173,408	14,451
Pinnacle	14,462	14,514	14,393	14,410	14,324	14,306	13,579	13,198	13,059	13,008	12,990		152,243	13,881	162,180	176,507	14,709
Blue Cross	14,970	14,933	14,822	14,840	14,747	14,728	13,984	13,555	13,388	13,351	13,313		156,631	14,306	169,210	184,255	15,355
Benefits Consultant	6,917	6,917	6,916	6,917	6,917	6,916	6,917	6,917	6,917	6,917	6,917		76,084	6,988	85,210	92,979	7,748
Employee Assist. Program	1,877	1,876	1,877	1,876	1,877	1,876	1,877	1,876	1,877	1,876	1,877		20,642	1,877	20,642	22,518	1,877
Preferred Chiropractors	1,005	1,003	995	996	990	989	939	910	898	896	894		10,515	939	8,542	9,299	775
Other Expenses	4,785	5,300	3,625	1,422	1,924	1,382	1,276	1,225	2,692	1,155	13,310		38,096	3,296	18,517	19,976	1,665
ACA Fees	0	0	0	0	0	0	5,219	0	0	0	0		5,219	435	5,220	5,220	435
<b>Total Expenses</b>	<b>937,163</b>	<b>697,722</b>	<b>754,636</b>	<b>1,052,010</b>	<b>1,024,826</b>	<b>983,475</b>	<b>947,452</b>	<b>673,294</b>	<b>758,024</b>	<b>1,012,277</b>	<b>1,285,967</b>	<b>0</b>	<b>10,126,846</b>	<b>926,320</b>	<b>9,654,839</b>	<b>10,643,836</b>	<b>886,986</b>
<b>Current Fund Activity (net)</b>	<b>266,732</b>	<b>401,607</b>	<b>278,996</b>	<b>(109,940)</b>	<b>5,408</b>	<b>(14,754)</b>	<b>(203,952)</b>	<b>211,681</b>	<b>91,293</b>	<b>(147,439)</b>	<b>(363,285)</b>	<b>0</b>	<b>416,347</b>	<b>37,479</b>	<b>1,203,717</b>	<b>1,237,113</b>	<b>103,093</b>
<b>Ending Fund Balance</b>	<b>4,258,187</b>	<b>4,659,793</b>	<b>4,938,789</b>	<b>4,828,849</b>	<b>4,834,257</b>	<b>4,819,503</b>	<b>4,615,551</b>	<b>4,827,232</b>	<b>4,918,525</b>	<b>4,771,086</b>	<b>4,407,801</b>	<b>4,407,801</b>	<b>4,407,801</b>				
<b>Enrollment</b>																	
Employee only-Traditional	294	287	288	290	293	293	280	271	267	265	263	260		279		330	
High-Deduct	57	56	57	58	57	52	50	51	50	49	52	52		53		41	
Family coverage-Traditional	416	421	414	413	408	412	390	377	373	373	369	369		395		463	
High-Deduct	37	37	36	35	33	33	30	28	28	29	30	31		32		28	
Dental coverage only	31	36	35	35	35	35	33	34	35	34	35	35		34		36	
Temp/On Call Plan	0	1	1	1	1	1	1	1	1	1	1	1		1		0	
<b>Total employees enrolled</b>	<b>835</b>	<b>838</b>	<b>831</b>	<b>832</b>	<b>827</b>	<b>826</b>	<b>784</b>	<b>762</b>	<b>754</b>	<b>751</b>	<b>750</b>	<b>748</b>	<b>795</b>		<b>898</b>		
<b>Total dependants covered</b>																	
Average contributions per employee	1,442	1,312	1,244	1,132	1,246	1,173	948	1,161	1,126	1,152	1,230	0		1,213		1,103	
Average expenses per employee	1,122	833	908	1,264	1,239	1,191	1,208	884	1,005	1,348	1,715	0		1,165		988	

Estimated # months funded: 4.8

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Energy Services, Fresno Street Saints, Local Conservation Corps
<b>Agenda Item #:</b> 14E8	<b>Director:</b> Joe Amader, Isaiah Green, Shawn Riggins
<b>Subject:</b> Variance Report	<b>Officer:</b> Jim Rodriguez

### Background

The information presented below is intended to keep the Board apprised on the actual-to-budget performance on various programs throughout the agency with reporting on a rotational basis. A summary report is attached by program and/or contract. Financial reports have been prepared for the following programs:

- **Energy Services:** Provides home solar energy installations, financial assistance to offset energy costs to eligible households and weatherization services.
- **Fresno Street Saints:** Focuses on gang prevention and intervention, leadership training, youth programs, employment and training.
- **Local Conservation Corps:** Provides young adults (18-26) with paid vocational training and educational opportunities with its YouthBuild Charter High School.

Program Directors will be available to answer questions on their respective programs.

**Variance Report Summary**  
**February 23, 2022**

**Energy Services**

Program	Project/Contract No.	Contract Period	Reporting Period	Program Costs	Budget	Remaining Budget	Remaining Budget %
Weatherization	20C-4006	6/15/20 - 12/31/22	Through 11/30/2021	\$17,069	\$475,000	\$457,931	96%
LIHEAP	70019	2/1/21 - 12/31/21	Through 10/31/2021	\$235,719	\$1,200,000	\$964,281	80%
HEAP/ECIP	EO562	10/1/19 - 3/31/22	Through 10/31/2021	\$5,719,562	\$8,271,768	\$2,552,206	31%
LIHEAP	20B-2008	10/1/19 - 12/31/21	Through 11/30/2021	\$2,412,201	\$2,485,338	\$73,137	3%
HEAP/ECIP	71200	11/1/21 - 6/30/22	Through 11/30/2021	\$2,021,340	\$5,494,918	\$3,473,578	63%
LIHEAP	21B-5008	10/1/20 - 12/31/21	Through 11/30/2021	\$528,603	\$2,184,801	\$1,656,198	76%
LIHEAP	21V-5557	8/31/21 - 3/31/23	Through 10/31/2021	\$10,000	\$10,826,169	\$10,816,169	100%
Solar DAP	19D-9001	6/15/19 - 12/31/21	Through 12/31/2021	\$1,381,849	\$2,500,000	\$1,118,150	45%
Weatherization CARES	71220	7/1/20 - 12/31/21	Through 8/31/2021	\$2,454,013	\$2,500,390	\$46,378	2%
DAP Weatherization	20D-1008	10/1/19 - 12/31/21	Through 9/30/2021	\$245,260	\$246,081	\$821	0%

**Fresno Street Saints**

Funding Source	Project/Contract No.	Contract Period	Reporting Period	Program Costs	Budget	Remaining Budget	Remaining Budget %
CDBG	69927	12/1/2020 - 12/31/21	Through 11/30/2021	\$37,667	\$46,500	\$8,833	19%
FUSD	69918	1/1/21 - 6/30/22	Through 11/30/2021	\$132,169	\$209,354	\$77,185	37%
TCC Community Garden	69940-44	1/1/19 - 6/30/22	Through 11/30/2021	\$51,953	\$98,000	\$46,047	47%
TCC Solar	97200	1/1/19 - 6/30/22	Through 11/30/2021	\$82,830	\$105,368	\$22,538	21%
Neighborhood Hub	69939	1/25/21 - 6/30/23	Through 11/30/2021	\$17,056	\$250,000	\$232,944	93%
County of Fresno ARPP	69913	4/1/21 - 4/30/24	Through 11/30/2021	\$119	\$33,388	\$33,269	100%
Parent University	69903	6/1/21 - 11/1/21	Through 11/30/2021	\$6,300	\$30,000	\$23,700	79%
Rite Aid Foundation	69931	10/1/2019	Through 10/31/2021	\$10,924	\$20,000	\$9,076	45%
Donations	69901	1/1/2021	Through 11/30/2021	\$4,613	\$11,577	\$6,964	60%
Wells Fargo	69902	11/1/2020	Through 11/30/2021	\$12,750	\$15,000	\$2,250	15%
Union Pacific Foundation	69932	10/1/2019	Through 11/30/2021	\$0	\$14,400	\$14,400	100%
Chevron	69909	1/31/2021	Through 11/30/2021	\$4,859	\$4,768	(\$91)	-2%
Golden Charter - Cancelled	69940	Contract Cancelled	Through 11/30/2021	\$7,503	\$12,500	\$0	0%

**Variance Report Summary**  
**February 23, 2022**

**Local Conservationv Corps**

<b>Program</b>	<b>Project/Contract No.</b>	<b>Contract Period</b>	<b>Reporting Period</b>	<b>Program Costs</b>	<b>Budget</b>	<b>Remaining Budget</b>	<b>Remaining Budget %</b>
Youth Conserv Activities	60026	1/1/20 - 6/30/23	Through 12/31/2021	\$65,859	\$90,000	\$24,141	27%
CCC - Prop 68 Phase II	Various	5/15/20 - 4/30/22	Through 12/31/2021	\$459,615	\$489,357	\$29,742	6%
CCC - Prop 84 HVAC/Gate	60984	1/11/21 - 1/31/22	Through 12/31/2021	\$53,065	\$92,357	\$39,292	43%
Prop 64 CRG	60935	10/1/19 - 3/31/22	Through 12/31/2021	\$170,083	\$300,000	\$129,917	43%
YouthBuild Charter School	62416	7/1/21 - 6/30/22	Through 12/31/2021	\$97,129	\$210,045	\$112,916	54%
TCC Fresno Solar	67200/02	5/16/19 - 6/30/24	Through 12/31/2021	\$547,779	\$1,341,410	\$793,631	59%
YouthBuild DOL	Various	1/1/20 - 4/30/23	Through 12/31/2021	\$478,440	\$1,500,000	\$1,021,560	68%
RLC35	-	7/1/20 - 6/30/22	Through 12/31/2021	\$976,733	\$1,738,792	\$762,059	44%
RLC36	-	7/1/21 - 6/30/23	Through 12/31/2021	\$0	\$1,770,091	\$1,770,091	100%
Co. of Fresno -Fatherhood	60140	12/14/21 - 12/13/25	Through 12/31/2021	\$2,336	\$828,000	\$825,664	100%
Prop 68 Phase I	60932/33/34	5/15/19 - 4/30/22	Through 12/31/2021	\$43,163	\$336,966	\$293,803	87%
WIB Calfire CV Forestry	60143	8/1/20 - 6/1/22	Through 12/31/2021	\$52,043	\$150,000	\$97,957	65%
YouthBuild Americorps	60090/91	8/15/20 - 8/14/22	Through 12/31/2021	\$69,760	\$155,500	\$85,740	55%
YouthBuild Americorps	60092/93	8/15/21 - 8/14/23	Through 12/31/2021	\$0	\$171,000	\$171,000	100%
CCC Non-Residential	60081	9/15/21 - 6/30/22	Through 12/31/2021	\$1,094	\$24,000	\$22,906	95%

**BYLAWS COMMITTEE**  
**Virtual – Board Effects – Zoom**  
**Wednesday, November 10, 2021 at 5:00 PM**

**MINUTES**

**1. CALL TO ORDER**

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

**2. ROLL CALL**

**Present:** Catherine Robles, Oliver Baines, Charles Garabedian, Jimi Rodgers, Joe Lee and Linda Hayes.

**Absent:** Lisa Nichols.

**3. APPROVAL OF OCTOBER 6, 2021 MEETING MINUTES**

October 6, 2021 By-Laws Committee Meeting Minutes

Public Comment: None heard.

**Motion by:** Hayes **Second by:** Rodgers

**Ayes:** Catherine Robles, Oliver Baines, Joe Lee, Jimi Rodgers, and Linda Hayes.

**Nays:** None heard.

**4. TARGET AREA CANDIDATES**

Karina Perez, Chief of Staff, provided an overview of the Target Area Candidates nominees.

Public Comment: None heard.

**Motion by:** Hayes **Second by:** Baines

**Ayes:** Catherine Robles, Oliver Baines, Joe Lee, Jimi Rodgers, and Linda Hayes.

**Nays:** None heard.

**5. COMMUNITY SECTOR APPLICATIONS**

Perez provided an overview of the completed Community Sector applications.

The Community Sector application for Daniel Parra was considered incomplete; therefore, it was determined to disqualify his application.

Public Comment: None heard.

**Motion by:** Baines **Second by:** Hayes

**Ayes:** Catherine Robles, Oliver Baines, Charles Garabedian and Linda Hayes.

**Abstain:** Jimi Rodgers, and Joe Lee

**Nays:** None heard.

6. **TARGET AREA A SPECIAL BOARD ELECTION**

Perez proposed two optional timelines to hold a Special Election for Target Area A. After further discussion, the Bylaws Committee recommend to go with option 2.

Public Comment: None heard.

**Motion by:** Rodgers **Second by:** Hayes

**Ayes:** Catherine Robles, Oliver Baines, Charles Garabedian, Jimi Rodgers, Joe Lee, and Linda Hayes.

**Nays:** None heard.

7. **PUBLIC COMMENTS**

None Heard.

No action required.

8. **ADJOURNMENT**

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> N/A
<b>Agenda Item #:</b> 14F2	<b>Director:</b> N/A
<b>Subject:</b> Target Area A Special Election Candidate	<b>Officer:</b> Emilia Reyes

### Recommended Action

The Bylaws Committee recommends review and acceptance of candidate Alena Pacheco's application representing Target Area A.

### Background

At the November 10, 2021 Bylaws Committee Meeting, the Committee approved a Target Area A Special Election.

The last day of acceptance of nomination forms was Friday, February 11<sup>th</sup> and staff received one candidate application from Alena Pacheco.

Mrs. Pacheco's application is attached for the Board's review and acceptance.

### Fiscal Impact

None.

### Conclusion

If approved by the full board, the candidate will serve the remaining two-year term for Target Area A.

**From:** [pr@fresnoeoc.org](mailto:pr@fresnoeoc.org)  
**To:** [Elections](#); [Christopher Estep](#); [Karina Perez](#)  
**Subject:** New Target Area Rep nomination from website  
**Date:** Friday, February 11, 2022 6:26:02 AM

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**Fresno EOC IT Notice:  
External Message. Think before you click!**

<b>Name</b>
Alena M Pacheco
<b>Address</b>
 <a href="#">Map It</a>
<b>Target Area</b>
A
<b>Email Address:</b>

<b>Cellular Phone</b>

<b>Date of Birth</b>

<b>Age:</b>

<b>Current Work Position / Title / Name of Organization</b>
Please see attached resume.
<b>List the reasons for your interest in Fresno EOC Board of Commissioners:</b>
I believe in the importance of advocating for programs that make a difference in the lives of all families, especially those struggling economically. I grew up in a struggling family and it was only with the help of caring people and access to programs like those of the EOC, that I was able to change the trajectory of my life. I would be honored to give back and help others as a member of the Board of Commissioners.
<b>Current / Past membership in organizations / community groups / affiliations:</b>
Please see attached resume.
<b>Please give a statement of qualifications / how you can contribute to Fresno EOC:</b>
I pride myself on being a values-driven professional with a passion for advancing equity & diversity, increasing civic engagement, and promoting economic resilience in marginalized communities. I am a collaborative and creative community advocate that can work effectively across political lines and I have a track record for spearheading multi-sector partnerships to advance long-term, strategic goals. I would utilize my years of experience to contribute to the mission of the EOC and continue the important community action work of transforming lives and bridging the gap for hard-working families in Fresno County.

**Reference 1:**

Katherine Soule, PhD  
Director of Cooperative Extension, University of California  
Youth, Families and Communities Advisor  
kesoule@ucanr.edu

**Reference 2:**

Angie Isaac  
Executive Director  
Jane Addams Community Development Corporation  
angieisaak1987@gmail.com

**Certification**



I agree to the following statement.

I certify under penalty of perjury that the above is true and I hereby declare my candidacy for a seat as a commissioner on the board of the Fresno Economic Opportunities Commission representing my target area (as entered above) and that:

- I am or will be 18 years of age or older by the date of the election;
- I reside in the Target Area for which I am running;
- I am not an employee of Fresno EOC nor a member of the immediate family of an employee of Fresno EOC;
- I have read and understand the Fresno EOC Commissioner Job Description and the Target Area Public Notice and have the capacity to serve;
- I understand that there is a mandatory training for new commissioners in January and a board retreat in March;
- I am not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal department or agency;
- I have not been convicted of or had a civil judgment rendered against me for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, for violation of federal and state antitrust statutes or for commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- I have not been indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses above; and
- I have not had any public transactions (federal, state or local) terminated for cause or default during the three years prior to the application.

**Signature**



**Date of Signature**

02/11/2022

# ALENA M. PACHECO



*I pride myself on being a values-driven professional with a passion for advancing equity & diversity, increasing civic engagement, and promoting economic resilience in marginalized communities. I am a collaborative and creative community advocate that can work effectively across political lines and I have a track record for spearheading multi-sector partnerships to advance long-term, strategic goals.*

## **Education**

M.S. in Youth Development Leadership 2020  
Clemson University

B.A. in Philosophy, Pre-Law, Magna Cum Laude 1993  
California State University, Fresno

## **Interdisciplinary Research Coordination Experience**

***Financial Literacy for High School & College Youth*** 2020-2022

- Coordination of financial literacy program for high-school teens and young adults in urban, underserved areas. Collaboration with partners to deliver hands-on curriculum for students preparing to graduate and live on their own. Tracked student participation to study outcomes. Program included foster youth aging out of the system and transitionally housed young adults attending community college.

***Creative and Ethical Leadership Case Study*** 2019

- Exploration of multi-year partnership between Fresno County 4-H and the Fresno EOC Street Saints after-school program. Evaluation of key challenges involved in building long-term sustainability of the rural/urban partnership and discussion of political and socio-cultural factors.

***Diversity, Equity and Inclusion Action Plan*** 2018

- Research project to evaluate multicultural organizational development of Fresno County 4-H and propose ways to foster a more inclusive environment with urban partners. Examination of the programmatic structure of 4-H and evaluation of barriers to serving more diverse youth. Review of key practices of cultural diversity at the organizational level and discussion of current challenges within our programs.

## **Fund Development Experience**

- *Family Foundation* \$ 63,000 Work-Based Mentoring Gift 2019/2020
- *Chevron Gift* \$ 25,000 Valley STEM 4-H Teen Teaching Academy 2019/2020
- *UCANR Grant* \$ 21,600 Destination UC Fresno/Tulare Counties 2019/2020
- *UCANR Grant* \$ 10,000 Walmart - Learn, Grow, Eat & Go! 2019/2020
- *Newhall Gift* \$ 22,000 Gift for At-Risk Youth 2018/2020
- *Chevron* \$ 17,500 Gift for Fresno EOC Street Saints 4-H 2017/2019
- *UCANR* \$ 10,000 Walmart - Learn, Grow, Eat & Go! 2018/2019
- *UCANR* \$ 8,800 Opportunities Grant for Latino Outreach 2017/2018
- *County Board of Ed* \$ 6,000 Curriculum Gift for Fresno EOC Street Saints 2017/2018

## **Programmatic Experience**

### **New Program Implementation including Stakeholder Collaboration**

#### **Research Coordinator, Community Education Specialist 3**

2020 - Present

#### **University of California, Youth Families and Children Statewide Programs**

- Coordinate research and direct delivery of Money Talks, financial literacy curriculum for under-served young adults. Develop pre and post assessment protocols and establish partnerships with community stakeholders to launch pilot.
- Founded Neighbors Helping Neighbors Thrive, Inc to promote community development and economic revitalization in underserved areas.
- Coordinated COVID-19 vaccination clinics in collaboration with Jane Addams CDC, Community Pharmacy Enhanced Services Network and University of California.

### **Community Education Specialist 2**

2016 - 2020

#### **University of California, Cooperative Extension**

- Tasked with expanding 4-H programming to underserved, urban areas of Fresno County and improving collaboration with new community partners and funders.
- Launched 4-H Work-Based Mentoring program to give at-risk youth job experience and 21<sup>st</sup> Century skills needed to be successful in the workforce.
- Chartered first urban 4-H club in collaboration with the Fresno EOC Street Saints afterschool and summer enrichment program and launched Youth Advocates for Health teen-teaching program utilizing 4-H peer-reviewed curriculum with at-risk teens in low-income housing centers.
- Chartered Valley STEM 4-H Teen Teaching Academy in partnership with Valley STEM high school students to bring science to underserved elementary schools.
- Developed community partnerships with Bringing Broken Neighborhoods Back to Life, Cen-Cal Mentoring, Southwest Fresno Police Department, West Fresno Family Resource Center, Teens that Care, Fresno County Foster Care Oversight Committee and various city and county public service agencies focused on youth and families.

## **Professional Experience**

### **Political Disclosure and Civic Engagement**

#### **Campaign Treasury and Political Accounting**

2015 – Present

#### **DirectFile Online Political Disclosure, Fresno, CA**

- Launched Political Youth Academy to teach civic engagement and increase opportunities for marginalized youth to learn about and participate in local government while learning about campaign finance.
- Work with local and state elected officials to maintain compliance with the political reform act as it relates to campaign reporting. Clients include county supervisors, city council, school board trustees, state senate and assembly members and PAC's.
- In-depth knowledge of campaign filing requirements, fundraising guidelines and contributor database management. Experienced in major donor and campaign reporting deadlines. Specialize in assisting clients in resolving reporting issues with the Fair Political Practices Commission.

### **Director of Marketing & Staff Development**

2009 – 2013

#### **Nalchajian Orthodontics, Fresno, CA**

- Managed team of 25 as well as internal & external marketing programs; budgeting, tracking and referral development.
- Coordinated public relations, branding, advertising & print materials.
- Served as marketing speaker and representative for the office at national continuing education meetings.
- Assisted in the acquisition and transition of a 2<sup>nd</sup> office location.

**Director of Religious Education for Children & Teens** 2005 – 2013  
**St. Patrick’s Church, Kerman, CA**

- Bilingual coordinator of religious education program with 300+ students annually, and volunteer teaching teams in both English and Spanish.
- Provided leadership to more than 50 volunteers, including recruitment, training and safe environment certification.
- Oversaw the educational component of more than 15 classes
- Responsible for securing adequate funding for the program and worked closely with office staff to prepare materials in both English and Spanish.

**Marketing Consultant, Self-Employed** 1997 – 2005  
**Core Communications, Kerman, CA**

- Coordinated national branding & identity development for orthodontists.
- Created training & web-based curriculum for marketing and education.
- Developed partnerships with national companies for sale of marketing materials.

**Account Manager** 1996 – 1997  
**Solutions by Design, Fresno, CA**

- Sales and marketing of national branding programs for orthodontists. Supervised print and web projects from creation to completion.
- Worked closely with clients, graphic designers and printing companies to create collateral materials.

**Treatment Coordinator** 1994 – 1996  
**Kubo Orthodontic Group, Fresno, CA**

- Responsible for integrating new patients into active treatment and working closely with general dental referral base. Also developed marketing materials.

**Education Coordinator** 1993 – 1994  
**California Pacific Medical Center, San Francisco, CA**

- Responsible for marketing materials and community education programs for The Cancer Center at California Pacific Medical Center in San Francisco.
- Worked with public health nurse to present educational programs on breast health to staff at corporations such as Gap and Levi Strauss.

**Professional Affiliations**

2022 – Present	Western Association of Chamber Executives
2019 – Present	California Political Treasurer’s Association
2018 – Present	City of Fresno Task Force on Youth and Jobs
2016 – Present	Bringing Broken Neighborhoods Back to Life
2016 – Present	4-H Youth Development County Council
2013 – Present	Biola Chamber of Commerce
2010 – Present	Kerman Chamber of Commerce

**Other Skills**

Bilingual - Fluent in Spanish  
 Carrot Principle Employee Motivation Training  
 Myers-Briggs Type Indicator (MBTI) Training

**References Available Upon Request**

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> N/A
<b>Agenda Item #:</b> 14F3	<b>Director:</b> N/A
<b>Subject:</b> 2022 Expiring Terms	<b>Officer:</b> Emilia Reyes

### Background

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

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

## Expiring Terms 2022

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

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> N/A
<b>Agenda Item #:</b> 14F4	<b>Director:</b> N/A
<b>Subject:</b> Election Materials	<b>Officer:</b> Emilia Reyes

### Recommended Action

The Bylaws Committee recommends review and approval for full Board consideration of the Election Materials for 2022.

### Background

Attached are the updated election materials for the 2022 Board Election to be updated on the Fresno EOC's website.

- ❖ Chronology of Board Election 2022 Dates
- ❖ Community Sector Public Notice
- ❖ Community Sector Representative Form
- ❖ Target Area Public Notice
- ❖ Target Area Representative Form
- ❖ Target Area Vote Registration Form

Registration and voter forms will be available on the Fresno EOC's website to be submitted electronically.

### Fiscal Impact

None.

### Conclusion

If approved by the full Board, these election materials will be uploaded to the agency website.



## Chronology of Board Election 2022 Dates

- Fri, 3/18 Updated election materials uploaded to website.
- Fri, 5/20 Press Release is released.
- Mon, 5/23 Virtual Open House Video uploaded to website for prospective candidates
- Fri, 10/07 Last day of acceptance of nomination forms for Community Sector Representatives and Target Area Candidates. (Organization appointing Community Sector Representative must submit an original resolution with the application, signed and dated within 60 days).
- October Ballots to target area-registered voters are mailed as registrations are received and verified.
- Thurs, 11/03 Screening Committee meets to review Community Sector applications. 5:00p.m.
- Wed, 11/09 Voter registration form deadline to vote in 2022 elections.
- Mon, 11/14 & Tue, 11/15 Screening Committee Interviews Community Sector candidates starting.
- Thurs, 12/01 Election Close Date.  
Ballots can be hand-delivered by 5:00p.m. If mailed, ballots must be postmarked by December 1, 2022.
- Mon, 12/05 Ballots Opened at 4pm in the Fresno EOC Board Room and Virtual Link provided for Public View.
- Wed, 12/14 Present election and community sector selection results at the Board of Commissioners meeting for approval to seat as of January 1, 2023.
- January 2023 New board members onboarding process start.

If mailed, forms must be postmarked by due date. If forms are hand-delivered they will be accepted until 5:00 pm on the due date. If forms are submitted via email they will be received until 11:59 pm on the due date.

Voters may register to vote at any time during the year. If registering to vote in this year’s election your paperwork must be in by the deadline.

Dates and times subject to change.



## COMMUNITY SECTOR REPRESENTATIVES PUBLIC NOTICE

Fresno Economic Opportunities Commission (Fresno EOC) is seeking qualified nominations for Board Commissioners representing the Community Sector. There are four (4) openings commencing January 2023 for a two-year term.

Fresno EOC is governed by a twenty-four-member Board of Commissioners. One-third of the board consists of public officials, or their representatives, and one-third are elected members representing low-income persons. The remaining members are Business/Community Representatives. Their participation and involvement on the Board, its committees, and collaboration with community organizations, agencies, and groups are critical to Fresno EOC's efforts. In addition, their ability to help in developing public and institutional understanding of and support for the programs -- and the positive effects those programs can have on the community is very important. All board members serve on a voluntary basis.

### CANDIDATES FOR COMMUNITY SECTOR COMMISSIONERS

Community Sector Commissioners are representatives of business, industry, labor, religious, law enforcement, youth, education, social services, and/or multicultural organizations that can contribute or mobilize economic and human resources, ethnic and racial diversity and balance to the Commission as a whole, and is supportive of the mission and objectives of the Agency.

To qualify, the candidate must be 18 years or older, a resident of the target area, and neither an employee of Fresno EOC nor a member of the immediate family of an employee of Fresno EOC. Nominees must be individuals that are responsible, professional and capable; of good character and reputation; and have the understanding of and ability to perform board governance consistent with the agency's Articles of Incorporation and By-laws.

### NOMINATION PROCESS

Interested nominees must complete and submit the electronic [Community Sector Nomination Form](#). The form must be accompanied by a proof of age and a board-adopted resolution from the organization, agency, or group that is authorizing the nomination of the candidate. The resolution must be dated within 60 days of the due date and signed by an officer of the board other than nominee. If the organization is a public entity, a letter from an authorized official is required. The form, documentation and resolution/letter must be submitted/postmarked by **FRIDAY, OCTOBER 7, 2022**, by mail to "Fresno EOC Community Sector Representative Nominations", Post Office Box 992, Fresno, CA 93714, via email by 11:59 pm to [elections@fresnoeoc.org](mailto:elections@fresnoeoc.org) or in person by 4:00 pm at 1920 Mariposa Street, Ste. 300 Fresno, CA 93721.

### SELECTION

The Community Sector Screening Committee of the Fresno EOC Board of Commissioners shall review and screen all eligible nominations and forward the most qualified candidates to the Board to be ratified. The selected Business/Community Representatives will be seated at the January 2022 Board Meeting.

For further information, contact Karina Perez at (559) 263-1012 or e-mail at [elections@fresnoeoc.org](mailto:elections@fresnoeoc.org)

Fresno Economic Opportunities Commission, 1920 Mariposa Street, Suite 300, Fresno, CA 93721



# Fresno Economic Opportunities Commission

## COMMUNITY SECTOR REPRESENTATIVE NOMINATION FORM

This signed form and documentation must be submitted/postmarked by **OCTOBER 7, 2022** along with a resolution of support for this 2-year term from the agency, organization or group you are representing signed within 60 days of the due date. If the organization is a public entity, submit a letter from an authorized official.

### Applicant Information

Full Name: \_\_\_\_\_  
*Last First M.I.*

Home Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*

\_\_\_\_\_  
*City State Postal Code*

Primary Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

### Organization Representing

Organization Name \_\_\_\_\_ # Years as a Fresno  
County Resident \_\_\_\_\_

Organization Address: \_\_\_\_\_  
*Street Address City State Postal Code*

### This signed nomination form may be submitted in the following ways:

<b>By Mail:</b> Postmarked by due date	<b>By E-Mail:</b> By 11:59 PM on the due date	<b>Hand Delivered:</b> By 5:00 PM on the due date
Fresno EOC Elections Office Post Office Box 992 Fresno, CA 93714	Elections@Fresnoeoc.org	Fresno EOC 1920 Mariposa Street, Suite 300 Fresno, CA 93721

### Employment

Employer: \_\_\_\_\_ Job Title \_\_\_\_\_

Address: \_\_\_\_\_  
*Street Address City State Postal Code*

*\*Please attach resume to this application\**

### Qualifications

Briefly explain why are you interested in serving on the EOC Board of Commissioners?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List your current and past membership in organizations / community groups / affiliations.

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How will the organization and you be an asset to Fresno EOC?

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List the reasons your organization is interested in Fresno EOC Board of Commissioners:

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**References**

Reference 1:

Name: \_\_\_\_\_ Position: \_\_\_\_\_  
Organization: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Reference 2:

Name: \_\_\_\_\_ Position: \_\_\_\_\_  
Organization: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Disclaimer and Signature**

*I certify under penalty of perjury that the above is true and that:*

- *I am or will be 18 years of age or older by the date of my appointment;*
- *I am not an employee of Fresno EOC nor a member of the immediate family of an employee of Fresno EOC;*
- *I have read and understand the Fresno EOC Commissioner Job Description and have the capacity to serve;*
- *I understand that there is a mandatory training for new commissioners in January and a board retreat in March;*
- *I am not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal department or agency;*
- *I have not been convicted of or had a civil judgment rendered against me for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, for violation of federal and state antitrust statutes or for commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;*
- *I have not been indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses above; and*
- *I have not had any public transactions (federal, state or local) terminated for cause or default during the three years prior to the application.*

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

**MUST ATTACH A RESOLUTION OF SUPPORT FROM THE AGENCY/ORGANIZATION/GROUP PROPOSE TO REPRESENT.**



## TARGET AREA REPRESENTATIVES PUBLIC NOTICE

Fresno Economic Opportunities Commission (Fresno EOC) is holding elections for Board Commissioner Representatives of low-income Target Areas [B](#), [C](#), [E](#), & [H](#), to serve for a two-year term commencing January 2023.

Fresno EOC is governed by a twenty-four-member Board of Commissioners. One-third of the board consists of public officials or their representatives, and one-third are members of business and community groups. The remainder must be democratically elected to represent low-income residents and groups. Representatives are a fundamental source of information on conditions and problems of poverty. Their participation and involvement on the Board, on its committees and at neighborhood levels are critical to Fresno EOC's efforts. Also important is their ability to help develop public and institutional understanding of, and support for, the programs -- and the positive effects those programs can have on the community. All board members serve on a voluntary basis.

### CANDIDATES FOR TARGET AREA COMMISSIONERS

To qualify, candidates must be 18 years or older, a resident of the target area, and neither an employee of Fresno EOC nor a member of the immediate family of an employee of Fresno EOC. Qualified candidates must be individuals that are responsible, professional and capable; of good character and reputation; sympathetic to the mission and objectives of Fresno EOC; will act as a representative of the poor; and can govern the affairs of the Agency consistent with its Articles of Incorporation and Bylaws.

### NOMINATION PROCESS

Interested candidates must complete and submit an electronic [Representative Nomination Form](#) along with documentation of your age and residency. The form and documentations must be submitted/postmarked by **FRIDAY, OCTOBER 7, 2022**, by mail to "Fresno EOC Target Area Nominations", Post Office Box 992, Fresno, CA 93714, via email by 11:59 pm to [elections@fresnoeoc.org](mailto:elections@fresnoeoc.org) or in person by 5:00 pm at 1920 Mariposa Street, Ste. 300 Fresno, CA 93721.

### ELECTIONS

Elections will be by mail-in or in-person ballot only. Ballots will be mailed out starting in October as [registration forms](#) are received and validated. Completed ballots must be postmarked by **Thursday, December 1, 2022** or submitted in person by 5:00pm to the Fresno EOC Internal Audit office at 1920 Mariposa Street, Suite 300, Fresno, CA 93721. Emails and faxes will not be accepted. Results of the election will be posted after December 14, 2022. The newly elected Commissioners will be seated at the January 2023 Board Meeting.

### REGISTRATION TO VOTE

To qualify to vote in the Fresno EOC Target Area Representative Elections, you must be 18 years or older and a resident of the target area in which you wish to vote. To register the electronic [Voter Registration Form](#) must be submitted by **WEDNESDAY, NOVEMBER 9, 2022**, or postmarked and mail to "Voter Registration", Post Office Box 992, Fresno, CA 93714, via email by 11:59 pm to [elections@fresnoeoc.org](mailto:elections@fresnoeoc.org) or in person by 5:00 pm at 1920 Mariposa Street, Ste. 300 Fresno, CA 93721.

For further information, contact Karina Perez at (559) 263-1012 or e-mail at [elections@fresnoeoc.org](mailto:elections@fresnoeoc.org)

Fresno EOC, 1920 Mariposa Street, Suite 300, Fresno, CA 93721



# Fresno Economic Opportunities Commission

## TARGET AREA REPRESENTATIVE NOMINATION FORM

This signed form and documentation must be submitted/postmarked by **OCTOBER 7, 2022** along with documentation of your age and residency.

### Applicant Information

Full Name: \_\_\_\_\_  
*Last First M.I.*

Home Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*

\_\_\_\_\_  
*City State Postal Code*

Primary Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Target Area:  A  B  C  D  E  F  G  H

*See [Target Area Map](#), if you aren't certain which Target Area you live in.*

### This signed nomination form may be submitted in the following ways:

<b>By Mail:</b> Postmarked by due date	<b>By E-Mail:</b> By 11:59 PM on the due date	<b>Hand Delivered:</b> By 5:00 PM on the due date
Fresno EOC Elections Office Post Office Box 992 Fresno, CA 93714	Elections@Fresnoeoc.org	Fresno EOC 1920 Mariposa Street, Suite 300 Fresno, CA 93721

### Employment

Employer: \_\_\_\_\_ Job Title \_\_\_\_\_

Address: \_\_\_\_\_  
*Street Address City State Postal Code*

*\*Please attach resume to this application\**

### Qualifications

Briefly explain why are you interested in serving on the EOC Board of Commissioners?

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List your current and past membership in organizations / community groups / affiliations.

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Please give a statement of qualifications/how you can contribute to Fresno EOC (This will be included on the ballot. You may use a separate sheet if necessary.)

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If you wish to translate your statement to Spanish and/or Hmong, please provide it here (otherwise staff will translate your statement.)

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**References**

Reference 1:

Name: \_\_\_\_\_ Position: \_\_\_\_\_  
Organization: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Reference 2:

Name: \_\_\_\_\_ Position: \_\_\_\_\_  
Organization: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Disclaimer and Signature**

*I certify under penalty of perjury that the above is true and hereby declare my candidacy for a seat as a commissioner on the board of the Fresno Economic Opportunities Commission representing target area \_\_\_\_ (fill in target area letter) and that:*

- *I am or will be 18 years of age or older by the date of the election;*
- *I reside in the Target Area for which I am running;*
- *I am not an employee of Fresno EOC nor a member of the immediate family of an employee of Fresno EOC;*
- *I have read and understand the Fresno EOC Commissioner Job Description and the Target Area Public Notice and have the capacity to serve;*
- *I understand that there is a mandatory training for new commissioners in January and a board retreat in March;*
- *I am not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal department or agency;*
- *I have not been convicted of or had a civil judgment rendered against me for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, for violation of federal and state antitrust statutes or for commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;*
- *I have not been indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses above; and*
- *I have not had any public transactions (federal, state or local) terminated for cause or default during the three years prior to the application.*

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

**MUST ATTACH DOCUMENTATION OF AGE AND RESIDENCY.** (i.e. copy of driver's license. No P.O. Box allowed)



# Fresno Economic Opportunities Commission

## TARGET AREA VOTER REGISTRATION FORM

In order to vote in the Fresno EOC Target Area election, you must register, be 18 years or older and be a resident of the designated Target Area. Voters may register to vote at any time during the year. If registering to vote in this year's election your paperwork must be in by **NOVEMBER 9, 2022**.

### Voter Information

Full Name: \_\_\_\_\_  
Last First M.I.

Home Address: \_\_\_\_\_  
Street Address Apartment/Unit #  
\_\_\_\_\_  
City State Postal Code

Primary Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Target Area:  A  B  C  D  E  F  G  H  
See [Target Area Map](#), if you aren't certain which Target Area you live in.

### This signed nomination form may be submitted in the following ways:

<b>By Mail:</b> Postmarked by due date	<b>By E-Mail:</b> By 11:59 PM on the due date	<b>Hand Delivered:</b> By 5:00 PM on the due date
Fresno EOC Elections Office Post Office Box 992 Fresno, CA 93714	Elections@Fresnoeoc.org	Fresno EOC 1920 Mariposa Street, Suite 300 Fresno, CA 93721

This election will be by mail-in or in-person paper ballot only. Once the registration form is received and validated, eligible voters will be mailed ballots with a return envelope to their mailing address. The ballot must be returned sealed, in the self-addressed envelope no later than 5:00pm or postmarked by **DECEMBER 1, 2022**.

### Disclaimer and Signature

*I certify under penalty of perjury that the above is true. I hereby register to vote in the Fresno Economic Opportunities Commission Target Area Election and that:*

- I am or will be 18 years of age or older by the date of the election;
- I reside in the Target Area for which I am registering to vote.

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

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> N/A
<b>Agenda Item #:</b> 14F5	<b>Director:</b> N/A
<b>Subject:</b> Policies and Procedures Revisions	<b>Officer:</b> Emilia Reyes

### Recommended Action

The Bylaws Committee recommends review and approval for full Board consideration of the updated Board's Policies and Procedures.

### Background

The agency's Legal Counsel, Kenneth Price, has updated the following Policies and Procedures to align with our updated Bylaws and Brown Act requirements.

- ❖ Procedures for Election of Officers
- ❖ Procedures for Committee Appointments
- ❖ Policy and Procedure for Removal of a Commissioner

### Fiscal Impact

None.

### Conclusion

If approved by the full Board, the Policies and Procedures will be finalized and effective March 23, 2022.

## **FRESNO COUNTY ECONOMIC OPPORTUNITIES COMMISSION POLICIES AND PROCEDURES FOR ELECTION OF OFFICERS**

These Policies and Procedures for Election of Officers are intended as a guide to an orderly, fair, and open Board of Commissioner election of officer process for the Fresno Economic Opportunities Commission.

### **ELECTION DATE AND CANDIDATE NOTIFICATION**

Elections will be held at the annual meeting of the January meeting of the Board of Commissioners, which occurs in January unless postponed pursuant to the Article VIII, Section 1 of the Bylaws. Members of the Board who are interested in being considered as an officer should notify the Board Secretary of their interest at least 14 calendar days before the January meeting. Any Commissioner may nominate a candidate by notifying the Secretary. Nominees shall be contacted by the Secretary or his designee to confirm the nominee's acceptance of the nomination. This information will be distributed to Board members prior to the January meeting. If an officer position is vacant, that position may be filled at the next regular or special Board of Commissioners' meeting so long as such action does not violate the notice requirements in the Ralph M. Brown Act.

Nominations can be made from the floor at the time of the election. In such instances, nominees must confirm their willingness to let their name stand. In cases where the member is physically or electronically present, this can be the nominee's expression of willingness shall be done verbally. In instances where the member is not present, the nominator must provide a written statement from the nominee agreeing to their nomination.

**Commented [KJP1]:** Should the policy be changed to eliminate nominations from the floor? Otherwise, what is the point of the 14-day notice? If so, perhaps that 14-day notice requirement should be eliminated.

### **BALLOTS**

Only incumbents and confirmed nominees shall appear on the ballot. Space shall be provided on the ballot for write-in candidates as well as nominations made immediately prior to the vote. All votes shall occur via voice vote in a manner consistent with the Ralph M. Brown Act.

### **VOTING**

The Secretary shall preside over the voting portion of the election.

The Secretary will announce the names of those individuals who have already put their name forward.

The nominations shall be opened to the floor and any regular commissioner may nominate another regular commissioner as a candidate for office.

Nominations do not require a second, only the nominee's consent.

The Secretary will ask for additional nominations for all positions in the order of Chair, First Vice Chair, ~~Second Vice Chair~~ and Treasurer, before closing nominations for all elected offices and then proceed with the election

The Secretary states,

"\_\_\_\_\_ has been nominated for Chair, are there further nominations for Chair?" (Pause).  
"\_\_\_\_\_ has been nominated for First Vice Chair, are there further nominations for First Vice Chair?" (Pause) and so forth.

This procedure is used for each office.

The Secretary then says,  
"Are there further nominations for any of these offices?"(Pause) "Hearing none, I declare the nominations closed.

Candidates will be offered an opportunity to speak to the Board, but will not be required to do so. The Chair will ask, "Does any candidate wish to address the Board?"

### ONE NOMINEE FOR OFFICE

The Secretary will state, "Being that there is but one nominee for some offices, ~~the ballot vote for that office may be dispensed with and the election held by voice vote~~ the Board shall take action to elect \_\_\_\_\_ to the position of \_\_\_\_\_. Do I have a motion? Do I have a second? Any Board member comment? Any public comment? The vote occurs. ~~Is there any objection to this procedure?"~~ (Pause) "Hearing none, the following are presented for election \_\_\_\_\_ for Chair, \_\_\_\_\_ for First Vice Chair, etc." After all offices have been presented say the following: "All those in favor say aye, those opposed say no."

~~The Secretary states, "The ayes have it and you have elected the following officers." (The Secretary restates names and offices.)~~

Officers are elected by a majority vote of those present, providing the quorum as stated in the bylaws has been met.

~~If a member requests a vote by ballot for any office, the request must be recognized and voted upon without debate.~~

### TWO OR MORE NOMINEES FOR OFFICE

When there are two or more nominees for an office, the election shall be held by ~~ballot~~ voice vote, each member stating their preferred candidate. If no candidate obtains 50% + 1 of those Commissioners present, the two Commissioners receiving the highest number of votes for that office shall participate in a runoff. The Commissioner receiving the highest number of votes shall be elected for that office. ~~Even if only one name is presented for office, the secretary should have ballot slips available because there is the possibility that nominations will be presented from the floor.~~

### BALLOT VOTE

~~When there are two or more nominees for an office, the election is held by ballot.~~

~~A. The Secretary and a designee will distribute, collect, and count the ballots. Ballots may also be collected in a ballot box.~~

~~B. A count is taken of all present commissioners. This count will determine the number of ballots to be tallied.~~



~~C. The ballots will be counted in a matter which allows the entire board to observe.~~

~~D. Improper ballots are counted to determine the number of votes cast, but are not applied as a vote for or against any nominee. Ballots are considered improper if:~~

- ~~1. They are blank;~~
- ~~2. They are unintelligible;~~
- ~~3. They contain the name of a nominee who is not a member; or~~
- ~~4. Two or more filled out ballots are folded together. These are recorded as one improper vote.~~

~~E. In the event a tie vote occurs, this will be announced and there will be one more vote. If the vote is still tied, the tie will be broken by a random "coin toss". ~~Tie votes cannot be broken by the vote of the Chair. If another vote is necessary, the voting members must be recounted to establish the number of ballots to be tallied. If a member eligible to vote was not present when the original ballot was cast but arrives in time for another vote, the member is entitled to vote.~~~~

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~~F. The results of the voting are reported by the Secretary, as follows:~~

~~Number of members eligible to vote \_\_\_\_\_~~  
~~Number of votes cast \_\_\_\_\_~~  
~~Number needed to elect \_\_\_\_\_~~  
~~(Nominee) \_\_\_\_\_ Received \_\_\_\_\_~~  
~~(Nominee) \_\_\_\_\_ Received \_\_\_\_\_~~

~~A. This procedure is repeated for each contested office. The Secretary announces who has been elected to office. Unless requested, the Secretary does not have to announce the number of votes cast for each nominee, but the complete Tellers Report must be recorded in the minutes. Following the announcement of the vote, the Secretary shall destroy the ballots.~~

~~G.~~

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~~H. It is permissible to use these two procedures in one election by using voice vote for uncontested offices and a ballot for those that have two or more nominees.~~

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**PROXY/ABSENTEE BALLOTS**

Commissioners not attending the meeting in person, but joining in by phone or other electronic means at the time of the election, may cast their vote by voice during the voice vote process or by sending a text message to the Secretary.

Commissioners unable to attend in person or by phone may request an absentee ballot. The request must be made in writing, by hand or email, to the Secretary no later than 5 days before the election. The written request must document the reason for their absence and inability to participate in the meeting via phone. Commissioners that choose to exercise this option may not nominate or vote for a commissioner nominated for an office from the floor and are limited to selecting between the commissioners who have expressed their desire to serve previously.



Once a request is received and approved, an absentee ballot for each of the offices will be issued to the commissioner along with an envelope. They will place their marked ballots inside the envelope, seal and sign it. The commissioner must pick up and deliver their ballot in person in the Internal Auditor's office at least one day prior to the election. The Secretary will then open the envelope in front of the board at the meeting and count the ballots with the rest of the ballots to ensure confidentiality.

Should a Commissioner submit an absentee ballot and subsequently attend the meeting, the Commissioner may choose to have their absentee ballot discarded and vote in the regular manner.

Proxy ballots are not allowed.

## **POLICIES AND PROCEDURES FOR COMMITTEE APPOINTMENTS**

These Policies and Procedures for Committee Appointments are intended ~~as a guide to~~ provide for an orderly, fair, and open Board of Commissioner’s Committee Appointment process.

### **STANDING COMMITTEES**

The following standing committees are established by the Fresno EOC by-laws, which specify each committee’s composition:

Audit, Bylaws, Executive, Finance, Human Resources, ~~Pension~~, and Program Planning and Evaluation.

### **AD-HOC COMMITTEES AND ADVISORY BOARDS**

The following additional committees and advisory boards have also been established that have the designated number of representatives from the board:

- Facilities/Infrastructure – 5 board members
- Community Action Fund – 7 board members
- EPlus – 5 board members
- Community Development Financial Institution (CDFI) – ~~4-1~~ board members, ~~-2 elected each year by the EOC board~~
- Foster Grandparents Community Advisory Group – 3 board members
- Head Start Policy Council – 3 board members
- LCC Advisory Committee – 3 board members
- Sanctuary Advisory Committee – 3 board members
- SOUL Governing Council – 3 board members

The board may, at its leisure, form and disband ad-hoc committees and advisory boards.

### **APPOINTMENT**

In January, the Board Chair through the CEO shall send a request to all commissioners for his/her/~~their~~ committee preferences. Commissioners are ~~expected strongly encouraged to participate by being to be~~ on at least two committees or advisory boards. The standing committees shall have a representative from each of the three sectors.

The Board Chair will make the appointments to the committees as well as designate the Committee Chairs.

The committee assignments will be approved by the full board during a board meeting in ~~either February~~ or March.

### **TERM**

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

**Commented [KJP1]:** yes.

**Commented [KP2]:** Does it have to be approved?

**Commented [KJP3]:** With this new meeting schedule, we may not be having February Board meetings.



## **POLICY AND PROCEDURE FOR REMOVAL OF A COMMISSIONER FOR INCAPACITY, CAUSE OR NEGLIGENCE OF DUTIES**

### **PURPOSE**

The purpose of this ~~Policy and Procedure for Removal of a Commissioner~~ is to define the process for removal of Commissioners for reasons stated in Article VII Section 4 of the bylaws, ~~other than Excessive Absences~~. Commissioners are expected to attend and participate in all Board meetings and their designated committee meetings, ~~either in person or via conference call/electronic meeting technology~~. ~~Commissioners are expected to follow conflict of interest and confidentiality policies.~~

### **POLICY**

Any Commissioner ~~can bring forth to the Bylaws Committee~~ shall have standing to a petition the Board of Commissioners for removal of a Commissioner based upon a violation of Article VII Section 4 of the bylaws, ~~to be heard by the Committee~~. In the case of excessive absences, Public Sector members or their representatives shall not be removed by the Board of Commissioners. The Chair, by and through the CEO, shall communicate any cause for removal to the designating official or board, who shall have sole authority to remove such Public Sector Commissioner. This exception to removal due to excessive absences shall not apply to Target Area and Community Sector Commissioners.

### **PROCEDURE**

The Commissioner proposed to be removed shall be given an opportunity to be heard, either orally or in writing, at a hearing to be held by the Bylaws Committee.

Following the hearing, the Bylaws Committee shall decide whether or not the petition for removal shall proceed to the Board of Commissioners based on the grounds for removal set forth in the bylaws. The recommendation of the Bylaws Committee shall be referred to the Board, at the next regular meeting, for final decision. The Board of Commissioners may remove a Commissioner upon a majority vote of a quorum ~~is required to remove a Commissioner~~. The decision by the Board of Commissioners shall be final.

### **NOTIFICATION PROCEDURE**

Any notice under this Policy and Procedure shall be sent by First Class Mail, return receipt requested, to the most recent address of the Commissioner as shown on the corporation's records, setting forth the reasons of the removal. The notice to the Commissioner of his or her proposed removal shall state the date, time and place of the hearing before the Bylaws Committee. Such notice shall be sent at least 15 days before the proposed hearing date ~~of the Bylaws Committee~~.

The Secretary of the Board will utilize the Commissioner's email address to notify the member via email after the notification letter has been mailed. The notification letter will be attached.

### **APPEAL/DEFENSE PROCESS**

~~The Commissioner will have the opportunity to defend his/her position by appeal, or can agree to termination via resignation of the position in writing.~~



~~The Commissioner will be granted 10 days to respond in writing to the termination action by the Board. If the Commissioner chooses to appeal the termination action, the appeal must be made in writing within the 10 day time limit. The Commissioner may also request a face-to-face meeting with the Executive Committee to defend his/her position.~~

~~The Executive Committee will consider the merits of the appeal and vote whether to reverse the decision and reinstate the member prior to the next regular scheduled Board meeting.~~

**HUMAN RESOURCES COMMITTEE MEETING**  
**November 15, 2021**  
**5:00 PM**

**MINUTES**

1. **CALL TO ORDER**

Committee Chair, Barigye McCoy, called the meeting to order at 5:03 PM.

2. **ROLL CALL**

Roll was called and a quorum was established.

**Commissioners Present:** Barigye McCoy, Jimi Rodgers, Linda Hayes

**Commissioners Absent:** Joel Lee, Daniel Martinez

**Staff Present:** Heather Brown, Mike Garcia, Melissa Soto, Pa Vang

3. **APPROVAL OF PREVIOUS MINUTES**

August 16, 2021 Meeting Minutes

Public Comment: None heard

**Motion by:** Rodgers **Second by:** Hayes to approve the August 16, 2021 meeting minutes with the correction to remove Maiyer Vang. All in favor.

4. **HR METRICS**

A. 2021 Third Quarter Scorecard

Reviewing scoreboard, Commissioner Rodgers asked what was the reasoning for the 37 staffs terminated within first year. Michael commented reasoning of resignation was not specified at the time, majority were finding other employment. Rodgers notice the 9 % turnover rate as of March 2021 following the previous year. Rodgers asked do we think its COVID related. Michael commented it may be COVID related and the availability of jobs in the market with the rise of wages. As it's easier for others to seek employment. Rodgers asked how does it affect the agency, and are we able to find qualified individuals to apply? Looking on the number of average days to fill and hire, what is the result and the new trend that has appeared? Michael commented it's difficult as others are moving on but there have been internal promotions and for last month numbers of days to fill a position has gone down. Rodgers asked is there any areas that the board may be concerned about on positions aren't being filled. Michael commented the only concern is in Head Start, as more resignation has come from that area. The number went down, as programs are responding and moving the recruitment quicker. Hayes questions the negative 25 staff and the relations to the terminated

37 staffs. Michael commented everything on the scorecard is for the third quarter as a (90-day period). No further questions.

**5. WORKER COMPENSATION**

**A. 2022 Worker Compensation Renewal**

Worker compensation renewal for 2022 updated every single year which was provided to Heffernan with estimated wages by job code. They are marketing our policy to carriers that specialize in non-profits, which should be available by the December board meeting to vote on.

**6. UNION NEGOTIATIONS**

Garcia introduced the negotiations with both unions representing Transit employees: Stationary Local 39 and the Amalgamated Transit Union (ATU). Both negotiations have concluded and copies of the contracts will be available at the next board meeting.

McCoy asked if interviews were being conducted for the Department Head of Transportation. Soto commented we are still in the process of accepting applications. Hayes questioned that there used to be an HR report on staffing, has it been eliminated? Brown commented that the scorecard was used in the HR report for the last year and we will add the director level positions and above to the scorecard.

**7. LEGAL SUMMARY**

**Legal Summary 2021**

Garcia introduced two cases of employees versus Workers' Compensation. The first open case is with Transit and a settlement offer had been made. For the second case, a settlement was proposed, but the timeline for response has passed and we have not received a response. There is also an EEOC claim from Energy Services for wrongful termination. Necessary documentation has been provided to the attorney and the attorney is asking for dismissal.

Another case was closed due to inactivity and no response. There are currently 21 cases in workers compensation of which two are closed. This has been our smallest number of cases with attorney representation. Breakdown of cases are as follows: (1) Early Head Start, (2) Training and Employment, (12) Head Start, (1) VAC Program, and (8) Transit.

Garcia provided a summary of the 21 cases. Some were multiple claims and closed cases. Hayes asked if there is any concern. Garcia commented the only concern is of a former employee who hired an attorney to request employee file and payroll data. No lawsuit or EEOC claims have been filed. We are waiting to see what will happen. This looks like an open and shut case.

**8. PUBLIC COMMENTS**

None heard.

**9. ADJOURNMENT**

The meeting was adjourned at 5:21 PM.

Respectfully submitted,

Barigye McCoy  
Chair

PENSION COMMITTEE MEETING  
Thursday, November 18, 2021  
5:00 p.m.

MINUTES

1. CALL TO ORDER  
Lisa Nichols, Chair, called the meeting to order at 5:08PM.
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	✓	Steve Warnes	
Jim Rodriguez		Mike Garcia	
<b>Employee Representatives:</b>		Lucy Yang	
Baldev Birk	✓	Elionora Vivanco	
		Karina Perez	
		Michelle Tutunijan	

3. APPROVAL OF MINUTES  
A. September 2, 2021 Pension Committee Minutes

Public comment: None heard.

*Motion/Second: Candler/King to approve the September 2, 2021 meeting minutes.*

*Ayes: Nichols, Candler, Birk, King, Reyes*

*Abstain: None.*

*Nays: None heard*

4. PLAN FINANCIALS AND INVESTMENT REPORTS

A. Plan Financials and Investment Report

Steve Warnes present the 3<sup>rd</sup> quarter of the year from July-September. The retirement plan employer report, as of July 1, 2021 is \$51,007,472 with a remaining of \$48,828,779. There was a withdrawal taken by employees of 2,437,933 following by the layoff taken place in June were from this withdrawal. The change in value show a decrease of \$265,127 which is flat. Distributions within quarter for 401(a) is 92 and 403(b) is 69. Steve Warnes also show Annual activity plan. He stated that the 401(a) plans have increased by 11%, 403(b) increased by 34% and 457(b) plans decrease by 2%. With all the plans there is an increase of \$5.7 million. He shows a chart of funds that is available for employees to choose to invest. Steve stated there is not changes at this time. The target date funds for 401(a) plans is 91% on the target date, 403(b) is 68% asset on the target date funds and 457(b) plan is 61% on the target date fund.

Public comment: None heard.

B. *Motion/Second: Leroy/King to accept the Plan Financials and Investment Report*

*Ayes: Nichols, Candler, Birk, King, Reyes*

*Nays: None heard*

5. RETIREMNET PLAN DEMOGRAPHICS

A. Retirement Plan Demographics

Steve Warnes present the participant information as of September 30, 2021. 401(a) plans have 1,015 participants, 403(b) with 389 and 475(b) have 6. This is for both non-terminated participant and terminated participants. The numbers have decrease due to the layoff in June. There are 6 active loans at of right now. Participants by age, seem to be higher for 41-55. 403(b) plan saving rates went from 5.9% to 6% and then 6.3% and currently at 6.5% which is a good number so far. There is a total of 70% of participation by Deferral rate for at 5% is 22% and over 5%.is 48%.

Public comment: None heard

No action required.

6. INVESTMENT PERFORMANCE SUMMARY

A. Investment performance Summary

Fed Hamsayeh presented the 401(a)-plan summary. He stated that was a name change in from Pension to the Retirement plan. He mentions about the investment such as large value, large blend, large growth, and mid-cap value are part of the investment. The score of 10 and 11 is what matter. There is mid-cap and small value, which they are smaller companies and there are some good scores number on there. The target date is 90% for the 401(a) and 70% for 403(b). Fed said the 401(a) plans will enroll employees after a certain time and it is given them 5%. This is why the percentage is so high because they are default to be in it. From there, the retirement plan will put them in the target date that will match their retirement. The reason why investment doesn't score a 12 is because they do not have a 10-year tracker. Also, he said as long as the score is 7 or higher is it good. Target -date 2060 does not have a score because is new and no one will retire in 2060 as of right now. The target date retirement scores a 9, this is for employees who is currently still working at the age of 65.

Michelle, asked about the auto enroll for 401(a) plan 5%, if there is anything beyond the 5% into this fund. Fed answered that 403(b) can do that where you can choose how much you want to put down for your plan. Steve also mention that employees can but away money using 403(b) instead of waiting for their 2 year to start.

Public comment: None heard  
No action required.

7. Other Business

Next meeting will be at February 22 @ 5:00pm

8. Public Comments

Public comment: None heard  
No action required.

9. Adjournment

Meeting Adjourned at 5:31pm

Respectfully submitted,

Lisa Nichols, Chair



**BOARD OF COMMISSIONERS MEETING**

<b>Date:</b> March 23, 2022	<b>Program:</b> Human Resources
<b>Agenda Item #:</b> 14G3	<b>Assistant Director:</b> Melissa Soto
<b>Subject:</b> HR Metrics	<b>Officer:</b> N/A

**Background**

The following information is intended to provide the Committee a high-level snapshot of Human Resources annual 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 month.

Talent



230 Recruitment Hires  
76 Agency Promotions  
2 Vacant Director roles

Avg. Days to Fill <sup>1</sup>



Avg. Days to Hire <sup>2</sup>



351 Separations

- 109 Accept Another Job
- 15 At Will
- 1 Absenteeism
- 16 Attend School
- 6 Death
- 27 End Temp. Assignment
- 10 Health Reasons
- 6 Moved out of Town
- 18 No Notice or Reason
- 51 Personal Reasons
- 20 Retirement
- 71 Reduction in Force/Layoff
- Other Resignation

Net Gain/Loss: **-121 staff**



Systems & Data

Launched ADP Vaccine Tracker

Compensation & Benefits



**77%** of Benefit Eligible Staff are enrolled in **Medical** benefits



**81%** of Benefit Eligible Staff are enrolled in **Dental** benefits

National enrollment average of benefit eligible employees is **78%**

Employee Relations & Engagement



**96** staff terminated within first year of employment

Turnover Tracker	
Year	Fresno EOC
2020	16.33%
2021	32.5%

New Hire Survey Highlights

**51** Respondents

Did New Hire Orientation meet your expectations?  
**Yes—96.1%**

Is your supervisor available to answer your questions in a timely manner? **Yes—100%**

Do you feel you were provided sufficient training to successfully perform your job duties and responsibilities? **Yes—94.1%**

Safety & Worker's Compensation

Injuries requiring Medical Treatment: **15**

Preventable Injuries: **14**



- 6 Slip/Trip/Fall
- 5 Improper Lifting Technique
- 1 Improper Use of Equipment
- 1 Lack of Situational Awareness
- 1 Repetitive Motion
- 1 Other (Falling Tree Branch)

Injury Types:

- 9 Sprain/Strain
- 1 Concussion
- 2 Fracture/Break
- 2 Contusion
- 1 Pain/Soreness



**85%** Fully Vaccinated Workforce

Training & Development



- 59 Trainings conducted
- 866 Total participants
- 2,197 Training hours earned



**Most Popular:**  
Professional Boundaries

Average Training Rating: **4.3/5.0**

<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> March 23, 2022	<b>Program:</b> Human Resources
<b>Agenda Item #:</b> 14G4	<b>Assistant Director:</b> Melissa Soto
<b>Subject:</b> 2021 Legal Summary	<b>Officer:</b> N/A

### Background

The following information has been prepared for the Committee to provide an overview of litigated cases against the Agency for 2021.

The information is broken down into two categories:

- Open/pending cases - DFEH, EEOC Other
- Workers Compensation cases



**BOARD OF COMMISSIONERS MEETING**

<b>Date:</b> March 23, 2022	<b>Program:</b> Retirement Benefits
<b>Agenda Item #:</b> 14G5	<b>Trustee/ Officer:</b> Jim Rodriguez
<b>Subject:</b> Plan Financials and Investment Report	<b>Trustee/ Officer:</b> Emilia Reyes

**Recommended Action**

The Human Resources Committee recommend acceptance for full Board consideration of the retirement plan financial and investment reports for the period ending December 31, 2021.

**Background**

In accordance with the Agency’s bylaws, the 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 acceptance.

**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 10/01/2021 and 12/31/2021 is 2.20% on an annualized basis for Standard Stable Asset Fund II, which is unchanged from the prior quarter.

**Conclusion**

The Committee’s review of the financial reports and Investment summary is part of the Committee’s duties and with acceptance by the Committee, this item is ready for full Board consideration.

**Fresno EOC**  
**Retirement Plan Employer Report -- Quarterly Activity Reconciliation**  
**as of December 31, 2021**

Category	401(a)	403(b)	457(b)	All Plans
<b>BEGINNING BALANCE October 1, 2021</b>	\$40,858,725	\$7,096,592	\$873,462	\$48,828,779
CONTRIBUTION	527,854	314,049	5,871	\$847,774
CHANGE IN VALUE	1,946,303	356,272	24,106	\$2,326,681
WITHDRAWAL	(1,339,187)	(240,886)	(13,816)	(\$1,593,889)
DISTRIBUTION FEES	(619)	(380)		(\$999)
HARDSHIP WITHDRAWAL FEE				\$0
LOAN SETUP & MAINTENANCE FEE		(106)		(\$106)
LOAN PRINCIPAL		1,360		\$1,360
LOAN INTEREST PAID		105		\$105
LOAN ISSUED		(2,000)		(\$2,000)
ADMINISTRATIVE FEES	(50,132)	(8,695)	(461)	(\$59,288)
CONVERSION ASSETS				\$0
MANAGED ADVICE FEE	(1,849)	(670)		(\$2,519)
EMPLOYER ADVANCED				\$0
<b>ENDING BALANCE December 31, 2021</b>	<b>\$41,941,095</b>	<b>\$7,515,640</b>	<b>\$889,163</b>	<b>\$50,345,898</b>
<b># Distributions within Quarter</b>	<b>75</b>	<b>15</b>	<b>8</b>	<b>98</b>
<b>Plan Balance by Source:</b>				
Employee After-Tax/Roth Contribution	\$2,053,414	\$926,720	\$0	\$2,980,134
Employee Pre-Tax Contribution / Deferred	-	6,046,442	702,405	6,748,847
Employer Contributions	39,887,681	-	186,758	40,074,439
Rollover	-	542,478	-	542,478
<b>Total</b>	<b>\$41,941,095</b>	<b>\$7,515,640</b>	<b>\$889,163</b>	<b>\$50,345,898</b>

**Fresno EOC**  
**Retirement Plan Employer Report – Annual Activity Reconciliation**  
**as of December 31, 2021**

<b>Category</b>	<b>401(a)</b>		<b>403(b)</b>		<b>457(b)</b>		<b>All Plans</b>	
<b>BEGINNING BALANCE January 1, 2021</b>	\$	40,048,739	\$	6,125,640	\$	941,000	\$	47,115,380
CONTRIBUTION		1,732,045		1,359,854		19,756		3,111,655
CHANGE IN VALUE		4,959,738		888,350		59,888		5,907,976
WITHDRAWAL		(4,645,461)		(805,536)		(123,401)		(5,574,397)
DISTRIBUTION FEES		(3,254)		(1,504)		-		(4,758)
LOAN SETUP & MAINTENANCE FEE		-		(413)		-		(413)
LOAN PRINCIPAL		-		9,621		-		9,621
LOAN INTEREST PAID		-		573		-		573
LOAN ISSUED		-		(15,000)		-		(15,000)
ADMINISTRATIVE FEES		(163,691)		(43,469)		(8,080)		(215,240)
CONVERSION ASSETS		19,780		-		-		19,780
MANAGED ADVICE FEE		(6,802)		(2,477)		-		(9,279)
<b>ENDING BALANCE December 31, 2021</b>	\$	41,941,095	\$	7,515,640	\$	889,163	\$	50,345,898

**Fresno EOC**  
**Retirement Plan Summary Report**  
as of December 31, 2021

Fund Name	Ticker Symbol	401(a) Pension			403(b)			457(b)			Ranking (10 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	\$55.45	0.00%	0	\$4.59	0.00%	0	\$0.00	0.00%	0	
Standard Stable Asset Fund II		\$528,094.30	1.25%	66	\$606,079.04	8.06%	36	\$131,885.11	14.83%	1	
Fidelity Total Bond	FTBFX	\$399,035.36	0.95%	63	\$144,420.37	1.92%	64	\$0.00	0.00%	0	9
PIMCO Income Instl	PIMIX	\$102,968.07	0.24%	43	\$48,772.51	0.64%	34	\$92,525.09	10.40%	2	9
Eaton Vance High Income Opportunities I	EIHIX	\$3,808.00	0.00%	2	\$3,843.24	0.05%	9	\$0.00	0.00%	0	7
PIMCO International Bond (USD-Hedged) I	PFORX	\$20,318.10	0.04%	31	\$9,965.99	0.13%	23	\$0.00	0.00%	0	8
American Funds American Balanced R6	RLBGX	\$212,122.91	0.50%	40	\$62,697.89	0.83%	30	\$0.00	0.00%	0	9
Vanguard Equity-Income Adm	VEIRX	\$322,044.00	0.76%	57	\$139,397.85	1.85%	62	\$0.00	0.00%	0	10
Calvert US Large Cap Core Rspnb Idx I	CISIX	\$22,135.06	0.05%	3	\$38,478.61	0.51%	12	\$0.00	0.00%	0	9
Vanguard 500 Index Admiral	VFIAX	\$451,529.16	1.07%	64	\$316,696.43	4.21%	68	\$0.00	0.00%	0	10
Vanguard Growth Index Adm	VIGAX	\$122,376.52	0.29%	7	\$146,052.00	1.94%	17	\$0.00	0.00%	0	10
Vanguard Mid-Cap Value Index Admiral	VMVAX	\$254,740.80	0.60%	61	\$85,799.64	1.14%	63	\$0.00	0.00%	0	10
Vanguard Strategic Equity Inv	VSEQX	\$23,807.65	0.05%	33	\$12,733.97	0.16%	31	\$0.00	0.00%	0	2
JPMorgan Mid Cap Growth R6	JMGMX	\$177,752.47	0.42%	59	\$89,797.59	1.19%	65	\$102,852.61	11.56%	1	10
Vanguard Small Cap Value Index Admiral	VSIAX	\$101,273.31	0.24%	58	\$48,614.71	0.64%	63	\$0.00	0.00%	0	10
Calvert Small Cap I	CSVIX	\$356.01	0.00%	1	\$7,327.91	0.09%	10	\$0.00	0.00%	0	8
PIMCO StocksPLUS Small Institutional	PSCSX	\$98,836.60	0.23%	56	\$28,177.84	0.37%	58	\$0.00	0.00%	0	10
T. Rowe Price QM U.S. Smll-Cap Grth Eqty	PRDSX	\$115,796.29	0.27%	49	\$50,238.43	0.66%	56	\$0.00	0.00%	0	6
American Beacon Intl Equities Instl	AAIEX	\$147,446.72	0.35%	57	\$72,921.24	0.97%	62	\$0.00	0.00%	0	9
American Funds New Perspective R6	RNPGX	\$417,707.75	0.99%	61	\$174,594.02	2.32%	63	\$0.00	0.00%	0	10
Pax World Global Envrnmntl Markets Instl	PGINX	\$47,423.51	0.11%	49	\$34,667.82	0.46%	59	\$0.00	0.00%	0	9
Vanguard Total Intl Stock Index Admiral	VTIAX	\$423,733.65	1.01%	59	\$159,009.74	2.11%	62	\$0.00	0.00%	0	9
Goldman Sachs Intl Sm Cap Insights Instl	GICIX	\$582.71	0.00%	1	\$10,959.75	0.14%	8	\$0.00	0.00%	0	7
American Funds New World R6	RNWX	\$861.14	0.00%	1	\$13,218.18	0.17%	8	\$0.00	0.00%	0	9

Fund Name	Ticker Symbol	401(a) Pension			403(b)			457(b)			Ranking (10 point maximum)
		Fund Amount	Percentage	Participant Count	Fund Amount	Percentage	Participant Count	Fund Amount	Percentage	Participant Count	
PIMCO RealPath Blend 2025 Institutional	PPZRX	\$5,512,969.18	13.14%	103	\$588,955.19	7.83%	35	\$0.00	0.00%	0	9
PIMCO RealPath Blend 2030 Institutional	PBPNX	\$6,006,058.97	14.32%	118	\$861,770.89	11.46%	46	\$0.00	0.00%	0	9
PIMCO RealPath Blend 2035 Institutional	PDGZX	\$5,770,946.51	13.75%	134	\$851,335.86	11.32%	53	\$0.00	0.00%	0	9
PIMCO RealPath Blend 2040 Institutional	PVPNX	\$4,738,550.57	11.29%	128	\$893,435.12	11.88%	44	\$43,463.42	4.88%	1	9
PIMCO RealPath Blend 2045 Institutional	PVQNX	\$2,840,406.02	6.77%	120	\$425,534.96	5.66%	46	\$0.00	0.00%	0	9
PIMCO RealPath Blend 2050 Institutional	PPQZX	\$1,185,212.24	2.82%	98	\$313,715.13	4.17%	39	\$0.00	0.00%	0	9
PIMCO RealPath Blend 2055 Institutional	PRQZX	\$505,073.06	1.20%	81	\$156,619.39	2.08%	28	\$0.00	0.00%	0	9
PIMCO RealPath Blend 2060 Institutional	PRBMX	\$94,338.96	0.22%	34	\$0.00	0.00%	0	\$0.00	0.00%	0	9
PIMCO RealPath Blend Income Institutional	PBRNX	\$11,169,602.24	26.63%	122	\$1,085,690.84	14.44%	36	\$508,223.25	57.15%	3	9
T. Rowe Price Spectrum Mod Gr Alloc	TRSGX	\$286.58	0.00%	2	\$176.67	0.00%	2	\$0.00	0.00%	0	9
Vanguard LifeStrategy Cnsvr Gr Inv	VSCGX	\$122,900.35	0.29%	3	\$33,941.47	0.45%	3	\$10,213.65	1.14%	1	8
<b>Total</b>		<b>\$ 41,941,150.22</b>	<b>100%</b>		<b>\$ 7,515,644.88</b>	<b>100%</b>		<b>\$ 889,163.13</b>	<b>100%</b>		

% of Participants at least partially invested in Target Date Funds

87%

76%

67%

If an investment fails to meet the criteria standards, as determined by its score, it may be placed on a "watch list" (as defined in the attached Addendum). If the investment maintains a watch list score for four consecutive quarters, or five out of eight quarters, the investment may be considered for further action (see Part IX below) by the Committee. In the event an investment receives a score which is below that of "watch list" status, or experiences extraordinary circumstances which may render it imprudent to maintain, it may be considered for action (see Part IX below) by the Committee at the earliest administratively practicable date.

An investment may be removed when the Committee has lost confidence in the investment manager's ability to: 1) Achieve performance, style, allocation and/or risk objectives; 2) Maintain acceptable qualitative standards (e.g., stable organization, compliance guidelines). If the investment manager has failed to adhere to and/or remedy one or both above conditions, the investment may be considered for removal from the Plan. The Committee may also remove an investment option for any reason it deems necessary and prudent.



**BOARD OF COMMISSIONERS MEETING**

<b>Date:</b> March 23, 2022	<b>Program:</b> Retirement Benefits
<b>Agenda Item #:</b> 14G6	<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 Committee apprised on the demographics of the participants within the various retirement plans as of the quarter ending December 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

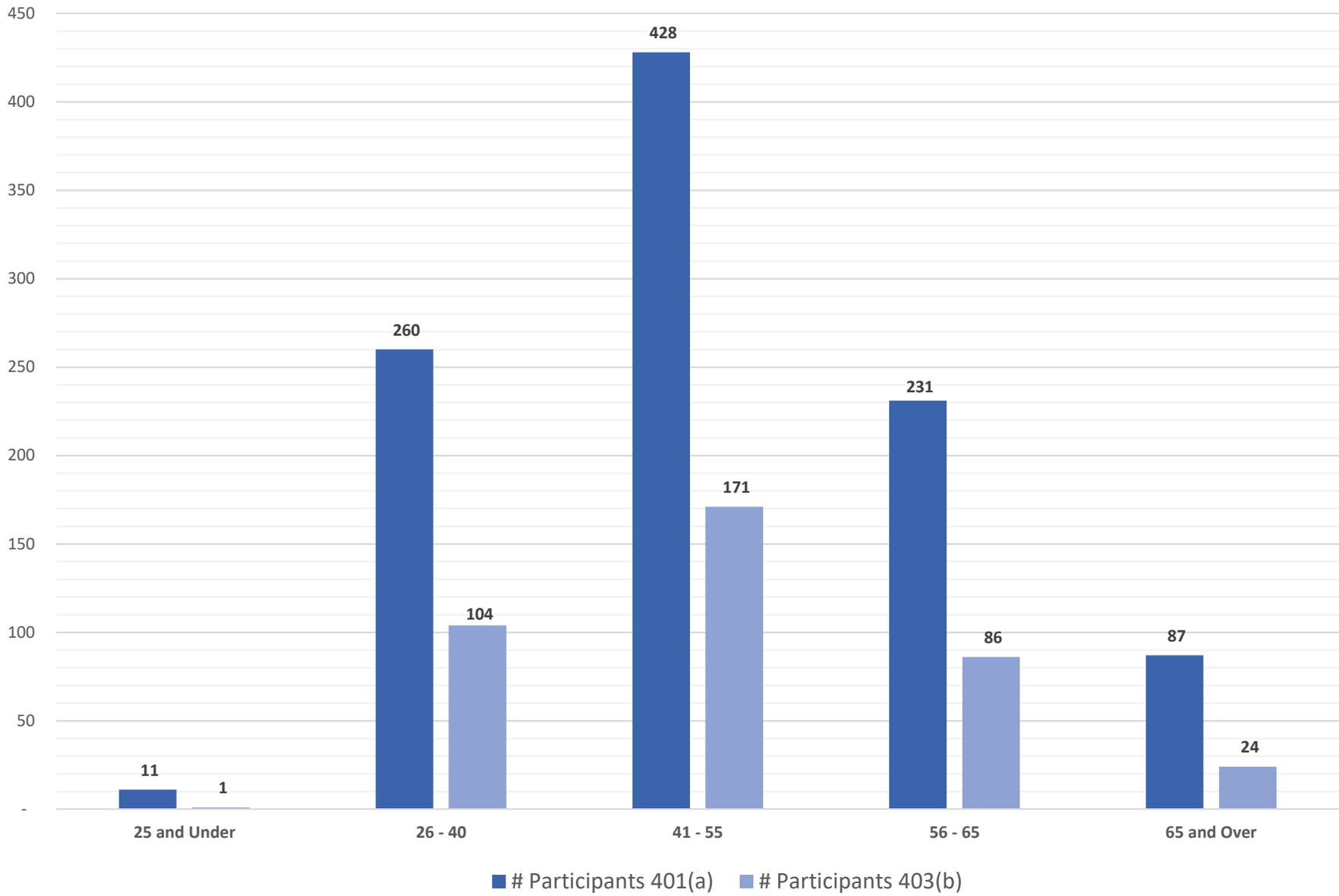
**Fresno EOC**  
**Retirement Plan Employer Report – Participant Information**  
**as of December 31, 2021**

Participant Count Report @ 12/31/2021	401(a) Pension	403(b)	457(b)
Participants With Balance	1,017	386	6
Non-Terminated Participants With Balance	749	321	1
Terminated Participants With Balance	268	65	5
Terminated Participants With Balance < \$5000	37	12	-
Auto Increase	n/a	44	-
# Employees with Active Loans	n/a	5	n/a
Managed Advice	54	51	-

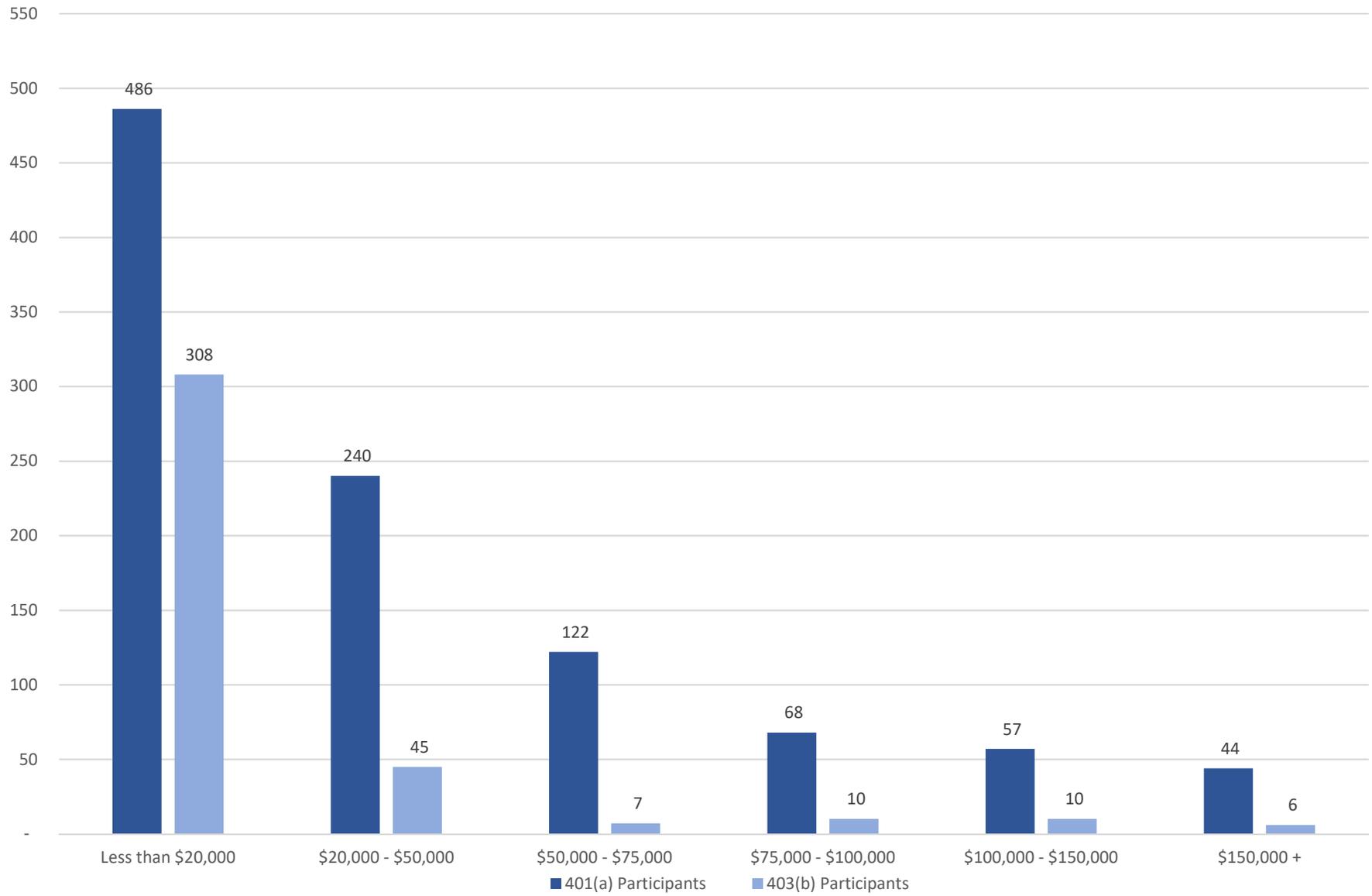
Participant Count Report @ 9/30/2021	401(a) Pension	403(b)	457(b)
Participants With Balance	1,015	389	6
Non-Terminated Participants With Balance	746	327	1
Terminated Participants With Balance	269	62	5
Terminated Participants With Balance < \$5000	46	12	-
Auto Increase	n/a	52	-
# Employees with Active Loans	n/a	6	n/a
Managed Advice	52	52	-

Change in Participant Count from Prior Quarter	401(a) Pension	403(b)	457(b)
Participants With Balance	2	(3)	-
Non-Terminated Participants With Balance	3	(6)	-
Terminated Participants With Balance	(1)	3	-
Terminated Participants With Balance < \$5000	(9)	-	-

### Fresno EOC Plan Participants by Age as of 12/31/21



Fresno EOC Plan Participants by Account Balance  
as of 12/31/21



**Fresno EOC  
403(b) Plan Saving Rates  
For the Quarter Ending December 31, 2021**

	2020 Q3	2020 Q4	2021 Q1	2021 Q2	2021 Q3	2021 Q4
Average Deferral	6.0%	5.9%	6.0%	6.3%	6.5%	6.9%
% of pay						
by amount	\$ 125	\$ 142	\$ 158	\$ 170	\$ 185	\$ 168

Participation by Deferral Rate						
Under 5%	33%	33%	34%	32%	30%	29%
At 5%	23%	23%	23%	21%	22%	23%
Over 5%	44%	44%	43%	47%	48%	48%



**BOARD OF COMMISSIONERS MEETING**

<b>Date:</b> March 23, 2022	<b>Program:</b> Retirement Benefits
<b>Agenda Item #:</b> 14G7	<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 Committee 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.

# Returns Analysis

Performance as of 12/31/2021

## Allocation (Series Funds)

Asset Allocation	Ticker/ I D	QTR	YTD	Annualized Returns				Since Incept.	Share Class Inception	Strategy Inception	Expense Ratio	
				1 Year	3 Year	5 Year	10 Year				Gross	Net
Vanguard LifeStrategy Cnsv Gr Inv	VSCGX	2.46	6.05	6.05	11.01	8.05	7.09	7.07	9/30/1994	9/30/1994	0.12	0.12
StyleBenchmark		2.72	6.51	6.51	11.57	8.35	7.16	-	-	-	-	-

## Allocation (Series Funds)

Asset Allocation	Ticker/ I D	QTR	YTD	Annualized Returns				Since Incept.	Share Class Inception	Strategy Inception	Expense Ratio	
				1 Year	3 Year	5 Year	10 Year				Gross	Net
T. Rowe Price Spectrum Mod Gr Allc	TRSGX	3.69	14.12	14.12	17.96	13.45	12.12	9.70	7/29/1994	7/29/1994	0.88	0.77
StyleBenchmark		5.28	14.88	14.88	18.16	12.92	11.18	-	-	-	-	-

## Allocation (Series Funds)

Asset Allocation	Ticker/ I D	QTR	YTD	Annualized Returns				Since Incept.	Share Class Inception	Strategy Inception	Expense Ratio	
				1 Year	3 Year	5 Year	10 Year				Gross	Net
PIMCO RealPath Blend Income Instl	PBRNX	3.46	8.99	8.99	13.10	9.35	-	7.48	12/31/2014	12/31/2014	0.39	0.38
StyleBenchmark		2.56	6.36	6.36	11.55	8.35	-	-	-	-	-	-
PIMCO RealPath Blend 2025 Institutional	PPZRZ	4.31	10.94	10.94	15.01	10.65	-	8.31	12/31/2014	12/31/2014	0.34	0.33
StyleBenchmark		3.19	8.38	8.38	13.18	9.49	-	-	-	-	-	-
PIMCO RealPath Blend 2030 Institutional	PBPNX	5.00	12.96	12.96	16.13	11.43	-	8.96	12/31/2014	12/31/2014	0.29	0.28
StyleBenchmark		3.82	10.37	10.37	14.74	10.58	-	-	-	-	-	-
PIMCO RealPath Blend 2035 Institutional	PDGZX	5.63	15.05	15.05	17.09	12.07	-	9.39	12/31/2014	12/31/2014	0.25	0.24
StyleBenchmark		4.38	12.16	12.16	16.13	11.53	-	-	-	-	-	-
PIMCO RealPath Blend 2040 Institutional	PVPNX	6.05	16.60	16.60	17.97	12.63	-	9.80	12/31/2014	12/31/2014	0.21	0.20
StyleBenchmark		4.83	13.56	13.56	17.18	12.25	-	-	-	-	-	-
PIMCO RealPath Blend 2045 Institutional	PVQNX	6.38	17.71	17.71	18.62	13.06	-	10.02	12/31/2014	12/31/2014	0.17	0.16
StyleBenchmark		5.12	14.52	14.52	17.90	12.75	-	-	-	-	-	-
PIMCO RealPath Blend 2050 Institutional	PPQZX	6.63	18.50	18.50	19.01	13.26	-	10.20	12/31/2014	12/31/2014	0.15	0.14
StyleBenchmark		5.31	15.15	15.15	18.37	13.07	-	-	-	-	-	-
PIMCO RealPath Blend 2055 Institutional	PRQZX	6.58	18.73	18.73	18.91	13.18	-	10.13	12/31/2014	12/31/2014	0.14	0.13
StyleBenchmark		5.32	15.19	15.19	18.40	13.09	-	-	-	-	-	-
PIMCO RealPath Blend 2060 Institutional	PRBMX	6.64	18.72	18.72	-	-	-	16.02	12/31/2019	12/31/2019	0.15	0.14
No Benchmark Data		-	-	-	-	-	-	-	-	-	-	-

## Core Lineup

Asset Allocation	Ticker/ I D	QTR	YTD	Annualized Returns				Since Incept.	Share Class Inception	Strategy Inception	Expense Ratio	
				1 Year	3 Year	5 Year	10 Year				Gross	Net
Asset Allocation												

# Returns Analysis

Performance as of 12/31/2021

## Core Lineup

Asset Allocation	Ticker/ I D	QTR	YTD	Annualized Returns				Since Incept.	Share Class Inception	Strategy Inception	Expense Ratio	
				1 Year	3 Year	5 Year	10 Year				Gross	Net
<b>Moderate</b>												
American Funds American Balanced R6	RLBGX	6.54	16.11	16.11	15.58	11.78	11.47	12.10	5/1/2009	7/25/1975	0.26	0.26
StyleBenchmark		4.66	12.40	12.40	15.18	10.89	9.52	-	-	-	-	-
<b>Fixed Income</b>												
<b>Multisector Bond</b>												
PIMCO Income Instl	PIMIX	0.17	2.61	2.61	5.46	5.08	6.97	7.68	3/30/2007	3/30/2007	0.62	0.62
StyleBenchmark		-0.19	0.59	0.59	4.50	3.53	3.63	-	-	-	-	-
Active	Ticker/ I D	QTR	YTD	Annualized Returns				Since Incept.	Share Class Inception	Strategy Inception	Expense Ratio	
				1 Year	3 Year	5 Year	10 Year				Gross	Net
<b>U.S. Equity</b>												
<b>Large Cap Value</b>												
Vanguard Equity-Income Adm	VEIRX	8.70	25.64	25.64	17.54	12.67	13.23	8.85	8/13/2001	3/21/1988	0.19	0.19
Russell 1000 Value Index		7.77	25.16	25.16	17.64	11.16	12.97	-	-	-	-	-
<b>Mid Cap Growth</b>												
JPMorgan Mid Cap Growth R6	JMG MX	3.66	10.99	10.99	32.13	23.25	18.41	18.04	11/1/2011	3/2/1989	0.74	0.70
Russell Mid-Cap Growth Index		2.85	12.73	12.73	27.46	19.83	16.63	-	-	-	-	-
<b>Small Cap Blend</b>												
PIMCO StocksPLUS Small Institutional	PSCSX	1.38	14.08	14.08	20.09	12.34	14.65	11.43	3/31/2006	3/31/2006	0.70	0.70
Calvert Small-Cap I	CSVIX	7.50	19.95	19.95	20.31	13.10	14.67	9.83	4/29/2005	10/1/2004	0.97	0.96
Russell 2000 Index		2.14	14.82	14.82	20.02	12.02	13.23	-	-	-	-	-
<b>Small Cap Growth</b>												
T. Rowe Price QM US Small-Cap Gr Eq	PRDSX	3.90	11.30	11.30	22.31	15.79	15.45	8.98	6/30/1997	6/30/1997	0.78	0.78
Russell 2000 Growth Index		0.01	2.83	2.83	21.17	14.53	14.14	-	-	-	-	-
<b>SMid Cap Blend</b>												
Vanguard Strategic Equity Inv	VSEQX	7.58	30.86	30.86	22.29	12.89	15.09	11.21	8/14/1995	8/14/1995	0.17	0.17
Russell 2500 Index		3.82	18.18	18.18	21.91	13.75	14.15	-	-	-	-	-
<b>International/Global Equity</b>												
<b>International Large Cap Value</b>												
American Beacon International Eq R5	AAIEX	1.30	9.63	9.63	9.79	6.68	6.71	6.90	8/7/1991	8/7/1991	0.72	0.72
MSCI EAFE Large Value ND USD		1.40	11.75	11.75	7.74	5.08	5.37	-	-	-	-	-
<b>International Small-Mid Cap Blend</b>												
Goldman Sachs Intl Sm Cp Insights Instl	GICIX	1.06	13.05	13.05	13.97	9.85	10.58	5.89	9/28/2007	9/28/2007	0.93	0.87
MSCI EAFE Smid Cap ND USD		0.57	8.76	8.76	14.63	10.34	9.90	-	-	-	-	-
<b>Emerging Market Equity</b>												
American Funds New World R6	RNWX	0.17	5.13	5.13	19.03	14.59	9.58	10.56	5/1/2009	6/17/1999	0.59	0.59

# Returns Analysis

Performance as of 12/31/2021

Active	Ticker/ I D	QTR	YTD	Annualized Returns				Since Incept.	Share Class Inception	Strategy Inception	Expense Ratio	
				1 Year	3 Year	5 Year	10 Year				Gross	Net
MSCI EM (Emerging Markets) ND USD		-1.31	-2.54	-2.54	10.94	9.87	5.49	-	-	-	-	-
Global Equity												
American Funds New Perspective R6	RNPGX	6.72	18.10	18.10	27.28	20.28	15.81	15.40	5/1/2009	3/13/1973	0.41	0.41
Pax Global Environmental Markets Instl	PGINX	8.64	22.23	22.23	25.44	16.52	13.75	8.86	3/27/2008	3/27/2008	0.95	0.95
MSCI ACWI NR		6.68	18.54	18.54	20.38	14.40	11.85	-	-	-	-	-
Fixed Income												
Core Fixed Income												
Fidelity Total Bond Fund	FTBFX	0.15	-0.09	-0.09	6.27	4.43	3.84	4.87	10/15/2002	10/15/2002	0.45	0.45
BB Aggregate Bond		0.01	-1.54	-1.54	4.79	3.57	2.90	-	-	-	-	-
High Yield												
Eaton Vance High Income Opportunities I	EIHIX	0.85	7.48	7.48	8.80	5.87	6.87	7.84	10/1/2009	6/8/1994	0.68	0.68
BofA ML US High Yield Master II Index		0.66	5.36	5.36	8.57	6.10	6.72	-	-	-	-	-
Global Fixed Income												
PIMCO International Bond (USD-Hdg) Instl	PFORX	-0.34	-1.67	-1.67	3.86	3.55	4.78	6.77	12/2/1992	12/2/1992	0.52	0.52
BofA ML Global Broad Market Index		-0.80	-5.24	-5.24	3.32	3.13	1.77	-	-	-	-	-
Cash Alternatives												
Stable Value												
The Standard Stable Asset Fund II	SSAFII.Stan	-	-	-	-	-	-	-	-	-	-	-
No Benchmark Data		-	-	-	-	-	-	-	-	-	-	-
Money Market												
State Street Instl US Govt MMkt Premier	GVMXX	0.01	0.03	0.03	0.85	1.01	0.53	0.61	10/25/2007	10/17/2007	0.12	0.12
No Benchmark Data		-	-	-	-	-	-	-	-	-	-	-
Passive	Ticker/ I D	QTR	YTD	Annualized Returns				Since Incept.	Share Class Inception	Strategy Inception	Expense Ratio	
				1 Year	3 Year	5 Year	10 Year				Gross	Net
U.S. Equity												
Large Cap Blend												
Vanguard 500 Index Admiral	VFIAX	11.02	28.66	28.66	26.03	18.43	16.51	8.21	11/13/2000	8/31/1976	0.04	0.04
Calvert US Large Cap Core Rspnb Idx I	CISIX	9.76	25.62	25.62	28.14	19.59	17.42	7.06	6/30/2000	6/30/2000	0.35	0.24
Russell 1000 Index		9.78	26.45	26.45	26.21	18.43	16.54	-	-	-	-	-
Large Cap Growth												
Vanguard Growth Index Admiral	VIGAX	10.73	27.26	27.26	34.78	24.77	19.29	9.11	11/13/2000	11/2/1992	0.05	0.05
Russell 1000 Growth Index		11.64	27.60	27.60	34.08	25.32	19.79	-	-	-	-	-
Mid Cap Value												
Vanguard Mid-Cap Value Index Admiral	VMVAX	8.21	28.76	28.76	19.11	11.61	13.57	14.18	9/27/2011	9/27/2011	0.07	0.07
Russell Mid-Cap Value Index		8.54	28.34	28.34	19.62	11.22	13.44	-	-	-	-	-
Small Cap Value												
Vanguard Small Cap Value Index Admiral	VSIAX	6.38	28.09	28.09	18.51	10.31	13.30	14.00	9/27/2011	5/21/1998	0.07	0.07

# Returns Analysis

Performance as of 12/31/2021

Passive	Ticker/ I D	QTR	YTD	Annualized Returns				Since Incept.	Share Class Inception	Strategy Inception	Expense Ratio	
				1 Year	3 Year	5 Year	10 Year				Gross	Net
Russell 2000 Value Index		4.36	28.27	28.27	17.99	9.07	12.03	-	-	-	-	-
<b>International/Global Equity</b>												
<b>International Equity</b>												
Vanguard Total Intl Stock Index Admiral	VTIAX	2.11	8.62	8.62	13.67	9.90	7.68	6.05	11/29/2010	4/29/1996	0.11	0.11
MSCI ACWI ex USA NR		1.82	7.82	7.82	13.18	9.61	7.28	-	-	-	-	-

## Disclosure

For use by Plan Sponsors or Institutional Investors Only- not intended for distribution to Retail Investors

Performance data quoted represents past performance and does not guarantee future results. The investment return and principal value of an investment will fluctuate so that an investor's shares, when redeemed, may be worth more or less than their original cost. Current performance may be lower or higher than the performance data quoted.

The performance data quoted may not reflect the deduction of additional fees, if applicable. Additional fees would reduce the performance quoted.

Performance data is subject to change without prior notice. Expenses shown reflect the fund's prospectus Net and Gross expense ratios.

Some funds, accounts, or share classes may not be available for investment. Performance history prior to inception (if applicable) reflects another share class or account reflecting the manager's historical performance record. Expenses for mutual funds reflect the fund's prospectus Net and Gross expense ratios. In the case of Collective Investment Trust Funds, expenses generally reflect the CIT fund fact sheet and/ or Trust agreement Fund Inception Date - the date on which a fund commenced operations.

Share Class Inception Date - the date on which a fund's share class was introduced.

Contact Accelerate Retirement- Lloyd Engleman with any questions about this report or for the most current month-end performance at .

**FINANCE COMMITTEE MEETING**  
**Wednesday, February 23, 2022**  
**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	Karina Perez	
Alysia Bonner	✓	Steve Warnes	Jeff Davis	
James Martinez	✓	Emilia Reyes	Shawn Riggins	
Linda Hayes	✓	Michelle Tutunjian	Joseph Amader	
Zina Brown- Jenkins	✓	Jon Escobar	Lucy Yang	
Itzi Robles	✓	Rosa Pineda		
		Nidi Davis		

**3. APPROVAL OF MINUTES**

A. December 8, 2021 Finance Committee Minutes

Public comment: None heard.

**Motion by:** Bonner **Second by:** Martinez to approve the December 8 ,2021 meeting minutes.

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

**Abstain:** None.

**Nays:** None heard

**4. FINANCIAL REPORTS: November 2021**

A. Agency Financial Statements

Jim Rodriguez, Chief Financial Officer, presented Statement of Activities through November 2021. The Total Revenue and support for 11 months is \$116,200,449 compared to last years \$116,519,477. Total expenditures through November 2021 is \$115,716,777 leaving a \$483.673 surplus.

Jim Rodriguez presented the Statement of Financial Position at November 30, 2021. Some of the large balance items are Cash & investments, Accounts Receivable,

Property, Plant & Equipment and Notes receivable net. The total of fund balance is \$31,215,104 which is \$1,884,308 higher than last year.

B. Head Start Financial status report:

Head Start Financial Status Report as of November 30, 2021 total Federal Expenditures is \$46,667,799 and year-to-date expense is \$28,594,747. The balance remaining is \$18,073,051. Early Head Start, total federal Expenditures, is used 47% and for T&TA only 8% is being use. Head start Duration Start-up will be used for purchase of Modular buildings at the Clinton and Blythe location. Only 13% of the fund has used to-date but it will be use quickly as there is a plan in place. Credit card usage is very minimal for November.

Public comment: None heard.

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

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

**Nayes:** None heard

5. **2022 Health Services Sliding Fee Scale**

A. 2020 Health Service Sliding Fee Scale

Jane Thomas presented the 2022 health services sliding fee scale. She stated that the scale is used for clients who do not have insurance or do not qualify for the services at the clinic. It is base on the 2022 Federal guidelines.

Public comment: None heard.

**Motion by:** Bonner **Second by:** Hayes to accept the 2022 Health Services Sliding Fee Scale reports presented.

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

**Nayes:** None heard

6. **Head Start 0 to 5 Modular Building Purchase**

A. Head Start 0 to 5 Modular Building Purchase

Jim Rodriguez presented, a modular purchase on Clinton and Blyth that was planned in 2019. He stated that this has been going on for over a year. The Form 1303 was recently approved so we can now move forward. Increased building materials costs, partially COVID related, will increase the cost of the project. Each Modular building has increased in cost by about \$200,000. Also, an additional \$50,000 for any potential increase. The work is expected to take through the late spring to finish.

**Motion by:** Bonner **Second by:** Hayes to accept the head start 0-5 modular building purchase.

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

**Nays:** None heard

**7. Funding List**

A. Funding list

Jim Rodriguez presented significant changes in awarded funding from prior periods for quarter 4 and quarter 3. As of January 1, 2022, total award funding is \$212.4 million.

Public comment: None heard

No action required.

**8. Non-Competitive Procurement**

A. Non- Competitive Procurement

Jim Rodriguez presented two Vendor for non-competitive procurement. The first one is Maxim Healthcare Staffing Services. This is use for AAC (African American Coalition that is short on staff on nurses during the pandemic for \$27,000. The second one is AIMS Center of Math and Science Education for Head Start. It is \$35,500 and the only company that provide this for Head Start.

Public comment: None heard

No action required.

**9. Investment Report**

A. Investment Report

Steve Warnes presented the agency's investment accounts as of December 31, 2021. The two account are Wells Fargo and Citibank with cash, bonds and stocks. The stocks were donated to the agency many years ago. Total for both of these accounts is \$4,133,964. This is on the state financial position. It is including in the cash investment. interest rate continues to drop.

Public comment: None heard

No action required.

**10. Health Insurance Report**

A. Health Insurance Report

Steve Warnes presented the health insurance information January through November 2021. The health insurance is at \$4.4 million which cover 4.8 months of average

expenditures. To date, contribution from programs and employees for 2021 is \$10,543,193 with \$10,126,846 expenses. The fund balance has increase \$416,000. There is no final number for December as of right now, but will follow up with the provider.

Linda Hayes ask, how the high number of year-end claims that will affect the fund. Warnes stated that there were some in December and January 2022. There is no number at the moment. But there is a Stop Loss in place to shield anything from the deductible.

Public comment: None heard

No action required.

**11. Variance Report**

- A. Energy Services
- B. Fresno Street Saints
- C. Local Conservation Corps

Charles Garabedian, ask if Fresno Street Saints will go on their own. Emilia Reyes stated that it is still in the process. A 6-month transition. Jim added that they are meeting with FSS on a monthly basic to transition them.

Public comment: None heard

No action required.

**12. Other Business**

- Next meeting: March 9<sup>th</sup>, 2022 @12:00pm

**13. ADJOURNMENT**

Garabedian adjourned meeting at 12:41PM.

Respectfully submitted,

Charles Garabedian, Chair



**BOARD OF COMMISSIONERS MEETING**

<b>Date:</b> March 23, 2022	<b>Program:</b> Finance
<b>Agenda Item #:</b> 14H2	<b>Director:</b> N/A
<b>Subject:</b> Financial Reports	<b>Officer:</b> Jim Rodriguez

**Recommended Action**

The Finance Committee recommends approval for full Board consideration of the interim consolidated financial statements as of Year-to-Date December 2021 as well as approval of the financial status report for the Head Start 0-5 program as of Year-to-Date December 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 December 31, 2021, the Agency had preliminary revenue of \$129,266,594 million, including \$30 million of in-kind contributions, and net operating gain of \$770,139. In comparison, the Agency had revenue of \$132,403,466 million including in-kind of \$33 million as of the corresponding period of the preceding year.

(B) Head Start 0-5 Financial Status Report as of Year-to-Date December 31, 2021. Months January 2021 to June 2021 budget and actuals from the previous contract are combined with July 2021 to December 2021 from the new Head Start contract actuals and budget to provide a nine-month financial report of program operations. This also represented in the following percentages.

(C)

<b>Program Area</b>	<b>% of budget</b>	<b>Notes</b>
Head Start – Basic	67%	Personnel is underspent due to unfilled positions and a workforce re-organization beginning in July.
Head Start – Training & Technical Assistance (T&TA)	41%	COVID-19 impacted planned training.

<b>Program Area</b>	<b>% of budget</b>	<b>Notes</b>
Duration	20%	Funds are underspent due to due to the delay of the project approval from HHS. These funds are earmarked for the Clinton/Blythe modular building project. The funding is planned to be contractually obligate by the end of December 2021.
Early Head Start – Basic	52%	Personnel is underspent due to unfilled positions and a workforce re-organization beginning in July.
Early Head Start – T&TA	9%	COVID-19 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.

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
STATEMENT OF ACTIVITIES  
For The Twelfth Month Period Ended December 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 DECEMBER 2021</b>	<b>BUDGET BALANCE REMAINING</b>	<b>ACTUAL JAN - DEC 2020</b>	<b>ACTUAL DECEMBER 2020</b>	<b>ACTUAL 2021 vs 2020 Differences</b>
<b>REVENUES AND SUPPORT</b>						
GRANT REVENUE	\$ 82,029,680	\$ 73,229,065 89%	\$ 8,800,615	74,823,714	\$ 74,823,714	(1,594,650)
GRANT REVENUE - LENDING CAPITAL	-	-	-	0	-	-
CHARGES FOR SERVICES	16,426,275	20,736,524 126%	(4,310,249)	17,799,259	17,799,259	2,937,265
OTHER PROGRAM REVENUE	3,536,400	2,644,649 75%	891,751	3,310,546	3,310,546	(665,897)
CONTRIBUTIONS	69,685	479,253 688%	(409,568)	395,425	395,425	83,827
MISCELLANEOUS INCOME	219,265	193,369 88%	25,896	356,294	356,294	(162,924)
INTEREST & INVESTMENT INCOME	96,000	91,840 96%	4,160	134,728	134,728	(42,889)
AFFILIATE INTEREST INCOME	977,720	1,114,397 114%	(136,677)	1,061,867	1,061,867	52,530
RENTAL INCOME	1,256,595	392,181 31%	864,414	1,285,846	1,285,846	(893,665)
<b>TOTAL CASH REVENUE</b>	\$ 104,611,620	\$ 98,881,277 95%	\$ 5,730,343	\$ 99,167,680	\$ 99,167,680	(286,403)
IN KIND REVENUE	\$ 32,991,055	\$ 30,385,317 92%	\$ 2,605,738	33,235,786	\$ 33,235,786	(2,850,469)
<b>TOTAL REVENUE &amp; SUPPORT</b>	137,602,675	129,266,594 94%	8,336,081	132,403,466	132,403,466	(3,136,872)
<b>EXPENDITURES</b>						
PERSONNEL COSTS	\$ 66,198,180	\$ 61,045,361 92%	\$ 5,152,819	60,302,994	\$ 60,302,994	742,366
ADMIN SERVICES	5,810,400	5,386,426 93%	423,974	5,155,288	5,155,288	231,138
PROFESSIONAL SERVICES - AUDIT	103,915	46,780 45%	57,135	85,708	85,708	(38,928)
CONTRACT SERVICES	11,712,675	8,449,849 72%	3,262,826	9,365,282	9,365,282	(915,433)
FACILITY COSTS	5,345,730	5,415,635 101%	(69,905)	5,719,714	5,719,714	(304,079)
TRAVEL, MILEAGE, VEHICLE COSTS	2,691,175	2,034,024 76%	657,151	1,552,081	1,552,081	481,942
EQUIPMENT COSTS	1,717,700	2,169,886 126%	(452,186)	1,256,873	1,256,873	913,013
DEPRECIATION - AGENCY FUNDED	345,000	249,422 72%	95,578	360,817	360,817	(111,395)
OFFICE EXPENSE	1,717,700	2,776,073 162%	(1,058,373)	3,633,313	3,633,313	(857,241)
INSURANCE	804,060	765,671 95%	38,389	756,574	756,574	9,097
PROGRAM SUPPLIES & CLIENT COSTS	7,625,880	8,260,520 108%	(634,640)	7,580,436	7,580,436	680,083
INTEREST EXPENSE	145,275	305,726 210%	(160,451)	233,165	233,165	72,561
OTHER COSTS	234,030	1,205,765 515%	(971,735)	2,201,671	2,201,671	(995,906)
<b>TOTAL CASH EXPENDITURES</b>	\$ 104,451,720	\$ 98,111,138 94%	\$ 6,340,582	98,203,917	\$ 98,203,917	(92,779)
IN KIND EXPENSES	\$ 32,991,055	\$ 30,385,317 92%	\$ 2,605,738	\$ 33,235,786	\$ 33,235,786	(2,850,469)
<b>TOTAL EXPENDITURES</b>	137,442,775	128,496,455 93%	8,946,319	131,439,703	131,439,703	(2,943,248)
<b>OPERATING SURPLUS (DEFICIT)</b>	\$ 159,901	\$ 770,139	\$ (610,239)	\$ 963,763	\$ 963,763	(193,624)
<b>OTHER INCOME / EXPENSE</b>						
TRANSIT GRANT ASSET DEPRECIATION		251,972	(251,972)	366,531	366,531	(114,558)
<b>NET SURPLUS (DEFICIT)</b>	\$ 159,901	\$ 518,167	(358,266)	\$ 597,232	\$ 597,232	(79,065)

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**STATEMENT OF FINANCIAL POSITION**  
As of December 31, 2021

	<b>2021</b>	<b>2020</b>	<b>Differences</b>
<b>ASSETS</b>			
CASH & INVESTMENTS	\$ 19,259,845	\$ 14,118,549	\$ 5,141,296
ACCOUNTS RECEIVABLE	16,690,834	17,070,108	(379,274)
PREPAIDS/DEPOSITS	384,001	369,700	14,301
INVENTORIES	168,362	145,399	22,963
PROPERTY, PLANT & EQUIPMENT	13,303,724	13,712,812	(409,088)
NOTES RECEIVABLE (net)	15,245,479	13,813,404	1,432,075
<b>TOTAL ASSETS</b>	<b>\$ 65,052,244</b>	<b>\$ 59,229,972</b>	<b>\$ 5,822,272</b>
<b>LIABILITIES</b>			
ACCOUNTS PAYABLE	\$ 2,976,467	\$ 4,546,524	\$ (1,570,057)
ACCRUED PAYROLL LIABILITIES	3,672,125	3,510,519	161,606
DEFERRED REVENUE	2,793,150	4,183,062	(1,389,911)
NOTES PAYABLE	15,772,373	10,263,039	5,509,334
HEALTH INSURANCE RESERVE	4,597,963	3,937,328	660,635
OTHER LIABILITIES	3,735,805	3,733,620	2,185
<b>TOTAL LIABILITIES</b>	<b>\$ 33,547,884</b>	<b>\$ 30,174,091</b>	<b>\$ 3,373,793</b>
<b>FUND BALANCE</b>			
CURRENT OPERATING EARNINGS (YTD)	\$ 770,139	\$ 963,763	\$ (193,624)
UNRESTRICTED NET ASSETS	13,426,519	15,000,725	(1,574,206)
REVOLVING LOAN FUND	7,866,934	2,788,197	5,078,737
INVESTMENT IN GENERAL FIXED ASSETS	9,440,769	10,303,197	(862,429)
<b>TOTAL FUND BALANCE</b>	<b>\$ 31,504,360</b>	<b>\$ 29,055,881</b>	<b>\$ 2,448,479</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ 65,052,244</b>	<b>\$ 59,229,972</b>	<b>\$ 5,822,272</b>

Fresno Economic Opportunities Commission  
Head Start/Early Head Start Financial Status  
Monthly Report  
December 31, 2021

Description	Head Start - Basic				Annual Budget	Head Start - T & TA		
	Annual Budget	Current Expenses	YTD Expenses	Balance Remaining		Current Expenses	YTD Expenses	Balance Remaining
<b>Personnel</b>	\$24,831,181	\$1,874,569	\$16,220,934	\$8,610,247				
<b>Fringe Benefits</b>	9,952,722	670,208	7,198,695	2,754,027				
<b>Total Personnel</b>	<b>34,783,903</b>	<b>\$2,544,777</b>	<b>23,419,628</b>	<b>11,364,275</b>				
<b>Travel</b>	8,233	-	-	8,233				
<b>Equipment*</b>	-	-	-	-				
<b>Supplies</b>	1,365,864	25,433	452,064	913,800	43,156	-	70,908	(27,752)
<b>Contractual</b>	1,829,846	73,818	1,367,965	461,881	468	-	-	468
<b>Facilities /Construction</b>								
<b>Other:</b>								
<b>Food Cost</b>	1,187,287	\$7,103	\$610,816	576,471				
<b>Transportation</b>	692,199	49,123	850,999	(158,800)				
<b>Staff Mileage</b>	214,831	13,212	136,405	78,425				
<b>Field Trips, including Transportation</b>	27,689	-	861	26,827				
<b>Space</b>	735,927	46,852	531,679	204,248				
<b>Utilities / Telephone / Internet</b>	676,423	(108,445)	678,592	(2,169)				
<b>Publication/Advertising/Printing</b>	56,057	-	9,503	46,554				
<b>Repair/Maintenance Building</b>	672,893	14,841	449,839	223,053				
<b>Repair/Maintenance Equipment</b>	78,225	523	144,975	(66,750)				
<b>Property &amp; Liability Insurance</b>	169,843	16,226	158,954	10,889				
<b>Parent Involvement / CWPC</b>	84,788	465	4,554	80,234				
<b>Other Costs*</b>	114,600	(149,230)	(48,426)	163,026				
<b>Staff &amp; Parent Training</b>					360,961	5,974	89,813	271,148
<b>Total Direct Charges</b>	<b>42,698,605</b>	<b>\$2,534,697</b>	<b>28,768,410</b>	<b>13,930,195</b>	<b>\$404,585</b>	<b>5,974</b>	<b>160,720</b>	<b>\$243,865</b>
<b>Total Indirect Charges</b>	<b>\$3,969,194</b>	<b>\$228,123</b>	<b>\$2,589,157</b>	<b>\$1,380,037</b>	<b>\$27,228</b>	<b>\$538</b>	<b>\$14,465</b>	<b>\$12,763</b>
<b>Total Federal Expenditures</b>	<b>\$46,667,799</b>	<b>\$2,762,820</b>	<b>31,357,567</b>	<b>\$15,310,232</b>	<b>\$431,813</b>	<b>6,512</b>	<b>175,185</b>	<b>\$256,628</b>
% of Annual Budget Expended to Date			67%				41%	
<b>Non-Federal Share</b>	<b>\$11,176,017</b>	<b>\$753,408</b>	<b>\$5,637,497</b>	<b>\$5,538,520</b>	<b>\$107,953</b>	<b>\$1,628</b>	<b>\$43,796</b>	<b>\$64,157</b>

**Credit Card Expenses: Credit card statement dated 12/1/2021 - 12/31/2021**

**December 2021 expenses**

Program Supplies-Kitchen	\$	139	Walmart- program supplies kitchen
Program Supplies-Classroom	\$	280	Target- program supplies classroom
Parent Engagement Supplies	\$	465	Walmart- Parent Engagement supplies
Subscription Expense	\$	90	Zoom - Head Start 1000 participants
Security Services	\$	90	ADT Security-security services
Contract Services-Facility Repair	\$	230	Azuga Fleet - Vehicle Tracking for Support Services Vehicles
Program Supplies-Nutrition	\$	52	Foods Co- program supplies nutrition
Telephone Conferencing	\$	850	Comcast- telephone conferencing
	\$	2,196	

Fresno Economic Opportunities Commission  
Head Start/Early Head Start Financial Status  
Monthly Report  
December 31, 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	59,980	59,980	34,020
Supplies	366,376	-	4,864	361,512
Contractual	429,400	66,629	290,328	139,072
Facilities /Construction	1,057,160	-	-	1,057,160
<b>Other:</b>				
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	-	36,579	18,121
Staff & Parent Training	-	-	-	-
<b>Total Direct Charges</b>	<b>2,001,636</b>	<b>\$126,609</b>	<b>\$391,750</b>	<b>\$1,609,886</b>
<b>Total Indirect Charges</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Federal Expenditures</b>	<b>\$2,001,636</b>	<b>\$126,609</b>	<b>\$391,750</b>	<b>\$1,609,886</b>
% of Annual Budget Expended to Date			20%	
<b>Non-Federal Share</b>	-	-	-	-

Fresno Economic Opportunities Commission  
Head Start/Early Head Start Financial Status  
Monthly Report  
December 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	\$4,218,984	\$231,659	\$2,406,960	\$1,812,024	\$22,357	\$0	\$24	\$22,333
Fringe Benefits	1,149,877	75,844	845,336	304,541	5,804	-	3	5,801
<b>Total Personnel</b>	<b>5,368,861</b>	<b>307,503</b>	<b>3,252,296</b>	<b>2,116,565</b>	<b>28,161</b>	<b>-</b>	<b>27</b>	<b>28,134</b>
Travel	-	-	-	-	8,449	-	-	8,449
Equipment*	-	-	-	-	-	-	-	-
Supplies	322,870	6,816	71,481	251,389	10,337	-	62	10,275
Contractual	602,898	8,296	118,915	483,983	18,827	-	-	18,827
Facilities /Construction	308,000	-	-	308,000				
<b>Other:</b>								
Food Cost	69,097	(414)	15,335	53,762				
Transportation	7,297	102	5,711	1,585				
Staff Mileage	53,840	3,208	19,525	34,315				
Field Trips, including Transportation	865	-	-	865				
Space	197,501	4,372	61,928	135,573				
Utilities / Telephone / Internet	109,859	13,593	109,955	(96)				
Publication/Advertising/Printing	15,320	-	29	15,292				
Repair/Maintenance Building	129,258	661	14,634	114,624				
Repair/Maintenance Equipment	10,475	-	4,784	5,691				
Property & Liability Insurance	34,107	2,514	23,994	10,113				
Parent Involvement / CWPC	7,327	321	1,513	5,815				
Other Costs*	51,737	608	16,983	34,754				
<b>Staff &amp; Parent Training</b>					91,326	947	13,528	77,798
<b>Total Direct Charges</b>	<b>\$7,289,310</b>	<b>347,578</b>	<b>3,717,080</b>	<b>\$3,572,230</b>	<b>157,100</b>	<b>\$947</b>	<b>13,618</b>	<b>\$143,482</b>
<b>Total Indirect Charges</b>	<b>\$527,177</b>	<b>\$31,282</b>	<b>\$334,537</b>	<b>\$192,640</b>	<b>\$9,778</b>	<b>\$86</b>	<b>\$1,226</b>	<b>\$8,552</b>
<b>Total Federal Expenditures</b>	<b>\$7,816,487</b>	<b>378,860</b>	<b>\$4,051,617</b>	<b>\$3,764,870</b>	<b>\$166,878</b>	<b>\$1,033</b>	<b>\$14,844</b>	<b>\$152,034</b>
% of Annual Budget Expended to Date			52%				9%	
<b>Non-Federal Share</b>	<b>\$1,954,122</b>	<b>\$103,999</b>	<b>\$1,574,597</b>	<b>\$379,525</b>	<b>\$41,719</b>	<b>\$258</b>	<b>\$3,711</b>	<b>\$38,008</b>

**Credit Card Expenses: Credit card statement dated 12/1/2021 - 12/31/2021**  
**December 2021 expenses**

Program Supplies - Food Disposables	\$ 80	Target- program supplies
Program Supplies - Disposables	\$ 664	Costco & Ernest Packaging- Program supplies
Security Services	\$ 29	ADT Security- security services
Contract Services-Facility repair	\$ 23	Azuga Fleet - Vehicle Tracking for Support Svcs Vehicles
Parent Engagement Supplies	\$ 375	Dollar Tree, Walmart- program supplies
	\$ 1,171	

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Finance
<b>Agenda Item #:</b> 14H3	<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.

The agency also follows the following guidelines:

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

Vendor	Purpose	Amount	Justification
			No non-competitive purchases to report



**BOARD OF COMMISSIONERS MEETING**

<b>Date:</b> March 23, 2022	<b>Program:</b> Finance
<b>Agenda Item #:</b> 14H4	<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 December 31, 2021, the health insurance reserve is at \$4.6 million, which covers approximately 5.1 months of average expenditures. Contributions from programs and employees for 2021 total \$11,475,830 while the Fund paid out \$10,869,321 in expenses. COVID-related claims costs funded by our CSBG CARES grant, total \$139,391. A budget amendment is being prepared which would increase the funds available for this area.

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

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

This table presents a sample of the monthly health insurance premium rates for 2021. Rates vary depending on the type of coverage tier 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 DECEMBER 31, 2021

	2021												2020				
	January	February	March	April	May	June	July	August	September	October	November	December	YTD totals	Mo. Avg.	YTD totals	Annual	Annual Mo.
	3,991,455	4,258,187	4,659,793	4,938,789	4,828,849	4,834,257	4,819,503	4,615,551	4,827,232	4,971,030	4,823,671	4,461,546	Jan - Dec	Prev 12 mos	Jan - Dec	Jan - Dec	Jan - Dec
<b>Beginning Fund Balance</b>																	
<b>Income</b>																	
Agency Contributions	868,403	858,194	852,325	847,093	842,960	870,509	611,667	755,946	686,195	752,967	750,954	765,313	9,462,526	788,544	10,059,937	10,059,937	838,328
Additional Agency Contr.	51,529	64,762	-	-	-	-	-	-	-	23,100	-	-	139,391	11,616	65,197	65,197	5,433
Employee Contributions	283,963	176,373	181,307	94,977	187,274	98,212	131,833	129,029	163,122	88,770	171,728	167,325	1,873,913	156,159	1,755,815	1,755,815	146,318
<b>Total Income</b>	<b>1,203,895</b>	<b>1,099,329</b>	<b>1,033,632</b>	<b>942,070</b>	<b>1,030,234</b>	<b>968,721</b>	<b>743,500</b>	<b>884,975</b>	<b>849,317</b>	<b>864,837</b>	<b>922,682</b>	<b>932,638</b>	<b>11,475,830</b>	<b>956,319</b>	<b>11,880,949</b>	<b>11,880,949</b>	<b>990,079</b>
<b>Expenses</b>																	
Health Claims Paid	500,161	302,551	362,387	686,188	616,263	920,707	578,700	415,044	416,235	892,636	1,177,006	1,180,568	8,048,446	670,704	6,164,003	6,164,003	513,667
Dental Claims Paid	65,934	67,225	51,751	50,080	72,754	52,746	57,765	70,902	40,219	52,798	35,787	33,174	651,135	54,261	546,628	546,628	45,552
Prescriptions Paid	210,323	158,769	169,885	143,418	169,456	114,954	154,172	160,965	88,664	160,081	123,572	155,152	1,809,411	150,784	1,982,823	1,982,823	165,235
Vision Claims Paid	12,742	9,468	7,580	14,869	10,131	9,665	8,010	9,670	7,843	6,742	6,295	7,467	110,482	9,207	97,955	97,955	8,163
Stop Loss Premiums	89,987	101,367	106,729	103,446	101,789	103,240	95,787	97,630	107,965	101,400	89,405	93,078	1,191,823	99,319	1,362,007	1,362,007	113,501
Stop Loss Claims	0	0	0	0	0	(271,090)	(3,119)	(130,662)	(6,284)	(250,673)	(207,354)	(724,313)	(1,593,495)	(132,791)	(193,741)	(193,741)	(16,145)
Life Insurance Premiums	14,000	13,799	13,676	13,548	13,654	13,056	12,346	12,064	12,047	12,010	11,955	12,374	154,529	12,877	173,408	173,408	14,451
Pinnacle	14,462	14,514	14,393	14,410	14,324	14,306	13,579	13,198	13,059	13,008	12,990	12,955	165,198	13,767	176,507	176,507	14,709
Blue Cross	14,970	14,933	14,822	14,840	14,747	14,728	13,984	13,555	13,388	13,351	13,313	13,276	169,907	14,159	184,255	184,255	15,355
Benefits Consultant	6,917	6,917	6,916	6,917	6,917	6,916	6,917	6,917	6,917	6,917	6,917	6,916	83,000	6,917	92,979	92,979	7,748
Employee Assist. Program	1,877	1,876	1,877	1,876	1,877	1,876	1,877	1,876	1,877	1,876	1,877	1,876	22,518	1,877	22,518	22,518	1,877
Preferred Chiropractors	1,005	1,003	995	996	990	989	939	910	898	896	894	891	11,406	951	9,299	9,299	775
Other Expenses	4,785	5,300	3,625	1,422	1,924	1,382	1,276	1,225	2,692	1,154	12,150	2,807	39,742	3,312	19,976	19,976	1,665
ACA Fees	0	0	0	0	0	0	5,219	0	0	0	0	0	5,219	435	5,220	5,220	435
<b>Total Expenses</b>	<b>937,163</b>	<b>697,722</b>	<b>754,636</b>	<b>1,052,010</b>	<b>1,024,826</b>	<b>983,475</b>	<b>947,452</b>	<b>673,294</b>	<b>705,519</b>	<b>1,012,196</b>	<b>1,284,807</b>	<b>796,221</b>	<b>10,869,321</b>	<b>905,777</b>	<b>10,643,836</b>	<b>10,643,836</b>	<b>886,986</b>
<b>Current Fund Activity (net)</b>	<b>266,732</b>	<b>401,607</b>	<b>278,996</b>	<b>(109,940)</b>	<b>5,408</b>	<b>(14,754)</b>	<b>(203,952)</b>	<b>211,681</b>	<b>143,798</b>	<b>(147,359)</b>	<b>(362,125)</b>	<b>136,417</b>	<b>606,509</b>	<b>50,542</b>	<b>1,237,113</b>	<b>1,237,113</b>	<b>103,093</b>
<b>Ending Fund Balance</b>	<b>4,258,187</b>	<b>4,659,793</b>	<b>4,938,789</b>	<b>4,828,849</b>	<b>4,834,257</b>	<b>4,819,503</b>	<b>4,615,551</b>	<b>4,827,232</b>	<b>4,971,030</b>	<b>4,823,671</b>	<b>4,461,546</b>	<b>4,597,963</b>	<b>4,597,963</b>				
<b>Enrollment</b>																	
Employee only-Traditional	294	287	288	290	293	293	280	271	267	265	263	260		279		330	
High-Deduct	57	56	57	58	57	52	50	51	50	49	52	52		53		41	
Family coverage-Traditional	416	421	414	413	408	412	390	377	373	373	369	369		395		463	
High-Deduct	37	37	36	35	33	33	30	28	28	29	30	31		32		28	
Dental coverage only	31	36	35	35	35	35	33	34	35	34	35	35		34		36	
Temp/On Call Plan	0	1	1	1	1	1	1	1	1	1	1	1		1		0	
<b>Total employees enrolled</b>	<b>835</b>	<b>838</b>	<b>831</b>	<b>832</b>	<b>827</b>	<b>826</b>	<b>784</b>	<b>762</b>	<b>754</b>	<b>751</b>	<b>750</b>	<b>748</b>	<b>795</b>		<b>898</b>		
<b>Total dependants covered</b>																	
Average contributions per employee	1,442	1,312	1,244	1,132	1,246	1,173	948	1,161	1,126	1,152	1,230	1,247		1,203		1,103	
Average expenses per employee	1,122	833	908	1,264	1,239	1,191	1,208	884	936	1,348	1,713	1,064		1,140		988	

Estimated # months funded: 5.1



### BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Health Services
<b>Agenda Item #:</b> 14H5	<b>Director:</b> Jane Thomas
<b>Subject:</b> Program Variance Report	<b>Officer:</b> Jim Rodriguez

#### Background

The information presented below is intended to keep the Committee apprised on the actual-to-budget performance on various programs throughout the agency with reporting on a rotational basis. A summary report is attached by program and/or contract. Financial reports have been prepared for the following programs:

- Rural Tobacco
- Adolescent Family Life Program
- California Personnel Responsibility Program
- School Based Sealant Program
- Glow! Group Prenatal Care Contractor Network
- In Home Care Services
- Personal Responsibility Education Program

Program Director(s) will be available to answer questions on the above mentioned programs.

**Variance Report Summary**  
**Health Services**

<b>Program</b>	<b>Project/Contract No.</b>	<b>Contract Period</b>	<b>Reporting Period</b>	<b>Program Costs</b>	<b>Budget</b>	<b>Remaining Budget</b>	<b>Remaining Budget %</b>
Rural Tobacco	20-10380	7/1/21-6/30/22	Through 1/31/2022	\$85,539	\$212,668	\$127,129	60%
Adolescent Family Life Program (AFLP)	20-10580	7/1/21-6/30/22	Through 1/31/2022	\$232,117	\$597,333	\$365,216	61%
California Personnel Responsibility Program (CA PREP)	21-10392	7/1/21-6/30/22	Through 1/31/2022	\$213,958	\$400,000	\$186,042	47%
School Based Sealant Program	A-21-401	7/1/21-6/30/22	Through 1/31/2022	\$110,170	\$218,592	\$108,422	50%
Glow! Group Prenatal Care Contractor Network	201920-1704	7/1/21-6/30/22	Through 1/31/2022	\$85,884	\$210,000	\$124,116	59%
In Home Care Services	A-20-406	7/1/21-6/30/22	Through 1/31/2022	\$143,400	\$275,000	\$131,600	48%
Personal Responsibility Education Program (PREIS)	9756sc	10/1/20-3/31/22	Through 1/31/2022	\$293,465	\$297,785	\$4,320	1%

**PROGRAM PLANNING AND EVALUATION COMMITTEE**  
**Virtual – Board Effects – Zoom**  
**Thursday, February 17, 2022**  
**5:00 p.m.**

**MINUTES**

1. **CALL TO ORDER**

Andrea Reyes, called the meeting to order at 5:01 p.m.

2. **ROLL CALL**

Roll was called and a quorum was established.

**Committee Members**

**(Zoom):**

Andrea Reyes  
Linda R. Hayes  
Amy Arambula  
Charles Garabedian  
Alysia Bonner  
LeRoy Candler

**Staff (Zoom):**

Michelle Tutunjian  
Jack Lazzarini  
Heather Brown  
Cesar Lucio  
Jeff Davis  
Misty Gattie-Blanco  
Rosa M. Pineda  
Joseph Amader

Nidia Davis  
Jane Thomas  
Thomas Dulin  
Shawn Riggins  
Patrick Turner  
Kelsey McVey  
Leah Stuck  
Elionora Vivanco

3. **APPROVAL OF MINUTES**

November 9, 2021 Program Planning and Evaluation Committee Meeting Minutes

Public Comments: None heard.

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

**Ayes:** Reyes, Hayes, Arambula

**Nays:** None

**Abstain\*:** Bonner, Garabedian, Candler

\*Joined Program Planning and Evaluation Committee in January 2022.

4. **HEAD START 0-5**

A. Program Update Report (PUR)

Rosa M. Pineda, Head Start Director, presented the Head Start 0 to 5, September, October, November, and December 2021 Monthly Program Update Reports. Arambula inquired about the percentage of vaccinated staff. Pineda responded 97% of staff

vaccinated. Arambula inquired about enrollment levels. Pineda responded Head Start is recruiting new staff to increase enrollment. Arambula inquired about the expansion plan. Pineda provided details of the expansion plan. Hayes inquired about the process to submit the Program Update Report. Pineda explained the process. Arambula inquired about implementation of Quality Rating and Improvement System (QRIS). Pineda explained the QRIS implementation.

Public Comments: None heard.

**Motion by:** Arambula **Second by:** Garabedian

**Ayes:** Reyes, Garabedian, Arambula, Bonner, Candler, Hayes.

**Nays:** None

B. Head Start Annual Report

Pineda, presented the Head Start 0 to 5 Annual Report 2020/2021 program year. Arambula inquired about the Classroom Assessment Scoring System. Pineda explained the System. Arambula inquired about the School Readiness Goals report. Pineda explained the outcomes listed on the report.

Public Comments: None heard.

**Motion by:** Hayes **Second by:** Candler

**Ayes:** Reyes, Garabedian, Arambula, Bonner, Candler, Hayes.

**Nays:** None

C. Child Guidance and Behavior Policy

Pineda, presented the Early Head Start/Head Start Child Guidance and Behavior Policy. Bonner inquired about the structure of the Health Services Advisory Committee. Pineda described the structure of the Committee.

Public Comments: None heard.

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

**Ayes:** Reyes, Garabedian, Arambula, Bonner, Candler, Hayes.

**Nays:** None

5. **SANCTUARY AND SUPPORT SERVICES**

A. Homeless Youth Emergency Services Pilot Program

Misty Gattie-Blanco, Sanctuary Director, provided an overview of the Homeless Youth Emergency Services Pilot Program, to the California Governor's Office of

Emergency Services, Victim Services in the amount of \$2,375,000. Arambula inquired about the location of the shelter. Gattie-Blanco provided the location.

Public Comments: None heard.

**Motion by:** Hayes **Second by:** Garabedian

**Ayes:** Reyes, Garabedian, Arambula, Bonner, Candler, Hayes.

**Nays:** None

B. Basic Center Program

Gattie-Blanco, provided an overview of the Basic Center Program application to the U.S. Department of Health and Human Services, Administration for Children and Families, Family and Youth Services Bureau in the amount of \$200,000 to support the Sanctuary Youth Shelter. No questions were asked by the committee.

Public Comments: None heard.

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

**Ayes:** Reyes, Garabedian, Arambula, Bonner, Candler, Hayes.

**Nays:** None

C. Human Trafficking Victim Assistance Program

Gattie-Blanco, provided an overview of the Human Trafficking Victim Assistance Program application submitted on December 30, 2021, to the California Governor's Office of Emergency Services, Victim Services Branch for the Human Trafficking Victim Assistance Program in the amount of \$666,666. No questions were asked by the committee.

Public Comments: None heard.

**Motion by:** Hayes **Second by:** Garabedian

**Ayes:** Reyes, Garabedian, Arambula, Bonner, Candler, Hayes.

**Nays:** None

D. Commercially Sexually Exploited Children Application

Gattie-Blanco, provided an overview of the Commercially Sexually Exploited Children application submitted on January 31, 2022, to the County of Fresno in the amount of \$940,671. Arambula inquired about the funding period. Gattie-Blanco outlined the funding period. Arambula inquired about the referral process. Gattie-Blanco explained the referral process.

Public Comments: None heard.

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

**Ayes:** Reyes, Garabedian, Arambula, Bonner, Candler, Hayes.

**Nays:** None

E. Homekey Program

Gattie-Blanco, provided an overview of the future partnership between Fresno EOC, UPHoldings, RH Community Builders and Fresno City College to provide permanent, long-term housing to homeless students attending Fresno City College. Arambula inquired about the percentage designated to specifically serve homeless young adults. Gattie-Blanco responded 50%. Bonner inquired about the grant amount for the City of Fresno. Gattie-Blanco responded grant amount hasn't been determined yet.

Public Comments: None heard.

6. **SANCTUARY AND SUPPORT SERVICES - HEALTH SERVICES - FOOD SERVICES - TRANSIT SYSTEMS**

A. Healthy Harvest Program

Gattie-Blanco, and Jane Thomas, Health Services Director, provided an overview of the fee for-service agreement entered with the County of Fresno effective December 14, 2021, for the Healthy Harvest Program in the amount of \$1,711,507 over the term of April 17, 2021 through June 30, 2022. Arambula inquired about the number of people served. Gattie-Blanco provided an update. Arambula inquired about the funding period and funding sources. Gattie-Blanco, Thomas and Heather Brown, Chief Administrative Officer outlined the funding period and described the funding sources.

Public Comments: None heard.

**Motion by:** Hayes **Second by:** Candler

**Ayes:** Reyes, Garabedian, Arambula, Bonner, Candler, Hayes.

**Nays:** None

7. **HEALTH SERVICES – AFRICAN AMERICAN COALITION**

A. COVID-19 Community Health Project 2.0

Thomas, presented the COVID-19 Community Health Project grant, in the amount of \$300,000 submitted to Sierra Health Foundation on December 13, 2021. Arambula inquired about the outreach strategy. Thomas described the strategy.

Public Comments: None heard.

**Motion by:** Hayes **Second by:** Garabedian

**Ayes:** Reyes, Garabedian, Arambula, Bonner, Candler, Hayes.

**Nays:** None

8. **AFRICAN AMERICAN COALITION**

A. Fresno HOPE – A Pathways Community Hub

Heather Brown, Chief Administrative Officer, provided an overview of the Fresno HOPE - A Pathways Community Hub application in the amount of \$1,539,765, submitted on December 27, 2021. Arambula inquired about the purpose of Fresno HOPE. Brown outlined the purpose and objectives.

Public Comments: None heard.

**Motion by:** Hayes **Second by:** Bonner

**Ayes:** Reyes, Garabedian, Arambula, Bonner, Candler, Hayes.

**Nays:** None

9. **HEALTH SERVICES**

A. Promoting Optimal Health for Rural Youth

Thomas, provided an overview of the grant award from University of California San Francisco for the Office of Population Affairs project on “Promoting Optimal Health for Rural Youth” for fiscal year 2021-2022 in the amount of \$306,710. Arambula inquired about the areas of service. Thomas provided the areas of service under the scope of work.

Public Comments: None heard.

**Motion by:** Arambula **Second by:** Garabedian

**Ayes:** Reyes, Garabedian, Arambula, Bonner, Candler, Hayes.

**Nays:** None

**FRESNO GROWS BEST BABIES ZONE**

10. A. Fresno Grows Best Babies Zone Project

Brown, provided an overview of the grant award from First 5 Fresno County for the Fresno Grows Best Babies Zone project in West Fresno for fiscal year 2021- 2022 in the amount of \$210,000. No questions were asked by the committee.

Public Comments: None heard.

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

**Ayes:** Reyes, Garabedian, Arambula, Bonner, Candler, Hayes.

**Nays:** None

11. **TRAINING AND EMPLOYMENT SERVICES**

A. YouthBuild AmeriCorps

Shawn Riggins, Local Conservation Corps Director, provided an overview of the YouthBuild AmeriCorps 2022-23 grant from YouthBuild USA in the amount of \$175,000. No questions were asked by the committee.

Public Comments: None heard.

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

**Ayes:** Reyes, Garabedian, Arambula, Bonner, Candler, Hayes.

**Nays:** None

B. American Rescue Plan Act Good Jobs Challenge

Jeff Davis, Training and Employment Services Division Director, provided an overview of a future funding opportunity to partner and potentially provide training and

employment services as a sub-contractor under the American Rescue Plan Act. No questions were asked by the committee.

C. Employer of Record Services Extension

Davis, provided an overview of the employer of record services extension. Arambula inquired if the extension applied only to Fresno EOC. Davis confirmed the extension applied only to Fresno EOC.

12. **ENERGY SERVICES - TRAINING AND EMPLOYMENT SERVICES**

A. American Rescue Plan Act Statement of Interest

Arambula shared her appreciation for the information updates provided by staff. No questions were asked by the committee.

13. **IMPACT AND DEVELOPMENT**

A. Grant Tracker

No questions were asked by the committee.

14. **OTHER BUSINESS**

The next meeting is scheduled on Thursday, March 10, 2022.

Arambula requested a Doodle poll to gauge the interest from the Program Planning and Evaluation Committee on options to consider for changing the date and/or time for future meetings. Tutunjian agreed to follow up on this request, as recommended.

15. **PUBLIC COMMENTS**

Reyes inquired public comments to address the committee.

No public comments.

16. **ADJOURNMENT**

The meeting was adjourned at 6:16 p.m.

Respectfully submitted,

Andrea Reyes  
Chair

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Head Start 0 to 5
<b>Agenda Item #:</b> 14I2	<b>Director:</b> Rosa M. Pineda
<b>Subject:</b> January 2022 Program Update Reports (PUR)	<b>Officer:</b> Jack Lazzarini

### Recommended Action

The Program Planning and Evaluation Committee recommends approval for full Board consideration of the Head Start 0 to 5 January 2022 Monthly Program Update Reports.

### Background

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

Below is a reference to the requirement.

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

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

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

The January 2022 Program Update Reports are attached for review.

### Fiscal Impact

Not Applicable.

## **Conclusion**

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

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

**I. Head Start 0 to 5**

Program Information Summary:

1. On January 11, 2022, parents were notified due to the increase in regional COVID-19 cases. The program would be launching back to virtual learning effective January 12-January 28, 2022. CSPP classes and EHS centers remained open for in-class learning.
2. Head Start continues to participate in the EOC Strategic Planning Committee meetings in progress/working on planning Community Events and creating the Strategic Plan with teams and newly added to Programs Group.
3. Mask Campaign team continue to meet to launch this campaign by February 28, 2022.
4. Program Services Director, Health Services and Family/Community Services Managers attended a Region 9 Leadership training on January 18, 2022.
5. Staff participated in the CWPC/ERSEA committee meeting via zoom with parents for review of documents.
6. January 26, 2022 the Head Start Director, CWPC Chairperson and ERSEA Coordinator were part of a panel who spoke at a meeting with the Office of Senator Diane Feinstein about the importance of revising the federal poverty guidelines, specifically including the SNAP participants as eligible for Head Start in California.

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

On January 21, 2022, the Department of Health and Human Services announced the Final Rule on Flexibility for Head Start Designation Renewals in Certain Emergencies.

The Office of Head Start (OHS) announced in the Federal Register a Final Rule that adds a new section to the Head Start Program Performance Standards under 1304 Subpart B – Designation Renewal. This new section, 45 CFR §1304.17, establishes parameters by which OHS may make designation renewal determinations when certain federally declared disasters or emergencies prevent collection of all data normally required for making such determinations.

**III. Early Head Start**

Program Information Summary:

1. HB Manager and CD Coordinator have been gathering information for the Baby FACES 2022 research that is due to visit February 28, 2022.
2. A visit to Amor Wellness Center in Mendota has been scheduled for February 1, 2022 to discuss possible EHS location at the center.
3. Hiring for Family Development Specialists and Teacher Caregivers continues to be a priority.
4. Staff have planned and prepared weekly for distance learning.

Early Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 232; Monthly ADA: Center Base: 42.67%; Home Base: 96.02%

Wait List Total: 85

Total Early Head Start enrollment for January 2022 is 232. For the month of January, we received 88 online referrals from our Fresno EOC website. To support our ongoing recruitment efforts, ERSEA staff and EHS personnel continue to collaborate and partner with local agencies that provide services to our target areas and populations. This month we also participated in two virtual outreach events with Women, Infants, & Children (WIC). EHS Home Base resumed services on January 4<sup>th</sup> following the Winter break. However, on January 12, 2022, EHS Home Base transitioned to virtual home visits as a result of the increased positive results and exposures with COVID-19 for staff and children. Our EHS Center Base classes returned from Winter Break on January 10<sup>th</sup> and remain open for in-person services to support and accommodate our working parents. Analysis of all areas below the recommended 85% ADA, if any, has been done.

Early Head Start Meals/Snacks:

Total Children: Breakfasts: 235 Lunches: 246 Snacks: 189

**IV. Head Start**

Program Information Summary:

1. Family Engagement/Volunteer Services Monitoring started on January 19, 2022.
2. Family Community Services welcomed two new FSAs and a Family/Community Services Clerk as new hires.
3. Health Services Manager taught a class for 10 Family Support Assistants via Teams on Health histories, 30, 45, 90 day requirements Health performance standards on Jan. 20, 2022.
4. Recruitment for Teachers and Teacher Assistants continues to be a priority.

Head Start Enrollment/ADA Reports/Wait List:

Monthly Enrollment: 1,458; Monthly ADA: Center Base 84.48%; Home Base: 92.56%

Wait List Total: 486

Total Head Start enrollment for January 2022 is 1458. The first week of January the children had their scheduled Winter Break and were scheduled to return to class on Monday, January 10<sup>th</sup>. However, as a result of the increased positive



**BOARD OF COMMISSIONERS  
PROGRAM UPDATE REPORT**

results and exposures with COVID-19 for staff and children, it was decided to resume services and classes virtually for all regular scheduled classes until further notice. The following centers that offer CSPP classes (full day, full year) continue to provide in-person services: Dakota Circle, Franklin, Wilson, Cantua, and Sequoia Head Start. To support our ongoing recruitment and enrollment efforts, in January, we received 91 online referrals from our Fresno EOC website. We also continue to facilitate ERSEA trainings to support staff in recruiting children and families most in need. Analysis of all areas below the recommended 85% ADA, if any, has been done.

Head Start Meals/Snacks:

Total Children: Breakfasts: 1,711 Lunches: 2,030 Snacks: 1,746

Submitted by:

Rosa M. Pineda  
Head Start Director

Nidia Davis  
Program Support Director

(JANUARY 2022 BOARD PUR) bw 02/17/22 ~ CWPC (2021-2022 (PUR (BOARD))) ~

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Head Start 0 to 5
<b>Agenda Item #:</b> 1413	<b>Director:</b> Rosa M. Pineda
<b>Subject:</b> Head Start 0 to 5 Recruitment and Enrollment Policy	<b>Officer:</b> Jack Lazzarini

### Recommended Action

The Program Planning and Evaluation Committee recommends approval for full Board consideration of the Head Start 0 to 5 Recruitment and Enrollment Policy.

### Background

Per Performance Standard 1302.13, a program must develop and implement a recruitment process designed to reach those most in need of services. In addition, a program must include specific efforts to actively recruit children with disabilities and other vulnerable children, such as homeless children and children in foster care.

Annually, the Head Start 0 to 5 Recruitment and Enrollment Policy is reviewed and updated with the County-Wide Policy Council ERSEA Committee. This process affords staff and parents the opportunity to ensure that we are recruiting and accepting children most in need of Head Start 0 to 5 services. In addition, the Recruitment and Enrollment Policy is utilized to train and support staff

Per Performance Standard 1302.15, a program must maintain its funded enrollment level and fill any vacancy within 30 days.

### Fiscal Impact

None.

### Conclusion

If approved by the full Board, staff will begin to utilize the Recruitment and Enrollment Policy to guide and recruit children for the Program Year 2022-2023. If not approved, staff will review and make revisions accordingly to obtain Committee and Board approval.



Early Care & Education

**POLICY: RECRUITMENT AND ENROLLMENT POLICY Part § 1302 Subpart A**

Eligible children will be enrolled in Fresno EOC Head Start 0 to 5 Program regardless of race, sex, creed, color, national origin, or disability.

**I. COMMUNITY ASSESSMENT**

Fresno EOC Head Start 0 to 5 uses the information from the Community Assessment in the Recruitment & Enrollment for:

- A. Determining the program options that will be implemented.
- B. Determining the recruitment areas that will be served by the grantee.
- C. Determining appropriate locations for centers and the areas to be served by the Home Base program option.
- D. Identifying family and community strengths and concerns and the support network of resources.
- E. Identifying the number of Early Child Care Providers and/or potential partners that will assist our program to meet funded enrollment levels.

**II. RECRUITMENT**

The goal of recruitment is to achieve 100% enrollment at both center and home base options.

- A. Although recruitment is the responsibility of all Fresno EOC Head Start 0 to 5 staff, Family Services staff, Home Base staff and Special Education staff take the lead in recruitment efforts.
- B. Applications for enrollment in the Fresno EOC Head Start 0 to 5 Program will be accepted year-round.
- C. An active recruitment drive will be conducted by the Family Services staff, Home Base staff and Special Education staff during the months of February through July.
- D. Recruitment efforts include the following: Fresno EOC Website Online Referrals, dDistribution of flyers and posters to businesses, churches, health care providers, etc., door to door recruitment in target areas/neighborhoods, participation in community events, block parties, presentations at regional, community and service organizations that provide services to children and families and, utilizing Public Service Announcements through media outlets.

**III. ELIGIBILITY**

**A. Age**

- 1. All applicants will be required to provide proof of a child's age by birth certificate or court document. -If providing such documents creates a barrier for the family, other documents will be considered on an individual basis.
- 2. To be eligible for Fresno EOC Head Start 0 to 5 services (Must be pregnant or have a child under 5 years of age. For Head Start, (Child must be at least 3 years old or turn 3 years old on September 1<sup>st</sup>, a child must be at least three years old or turn 3 years old by September 1<sup>st</sup>. - To be eligible for Early Head Start, applicant must be pregnant or have a child under 3 years of age. For Head Start, child must be at least 3 years old or turn 3 years old by September 1<sup>st</sup>.

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3. Fresno EOC Head Start ~~0 to 5~~ children in braided California State Preschool Program (CSPP) must turn ~~-3~~ years old on or before September 1<sup>st</sup> to be considered for enrollment in our extended hours/braided programs.
4. Children who will be entering public school the following school year are given priority for enrollment based on selection points.
5. All Fresno EOC Early Head Start children will be given priority for enrollment based on selection points.

**B. Income Eligibility Requirements**

1. As defined in the Head Start Program Performance Standards §1302.12 (c) a child is eligible if:
  - ~~1.~~ a) The family's income is equal to or below the Federal Poverty Guidelines, or
  - b) The family is eligible or, in the absence of child care, would be potentially eligible for public assistance.
  - c) The child is homeless, or
  - d) The child is in foster care.

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**C. Additional Allowances for Programs Over Income Eligibility Requirements**

1. ~~As defined in §1302.12 (d) (1) (2) and after outreach to ensure we are meeting the needs of all eligible children.~~
  - a) Families whose income is between 100 -and 130 percent of the Federal Poverty Guidelines will be considered for enrollment per the Selection Criteria. These families can only make up to 35 percent of our program's enrollment.
  - b) Families whose income is above 130 percent of the Federal Poverty Guidelines will be considered for enrollment per the Selection Criteria. -These families can only make up to 10 percent of our program's enrollment.

**D. Verifying Eligibility**

1. The total family income to be used in determining the eligibility of new children in the program should be based on the prior calendar year, or the 12 month period immediately preceding the month in which the application or reapplication for enrollment in Fresno EOC Head Start ~~0 to 5~~ is made, whichever more accurately reflects the family's needs.
2. The family income must be verified by the Fresno EOC Head Start ~~0 to 5~~ Program before determining that a child is eligible to participate in the program.
3. Parents/Guardians shall be required to provide verification of income by presenting to Fresno EOC Head Start ~~0 to 5~~ staff income verification which shall include the collection of any of the following: Individual Income Tax Form 1040, W-2 forms, documentation showing current status as recipients of public assistance, or pay stubs, pay envelopes, written statement from employers with year-to-date income. (Refer to the Definition of Income)
4. A Head Start Eligibility Verification form ~~An Eligibility Determination Record~~ will be attached to the enrollment application and signed by the employee identifying the family's income and how the family's total income was calculated.
5. Children from families that are homeless or children that are in foster care are considered income eligible.
6. ~~If,~~ If a child is determined eligible and is participating in ~~a~~ Early Head Start ~~P~~ program, he or

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she will remain eligible until the child ages out. If a child is determined eligible and is participating in a Head Start Program, he or she will remain eligible through the end of the succeeding program year through the end of the succeeding program year except that the Head Start program may choose not to enroll a child when there are compelling reasons for the child not to remain in Head Start, such as when there is a change in the child's family income and there is a child with a greater need for Head Start services.

7. Fresno EOC Head Start children who will be enrolling for a 3<sup>rd</sup> year of Head Start must verify eligibility again.
8. When a child moves from the Fresno EOC Early Head Start Program to Fresno EOC Head Start, the family income must be re-verified. At the Parent/Guardian's request, Fresno EOC Head Start will ensure, whenever possible, that the child receives Head Start 0 to 5 services until enrolled in school, seamless services 0-5 years.

E. Children With Disabilities

1. Every effort will be made to ensure that children who have a certifiable disability are enrolled in order to meet the mandated 10% disability requirement.
2. The same policies governing the Fresno EOC Head Start Program eligibility requirements apply to children with disabilities as to all children served in Fresno EOC Head Start 0 to 5.
3. No child may be denied admission to Fresno EOC Head Start 0 to 5 solely on the basis of the nature or extent of a disabling condition unless there is a clear indication that such a program experience may not be in the best interest of the child.
4. Fresno EOC Head Start and transitioning Early Head Start children with verified disabilities who meet eligibility requirements and whose parents desire the child's participation will be given every opportunity to participate in the program.

F. Compliance of Eligibility Regulations

1. ~~1.)~~ Failure of staff to follow the above written policy and who intentionally violate Federal and program eligibility determination regulations are subject to disciplinary actions as outlined in the Fresno EOC Personnel Policies and Procedures Manual.

G. Training on Eligibility

1. A program must train all governing body, policy council, management and staff who determine eligibility on applicable federal regulations and program policies and procedures annually.
2. A program must train staff members who make eligibility determination within 90 days of hiring new staff. -Ongoing training will be provided on an individual and group basis. -Annual training takes place in the first quarter of the calendar year.
3. Governing body and policy council members must be trained within 180 days of the beginning of the term of a new governing body or policy council.

IV. SELECTION CRITERIA

- A. To ensure the neediest families are enrolled in the program, Fresno EOC Head Start 0 to 5 uses a point based Selection Criteria form based on family income, age, other factors, disability and parental status to select children for enrollment in the Fresno EOC Head Start 0 to 5 Program, including maintaining a waiting list that ranks children according to the Selection Criteria.
- B. Parents/Guardians can choose which program option best fits their family's need (Center Base or Home Base). -If Parents/Guardians with more than one child choose to enroll each child in a different program option, the Parents/Guardians must -choose the governance program in which to exercise their governance parental right (Center Base or Home Base).

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- C. The Selection Criteria form will be presented annually to the Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA) Committee for review and proposed changes. If revisions are proposed, the revisions will be presented on a separate occasion for approval to ~~both~~ the County-Wide Policy Council (CWPC), ~~Planning and Evaluation Committee~~ and the Fresno EOC Board.
- D. Family Services/Home Base staff will complete the Selection Criteria ~~for every applicant form and total the points for each child. The Selection Criteria form will be submitted to the Information Systems staff to be entered into the ChildPlus system.~~ ChildPlus reports will be used by Family Services/Home Base staff, to assure that the highest ranked children enter the program as vacancies occur.
- E. When a vacancy becomes available for a class that has been designated ~~by age, either Infant, Toddler or 4 year old class, a 3 or 4 year old class,~~ the next highest ranked ~~3 or 4 year old~~ child from the wait-list will be considered for enrollment as classroom ratios allow. The ~~age~~ for a classroom is determined during program option approval by the ~~ERSEA Committee, CWPC, Planning and Evaluation Committee~~ and Fresno EOC ~~B~~board.
- F. Children who have been enrolled in Fresno EOC ~~Early Head Start or Fresno EOC~~ Head Start 0 to 5 and are not kindergarten eligible, ~~are may be~~ eligible for continuing enrollment ~~regardless of the point ranking in the Selection Criteria,~~ unless there are compelling reasons for the child not to remain in ~~the program. Head Start 0 to 5 such as when there is a change in the child's family income and there is a child with a greater need for Head Start 0 to 5 services.~~

V. ENROLLMENT

A. Immunizations

- 1. Parents/Guardians shall be required to show proof that a child has received all immunizations required by state law or are up to date according to age. Immunizations shall be verified by submitting the child's immunization record that has been completed by either a recognized clinic or physician's office.

B. Target Area Applicants

- 1. All Target Area applicants who permanently reside within the target area boundaries shall be given priority to enroll in the local Fresno EOC Head Start ~~0 to 5~~ Center Base or Home Base Program option.

C. Out-of-Target Area Applicants

- 1. Children with disabilities will be considered for enrollment in the out of target program on an individual basis.
- 2. Eligible children will be considered for enrollment in the out of target program on an individual basis. Priority will be given to:
  - a) ~~Parents/Guardians are attending school, job training program or employed and the babysitter resides in the area. Written verification may be required.~~
  - b) ~~Transportation will not be provided.~~

D. Children of Fresno EOC Head Start ~~0 to 5/Early Head Start~~ Employees

- 1. No Fresno EOC Head Start ~~0 to 5/Early Head Start~~ employee shall be allowed to enroll his/her children in the Fresno EOC Head Start ~~0 to 5/Early Head Start~~ Program. This includes any child that a Fresno EOC Head Start ~~0 to 5/Early Head Start~~ employee has legal guardianship and/or power-of-attorney.
- 2. The only exception will be if ~~the employees' child is in the program prior to his/her Parent/Guardian being employed by Fresno EOC Head Start 0 to 5/Early Head Start.~~ The child will be allowed to remain in the program for the current year only and under the following conditions:

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- a) Parent/Guardian will relinquish Head Start 0 to 5 Program governance rights.
  - b) If the child's Parent/Guardian is a classroom employee, the child will not be allowed to remain in the same class with the Parent/Guardian unless the center is a one-class center.
- E. Children Who Are Relatives of Fresno EOC Head Start 0 to 5/Early Head Start Employees
- 1. If the child is eligible in accordance to Fresno EOC Head Start 0 to 5 Recruitment and Enrollment Policy, he/she will be considered for enrollment in the Fresno EOC Head Start 0 to 5 Program.
  - 2. The child shall not be in the same class as the related employee unless the center is a one-class center. The Parent/Guardian will relinquish Head Start 0 to 5 Program governance rights.
- F. Volunteers
- 1. ~~1.~~ Center Base volunteers must clear immunizations to participate in classroom setting in accordance with Health and Safety Code 1596.7995.
  - 2. Beginning January 1, 2022, volunteers must present proof of full vaccination for COVID-19 as stated in Head Start Performance Standards 1302.94.

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<u>Revised and approved by CWPPC/CWPC</u>	<u>Approved by Fresno EOC Board of Commissioners</u>
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~~(RECRUITMENT AND ENROLLMENT POLICY 2021 (DRAFT) 19 FINAL) mmy/je/CQ – POLICIES & PROCEDURES (ADMN)~~

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Head Start 0 to 5
<b>Agenda Item #:</b> 1414	<b>Director:</b> Rosa M. Pineda
<b>Subject:</b> Head Start 0 to 5 Selection Criteria	<b>Officer:</b> Jack Lazzarini

### Recommended Action

The Program Planning and Evaluation Committee recommends approval for full Board consideration of the Head Start 0 to 5 Selection Criteria.

### Background

The Head Start Program Performance Standards state that a program must annually establish a selection criteria that weigh the prioritization of selection of participants, based on community needs identified in the community needs assessment §1302.11 (b), and including family income, whether the child is homeless, whether the child is in foster care, the child's age, whether the child is eligible for special education and related services, or early intervention services, as appropriate, as determined under the Individual's with Disabilities Education Act (IDEA) (20 U.S.C. 1400 *et seq.*) and, other relevant family or child risk factors (1302.14 (a)).

Now that we are Head Start 0 to 5, we have merged the document to reflect Early Head Start and Head Start's selection criteria. Head Start and Early Head Start continue to utilize the selection criteria to identify and reach those most in need of our services such as children with disabilities, and other vulnerable children including homeless children and children in foster care to bridge the gap and improve their quality of life.

### Fiscal Impact

None.

### Conclusion

If approved by the full Board, staff will begin to use the Selection Criteria to guide and recruit children for the Program Year 2022-2023. If not approved, staff will review and make revisions accordingly to obtain Committee and Board approval.

**Applicant's Name:** \_\_\_\_\_ **Site:** \_\_\_\_\_

AGE/PRENATAL STATUS	CODE	CIRCLE ONE
Prenatal or Infant 0 - 12 months of age	PN	100
1 year, 1 month - 1 year, 6 months	(1.1)	80
1 year, 7 months - 2 years	(1.7)	20
2 years, 1 month to 3 years	(2.1)	10

INCOME	CODE	CIRCLE ONE
Homeless (Child or Pregnant Woman)	HCP	130
Foster Child	Foster	130
Receives Public Assistance (Cal-WORKS/TANF/ SSI)	TANF	130
Income Eligible below poverty guidelines	L100	120
Over Income 100 - 130% above poverty guidelines	O30	60
Over Income 130%+ above poverty guidelines	O31	30

DISABILITY	CODE	CIRCLE ONE
Eligible for Part 'C' with a <b>IFSP</b>	D	200

CENTER BASED FACTORS		CIRCLE ONE
Addams Boundaries	ADD	100
SOUL Student	SOUL	100

PARENTAL STATUS	CODE	CHECK ALL THAT APPLY
Parent/Guardian 18 to 25yrs old	PG	90 <input type="checkbox"/>
First Time Pregnant Woman/First Time Parents	FTPG	60 <input type="checkbox"/>
First Time EHS Participant	FTP	30 <input type="checkbox"/>
Guardian or Relative Caregiver	OTHER	20 <input type="checkbox"/>
One Parent Household	ONE	10 <input type="checkbox"/>

INDIVIDUAL AND FAMILY RISK FACTORS (Must be documented)	CODE	CHECK ALL THAT APPLY
Written Referral from Community Agency/Professional	REF	50 <input type="checkbox"/>
Teen Parent (17 and younger)	TEEN	40 <input type="checkbox"/>
Disabled Custodial Parent/Guardian (not receiving SSI)	DCP	20 <input type="checkbox"/>
Substance Abuse/Mental Health Issues/Incarceration	SUBMH	20 <input type="checkbox"/>
Exposure to domestic violence and/or community violence	DVCV	20 <input type="checkbox"/>
Death/Loss of primary parent or caregiver	LOSS	20 <input type="checkbox"/>

ADDITIONAL FACTORS		
Sibling of a child enrolled in Head Start 0 to 5 (Prenatal)	HSF	50 <input type="checkbox"/>
Other: (please specify)	OSRF	20 <input type="checkbox"/>

IFSP Pending ERSEA Coordinator approval required:

EHS Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title:  FCP Specialist  EHS Specialist  FCP/ERSEA Coordinator

**TOTAL POINTS:**

Original: Enrollee's Family File Copy: Verification File (IS to enter with application)

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

**SELECTION CRITERIA**
**Child's Name:** \_\_\_\_\_ **DOB:** \_\_\_\_\_ **Site:** \_\_\_\_\_

<b>AGE (Head Start)</b>	<b>SCORE (CIRCLE ONE)</b>
4 years old	80
3 years old*	50
<b>INCOME/ELIGIBILITY</b>	<b>(CIRCLE ONE)</b>
Homeless (as defined by McKinney-Vento Act)	130
Foster Child	130
Recipient of Public Assistance (TANF/SSI)	130
Low income below poverty guidelines	120
Over income 100-130% above poverty guidelines	60
Over income 130%+ above poverty guidelines	30
<b>PARENTAL STATUS</b>	<b>(CIRCLE ONE)</b>
Guardian	30
One Parent	20
<b>DISABILITY</b>	<b>(CIRCLE IF APPLICABLE)</b>
Child has diagnosed disability with IEP	200
<b>INDIVIDUAL AND FAMILY RISK FACTORS (must be documented)</b>	<b>(CIRCLE ALL THAT APPLY)</b>
Written Referral from Community Agency/Professional	50
Teen Parent (17 and younger)	40
Disabled Custodial Parent or Guardian (not receiving SSI)	20
Substance Abuse/Mental Health Issues/Incarceration	20
Exposure to Domestic Violence and/or Community Violence	20
Death/Loss of primary parent or caregiver	20
<b>ADDITIONAL FACTORS</b>	<b>(CIRCLE ALL THAT APPLY)</b>
Transition from EHS	100
Sibling of a child enrolled in Head Start 0 to 5	50
<input type="checkbox"/> <b>Revised:</b> _____ Date	<b>TOTAL POINTS:</b> _____

**Staff Signature:**  HBE  HBS  FSS  FSC

**Date** \_\_\_\_\_

\*3 year old applicants must turn 3 by September 1<sup>st</sup> (this includes applicants that are 2.5 to 2.11 years of age at the time of application).

White – Child Plus

Yellow – Child's File Section II

<b>Revised/Approved by CWPC</b>	<b>Approved by P&amp;E Committee/Fresno EOC Board of Commissioners</b>
[2/15/06] [2/21/07] [2/20/08] [1/18/12] [1/20/16] [2/15/17] [3/21/18] [2/20/19] [5/20/20] [2/2/21]	[1/25/12] [1/27/16] [3/22/17] [4/18/18] [3/9/19] [6/9/20-P&E] [2/9/21-P&E]

**Applicant's Name:** \_\_\_\_\_ **DOB:** \_\_\_\_\_ **Site/Area:** \_\_\_\_\_

<b>AGE/PRENATAL STATUS</b>	<b>CIRCLE ONE</b>
Prenatal or Infant (EHS)	100
1 year (EHS)	80
2 years (EHS)	20
4 years (HS)	80
3 years (HS)	50

<b>INCOME</b>	<b>CIRCLE ONE</b>
Homeless (as defined by McKinney-Vento Act)	130
Foster Child	130
Recipient Public Assistance (TANF/SSI)	130
Low income below poverty guidelines	120
Over Income 100 - 130% above poverty guidelines	60
Over Income 130%+ above poverty guidelines	30

<b>DISABILITY</b>	<b>CIRCLE ONE</b>
IFSP (EHS) or IEP (HS)	200

<b>PARENTAL STATUS</b>	<b>CHECK ALL THAT APPLY</b>
Pregnant Woman	60 <input type="checkbox"/>
Legal Guardian/Caregiver	30 <input type="checkbox"/>
One Parent Household	20 <input type="checkbox"/>

<b>INDIVIDUAL AND FAMILY RISK FACTORS (Must be documented)</b>	<b>CHECK ALL THAT APPLY</b>
Written Referral from Community Agency/Professional	50 <input type="checkbox"/>
Teen Parent (17 and younger)	40 <input type="checkbox"/>
Disabled Custodial Parent/Guardian (not receiving SSI)	20 <input type="checkbox"/>
Substance Abuse/Mental Health Issues/Incarceration	20 <input type="checkbox"/>
Exposure to domestic violence and/or community violence	20 <input type="checkbox"/>
Death/Loss of primary parent or caregiver	20 <input type="checkbox"/>

<b>ADDITIONAL FACTORS</b>	<b>CHECK ALL THAT APPLY</b>
Transition from EHS	100 <input type="checkbox"/>
Sibling of a child enrolled in Head Start 0 to 5	50 <input type="checkbox"/>
Staff Print: _____ Name Title	<b>Total Points:</b>
Staff Signature: _____ Date: _____	

Original: Enrollee's Family File

Copy: Verification File (IS to enter with application)

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

**BOARD OF COMMISSIONERS MEETING**

<b>Date:</b> March 23, 2022	<b>Program:</b> Head Start 0 to 5
<b>Agenda Item #:</b> 1415	<b>Director:</b> Rosa M. Pineda
<b>Subject:</b> State of California Department of Education (CDE) CSPP Continued Funding Application	<b>Officer:</b> Jack Lazzarini

**Recommended Action**

The Program Planning and Evaluation Committee recommends approval for full Board consideration of the State of California Department of Education (CDE) CSPP Continued Funding Application for 2022-2023 fiscal year in the amount of \$1,074,224.00

**Background**

The State Preschool Program (CSPP contract) operates three (3) full day/full year classrooms in the following centers; Dakota Circle (2 CSPP Classrooms) and Sequoia (1 CSPP Classroom) and each classroom will operate 243 days per year, 11 hours per day, 5-days per week with 20 children per class.

In addition, CSPP will operates three (3) part day/part year classrooms in the following centers; Franklin (1 Classroom), Wilson (1 Classroom), and Cantua Creek (1 Classroom). Each classroom will operate 175 days per year, 7 ½ hours per day, 5 days per week with 20 children per class.

Lastly, all six classrooms are licensed by Community Care Licensing Division (CCLD) together serve a maximum of 120 children. Head Start funds are braided with the State contract to provide full-day services to these communities.

**Fiscal Impact**

The \$1,074,224.00 will be used to operate the centers with required staff, classroom materials and equipment needed for the 2022-2023 school year.

**Conclusion**

If approved by the full Board, Head Start 0 to 5 will continue to provide a quality program for the community’s families/children at the five centers in accordance with Community Care Licensing and Head Start Program Performance Standards.

## California State Preschool Program Continued Funding Application Fiscal Year 2022–23

California State Preschool Program (CSPP) contractors who wish to be considered for continued funding for fiscal year (FY) 2022–23 must read the accompanying instructions and fully and accurately complete this application for continued funding. Instructions may be accessed on the Continued Funding Application (CFA) web page at: <https://www.cde.ca.gov/sp/cd/ci/cfaforms2223.asp>.

Please note that CSPP contractors have no vested right to a subsequent contract. Completion of this CFA does not guarantee a renewal of funding. Upon completion of this CFA the California Department of Education (CDE) will review the application and may contact your agency seeking additional information. If the CDE determines your agency will not be renewed for a subsequent contract year, you will be notified in writing no later than April 7, 2022, pursuant to the *California Code of Regulations*, Title 5 (5 CCR). CSPP contractors who apply for and are approved for continued funding do not need to sign a contract with the CDE to provide CSPP services for FY 2022–23, as contracts will be automatically renewed in accordance with all applicable federal and state laws as well as all CSPP Funding Terms and Conditions and Program Requirements that will be incorporated into the 2022–23 CSPP contract. By signing this CFA, the CSPP contractor is indicating that it wishes to automatically renew the CSPP contract for FY 2022–23 and is willing to, and does accept, all of the terms and conditions of the CSPP contract, which will be provided to the CSPP contractor no later than June 1, 2022. The CSPP contractor may reject the FY 2022–23 CSPP contract by providing the CDE with a written notice no later than July 1, 2022. Instructions on how to provide written notice of rejection of the terms of the new FY 2022–23 contract will be provided in forthcoming communication, on or before June 1, 2022, to CSPP contractors.

Failure to submit the CFA in a timely manner shall constitute as a notice to the CDE of the intent to discontinue services at the end of the current contract year, unless the CSPP contractor has received a written notice of extension of time from the CDE. If the CFA is returned to the CDE in a timely manner but is not fully and accurately completed, funding for FY 2022–23, if approved, may be delayed.

If you have any questions regarding the CFA, please contact [CFA@cde.ca.gov](mailto:CFA@cde.ca.gov).

**Section I – CSPP Contractor Information**

Legal Name of CSPP Contractor: Fresno County Economic Opportunities Commission

CSPP Contractor *Doing Business As* (DBA): Fresno EOC

Headquartered County: 10 Fresno

Vendor Number: J067

Executive Director Name: Emilia Reyes

Executive Director Telephone Number: (559) 263-1000

Executive Director Fax Number: (559) 263-1286

Executive Director Email Address: emilia.reyes@fresnoeoc.org

Legal Business Address: 1920 Mariposa Street, Suite 200

City: Fresno

Zip Code: 93721

Mailing Address (if different from above):

City:

Zip Code:

Name of Person Completing the CFA: Helen Uyeda

Title of Contact Person Completing the CFA: Education Services Manager

Contact Person Telephone Number: (559) 263-1226

Contact Person Email Address: helen.uyeda@fresnoeoc.org

<b>Contractor Name:</b>	<b>Vendor #:</b>	<b>County:</b>
Fresno County Economic Opportunities	J067	10 Fresno

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**Section II – CSPP Contract Type**

Check all applicable boxes indicating the programs the CSPP contractor intends to continue to administer for the Fiscal Year 2022–23. The CSPP contractor agrees to continue implementation of these programs with funds provided by the CDE.

**CSPP Type**

- Full-Day/Full-Year
- Part-Day/Part-Year
- Family Childcare Home Education Network

**BOARD OF COMMISSIONERS MEETING**

<b>Date:</b> March 23, 2022	<b>Program:</b> Advance Peace Fresno
<b>Agenda Item #:</b> 14I6	<b>Director:</b> Isaiah Green
<b>Subject:</b> California Violence Intervention and Prevention	<b>Officer:</b> Emilia Reyes

**Recommended Action**

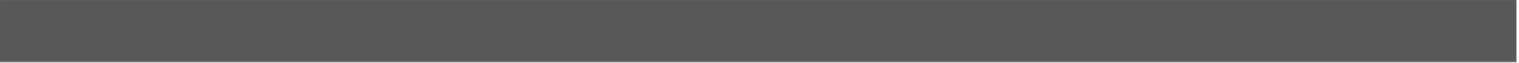
The Program Planning and Evaluation Committee recommends ratification for full Board consideration of the California Violence Intervention and Prevention (CalVIP) application. Fresno EOC applied for \$1,094,238 for three years.

**Background**

The purpose of CalVIP is to improve public health and safety by supporting effective violence reduction initiatives in communities that are disproportionately impacted by violence, particularly group-member involved homicides, shootings, and aggravated assaults. The funder, the Board of State and Community Corrections, makes these grants to support, expand, and replicate evidence-based violence reduction initiatives that interrupt cycles of violence. In 2020 Fresno EOC Advance Peace received a CalVIP grant for \$925,000 to launch the Advance Peace program. This grant will end December 2023.

Advance Peace has developed a proposal for this new round of funding requesting \$1,094,238. If funded, Advance Peace will hire three new staff members including 2 Neighborhood Change Agents and an Administrative Assistant. This grant will allow the program to expand by adding additional Peacemaker Fellowship participants, as well as adding a Junior Fellowship component, targeting youth ages 12-17.

The Board of State and Community Corrections has approximately \$209 million available for this round of funding statewide.

  
**Fiscal Impact**

Funding in the amount of \$1,094,238 over a three-year period, expected to begin approximately on July 1, 2022 will support personnel, equipment and operating costs. The grant requires a 1-to-1 match of either cash or in-kind.

**Conclusion**

If approved by the full Board, funding will support three additional staff positions. Notification of awards will be announced no later than July 1, 2022.

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Energy Services
<b>Agenda Item:</b> 1417	<b>Director:</b> Joseph Amader
<b>Subject:</b> State Local Fiscal Recovery Funds	<b>Officer:</b> Michelle L. Tutunjian

### Recommended Action

The Program Planning and Evaluation Committee recommends ratification for full Board consideration of the State Local Fiscal Recovery Funds (SLFRF) subrecipient application in the amount of \$1,200,115.

### Background

As staff shared with the Program Planning and Evaluation Committee on February 17, 2022, Agenda Item 12A, Fresno EOC had submitted a statement of interest to the County of Fresno to provide Solar Photovoltaic (PV) system installation for approximately 70 low-income, single-family residential homeowners.

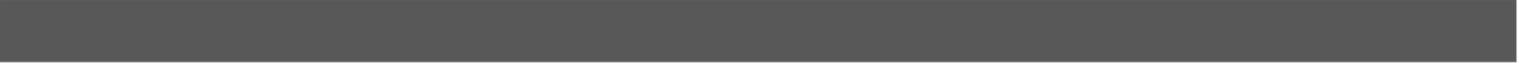
On February 18, 2022, the County of Fresno invited local organizations to submit applications for the one-time SLFRF for projects, activities, or programs that will help the community respond and recover from the COVID-19 public health pandemic.

The County of Fresno will be receiving approximately \$194 million of the stimulus funding in American Rescue Plan Act (ARPA) of 2021. The County Board of Supervisors earmarked approximately \$37 million of its SLFRF for eligible subrecipient programs or projects that will serve the residents of Fresno County.

Fresno EOC Energy Services program proposal benefits residents of Fresno County by aligning with the following SLFRF category: Response to Public Health/Negative Impacts. The proposed short-term project will result in long-term impacts by providing self-generated electricity to residents vulnerable to energy insecurity.

### Fiscal Impact

If funded, Fresno EOC will receive a one-time funding of up to \$1,200,115 to begin the 24-month project, which will end before December 31, 2024. This project will also collaborate with LIHEAP/DOE funds to weatherize the homes receiving solar.



## **Conclusion**

If approved by the full Board, the funds will allow Fresno EOC Energy Services to serve Fresno County's homeowners impacted by the COVID-19 health pandemic.



**BOARD OF COMMISSIONERS MEETING**

<b>Date:</b> March 23, 2022	<b>Program:</b> Energy Services
<b>Agenda Item:</b> 1418	<b>Director:</b> Joseph Amader
<b>Subject:</b> Department of Energy Weatherization Assistance Program	<b>Officer:</b> Michelle L. Tutunjian

**Recommended Action**

The Program Planning and Evaluation Committee recommends ratification for full Board consideration of the Department of Energy Weatherization Assistance Program (DOE WAP) application, submitted to the Department of Community Services and Development (CSD) in the amount of \$500,000.

**Background**

As of January 2022, DOE WAP is operating under a Continuing Resolution for Fiscal Year (FY) 2022. Thus, as directed by DOE, California CSD is planning for the FY 2022 DOE WAP cycle with 2021 Appropriated Funds outlined in Weatherization Program Notice (WPN) 21-2. Therefore, CSD is anticipating an estimated \$8 million allocation to be available.

For the 2022 DOE WAP grant cycle local agencies interested in administering the 2022 DOE WAP grant funds were required to complete and submit an application outlining the agency’s specific contract allocation request and plans for ensuring the successful expenditure of the contract allocation within the 12-month contract term. DOE strives to achieve a substantial savings-to-investment ratio. This prescriptive policy sets it apart from other Weatherization Assistance Programs.

**Fiscal Impact**

If funded, Fresno EOC will receive \$500,000 to offer audited weatherization services to provide deeper energy savings to qualified clients in Fresno County. Contract term is July 1, 2022 through June 30, 2023.

**Conclusion**

If approved by the full Board, the funds will allow Fresno EOC Energy Services to continue serving Fresno County’s most disadvantaged and underserved communities by providing additional weatherization measures and services.

## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> March 23, 2022	<b>Program:</b> Health Services
<b>Agenda Item #:</b> 14I9	<b>Director:</b> Jane Thomas
<b>Subject:</b> Adolescent Sexual Health Education Program – California Responsibility Education Program and Information and Education Program	<b>Officer:</b> Jack Lazzarini

### Recommended Action

The Program Planning and Evaluation Committee recommends approval for full Board consideration of the application to the California Department of Public Health, Maternal, Child and Adolescent Health Division (CDPH/MCAH) in the amount of \$1,275,000 to implement the Adolescent Sexual Health Education Program (ASH Ed) – California Responsibility Education Program (CA PREP); and an additional \$600,000 to implement the Information and Education (I&E) Program, for a total of \$1,875,000 for fiscal years 2022-2025.

### Background

The CDPH/MCAH is soliciting applications from eligible organizations to implement the Adolescent Sexual Health Education (ASH Ed) Program. The ASH Ed Program goals are to equip youth with the knowledge, understanding, and skills necessary to make responsible and healthy decisions regarding their sexual and reproductive health; reduce adolescent birth and STI rates; and promote positive development and healthy relationships. The ASH Ed Program, comprised of CA PREP and the I&E Program, aims to reach youth experiencing the greatest inequities in health and social outcomes. CDPH/MCAH has been administering CA PREP and the I&E Program since 2012.

CA PREP funding is intended to educate youth on preventing pregnancy and sexually transmitted infections through replicating or substantially incorporating elements of effective evidence-based and evidence-informed program models that have been proven to improve sexual health outcomes, including delaying sexual activity and increasing contraceptive use. CA PREP programming must include both abstinence and contraception education, and must cover three adulthood preparation subjects. CA PREP activities must also include community engagement around improving adolescent sexual health and promotion of clinical linkages.

CDPH/MCAH has restructured the ASH Ed Program application for the 2022-2025 funding cycle. Local Implementing Agencies (LIAs) must apply for CA PREP funding to

implement evidence-based or evidence-informed comprehensive sexual health education with youth as required by the Federal PREP grant. The I&E Program funding is optional and is intended to support one of three evidence-based or evidence-informed programs/strategies: enhanced youth engagement, parenting/caring adult education, or train-the-educator.

### **Fiscal Impact**

The maximum amount allocated for Fresno County is \$425,000 per fiscal year for a total of \$1,275,000. Fresno EOC Health Services is the only currently funded CA PREP agency in Fresno County. LIAs may apply for up to \$200,000 per fiscal year for one of the I&E Program options for a total of \$600,000. The total project amount for fiscal years 2022-2025 is \$1,875,000.

### **Conclusion**

If approved by the full Board, the funds will allow Health Services to continue providing services to high-risk populations.



**BOARD OF COMMISSIONERS MEETING**

<b>Date:</b> March 23, 2022	<b>Program:</b> Impact & Development
<b>Agenda Item #:</b> 14I10	<b>Director:</b> Yen Kilday
<b>Subject:</b> Grant Tracker	<b>Officer:</b> Emilia Reyes

**Background**

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

**Fresno Economic Opportunities Commission  
Grant Tracker  
Friday, February 25, 2022**

<b>FUNDED</b>							
Submitted	Program	Name	Funder	Amount Requested	Board Report Date	Date of Notice	Amount Awarded
12/16/2021	<b>Energy Services</b>	<b>Marketing, Education &amp; Outreach</b>	<b>Pacific Gas &amp; Electric</b>	\$50,000	1/26/2022	2/4/2022	\$40,000
	Outreach to rural and urban Fresno County residents about CARE/FERA/ESA programs and complementary offerings and resources for income-qualified households.						
12/13/2021	<b>African American Coalition and Health Services</b>	<b>COVID-19 Community Health Project 2.0</b>	<b>Sierra Health Foundation</b>	\$300,000	1/26/2022	12/31/2021	\$300,000
	COVID-19 outreach and education services in targeted zip codes with low vaccination rates in Fresno County.						
10/1/2021	<b>Best Babies Zone</b>	<b>Fresno Grows</b>	<b>First 5 Fresno County</b>	\$210,000	3/23/2022	Not specified	\$210,000
	BBZ is a community-driven initiative to achieve transformative solutions to improve Black maternal health outcomes and lower infant mortality in Black communities. Funding will support three staff positions.						

<b>NOT FUNDED</b>						
Submitted	Program	Name	Funder	Amount Requested	Board Report Date	Date of Notice
10/8/2021	<b>Health Services &amp; African American Coalition</b>	<b>Maternal Health Grant</b>	<b>Anthem</b>	\$4,684,278	1/26/2022	12/21/2021
	The Prenatal Case Management Program will recruit from the community and receive provider referrals of Black, Latino, and Asian pregnant women to ensure a fullterm birth. The project will provide support through a comprehensive prenatal assessment model and will provide up to \$1,200 worth of wraparound services such as transportation and food to support socially vulnerable individuals.					
1/31/2022	<b>Sanctuary and Support Services</b>	<b>Commercially Sexually Exploited Children</b>	<b>County of Fresno</b>	\$940,671	3/23/2022	2/25/2022
	Provide comprehensive services to at-risk youth referred by the County to CVAHT					

<b>PENDING GRANTS</b>						
Submitted	Program	Name	Funder	Amount Requested	Board Report Date	Expected Date of Notice
4/12/2021	<b>Advance Peace Fresno</b>	<b>Congressional Earmark Proposal</b>	<b>USDOJ</b>	\$300,000	5/26/2021	Spring 2022
	Request was submitted through Congressman Costa's office					
3/15/2021	<b>Energy Services</b>	<b>Energy Efficiency Grant Program</b>	<b>Energy Upgrade California</b>	\$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.					

**PENDING GRANTS**

Submitted	Program	Name	Funder	Amount Requested	Board Report Date	Expected Date of Notice
9/21/2020	<b>Head Start 0 to 5</b>	<b>Early Head Start Expansion and EHS Child Care Partnership Grant</b>	<b>Department of Health and Human Services, Office of Head Start</b>	\$944,092	9/30/2020	Not specified
	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)					
8/6/2021	<b>LCC</b>	<b>Proud Parenting Grant Program</b>	<b>Board of State &amp; Community Corrections</b>	\$100,000	11/18/2021	Not specified
	Provide parenting education for corps members and partner with AFLP for young parents needing extra support, provide substance abuse and anger management consulting for participants as needed					
4/15/2021	<b>Sanctuary and Support Services</b>	<b>Fresno Rotary Grants</b>	<b>Fresno Rotary</b>	\$15,000	5/26/2021	8/1/2021
	Purchase and installation of new double paned windows at the Sanctuary Shelter					
4/30/2021	<b>Sanctuary and Support Services</b>	<b>Housing Assistance Grants for Victims of Human Trafficking</b>	<b>Dept of Justice OVC</b>	\$594,316	5/26/2021	Not specified
	Provide transitional and short term housing to victims of human trafficking					
11/2/2021	<b>Sanctuary and Support Services</b>	<b>Foundation Grant</b>	<b>Slave 2 Nothing Foundation</b>	\$30,000	11/17/2021	Not specified
	Emergency safe housing, food and support services for victims of human trafficking					
12/30/2021	<b>Sanctuary and Support Services</b>	<b>Human Trafficking Victim Assistance Grant</b>	<b>Cal OES</b>	\$666,666	1/26/2022	Prior to April 2022
	Identify human trafficking victims, connect them to service delivery system, provide training and technical leadership and provide leadership of the regional Central Valley Freedom Coalition					
10/18/2021	<b>Sanctuary and Support Services</b>	<b>Homeless Youth Emergency Services Pilot Program</b>	<b>Cal OES</b>	\$2,375,000	3/23/2022	Not specified
	Continue providing comprehensive services to youth experiencing homelessness. Funds will support personnel, operational and supportive services costs.					
7/26/2021	<b>Strategy &amp; Resource Development</b>	<b>CSBG CARES Act Rapid Cycle Impact Project</b>	<b>Administration of Children and Families</b>	\$250,000	9/22/2021	Prior to Oct 2021
	Provide 30 families with children enrolled in Head Start Huron with monthly supplemental incomes for a 12-month period					
10/7/2020	<b>Street Saints</b>	<b>Homework Center Proposal</b>	<b>Bank of America</b>	\$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	<b>Street Saints</b>	<b>Youth Services</b>	<b>City of Fresno</b>	\$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.					
3/24/2021	<b>Transit Systems</b>	<b>FTA Section 5310 Elderly &amp; Disabled Specialized Transit</b>	<b>Fresno COG</b>	\$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					
1/5/2022	<b>Training &amp; Employment</b>	<b>YouthBuild AmeriCorps</b>	<b>Corporation for National and Community Service</b>	\$175,000	3/23/2022	Not specified
	Operational funding will assist with salaries for several LCC staff and facilities operations					

**SANCTUARY AND SUPPORT SERVICES ADVISORY BOARD MEETING  
VIA ZOOM  
THURSDAY, June 10, 2021**

**Minutes**

**I. CALL TO ORDER**

The meeting was called to order by Tom Nino, Chair, at 12:03 PM

**II. ROLL CALL**

There was a quorum established at this meeting.

Tom Nino, Chair <i>Social Services Representative</i>	P	Cynthia Cervantes <i>Health Representative</i>	A
Amy Arambula Fresno EOC Commissioner	P	<i>Law Enforcement - Open</i>	N/A
Felipe De Jesus Perez <i>Fresno EOC Commissioner</i>	P	<i>Business Representative - Open</i>	N/A
Itzi Robles <i>Fresno EOC Commissioner</i>	A	<i>Sanctuary Representatives (Varies)</i>	X
Michael Reyna <i>Community At Large</i>	P		

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

Staff Present:

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

**III. APPROVAL OF MINUTES**

December 10, 2020 - De Jesus Perez/Arambula M/S/C to approve December Meeting Minutes. *All in Favor.*

March 11, 2021 -De Jesus Perez/Arambula M/S/C to approve December Meeting Minutes. *All in Favor.*

**IV. PROGRAM ANNOUNCEMENTS**

Gattie-Blanco updated and provided an overview to the Committee on upcoming program events/meetings: Illuminate Our Pride, Annual Fireworks Sales, and Central Valley Freedom Coalition Meeting (via Zoom).

**V. PROGRAM UPDATES**

- Program Activity Reports  
Gattie-Blanco gave a brief overview of the program reports.

Arambula inquired on City Youth Navigation to determine what the difference is on linkages versus referrals. Streets clarified linkages is a warm hand off (i.e., what MAP Point does) and referrals is providing them information about an organization.

Arambula inquired why there are zero's (0) in the Youth Shelter report, was it because the Shelter was closed? Gattie-Blanco informed the Committee there has not been any

referrals for homeless youth during this reporting period. A lot can be attributed to the increase in family shelters and that students are not in in-person school. There are some upcoming changes that Gattie-Blanco and Streets have been made aware of through RHY ACT as to the population that can be served. Gattie-Blanco informed the committee we are up this year for the competitive grant and are planning to lower bed count because the definition of who can be served is changing and because of the increase in family shelters.

Arambula asked about Youth Bridge Housing and if County is paying for housing, Gattie-Blanco informed the Committee we have two contracts, 14 beds are being paid by the County and City pays for two (2) beds. The “number of days per leavers” clients can stay up to six months, during COVID some clients stayed past the 6 months too. Housing programs are pretty stable with HomePlate having a two-year program term.

Arambula inquired who is providing legal services for CVAHT. Secundino informed the Committee Centro La Familia, a Cal-OES Sub awardee, and numbers are lower due to COVID.

Streets presented an overview of Accomplishment/Challenges for Housing, Outreach and Shelters. The new Fresno City College Project HOPE program that is assisting 64 persons into getting housing. Arambula inquired if Master Lease means Fresno EOC Leases and then sub-leases to clients, Streets confirmed that is correct.

Secundino shared Evelyn Gonzalez has been promoted to Outreach Coordinator, we have received continued funding from CalOES for 2021-2022 year, as well as Slave 2 Nothing funds for emergency apartment.

Cruz gave an overview of the Accomplishments/Challenges for LGBTQ+ Center, we were awarded \$58K for the network of care and LGBTQ+ Competency Training to various programs/businesses has increased. Gattie-Blanco shared the competency training is a fee for service and is not limited to anyone or organization.

Cruz shared today was the City Council’s Proclamation for the City of Fresno for Pride Month Accomplishments and Challenges. A flag raising ceremony will take place, tomorrow at City Hall. For the first time ever Fresno State University had a rainbow flag raising ceremony following last week’s Fresno City College Flag raising ceremony.

Cruz mentioned City Councils proclamation back in April, 2020 for Transgender Day of Visibility with emphasize on medical providers doing more to learn about transgender healthcare due to the lack of services in the Central Valley.

- Program Funding Activities  
Gattie-Blanco gave a brief overview to the Committee.

Arambula inquired for Fresno City College housing navigations, they are paying for rent and we are providing wrap around services? Fresno City College pay rent directly to the clients, provide housing navigation and case management. Our staff work with clients to submit payment for rent, moving clients into the apartment and ensuring they are staying in the apartment while they work toward permanent housing.

## VI. OTHER BUSINESS

Gattie-Blanco and Natalie Chavez will be highlighting Project HOPE at Rotary Club Meeting and how the nationwide pilot program and partnership is working. De Jesus Perez inquired “How are we reaching out to youth at rural communities to help them?” Gattie-Blanco

shared City College is currently working on marketing material and even without distributing material, at one point there were 300 people on the waiting list. Gattie-Blanco will remind City College of the rural communities.

Gattie-Blanco informed the Committee when outreach is being conducted, including in rural communities, we link people to other services within Sanctuary and Support Services.

Next meeting is scheduled on September 9, 2021.

**VII. PUBLIC COMMENT**

None at this time.

**VIII. ADJOURNMENT**

The meeting was adjourned at 12:48 p.m.

Respectfully Submitted,  
Misty Gattie-Blanco  
Sanctuary Director

**Fresno EOC/Local Conservation Corps  
Advisory Board  
August 18, 2021**

James Hackett, Chairperson	P	Lisa Nichols	A
Ed Avila	P	Itzi Robles	P
David Clark	A	Carmen Romero	A
Francisco Del Rincon	P	Sharon Weaver	P
Brian King	A	LCC/YouthBuild Senate Council President Or Representative	P
Daniel Martinez	A		

**Staff:**

Shawn Riggins, LCC Director  
Michelle L. Tutunjian, Chief Operating Officer  
Jeff Davis, Training & Employment Division Director  
Elisa Sgambellone, Senior Services Manager  
Caroline Garcia, YouthBuild Program Manager  
Lee Xiong, CalCRG Specialist

Corpsmembers/Students: Adrian Trujillo, Matthew Price

**I. WELCOME AND CALL TO ORDER**

James Hackett called the meeting to order at 12:00 p.m.

**II. ROLL CALL**

Roll call was called. The meeting was held via ZOOM.

**III. APPROVAL OF MINUTES**

The February and May minutes were approved. M/S/C Avila/Del Rincon.

**IV. CORPSMEMBER AGE ELIBILITY**

Shawn Riggins stated that the California Conservation Corps (CCC), the certifying agency for local corps throughout the state, notified local corps that the Corpsmember age eligibility was increased from 18-25 to 18-26, this went into effect immediately.

**V. YOUTHBUILD CHARTER SCHOOL OF CALIFORNIA (YCSC)**

Ken McCoy announced that YCSC students returned to in-person instruction for their first day of class on August 16, 2021. Students and teachers had been conducting and attending classes virtually via Zoom since March 2020. Adrian Trujillo, an LCC Corpsmember and YCSC student, expressed his feelings about a return to in-person instruction. He stated that the return to campus has been a more positive experience because it provides more structured setting and an opportunity to be more hands on as he is a visual and hands on learner.

Matthew Price, a classroom based YCSC student, echoed the sentiments shared by Adrian Trujillo and stated that the transition back to class full time has been better because being on Zoom was difficult at times due to the technical issues and challenges that it may present. The in-person instruction allows for the one-to-one connection that may only be made through face-to-face instruction, and the ability to interact with fellow students.

YCSC's Fresno site is one of two YCSC sites that have returned to school at this time. All students have their temperature checked daily and sign the COVID-19 questionnaire. Per the California Department of Public Health, all students are required to wear a mask when on campus. Technology will continue to play a significant role with students and teachers as students are assigned a Chromebook and submit their schoolwork online through Schoology to reduce the amount of paperwork exchanged between teachers and students.

Due to the continued presence of COVID-19, YCSC will continue to offer a distance learning option to students who are not feeling well so they may keep up with their class assignments. There are also a limited number of Independent Studies slots for those students who may choose to remain on distance learning.

## VI. LCC UPDATES

### a. Work Training Projects

A detailed list of work training projects was distributed at the meeting along with the Advisory Board agenda packet. Several projects were highlighted. Shawn Riggins provided a brief update on LCC's activities/events since the last Advisory Committee meeting, as follows:

- Shawn Riggins stated that LCC was awarded the Fresno County Fatherhood Initiative grant. The grant will be presented at the County Board of Supervisor's meeting on September 25th. Grant amount is \$852,000 for three years. The goal of the project is to serve fathers and partners of African American mothers.
- A grant application for a second fatherhood project was submitted to the California Board of State and Community Corrections in July, serving 50 fathers per year, grant amount is \$100,000/year.
- Recently, two EOC programs have moved to the LCC site, Foster Grandparents and LIHEAP.
- Evaluation from Fresno Regional Workforce Development Board (FRWDB) was received. Three cohorts have completed the forestry training; the fourth cohort is scheduled to begin in September. FRWDB submitted two applications for forestry conferences that will be held in September. Reedley will be participating in one of them and LCC will be presenting at the Calforests conference in Sacramento.
- LCC submitted an application to the Families and Workers Fund to provide stipends to individuals participating in the Central Valley Forestry Corps program.
- Caroline Garcia, YouthBuild Program Manager, provided an update on the YouthBuild (YB) program. Two YouthBuild AmeriCorps grants are active, recently closed the 2019-2020 grant year, the 2020-2021 slots have been filled. Grant year 2021-2022 was received providing 31 half time slots 675 hour slots, two 900 hour slots and two full time AmeriCorps positions. Continues to fill corpsmember positions for the YouthBuild DOL/ETA. Corpsmembers are building homes with Self Help Enterprises and participating in community activities with Bringing Broken Neighborhoods Back to Life and Southwest Police Department, such as the "Good Times are Back", a series of block parties for the community held at one of the local parks. Staff continues to ensure students are certified in HBI Pact, First Aid/CPR and Forklift.

- Shawn Riggins, provided an update on LCC’s recycling program. With the state’s re-opening in June there has been an increase of material collection at bars and restaurants. Staff re-started school routes, and continue with mattress collection. LCC has been receiving requests from local municipalities and other groups to participate in tire amnesty and e-waste events. Fresno State’s first football game is scheduled for Saturday, August 28<sup>th</sup>.
  - Daniel Palomera, Solar Program Manager, provided an update on the TCC Solar Project. Twenty-one solar projects have been completed, one is in progress. Recently re-started the weatherization measures, following COVID19 protocols with the homeowners. Benito Cortez, LCC Corpsmember, has recently obtained employment in the solar industry.
  - Elisa provided an update on the YouthBuild Charter School (YCSC), end of year activities. In person graduation ceremony was held June 25<sup>th</sup>, with one student traveling from Georgia. Seventeen students completed with sixteen participating in the graduation ceremony.
  - Summer education took place the month of July for all corpsmembers. Topics included life skills, communication, e-mail, first aid/CPR, forklift training, job search, resume writing, and healthy lifestyle.
  - Lee Xiong, Cal CRG Specialist, provided an update on the Cal CRG program. Lee stated that LCC received a six-month extension. LCC staff participated in the Trauma Informed Approach to Mental Health and LBGTQ+ training, the next training will be on mental health first aid. Continues to work with corpsmembers and contractors in person following COVID19 restrictions.
- b. Corpsmember/Student Update  
Item was not covered.

**VII. OTHER BUSINESS**

Next meeting November 17, 2021

**VIII. PUBLIC COMMENT**

None at this time

**IX. ADJOURNMENT**

The meeting was adjourned at 12:56 p.m.

Respectfully Submitted,  
Shawn Riggins, LCC Director  
Fresno EOC Local Conservation Corps

**SANCTUARY AND SUPPORT SERVICES ADVISORY BOARD MEETING  
VIA ZOOM**

**Thursday, September 9, 2021**

**Minutes**

**I. CALL TO ORDER**

The meeting was called to order by Tom Nino, Chair, at 12:10 PM

**II. ROLL CALL**

There was a quorum established at this meeting.

Tom Nino, Chair <i>Social Services Representative</i>	P	Cynthia Cervantes <i>Health Representative</i>	A
Amy Arambula <i>Fresno EOC Commissioner</i>	A	<i>Law Enforcement - Open</i>	N/A
Felipe De Jesus Perez <i>Fresno EOC Commissioner</i>	A	<i>Business Representative - Open</i>	N/A
Itzi Robles <i>Fresno EOC Commissioner</i>	A	<i>Sanctuary Representatives (Varies)</i>	X
Michael Reyna <i>Community At Large</i>	A		

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

Staff Present:

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

**III. APPROVAL OF MINUTES**

June 10, 2021 – Tabled due to no quorum

**IV. PROGRAM UPDATES**

- Program Activity Reports  
Gattie-Blanco shared CVAHT is starting to meet with clients in office.

Cruz shared LGBTQ+ Center is continuing with Art Hop activities and providing meeting space. Tutunjian suggested to invite the mural artist to the next Advisory Board meeting to showcase his art, if available.

Streets announced Poverello House is providing additional funds for outreach services.

- Accomplishments and Challenges  
Tutunjian elaborated on the dedication of the new rural Food Express Bus designated as a mobile Safe Place site for youth in crisis, expanding the Sanctuary’s Safe Place program. The Bus will connect with five (5) rural sites in Fresno County during the summer and winter school breaks providing free meals the kids under age 18. Outreach and food distribution will be provided by Sanctuary staff.

- **Program Funding Activities**  
Gattie-Blanco gave an overview and shared Sanctuary is applying for new project under HUD specific to HT victims. Additionally, Project Harvest is still continuing.

**V. PROGRAM ANNOUNCEMENTS**

Gattie-Blanco updated and provided an overview to the Committee on upcoming program events/meetings: Q-Space Pop-Ups, Art Hop, Community Awareness, 28th Annual Making Spirits Bright, Warming the Homeless, and the Central Valley Freedom Coalition.

**VI. OTHER BUSINESS**

Next meeting is scheduled on December 9, 2021.

**VII. PUBLIC COMMENTS**

None at this time.

**VIII. ADJOURNMENT**

The meeting was adjourned at 12:35 p.m.

Respectfully Submitted,

Misty Gattie-Blanco  
Sanctuary Director

**Fresno EOC/Local Conservation Corps  
Advisory Board  
November 19, 2021**

James Hackett, Chairperson	P	Daniel Martinez	A
Ed Avila	A	Lisa Nichols	P
David Clark	A	Itzi Robles	A
Francisco Del Rincon	A	Carmen Romero	P
Misty Franklin	A	Sharon Weaver	A
Brian King	A	LCC/YouthBuild Senate Council President Or Representative	A

Staff:  
 Shawn Riggins, LCC Director  
 Michelle L. Tutunjian, Chief Operating Officer  
 Elisa Sgambellone, Senior Services Manager  
 Caroline Garcia, YouthBuild Program Manager  
 Julio Lopez, Recycling Program Manager  
 Alicia Garcia, Administrative & Operations Manager

**I. WELCOME AND CALL TO ORDER**

James Hackett called the meeting to order at 8:17 a.m.

**II. ROLL CALL**

Roll call was called. .

**III. APPROVAL OF MINUTES**

No quorum, on hold until next meeting.

**IV. ADVISORY CHAIR RECOGNITION**

Shawn Riggins, LCC Director, presented a plaque to James Hackett in recognition of his years of service as a member and Chairperson of the LCC Advisory Board. The plaque read as follows: “In appreciation of your years of dedication to the Fresno EOC Local Conservation Corps, the young people we serve, and our goal of Training Tomorrow’s Leaders, Today! James recently retired from the County of Fresno.

**V. 2022 LCC ADVISORY BOARD SCHEDULE**

February 16, 2022, May 18, 2022, August 17, 2022 and November 16, 2022

**VI. OTHER BUSINESS**

Private Event: LCC Thanksgiving Celebration Breakfast. Breakfast was served immediately following the meeting. LCC Advisory Board members were invited. Shawn provided a tour the Prop 68 project.

**VII. ADJOURNMENT**

The meeting adjourned at 9:00 a.m.

Respectfully Submitted,  
 Shawn Riggins, LCC Director  
 Fresno EOC Local Conservation Corps

**FRESNO EOC SCHOOL OF UNLIMITED LEARNING  
GOVERNING COUNCIL MEETING  
On-Line through Ring Central  
Tuesday, December 14, 2021**

**MINUTES**

**I. Meeting called to order by Dr. Terry Allen 8:36 a.m.**

**II. Roll call facilitated by Commissioner Jimi Rodgers**

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

**III. Approval of Minutes**

The October 12, 2021 minutes were approved as read. M/S/C Lopez/Rodgers

**IV. Educator Effectiveness Block Grant**

The Educator Effectiveness Block Grant (EEBG) under Title II of the federal funding Every Student Succeeds Act is to support professional development for teachers, administrators and classified staff. The funding may be expended over a 5- year period. Once the \$52,940 is granted to Fresno EOC SOUL a portion of the grant will be used during the 2021-2022 for coaching and mentoring, and sending a group of our teachers and staff to attend the California Charter Schools Conference. A motion was made to approve the Educator Effectiveness Block Grant. M/S/C Metzler/Rodgers

**V. Principal's Report**

Susan Lopez highlighted the enrollment information and other activities as stated on the Principal's report. Lopez also shared that she expects enrollment to increase in January with students from the traditional schools needing to make a change to receive more individualized academic attention and support.

**VI SOUL: Graduation 2021**

Susan Lopez announced that SOUL's first Winter Commencement Ceremony will be held for 22 graduating seniors on, December 15<sup>th</sup> and December 16<sup>th</sup> from 9:00 am – 3:00 pm both days. Each SOUL graduate will be honored with their own ceremony that will last approximately 15 minutes.

**VII. Interact Club Update**

Patricia Billeadeau shared that SOUL staff and Interact Club students decorated over 50 Christmas wreaths and delivered them to the residents at the Health Care Center of Fresno on December 3<sup>rd</sup>. Each graduating senior will receive a backpack filled with school supplies, personal items and snacks as a graduation gift. The Interact Club students also wrapped Toys for Tots gifts that were given to our pregnant and parenting teens.

**VIII. Other Business**

Terry Allen shared the next scheduled meeting will be held on February 8, 2022

**IX. Public Comment**

None heard.

**X. Adjournment of Meeting**

The meeting adjourned at 8:55 am

Submitted by Commissioner Jimi Rodgers, SOUL Governing Council Secretary

**SANCTUARY AND SUPPORT SERVICES ADVISORY BOARD MEETING  
VIA ZOOM**

**Friday, December 17, 2021**

**Minutes**

**I. CALL TO ORDER**

The meeting was called to order by Tom Nino, Chair, at 10:05 AM

**II. ROLL CALL**

There was no quorum established at this meeting.

Tom Nino, Chair <i>Social Services Representative</i>	P	Cynthia Cervantes <i>Health Representative</i>	A
Amy Arambula <i>Fresno EOC Commissioner</i>	A	<i>Law Enforcement - Open</i>	N/A
Felipe De Jesus Perez <i>Fresno EOC Commissioner</i>	A	<i>Business Representative - Open</i>	N/A
Itzi Robles <i>Fresno EOC Commissioner</i>	P	<i>Sanctuary Representatives (Varies)</i>	X
Michael Reyna <i>Community At Large</i>	P		

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

Staff Present:

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

**III. APPROVAL OF MINUTES**

June 10, 2021 – Tabled due to no quorum.  
September 9, 2021

Nino approved to move forward with electronic votes for approval.

**IV. PROGRAM UPDATES**

- Accomplishments and Challenges  
Gattie-Blanco gave an overview of program updates and shared that Homeless Services has developed a new partnership with Poverello House for outreach within the City of Fresno and will be hiring additional staff for this project. One of the newest projects, Project HOPE with Fresno City College has assisted 125 individuals/families with housing since February 2021.

Central Valley Against Human Trafficking (CVAHT) recently had staffing changes and hired two (2) new Case Manager/Advocates to fill vacant positions. Gattie-Blanco informed the committee that CVAHT has continued to provide emergency housing for two (2) individuals in an emergency apartment funded through the Slave 2 Nothing Foundation. Additionally, CVAHT has been awarded funding through OVC to provide housing assistance, in partnership with Homeless Services, specific to human trafficking victims that lack housing and will be providing rapid re-housing.

LGBTQ+ Resource Center has resumed in-person Art Hop events and started tracking individuals that enter the facility, each month averaging 500 attendees. LGBTQ has been fortunate to receive sponsorship from Gilead Sciences for November's Art Hop event. Gattie-Blanco shared that the Center's Mural in the large conference, painted by Arte Aqua Viva artists, has been completed.

- **Program Activity Reports**  
Activity reports were previously provided to the committee.

Robles inquired on CVAHT OVC Program Activity Report what the difference in objectives "Reach individuals through Public Awareness Efforts" and "Reach individuals through Outreach Efforts" was. Secundino shared Public Awareness is efforts conducted through social media campaigns, Coalition emails and meetings, and Outreach are the tangible items that are provided through physical outreach (i.e. resource fairs and college events).

- **Program Funding Activities**  
Gattie-Blanco provided a brief overview and highlighted LGBTQ was recently awarded Mentoring for Youth Affected by the Opioid Crisis and Drug addiction through OVC and will be partnering with Street Saints.

#### **V. PROGRAM ANNOUNCEMENTS**

Gattie-Blanco shared upcoming events for CVHAT including National Safe Place Week: March 21 – 27, 2022.

Gattie-Blanco shared that the program is recruiting additional advisory board members.

Gattie-Blanco announced that the program is open to moving the dates and/or times of the meetings, if necessary, to accommodate members.

#### **VI. OTHER BUSINESS**

Next meeting is scheduled on March 10, 2022

#### **VII. PUBLIC COMMENTS**

None at this time.

#### **VIII. ADJOURNMENT**

The meeting was adjourned at 10:25 AM

Respectfully Submitted,

Misty Gattie-Blanco  
Sanctuary Director



**COUNTY-WIDE POLICY COUNCIL  
MINUTES**

**January 11, 2022**

**CALL TO ORDER** The meeting was called to order at 6:06 p.m. by Ashleigh Rocker Greene, CWPC Chairperson via ZOOM call.

**ROLL CALL** Roll Call was called by Senovia Murillo, CWPC Secretary. The following Representatives were present: Brenda Velasquez, Anna Fernandez, Alma Martinez Guillen, Uvilla Ibarra, Erica Cortez, Natalie Montano, Laura Barnes, Youa Xiong, Yeng Vang, Stephanie Salazar, Stephanie Vasquez, Ovelia Viramontez, Cesia Munoz, Vianey Contreras, Haydee Garcia, Blanca Lopez, Senovia Murillo, Cynthia Rivera, Lisett Rodriguez, Jerry Vang, Susana Islas, Ashleigh Rocker Greene, Rebecca Ramos, Carlos Campos, Christina Martinez, Aurora Rios, Anyssa De La Cruz, Clarrisa Varela, Naomi Jackson, Angela Diaz, Fawnda Cole, Shaday Williams, Pedro Uresti, Maria Castellanos, Nasthia Goins, LaVera Smith, Zina Brown-Jenkins, Jewel Hurtado and Jimi Rodgers. A quorum was present.

**APPROVAL OF PREVIOUS CWPC MINUTES** Ashleigh Rocker Greene, CWPC Chairperson, informed Representatives of the CWPC Minutes from the December 7, 2021 meetings. This information was sent to Representatives prior to tonight's meeting.

Motion to approve the December 7, 2021 CWPC Minutes as written and read was made by Naomi Jackson and seconded by Fawnda Cole. 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 Representative of the Fresno EOC Board of Commissioners minutes from the November 17, 2021 meetings. This information was sent to Representatives prior to tonight's meeting.

Ms. Brown-Jenkins shared information from the Fresno EOC Board of Commissioners meeting held on December 15, 2021.

Seating of Commissioners:

Target Area Elections Results, Community Sector Nominations and Public Official Appointments

Dr. Roberto Pimentel	State Center Community College District
Brian King	Office of Mayor Jerry Dyer
James Martinez	Fresno Reel Pride
Itzi Robles	Southeast Fresno Community Economic Development, Inc.
Jimi Rodgers	Association of Black Social Workers
Pastor Bruce McAlister	West Fresno Faith Based Organization, Inc.
Daniel Martinez	Target Area D
Lisa Nichols	Target Area E
Elizabeth Jonasson	Target Area G
14 <sup>th</sup> Senatorial District	Appointment Letter Pending
Board of Supervisors	Appointment Letter Pending

The term of office is for two year commencing on January 1, 2022.

FRESNO EOC  
COMMISSIONERS' REPORT

Also on the agenda was the Fresno EOC Community Services Block Grant (CSGB) Budget for 2022 in the amount of \$1,905,650 for the period of January 1, 2022 to May 31, 2023. The CSGB Budget covers: Programs, Agency Wide Priorities and Administrative Personnel

Motion to approve the November 17, 2021 Fresno EOC Board Minutes as written and read was made by Alma Martinez Guillen and seconded by Senovia Murillo. Motion carried.

FINANCIAL STATUS REPORT  
FOR THE MONTH OF  
OCTOBER 2021

Angela Diaz, CWPC Treasurer, informed Representatives of the Monthly Financial Status Report for Early Head Start and Head Start programs for the month of October 2021. These reports were sent to Representatives prior to tonight's meeting.

Ms. Diaz reported that the Monthly Financial Status Reports show all expenditures for the entire Early Head Start and Head Start programs for the month of October 2021 and year-to-date.

Motion to approve the Monthly Financial Status Reports for October 31, 2021 for Early Head Start and Head Start was made by Carlos Campos and seconded by Natalie Montano. Motion carried.

AVERAGE DAILY  
ATTENDANCE (ADA)  
REPORTS FOR THE  
MONTH OF NOVEMBER 2021

Ashleigh Rocker Greene, CWPC Chairperson, informed Representatives of the Average Daily Attendance (ADA) Report for the month of November 2021 for Early Head Start and Head Start. This information was sent to Representatives prior to tonight's meeting.

Per Head Start Program Performance Standard 1302.16, a program must track attendance for each child and implement a process to ensure children are safe when they do not arrive at school. In addition, a program must implement strategies to promote attendance by providing information about the benefits of regular attendance; support families to promote the child's regular attendance; conduct a home visit or make other direct contact with a child's parent if a child has multiple unexplained absences' and thereafter, use individual child attendance data to identify children with patterns of absences that put them at risk of missing ten percent of program days per year and develop appropriate strategies to improve individual attendance among identified children.

The Early Head Start monthly ADA for November 2021 is 70.88% for Center Base and 94.66% for Home Base. Total Early Head Start enrollment for November is 247.

The Head Start monthly ADA for November 2021 is 74.39% for Center Base and 93.10% for Home Base. Total Head Start enrollment for November 2021 is 1358.

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 and Head Start Center Base for November 2021 was made by Maria Castellanos and seconded by Alma Martinez Guillen. Motion carried.

PERSONNEL COMMITTEE  
REPORT

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

Ms. Rocker Greene reported the hiring/separation/job descriptions, personnel actions of Early Head Start and Head Start staff, as well as eligibility lists created for January 11, 2022.

FY 2023 HEAD START 0 TO 5  
BUDGET PROCESS

Rosa M. Pineda, Head Start Director, informed Representatives of the FY 2023 Head Start 0 to 5 Budget Process. This information was sent to Representatives prior to tonight's meeting.

The Annual Budget Preparation Process outlines the steps that staff, parents, County-Wide Policy Council and Fresno EOC Board of Commissioners implement from drafting of local site budgets and submission of the continuation funding application to the Office of Head Start for final approval and award of the needed funds.

Jim Rodriguez, Chief Financial Officer, will be conducting the Budget Training. Head Start and Early Head Start Chairpersons and Teacher Director/Center Directors are to attend. Budget Training date and time is pending at this time. Invites will be sent out and your attendance is encouraged.

HEAD START CENTER BASE &  
HOME BASE EDUCATION  
COMMITTEE PLAN PROCESS

Guadalupe Zuniga, Head Start 0 to 5 Home Base Manager and Helen Uyeda, Education Services Manager, informed Representatives of the Head Start Center Base/Home Base Education Committee/Plan Process. This information was sent to Representatives prior to tonight's meeting.

In accordance with Head Start Program Performance Standard 1304.4 Parent Committee

(a) Establishing parent committee. A program must establish a parent committee comprised exclusively of parents of currently enrolled children as early in the program year as possible. This committee must be established at the center level for center-based program and at the local program level for other program options. When a program operates more than one options, parents may choose to have a separate committee for each option or combine membership. A program must ensure that parents of currently enrolled children understand the process for elections to the policy council or policy committee and other leadership opportunities.

(b) Requirement of parent committee. Within the parent committee structure, a program may determine the best methods to engage families using strategies that are most effective in their community, as long as the program ensures the parent committee carries out the following minimum responsibilities.

- (1) Advise staff in developing and implementing local program policies, activities, and services to ensure they meet the needs of children and families.
- (2) Have a process for communication with policy council and policy committee; and

Within the guidelines established by the governing body, policy council or policy committee, participate in the recruitment and screening of Early Head Start and Head Start employees.

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

Christina Coble, Early Head Start Child Development Site Coordinator, informed Representatives of the FY 2021-2022 Head Start 0 to 5 Early Head Start Curriculum Planning Process. This information was sent to Representatives prior to tonight's meeting.

Per Head Start Program Performance Standards 1302.32 (a) (1) Center-based and family child care programs must implement developmentally appropriate research-based early childhood curricula, including additional curricular enhancements, as appropriate that:

- (i) Based on scientifically valid research and have standardized training procedures and curriculum materials to support implementation
- (ii) Are aligned with Head Start Early Learning Outcomes Framework: Ages Birth to Five
- (iii) Have an organized developmental scope and sequence that include plans and materials for learning experiences based on developmental progressions and how children learn.

(2) A program must support staff to effectively implement curricula and at a minimum monitor curriculum implantation and fidelity, and provide support, feedback, and supervision for continuous improvement of its implementation through the system of training and professional development.

Head Start Program Performance Standard 1302.35 (d) (1) a home-based program that operated the home-based early childhood home-based curriculum must implement developmentally appropriate research-based early childhood curricula, including additional curricular enhancements, as appropriate that:

- (i) Promotes the parent's role as the child's teacher through experiences focused on the parent-child relationship and, as appropriate, the family's traditions, culture, values and beliefs;
- (ii) Aligns with the Head Start Early Learning Outcomes Frameworks: Ages Birth to Five and, as appropriate, state early learning standards, and, is sufficiently content-rich with the Frameworks to promote measurable progress towards goals outlined in the Framework; and,
- (iii) Have an organized developmental scope and sequences that includes plans and materials for learning experiences based on developmental progressions and how children learn.

EARLY HEAD START CENTER  
BASE & HOME BASE  
CURRICULUM PLANNING  
PROCESS OUTLINE – (Cont.)

(iv) Support staff in the effective implementation of the curriculum and at a minimum monitor curriculum implementation and fidelity, and provide support, feedback, and supervision for continuous improvements and its implementation through the system of training and professional development.

Early Head Start Center Base Curriculum is Creative Curriculum for Infants, Toddler & Twos and the Early Head Start Home Base Curriculum is Partners for Healthy Babies.

HEAD START AND EARLY  
HEAD START STRENGTHS,  
NEEDS AND INTERESTS  
PARENT SURVEY (SNIP)

Olga Jalomo-Ramirez, Family/Community Services Manager and Guadalupe Zuniga, Head Start 0 to 5 Home Base Manager, 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 October 2021. We sent a total of 1462, and received a total of 809 surveys from Center Base and Home Base in the Early Head Start program.

STATE OF CALIFORNIA  
DEPARTMENT OF  
EDUCATION (CDE) CSPP  
CONTINUED FUNDING  
APPLICATION

Helen Uyeda, Education Services Manager, informed Representatives of the State of California Department of Education (CDE) CSPP Continued Funding Application. This information was sent to Representatives prior to tonight's meeting.

We were notified by the CDE that monies are available for existing CDE/EESD contractors to request continued funding for fiscal year 2022-2023.

The State Preschool Program (CSPP contract) operated three (3) full day/full year classrooms in the following centers (Dakota Circle and Sequoia in Fresno) operating 243 days per year, 11 hours per day, 5-days per week. In addition, CSPP will operate three (3) part day/part year classrooms in the following centers (Franklin in Fresno, Wilson in Selma and Cantua in Cantua Creek) 175 days per year, 7½ hours per day, 5 days per week. All six classrooms licensed by Community Care Licensing Division (CCLD) serving a maximum of 120 children. Head Start funds are braided with State contract to provide full-day services to these communities.

EARLY HEAD START/  
HEAD START MONTHLY  
PROGRAM UPDATE REPORT  
(PUR) FOR THE MONTH OF  
NOVEMBER 2021

Rosa M. Pineda, Head Start Director, informed Representatives of the Early Head Start/Head Start Monthly Program Update Report (PUR) for the month of November 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.

SELF-ASSESSMENT DATA  
REVIEW WEEK FEBRUARY 8  
TO FEBRUARY 11,  
2022/INVITATION TO  
PARTICIPATE IN SELF-  
ASSESSMENT

Veronica Galvan, Quality Assurance Manager, informed Representatives of the Self-Assessment Data Review Week of February 8 to February 11, 2022 and the Invitation to Participants in Self-Assessment. This information was previously sent to Representatives prior to tonight's meeting.

Head Start 0 to 5 must conduct a self-assessment that uses program data including aggregated child assessment data, and professional development and parent and family engagement data as appropriate, to evaluate the program's progress towards meeting goals established under paragraph (a) of this section, compliance with program performance standards throughout the program year, and the effectiveness of the professional development and family engagement systems in promoting school readiness; communicate and collaborate with the governing body and policy council, program staff, and parents of enrolled children when conducting the annual self-assessment; and, submit findings of the self-assessment to the Office of Head Start.

SELF-ASSESSMENT DATA  
REVIEW WEEK FEBRUARY 8  
TO FEBRUARY 11,  
2022/INVITATION TO  
PARTICIPATE IN SELF-  
ASSESSMENT – (Cont.)

We would like to invite all CWPC Representatives to participate in the process of using data to monitor progress toward program goals, compliance with Head Start Program Performance Standards, and effectiveness in promoting school readiness.

Ms. Galvan informed Representatives that the Self-Assessment Orientation Training is scheduled for February 3, 2022 from 9:00 a.m. to 10:00 a.m. via ZOOM for Head Start 0 to 5 staff, families and Fresno EOC Board members.

ANNOUNCEMENTS

Senovia Murillo, CWPC Secretary, made the following Announcements:

- A. February 1, 2022 – Next County-Wide Policy Council Meeting at 6:00 pm via ZOOM
- B. February 7, 2022 – Lincoln's Day Holiday – No School
- C. February 15, 2022 – Next CWPC Executive Board Meeting at 6:00 pm via ZOOM
- D. February 21, 2022 – President's Day Holiday – No School

ADJOURNMENT

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

The meeting adjourned at 8:40 p.m.

Submitted By:

Esther Lepe  
Recording Secretary



## COUNTY-WIDE POLICY COUNCIL MINUTES

**February 1, 2022**

- CALL TO ORDER** The meeting was called to order at 6:05 p.m. by Ashleigh Rocker Greene, CWPC Chairperson via ZOOM call.
- ROLL CALL** Roll Call was called by Senovia Murillo, CWPC Secretary. The following Representatives were present: Brenda Velasquez, Xiomara Cuyuh, Anna Fernandez, Alma Martinez Guillen, Uvilla Ibarra, Laura Barnes, Yeng Vang, Stephanny Vasquez, Ovelia Viramontez, Cesia Munoz, Vianey Contreras, Amber Daniels, Haydee Garcia, Blanca Lopez, Senovia Murillo, Lisett Rodriguez, Susana Islas, Ashleigh Rocker Greene, Carlos Campos, Christina Martinez, Aurora Rios, Anyssa De La Cruz, Naomi Jackson, Angela Diaz, Fawnda Cole, Ashley Sierra, Sade Williams, Pedro Uresti, Veronica Canchola, Maria Castellanos, Nasthia Goins, Jennie Dote, Maja Campbell, Zina Brown-Jenkins, Jewel Hurtado and Jimi Rodgers. A quorum was present.
- APPROVAL OF PREVIOUS CWPC MINUTES** Ashleigh Rocker Greene, CWPC Chairperson, informed Representatives of the CWPC Minutes from the January 11, 2022 meetings. This information was sent to Representatives prior to tonight's meeting.
- Motion to approve the January 11, 2022 CWPC Minutes as written and read was made by Haydee Garcia and seconded by Naomi Jackson. Motion carried
- COMMUNITY REPRESENTATIVE REPORTS** Ashleigh Rocker Greene, CWPC Chairperson welcomed the new Community Representatives to tonight's meeting.
- Ms. Rocker Greene shared that each month one of the Community Representatives from Fresno EOC Women, Infant and Children (WIC) Children Services Network (CSN), Exceptional Parents Unlimited (EPU) and Central Valley Regional Center (CRVC) will present their report.
- Jennie Dote, Community Representative from EPU shared the following:
- EPU Family Resource Center offers morning and evening workshops in English and Spanish. All workshops are posted on EPU Facebook Page. The Family Resource Center provides resources and referral, parent to parent support, help navigating systems that serve you and your family. The program is staff with parents and close family member of children with disabilities.
- FRESNO EOC COMMISSIONERS' REPORT** Zina Brown-Jenkins, Fresno EOC Commissioner, shared information from the Fresno EOC Board of Commissioners meeting held on January 26, 2022.
- Fresno EOC Resolution Acknowledging a State of Emergency Reauthorizing the Fresno EOC Board of Commissioners' continue to attend meeting via ZOOM and Social Distancing.
- Fresno EOC Board Strategic Planning AdHoc Committee consists of Amy Arambula, Andrea Reyes, James Martinez, Jimi Rodgers, Oliver Baines and Linda Hayes, Board Chair.
- The AdHoc Committee updated the agency's Core Values, Mission Statement and Vision Statement.
- We Value:
- Working together to accelerate change.
  - Centering our work around equity and inclusion.
  - Trustworthiness and transparency.
  - The community's voice and direction.
  - Empathy, compassion, and the human connection.

FRESNO EOC  
COMMISSIONERS' REPORT –  
(Cont.)

Mission Statement:

- We fight to end poverty.

Vision Statement:

- A strong Fresno County where people have resources to shape their future free from poverty.

The introduction and seating of new Commissioners was conducted at the January 26, 2022 meeting. Commissioners seated were:

Dr. Roberto Pimentel	State Center Community College District
Pastor Bruce McAlister	West Fresno Faith Based Organization, Inc.
Elizabeth Jonasson	Target Area G (This position will remain vacant.)

Executive Committee:

Linda Hayes	Board Chair
Itzi Robles	Board Vice-Chair
Charles Garabedian	Board Treasurer

Motion to approve the Fresno EOC Board of Commissioners' Report for January 26, 2022 made by Stephanny Vasquez and seconded by Maria Castellanos. Motion carried.

FINANCIAL STATUS REPORT  
FOR THE MONTH OF  
NOVEMBER 2021

Angela Diaz, CWPC Treasurer, informed Representatives of the Monthly Financial Status Report for Early Head Start and Head Start programs for the month of November 2021. These reports were sent to Representatives prior to tonight's meeting.

Ms. Diaz reported that the Monthly Financial Status Reports show all expenditures for the entire Early Head Start and Head Start programs for the month of November 2021 and year-to-date.

Motion to approve the Monthly Financial Status Reports for November 30, 2021 for Early Head Start and Head Start was made by Fawnda Cole and seconded by Alma Martinez Guillen. Motion carried.

AVERAGE DAILY  
ATTENDANCE (ADA)  
REPORTS FOR THE  
MONTH OF DECEMBER 2021

Ashleigh Rocker Greene, CWPC Chairperson, informed Representatives of the Average Daily Attendance (ADA) Report for the month of December 2021 for Early Head Start and Head Start. This information was sent to Representatives prior to tonight's meeting.

Per Head Start Program Performance Standard 1302.16, a program must track attendance for each child and implement a process to ensure children are safe when they do not arrive at school. In addition, a program must implement strategies to promote attendance by providing information about the benefits of regular attendance; support families to promote the child's regular attendance; conduct a home visit or make other direct contact with a child's parent if a child has multiple unexplained absences and thereafter, use individual child attendance data to identify children with patterns of absences that put them at risk of missing ten percent of program days per year and develop appropriate strategies to improve individual attendance among identified children.

The Early Head Start monthly ADA for December 2021 is 65.72% for Center Base and 94.76% for Home Base. Total Early Head Start enrollment for December is 240.

The Head Start monthly ADA for December 2021 is 73.91% for Center Base and 88.90% for Home Base. Total Head Start enrollment for December 2021 is 1416.

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 and Head Start Center Base for December 2021 was made by Fawnda Cole and seconded by Maria Castellanos. Motion carried.

ELECTION OF OFFICERS  
2021-2022 SCHOOL  
YEAR/INSTALLATION  
SERGEANT-AT-ARMS and  
HISTORIAN

Olga Jalomo-Ramirez, Family/Community Services Manager, informed Representatives of the CWPC Elections for 2021-2022 Program Year and Installation of New Officers.

To be in accordance with Head Start Program Performance Standards, Section 1301.3, an agency must (a) establish policy council and policy committees. Each agency must establish and maintain a policy council responsible for the direction of the Head Start program at the agency level, and a policy committee at the delegate level.

During the month of October, elections are held to fill the positions of the CWPC Executive Board, which shall be comprised of six (6) elected officers, standing committee chairpersons, and one (1) appointed Early Head Start Representative. In an effort to include equal representation for all Early Head Start/Head Start centers and all Home Base areas, the CWPC body will be assigned to a six (6) Cluster System. Once an Executive Board officer position has been filled from a specific cluster, no other Representative from that particular cluster may run or be nominated.

The term of office for Head Start 0 to 5 CWPC Representatives consists of one (1) year commitment from October 2021 to October 2022. Representative cannot serve more than a three (3) year term (any 3 years combined) in accordance with Head Start 0 to 5 CWPC Bylaws, Article III, Section 5, Term of Office.

Ms. Jalomo-Ramirez explained duties and responsibilities of the CWPC officers as each position was opened up to the floor. Ms. Jalomo-Ramirez informed Representatives the term of office are from October 2021 through October 2022. This information was mailed to Representatives prior to tonight's meeting.

Nominations were opened for Sergeant-At-Arms; as there were no nominations or volunteers this item will be Tabled.

Nominations were opened for **Historian**. Vianey Contreras, Early Head Start Mount Carmel Representative volunteered for this position.

Motion to Close Nominations and approve Vianey Contreras as Historian was made by Maria Castellanos and seconded by Ashley Sierra. Motion carried.

At this time, Olga Jalomo-Ramirez, administered the Oath of Office to the newly elected CWPC Executive Board officer: Vianey Contreras, CWPC Historian

A round of applause was given to the newly elected CWPC Executive Board officer.

HEAD START 0 TO 5  
RECRUITMENT AND  
ENROLLMENT POLICY

Sara Flores, Eligibility, Recruitment, Selection, Enrollment & Attendance (ERSEA) Coordinator and Olga Jalomo-Ramirez, Family/Community Services Manager, informed Representatives of the Head Start 0 to 5 Recruitment and Enrollment Policy. This information was sent to Representatives prior to tonight's meeting

Annually, the Head Start 0 to 5 Recruitment and Enrollment Policy is reviewed and updated with the CWPC ERSEA Committee. This process affords us the opportunity to ensure that we are recruiting and accepting children most in need of Head Start 0 to 5 services. Per the Head Start Program Performance Standards 1302.13, a program must develop and implement a recruitment process designed to reach those most in need of services. In addition, a program must include specific efforts to actively recruit children with disabilities and other vulnerable children such as homeless children and children in foster care.

Per Head Start Program Performance Standards 1302.15, a program must maintain its funded enrollment level and fill any vacancy with 30 days.

Revisions to the draft Head Start 0 to 5 Recruitment and Enrollment Policy were:

- Change language throughout Policy to reflect Head Start 0 to 5
- F. VOLUNTEERS 2. Include more language regarding the COVID-19 proof of full vaccination as stated in the Head Start Program Performance Standards 1302.94.
- Overall formatting of document

HEAD START 0 TO 5  
RECRUITMENT AND  
ENROLLMENT POLICY –  
(Cont.)

If approved by the CWPC, Head Start 0 to 5 Recruitment and Enrollment Policy will move forward for full Board consideration at the March 23, 2022 Fresno EOC Board of Commissioners meeting.

Motion to approve the Head Start 0 to 5 Recruitment and Enrollment Policy was made by Haydee Garcia and seconded by Anyssa De La Cruz. Motion carried.

HEAD START 0 TO 5  
SELECTION CRITERIA

Sara Flores, Eligibility, Recruitment, Selection, Enrollment & Attendance (ERSEA) Coordinator and Olga Jalomo-Ramirez, Family/Community Services Manager, informed Representatives of the Head Start 0 to 5 Selection Criteria. This information was sent to Representatives prior to tonight's meeting

Annually, the Head Start 0 to 5 Selection Criteria is reviewed and updated with the CWPC ERSEA Committee. This process affords us the opportunity to ensure that we are recruiting and selecting children most in need of Head Start 0 to 5 services. Per Head Start Program Performance Standards 1302.14, a program must annually establish selection criteria that weigh the prioritization of selections of participants based on community needs identified the needs assessment. This includes family income, whether the child is homeless or in foster care, the child's age, whether the child is eligible for special education and related services, or early intervention services, as appropriate, as determined under the Individuals with Disabilities Education Act (IDEA) (20.U.S.C. 1400 et seq.) and other relevant family or child risk factors.

Currently the Head Start 0 to 5 program has two (2) Selection Criteria (Early Head Start and Head Start) by merging both documents together as one we now have the Head Start 0 to 5 Selection Criteria.

If approved by the CWPC, Head Start 0 to 5 Selection Criteria will move forward for full Board consideration at the March 23, 2022 Fresno EOC Board of Commissioners meeting.

Motion to approve the Head Start 0 to 5 Selection Criteria was made by Alma Martinez Guillen and seconded by Naomi Jackson. Motion carried.

PERSONNEL COMMITTEE  
REPORT

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

Ms. Rocker Greene reported on the Hiring/Personnel Action Positions, Resignations/Separations, Promotions/Status Change and Job Description for Positions of Early Head Start and Head Start staff, as well as Eligibility Lists created for February 1, 2022.

EARLY HEAD START/  
HEAD START MONTHLY  
PROGRAM UPDATE REPORT  
(PUR) FOR THE MONTH OF  
DECEMBER 2021

Rosa M. Pineda, Head Start Director, informed Representatives of the Early Head Start/Head Start Monthly Program Update Report (PUR) for the month of December 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.

HEAD START 0 TO 5  
COVID-19 UPDATES

Marie Sani, Health Services Manager, informed Representatives at tonight's meeting of the Head Start 0 to 5 COVID-19 Updates.

At this time, 90% of Head Start 0 to 5 staff have been fully immunized. We are at a 20% positivity for our Fresno County. The Omicron variant is affecting families as it is spreads and becomes more contagious, yet symptoms are milder. Many staff are being tested thanks to the Fresno EOC Afro-American Coalition and Fresno EOC Health Services.

Effective, January 12, 2022, all centers transitioned to virtual learning except for Early Head Start (EHS) Center Base sites and California State Preschool Program (CSPP), due to the COVID-19 surge in Fresno County.

HEAD START 0 TO 5  
COVID-19 UPDATES – (Cont.)

Head Start 0 to 5 staff will be conducting a Mask Campaign for families and staff to encourage COVID-19 protocols. They will be receiving masks, cleaners, gloves, and education monthly.

ANNOUNCEMENTS

Vianey Contreras, CWPC Historian, made the following Announcements:

- A. March 1, 2022 – Next County-Wide Policy Council Meeting at 6:00 pm via ZOOM
- B. March 15, 2022 – Next CWPC Executive Board Meeting at 6:00 pm via ZOOM
- C. March 31, 2022 – Cesar Chavez Day Holiday – No School

ADJOURNMENT

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

The meeting adjourned at 7:50 p.m.

Submitted By:

Esther Lepe  
Recording Secretary

**FRESNO EOC SCHOOL OF UNLIMITED LEARNING  
GOVERNING COUNCIL MEETING**

On-Line through Ring Central

Tuesday, February 15, 2022

**MINUTES**

I. Meeting called to order by Dr. Terry Allen 8:34 a.m.

II. Roll call facilitated by Dr. Terry Allen

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

III. **Approval of Minutes**

The December 14, 2021 minutes were approved as read. M/S/C Petrovich/Lopez

IV. **2022-2023 Safe School Plan**

Susan Lopez presented the 2022-2023 Safe School Plan to the Governing Council. There have been a few personnel changes since last year along with the addition of the 1<sup>st</sup> and 2<sup>nd</sup> floor Fire Escape routes and the Off-Campus Evacuation Map. The 2<sup>nd</sup> floor escape diagram needs to show the exit door at the end of the upstairs hallway. Courtney Griffin shared information on the COVID-19 procedures and protocols that SOUL adheres to, Griffin works diligently to provide a safe school setting for all staff and students at SOUL. A motion was made to approve the Safe School Plan with changes as indicated. M/S/C Riojas/Washington

V. **2021-2022 School Accountability Report Card**

Susan Lopez reported on the 2020-2021 School Accountability Report Card. Lopez shared that areas in the report that state "DPC" is data that will be added by the State of California Department of Education. Northwest Evaluation Association (NWEA) is the benchmark assessment software SOUL uses to test students. Lopez highlighted the various tables in the report and explained the information presented. A motion was made to ratify the 2020-2021 School Accountability Report Card. M/S/C Metzler/Rodgers

VI **SOUL Updates: Principal's Report**

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:

- Susan Lopez announced that enrollment has increased.
- SOUL has received the ESSER III grant funding.
- At graduation SOUL is expecting 50 graduates in Spring of 2022.
- A new recruitment banner has been placed at the front of the building. Advertisement for SOUL in Central California Parent Magazine during the months of May, July, August and September.
- SOUL graduation ceremony will be held over several days during the week of June 7-10, 2022, in anticipation

of the number of expected graduates.

**VII. Interact Club Update**

Patricia Billeadeau shared that Interact activities last semester included students decorating and selling pumpkins as a fundraiser and the filling of 25 backpacks for the fall semester graduating seniors. This semester, the Interact Club is planning to offer a virtual Career Faire and prepare 50 backpacks for our spring graduating seniors.

**VIII. Oher Business**

Terry Allen announced the next scheduled meeting will be held on March 8, 2022.

**IX. Public Comment**

None heard.

**X. Adjournment of Meeting**

The meeting adjourned at 9.07 a.m.

Submitted by Commissioner Jimi Rodgers, SOUL Governing Council Secretary

March 23, 2022

## CEO REPORT

### Background

The information presented below is intended to inform the reader about the Chief Executive Officer, the Agency, and the staff's involvement in serving our community.

### FRESNO EOC AGENCY-WIDE EFFORTS

#### **Funding for Advance Peace Fresno**

Advance Peace Fresno will receive \$300,000 in federal funding as part of the Community Project Funding by Representative Jim Costa (CA-16) for 10 local projects. This is in addition to the City of Fresno and state CalVIP funding. Advance Peace Fresno is the first Advance Peace program in the nation to receive federal funding.

#### **Strategic Planning – Mission, Vision, and Values**

As you know, we drafted our Strategic Framework, which is now being shared in focus groups with staff and the community for input and feedback. On March 16, one hundred leaders, managers, and supervisors met for a one-day retreat to learn how our new Vision, Mission, and Values impact the work we do as an agency.

#### **Equity 101 Training**

We launched monthly Equity Trainings for all staff as part of an effort to meet our objective of increasing Diversity, Equity, and Inclusion (DEI) learning and development. Completion of this series will result in a certification recognized within the agency and will be added to personnel files as a merit for those interested in promotion.

#### **CalCAPA Region 9 Convening**

CalCAPA held its Region 9 Convening in Las Vegas on February 23-25 with workshops on everything from disaster relief and immigration to racial equity. It was attended in-person and virtually by representatives of Community Action Association agencies across the region, including myself.

#### **CalCAPA's Legislative Day**

In early March, I visited our State Capitol to participate in the California Community Action Partnership Association's Legislative Day. Community action agencies from across the

state met with state lawmakers and were able to advocate for policies we care about, including support for a \$50 million state investment in Head Start.

### **CEO's 2nd Work Anniversary**

We released a video marking my second year at Fresno EOC. You could call it a video time capsule with a look back at the many challenges and accomplishments we've all faced together since January 20, 2020. Thank you for allowing me to do this work. I am so grateful for your support.

## **FRESNO EOC COMMUNITY EFFORTS**

### **Advance Peace Fresno – New Statistics**

The UC Berkeley Center for Global Healthy Cities released new data about the impact of Advance Peace Fresno in 2021. As a result of their work, along with the Fresno Police Department and other community organizations, the data shows a 35% reduction in African American gun homicide victims from 2020 to 2021, and southwest Fresno had a decrease of 11%. Citywide, there was a 7% decrease in total gun homicides.

SOURCE: The Center for Global Healthy Cities acts as an independent third-party evaluator for Advance Peace Fresno

### **News Conference on Human Trafficking**

Fresno EOC Sanctuary and Support Services was invited to take part in a news conference by the Fresno County D.A.'s Office. The D.A. announced support of SB 1042, which could help strengthen protections for millions of sex and labor trafficking victims. Fresno EOC Sanctuary was acknowledged for its work with victims of human trafficking, and Sanctuary Director Misty Gattie-Blanco was in attendance.

### **Black History Month Proclamation**

The African American Coalition was applauded for its work at Fresno City Hall during Black History Month. On February 10, Fresno City Council President Nelson Esparza presented a proclamation to African American Coalition founder Shantay Davies-Balch, for the group's "tireless work and leadership in advancing health issues affecting the African American community."

## **MEDIA MENTIONS**

### **CVS partners with Fresno EOC and other local organizations to create a local Health Zone**

The initiative aims to build healthier communities across America by supporting Fresno EOC, the Central California Food Bank, and Clinica Sierra Vista. CVS awarded Fresno EOC a \$75,000 grant to be split across three programs, including Sanctuary and Support Services, Food Services, and Training & Employment.

Media mentions – January 28 [ABC30](#), February 1 [The Business Journal](#), February 10 [The Fresno Bee Vida en el Valle](#)

### **Food distributions by Fresno EOC and other local organizations are still a necessity in San Joaquin Valley**

This article addresses how Fresno EOC Food Services provides food to families in rural communities and inner-city areas impacted by weather issues and the economic downturn resulting from the COVID-19 pandemic. Media mention – January 31 [Fresno Bee Vida en el Valle](#)

### **Fresno EOC program offers paid career training**

This news story highlights a young man who went through the Fresno EOC Workforce Connection Young Adult Program and is now employed by local builder, California Tiny House. Media Mention - Feb 3, [ABC30](#)

### **FCC and Fresno EOC help students facing housing insecurity receive education**

FCC has teamed up with Fresno EOC Sanctuary and Support Services for a program called Housing Opportunities Promote Education, or HOPE. The on-campus support program helps homeless and housing-unstable students achieve their educational goals. Clients receive case management services and housing navigation and stabilization. Media Mention - February 17 [The RamPage](#)

## **JANUARY-MARCH SPONSORSHIPS**

### **Sunday Funday Black History Block Party at Cultural Arts District Park – February 27**

This sponsorship allowed the Fresno Career Development Institute to bring the community together in a safe environment where they were able to replenish school supplies for students and provide vaccinations.

### **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.