



## BOARD OF COMMISSIONERS MEETING

**DATE:** October 21, 2024

**TIME:** 5:30 PM

**MAIN LOCATION:** 1920 Mariposa Street, Suite 310 Fresno, CA 93721

### AGENDA

ITEM	SUBJECT	PRESENTER	ACTION
1.	<b>CALL TO ORDER AND COMMUNITY ACTION PROMISE:</b> Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live.  We care about the entire community, and we are dedicated to helping people help themselves and each other.		
2. Page 5	<b>ROLL CALL</b> A. Board and Committee Meetings Monthly Attendance Record		
3. Page 9	<b>SEPTEMBER 16, 2024 BOARD MEETING MINUTES</b>	Baines, Chair	Approve
4.	<b>ADDITIONS TO THE AGENDA</b> <i>(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.)</i>		
5.	<b>POTENTIAL CONFLICT OF INTEREST</b> <i>(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)</i>		
6. Pages 15 - 105	<b>CONSENT AGENDA – ITEMS 6_1 – 6_19</b> <i>See attached consent agenda.</i> Any Commissioner or member of the public may pull any Consent Item for discussion.	Baines, Chair	Approve
7.	<b>MEASURE H</b>	Her, Interim Superintendent	Information
8.	<b>TRANSFORMING AND INSPIRING</b> A. Local Conservation Corps	Riggins, Staff	Information
9. Page 106	<b>ADVANCE PEACE CONSULTANT PRESENTATION</b>	Neil, Staff	Information
10. Page 107	<b>2025 BOARD MEETING SCHEDULE</b>	Baines, Chair	Approve
11. Page 108	<b>AGENCY FINANCIAL AND HEAD START FINANCIAL STATUS REPORT JULY 2024</b> A. Supporting Document - CSBG Organizational Standard 8.7	Mungur, Staff	Accept
12. Page 115	<b>CHIEF EXECUTIVE OFFICER'S REPORT</b>	Reyes, CEO	Information
13.	<b><u>PUBLIC COMMENTS</u></b> <i>(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. Limit three minutes per speaker)</i>		

14.	COMMISSIONERS' COMMENT	Baines, Chair	
15.	EXECUTIVE SESSION		
16.	ADJOURNMENT	Baines, Chair	
NOTE:	NEXT BOARD MEETING: Monday, November 18, 2024, at 5:30 p.m.		



## BOARD OF COMMISSIONERS MEETING

### CONSENT AGENDA

*(Any Commissioner or member of the public may pull any Consent Item for discussion)*

ITEM	SUBJECT	PRESENTER	ACTION
<b>6_1.</b> Page 15	<b>APRIL 26, 2024 FOSTER GRANDPARENT PROGRAM (FGP) COMMUNITY ADVISORY GROUP MEETING MINUTES</b>	Struck, Staff	Accept
<b>6_2.</b> Page 18	<b>AUGUST 5, 2024 EXECUTIVE COMMITTEE MEETING MINUTES</b>	Baines, Chair	Approve
<b>6_3.</b> Page 22	<b>AUGUST 9, 2024 AUDIT COMMITTEE MEETING MINUTES</b>	Pimentel, Vice Chair	Approve
<b>6_4.</b> Page 24	<b>AUGUST 15, 2024 BYLAWS COMMITTEE MEETING MINUTES</b>	Mitchell, Chair	Accept
<b>6_5.</b> Page 26	<b>HUMAN RESOURCES QUARTERLY SUMMARY REPORT</b> A. Supporting Document	Dibie, Staff	Information
<b>6_6.</b> Page 35	<b>TRAINING AND EMPLOYMENT: URBAN EAST YOUTH SERVICES MONITORING</b>	Turner, Staff	Information
<b>6_7.</b> Page 36	<b>2024 CSBG ONSITE MONITORING</b> A. Supporting Document	Arredondo, Staff	Information
<b>6_8.</b> Page 53	<b>FOSTER GRANDPARENT: DIGITAL LITERACY PROJECT</b>	Struck, Staff	Ratify
<b>6_9.</b> Page 55	<b>HEALTH SERVICES: INCREASING VACCINE CONFIDENCE AMONG CALIFORNIA COMMUNITIES</b>	Thomas, Staff	Ratify
<b>6_10.</b> Page 57	<b>SANCTUARY: FY 2024 AND FY 2025 CONTINUUM OF CARE COMPETITION</b>	Gattie-Blanco, Staff	Approve
<b>6_11.</b> Page 62	<b>SANCTUARY: ELEVATE YOUTH CALIFORNIA YOUTH SUBSTANCE USE DISORDER PREVENTION PROGRAM COHORT 6</b>	Gattie-Blanco, Staff	Ratify
<b>6_12.</b> Page 64	<b>SANCTUARY: PROJECT HOPE UPDATE</b>	Gattie-Blanco, Staff	Information
<b>6_13.</b> Page 65	<b>SEPTEMBER 3, 2024 HEAD START COUNTY WIDE POLICY COUNCIL MINUTES</b>	Davis, Staff	Accept
<b>6_14.</b> Page 69	<b>HEAD START 0 TO 5: PROGRAM UPDATE REPORT (PUR) FOR AUGUST 2024</b> A. Supporting Document	Davis, Staff	Approve
<b>6_15.</b> Page 73	<b>HEAD START 0 TO 5: TRI-ANNUAL SELF-ASSESSMENT NOVEMBER 19, 2024, THROUGH NOVEMBER 21, 2024</b>	Davis, Staff	Information
<b>6_16.</b> Page 74	<b>HEAD START 0 TO 5: FISCAL YEAR 2023 PROPOSED CARRYOVER</b>	Davis, Staff	Approve



6_17. Page 77	HEAD START 0 TO 5: 2024 BUDGET MODIFICATION	Mungur, Staff	Approve
6_18. Page 79	HEAD START: FISCAL YEAR 2025 HEAD START 0 TO 5 CONTINUATION/REFUNDING APPLICATION- YEAR 5 A. Supporting Document	Reyes, CEO	Approve
6_19. Page 96	PROGRAM PLANNING AND DEVELOPMENT: GRANT TRACKER & QUARTERLY GRANT SUMMARY A. Supporting Document	Medina, Staff	Information



## BOARD OF COMMISSIONERS ROLL CALL 2024

#	Commissioner	Term Expiration	Target Area / Appointing / Nominating Org.	1/22	2/24 Board Training	3/18	4/15	5/20	6/4-8 CAPLAW Training	9/16	10/21	11/18	12/16
1	ARAMBULA, AMY	Dec 2024	31st Assembly District	O	O	O	O	O	O	X			
2	ARAMBULA-REYNA, KATHLEEN	Dec 2025	Fresno Reel Pride	N/A	N/A	N/A	N/A	N/A	O	O			
3	BAINES, OLIVER	Dec 2024	16 <sup>th</sup> Congressional District	O	O	O	O	O	O	O			
4	BONNER, ALYSIA	Dec.2024	Target Area F	O	O	O	O	T	O	O			
5	BROWN, EARL	Dec 2024	Target Area G	O	O	O	O	O	O	X			
6	BROWN-JENKINS, ZINA	Dec 2024	Head Start CWPC	O	O	O	O	O	O	O			
7	GARABEDIAN, CHARLES	Dec 2025	Board of Supervisors	N/A	O	X	O	O	O	X			
8	HAYES, LINDA R.	Dec 2024	Target Area H	O	O	X	O	O	O	O			
9	JAIME-MILEHAM, LUPE	Dec 2024	FCSS	X	O	X	O	O	X	T			
10	KING BRIAN	Dec 2025	Mayor's Appointment	O	X	O	X	O	X	O			
11	LEON, REY	Dec 2024	Target Area B	X	O	X	X	T	O	O			
12	MARTINEZ, DANIEL	Dec 2025	Target Area D	O	X	O	X	X	X	O			
13	MARTINEZ, LUIS	Dec 2025	14 <sup>th</sup> Senatorial District	O	O	O	O	O	X	O			
14	MCALISTER, BRUCE	Dec 2025	West Fresno Faith Based Organization	O	O	X	O	O	O	O			
15	MCCOY, BARIGYE	Dec 2024	Board of Supervisors	X	X	X	O	O	O	O			
16	MITCHELL, LISA	Dec 2025	Target Area E	O	O	O	T	O	O	O			
17	NIKKEL, LAUREN	Dec 2024	Economic Development Corp.	N/A	N/A	O	O	X	O	O			
18	PACHECO, ALENA	Dec 2025	Target Area A	O	X	O	O	O	X	O			
19	PARRA, DANIEL	Dec 2024	Target Area C	X	O	X	O	T	O	O			
20	PIMENTEL, ROBERT	Dec 2025	SCCCD	O	O	X	O	X	O	O			
21	RODGERS, JIMI	Dec 2025	Association of Black Social Workers	O	O	O	O	O	O	O			
22	ROMERO, MANUEL	Dec 2025	Central La Familia Advocacy Services	O	O	O	O	O	O	O			
23	RUIZ, DAVID	Dec 2024	Juvenile Court	O	O	O	O	O	O	X			
24	TAYLOR, STEVEN	Dec 2024	NAACP	O	O	O	O	O	O	O			
	Present = O				= 1 absent								
	Absent = X				= 2 absent								
	Teleconference = T				= 3 absent								

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



Audit Committee Meeting  
Monthly Attendance Record  
2024

Oliver Baines  
Robert Pimentel  
Amy Arambula  
Lisa Mitchell  
Charles Garabedian  
Earl Brown  
Alysia Bonner  
Linda Hayes  
Jimi Rodgers

Jan.	Feb	Mar	April	May	June	July	Aug.	9-Sep	Oct	Nov	Dec	Attended
								X				0/1
								O				1/1
								X				0/1
								O				1/1
								O				1/1
								O				1/1
								T				1/1
								O				1/1
								O				1/1

O-Present X-Absent T-Teleconference



Bylaws Committee Meeting  
Monthly Attendance Record  
2024

Lisa Mitchell  
Linda Hayes  
David Ruiz  
Luis Martinez  
Zina Brown-Jenkins

Jan.	Feb	Mar. 21	April	May	June	July	Aug. 15	Sep. 5	Oct. 21	Nov. 21	Dec	Attended
		O					O	O				3/5
		O					O	O				3/5
		O					O	O				3/5
		O					O	X				2/5
		O					O	O				3/5

O-Present X-Absent T-Teleconference



## Executive Committee Meeting Monthly Attendance Record 2024

Oliver Baines  
Robert Pimentel  
Lisa Mitchell  
Charles Garabedian  
Earl Brown  
Alysia Bonner  
Linda Hayes  
Jimi Rodgers

January	5-Feb	4-Mar	8-Apr	6-May	June	1-Jul	5-Aug	9-Sep	7-Oct	4-Nov	2-Dec	Attended
	O	O	O	O		Cancelled	O	Cancelled	X			5/8
	O	O	X	O			O		O			5/8
	O	O	X	O			O		O			5/8
	O	O	O	O			O		O			6/8
	O	O	O	O			O		O			6/8
	O	O	O	O			O		T			6/8
	O	O	O	T			O		O			6/8
	O	O	X	T			O		T			5/8

O-Present X-Absent T-Teleconference



## BOARD OF COMMISSIONERS MEETING MINUTES

DATE: September 16, 2024

TIME: 5:30 PM

LOCATION: 1920 Mariposa Street, Suite 310 Fresno, CA 93721

1. **CALL TO ORDER AND COMMUNITY ACTION PROMISE:**

Oliver Baines, Board Chair, called the meeting to order at 5:34 p.m.

2. **ROLL CALL**

**Present:** Katheleen Arambula-Reyna, Oliver Baines, Alysia Bonner, Zina Brown-Jenkins, Linda Hayes, Brian King, Rey Leon, Daniel Martinez, Luis Martinez, Bruce McAlister, Barigye McCoy, Lisa Mitchell, Lauren Nikkel, Alena Pacheco, Daniel Parra, Robert Pimentel, Jimi Rodger, Manuel Romero, and Steven Taylor.

**Teleconference:** Lupe Jaime-Mileham

**Absent:** Amy Arambula, Earl Brown, Charles Garabedian, and David Ruiz

Vice Chair Pimentel amended the agenda in the order of this minutes.

10. **BYLAWS REVISIONS**

\*This item was moved up on the agenda.

Ken Price, Legal Counsel, provided an overview of the redline Bylaws revision with the following recommended changes by the Bylaws Committee.

- Article VI: Term of Office: Change the Commissioners term of office to be three-year terms. There was some discussion regarding four-year terms but ultimately the Committee directed three-year terms.
- Article VII, Section 2: Change *approval* language to *accepted* by the Board when a position is filled. This change reflects the ministerial act of accepting certain categories of Board members.
- Article VII, Section 4: Add a one year waiting period after the date of removal for eligible members.
- Article VIII, Section 3: Open Meetings: Remove Ralph M. Brown Act compliance.
- Article VIII, Section 8: Electronic Participation in Board Meetings: Limiting electronic participation to two regular Board meetings per year.
- Article IX, Section 4: Term of Office: Change the Officer's term of office to be two years.

- Article X, Section 2: Audit Committee: Change the composition of the Audit Committee members
- Article X, Section 4: Created a SOUL Charter School Committee, which will meet separately from the regular EOC Board and must comply with the Brown Act and other governmental laws.

This item meets Community Services Block Grant (CSBG) Organization Standards 5.3

The following Commissioners joined the Board meeting during this item:

Commissioner McCoy at 5:35pm

Commissioner Jaime-Mileham at 5:53pm

Commissioner King at 5:54pm

Public Comment: None heard.

**Motion by:** Bonner **Second by:** Pimentel

**Ayes:** Arambula-Reyna, Baines, Bonner, Brown-Jenkins, Hayes, Jaime-Mileham, King, Leon, D. Martinez, L. Martinez, McAlister, McCoy, Mitchell, Nikkel, Pacheco, Parra, Pimentel, Rodgers, Romero, and Taylor.

**Nays:** None heard.

### 3. **ADDITIONS TO THE AGENDA**

Chair Baines amended the agenda and added an Executive Session after agenda item #14: Commissioners Comments.

Public Comment: None heard.

No action required.

### 4. **POTENTIAL CONFLICT OF INTEREST**

Commissioner Alena Pacheco recused herself due to potential conflict of interest on Item #7 Measure Q.

No action required.

### 7. **MEASURE Q**

\*This item was moved up on the agenda.

Dr. Carole Goldsmith, State Center Community College Chancellor, provided an overview to endorse Measure Q, the funds will help the Local Community Colleges Workforce training, affordable education and classroom repair measures.

Public Comment: None heard.

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

5.     **CONSENT AGENDA – ITEMS 5\_1 – 5\_35**

Public Comment: None heard.

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

**APPROVAL OF PULLED CONSENT AGENDA ITEMS**

**SEATING OF COMMISSIONERS: KATHLEEN ARAMBULA-REYNA**

Jennifer Cruz, LGBTQ+ Manager, stated concerns and requested for this item to be pulled for further discussion for the Commission to reconsider accepting Kathleen Arambula-Reyna seating.

Public Comment:

Monica Cerda Madrigal, Jacqueline Madrigal and Shai Chans, members of the public, stated their concerns regarding the seating of Commissioner Kathleen Arambula-Reyna.

**Motion by:** Baines   **Second by:** McCoy  
**Ayes:** All in favor.  
**Nayes:** None heard.

**SANCTUARY: CITY OF FRESNO HOMELESS YOUTH SERVICES**

Commissioner Pacheco inquired about the similarities of the City of Fresno Homeless Youth Services grant and the Fresno City College HOPE Program and requested a meeting to discuss further an overall review report of the Fresno City College HOPE Program to be presented to the full board as information.

Commissioner Brown-Jenkins inquired if she needed to recuse herself due to potential conflict of interest. Chair Baines stated no.

Public Comment: None heard.

**Motion by:** Pacheco   **Second by:** Leon  
**Ayes:** All in favor.  
**Nayes:** None heard.

## FINANCE: NONCOMPETITIVE PROCUREMENT

Commissioner Rodgers inquired about the following for Dr. Alfonzo Tucker Sole Source Contract. Patrick Turner, Training & Employment Services Director, responded to Commissioner Rodgers and any additional questions the Commission had.

- Is Dr. Tucker currently providing services?
- Is Dr. Tucker being paid after licensing is obtained?
- What was the RFP process?

Upon further discussion Chair Baines recommends Dr. Tucker to present to the full October board meeting.

Public Comment: None heard.

No action required.

## PROGRAM PLANNING AND DEVELOPMENT: GRANT TRACKER & QUARTERLY GRANT SUMMARY

Commissioner Pacheco inquired on the variance report for Sanctuary and Support Services grants for Fresno City College HOPE and Bridge Housing. Ana Medina, Program Planning & Development Director, responded to Commissioner Pacheco's questions.

Public Comment: None heard.

No action required.

## 6. TRANSFORMING AND INSPIRING

Jon Escobar, Food Services Director, provided an overview video of Food Service, where Graciela Ibanez shares her story and appreciating for the Food Services program.

Public Comment: None heard.

No action required.

## 8. AGENCY FINANCIAL AND HEAD START FINANCIAL STATUS REPORT JUNE 2024

Hemanta Mungur, Chief Financial Officer, provided an overview report of the Agency Financial statements and the Head Start Financial Status Report as of Year-to-Date for June 30, 2024.

Further discussion continues on the plan to reduce the deficit cost for Food Services and Local Conservation Corps.

Commissioner Michelle recommended a monthly budget deficit updated report to be presented during the CEO Report.



This item meets Community Services Block Grant (CSBG) Organization Standards 8.7

Public Comment: None heard.

**Motion by:** Hayes      **Second by:** Leon

**Ayes:** All in favor.

**Nays:** None heard.

9. **FINANCIAL AUDIT REPORT YEAR ENDED DECEMBER 31, 2023**

Darlene Trujillo, Audit Director, provided an overview of the consolidated financial statements and independent auditor's reports. Kip Hudson, CPA, of Hudson Henderson & Company was available to answer any questions.

This item meets Community Services Block Grant (CSBG) Organization Standards 8.1, 8.2, 8.3, and 8.4

Public Comment: None heard.

**Motion by:** Pimentel      **Second by:** Hayes

**Ayes:** All in favor.

**Nays:** None heard.

11. **2024 AGENCY PRIORITY GOALS UPDATE**

Emilia Reyes, Chief Executive Officer provided an update 2024 agency priority goals to the full Board.

This item meets Community Services Block Grant (CSBG) Organization Standards 6.5

Public Comment: None heard.

No action required.

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

Reyes invited the Commission to the upcoming Emerging Leaders Academy Graduation taking place on Thursday, September 26, 2024, at Nielsen Conference Center from 10am to 11:30am.

Public Comment: None heard.

No action required.

13. **PUBLIC COMMENTS**

Gilda Arreguin, LIHEAP Director, announced the upcoming Weatherization Day taking place on Wednesday, October 30, 2024, located here at Fresno EOC Executive Plaza from 10am – 2pm.

Isaiah Green, a formal Fresno EOC employee expressed gratitude and honor to work for Fresno EOC and serve the community. Green addressed the Board of commissioners regarding his concerns that he was laid off due to admin budget cuts.

Public Comment: None heard.

No action required.

**14. COMMISSIONERS' COMMENT**

Commissioner Kathllen Arambula- Reyna addressed the board of commissioner regarding all the public comments concerns on consent agenda item 5 10.

Commissioner Zina Brown- Jenkins expressed condolences to Commissioner Kathleen Arambula-Reyna for the recent passing of her brother and formal Fresno EOC Commissioner Michael Reyna.

Public Comment: None heard.

No action required.

**EXECUTIVE SESSION**

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

**15. ADJOURNMENT**

The meeting adjourned at 9:38pm



**FRESNO EOC FOSTER GRANDPARENT PROGRAM  
COMMUNITY ADVISORY GROUP (CAG)**

**April 26, 2024 10:00 a.m.**

**MINUTES**

**I. CALL TO ORDER**

Betty Brown called the meeting to order at 10:04 AM

**II. ROLL CALL**

Roll was called by Elaine Jalomo.

**Committee Members Present):**

Betty Brown  
Margarita Cortez  
Richard Saldivar  
Zina Jenkins-Brown  
Luis Martinez

**Staff (Present):**

Leah Struck  
Raquel Padia  
Blanca Alvarado  
Elaine Jalomo

**Absent:**

Julia Fowler  
Yvonne Hernandez  
Alean Pacheco  
Floro Trujillo

**I. CAG 2024 INTRODUCTION OF NEW APPOINTED MEMBERS**

Luis Martinez and Zina Brown-Jenkins, Fresno EOC Board Commissioners and Floro Trujillo, Head Start Volunteer Services Coordinator were introduced.


**II. APPROVAL OF MINUTES**

Quorum approved minutes from September 29, 2023.

**III. Foster Grandparent Program (FGP) UPDATES**

- A. FGP currently has 67 volunteers. 50 are currently in classrooms, 10 are in the process of being placed, 4 are out on medical leave, 3 are on hold, and 10 are in the enrollment process.
- B. The Senior Demonstration program has 5 volunteers enrolled, 2 are currently placed in classrooms; 3 are out on medical leave and 1 volunteer is in process of enrollment.
- C. In December 2023, Project Linus had gifted FGP blankets once again, to distribute blankets to the volunteers' sites. FGP volunteers gave blankets to children at Roosevelt, Wilson, and Washington Head Starts in Selma, Caruthers Head Start, and blankets to the parents of LCC and WIC.

- D. FGP had another successful December recognition event at Pardini's celebrating and recognizing volunteers' years of service and anniversaries.
- E. FGP received a generous donation of \$2,500 by SCAN Health Plan to focus on improving the lives of older adults and encourage healthy eating. With the money donated, FGP was able to purchase grocery gift cards for every volunteer and was given alongside their gift at the December recognition event.
- F. Generations Serving Together continues with 9 senior volunteers and 14 interns. The sites currently served at is Pinedale, Clovis, Zimmerman and West Fresno Boys and Girls Clubs, Fresno YouthBuild Charter School of California at Fresno EOC Local Conservation Corps, Neighbors Helping Neighbors Thrive after school program and Fresno EOC Soul School. There has been a total of 166 youth and young adults served.
- G. Mindful Me after school program was a partnership between Neighbors Helping Neighbors Thrive and Generations Serving Together. The two programs created lesson plans based on mental health and gardening. Foster Grandparents and interns worked alongside children from the local neighborhood and 4-H club members.
- H. GST collaborated up with Pinedale Boys and Girls Club to refurbish a storage room into a "Calming Room" for club members. The Calming Room was created for kids to have a safe place and soothing environment to decompress as the room consists a variety of sensory tools and techniques.
- I. The Boys and Girls Club Torch Summit was an event GST provided 3 mindful activities and mental wellness bags for kids to take home. It served 70 club members.
- J. Access to Technology Program had kicked off in January 2024 with 6 staff members. Focusing on outreach to clients with In Home Supportive Services (IHSS) that live alone and do not have a computer. The program will offer tech training classes, 1:1 assistance, and offering 2 years of paid internet coverage and services.
- K. There are currently over 50 clients that participated and received ATP services. 28 clients have received paid internet plans. Goal to enroll 200 participants by September 2024. Outreach has been successful at several senior living apartments and 1:1 home classes have been conducted to clients that have travel restrictions.
- L. ATP staff includes Jonathan Lopez, Program Coordinator; Luciana Lopez, Training Facilitator; Kienan Clewis, Training Facilitator; Tyus Bloom, Technology Liaison; Eden Steer, Technology Liaison; and Adian Perez, Program Assistant.
- M. ATP's first graduation was hosted at Fresno EOC Local Conservation Corps and consisted of 9 students. Students were awarded with their very own iPads.
- N. With the remaining donated books from East Kiwanis Club, the books were given to the children of Estelle Dailey Head Start in honor of Reading Across America Day. Volunteers spent time reading and passing out books to their class.

- 
- O. FGP applied for the Replacement and Expansion Grant and was awarded on April 22, 2024. The additional funding will add to FGP's current base funding to keep current staff, volunteers, and sites and provide additional volunteer opportunities.

**IV. UPCOMING EVENTS**

Monthly in-service meetings with training and educational presentations

Fundraising events

Networking and outreach events

May Picnic Potluck

AmeriCorps Convening in Baltimore, MD

**V. ADJOURNMENT**

Meeting adjourned at 10:55 AM.



## EXECUTIVE COMMITTEE MEETING

Date: August 5, 2024

Time: 5:30 PM

Location: 1920 Mariposa Street, Suite 310 Fresno, CA 93721

### MINUTES

1. **CALL TO ORDER**

Oliver Baines, Chair, called the meeting to order at p.m. 5:44 pm.

2. **ROLL CALL**

Roll was called and a quorum was established.

**Committee Members:**

Oliver Baines  
Robert Pimentel  
Any Arambula  
Earl Brown  
Charles Garabedian  
Alysia Bonner  
Lisa Mitchell  
Linda Hayes  
Jimi Rodgers

**Absent:**

N/A

**Staff:**

Emilia Reyes  
Karina Perez  
Michelle L. Tutunjian  
Hemanta Mungur  
Nelson Dibie  
Jack Lazzarini  
Sherry Neil  
Elionora Vivanco  
Rosa Pineda  
Jon Escobar  
Patrick Turner  
Aaron Foster  
Jane Thomas  
Annette Thornton

Julio Romero  
Angela Riofrio  
Steve Warnes  
Andy Arredondo  
Augie Quiroz  
Thomas Dulin  
Misty Gattie-Blanco  
Princess Kosinski  
Cynthia Diaz  
Chris Erwin  
Gilda Arreguin  
Matt Contrestano  
Latisha Conway  
Nancy Alvarez  
Amalia Martinez

3. **CONSENT AGENDA ITEMS 3I – 3XI**

**3II. DECEMBER 22, 2023 AUDIT COMMITTEE MEETING MINUTES**

Commissioner Arambula stated the two (2) findings for the Financial Audit Reports 1. not being issued on time and 2. not submitted within 9 months of year-end and is inquiring on the status of the 2023 Financial Audit Reports. Emilia Reyes, Chief Executive Officer stated the Audit Committee Meeting Minutes are being presented to the Executive Committee Meeting for approval to be in compliance with the deadline of August 30<sup>th</sup> for the CSBG Organization Standards. Reyes stated the Audit Reports are on time and are due on September 30<sup>th</sup>, and the goal is to have the reports completed by the end of August.

Commissioner Garabedian inquired if the Commission received a copy of the 2022 Audit Reports. Reyes stated it was included in the January 22, 2024 Board Meeting packet for approval.

### **3XI. SOUL: MATERIAL REVISION REQUEST UPDATE**

Commissioner Arambula requested the Fresno Unified School District recording presentation of the Material Revision for School of Unlimited Learning (SOUL) link to be emailed to Commissioners.

Public Comments: None heard.

**Motion by:** Rodgers **Second by:** Bonner

**Ayes:** All in favor

**Nays:** None

### **4. SEATING OF COMMISSIONERS: KATHLEEN ARAMBULA-REYNA**

Chair Baines requested a motion to accept the new Commissioner to Fresno Board, Kathleen Arambula-Reyna, Fresno Reel Pride.

Public Comments: None heard.

**Motion by:** Bonner **Second by:** Pimentel

**Ayes:** All in favor

**Abstains:** Arambula

**Nays:** None

### **5. AGENCY FINANCIAL AND HEAD START FINANCIAL STATUS REPORT MAY 2024**

Angela Riofrio, Finance Director, presented an overview report of the Agency Financial statements and the Head Start Financial Status Report as of Year-to-Date for May 31, 2024.

The Committee engages in further discussion with questions and answers regarding their concerns about the agency's deficit and the action plan to address the issue.

Commissioner Garabedian requested a copy of the Audit 2021/2022 to be emailed to him. Reyes stated a copy will be emailed.

Upon further discussion, the Committee recommended a detailed action plan to be emailed to the Executive Committee members for review by August 19, 2024, prior to being presented at the September Board Meeting for Full Board approval.

Public Comments: None heard.

**Motion by:** Hayes **Second by:** Garabedian

**Ayes:** All in favor

**Nays:** None

### **6. FINANCE: RETIREMENT PLANS SERVICE PROVIDER**

Steve Warnes, Assistant Finance Director, provided an overview of the three-retirement plan with Mutual of America Life Insurance Company, to be effective October 1, 2024.

Public Comments: None heard.

**Motion by:** Hayes **Second by:** Bonner

**Ayes:** All in favor

**Nays:** None

## **7. HUMAN RESOURCES: VACATION DONATION POLICY**

Nelson Dibie, Chief People & Culture Officer, presented the revised Vacation Donation Policy that incorporated the feedback provided by the Committee.

The Committee engages in further discussion with questions and answers regarding their concerns with the vacation donation policy.

Public Comments: None heard.

**Motion by:** Pimentel **Second by:** Bonner

**Ayes:** All in favor

**Nays:** None

## **8. HUMAN RESOURCES: WORKPLACE VIOLENCE PREVENTION PLAN**

Dibie provided an overview of the Workplace Violence Prevention Plan to ensure the safety and well-being of employees.

Public Comments: None heard.

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

**Ayes:** All in favor

**Nays:** None

## **9. HEALTH SERVICES: NEW ACCESS POINTS GRANT**

Jane Thomas, Health and Dental Services Director, provided an overview of the New Access Grant application for approval to submit to the U.S Department of Health and Human Services in the amount of \$650,000 for a one-year period.

Commissioner Arambula inquired a copy of the abstract of the application once it has been submitted. Thomas stated a copy will be provided.

Public Comments: None heard.

**Motion by:** Hayes **Second by:** Bonner

**Ayes:** All in favor



**Nays:** None

**10. TRANSIT SYSTEMS: ENERGIZE EV JUMP START FUNDING LANE**

Public Comments: None heard.

**Motion by:** Bonner **Second by:** Pimentel

**Ayes:** All in favor

**Nays:** None

**11. HEAD START 0 TO 5: FY 2024 PROPOSED BUDGET REVISION FOR AMERICAN RESCUE PLAN ACT (ARPA) AND CORONAVIRUS RESPONSE AND RELIEF SUPPLEMENTAL APPROPRIATIONS ACT (CRRSA)**

Public Comments: None heard.

**Motion by:** Pimentel **Second by:** Bonner

**Ayes:** All in favor

**Nays:** None

**12. PUBLIC COMMENTS**

Annette Thornton, WIC Director, shared the upcoming Elephant Baby Shower event taking place on Saturday, August 17, 2024, from 9:00 am - 12:00 pm at Fresno Chaffee Zoo.

Thornton shared the upcoming Happy 50<sup>th</sup> WIC Birthday event taking place on Wednesday, August 28, 2024 from 12:00 pm – 1:00 pm at Fresno EOC Executive Plaza.

Jack Lazzarini, Programs Officer, shared the Fresno EOC SOUL Charter High School 2024-2024 School year flyer with the Committee and staff.

**13. CEO COMMENT**

Reyes shared the 2022 IRS Form 990 will be sent out to the full Board for reference, to ensure we are in compliance with the CSBG Organizational Standards.

**14. COMMISSIONERS' COMMENT**

**15. ADJOURNMENT**

## AUDIT COMMITTEE MEETING MINUTES

**Date:** September 9, 2024

**Time:** 5:30 PM

**Location:** 1920 Mariposa Street, Suite 310 Fresno, CA 93721

1. **CALL TO ORDER**

Commissioner Robert Pimentel called the meeting to order at 5:38 p.m.

2. **ROLL CALL**

Roll was called and a quorum was established.

**Present:** Robert Pimentel, Lisa Mitchell, Charles Garabedian, Earl Brown, Linda Hayes, Jimi Rodgers

**Teleconference:** Alysia Bonner

**Absent:** Oliver Baines, Amy Arambula

3. **FINANCIAL AUDIT REPORT YEAR ENDED DECEMBER 31, 2023**

Kip Hudson, CPA, of Hudson Henderson & Company Inc. provided an overview of the consolidated financial statements and independent auditor's reports.

Hudson stated that they issued their independent auditor's report on August 19, 2024 with an unmodified opinion for the financial statements and single audit. The financial statements were neutral, consistent, and clear. There were no significant difficulties encountered in performing the audit and management corrected all misstatements noted during the audit. There was one material adjusting journal entry that totaled approximately \$1.6mil to increase the lease liability and the right-to-use lease assets. Overall, there were no findings or compliance issues in the current year audit.

Hudson stated the total assets totaled \$48,247,361, which is a decrease of about \$30.8mil from the prior year due to the separation of Access Plus Capital (APC). Liabilities totaled \$37,369,040 at the end of the year, which was a decrease of about \$13.6mil from the prior year and ending in net assets of \$10,878,321. The change in net assets decreased by \$17,196,946, which was largely due to the discontinued operation of APC at \$14.2mil. The actual change of net assets for the agency would be about a \$3mil decrease. The total support and revenues was \$155,558,117, which was a significant increase of \$17.9mil from the prior year due to grant revenues. The total expenses for the year were a total of \$158,602,119. Lastly, there was a net decrease in cash of \$13,050,066 due to APC.

Hudson stated they implemented a new accounting standard (202007) in the current year audit. This new standard was the presentation disclosure by nonprofit entities who contributed non-financial assets, which was formerly known as in-kind contributions. This

new presentation is now called contributed non-financial assets. This new implementation does not affect the financials but it is just more disclosure based.

Hudson commented that the Finance team did a great job in assisting in this year's audit to get everything done in a timely matter.

Public Comment: Emilia Reyes, CEO, stated that what was different from this year to the prior year in regards to the timely submission of the audit was due to the Finance team setting up a structure early on and staying committed to it.

Commissioner Earl Brown asked about what the forgiveness of debt of \$229,131 consists of. Hudson stated that this was a note payable from the City of Fresno, This note payable included a clause that noted if everything goes well, the debt will be forgiven, which happened to fall under the current audit year.

Commissioner Linda Hayes inquired about the total current liabilities being greater than the total current assets. Steve Warnes, Finance Office, responded that there are two things to consider. One is that current liabilities include the current portion of finance leases and lease liabilities. This is GAAP presentation and it represents one year's worth of rent payments. It is recognized as a liability but there is no offsetting asset. Warnes also stated this is related to prior deficits and there are efforts in place to cut where necessary to turn this around.

**Motion by:** Rodgers **Second by:** Brown

**Ayes:** All in favor.

**Nayes:** None heard.

**4. PUBLIC COMMENTS**

Public comment: None heard.

No action required.

**5. COMMISSIONERS' COMMENT**

Public comment: None heard.

No action required.

**6. ADJOURNMENT**

Commissioner Pimentel adjourned the meeting at 6:07 p.m.

Respectfully submitted,  
Commissioner Robert Pimentel



## BYLAWS COMMITTEE MEETING

Date: August 15, 2024

Time: 5:30 PM

Location: 1920 Mariposa Street, Suite 300 Fresno, CA 93721

### MINUTES

#### ITEM

1. **CALL TO ORDER**

Lisa Mitchell, Chair, called the meeting to order at 5:30 PM.

2. **ROLL CALL**

Roll was called and a quorum was established.

**Committee Members:**

Lisa Mitchell  
Oliver Baines  
Linda Hayes  
David Ruiz  
Luis Martinez  
Zina Brown-Jenkins

**Staff:**

Emilia Reyes  
Michelle L. Tutunjian  
Karina Perez  
Kenneth Price, Legal Counsel

**Absent:**

N/A

3. **MINUTES FROM MARCH 21, 2024 COMMITTEE MEETING**

Public Comment: None heard.

**Motion by:** Ruiz **Second by:** Martinez

**Ayes:** All in favor.

**Nayes:** None heard

4. **BYLAWS REVISIONS**

The Committee members discussed and reviewed the agency's Bylaws during the Committee Meeting. Upon further discussion, the Committee decided the agency's legal counsel, Kenneth Price, will bring back to the committee a red line version of the Bylaws on the following categories:

- Article VI: Term of Office
- Article VII, Section 2: Vacancies
- Article VIII, Section 3: Open Meetings
- Article IX, Section 4: Term of Office
- Article X, Section 2: Audit Committee

Public Comment: None heard.

**Motion by:** Hayes **Second by:** Martinez  
**Ayes:**. All in favor.  
**Nays:** None heard

5. PUBLIC COMMENTS

Public Comment: None heard.

No action required.

6. COMMISSIONERS' COMMENT

No action required

7. ADJOURNMENT



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> October 21, 2024	<b>Program:</b> Human Resources
<b>Consent Agenda Item #:</b> 6_5	<b>Director:</b> N/A
<b>Subject:</b> HR Reports	<b>Officer:</b> Nelson Dibie

### Recommended Action

The information presented below is intended to keep the Board apprised with a high-level snapshot of Human Resources activity. The following information is provided in these reports:

### Background

On a quarterly basis, staff provide a high-level snapshot of Human Resources activity. A summary of findings and detailed reports are provided on the following:

- Employee Overview
  - Active Staff
  - Separations
  - Agency Demographics
- Talent Acquisition
  - New Hires
- Benefits Enrollments
  - Enrollment Details
- Safety & Worker's Compensation
  - Injuries
  - Near Misses

### Fiscal Impact

No fiscal impact.

**Overview**

**Staff Report**

**Benefits**

**Workers  
Compensation**

**Exit Interview**

Year

2024

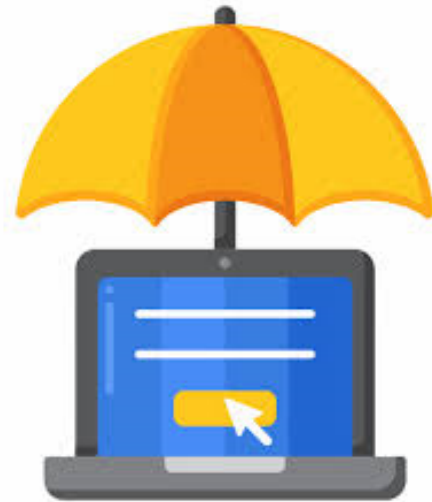
MonthNubmer

Multiple selections

+2.6% vs previous year

**738**

Medical Enrollments



+1.7% vs previous year

**774**

Dental Enrollment



**Benefit Enrollment (%)**

**79%**

(Medical)

**83%**

(Dental)

+1.3% vs previous year

**1093**

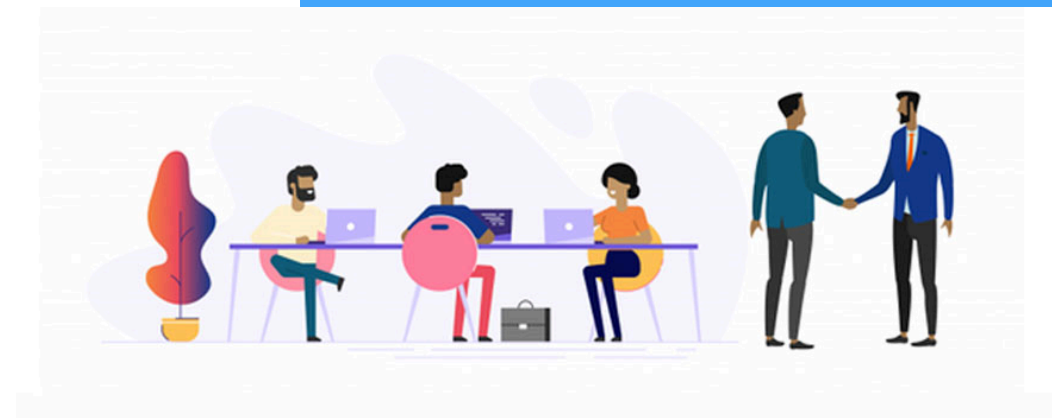
Staff Count YTD



-27.4% vs previous year

**183**

New Hires YTD



-14.9% vs previous year

**172**

Terminations YTD



**15.79%**

Turnover Rate YTD



**37**

Injuries YTD



**84**

Near Miss YTD



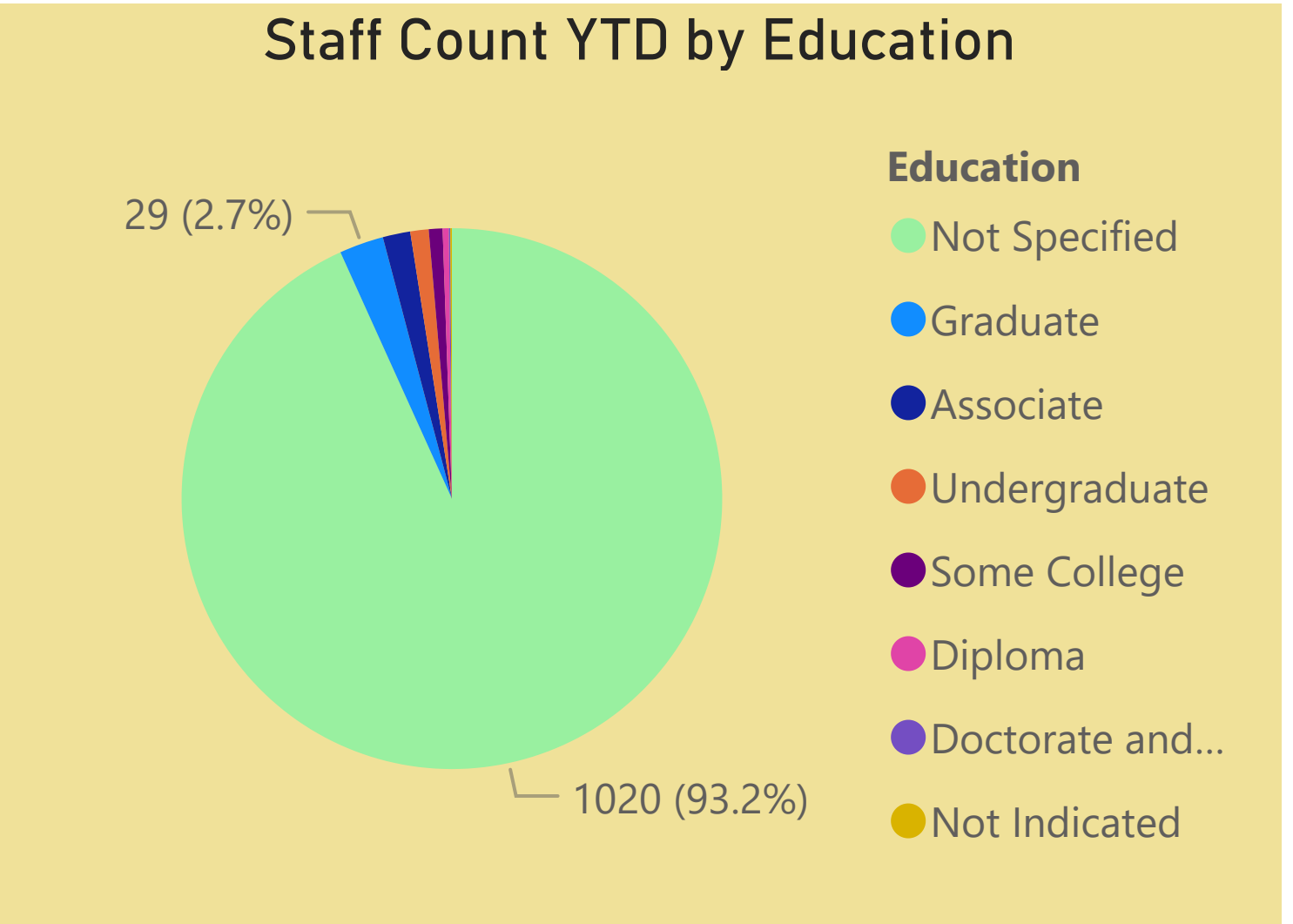
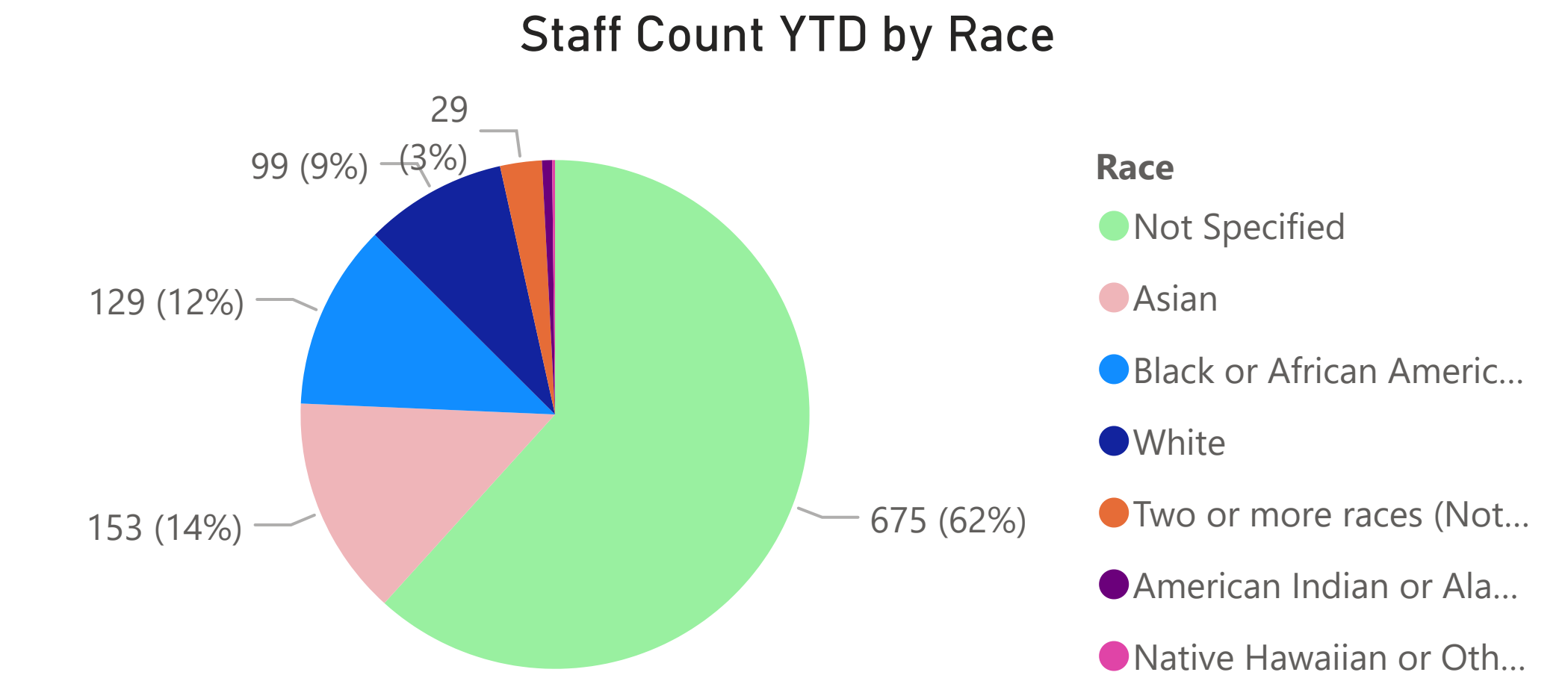
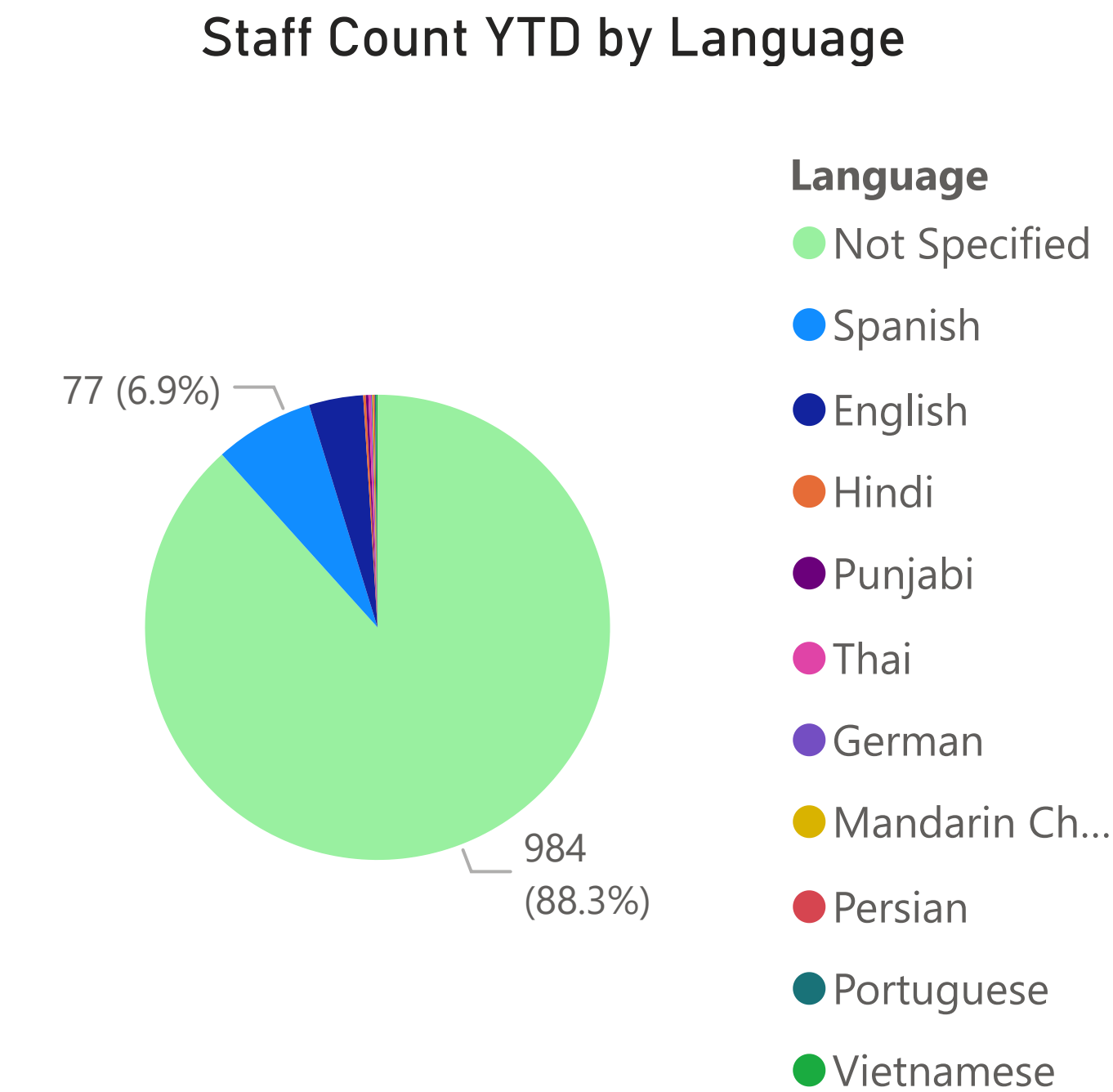
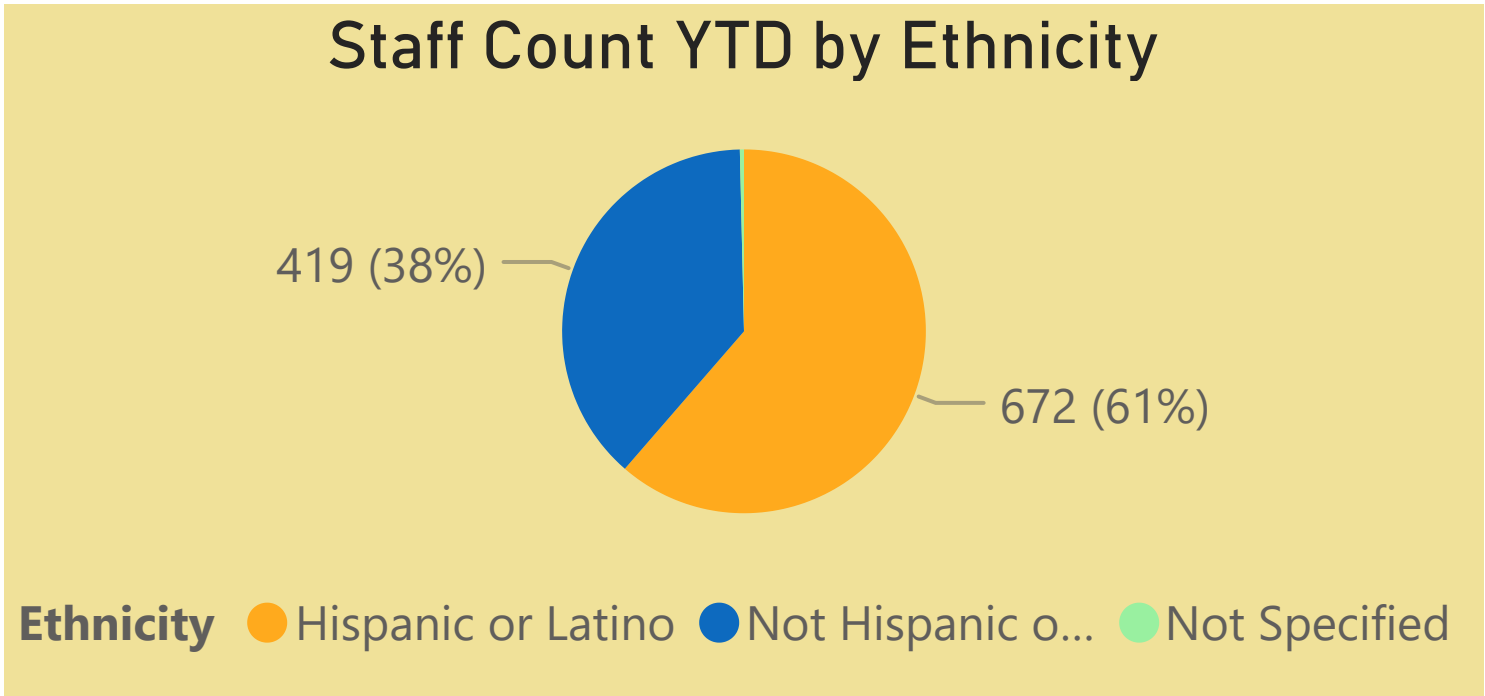
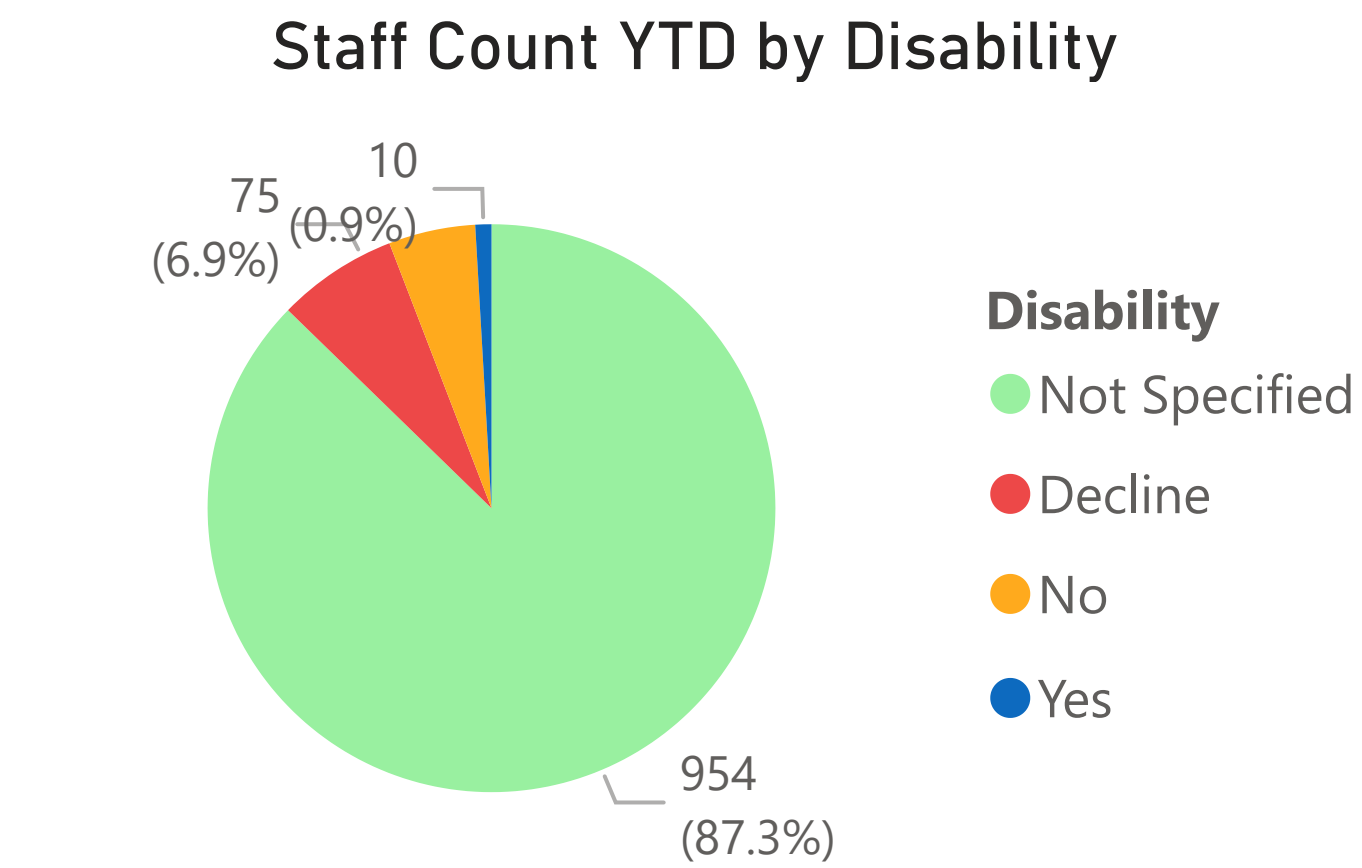
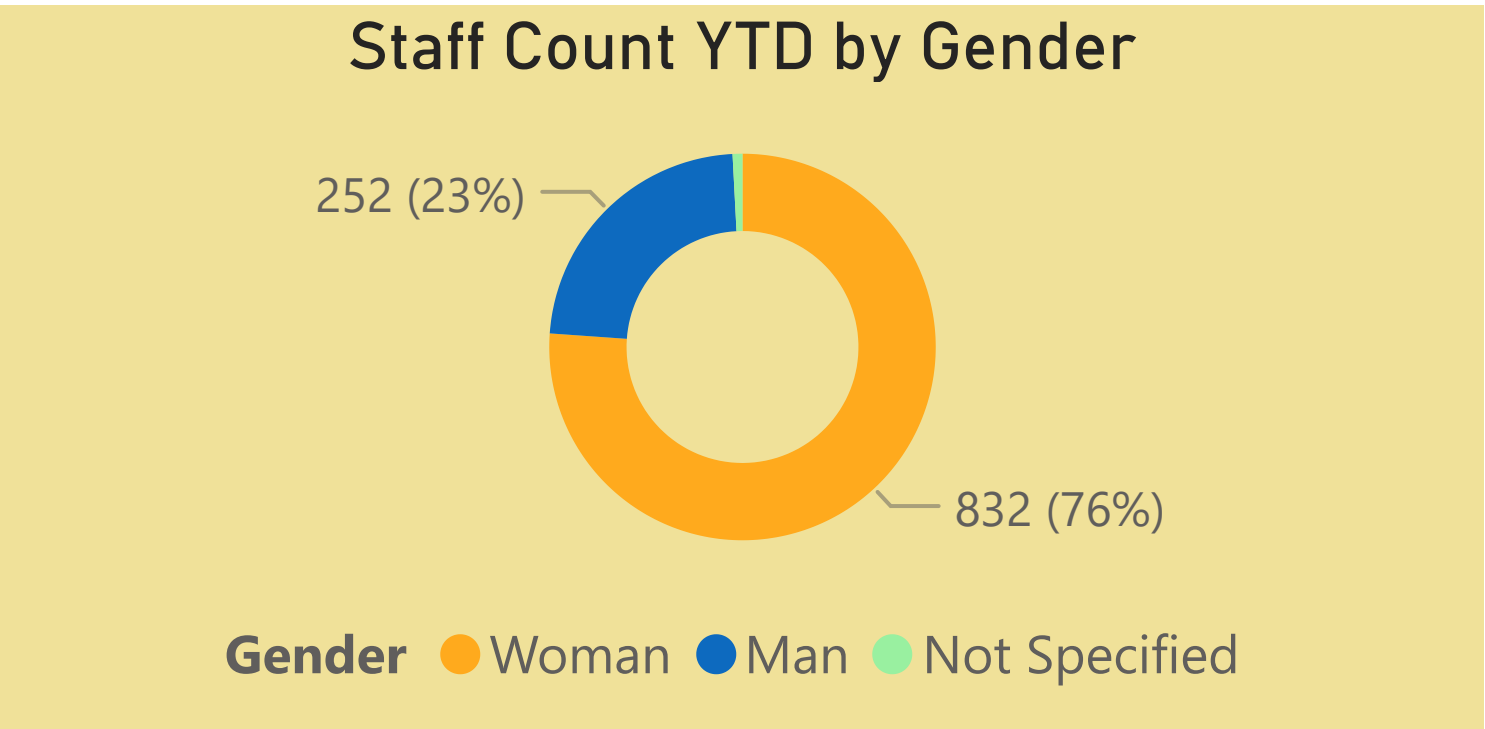
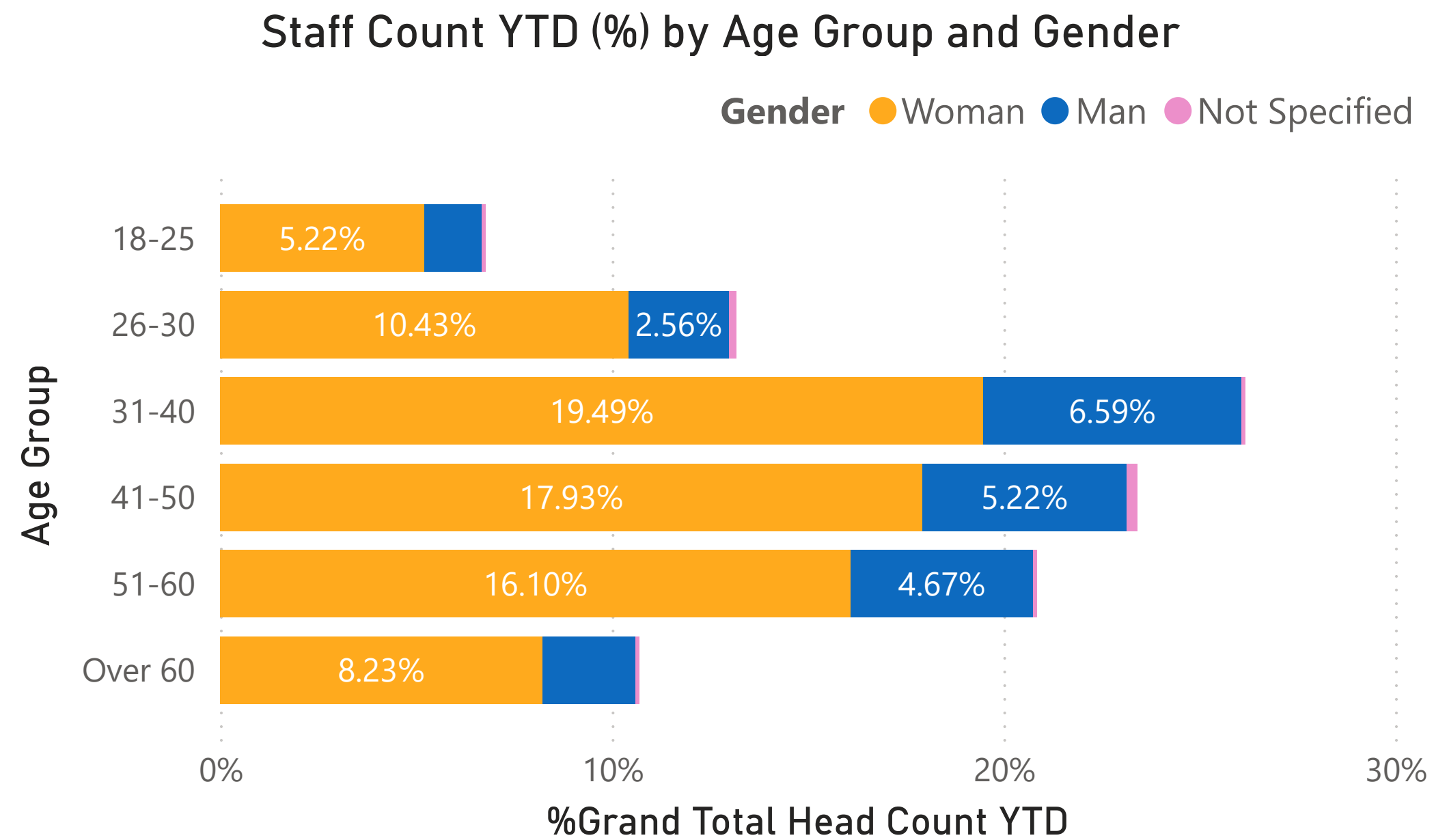
# Staff Report (As of 09/30/2024)

Year

2024

MonthNubmer

Multiple selections



672 out of 675 employees with "Not Specified" race are Hispanic/Latino



# Benefit Enrollment

BUSINESS UNIT

All

Year

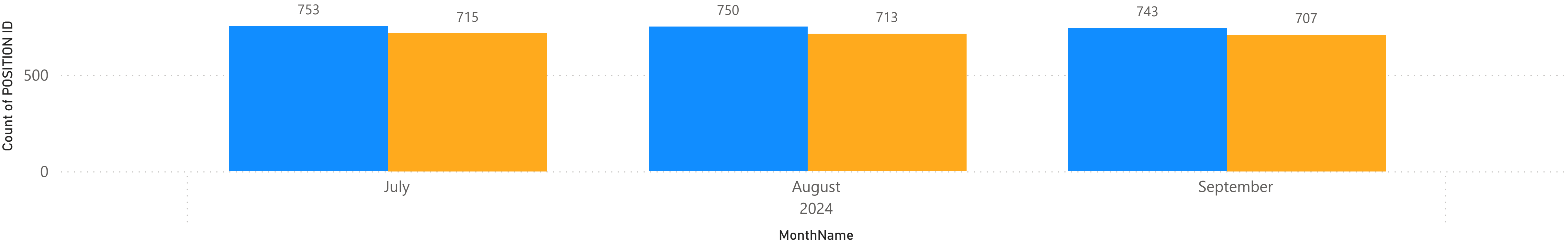
2024

MonthNubmer

Multiple selections

## Medical and Dental Enrollments

PLAN TYPE Dental Medical



### Monthly Medical Enrollments

Year	MonthNubmer	YearMonth	Medical Enrollments
2024	7	2024-7	715
2024	8	2024-8	713
2024	9	2024-9	707

### Monthly Dental Enrollments

Year	MonthNubmer	YearMonth	Dental Enrollments
2024	7	2024-7	753
2024	8	2024-8	750
2024	9	2024-9	743

# Workers Compensation (09/30/2024)

Year

2024

MonthNubmer

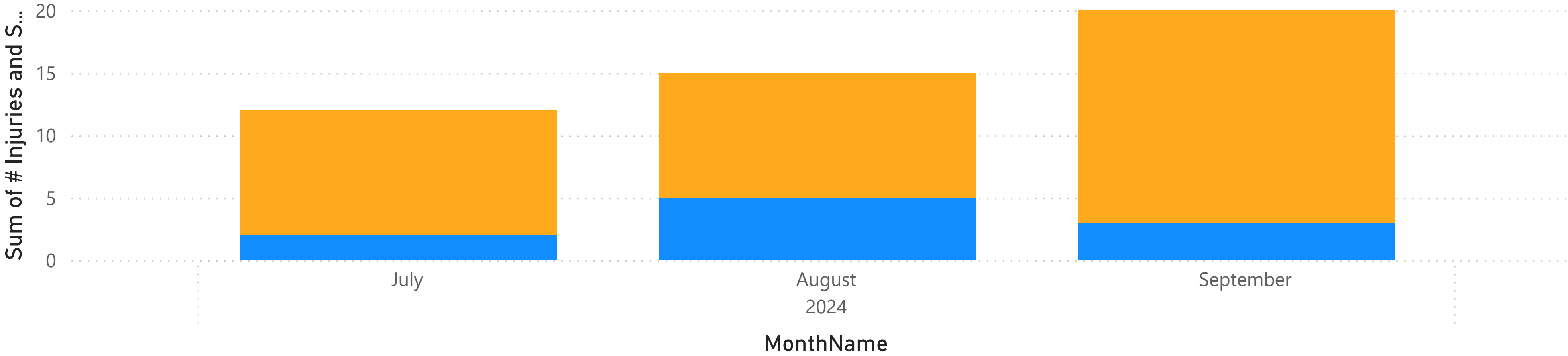
Multiple selections

Departments

All

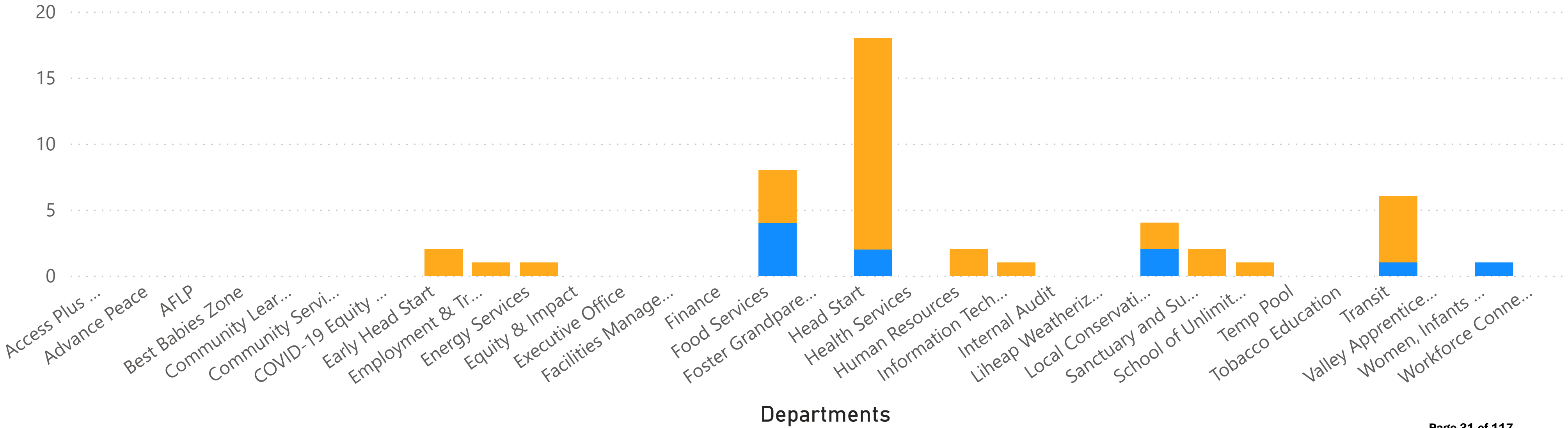
Sum of # Injuries and Sum of # Near Miss by Year and MonthName

Sum of # Injuries Sum of # Near Miss



# Injuries and # Near Miss by Department

Sum of # Injuries Sum of # Near Miss



37

# Near Miss



10

# Injuries

# Exit Interview Rating

Year

2024

MonthNubmer

Multiple selecti...

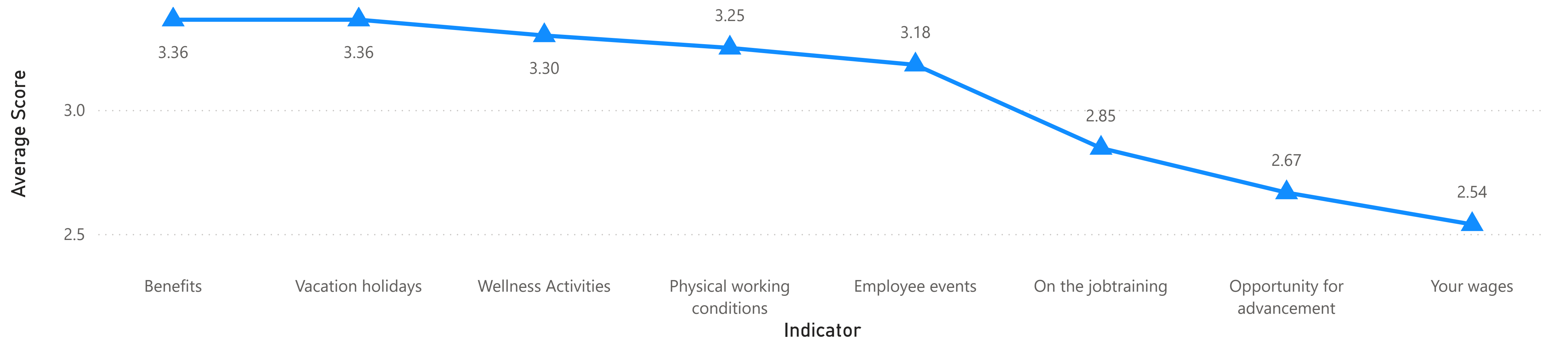
Program

All

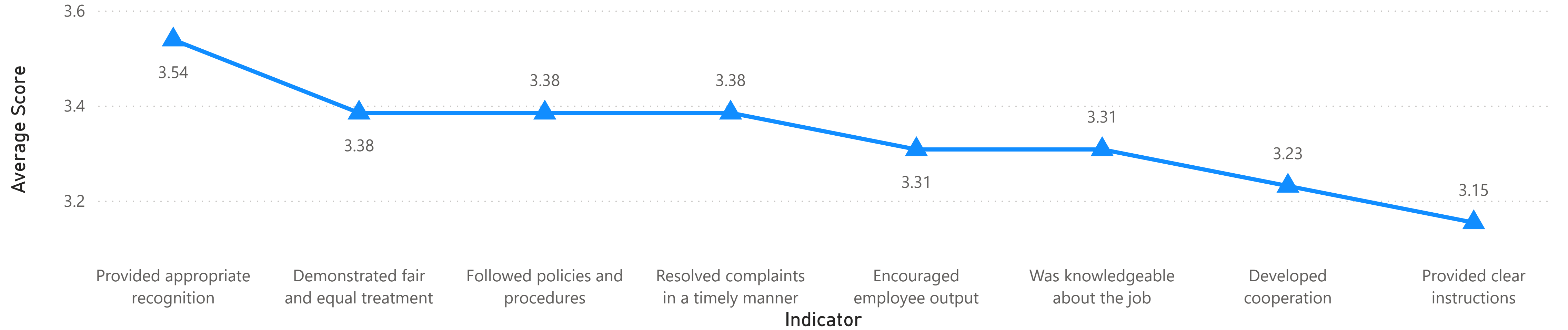
Work Environment Details  
(Button)

Quality of Supervision  
Details (Button)

## Work Environment Rating Score



## Quality of Supervision Rating Score



# Work Environment Rating Scale

Year

2024

▼

MonthNubmer

Multiple selecti...

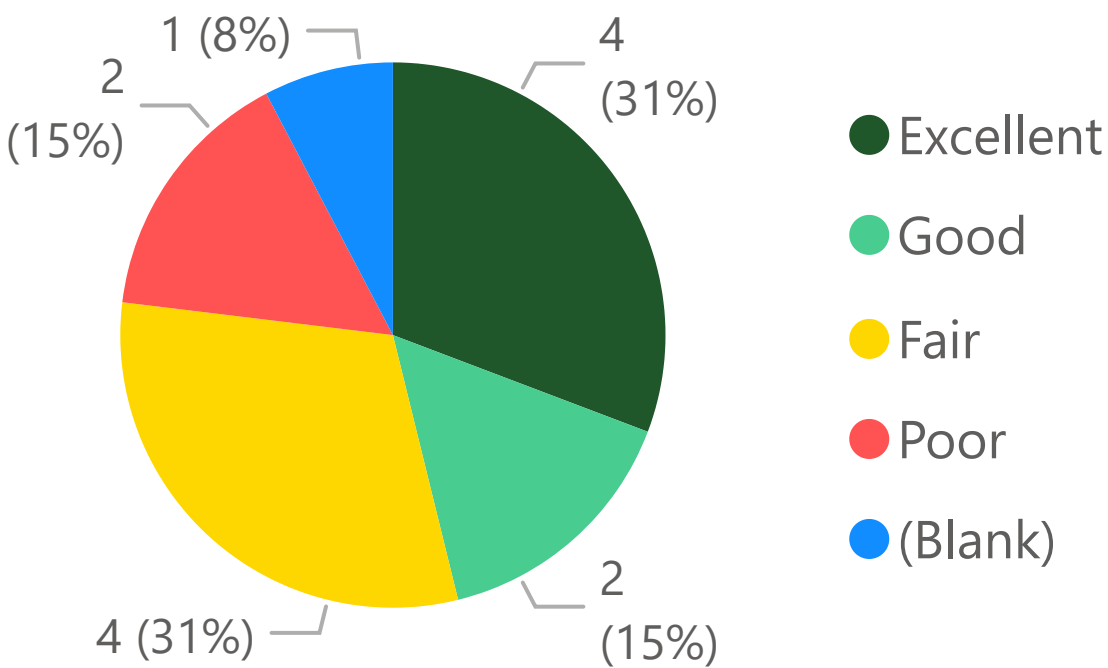
▼

Program

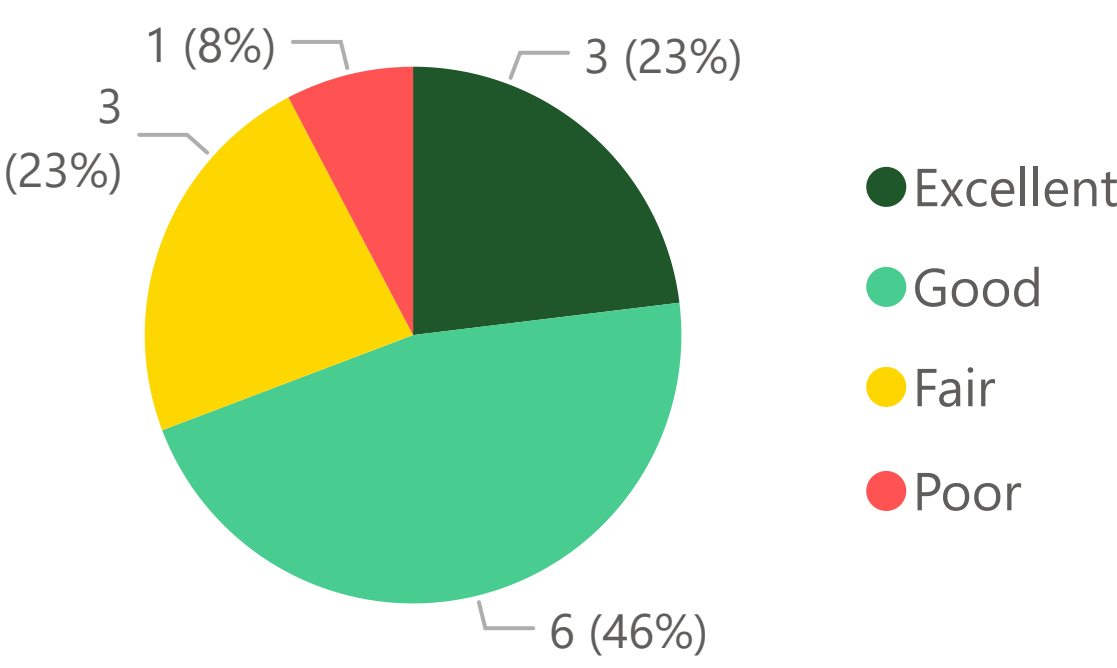
All

▼

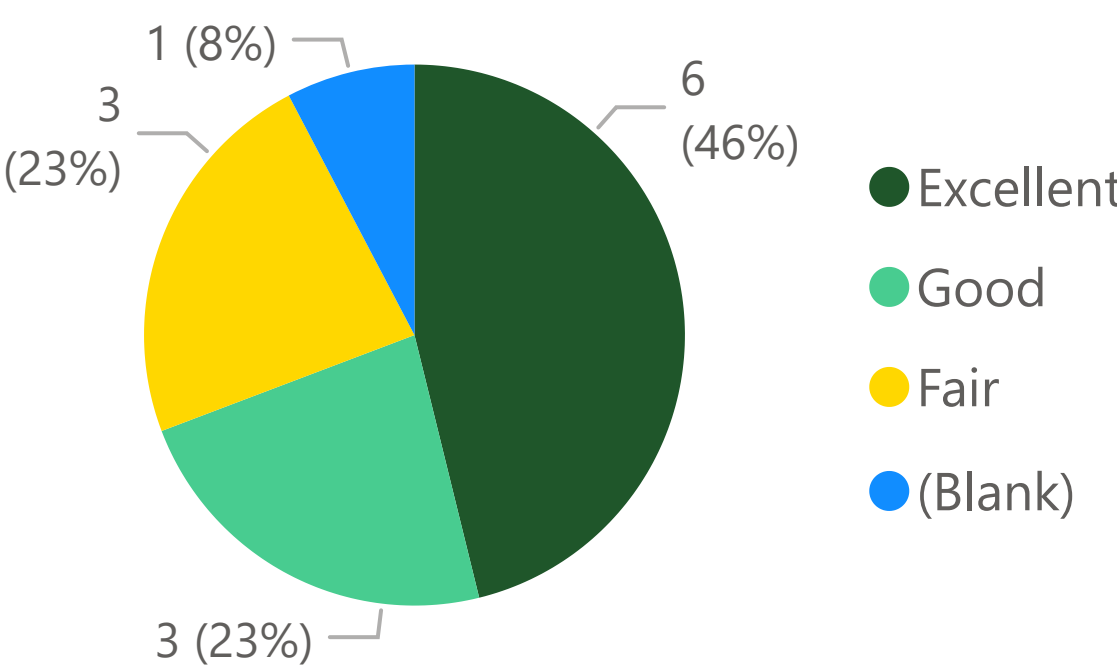
Opportunity for advancement



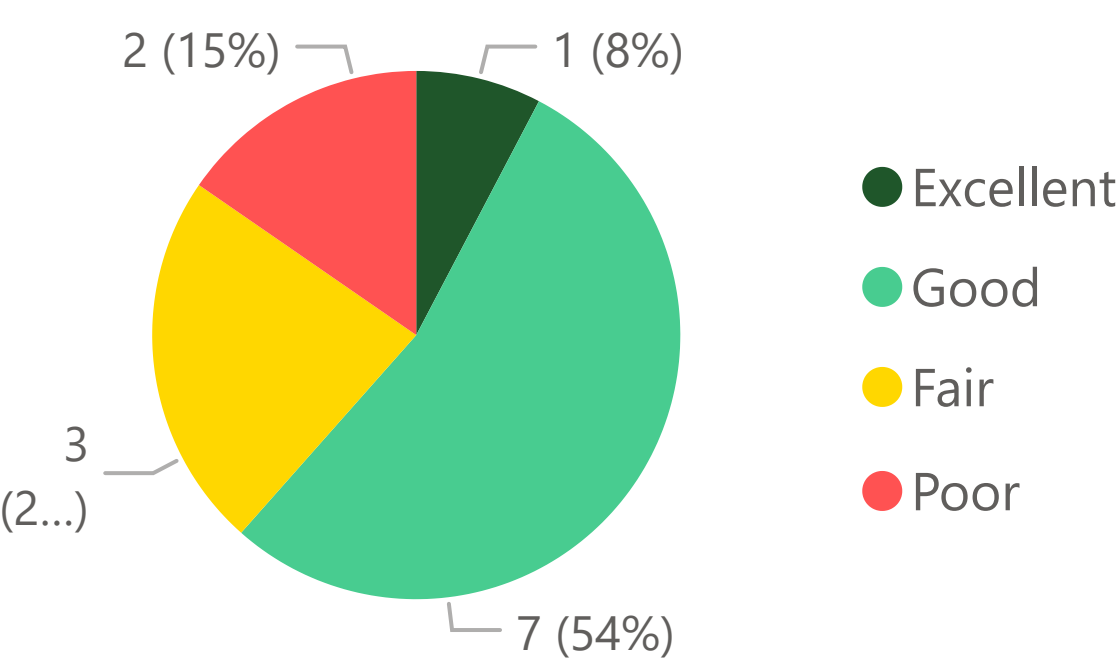
On-the-job-training



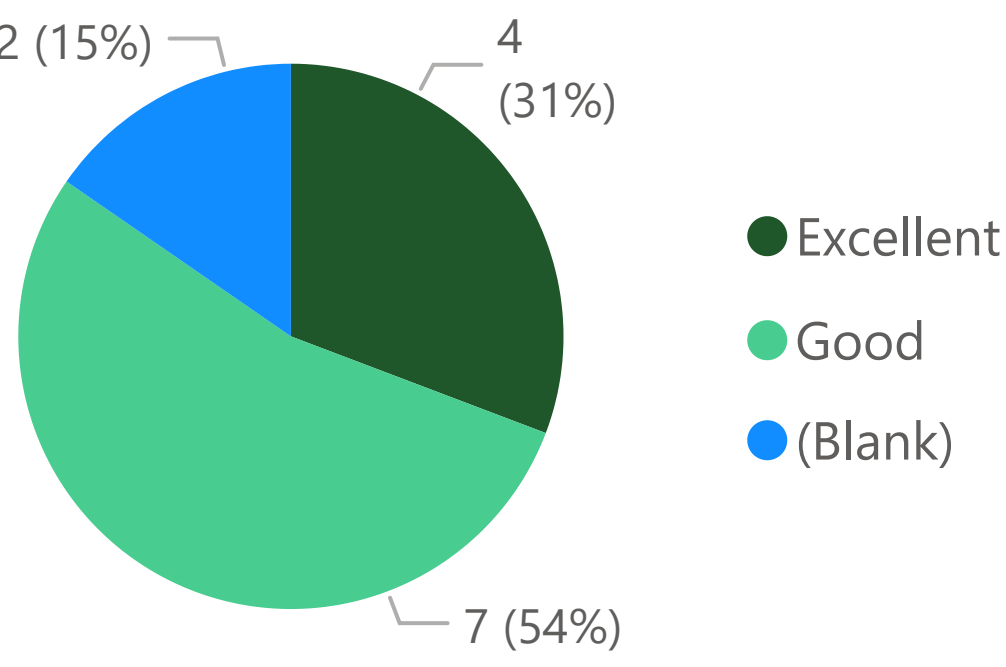
Physical working conditions



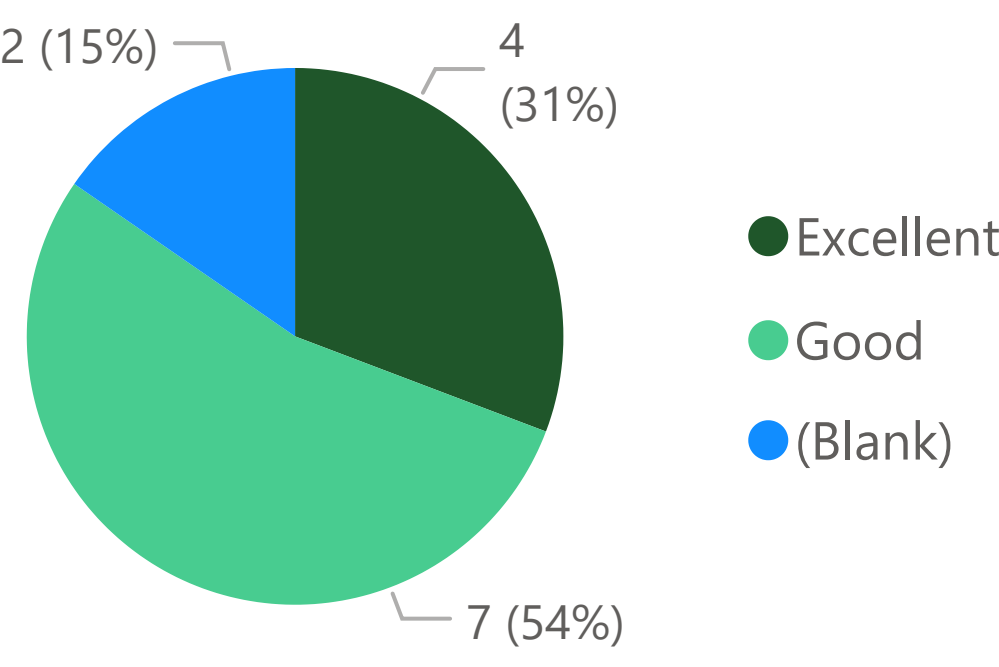
Your wages



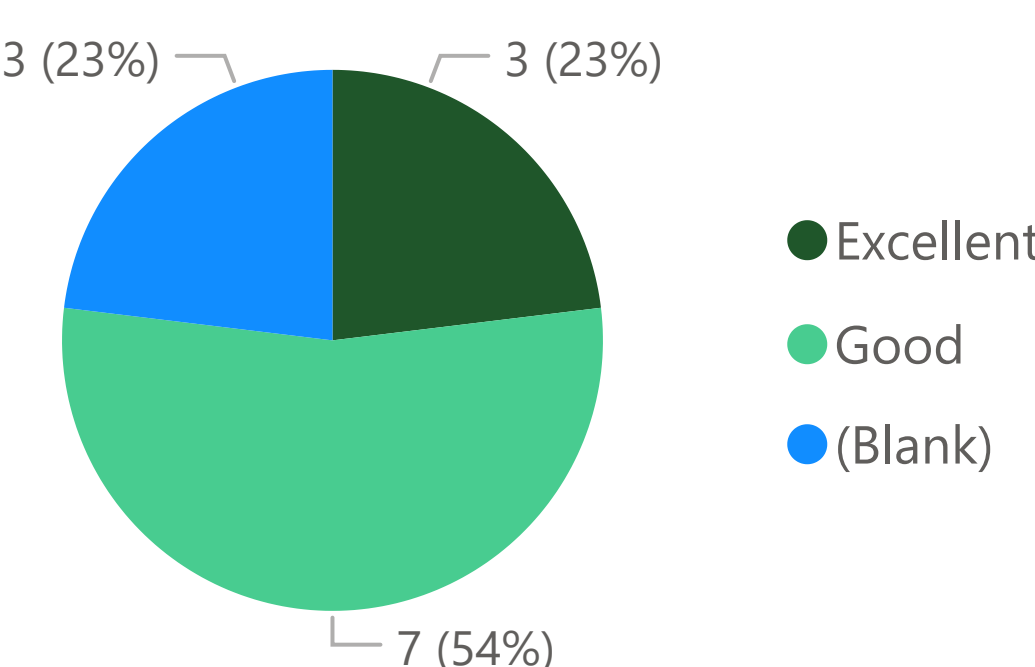
Vacation/holidays



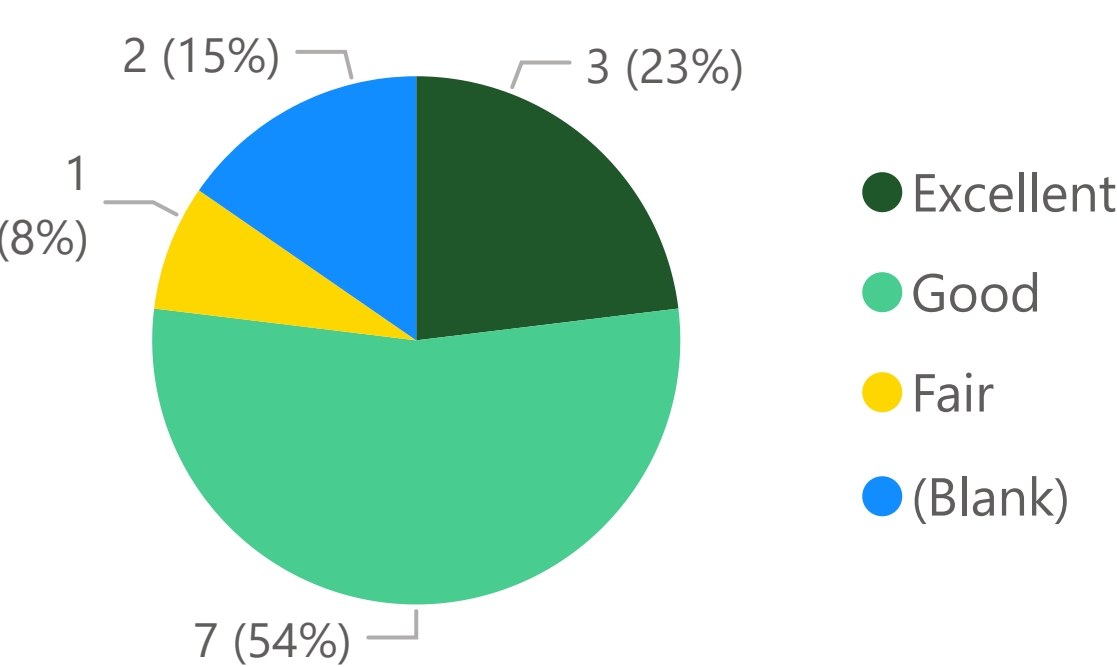
Benefits



Wellness Activities



Employee events



# Quality of Supervision Rating Scale

Year

2023

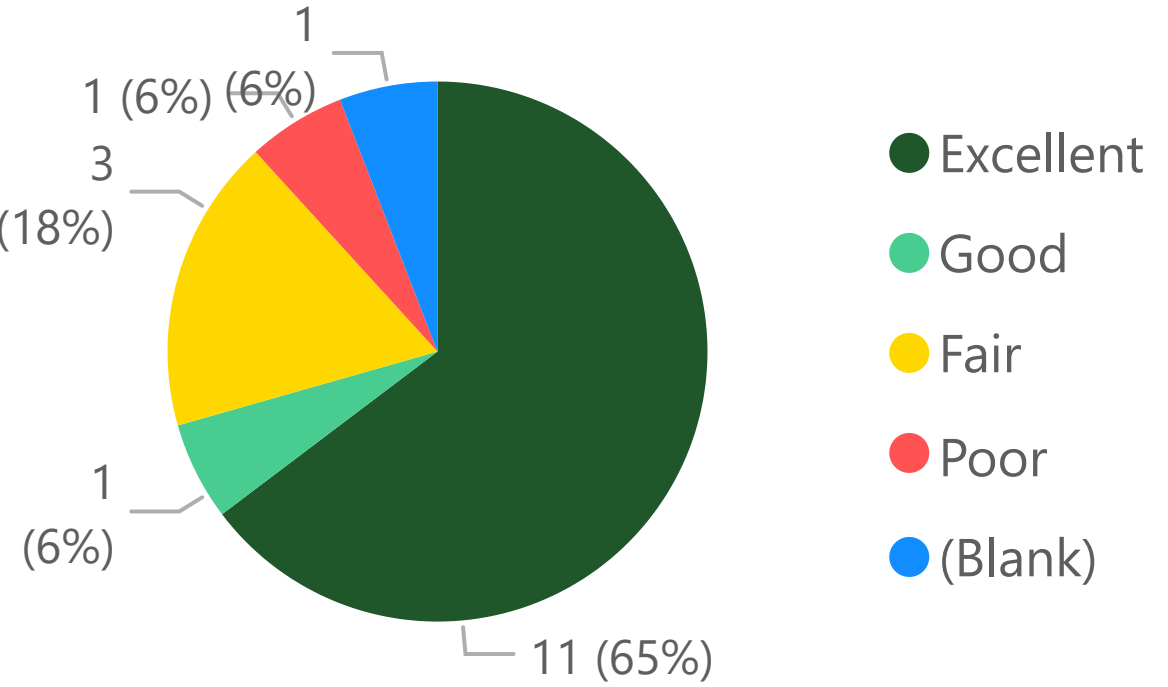
MonthNubmer

Multiple selecti...

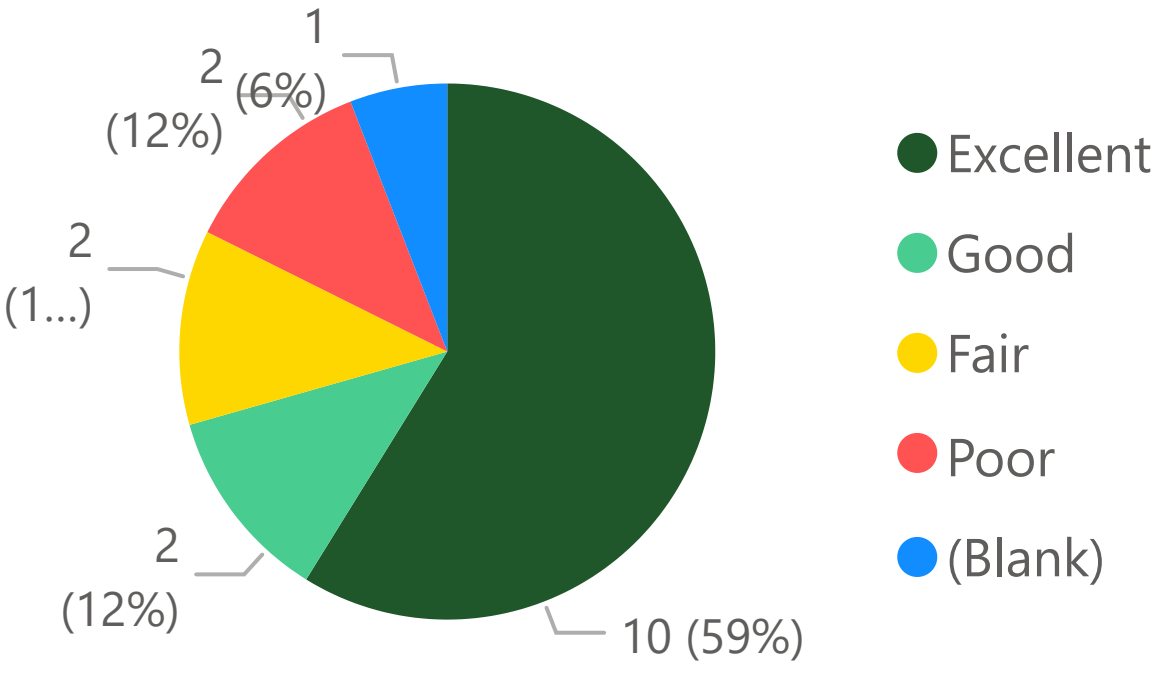
Program

All

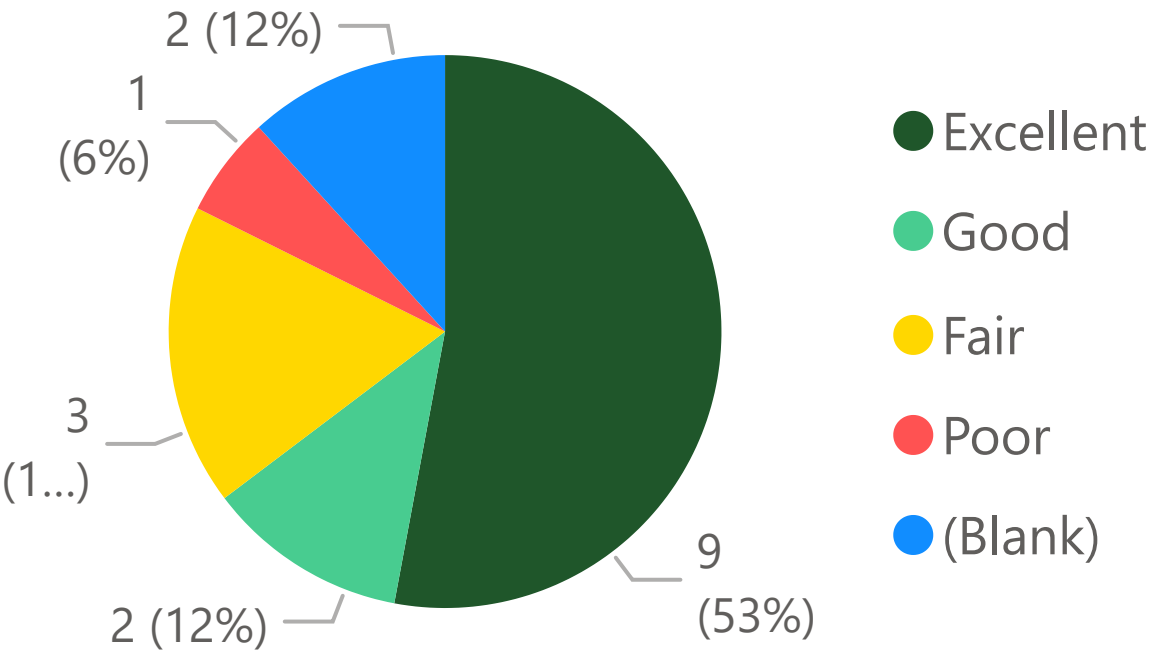
Demonstrated fair and equal treatment



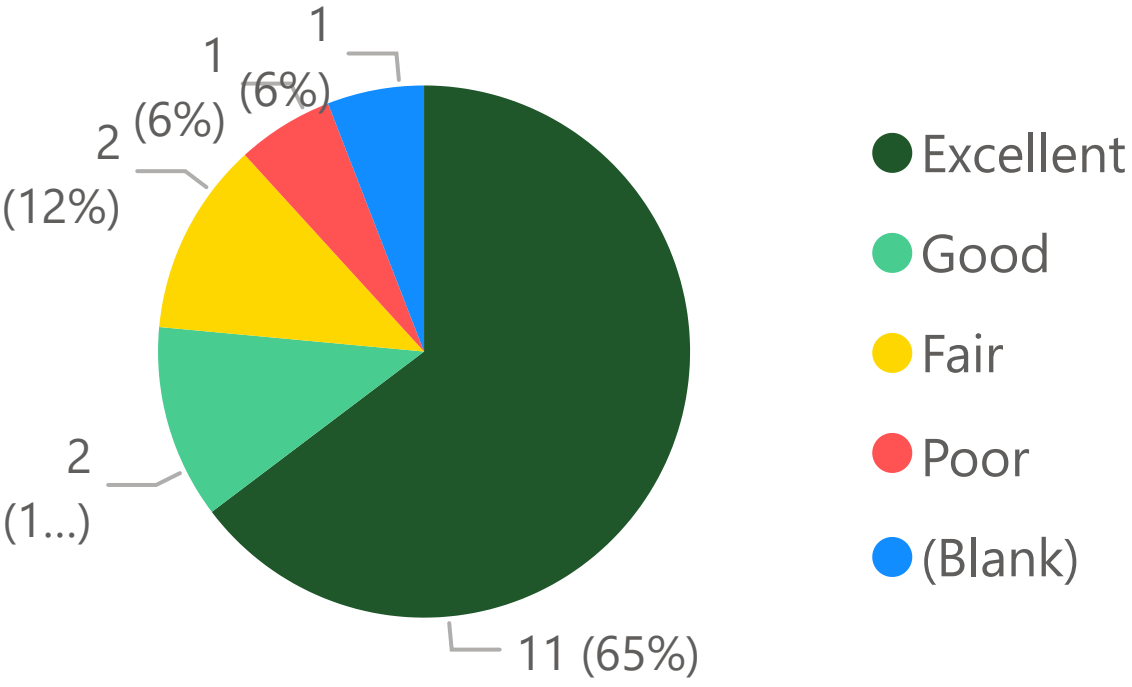
Provided appropriate recognition



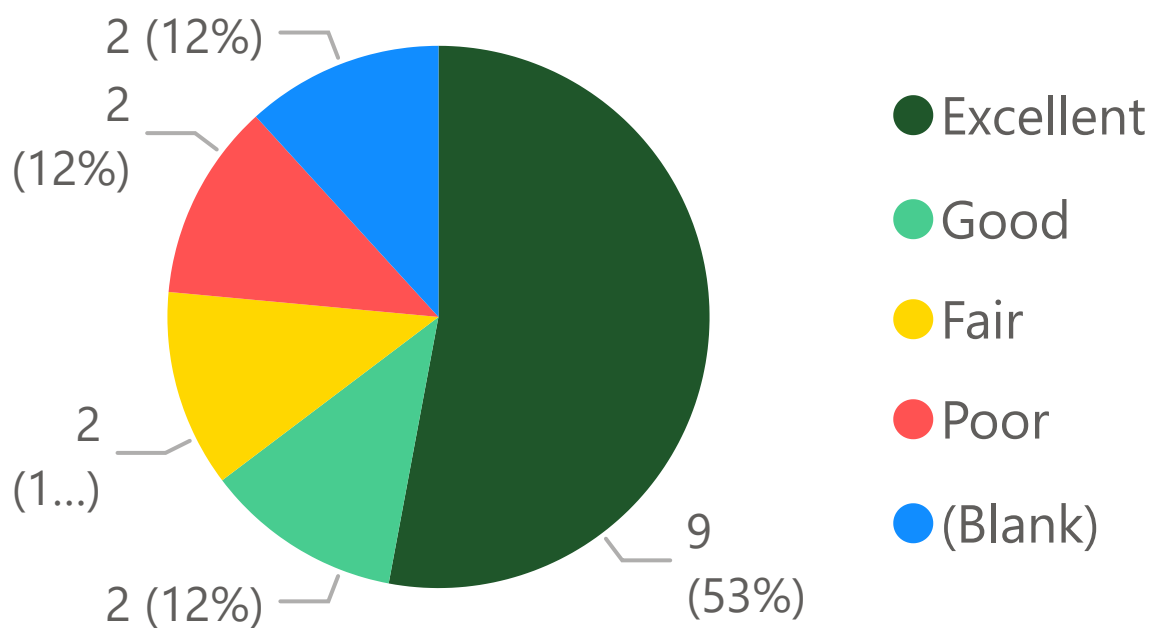
Resolved complaints in a timely manner



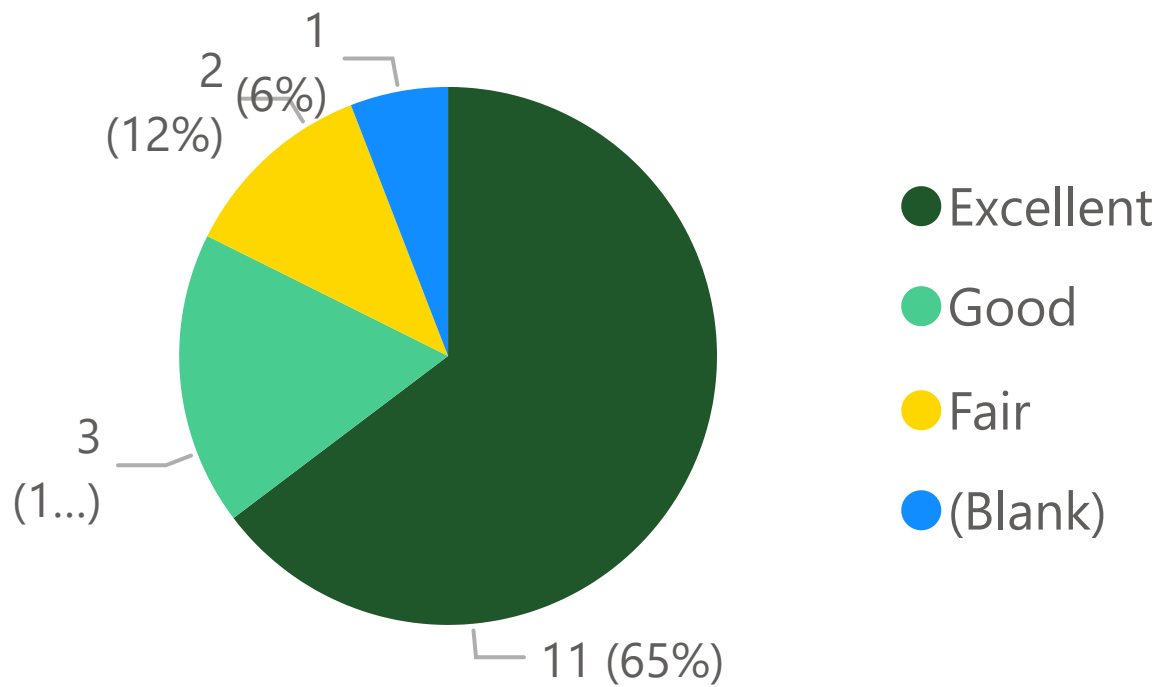
Followed policies and procedures



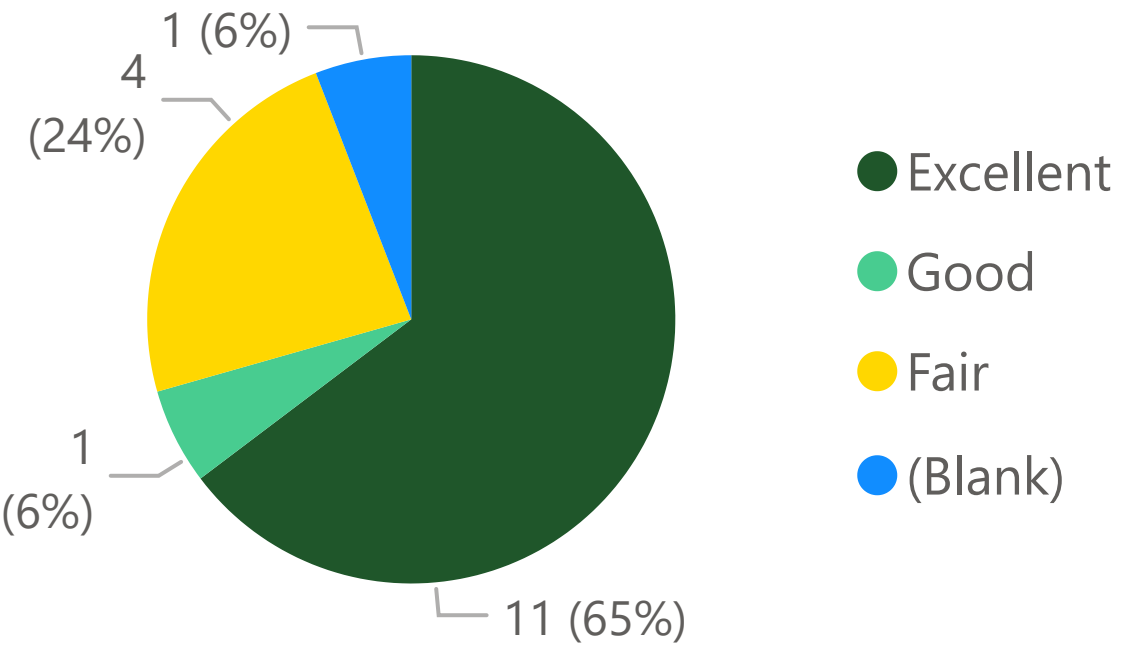
Encouraged employee output



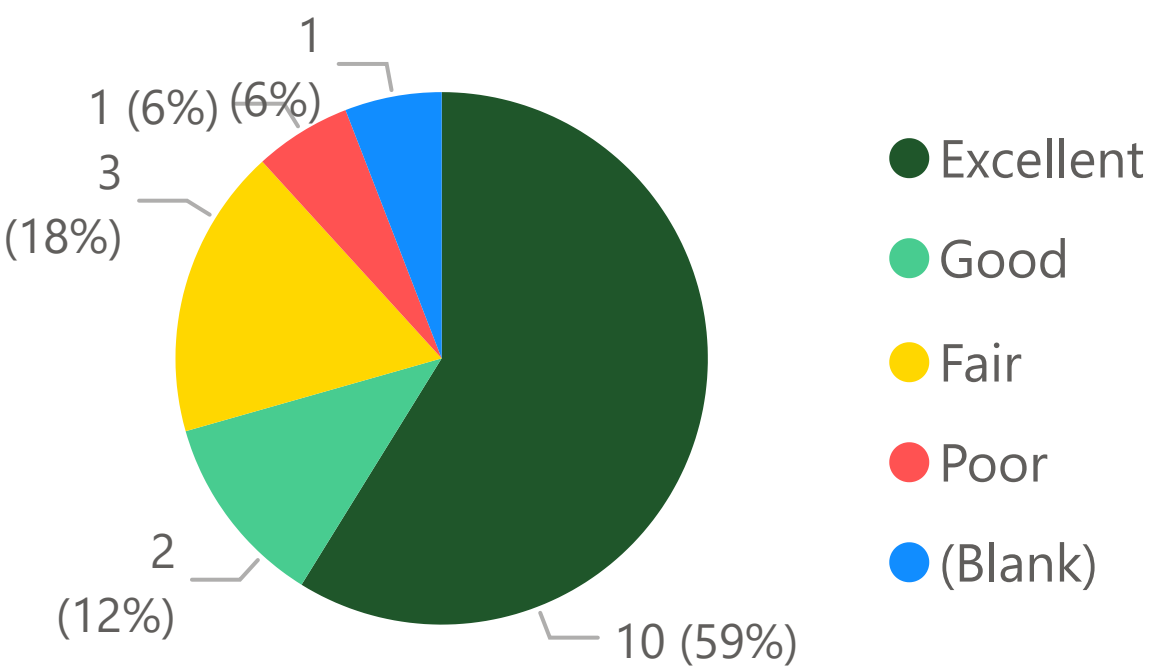
Was knowledgeable about his/her job



Provided clear instructions



Developed cooperation







## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> October 21, 2024	<b>Program:</b> Training and Employment
<b>Consent Agenda Item #:</b> 6_6	<b>Director:</b> Patrick Turner
<b>Subject:</b> Urban East Youth Services Monitoring	<b>Officer:</b> Sherry Neil

### Recommended Action

The information presented below is intended to keep the Committee apprised of the Fresno Regional Workforce Development Board (FRWDB) program monitoring visit.

### Background

This item was presented during the October 7, 2024, Executive Committee Meeting were Committee Members reviewed.

On September 19, 2024, the FRWDB issued a letter to Fresno EOC regarding Program Year (PY) 2023-2024 Urban East Youth Services, Agreement Number 310-301. This letter served to communicate that seven of 21 files submitted and reviewed by the FRWDB monitoring department did not have sufficient documentation and/or were over income resulting in repayment of unbillable costs to the FRWDB in the amount of \$20,761.59.

### Fiscal Impact

The total amount of \$20,761.59 will need to be paid from non-federal funds to the Fresno Area Workforce Investment Corporation (FAWIC). If not paid, the FAWIC will continue to hold PY 2023-2024 reimbursement payments and Fresno EOC will be considered in default of the contract due to non-compliance.

### Conclusion

In response to the programmatic monitoring findings and eligibility issues, staff changes were made, a corrective action plan was created, and new team members were trained to assess program eligibility per FRWDB directives.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> October 21, 2024	<b>Program:</b> N/A
<b>Consent Agenda Item #:</b> 6_7	<b>Director:</b> Andy Arredondo
<b>Subject:</b> 2024 CSBG Onsite Monitoring	<b>Officer:</b> Michelle L. Tutunjian

### Recommended Action

The information presented below is intended to keep the Committee apprised of the 2024 Community Services Block Grant (CSBG) onsite monitoring visit that took place August 6, 2024, through August 7, 2024.

### Background

This item was presented during the October 7, 2024, Executive Committee Meeting were Committee Members reviewed.

The purpose of the review was to monitor statutory and contractual requirements under the CSBG for financial accountability and programmatic compliance in accordance with Federal and State laws and the Department of Community Services Development (CSD) policy.

CSD conducted an onsite monitoring review of the following contracts:

- 2023 CSBG Main 23F-4010
- 2024 CSBG Main 24F-3010
- 2024 Discretionary 24F-3010

For the 2023 and 2024 CSBG years, the results of the monitoring review demonstrated that the agency is compliant with all the contractual requirements covered, as well as applicable federal and state laws except for one finding, two observations, and two recommendations. These results can be reviewed in the 2024 CSD Monitoring Report C-24-015.

### Fiscal Impact

State monitoring is a requirement for the agency to receive CSBG funding. If contractual requirements and compliance policies are not adhered to, the agency stands to lose approximately two million in funds annually.



## Conclusion

Staff has addressed the results of the onsite monitoring in an official letter to CSD on August 20, 2024. Compliance with the items identified as needing addressing will be determined by continued monitoring by CSD. All other items were sufficiently addressed or considered closed.



August 21, 2024

**VIA ELECTRONIC MAIL ONLY**

Emilia Reyes, Executive Director  
Fresno County Economic Opportunities Commission  
1920 Mariposa Street, Suite 300  
Fresno, CA 93721  
[emilia.reyes@fresnoeoc.org](mailto:emilia.reyes@fresnoeoc.org)

SUBJECT: 2024 ONSITE MONITORING REPORT C-24-015

Dear Ms. Reyes:

The Department of Community Services and Development ("CSD") has conducted an Onsite Monitoring Review of the following CSBG contracts:

- 2023 CSBG Main 23F-4010
- 2024 CSBG Main 24F-3010
- 2024 Discretionary 24F-3010

The monitoring process included a review of administrative, board governance, fiscal, and programmatic documents as well as prior monitoring reports for your agency.

**2024 Onsite Monitoring Results:**

For the 2023 and 2024 program years, the results of this monitoring review demonstrate that your agency is in compliance with all the contractual requirements covered as well as applicable federal and state laws with the exception of one finding and two observations. Please see enclosed onsite monitoring reporting C-24-015 for details on the corrective actions your agency must take to address these compliance issues as well as two recommendations based on my review.

Thank you for your continued dedication and commitment to serve low-income individuals and families in your local area. If you have any questions concerning the monitoring review, please contact me at (916) 594-2293 or [james.scott@csd.ca.gov](mailto:james.scott@csd.ca.gov).

Sincerely,

*James Scott*

James Scott  
Associate Governmental Program Analyst

C: Wilmer Brown Jr., Chief  
Community Services Branch

Oliver Baines, Board Chair  
Fresno EOC Board of Commissioners



Department of Community Services and Development  
Community Services Division  
2024 Monitoring Report (rev. Dec-23)

**Agency Information**

Agency Names Fresno County Economic Opportunities Commission  
Agency Abbreviation Fresno EOC  
Agency Type Private  
Report # C-24-015  
CSD/Field Representative James Scott  
Date Report Completed August 21, 2024

Contracts Reviewed	Contract #	Contract Term	Amount	Contract Type
	23F-4010	1/1/23- 5/31/24	\$2,039,380	Annual CSBG
	24F-3010	1/1/24- 4/30/25	\$2,039,380	Annual CSBG
	24F-3010	6/15/24- 4/30/25	\$19,000	CSBG A1 (Discretionary)

**Entrance Conference**

Purpose of Visit  
The purpose of this review was to monitor statutory and contractual requirements under the Community Services Block Grant (CSBG) for financial accountability and programmatic compliance in accordance with Federal and State laws and the Department of Community Services Development (CSD) policy.

Date of Entrance Conference August 6, 2024

The following persons were present during the Entrance Conference:	Entity	Position	Name
	CAP	Chief Executive Officer	Emilia Reyes
	CAP	Chief Operations Officer	Michelle Tutunjian
	CAP	Chief Financial Officer	Hemanta Mungur
	CAP	Chief Information Officer	Greg Streets
	CAP	Finance Officer	Steve Warnes
	CAP	Senior Financial Analyst	Darlene Trujillo
	CAP	Program Officer	Jack Lazzarini
	CAP	Evaluation Director	Andy Arredondo
	CSD	CSBG Field Representative	James Scott
	CSD	CSDiv Branch Chief	Wilmer Brown, Jr.

- The following items were discussed:
- Monitoring Overview
  - Tripartite Board Meeting Minutes
  - CSBG Expenditures and Trend Chart
  - Closeout Process
  - CSD Updates

- 2024-2025 CAP CNA
- Organizational Standards
- 2023 Desk Review and Status Updates
- 2023 CSBG Annual Report

## **Administrative Review**

### Board Composition

According to the agency's bylaws effective January 1, 2022, the Tripartite Board must be composed of "...no more than twenty-four (24) Commissioners". Per agency's bylaws the Board membership shall be composed of: one-third public sector members, one-third low-income sector members, and one-third private sector members. Bylaws do specify a target timeframe for filling board vacancies.

Regarding the establishment of a quorum the bylaws state, "A majority of the number of Commissioners authorized pursuant to these bylaws constitutes a quorum of the Board for the transaction of business."

A review of agency's bylaws and/or democratic selection policy did confirm that agency has an acceptable, enumerated policy for the democratic selection of low-income board members.

The CSD 188 board roster dated August 7, 2024, indicates the Board is composed of twenty-four members: eight public sector members, eight low-income sector members, eight private sector members with no board vacancies.

### Board Minutes

Agency did submit approved minutes for its board meetings to CSD within thirty days of approval as required in the annual contract agreement (2024 CSBG Contract Agreement Article 4.1.4).

A review of the board minutes from January 22, 2024, March 18, 2024, and April 15, 2024 indicates that a quorum was met for each meeting. The information contained within the board minutes did provide the Field Representative with sufficient information to confirm the board's involvement in the development, planning, implementation, and evaluation of the program.

Date of Board Meeting	Date Minutes Approved by the Board	Date Minutes Submitted to CSD	Minutes submitted within 30-day requirement (Y/N)	Minutes reflect Board Involvement (Y/N)	Quorum Met? (Y/N)
1/22/24	3/18/24	4/16/24	Yes	Yes	Yes

3/18/24	4/15/24	4/16/24	Yes	Yes	Yes
4/15/24	5/20/24	5/22/24	Yes	Yes	Yes

### **Fiscal Review**

#### Advance Payment

The Field Representative was presented documentation which demonstrates the agency does retain the advance payment in an interest-bearing account. (45 CFR 75.305(b)(8))

#### Expenditure Progress

During the entrance conference the Field Representative met with the Executive Director and Program Manager to discuss the status of all open contracts.

#### CSBG Contract 24F-3010

A review of EARS reports from January 2024 through June 2024 indicates 21.35% or \$435,314.82 of \$2,039,380 has been expended. The Agency is within 15% of its historic 3-year spending trend.

#### CSBG Disc. Contract 24F-3010

A review of EARS report for June 2024 indicates 0.00% or \$0.00 of \$19,000 has been expended. According to agency's Program Manager, agency is on schedule to expend the allocation by the end of the contract term due to current expenditure of funds to support compensation of five interns. Expenditures reporting on this contract is anticipated starting with the July 2024 reporting period.

#### Expenditure Reporting

A review of agency's monthly Expenditure Activity Reporting System (EARS) reports from September 2023 through June 2024 indicates agency has submitted monthly expenditures for open contracts on or before the 25th calendar day following the report period in accordance with current reporting requirements. (CPN-C-22-01, 1.0 CSBG Reimbursement Policies and Procedures, 1.1 Financial Reporting - EARS Invoice Due Date).

#### Contract Execution and Deliverables Submission

As a Private agency, Fresno County Economic Opportunities Commission is required to complete contract execution and deliverable submission within 30 days of receipt (2024 CSBG Contract Agreement Article 2.1.1).

Agency 2024 CSBG Contract Agreement 24F-3010 and associated programmatic deliverables were due to CSD on or before December 29, 2023.

A review of the contract and deliverable submission tracking for this contract indicated the contract and programmatic deliverables were not submitted in a timely manner.

Agency 2024 CSBG Discretionary contract 24F-3010 and associated programmatic deliverables were due to CSD on or before July 1, 2024. A review of the contract and deliverable submission tracking for this contract indicates the contract and programmatic deliverables were submitted in a timely manner.

The contract(s), amendment(s), and/or programmatic deliverables listed below were submitted after the contractually prescribed due date(s):

Contract #	Work Product	Due Date	Submission Date
24F-3010	Contract Execution	12/29/23	3/5/2024

#### Contract Close-out Submission

A review of agency's 2023 contract close-out report submission(s) indicates agency did submit the applicable Close-Out Checklist and Certification of Documents Transmitted (CSD 715), Close-Out Program Income/Interest Earned Expenditure Report (CSD 715C), Close-Out Equipment Inventory Schedule (CSD 715D), on or before the contractually prescribed due date(s). (2023 CSBG Contract Agreement Article 6.2).

#### Line-Item Expenditure Review

Based upon agency's CSBG allocation, Field Representative sampled the following twelve transactions from costs reported across four line-items in EARS:

Contract #	Report Period	Section (Program/Admin)	Line Item	Amount
23F-4010	1/1/24-1/31/24	Admin	Contract/Consultant Services	\$18,114.00
24F-3010	2/1/24-2/29/24	Program	Operating Expenses	\$6,800.00
24F-3010	2/1/24-2/29/24	Program	Operating Expenses	\$35,000.00
24F-3010	2/1/24-2/29/24	Program	Operating Expenses	\$14,900.00
24F-3010	3/1/24-3/31/24	Admin	Operating Expenses	\$1,685.15
24F-3010	3/1/24-3/31/24	Admin	Operating Expenses	\$1,685.15
24F-3010	3/1/24-3/31/24	Admin	Operating Expenses	\$1,775.15
24F-3010	3/1/24-3/31/24	Admin	Operating Expenses	\$279.20

24F-3010	4/1/24-4/30/24	Program	Operating Expenses	\$393.96
24F-3010	4/1/24-4/30/24	Program	Operating Expenses	\$8,447.50
24F-3010	4/1/24-4/30/24	Program	Operating Expenses	\$13,717.50
24F-3010	4/1/24-4/30/24	Program	Operating Expenses	\$5,462.50

The Field Representative reviewed general ledger, subledger detail, vendor invoices, credit card statements, travel authorizations, expenditure authorizations, ACH summaries, and cancelled checks which verified that the documentation supported the twelve transactions sampled from expenditures reported in EARS. Through review it was determined that the three March 2024 transactions related to lodging expenses for the 2024 Automatic Data Processing (ADP) Conference did not contain documentation of travel pre-approval as required by the agency's travel policy.

Equipment Validation Review

Not Applicable

### **Programmatic Review**

Program Reports

A review of the 2023 CSBG Annual Report Modules 2 – 4 indicates the report was not submitted timely by the agency in accordance with the annual CSBG Contract Agreement Article 7.3.4.

Program Performance

A review of the agency's 2023 CSBG Annual Report Modules 3 – 4 shows that the agency achieved the following results:

Family Domains (Module 4)	Indicator	Target	Actual
FNPI 1. Employment	FNPI 1d. The number of unemployed adults who obtained and maintained employment for at least 180 days (up to a living wage).	30	11
FNPI 1. Employment	FNPI 1h. The number of employed participants in a career-advancement related program who entered or transitioned into a position that provided increased income and/or benefits.	150	198



FNPI 2. Education and Cognitive Development	FNPI 2d. The number of children and youth who are achieving at basic grade level (academic, social, and other school success skills).	280	368
FNPI 4. Housing	FNPI 4g. The number of households who experienced improved health and safety due to improvements within their home (e.g. reduction or elimination of lead, radon, carbon monoxide and/or fire hazards or electrical issues, etc).	290	428*
FNPI 5. Health and Social/Behavioral Development	FNPI 5i. The number of individuals with no recidivating event for six months.	35	222*
Agency Explanation			
<p>Agency achieved less than 80% of its projected targets for FNPI 1d and provided the following justification.</p> <p><b>FNPI 1d</b> - Target numbers for this FNPI were based on initial funding levels. To improve the accuracy of future outcome targets, agency is working on setting target numbers based on previous year's data gathered during the ROMA implementation process instead.</p> <p>Agency achieved greater than 120% of its projected targets for FNPI 1h, FNPI 2d, FNPI 4g, and FNPI 5i and provided the following justifications.</p> <p><b>FNPI 1h, FNPI 2d, FNPI 4g, and FNPI 5i</b> - Target numbers for these FNPIs were based on initial funding levels. Agency is working on setting target numbers based on previous year's data gathered during the ROMA implementation process.</p> <p>*See corrective action section below for details.</p>			

Client File Review

The Field Representative reviewed fifteen participant files for program outcomes reported in Section A of Module 4 of the 2023 CSBG Annual Report. The review was a sampling of the clients served for the indicators referenced in the Program Performance section above. The documentation provided for these outcome indicators did contain the necessary documentation to demonstrate the clients met income eligibility for services and achieved the stated outcome.

Organizational Standard Review

Agency did submit the 2023 Organizational Standards assessment by the August 31, 2023, due date.

The agency's 2023 Organizational Standards score is 100%.

Executive Director confirmed that Agency is on track to submit 2024 Organizational Standards by August 31, 2024, deadline.

#### Subcontractor Review

☒ The agency has not entered into a subcontract agreement for this review period.

#### Child Support

The Field Representative determined that the agency has a written referral policy in place to the local Department of Child Support Services. (Title 42 U.S.C. Section 9919(b)).

#### Safeguard of Client Files

The Field Representative reviewed agency records retention and destruction policy and verified the agency has safeguards in place to protect client information including physical security measures, administrative controls, and technical controls.

### **Site Visits**

#### Program Visit

The Field Representative conducted a site visit during agency on-site monitoring. The program visited was:

Program Name:	Local Conservation Corps (LCC)
Address:	1805 E. California Avenue Fresno, CA 93706
Phone Number:	(559) 264-1048
Contact Name:	Shawn Riggins

#### **Local Conservation Corps (LCC)**

Through the LCC, corpsmembers aged 18 to 26 enroll in an academic program concurrent to full or part-time enrollment in the LCC's paid skill-building vocational training programs. Corpsmembers lacking a high school diploma are enrolled in the on-site YouthBuild Charter High School of California (YCSC). High school graduates enroll in college classes which are offered each semester. Additionally, the LCC's College and Career Center, allows corpsmembers to prepare for postsecondary and career pathways including landscaping, conservation, recycling, solar, construction, and health care.

Other opportunities available to corpsmembers include AmeriCorps which allows them to earn an education award (college scholarship) while serving their community. The LCC's Fresno location is also part of a

## Second Program Visit

national network of Safe Place sites which engages in youth outreach designed to provide access to immediate help and safety for all young people in crisis.

The Field Representative also visited the following program/subcontractor:

Program Name:	LGBTQ+ Resource Center
Address:	1252 Fulton Street Fresno, CA 93721
Phone Number:	(559) 325-4527
Contact Name:	Misty-Gattie-Blanco

### **LGBTQ+ Resource Center**

The LGBTQ+ Resource Center provides supportive services to enhance the health and well-being of individuals of all ages in the LGBTQ+ community. A goal of the center is to provide access to resources in a safe and inclusive environment. Members of the community are encouraged to visit the center as needed Monday through Thursday to access supportive services, such as legal document navigation support, as well as obtain needed items including clothing, books, and hygiene products.

For those struggling with the psychological impact of personal hardships, the center offers virtual and in-person peer support groups and trauma-informed care. Also, as part of a broader, individually tailored case management program, clients complete a housing needs assessment and are referred to other Fresno EOC programs or outside resources to address needs beyond the capacity of the center to address. In addition to supportive services and case management, the center strives to create a community through activities such as a monthly ArtHop, AA/NA meetings, game nights, and more.

The center relies on the ongoing feedback of its clients to inform decision making and adjust the services provided. In addition to Fresno EOC staff, the center has over 200 committed volunteers reflecting the genuine connection the center has cultivated in community since its opening in 2019.

### **Exit Conference**

Date of Exit Conference

August 7, 2024.

The following persons were present during the Entrance Conference:

Entity	Position	Name
CAP	Chief Executive Officer	Emilia Reyes
CAP	Chief Operations Officer	Michelle Tutunjian
CAP	Chief Financial Officer	Hemanta Mungur
CAP	Finance Director	Angela Riofrio
CAP	Evaluation Director	Andy Arredondo
CSD	CSBG Field Representative	James Scott

The following items were discussed:

- Highlights of Review
- Notable Practices
- Monitoring Timeline
- Fiscal and Programmatic Policy
- 2026-2027 CAP/CNA
- 2024 Organizational Standards
- Data Collection and Analysis
- Training and Technical Assistance

**Corrective Action(s)**

Finding(s)

**Finding 1: Untimely Contract Execution and Deliverables Submission**

As noted in Observation 1 of 2023 desk review report C-23-015, a review of the contract and deliverable submission tracking for CSBG contract 23F-4010 indicated the contract and programmatic deliverables were not submitted in a timely manner. To address this observation, agency was required to complete the contract execution and deliverable submission process for its 2024 CSBG contract within 30 days of receipt. Given the untimely submission of the item listed below, this observation has been elevated to a finding and incorporated into this report.

Contract #	Work Product	Due Date	Submission Date
24F-3010	Contract Execution	12/29/23	3/5/2024

**Corrective Action:**

To address this finding Fresno EOC must take the following actions:

1. Perform an evaluation of its internal contract execution and planning practices to determine the cause for the untimely submission of the item listed above and identify efficiencies that will allow for the timely execution and submission of future contracts and deliverables.
2. Inform CSD in advance of any challenges which will impact future contract related submissions.

3. Submit the 2025 CSBG Contract Agreement and all associated contract deliverables within the timeframe prescribed by the annual contract agreement. (2024 CSBG Contract Agreement Article 2.1.1)

**Response/Resolution Due Date:**

This finding will be reassessed and closed on March 31, 2025 following Fresno EOC's timely execution of its 2025 CSBG contracts and all associated deliverables.

Observation(s)

**Observation 1: Untimely Submission of Annual Report**

A review of the 2023 CSBG Annual Report Modules 2 – 4 indicates the report was not submitted timely by the agency in accordance with the annual CSBG Contract Agreement Article 7.3.4.

The 2023 CSBG Annual Report was due to CSD on or before February 1, 2024. Agency submitted the 2023 CSBG Annual Report on February 2, 2024.

**Corrective Action:**

To address this observation Agency must:

- 1) Assess the causes of the untimely submission of the CSBG Annual Report including any operational and administrative capacity deficiencies.
- 2) I Submit the 2024 CSBG Annual Report by the prescribed due date as required by the annual contract agreement (2024 CSBG Contract Agreement paragraph 7.3.4).

**Response/Resolution Due Date:**

The corrective action plan designed to address any deficiencies identified through the assessment described above must be implemented no later than December 31, 2024, to allow for the timely completion of the 2024 CSBG Annual Report. This observation will be reassessed and closed on March 31, 2025, following Fresno EOC's timely submission of its 2024 CSBG Annual Report.

**Observation 2: Data Collection, Analysis and Reporting**

The number of clients on the client outcome lists reviewed for FNPI 4g. The number of households who experienced improved health and safety due to improvements within their home (e.g. reduction or elimination of lead, radon, carbon monoxide and/or fire hazards or electrical issues, etc) and FNPI 5i. The number of individuals with no recidivating event for six months did not match the number of outcomes reported in the 2023 Annual Report.

Initially, agency reported 428 outcomes for FNPI 4g and 222 outcomes for FNPI 5i. Through review it was determined that 410 individuals actually achieved outcome FNPI 4g and 171 achieved outcome FNPI 5i.

**Corrective Action:**

To address this observation agency has:

1. Reviewed its FNPI and SRV reporting and updated reporting on FNPI 4g and FNPI 5i in its 2023 CSBG Annual Report to accurately reflect the outcomes achieved.
2. Submitted an explanation of the causes of each of their reporting discrepancies.
3. Provided additional training and technical assistance to staff, on the proper reporting of annual report outcomes.

**Response/Resolution Due Date:**

**With the submission of documentation confirming the completion of the corrective actions described above, this observation is considered closed.**

Recommendation(s)

**Recommendation 1: ROMA Representative Training**

To ensure agency is in the strongest position to perform the 2026-2027 Community Needs Assessment and complete its Community Action Plan ("CAP") in a manner which incorporates the principles of Results Oriented Management and Accountability ("ROMA"), CSD recommends relevant agency staff attend the upcoming ROMA training provided by CSD.

**Recommendation 2: CAP/CNA Training**

To further agency development of its 2026-2027 Community Needs Assessment and complete its Community Action Plan ("CAP"), CSD recommends relevant agency staff [Register](#) and attend CSD's 2026/2027 CNA & CAP Template Training on August 19, 2024 from 2:00 pm to 3:30 pm and the [Community Needs Assessment: Common Pitfalls and Best Practices Training](#) on September 10, 2024 from 1:00 to 3:00 pm.

Technical Training Assistance(s)

**Recommendation(s): Not applicable**

Please note:

*CSD may request additional information related to meeting/resolving Findings addressed in this report. Unresolved Findings may result in additional monitoring or a High-Risk designation.*

August 20, 2024

Dear Mr. Scott,

We appreciated both you and Mr. Wilmer Brown for taking the time to meet with the Fresno Economic Opportunities Commission (FEOC) team on August 6, 2024, and review programs for the 2024 CSBG Onsite Monitoring

On Tuesday, August 13, 2024, FEOC received CSD Draft 2024 CSBG Onsite Monitoring Report. The Fresno EOC team reviewed the report and below the agency's comments.

**Corrections Required**

- Page 1 –Under Entrance Conference-Correction required to job title for Jack Lazzarini, it states Program Director in report, should be Program Officer for accuracy; and

**Fiscal Review****Line-Item Expenditure Review**

- Page 4 there's a typo, the first contract/consultant services reference is 23F-4010 for \$18,114 not 24F-3010 as stated in the report

**Site Visit**

- Page 8 –Under Second Program Visit to LGBTQ+ Resource Center, Contact Name -Jennifer Cruz was not present for the site visit, as scheduled. For accuracy, replace Contact Name Jennifer Cruz with Misty-Gattie-Blanco who was present for the site visit with Field Representative.

During the exit interview with the Chief Operations Officer and Chief Executive Officer, the CSD monitor verbally stated the untimely contract execution and deliverables submission would be consider as an observation and not a finding. Understanding the contract approval process was being routed to individuals who had recently departed from the agency. Nonetheless below is a formal response.

**Finding 1: Untimely Contract Execution and Deliverables Submission**

- Fresno EOC Response to Finding: Fresno EOC evaluated the cause of the late submission and noted the contract approval process was being routed to individuals who had recently departed from the agency. The individuals have since been updated on the CSD Form 188 and any unnecessary approvals/reviews have been removed. Submitting the CSD Form 188 and updating the contract analyst with personnel changes have been added to operating practice and procedures.

### **Observation 1: Untimely Submission of Annual Report**

- Fresno EOC Response to Observation 1: Fresno EOC has reviewed the internal processes that led to the one (1) day late submission of the annual report. A new process is being implemented with the support of the Program Officers which requires Program Directors to submit annual report data on a quarterly basis (rather than annually) to the Evaluation Department. This ensures the programs have a firm understanding of what documentation is needed prior to the submission deadline. Training has been conducted and Fresno EOC is on track to submit the annual report prior to the 2025 deadline.

### **Observation 2: Data Collection, Analysis and Reporting**

- Fresno EOC Response to Observation 2: This observation was noted as closed in the report. Fresno EOC is implementing a new data collection and training process for the annual report intended to improve the collection process and prevent the need for corrections.

### **Recommendation 1: ROMA Representative Training**

- Fresno EOC Response to Recommendation 1: One of our agency priority goals for 2024 is our commitment to ROMA. Fresno EOC has two recently certified ROMA Implementors on staff and one ROMA Trainer is enrolled in the certification course. The agency anticipates sending several individuals to the CSD provided ROMA Representative course when and if approved by CSD. The number of attendees will be determined by CSD's availability.

### **Recommendation 2: CAP/CNA Training**

- Fresno EOC Response to Recommendation 2: The agency registered five (5) individuals who attended the 2026/2027 CNA & CAP Template and Related Training held on August 19, 2024. These individuals included: COO/Deputy CEO, Program Officer, Evaluation Director, Quality Assurance Analyst, and Navigation Center Manager. The agency anticipates registering at least five (5) for the upcoming Community Needs Assessment training scheduled for September 10, 2024.





## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> October 21, 2024	<b>Program:</b> Foster Grandparent
<b>Consent Agenda Item #:</b> 6_8	<b>Program Manager:</b> Leah Struck
<b>Subject:</b> Digital Literacy Project	<b>Officer:</b> Sherry Neil

### Recommended Action

The Executive Committee recommends ratification for full Board consideration of the California Advanced Services Fund (CASF) Broadband Adoption Account Digital Literacy (DL) Project grant application to the California Public Utilities Commission (CPUC) in the amount of \$1,266,113 over a 27-month project period from January 1, 2025, to March 31, 2027.

### Background

This item was presented during the October 7, 2024, Executive Committee Meeting where Committee Members reviewed and approved.

The CASF Broadband Adoption Account DL is available to the CPUC to award grants to increase publicly available or after-school broadband access and digital inclusion, such as grants for digital literacy training programs to communities with limited broadband adoption. The CPUC is required to give preference to programs and projects in communities with demonstrated low broadband access, including low-income communities, senior citizen communities, and communities facing socioeconomic barriers to broadband adoption.

The Foster Grandparent Program (FGP) has been providing digital literacy classes to older adults funded by Fresno County Department of Social Services which ended on September 30, 2024.

CASF funding will allow FGP to continue providing digital literacy training through its Senior Tech Program, using curriculum provided by Senior Planet, designed for older adults who are non tech native. The project aims to deliver hands-on digital literacy classes to 2,500 older adults, with an annual target of 1,250 participants over two years, each receiving a minimum of eight hours of instruction. Classes will be conducted across various locations in Fresno County, including Fresno, Pinedale, Orange Cove, Mendota, Huron, San Joaquin, Auberry, Kerman, Clovis, and the City of Madera. Spanish-speaking staff will be available to facilitate classes in Spanish, ensuring accessibility for all participants.

The grant application was submitted on June 28, 2024.

## Fiscal Impact

This funding will cover the salaries of six staff members, 10 percent of the program managers salary, as well as expenses for devices, travel, and additional operating costs. A restricted quantity of devices is available for student ownership. A match of 15% (\$184,270) is required.

<b>FOSTER GRANDPARENTS</b>		
<b>January 1, 2025 - March 31, 2027</b>		
<b>\$1,266,113</b>		
<b>DIGITAL LITERACY PROJECT</b>		<b>GRANT</b>
<b>PERSONNEL</b>	<b>AMOUNT</b>	
PROGRAM ASSISTANT DIRECTOR (.015 FTE)	\$	3,477
PROGRAM MANAGER (.08 FTE)	\$	14,293
PROGRAM COORDINATOR (100% FTE )	\$	131,232
LEAD FACILITATOR/TEACHER (1.0 FTE)	\$	118,885
FACILITATOR/TEACHER (3.0 FTE)	\$	334,965
PROGRAM ASSISTANT (1.0 FTE)	\$	83,802
FRINGE BENEFITS	\$	372,372
<b>TOTAL PERSONNEL</b>	\$	<b>1,059,026</b>
<b>PROGRAM EXPENSES</b>		
PROJECT STAFF TRAVEL	\$	39,798
EQUIPMENT	\$	-
SUPPLIES	\$	1,658
CONTRACTUAL & CONSULTANT SERVICES	\$	-
OTHER COSTS	\$	-
PARTICIPANT COSTS	\$	50,100
<b>INDIRECT COSTS</b>	\$	<b>115,531</b>
<b>TOTAL BUDGET</b>	\$	<b>1,266,113</b>

## Conclusion

If ratified by the Board, this item will move forward and will allow FGP to continue providing digital literacy classes to our older adult population. If not approved, FGP will not accept funding if the grant is awarded and will not be able to continue providing digital literacy classes through its Senior Tech Program.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> October 21, 2024	<b>Program:</b> Health Services
<b>Consent Agenda Item #:</b> 6_9	<b>Director:</b> Jane Thomas
<b>Subject:</b> Increasing Vaccine Confidence Among California Communities	<b>Officer:</b> Jack Lazzarini

### Recommended Action

The Executive Committee recommends ratification for full Board consideration of the Increasing Vaccine Confidence Among California Communities grant application to the California Department of Public Health, Center for Infectious Diseases, Immunization Branch in the amount of \$306,000 over a six-month project period from January 1, 2025, to June 30, 2025.

### Background

This item was presented during the October 7, 2024, Executive Committee Meeting where Committee Members reviewed and approved.

Health Services Community Health Clinic (Health Services CHC) seeks to address critical gaps in vaccine access and confidence in Fresno County's priority population, particularly in areas with lowest Healthy Places Index (HPI) scored, also known as Quartile 1 of the HPI. Fresno County has an average HPI score of approximately 12.5, certain zip codes such as 93721, 93722, 93723, and others, are identified as high-need areas due to poorer health outcomes and significant social challenges. The target populations include predominantly African American and Hispanic communities, low-income families, migrant and agricultural workers, the homeless, and individuals with disabilities.

As a crucial component of our outreach strategy, we will address key barriers such as affordability, transportation, and language through targeted solutions such as providing resources to the community, incentives, transportation options and our staff will offer personalized guidance and follow up support to ensure effective access and participation. Additionally, Health Services CHC's strategy includes equipping clinical mobile sites, arranging collaboration to participate and create community events, and identifying resources to overcome the barriers the communities face. The program also involves leveraging community feedback to continuously adapt and improve outreach efforts. The project will be monitored through data collection on outreach activities, vaccination rates, and referral outcomes, with the goal of reaching approximately 10,000 residents and providing 250 referrals for vaccinations by June 30, 2025.

At least five awards of up to \$306,000 each will be awarded. The grant application was submitted on September 26, 2024.

## Fiscal Impact

Funding will support personnel, operational expenses, supplies, travel and indirect costs.

<b>Health Services 1/1/25-6/30/25 \$306,000</b>		
<b>Increasing Vaccine Confidence Among California Communities</b>		<b>GRANT</b>
PERSONNEL	FTE	AMOUNT
PROGRAM DIRECTOR	0.20	\$ 13,704
PROGRAM MANAGER	0.00	\$ -
PROGRAM COORDINATOR	0.50	\$ 22,246
NURSE PRACTITIONER	0.60	\$ 43,904
CLINICIAN	0.60	\$ 40,203
COMMUNITIY WORKER	1.00	\$ 27,549
COMMUNITIY WORKER	1.00	\$ 27,549
FRINGE BENEFITS	0.00	\$ 50,800
TOTAL PERSONNEL		\$ 225,955
PROGRAM EXPENSES		
PROJECT STAFF TRAVEL		\$ 5,100
EQUIPMENT		\$ -
SUPPLIES		\$ 20,800
CONTRACTUAL & CONSULTANT SERVICES		\$ -
OTHER COSTS		\$ 20,252
PARTICIPANT COSTS		\$ -
INDIRECT COSTS		\$ 33,893
TOTAL BUDGET		\$ 306,000

## Conclusion

If ratified by the Board, this item will move forward and will allow Health Services CHC to launch its Protect Yourself, Protect Others vaccine outreach campaign. If not approved, Health Services CHC will not accept grant funds if awarded and will not launch vaccine outreach campaign aimed to empower underserved communities with confidence, knowledge, access, and resources needed to protect against severe respiratory illness or death caused by RSV, COVID-19, and influenza (flu) viruses.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> October 21, 2024	<b>Program:</b> Sanctuary and Support Services
<b>Consent Agenda Item #:</b> 6_10	<b>Director:</b> Misty Gattie-Blanco
<b>Subject:</b> FY 2024 and FY 2025 Continuum of Care Competition	<b>Officer:</b> Sherry Neil

### Recommended Action

The Executive Committee recommends approval for full Board consideration of five grant applications to the U.S. Department of Housing and Urban Development (HUD), Continuum of Care (CoC) in the amount of \$2,509,912 due on October 21, 2024.

### Background

This item was presented during the October 7, 2024, Executive Committee Meeting where Committee Members reviewed and approved.

An informational item was previously presented at the Board of Commissioners meeting on September 16, 2024, Agenda Item 5-33.

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

The FY 2024 and FY 2025 CoC Notice of Funding Availability was released on August 2, 2024, opening the competition and making approximately \$3.52 billion available to serve homeless people nationally. This Notice of Funding Opportunities will cover both FY 2024 and FY 2025. Applications are reviewed by the CoC's consultant and are locally reviewed and ranked by a panel prior to submission to HUD, ensuring alignment with local priorities and processes and preparing the consolidated application for submission before October 28, 2025 (two days ahead of HUD's deadline of October 28).

### Fiscal Impact

The CoC's estimated Annual Renewal Demand is \$12,170,720 in funding to support existing housing and services for homeless households; \$1,460,486 in CoC Bonus funds; \$1,667,383 for Domestic Violence Bonus funds; and \$608,536 for CoC Planning. As in previous years, there is a requirement to rank all project applications into two tiers. This year, the Tier 1 maximum has been decreased to 90% (\$10,953,648) of the total Annual Renewal Demand. FMCoC may choose to reallocate some or all funding to reduce homelessness.

The local Review and Rank Panel met on September 3 and 4. The list was distributed on September 5, and the FMCoC voted in favor of the final priority listing on September 12, 2024.

Fresno EOC currently operates four (4) HUD CoC funded projects: Project Phoenix, Project Hearth, Project Rise and HERO Team 2 aligning with the agency's mission of housing stability. Fresno EOC is applying for a new permanent supportive housing project (Project Home) to expand the housing availability for individuals and families experiencing chronic homelessness.

Fresno EOC ranked in Tier 1 for the following applications:

**Renewal Projects**

Priority Listing Rank/Score	Project Name	Project Type	No. of Units	Funding Amount
1 (82.73)	Project Hearth	Tenant Based Rental Assistance	16	\$325,490
2 (82.73)	Project Phoenix	Tenant Based Master Leasing	16	\$487,032
13*	Project Rise Expansion	Tenant Based Master Leasing	25	\$682,100
17*	HERO Team 2 expansion	Coordinated Entry/ Supportive Services Only	Not Applicable	\$525,000

Fresno EOC ranked in Tier 2 for the following applications:

**New Project**

Priority Listing Rank/Score	Project Name	Project Type	No. of Units	Funding Amount
10 (75.88)	Project Home	Tenant Based Master Leasing	20	\$490,290

\*Projects were ranked because they didn't have a years' worth of data or because they were a Coordinated Entry System (CES) project. Each project requires a 25% match which could come from program income and unrecovered indirect costs. Match is also in-kind through a donation from Bombas, internships from CSU Fresno and/or from housing Fair Market Rate (FMR) savings.

Sanctuary and Support Services - Housing 10/1/24-9/30/25					
	Project Hearth \$325,490		GRANT	MATCH	TOTAL
PERSONNEL		FTE	AMOUNT	AMOUNT	AMOUNT
	PROGRAM DIRECTOR	0.06	\$ 7,666	\$ -	\$ 7,666
	*Homeless Services Manager	0.08	\$ 7,213	\$ -	\$ 7,213
	*Program Assistant III	0.06	\$ 2,659	\$ -	\$ 2,659
	*Case Manager	1.00	\$ 52,728	\$ 14,000	\$ 66,728
	0	0.00	\$ -	\$ -	\$ -
	0	0.00	\$ -	\$ -	\$ -
	FRINGE BENEFITS		\$ 22,904	\$ -	\$ 22,904
TOTAL PERSONNEL			\$ 93,170	\$ 14,000	\$ 107,170
PROGRAM EXPENSES					
	PROJECT STAFF TRAVEL		\$ 1,135	\$ -	\$ 1,135
	EQUIPMENT		\$ 720	\$ -	\$ 720
	SUPPLIES		\$ 1,440	\$ -	\$ 1,440
	CONTRACTUAL & CONSULTANT SERVICES		\$ -	\$ -	\$ -
	OTHER COSTS		\$ 18,240	\$ 30,373	\$ 48,613
	PARTICIPANT COSTS		\$ 199,688	\$ 37,000	\$ 236,688
INDIRECT COSTS			\$ 11,097	\$ -	\$ 11,097
TOTAL BUDGET			\$ 325,490	\$ 81,373	\$ 406,863

Sanctuary and Support Services - Housing					
9/1/24-8/31/25					
Project Phoenix \$487,032			GRANT	MATCH	TOTAL
PERSONNEL	FTE	AMOUNT	AMOUNT	AMOUNT	
PROGRAM DIRECTOR	0.05	\$ 6,388	\$ -	\$ 6,388	
*Homeless Services Manager	0.05	\$ 4,508	\$ -	\$ 4,508	
*Program Assistant III	0.05	\$ 2,216	\$ -	\$ 2,216	
*Case Manager (HUD 75%, Program Income m	1.00	\$ 39,414	\$ 13,138	\$ 52,552	
*Housing Services Coordinator	0.90	\$ 53,791	\$ -	\$ 53,791	
*Maintenance Worker	0.40	\$ 18,470	\$ -	\$ 18,470	
FRINGE BENEFITS		\$ 44,126	\$ 4,136	\$ 48,262	
TOTAL PERSONNEL			\$ 168,913	\$ 17,274	\$ 186,187
PROGRAM EXPENSES					
PROJECT STAFF TRAVEL		\$ 3,000	\$ -	\$ 3,000	
EQUIPMENT		\$ 780	\$ -	\$ 780	
SUPPLIES		\$ 3,807	\$ -	\$ 3,807	
CONTRACTUAL & CONSULTANT SERVICES		\$ -	\$ -	\$ -	
OTHER COSTS		\$ 30,982	\$ 69	\$ 31,051	
PARTICIPANT COSTS		\$ 259,936	\$ 39,931	\$ 299,867	
INDIRECT COSTS			\$ 19,614	\$ -	\$ 19,614
TOTAL BUDGET			\$ 487,032	\$ 57,274	\$ 544,306

Sanctuary and Support Services - Housing					
11/1/24-10/31/25					
	Project Rise \$682,100		GRANT	MATCH	TOTAL
PERSONNEL		FTE	AMOUNT	AMOUNT	AMOUNT
	PROGRAM DIRECTOR	0.12	\$ 15,331	\$ -	\$ 15,331
	*Homeless Services Manager	0.20	\$ 18,033	\$ -	\$ 18,033
	*Program Assistant III	0.12	\$ 5,315	\$ -	\$ 5,315
	*Case Manager	1.00	\$ 53,255	\$ -	\$ 53,255
	*Housing & Support Specialist	1.00	\$ 45,045	\$ -	\$ 45,045
	*Maintenance Worker	0.50	\$ 23,088	\$ -	\$ 23,088
	FRINGE BENEFITS		\$ 71,787	\$ -	\$ 71,787
TOTAL PERSONNEL			\$231,854	\$ -	\$ 231,854
PROGRAM EXPENSES					
	PROJECT STAFF TRAVEL		\$ 17,700	\$ -	\$ 17,700
	EQUIPMENT		\$ 840	\$ -	\$ 840
	SUPPLIES		\$ 10,174	\$ -	\$ 10,174
	CONTRACTUAL & CONSULTANT SERVICES		\$ -	\$ -	\$ -
	OTHER COSTS		\$ 83,274	\$ -	\$ 83,274
	PARTICIPANT COSTS		\$307,803	\$ 95,595	\$ 403,398
INDIRECT COSTS			\$ 30,455	\$ -	\$ 30,455
TOTAL BUDGET			\$ 682,100	\$ 95,595	\$ 777,695

Sanctuary and Support Services - Housing					
9/1/24-8/31/25					
Hero Team 2 \$525,000			GRANT	MATCH	TOTAL
PERSONNEL	FTE	AMOUNT	AMOUNT	AMOUNT	
PROGRAM DIRECTOR	0.10	\$ 12,776	\$ -	\$ 12,776	
*Homeless Services Manager	0.16	\$ 14,426	\$ -	\$ 14,426	
*Program Assistant III	0.10	\$ 4,430	\$ -	\$ 4,430	
*Outreach Coordinator	1.00	\$ 62,108	\$ -	\$ 62,108	
*Community Outreach Specialist	4.00	\$ 167,700	\$ -	\$ 167,700	
*Housing Service Coordinator	0.15	\$ 9,141	\$ -	\$ 9,141	
FRINGE BENEFITS		\$ 93,916	\$ -	\$ 93,916	
TOTAL PERSONNEL			\$ 364,497	\$ -	\$ 364,497
PROGRAM EXPENSES					
PROJECT STAFF TRAVEL		\$ 27,485	\$ -	\$ 27,485	
EQUIPMENT		\$ 780	\$ -	\$ 780	
SUPPLIES		\$ 7,149	\$ -	\$ 7,149	
CONTRACTUAL & CONSULTANT SERVICES		\$ -	\$ -	\$ -	
OTHER COSTS		\$ 67,871	\$ 131,250	\$ 199,121	
PARTICIPANT COSTS		\$ 13,660	\$ -	\$ 13,660	
INDIRECT COSTS		\$ 43,558	\$ -	\$ 43,558	
TOTAL BUDGET		\$ 525,000	\$ 131,250	\$ 656,250	



**Sanctuary and Support Services - Housing**  
**9/1/25-8/31/26**

<b>Project HOME \$490,290</b>			<b>GRANT</b>	<b>MATCH</b>	<b>TOTAL</b>
<b>PERSONNEL</b>	<b>FTE</b>		<b>AMOUNT</b>	<b>AMOUNT</b>	<b>AMOUNT</b>
PROGRAM DIRECTOR	0.10		\$ 12,776	\$ -	\$ 12,776
*Homeless Services Manager	0.14		\$ 12,623	\$ -	\$ 12,623
*Program Assistant III	0.08		\$ 3,582	\$ -	\$ 3,582
*Case Manager	1.00		\$ 52,806	\$ -	\$ 52,806
	0		\$ -	\$ -	\$ -
*Maintenance Worker	0.10		\$ 4,618	\$ -	\$ 4,618
FRINGE BENEFITS			\$ 40,415	\$ -	\$ 40,415
<b>TOTAL PERSONNEL</b>			<b>\$ 126,820</b>	<b>\$ -</b>	<b>\$ 126,820</b>
<b>PROGRAM EXPENSES</b>					
PROJECT STAFF TRAVEL			\$ 14,000	\$ -	\$ 14,000
EQUIPMENT			\$ 780	\$ -	\$ 780
SUPPLIES			\$ 3,900	\$ -	\$ 3,900
CONTRACTUAL & CONSULTANT SERVICES			\$ -	\$ -	\$ -
OTHER COSTS			\$ 37,251	\$ -	\$ 37,251
PARTICIPANT COSTS			\$ 291,408	\$ 60,400	\$ 351,808
INDIRECT COSTS			\$ 16,131	\$ -	\$ 16,131
<b>TOTAL BUDGET</b>			<b>\$ 490,290</b>	<b>\$ 60,400</b>	<b>\$ 550,690</b>

### Conclusion

If approved by the Board, this item will move forward and Sanctuary Homeless Services will continue to provide permanent supportive housing and outreach/navigation services to chronically homeless adults and families. If not approved, project funds will not be accepted, and Sanctuary Homeless Services will not be able to re-house homeless individuals, families, persons fleeing domestic violence, and youth.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> October 21, 2024	<b>Program:</b> Sanctuary and Support Services
<b>Consent Agenda Item #:</b> 6_11	<b>Director:</b> Misty Gattie-Blanco
<b>Subject:</b> Elevate Youth California Youth Substance Use Disorder Prevention Program Cohort 6	<b>Officer:</b> Sherry Neil

### Recommended Action

The Executive Committee recommends ratification for full Board consideration of the Elevate Youth California Youth Substance Use Disorder Prevention Program Cohort 6 grant application to the Sierra Health Foundation: Center for Health Program Management (The Center) in the amount of \$1,000,0000 over a three-year project period from January 1, 2025, to December 31, 2027.

### Background

This item was presented during the October 7, 2024, Executive Committee Meeting where Committee Members reviewed and approved.

Elevate Youth California (CA) is a Department of Health Care Services (DHCS) statewide program addressing substance use disorder by investing in youth leadership and civic engagement for youth of color and 2S/LGBTQ+ youth ages 12 to 26 living in communities disproportionately impacted by the war on drugs. Sierra Health Foundation: Center for Health Program Management (The Center) is the contracted agency to support implementing the Elevate Youth CA program. This statewide program provides funding and technical assistance for organizations proposing to implement programs that empower youth to be community leaders and create advocates for policy and systems change. Elevate Youth CA is funded by Proposition 64 (Prop 64) California Cannabis Tax Fund, Allocation 3, Youth Education, Prevention, Early Intervention, and Treatment Account (YEPEITA).

This grant will allow Sanctuary and Support Services LGBTQ+ Resource Center to use an intersectional approach to increase health equity education and civic engagement with Fresno youth using a peer-centered framework. Evidenced-based peer-centered harm reduction programming and youth-focused leadership training will uplift the voices of low-income, rural, urban, racial, ethnic, and cultural communities disproportionately impacted by the war on drugs. Training curriculum and activities will center on youth-focused leadership and evidence-based peer-centered harm reduction prevention and intervention. Fresno EOC received funding through this opportunity from 2020 to 2022 but was not selected for funding in the 2022 application cycle.

The grant application was submitted on September 23, 2024.

## Fiscal Impact

This funding will support two (2) Community Outreach Educators and partial funding for additional LGBTQ+ Resource Center staff including the Sanctuary and Support Services Director, LGBTQ+ Resource Manager, and the Community Engagement Coordinator. No match is required

Sanctuary and Support Services - LGBTQ 1/1/25-12/31/27		
	Youth Substance Use Disorder Prevention \$1,000,000	GRANT
PERSONNEL	FTE	AMOUNT
PROGRAM DIRECTOR	0.05	\$ 19,745
LGBTQ+ Program Manager	0.18	\$ 45,395
Community Engagement Coordinator	1.00	\$ 160,279
Community Outreach Educator	1.00	\$ 143,543
Community Outreach Educator	1.00	\$ 155,445
0	0.00	\$ -
FRINGE BENEFITS		\$ 224,300
TOTAL PERSONNEL		\$ 748,707
PROGRAM EXPENSES		
PROJECT STAFF TRAVEL		\$ 2,950
EQUIPMENT		\$ 4,320
SUPPLIES		\$ 3,600
CONTRACTUAL & CONSULTANT SERVICES		\$ -
OTHER COSTS		\$ 147,041
PARTICIPANT COSTS		\$ -
INDIRECT COSTS		\$ 93,382
TOTAL BUDGET		\$ 1,000,000

## Conclusion

If ratified by the Board, this item will move forward and allow Sanctuary and Support Services LGBTQ+ Resource Center to accept funding from the Sierra Health Foundation if grant is awarded. If not ratified, the LGBTQ+ Resource Center will not be able to invest in youth leadership and civic engagement.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> October 21, 2024	<b>Program:</b> Sanctuary and Support Services
<b>Consent Agenda Item #:</b> 6_12	<b>Director:</b> Misty Gattie-Blanco
<b>Subject:</b> Project HOPE Update	<b>Officer:</b> Sherry Neil

### Recommended Action

The information presented below is intended to keep the Board apprised of the collaboration between Fresno EOC and Fresno City College (FCC) for Project HOPE.

### Background

On October 7, 2024, Fresno EOC engaged in a discussion with Commissioners Pacheco and Brown-Jenkins to address their concerns regarding Project HOPE. These concerns will be conveyed to FCC with the objective of identifying potential solutions.

Fresno EOC initially partnered with FCC for Project HOPE on July 1, 2020, for a two-year term to provide housing navigation services to students. A second contract was entered into on July 1, 2022, with FCC for a two-year term expiring on June 30, 2024. Additionally, FCC and Fresno EOC partnered to provide emergency shelter to students approved for Project HOPE through a contract agreement from January 1, 2023, to December 31, 2024. Both agreements were structured as fee-for-service contracts.

From July 1, 2020, to June 30, 2024, Fresno EOC provided housing navigation services to 493 students. Among these students, 46 received shelter assistance between January 2, 2023, and September 30, 2024.

### Fiscal Impact

Action on this agenda item will have no fiscal impact.

### Conclusion

Fresno EOC will not enter into future contracts with FCC if the concerns expressed are not addressed.



Fresno EOC  
Head Start  
0 to 5

Early Care  
&  
Education

**COUNTY-WIDE POLICY COUNCIL (CWPC)  
MINUTES  
SEPTEMBER 3, 2024**

CALL TO ORDER	The meeting was called to order at 6:03 p.m. by Fawnda Cole, CWPC Chairperson.
ROLL CALL	Roll Call was called by Aldo Alvarado Rebolledo, CWPC Secretary. The following Representatives were present: Fawnda Cole, Jalyssa Jenkins McGill, Blanca Valladolid, Marylou Ruiz, Laura Soto, Erica Silva, Cynthia Espindola, Daniel Soletto, Michelle Taylor, Silvano Rebolledo, Alma Rebolledo, Alma Martinez Guillen, Jasmine Arreola, Cristina Olea, Randy Diaz, Stephanny Vazques, Maria Rolon, Maria Yolanda Padilla, Mariana Mena, Itzel G., Gloria Martinez, Matilda Ocegueda, Clarissa Varela, Nancy Solorzano, Celia Ochoa, Angela Diaz, Ma Mendoza Estrada, Aldo Alvarado Rebolledo, Destiny Campos, Priscilla Thompson, Karina Padilla, Natisha Goins, Steven Taylor, Jimi Rodgers and Brown-Jenkins.
APPROVAL OF PREVIOUS CWPC MINUTES	<p>Fawnda Cole, CWPC Chairperson, informed Representatives of the August 6, 2024, CWPC Minutes. This information was sent to Representatives prior to tonight's meeting.</p> <p><u>Motion</u> to approve the August 6, 2024, CWPC Minutes as written and read was made by Clarissa Varela and seconded by Jalyssa Jenkins McGill. Motion carried.</p>
FRESNO EOC PROGRAM REPORT – LIHEAP	<p>Hailey Brown, Administrative Assistant, informed CWPC of the Low Income Home Energy Assistance Program (LIHEAP). LIHEAP assists families with paying for their entire bill or a portion. After the bill is paid, they connect families to the Energy Services Weatherization program in order to repair issues within their home to lower their bill. The goal is to lower the overall bill. Ms. Brown provided her departments contact information, and informed CWPC that if her department cannot assist them directly, they also have many resources that may be able to help.</p> <p>Ms. Cole asked how long the application process is.</p> <p>Ms. Brown stated it takes between 3 weeks to 6 months, depending on the need. It is taking up to 6 weeks for bill payment assistance.</p> <p>Jalyssa Jenkins McGill, CWPC Vice-Chairperson, asked if someone has supplemental housing and only pays 30% of the rent and a portion of the PG&amp;E bill, can LIHEAP assist them also?</p> <p>Ms. Brown stated applications are case by case. She encouraged individuals to call for specific questions. She will ask her director and follow up with Ms. Jenkins McGill.</p>
COMMUNITY REPRESENTATIVE REPORTS FOR SEPTEMBER 2024	Natisha Goins, WIC Nutrition Assistant/CLC , stated WIC recently had a book giveaway. They have received more books through the Fresno Chaffee Zoo. Parents can pick up the books at any of the five locations. There are books in English, Spanish and Hmong.
FRESNO EOC COMMISSIONERS' REPORT FOR THE MONTH OF JULY 2024	No reports at this time. The Board will meet in two weeks.
MONTHLY FINANCIAL STATUS REPORTS (FSR) FOR THE MONTH OF JULY 2024	<p>Fawnda Cole, CWPC Chairperson, stated staff recommends review and acceptance from CWPC for Monthly Financial Status Reports for July 2024.</p> <p>This funding supports personnel and operating expenses totaling \$46,498,041 (\$37,620,149 –Head Start; \$8,380,694 – Early Head Start) and the Non-Federal Share</p>

match \$11,894,766 (\$9,515,812.80 – Head Start; \$2,378,953.20– Early Head Start) for the Fiscal Year.

Motion to approve the Monthly Financial Status Reports (FSR) for the Month of July 2024 was made by Mariana Mena and seconded by Destiny Campos. Motion carried.

**IN-KIND MONTHLY STATUS  
REPORT FOR JULY 2024**

Jennifer Tillman, Finance Manager, stated the Monthly In-Kind Report for the month of July 2024 consists of \$282,629 (Head Start), which is accumulated by classroom and non-classroom volunteer services, consultants, goods, foster grandparents, PACT Time, and space. Early Head Start's In-Kind Status Report for the month of July 2024 is \$967,756, which is accumulated by classroom/non-classroom volunteer services, home activities, literacy/growing readers, consultants, goods, and space.

Head Start 0 to 5 Non-Federal share should be \$11,894,766 annually. Year to Date for Head Start and Early Head Start from January to July 2024 for In-Kind is \$6,279,162 (\$4,225,294 – HS; \$2,053,868– EHS). This indicates that Head Start 0 to 5 has met 53 percent of the \$11,894,766. Non-Federal share goal.

Failing to reach our In-kind goal of \$11,894,766 annually for the 2024 fiscal year may affect funding. However, we have the ability to request a non-federal share waiver for the unmatched funds.

At this time, Ms. Jenkins McGill explained to new parents what In-Kind is and what qualifies as In-Kind. She explained the activities on the PACT time calendar, and other learning activities.

**AVERAGE DAILY  
ATTENDANCE (ADA)  
REPORTS FOR THE MONTH  
OF JULY 2024**

Cynthia Espindola, Early Head Start Chairperson, informed Representatives of the Average Daily Attendance (ADA) Reports for the month of July 2024 for Head Start and Early Head Start. Head Start's monthly ADA for July 2024 for Center Base was 79%. Head Start Home Base visits completed were 74. Early Head Start's monthly ADA for July 2024 for Center Base was 81% Total Early Head Start Home Base visits completed were 327.

Motion to approve the ADA Reports for the month of July 2024 was made by Mariana Mena and seconded by Destiny Campos. Motion carried.

**HEAD START 0 TO 5  
PROGRAM UPDATE  
REPORT (PUR) FOR THE  
MONTH OF JULY 2024**

Nidia Davis, Program Support Director, stated the PUR is provided monthly to keep the CWPC informed of program updates. A huge accomplishment for the month of July was that on July 8<sup>th</sup>, Franklin Head Start began serving toddlers in two CCTR funded classrooms. On July 15, 11-month employees returned to work for the 24/25 program year. Mendota Head Start's upgrades have been completed, and we are waiting for Community Care Licensing (CCL) to go to the center and approve its reopening.

Motion to approve the Head Start 0 to 5 PUR for the Month of July 2024 was made by Alma Martinez Guillen and seconded by Cynthia Espindola. Motion carried.

**HEAD START 0 TO 5  
ANNUAL SUMMARY OF  
SELF-ASSESSMENT 2023-  
2024**

Veronica Galvan, Quality Assurance Manager, stated Self-Assessment 3 of Spring 2024 recently concluded. The annual summary is an accumulated report that includes Self-Assessment 1, 2 and 3. Self-Assessment includes Head Start 0 to 5 as well as Human Resources, Finance and Information Technology (IT). The report identifies service areas, strengths, compliance or non-compliance and continuous improvement. We as a program have to monitor, analyze and make continuous improvements to our program. At the next meeting Ms. Galvan will provide an invitation to the Self-Assessment Orientation for those that would like to participate. Participants can choose a specific service area time to attend or attend each session.

Motion to approve the Head Start 0 to 5 Annual Summary of Self-Assessment 2023-2024 was made by Clarissa Varela and seconded by Silvano Rebolledo. Motion carried.

**HEAD START 0 TO 5  
ANNUAL REPORT 2023-  
2024**

Veronica Galvan, Quality Assurance Manager, had the opportunity to work with Service Area Managers and the Communications department to input new information on the annual report. The report provides a detailed breakdown of what services Head Start 0 to 5 offers. Information such as how many children are being served, what languages they speak, even

an itemized finance breakdown is included. The report highlights all of the wonderful things about the program.

Mr. Alvarado Rebolledo asked if there is anything CWPC could do at the local level, LPM, to inform parents about EOC services. He went to Back to School night and a father did not know his pregnant wife could connect with EOC for multiple services.

Ms. Galvan stated all information shared at the CWPC is encouraged to be taken back to individual centers. Parents may review the bulletin board at centers also.

Ms. Jenkins McGill asked if an app could be used to keep parents informed.

Ms. Davis stated one of the recommendations that Communications has been making is to utilize social media platforms to inform parents and the community of activities and services provided. CLASS and Dojo are apps that school districts are using. However, EOC must ensure that we are adhering to our confidentiality practices.

Motion to approve the Head Start 0 to 5 Annual Report 2023-2024 was made by Jalyssa Jenkins McGill and seconded by Alma Martinez Guillen. Motion carried.

**FISCAL YEAR 2023  
PROPOSED CARRYOVER  
JANUARY 1, 2023 –  
DECEMBER 31, 2023**

Jennnifer Tillman, Finance Manager, stated staff recommends review and approval of the CWPC for the Fiscal Year 2023 Proposed Carryover January 1, 2023 – December 31, 2023, in the amount of \$9,267,882,20 (Head Start \$6,755,057.35 and Early Head Start \$2,512,824.85). We are requesting permission to carryover funds from Indirect, Contractual, Supplies, and Equipment.

Ms. Jenkins McGill asked if College Community needs approval to replace the play structure covering and are the funds coming from the carryover.

Ms. Davis stated Rosa Pineda, Head Start Director, has given approval for the play structure cover to be replaced.

Motion to approve the Fiscal Year 2023 Proposed Carryover January 1, 2023 – December 31, 2023, was made by Mariana Mena and seconded by Destiny Campos. Motion carried.

**FULL ENROLLMENT  
INITIATIVE**

Olga Jalomo Ramirez, Family/Community Services Manager, stated Head Start 0 to 5 received a letter in March indicating we were underenrolled. We were given 12 months to meet 97% enrollment, and in April 2024 full enrollment was achieved. The program submitted a change of scope, in which reduced enrollment to 2120. Head Start Center Base has 680 repeaters, and 543 children accepted for a total of 1223 children pending enrollment. Head Start Home Base has 34 repeaters, and 39 children accepted for a total of 73 children pending enrollment. Early Head Start Center Base has 67 children enrolled. Early Head Start Home Base has 317 children enrolled. This gives us a total of 1680 children for Head Start 0 to 5.

**PERSONNEL COMMITTEE  
REPORT FOR AUGUST  
2024**

Fawnda Cole, CWPC Chairperson, stated the Personnel Committee report consists of a list of: Hiring/Personnel Action Positions, Resignations/Separations, Promotion/Status Change, and Job Descriptions for Positions for the month. All promotions, transfers, separations, and new hires are to be presented to the CWPC monthly, as an informational item.

For the month of August 2024, there were 3 Hiring/Personnel Action Positions, 1 promotions/status change which is pending, 10 resignations/separations and no updated job descriptions.

**HEAD START CENTER  
BASE AND HOME BASE  
EDUCATIO COMMITTEE  
PLAN PROCESS**

Guadalupe Zuniga, Home Base Services Manager, shared that the Head Start 0 to 5 Education committee reviews the Educational Service Plan annually and provides input for the updates and amendments. The Educational Service Plans are guides for parents and staff to incorporate all comprehensive services offered through Head Start.

During the process the PACT time calendar for Head Start will also provide monthly additional educational learning activities to afford parents an opportunity to document any activities they feel will benefit children.

Parents are encouraged to be involved in their child's education from the start, by providing opportunities to participate in the classrooms, and at the centers as well as collaborating and connecting with other parents by attending meetings, parents develop a sense of empowerment regarding their child's education. Parents can suggest positive changes and be a part of the solution. This assists in building a sense of community as well as strengthening the relationships between parents, teachers and program administration. Additionally, parents are kept informed about their child's time in the program by providing information about upcoming events and updates, deepening their sense of educational investment.

Matilda Ocegueda, Pinedale Representative, stated there are a few new parents at Pinedale who speak different languages, Armenian, Hmong, Chinese, Punjabi and Russian. In order to introduce new families to what we have available, perhaps we can translate important information into these languages, such as the PACT time calendar. Perhaps, it would be helpful for them to engage with their child based off of their language.

Ms. Davis stated Ms. Pineda was recently provided with contact information for translation services. She will follow up with the CWPC if Head Start decides to partner with the translation agency.

#### EARLY HEAD START SCHOOL READINESS 2<sup>ND</sup> AGGREGATION AND HEAD START 3<sup>RD</sup> AGGREGATION COMPARISON

Felicia Amescua, School Readiness Mentor/Coach, stated the 3<sup>rd</sup> aggregation period information was recently received so she'd be reporting on that data as well. Ms. Amescua compared Fall, Winter, and Spring data from each school readiness category: approaches to learning, social and emotional, language and literacy, cognition and perceptual, motor, and physical development. The purpose of reviewing the data is to examine if the school readiness goals are being met. Amazingly, we have met our School Readiness goals for the program year of 2023-2024.

#### HEAD START/EARLY HEAD START PROGRAM INFORMATION REPORT (PIR) 2023-2024

Veronica Galvan, Quality Assurance Manager, stated per the Head Start Act, each Head Start agency shall ensure the sharing of accurate and regular information for use by the governing body and the policy council, about program planning, policies and Head Start 0 to 5 agency operations, including the Program Information Report (PIR). Head Start and Early Head Start has two separate reports. The report provides general information for each program such as how many children were 1-5-year-old, their primary language, how many families are served, number of teachers and the degrees they hold, etc.

#### ANNOUNCEMENTS

Priscilla Thompson, CWPC Representative, made the following Announcements:

- A. September 2024 – Food Distribution
- B. September 17, 2024 – Next CWPC Executive Board meeting at Fresno EOC West Conference Room
- C. October 1, 2024 – Next County-Wide Policy Council Meeting at 6:00 p.m. – Dinner will be served at 5:30 p.m.
- D. October 1, 2024 – County-Wide Policy Council Elections for 2024-2025 Program Year
- E. October 15, 2024 – Next CWPC Executive Board meeting at Fresno EOC Board Room

#### ADJOURNMENT

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

The meeting adjourned at 7:46 p.m.

Submitted By:

Brionna Warren  
Secretary

(CWPC MINUTES SEPTEMBER 3 2024 FINAL)      bw 09/05/24      ~ CWPC (2023-2024 (CWPC MINUTES) ~





## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> October 21, 2024	<b>Program:</b> Head Start 0 to 5
<b>Consent Agenda Item #:</b> 6_14	<b>Director:</b> N/A
<b>Subject:</b> Program Update Report (PUR) For August 2024	<b>Chief Executive Officer:</b> Emilia Reyes

### Recommended Action

The County-Wide Policy Council recommends acceptance of the Head Start 0 to 5 Program Update Reports (PUR) for the month of August 2024.

### 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 August 2024 Program Update Report is attached for review.

### Fiscal Impact

Action on this agenda item will have no fiscal impact.

### Conclusion

If approved by the full Board, the August 2024 PUR will be retained for record keeping to verify the County-Wide Policy Council and the Fresno EOC Board of Commissioners had timely and accurate

information to ensure programmatic and fiduciary accountability of Fresno EOC Head Start 0 to 5.  
If not accepted, Head Start Director will review and make recommended changes.



## BOARD OF COMMISSIONERS PROGRAM UPDATE REPORT

**REPORT MONTH: AUGUST 2024**

### I. Head Start 0 to 5

#### Program Information Summary:

1. August 1- 2, 2024- All Staff Pre-Service Training took place at Clovis Veterans Memorial District
2. August 21, 2024- Completed and Submitted Program Information Report to HSES.
3. August 26, 2024- Michael Balderas joined the Head Start 0 to 5 team as one of two Education Services Directors
4. August 27-29, 2024- Back to School Night for all HS & EHS CB classes
5. August 28, 2024- DEC Meeting at Franklin Auditorium

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

On August 21, 2024, the Administration for Children and Families (ACF) published a final rule in the Federal Register, Supporting the Head Start Workforce and Consistent Quality Programming. The rule updates the Head Start Program Performance Standards to increase support and stability for the Head Start workforce. The changes also improve the quality of services Head Start programs provide to children and families.

The updated Performance Standards respond to structural concerns affecting the sustainability of Head Start programs. They provide clear federal requirements for:

- Wages and benefits to support the Head Start workforce
- Better integration of mental health across all aspects of Head Start programming
- Quality improvement and clarity of requirements in other topic areas

The final rule is effective immediately. Programs are expected to comply with some of the updated requirements 60 days after the rule is published (October 21, 2024). Programs are granted more time to comply with several requirements, including new wages and benefit requirements, as noted in the Effective and Compliance Dates section of the rule.

### III. Early Head Start

#### Program Information Summary:

1. EHS continues to recruit children and families
2. The two Early Head Start classes at Franklin have been filled as of August.
3. August 12, 2024, EHS Family Development Specialist, participated in a video call via zoom for additional support on IDA's.
4. August 26, 2024, Carmina Ramos, Program Liaison from the Resiliency Center, provided information as to what the center has to offer regarding Mental Health Services during the Home Base monthly meeting.

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

Monthly Enrollment: 430; Monthly ADA: Center Base: 81.54%, Home Base: NA%

Wait List Total: 604

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

#### Early Head Start Meals/Snacks:

Total Children: Breakfasts: 971 Lunches: 1,037 Snacks: 912

### IV. Head Start

#### Program Information Summary:

1. August 12, 2024- First Day of CB Classes with meals and transportation
2. August 19, 2024- First Day of classes for our Contractor, Fresno Unified School District
3. HS continues to recruit children and families for the 24/25 program year.
4. Practice Based Coaching Training provided for ECEs and Coaching staff August 14 & 15th



Fresno EOC  
Head Start  
0 to 5

Early Care  
&  
Education

## BOARD OF COMMISSIONERS PROGRAM UPDATE REPORT

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

Monthly Enrollment: 1,188; Monthly ADA: Center Base 88.03%; Home Base: NA%  
Wait List Total: 218

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

### Head Start Meals/Snacks:

Total Children: Breakfasts: 9,944 Lunches: 10,693 Snacks: 9,510

Submitted by:

Head Start Director

Nidia Davis  
Program Support Director

(BOARD PUR TEMPLATE) bw 02/03/21 ~ CWPC (2022-2023 (PUR (BOARD))) ~



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> October 21, 2024	<b>Program:</b> Head Start 0 to 5
<b>Consent Agenda Item #:</b> 6_15	<b>Director:</b> N/A
<b>Subject:</b> Tri-Annual Self-Assessment November 19, 2024, Through November 21, 2024	<b>Chief Executive Officer:</b> Emilia Reyes

### Recommended Action

The information presented below is intended to keep the Board apprised of the Triannual Self-Assessment meetings that will be held on November 19, 2024, November 20, 2024, and November 21, 2024. In preparation for the meetings, a Triannual Self-Assessment Orientation Training will be held on November 6, 2024, for all who will be participating

### Background

In accordance with the Head Start Program Performance Standard 1302.102. 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 responsible HHS official

### Fiscal Impact

Action on this agenda item will have no fiscal impact.

### Conclusion

At this time, we would like to invite Head Start 0 to 5 parents, staff, and Commissioners to participate and attend the Triannual Self-Assessment Orientation Training that will be held on November 6, 2024, and the Triannual Self-Assessment meetings that will be held on November 19, 2024, November 20, 2024, and November 21, 2024.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> October 21, 2024	<b>Program:</b> Head Start 0 to 5
<b>Consent Agenda Item #:</b> 6_16	<b>Director:</b> N/A
<b>Subject:</b> Fiscal Year 2023 Proposed Carryover	<b>Chief Executive Officer:</b> Emilia Reyes

### Recommended Action

The County-Wide Policy Council recommends review and approval of the Fiscal Year 2023 Proposed Carryover for January 1, 2023, through December 31, 2023 in the amount of \$9,267,882.20 (Head Start \$6,755,057.35 and Early Head Start \$2,512,824.85).

### Background

During the 2022 and 2023 Fiscal Year (FY), Year Two and Three, our program experienced savings in the salaries/fringe benefits due to staff vacancies, and various program operations line items, such as: travel, and supplies in the Head Start 0 to 5 budget in the amount of \$9,267,882.20. The request previously submitted to spend the monies was approved on January 2, 2024, through a budget carryover. However, the program didn't have enough time to spend the funds thus requiring another budget carryover application.

Therefore, we are requesting permission to carryover funds from Indirect, Contractual, Supplies and Equipment in the total amount of \$9,267,882.20. We are requesting these line items to be reallocated as outlined below:

- **Contractual** \$3,335,337.65 (EHS \$203,745 HS \$3,131,592.65)  
Monies will be spent at sites to replace playground and shade structures, fencing, cement/turf, outdoor play equipment, LED lighting and window replacement, parking lot repairs, painting centers, replace kitchen cabinets and countertop, tuff sheds, install turtle box sandbox, steel gate, floor replacement and roof replacement.
- **Supplies** \$2,021,962.60 (EHS \$635,439.30 HS \$1,386,523.30)  
Monies will be spent on classroom materials, curriculum, Hatch tablets, furniture, outdoor play equipment, office chairs, laptops, emergency exit signs, portable welder, plastic tables for meetings, parent lending library supplies, multicultural books, recruitment supplies, upgrade the sites networking Internal Cabling, replace monitors, docking stations, and printers.
- **Equipment** \$3,910,581.95 (EHS \$1,673,640.55 HS \$2,236,941.40)  
Monies will be spent on 48 electric vehicles, office equipment for various centers, classroom equipment, dishwashers, playground structure, shade structure, fencing, cement, outdoor play equipment, active shooter panic bars, turtle box sandboxes, and warehouse equipment.

These changes will assist in the full implementation of our Program and School Readiness Goals by providing additional resources for children's learning, needed repairs, and physical classrooms for program sites to improve the environments for children, families, and staff.

On September 3, 2024, The County-Wide Policy Council reviewed and approved the Fiscal Year 2023 Carryover for January 1, 2023, through December 31, 2023, in the amount of \$9,267,882.20 (Head Start \$6,755,057.35 and Early Head Start \$2,512,824.85).

### Fiscal Impact

Action on this Proposed Budget Carryover for FY 2023 will allow Head Start 0 to 5 to utilize funds to support the needs of children, families, staff and needed projects. The program is requesting to reallocate \$9,267,882.20 (Head Start \$6,755,057.35 and Early Head Start \$2,512,824.85).

Head Start					
Category	Total Original Head Start Budget 2023	Estimated Head Start Unobligated Balance 11/2023	Head Start Budget Actuals 2023	Head Start Carryover 2022 Added to 2023 Funds	Head Start Budget Carryover 2023
Personnel	\$ 19,563,475.50	\$ 3,464,418.39	\$ 16,405,828.03		
Fringe	\$ 7,582,485.00	\$ 1,904,958.40	\$ 5,822,963.99		
Travel	\$ 12,928.00	\$ -	\$ -		
Equipment	\$ -	\$ -	\$ -		\$ 2,236,941.40
Supplies	\$ 753,136.00	\$ 88,349.33	\$ 698,103.66	\$ 414,518.10	\$ 1,386,523.30
Contractual	\$ 2,106,216.00	\$ (98,291.56)	\$ 3,069,927.86	\$ 832,494.30	\$ 3,131,592.65
Other	\$ 4,556,676.00	\$ (17,938.04)	\$ 5,059,155.72	\$2,085,811.58	
Indirect	\$ 3,369,059.50	\$ 483,662.52	\$ 2,682,972.92		\$ -
<b>Total</b>	<b>\$ 37,943,976.00</b>	<b>\$ 5,825,159.04</b>	<b>\$ 33,738,952.18</b>	<b>\$3,332,823.98</b>	<b>\$ 6,755,057.35</b>

Early Head Start					
Category	Total Original Early Head Start Budget 2023	Estimated Early Head Start Unobligated Balance 11/2023	Early Head Start Budget Actuals 2023	Early Head Start Carryover 2022 Added to 2023 Funds	Early Head Start Budget 2023
Personnel	\$ 4,233,311.36	\$ 1,659,159.33	\$ 2,669,205.06		\$ -
Fringe	\$ 1,608,284.00	\$ 874,009.79	\$ 762,420.25		\$ -
Travel	\$ 16,898.00	\$ -	\$ -		\$ -
Equipment	\$ -	\$ -	\$ -		\$ 1,673,640.55
Supplies	\$ 276,365.00	\$ (2,608.56)	\$ 209,182.12	\$ 188,503.05	\$ 635,439.30
Contractual	\$ 901,823.00	\$ 820,657.98	\$ 234,582.19	\$ 680,019.30	\$ 203,745.00
Other	\$ 756,225.00	\$ 138,637.00	\$ 483,096.43	\$ 315,440.00	\$ -
Indirect	\$ 777,064.64	\$ 335,838.03	\$ 387,336.42		\$ -
<b>Total</b>	<b>\$ 8,569,971.00</b>	<b>\$ 3,825,693.57</b>	<b>\$ 4,745,822.47</b>	<b>\$1,183,962.35</b>	<b>\$ 2,512,824.85</b>

Head Start/Early Head Start						
Category	Total Original Budget 2023	Estimated Unobligated Balance 11/2023	Actuals 12/312023	Carryover 2022 Added to 2023 Budget 11/2023	Carryover 2023	
Personnel	\$ 23,796,786.86	\$ 5,123,577.72	\$ 19,075,033.09	\$ -	\$ -	
Fringe	\$ 9,190,769.00	\$ 2,778,968.19	\$ 6,585,384.24	\$ -	\$ -	
Travel	\$ 29,826.00	\$ -	\$ -	\$ -	\$ -	
Equipment	\$ -	\$ -	\$ -	\$ -	\$ 3,910,581.95	
Supplies	\$ 1,029,501.00	\$ 85,740.77	\$ 907,285.78	\$ 603,021.15	\$ 2,021,962.60	
Contractual	\$ 3,008,039.00	\$ 722,366.42	\$ 3,304,510.05	\$1,512,513.60	\$ 3,335,337.65	
Other	\$ 5,312,901.00	\$ 120,698.96	\$ 4,239,703.06	\$2,401,251.58	\$ -	
Indirect	\$ 4,130,218.14	\$ 819,500.55	\$ 3,070,309.34	\$ -	\$ -	
<b>Total</b>	<b>\$ 46,498,041.00</b>	<b>\$ 9,650,852.61</b>	<b>\$ 37,182,225.56</b>	<b>\$4,516,786.33</b>	<b>\$ 9,267,882.20</b>	

### Conclusion

If approved by the full Board, Head Start 0 to 5 will proceed with Proposed Budget Carryover for FY 2023 for Head Start and Early Head Start. If no approval is received, the unused funds will be returned to the federal government when our budgets are closed out.





## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> October 21, 2024	<b>Program:</b> Head Start 0 to 5
<b>Consent Agenda Item #:</b> 6_17	<b>Director:</b> Angela Riofrio
<b>Subject:</b> 2024 Budget Modification	<b>Chief Financial Officer:</b> Hemanta Mungur

### Recommended Action

The County-Wide Policy Council Executive Committee recommends approval of the 2024 Budget Modification in the amount of \$398,393 (EHS \$113,066 and HS \$285,327) to be reallocated from the budget line item of personnel to equipment for the 2024 Basic Grant No. 09CH012031.

### Background

Fresno EOC Head Start 0 to 5 has saved over \$250,000 in the 2024 Basic Grant due to staff vacancies and leaves. A formal budget revision is required to reallocate these funds.

### Fiscal Impact

The budget modification is for the period of January 1 through December 31, 2024, and does not impact the total budget funding. The budget modification includes a transfer of \$398,393 from personnel to equipment (EHS: \$113,066 and HS: \$285,327) for the purchase of an HVAC unit at Kings Canyon, playground and fences at EHS AMOR Center in Mendota, and playgrounds at Firebaugh. This request must be submitted by November 1, 2024.

Head Start				
Category	Total Original HS Budget 2024	Estimated Head Start Unobligated Balance 6/2024	HS Budget Revision 2024	Updated HS Budget 2024
Personnel	\$ 20,210,662	\$ 2,429,709	\$ (285,327)	\$ 19,925,335
Fringe	\$ 8,468,009	\$ 1,682,404	\$ -	\$ 8,468,009
Travel	\$ 50,644	\$ -	\$ -	\$ 50,644
Equipment	\$ -	\$ -	\$ 285,327	\$ 285,327
Supplies	\$ 680,573	\$ 45,663	\$ -	\$ 680,573
Contractual	\$ 2,929,424	\$ 437,438	\$ -	\$ 2,929,424
Other	\$ 2,471,675	\$ (3,963,751)	\$ -	\$ 2,471,675
Indirect	\$ 3,132,989	\$ 342,139	\$ -	\$ 3,132,989
<b>Total</b>	<b>\$ 37,943,976</b>	<b>\$ 973,602</b>	<b>\$ -</b>	<b>\$ 37,943,976</b>

### Early Head Start

Category	Total Original EHS Budget 2024	Estimated EHS Unobligated Balance 6/2024	EHS Budget Revision 2024	Updated EHS Budget 2024
Personnel	\$ 5,065,542	\$ 1,996,322	\$ (113,066)	\$ 4,952,476
Fringe	\$ 1,345,661	\$ 475,960	\$ -	\$ 1,345,661
Travel	\$ 44,821	\$ -	\$ -	\$ 44,821
Equipment	\$ -	\$ -	\$ 113,066	\$ 113,066
Supplies	\$ 103,833	\$ 3,027	\$ -	\$ 103,833
Contractual	\$ 288,814	\$ 546,835	\$ -	\$ 288,814
Other	\$ 999,095	\$ (71,229)	\$ -	\$ 999,095
Indirect	\$ 706,299	\$ 56,450	\$ -	\$ 706,299
<b>Total</b>	<b>\$ 8,554,065</b>	<b>\$ 3,007,365</b>	<b>\$ -</b>	<b>\$ 8,554,065</b>

### Head Start/Early

Category	Total Original Budget 2024	Estimated Unobligated Balance 6/2024	Budget Revision 2024	Updated Budget 2024
Personnel	\$ 23,796,787	\$ 4,426,031	\$ (398,393)	\$ 24,877,811
Fringe	\$ 9,190,769	\$ 2,158,364	\$ -	\$ 9,813,670
Travel	\$ 29,826	\$ -	\$ -	\$ 95,465
Equipment	\$ -	\$ -	\$ 398,393	\$ 398,393
Supplies	\$ 1,029,501	\$ 48,690	\$ -	\$ 784,406
Contractual	\$ 3,008,039	\$ 984,273	\$ -	\$ 3,218,238
Other	\$ 5,312,901	\$ (4,034,980)	\$ -	\$ 3,470,770
Indirect	\$ 4,130,218	\$ 398,589	\$ -	\$ 3,839,288
<b>Total</b>	<b>\$ 46,498,041</b>	<b>\$ 3,980,967</b>	<b>\$ -</b>	<b>\$ 46,498,041</b>

### Conclusion

If approved by the Board, the Finance Department will submit the 2024 Budget Modification by November 1, 2024. If not approved prior to November 1, 2024, Head Start 0 to 5 will not be allowed to move budget line items to spend \$398,393 from personnel to equipment from the 2024 Basic Grant budget which will impact some sites from operating during the 2024/2025 school year.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> October 21, 2024	<b>Program:</b> Head Start 0 to 5
<b>Consent Agenda Item #:</b> 6_18	<b>Director:</b> N/A
<b>Subject:</b> Fiscal Year 2025 Head Start 0 to 5 Continuation/Refunding Application- Year 5	<b>Officer:</b> Emilia Reyes

### Recommended Action

The Executive Committee recommends approval of the Fiscal Year 2025 Head Start 0 to 5 Continuation/Refunding Application - Year 5.

### Background

This item was presented during the October 7, 2024, Executive Committee Meeting where Committee Members reviewed and approved.

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

Head Start 0 to 5 management submitted a request for authorization of the FY 2025 Head Start 0 to 5 Continuation/Refunding Application- Year 5 to the County-Wide Policy Council and Fresno EOC Board of Commissioners Chairperson on September 30, 2024, to which they both respectively authorized.

This budget was submitted to Health and Human Services (HHS) as part of the FY 2025 Head Start/Early Head Start Continuation/Refunding Application package. The deadline for submission to HHS is October 1, 2024. Notification for grant award will be before December 31, 2024.

The Head Start /Early Head Start Refunding Grant Application for FY 2025 (Year 5 of the funding cycle) includes the following budget components:

1. **Basic Head Start Budget (G094122): \$38,504,223**
2. **Basic Early Head Start Budget (G094122): \$8,577,640**
3. **Head Start Training and Technical Assistance Budget (G094120): \$323,827**
4. **Early Head Start Training and Technical Assistance Budget (G094121): \$173,371**

Proposed Budget						
Line Item	Head Start	Early Head Start	T&TA HS	T&TA EHS	Nonfederal	Total
Personnel	\$19,633,565.06	\$5,152,890.38			\$6,196,613.86	\$24,786,455.44
Fringe Benefits	\$7,856,139.77	\$1,529,340.34			\$2,346,370.03	\$9,385,480.11
Travel	\$0	\$0	\$71,440.00	\$17,160.00	\$22,150.00	\$88,600.00
Equipment	\$200,000.00	\$50,000.00	\$0	\$0	\$62,500.00	\$250,000.00
Supplies	\$486,626.35	\$133,869.81	\$4,000.00	\$1,000.00	\$156,374.04	\$625,496.16
Contractual	\$3,190,984.00	\$256,518.02	\$0	\$4,000.00	\$862,875.55	\$3,451,502.20
Construction	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$3,636,523.91	\$675,235.81	\$218,948.18	\$135,450.00	\$1,166,539.48	\$4,666,157.90
Totals	\$35,003,839.09	\$7,797,854.54	\$294,388.18	\$157,610.00	\$10,813,422.95	\$43,253,691.81
Indirect Cost Rate	\$3,500,383.91	\$779,785.45	\$29,438.82	\$15,761.00	\$1,081,342.30	\$4,325,369.18
Grand Totals	\$38,504,223.00	\$8,577,640.00	\$323,827.00	\$173,371	\$11,894,765.25	\$47,579,061.00

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

Our program serves 2120 clients (including 50 prenatal women) annually. The proposed budgets support children's receiving comprehensive services designed to support their developmental progression from pre-birth to kindergarten readiness. Based on parent preference and current community needs assessment, Fresno EOC's Head Start 0 to 5 program offers both center-based and home-based program options. In all cases, parents at centers and home-base areas self-determine program options.

The proposed FY 2025 **Basic Head Start Budget** is **\$38,504,223** for program operations, including family literacy, inclusion services, and transition. Throughout urban and rural Fresno County, Head Start will serve 1690 children and families, of which 1590 are children served in 36 center-based sites and 100 are children served in 4 home-based areas.

The proposed FY 2025 **Basic Early Head Start Budget** is **\$8,577,640** for program operations, including inclusion services. Early Head Start will serve 430 children and families year-round

throughout urban and rural Fresno County. Ninety-four children are served in center-based classes, and 336 are children, or prenatal women served in home-based areas.

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

The proposed FY 2025 **Head Start T&TA** budget is **\$323,827**, and the proposed FY 2025 **Early Head Start T&TA** budget is **\$173,371**. These funds will provide training and technical assistance to Head Start/Early Head Start program staff, parents, and the Fresno EOC Board of Commissioners to improve the quality of services provided to children and families.

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

#### **Fiscal Impact**

The Head Start 0 to 5 Basic and Training and Technical Assistance Budgets have a fiscal impact of \$47,579,061. They constitute approximately 40% of Fresno EOC's budget and represent over 50% of the agency's employees.

#### **Conclusion**

If approved by the Board, the FY 2025 Head Start 0 to 5 Continuation/Refunding Application- Year 5 will allow Head Start 0 to 5 to continue serving children and families in Fresno County. If not approved, Head Start 0 to 5 will not have funding for the 2025 fiscal year.



## Section II. Budget and Budget Justification Narrative

### 1. Budget Narrative

All aspects of the Fresno EOC program goals and school readiness plan are considered in the program's financial planning, including but not limited to programs and services, operations, partnerships, professional development, classroom materials and facilities and staffing. To develop the budget, input was given to the fiscal department and CEO by all relevant stakeholders, including the CWPC, partners, and BOC, current Head Start parents, staff, and the Head Start management team before budget decisions were finalized. Local communities were also assessed for resources, existing needs, and for possible partnerships and opportunities to blend and braid funding.

<b>1. Personnel \$19,633,565.06 HS/ \$5,152,890.38 EHS</b>
--

Fresno EOC has provided a table describing the personnel rates, and totals in the HSES.

The line-item budget for HS/EHS was formulated using projections based on previous and existing costs and/or current bids. The proposed budget is necessary to maintain the quality services that the program and partners offer to children and their families. The following narrative will describe and justify: A budget for ongoing operating costs, including a budget for training and technical assistance and a budget for the program's required non-federal share.

The budget narrative below explains the necessity, reasonableness, and allocability of proposed costs. The budget justification relates the proposed budget to the activities indicated in the program narrative. In addition to using funds wisely, Fresno EOC assures that the expected results are fully supported fiscally and governed by a system of internal controls to support transparent, ethical and accurate financial activities and oversight.



<b>Personnel</b>	
<b>Description</b>	<b>Justification</b>
Salaries	Funds to pay personnel needed to accomplish program objectives. The various specific employee categories and budgeted amounts are entered into the HSES. The following staff are allocated to other funding sources as well as to this grant: center directors, teacher directors, teachers, and assistants as indicated.
Child Health and Development Personnel	Funds are to pay for managers, coordinators, supervisors, and specialists that oversee service areas. It includes funds to pay teaching staff, the health, mental health, and inclusion coordinator, education leads, and floaters/subs.
Family and Community Partnerships Personnel	These funds are to pay the ERSEA coordinator, family service workers, community partner manager, ERSEA assistant/interpreters to provide parent engagement services and community partnerships.
Program Design and Management Personnel	These funds are to pay for administrative support staff.
Other Personnel	These funds are to pay for the maintenance workers and custodians.

**1. Personnel \$19,633,565.06 HS/ \$5,152,890.38 EHS**

Fresno EOC has provided a table describing the personnel rates, and totals in the HSES.

**2. Fringe Benefits:** Fresno EOC provides mandated federal and state benefits in addition to health, dental, life insurance benefits and retirement contributions. Benefits are calculated as outlined in the table below.

<b>2. Fringe Benefits \$7,856,139.77 HS/ \$1,529,340.34 EHS</b>			
<b>Description</b>	<b>Rate</b>	<b>HS</b>	<b>EHS</b>
FICA	0.062	\$1,217,281.03	\$319,479.20
Medicare	0.015	\$294,503.48	\$77,293.36
SUI	0.062	\$174,919.36	\$41,802.88
W/C (Avg. Rate)	0.037	\$726,441.91	\$190,656.94
Health Insurance (Avg)	\$12,971/\$8,841x 350/staff	\$4,539,850.00	\$663,075.00
Life Insurance	0.001	\$19,633.57	\$5,152.89
Retirement	0.05	\$883,510.43	\$231,880.07
<b>Total</b>		<b>\$7,856,139.77</b>	<b>\$1,529,340.34</b>

**3. Travel – Please see training travel (\$71,440 HS/\$17,160 EHS)**



**4. Equipment** The program is requesting funds to allow for the purchase of HVAC replacement, playgrounds, and fences to support program operations.

Equipment \$200,000 HS/ \$50,000 EHS		HS	EHS
Description	Factor/Rate		
Equipment	\$20,833 a month for HVAC Replacements, Fencing, Playgrounds needed at various sites.	\$200,000.00	\$50,000.00
<b>Total Equipment</b>		<b>\$200,000.00</b>	<b>\$50,000.00</b>

**5. Supplies** The program is requesting funds to allow for the purchase of supplies to support program operations.

Supplies \$486,626.35 HS/ \$133,869.81 EHS		HS	EHS
Description	Factor/Rate		
Office Materials	Funds to support program operations totaling \$6,277.50 X 12 mo. (HS)	\$60,264.00	\$15,066.00
Kitchen Appliances and Supplies	\$1,787 x month for appliances and supplies for all centers.	\$17,585.03	\$3,860.13
Consumable Classroom Supplies	\$18,075 x month for educational supplies for all children at all centers	\$173,520.00	\$43,380.00
Food Services Supplies	\$8,685 X 12 mo. for food disposables	\$99,009.00	\$5,211.00
Custodian Maintenance Supplies	\$9,450 x 12 mo. to service all sites.	\$90,720.00	\$22,680.00
Consumables Socialization & Home Visitation Supplies	\$20 x 12mos for supplies to be used during home visits and socialization	\$240.00	\$0
Literacy Transition Supplies	\$536.25 x 12 to provide parents and children with supplies to meet literacy goals and parent lending library	\$5,148.00	\$1,287.00



Disposable Supplies	\$3,135 x 12mos to provide diapers, health & safety for classroom	\$5,643.00	\$31,977.00
Health Supplies	\$483.75 x12 to replace medical supplies as utilized to provide children with physicals & first aid	\$2,902.50	\$2,902.50
Classroom Computers	\$1,308x12mos to replace computers and miscellaneous parts as needed	\$12,874.82	\$2,826.18
Classroom Furniture	\$1,950 x12mos to replace classroom furniture	\$18,720.00	\$4,680.00
<b>Total Supplies</b>		<b>\$486,626.35</b>	<b>\$133,869.81</b>

**6. Contracts/Consultants:** Fresno EOC is requesting funds to allow the agency to procure contracted services for early childhood education services, child health services including medical and dental screenings, program assessment, and other administrative contracts. All contracts are secured according to the agency's procurement process. The contracted HS/EHS services will mirror the HS/EHS services provided by the grantee. However, Fresno EOC will monitor operations and support program design and management functions such as T and TA, ERSEA, reporting, governance, and planning, which is reflected in the cost per-child provided to each contractor. Other contracted services include audit services, interpretation and translation services, specialized medical support, and maintenance contracts.

Other contracted services will also allow Fresno EOC to meet the needs of the agency children and families. These costs include contracting with 2 partners that will serve 150 HS children at a cost per child that considers CSPP funding received.

<b>6. Contractual \$3,190,984 HS/\$256,518.20 EHS</b>			
<b>Description</b>	<b>Justification</b>	<b>HS</b>	<b>EHS</b>
Health & Disabilities Services	\$205 x 12 to provide licensed medical services and routine	\$1,960.00	\$500.00



	cleaning by a licensed dentist to HS/EHS children.		
Food Service	\$70,167 x 12 for food service for HS/EHS Children	\$810,000.00	\$32,000.00
Office Equipment Leased	\$6,851 x 12 (HS)/month for copy machines, etc. and	\$65,772.00	\$16,443.00
Child Care Results Analytics	\$35,903/year for service to compile roster from Rating Records for reporting.	\$30,277.90	\$5,625.20
General Building Repairs/Maintenance	\$29,167 x 12mos budgeted amongst 35 sites for ongoing maintenance.	\$250,000.00	\$100,000.00
Annual Community Assessment Data & Statistics	One consultant to assist with data gathering and statistics for the annual community assessment at \$32,500	\$26,650.00	\$5,850.00
Heartland Grant Solutions	One consultant hired at \$40,000 to assist with 3 grant proposals	\$32,000.00	\$8,000.00
Interpretation/Translation	Monthly fee to provide translation services to HS and EHS families.	\$700	\$300
Fresno County Superintendent of Schools	Serves 20 HS children via center based early childhood education services, at a cost of \$10,418 to HS.	\$170,605.12	\$0
Fresno Unified School District	Will provide center-based early childhood education services to 134 children at a cost per child of \$10,585.70.	\$1,451,818.98	\$0
QRIS & CLASS Observations	FCSS will provide QRIS & CLASS Observations and Coaching at an agreed upon rate of \$439,000 per year of 102 classes.	\$351,200.00	\$87,800.00
<b>Total</b>		<b>\$3,190,984.00</b>	<b>\$256,518.20</b>

**7. Construction: \$0**

**8. Other (\$3,636,523.91 HS/\$675,235.81/EHS):** Other costs are necessary to operate the EHS/HS program to ensure all program objectives are met. This includes costs allocated for occupancy, utilities, health consultants, maintenance, and operational expenses.



Item/Description	HS	EHS
<b>Depreciation/Use Expense</b> – Use expense for equipment	\$72,720.00	\$18,180.00
<b>Rent/Leases</b> The sites that will be granted operated will house 1,590 HS and 94 EHS children.	\$716,626.87	\$174,911.28
<b>Utilities</b> - Estimated to cover 35 sites and the central office.	\$787,680.00	\$166,920.00
<b>Building and Child Liability Insurance</b> - Funds are requested to purchase required insurance for each site and the agency.	\$190,800.00	\$47,700.00
<b>Grounds Maintenance &amp; Janitorial Services</b> - Costs associated with maintaining the grounds of EHS and HS sites, includes the cost of pest control and janitorial services.	\$745,200.00	\$148,207.50
<b>Repairs/Maintenance Equipment</b> - Used as needed to repair and replace classroom, food service, medical, office, equipment, etc., as needed.	\$4,932.00	\$1,233.00
<b>Security Services</b> - Alarms and security services are needed to protect HS & EHS equipment & supplies.	\$144,000.00	\$36,000.00
<b>Child Care</b> – Costs for childcare to support parent engagement	\$24,000.00	\$6,000.00
<b>Transportation Pupil</b> - These transportation services are needed to transport HS children to several HS Centers. Transportation will be provided to HS Disabilities Program children and parents as needed for them to receive comprehensive services.	\$638,843.91	\$7,310.00
<b>Laundry Services</b> - State of California License Code "Section 101239.1 (c)" and "Section 101239.1 (3)" require that each cot or mat be equipped with a sheet to cover.	\$15,051.33	\$313.83
<b>Outreach &amp; Recruitment</b> - Supports child/family program recruitment activities, printing and postage in accordance with the agency recruitment plan and includes cost of recognition events.	\$29,304.00	\$7,326.00
<b>Staff Development</b> – Funds for staff development that exceed the T and TA funds.	\$18,720.00	\$4,680.00
<b>Staff Mileage</b> - \$0.67 per mile- funds for the transportation needs of staff to travel to community meetings, home visits and other locations necessary for program operations and urban parking fees	\$169,200.00	\$42,300.00
<b>Human Resources</b> - used to meet pre-hire requirements such as background screening physicals, workers comp, and first aid	\$34,200.00	\$1,800.00
<b>Technology</b> - including maintenance and subscriptions – funds will be used to pay licensing and other fees associated with software suites, subscriptions include ChildPlus, Manager Plus, Adobe, and Microsoft 365	\$16,146.00	\$4,554.00
<b>Local Parent Meeting Cost</b> - funds are used to support staff and parent meetings throughout the year.	\$13,000.00	\$1,440.00



<b>Organization Dues and Subscriptions-</b> fees associated with maintaining membership in and subscriptions to EHS and HS related associations and journals	\$10,054.00	\$5905.20
<b>Field Trips and Socializations-</b> Fieldtrips for HS children and enrichment activities for EHS children promote the holistic development and enrichment of the child and family	\$6,045.00	\$455.00
<b>Total</b>	<b>\$3,636,523.91</b>	<b>\$675,235.81</b>

<b>9. Indirect Charges</b>			
<b>Description</b>	<b>Justification</b>	<b>HS</b>	<b>EHS</b>
Indirect	Negotiated IDCRC of 10%	\$3,529,822.73	\$ 795,546.45

### Training and Technical Assistance Budget and Narrative

Training and technical assistance funding is requested to support both grantee operated and delegate operations. Of the funding \$323,827 is allocated to HS and \$173,371 will support EHS T and TA.

#### TTA Travel \$71,440 HS/ \$17,160 EHS

Training funds are requested to support travel to participate in training activities for Head Start and Early Head Start staff as detailed in the following table

<b>Training Travel</b>					
<b>Destination/ Conference Title</b>	<b>Airfare/ Mileage/ Ground Transport</b>	<b>Per-Diem</b>	<b>Hotel</b>	<b>HS</b>	<b>EHS</b>
ChildPlus Scramble Training, Las Vegas	\$200 RT airfare/staff x 10 Staff \$48 4 car rental	\$86/day x 4 days x 10 Staff	\$728 x 6 staff	\$8,014.40	\$2,003.60
CACFP Roundtable, Northern CA	\$234 car rental, 4 days	\$74/day x 4 days x 6 staff	\$511/night x 3 nights	\$4,385.60	\$596.40



Training Travel					
Destination/ Conference Title	Airfare/ Mileage/ Ground Transport	Per-Diem	Hotel	HS	EHS
NHSA Conferences	\$620 RT air/staff x 10 staff	\$76/day x 6 days cumulative x 10 staff	\$110 x 5 nights cumulative x 5 rooms	\$11,800.00	\$1,200.00
CHSA Conferences Sacramento, CA	\$900.12 car rental, 10 days cumulative	\$86/day x 5 days- x 4 staff \$86 x 5 days x 4 staff	\$191/night x 5 nights x 4 rooms; \$150 x 5 nights x 4 rooms	13,080.00	3,120.00
Zero to Three Annual Conference Baltimore, Maryland	\$473/ea. RT/airfare x 6 staff	\$86/day x 4 days x 6 staff	\$150/night x 3 nights x 3 rooms	\$4,800.00	\$2,200.00
Classroom Assessment Scoring System (CLASS) Training San Diego, CA	\$187.39, 4 car rental, 4 days	\$86 x 4 days x 12 staff	\$237 x 3 nights x 8 rooms	\$12,000.00	\$1,000.00
California Association for the Education of Young Children (CAAEYC) Annual Conference, Santa Clara, CA	\$44.72/ day, 1 car rental, 4 days	\$92/day x 5 days x 3 staff	\$192 x 4 nights x 3 rooms	\$2,800.00	\$800.00
35 <sup>th</sup> Annual Home Base Institute Gatlinburg, Tennessee	\$538 RT airfare x 3 staff	\$68/day x 3 days x 3 staff	\$110/night x 2 nights x 2 rooms	\$1,160.00	\$1,640.00
Parent & Family Engagement Conference San Diego, CA	\$222.43/per car, 2 car rental, 4 days	\$86/day x 4 days x 8 staff	\$237 x 3 nights x 6 rooms	\$7,200.00	\$1,800.00
2025 National Family Engagement Summit San Diego, California	\$222.43/per car, 2 car rental, 5 days	\$86/day x 5 days x 4 staff and 3 parents	\$237 x 4 nights x 4 rooms	6,200.00	2,800.00
<b>Total</b>				<b>\$71,440.00</b>	<b>\$17,160.00</b>

TTA Supplies \$4,000 HS/ \$1,000 EHS

Supplies	Description/Valuation	HS	EHS
----------	-----------------------	----	-----



Supplies for Trainings and Meetings	Market rate for goods and services	\$4,000	\$1,000
<b>Total</b>		<b>\$4,000</b>	<b>\$1,000</b>

**TTA Contracts \$0 HS/ \$4,000 EHS**

Fresno EOC has committed to promoting equity throughout the agency including HS and EHS from preconception to age five. EOC has committed to Passions for Birth Training, providing home base educators with the tools they need to support families during pregnancy.

Contractor	Description/Valuation	HS	EHS
Passions for Birth/Other infant/toddler training	Cost per group training/consultation hours	\$0	\$4,000
<b>Total</b>		<b>\$0</b>	<b>\$4,000</b>

**TTA Other \$218,948 HS/ \$135,450 EHS**

Item/Description	HS	EHS
<b>Professional Development</b> - To fulfill pre-service, in-service and professional development training requirements.	\$61,880	40,420
<b>Tuition Reimbursement</b> The agency is committed to working with staff to increase their qualifications.	\$4,000	\$1,000
<b>Consultants</b> - Parenting Curriculum & Curriculum Fidelity - These experts will be utilized to train staff and support effectiveness.	\$2,080	\$20,020
<b>CLASS Training Needs</b> as Determined by Program Assessment is requested to be used for local workshops, CLASS training and consultation from content experts including re-certification.	\$7,600	\$2,000
<b>Training registration</b> for CACFP trainings, NHSA/CHSA conferences, ChildPlus Scramble, Pre-Service, Positive Solutions for Families, National Family Credential Program, Trauma Forums and other training registration fees.	\$37,319.82	\$18,838
<b>BOC &amp; County-Wide Policy Council &amp; Parent Governance Training</b> for CWPC and Governing Body to support parents, staff and BOC in their roles as members of the governance structure.	\$5,540	\$1,302
<b>California Certifications Training</b> as required to fulfill state requirements including CPR/First Aid, California Health & Safety Certification, and Mandated Child Abuse Training as well as food safety.	\$19,840	\$5,460



<b>Parent Trainings</b> - Includes parenting skills classes, literacy classes, and child safety class (e.g., car seat installation).	\$6,160	\$1,690
<b>ERSEA Training</b> for parents and staff will familiarize all with Performance Standards, agency policies and procedures, and how the ranking process is implemented.	\$3,000	\$1,000
<b>CHSA Cluster Training</b> - Fresno EOC will coordinate the Cluster VI group.	\$2,000	\$500
<b>Sensory Defensiveness/Integration &amp; Training Seminars (Disabilities)</b> will increase familiarity with how children's senses affect the behavioral and learning process. Staff will also attend a webinar on preventing children's blindness.	\$6,785	\$40
<b>Father Engagement Conference</b> will help fathers/significant others collaborate to identify needs, interests, goals and services as described in HS Performance Standards 1302.50 (3)	\$2,200	\$500
<b>AIMS Initiative</b> An effort focused on developing math and science concepts direct at children 0-5.	\$52,543.18	\$40,680
<b>Contractor T&amp;TA</b> - These funds are set aside for contractors to utilize as needed to increase their capacity to meet or exceed the performance standards.	\$8,000	\$2,000
<b>Total</b>	<b>\$218,948.00</b>	<b>\$135,450.00</b>

	<b>HS</b>	<b>EHS</b>
<b>Program Operations Total</b>	\$38,504,223.00	\$8,577,640.00
<b>Training and Technical Assistance</b>	\$323,827	\$173,371
<b>Indirect Cost</b>	\$3,529,822.73	\$795,546.45
<b>Baseline Grant Application Total (with TTA)</b>	\$38,828,050.00	\$ 8,751,011.00
<b>Total Federal Request</b>		<b>\$47,579,061.00</b>

### Budget Summary

Proposed Budget						
Line Item	Head Start	Early Head Start	T&TA HS	T&TA EHS	Nonfederal	Total
<b>Personnel</b>	\$19,633,565.06	\$5,152,890.38			\$6,196,613.86	\$24,786,455.44
<b>Fringe Benefits</b>	\$7,856,139.77	\$1,529,340.34			\$2,346,370.03	\$9,385,480.11
<b>Travel</b>	\$0	\$0	\$71,440.00	\$17,160.00	\$22,150.00	\$88,600.00
<b>Equipment</b>	\$200,000.00.	\$50,000.00	\$0	\$0	\$62,500.00	\$250,000.00
<b>Supplies</b>	\$486,626.35	\$133,869.81	\$4,000.00	\$1,000.00	\$156,374.04	\$625,496.16



<b>Contractual</b>	\$3,190,984.00	\$256,518.02	\$0	\$4,000.00	\$862,875.55	\$3,451,502.20
<b>Construction</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Other</b>	\$3,636,523.91	\$675,235.81	\$218,948.18	\$135,450.00	\$1,166,539.48	\$4,666,157.90
<b>Totals</b>	\$35,003,839.09	\$7,797,854.54	\$294,388.18	\$157,610.00	\$10,813,422.95	\$43,253,691.81
<b>Indirect Cost Rate</b>	\$3,500,383.91	\$779,785.45	\$29,438.82	\$15,761.00	\$1,081,342.30	\$4,325,369.18
<b>Grand Totals</b>	\$38,504,223.00	\$8,577,640.00	\$323,827.00	\$173,371	\$11,894,765.25	\$47,579,061.00

## 2. Partnership Contracts

Please see the contracts line item in the proposed budget. Fresno EOC will contract with the Fresno County Superintendent of Schools to provide services to 16 HS children at a cost per-child of \$10,662.82. The services are delivered for 1,020 hours annually for HS. The program will also contract with Fresno Unified School District (FUSD) to serve 134 HS/CSPP children at a cost per child of \$10,834.47. The services are delivered for a duration of 1,020 hours annually.

## 3. Cost of Living Adjustment

Fresno EOC is not requesting a COLA in this proposal.

## 4. Financial Property and Internal Controls

Fresno EOC operates and administers all of the agency programs with a business-like approach, keeping in mind that it is responsible and accountable to the taxpayers. All management staff, policy council members, and the BOC receive a monthly financial statement showing budgeted line items and actual costs. The BOC has adopted written financial policies that covers segregation of duties related to fiscal issues, set purchasing authority and dollar limits, bidding requirements, conflict of interest, payment procedures, bonding, signature authorizations on checks, payroll procedures, insurance coverages, travel reimbursements, purchasing requisitions and orders, cost allocations, and property and inventory records. These



policies are reviewed and updated as needed. All property and vehicles are tagged and recorded and are monitored on an annual basis.

### 5. Non-Federal Budget

<b>Non-Federal Contribution: Personnel</b>			
<b>Description</b>	<b>Justification</b>	<b>HS</b>	<b>EHS</b>
Teacher/Caregiver (Volunteer)	67,220 volunteer hours at \$21.94 hr. EHS.		\$1,474,806.80
Assistant Teacher/Caregiver (Volunteer)	255,031 hrs. @ \$19.76/hour HS.	\$5,039,412.56	\$0
<b>Total</b>		<b>\$5,039,412.56</b>	<b>\$1,474,806.80</b>

<b>Non-Federal Contribution: Fringe Benefits</b>			
<b>Description</b>	<b>Justification</b>	<b>HS</b>	<b>EHS</b>
Fringe	Budgeted at 40%.	\$2,210,146.51	\$340,632.51
<b>Total</b>		<b>\$2,210,146.51</b>	<b>\$340,632.51</b>

<b>Non-Federal Contribution: Travel</b>			
<b>Description</b>	<b>Justification</b>	<b>HS</b>	<b>EHS</b>
Fringe	Volunteer travel	\$8,183.60	\$12,846.35
<b>Total</b>		<b>\$8,183.60</b>	<b>\$12,846.35</b>

<b>Non-Federal Contribution: Equipment</b>			
<b>Description</b>	<b>Justification</b>	<b>HS</b>	<b>EHS</b>
Equipment	Use of vehicles and other equipment	\$0	\$0
<b>Total</b>		<b>\$0</b>	<b>\$0</b>

<b>Non-Federal Contribution: Supplies</b>			
<b>Description</b>	<b>Valuation</b>	<b>HS</b>	<b>EHS</b>
Office Supplies	Donation – cost of goods	\$31,402.18	\$33,305.34
Child and Family Supplies	Donation -cost of goods	\$95,158.13	
Food Service	Food	\$31,402.18	
Custodial	Maintenance supplies	\$30,450.60	
Health Services Advisory Supplies	Training supplies	\$247.41	
Training Supplies	Training materials	\$12,370.56	
<b>Total</b>		<b>\$201,031.06</b>	<b>\$33,305.34</b>



<b>Non-Federal Contribution: Contractual</b>			
<b>Description</b>	<b>Valuation</b>	<b>HS</b>	<b>EHS</b>
Health Disabilities	Reduced Rate	\$3,711.17	\$666.11
Food Service		\$1,046.74	\$188.97
Equipment Lease		\$8,088.44	\$1,451.16
Mental Health/Trauma Consultant		\$78,981.25	\$14,035.82
Building Repairs		\$46,627.48	\$60,471.59
Fresno Unified School District	Staff time from blended classrooms	\$423,537.64	0
Administrative/Legal/Acct	Rate reduction and donations of Fresno EOC administrative costs	\$172,516.30	\$99,916.03
<b>Total</b>		<b>\$734,509.02</b>	<b>\$176,729.68</b>

<b>Non-Federal Contribution: Other</b>			
<b>Description</b>	<b>Justification</b>	<b>HS</b>	<b>EHS</b>
Utilities	Donation of utilities costs covered by other sources	\$566,106.90	
Rent	Donation based on square footage used and cost of rent		\$170,316.26
<b>Total</b>		<b>\$566,106.90</b>	<b>\$170,316.26</b>

<b>Non-Federal Contribution: Other</b>			
<b>Description</b>	<b>Justification</b>	<b>HS</b>	<b>EHS</b>
Indirect	Waiver of Indirect Costs	\$756,423.15	\$170,316.26
<b>Total</b>		<b>\$756,423.15</b>	<b>\$170,316.26</b>

<b>Head Start Nonfederal</b>	\$9,515,812.80
<b>Early Head Start Nonfederal</b>	\$2,378,953.20
<b>Total</b>	<b>\$11,894,766.00</b>

#### 6. Waiver of nonfederal share

Not applicable

#### 7. Development and Administrative Costs

Based on the data entered into HSES, the administrative costs are within the 15% allowable range and Fresno EOC is not proposing a waiver.



**8. Enrollment Reduction**

Not applicable

**9. Request for Conversion**

Not applicable

**10. Purchase or Construction**

Not applicable

**11. Equipment** Not applicable



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> October 21, 2024	<b>Program:</b> Program Planning & Development
<b>Consent Agenda Item #:</b> 6_19	<b>Director:</b> Ana Medina
<b>Subject:</b> Grant Tracker & Quarterly Grant Summary	<b>Officer:</b> Michelle Tutunjian

### Recommended Action

The information presented in the Grant Tracker and Quarterly Grant Summary is intended to keep the Board apprised of program grant activity.

### Background

This item was presented during the October 7, 2024, Executive Committee Meeting were Committee Members reviewed.

The below information are updates from the last grant tracker presented on September 9, 2024.

Submitted					
Program	Name	Funder	Amount Requested	Summary	Date Submitted
Food Services	Self-Help Enterprise Listos California Subaward Grant	Self-Help Enterprise	\$100,000	The funding is intended to support organizations in offering comprehensive disaster training and resources through peer-to-peer outreach to a variety of diverse populations that are disproportionately impacted by disasters.	9/30/2024

Health Services	Increasing Vaccine Confidence Among California Communities	California Department of Public Health	\$306,000	To establish demonstration projects to allow for evidence-based and/or innovative approaches to improve vaccination rates and vaccine confidence across California	9/26/2024
Sanctuary and Support Services- LGBTQ +Resource Center	Elevate Youth California Youth Substance Use Disorder Prevention Program Cohort 6	The Center at Sierra Health Foundation and Elevate Youth California a CA Dept. Of Health Care Services Initiative	\$1,000,000	Investing in youth leadership and civic engagement for youth of color and 2S/LGBTQ+ youth ages 12 to 26 living in communities disproportionately impacted by the war on drugs.	9/23/2024
Transit Systems	DOT - Charging and Fueling Infrastructure Discretionary Grant Program	U.S. Department of Transportation (DOT), Federal Highway Administration (FHWA).	\$13,383,046	To expand or fill gaps in access to publicly accessible EV charging infrastructure, or hydrogen, propane, or natural gas fueling infrastructure.	9/11/2024

Awarded					
Program	Name	Funder	Amount Awarded	Summary	Date Awarded
Health Services	Early Childhood Wraparound Services	CA Dept of Health Care Services	\$1,500,000	Funding for childhood wraparound services, could include home visitation or prenatal care.	9/24/2024

Fresno County Economic Opportunities Commission  
Grant Tracker  
Tuesday, October 1, 2024

2024 AWARDED								
Due Date	Program	Name	Funder	Amount Requested	Summary	Board Report Date	Date of Notice	Amount Awarded
10/6/2023	Health Services	Early Childhood Wraparound Services	CA Dept of Health Care Services	\$1,500,000	Funding for childhood wraparound services, could include home visitation or prenatal care.	9/25/2023	1/31/2024	TBD
4/4/2024	Food Services - Food Services Home Delivery	RFP No. 2425-ENP Title III C1 and C2-Congregate and Home Delivered Meals (Elderly Nutrition Program)	Fresno-Madera Area Agency on Aging (FMAAA)	\$2,700,000	Food Services will continue providing Congregate Meals and Home Delivered Meals in Fresno and Madera County through this funding opportunity.	4/8/2024	TBD	TBD
1/9/2024	Sanctuary and Support Services - Homeless Services	Homeless, Housing, Assistance, and Prevention (HHAP)	County of Fresno Department of Social Services	\$4,368,334	Funding will support Bridge & Rapid Rehousing services.	1/22/2024	4/23/2024	\$4,368,334
1/29/2024	Sanctuary and Support Services - CVAHT	Human Trafficking Victim Assistance	Cal OES	\$899,999	This grant will fund trauma-informed, supportive services for victims of human trafficking, including shelter, case management, and emergency assistance.	1/22/2024	TBD	\$899,999
3/11/2024	Foster Grandparent Program	FY2024 AmeriCorps Seniors Q4 Foster Grandparent Program Continuation or Renewal	AmeriCorps	\$495,000	Funding will support the continuation of Foster Grandparents. Older adults 55+ and over volunteer to mentor and tutor for low-income students in Fresno County.	2/7/2024	6/1/2024	\$495,000
4/5/2024	Advance Peace	Violence Intervention & Prevention Initiative	City of Fresno	\$375,000	Funding will provide case management for 25 Junior Fellows, offering transformative travel opportunities, mentorship, and educational and skill development.	4/15/2024	TBD	\$375,000
5/15/2024	Sanctuary and Support Services - Homeless Services	Emergency Assistance Fund	SCAN Health Plan	\$25,000	Provide one-time financial support to older adults (age 55+) in emergency situations	N/A	6/17/2024	\$25,000
3/4/2024	Food Services - Food Distributions	Kaiser Permanente Food & Nutrition Security Grant	Kaiser Permanente	\$25,000	Funding will expand capacity in rural communities to new partners and schools in Riverdale and Five Points providing 3,600 low-income families with nutritious, healthy, and fresh food commodities.	N/A	TBD	\$25,000
3/20/2024	Advancing Fresno County Guaranteed Income	Mayors for a Guaranteed Income Proposal	Mayors for a Guaranteed Income	\$15,000	Funds will help the GI program provide gift cards to evaluation survey respondents.	N/A	TBD	\$15,000
4/16/2024	Health Services - Tobacco Education Program	CG 24-10056 Advancing Tobacco Cessation in Community Clinics Project (ATCP) Cohort 3	California Department of Public Health, California Tobacco Control Program	\$81,000	This grant will reduce tobacco use within the funded clinic populations. Achieving this outcome will decrease tobacco use disparities and reduce the burden of tobacco-related diseases.	N/A	TBD	\$81,000

9/28/2023	Sanctuary and Support Services - Homeless Services	FY23 Continuum of Care Competition and Renewal or Replacement of Youth Homeless Demonstration	US Department of Housing and Urban Development	\$2,350,438	To quickly re-house homeless individuals, families, persons fleeing domestic violence, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective	2/21/2024	1/29/2024	\$2,019,622
1/31/2024	LCC - Local Conservation Corps (LCC)	Local Conservation Corps SB 1013	State of California Employment Development Department	\$799,665	Connect participants and applicants of Goods Job Challenge with resources, including high school equivalency programs and vocational plans.	3/18/2024	2/28/2024	\$799,665
1/16/2024	Health Services - AFLP	2024-25 Title X Family Planning Services	Essential Access Health	\$464,531	Title X funding is awarded to subrecipients across the nation to provide low-income women and men below 250% of poverty with quality sexual and reproductive health care services.	1/22/2024	2/5/2024	\$464,531
2/9/2024	Sanctuary and Support Services - LGBTQ+ Resource Center	American Rescue Plan Act for Community Based Organizations	City of Fresno	\$100,000	Funding will support general operating costs for the LGBTQ+ Resource Center.	N/A	3/7/2024	\$100,000
2/14/2024	Health Services	2024 Public Awareness and Community Outreach Campaign Services	The Office of Community Partnerships and Strategic Communications (OCPSC)	\$600,000	To effectively reach and engage Californians, especially those experiencing the greatest health and social inequities.	3/4/2024	3/18/2024	\$600,000
6/20/2023	Training and Employment	CERF Economic Development Pilot	State of California Employment Development Department	\$150,000	Connect participants and applicants of Goods Job Challenge with resources, including high school equivalency programs and vocational plans.	3/18/2024	2/27/2024	\$150,000
11/27/2023	Health Services - Community Health Center	Mpox Community-Based Organization Grant	The CA Department of Public Health	\$55,000	Funding will support Mpox vaccine administration, vaccine outreach/education and testing activities to communities at-risk for Mpox.	N/A	3/19/2024	\$55,000
2/1/2024	Foster Grandparent Program	FY2024 AmeriCorps Foster Grandparents Program Replacement and Expansion Opportunity	AmeriCorps	\$360,000	Funding will expand capacity to service low-income program participants in rural areas of Fresno County.	2/7/2024	4/1/2024	\$360,000
1/31/2024	LCC - Local Conservation Corps (LCC)	FY2023 Community Project Funding/Congressionally Directed Spending	Congress Appropriations	\$500,000	This will fund vehicle and heavy equipment for in-the-field student learning.	N/A	TBD	\$500,000
6/13/2023	Training and Employment	One Fresno Youth Jobs Corps Program Worksites	City of Fresno	\$300,000	Provision of work experience for Fresno youth for a 6-month period.	6/26/2023	2/1/2024	\$200,000
<b>Total Amount Requested</b>				\$16,163,967		<b>Total Amount Awarded</b>		\$11,533,151

**2023 NOT AWARDED**

Due Date	Program	Name	Funder	Amount Requested	Summary	Board Report Date	Date of Notice
7/12/2024	Health Services - Community Health Center	Community-Led Practices for Strengthening Maternal and Child Health and Reducing Disparities in Fresno County, California	The David and Lucile Packard Foundation	\$200,000	The development, expansion, or enhancement of innovative practices to improve maternal and child health outcomes and reduce racial disparities in Fresno	N/A	8/12/2024
5/1/2024	Health Services - Dental Care for Kids	School-Based and School-Linked Initiatives to Improve Oral Health	CareQuest Institute	\$125,000	CareQuest Institute is seeking to fund projects that are engaging schools to address systemic barriers to oral health, inclusive of access, for children and their families.	N/A	TBD
3/1/2024	Food Services - Food Distributions	Open Call Grant Application Clif Family Foundation	Clif Family Foundation	\$50,000	Funding for operational support with areas of focus: Strengthen our food system, Enhance equitable community health outcomes, Safeguard our environment and natural resources	N/A	6/30/2024
3/1/2024	Sanctuary and Support Services - LGBTQ+ Resource Center	2024 wayOut Grant	wayOUT	\$112,740	Funding will support general operating costs for the LGBTQ+ Resource Center, including case management, drop-in services, and mental health workshops.	N/A	4/1/2024
11/15/2023	Health Services	Fresno HOPE	Fresno HOPE Pathways Community Hub	\$325,000	Funding will support care coordination agencies employing community health workers, utilizing the Pathways Community HUB Institute™ Model.	12/7/2023	3/26/2024
11/1/2023	Sanctuary and Support Services - CVAHT	Slave 2 Nothing Grant	Slave 2 Nothing Foundation	\$45,000	Funding will support low-barrier emergency housing for victims of human trafficking.	N/A	5/3/2024
8/7/2023	Food Services - Food Distributions	Sierra Grant Program	Bank of the Sierra	\$5,000	Funding food distributions for 2023.	N/A	3/12/2024
6/27/2023	Health Services - Community Health Center	Community-Based Approaches to Reducing Sexually Transmitted Diseases	CDC	\$325,000	STI Testing on Community College Campuses, and free transportation to clinic if treatment is needed.	5/22/2023	1/17/2024
<b>Total Amount Requested</b>				\$1,187,740.00			



# IN PROGRESS GRANTS

Due Date	Program	Name	Funder	Amount Requested	Summary	Board Report Date	Date of Notice
10/18/2024	Health Services - Community Health Center	Ending California's Tobacco Epidemic In Every Community RFA 24-10095	California Department of Public Health	\$900,000	Tobacco prevention for a period of 36 months to accelerate momentum toward ending California's tobacco epidemic through policy, system, and environmental change strategies by increasing community engagement within populations that have been disproportionately targeted by the tobacco industry	N/A	9/12/2024
10/22/2024	LCC - Local Conservation Corps (LCC)	2024-25 Opportunity Young Adult Career Pathway Grant	EDD	\$1,500,000	The OYA Career Pathway Program for PY 24-25 grant's aim is to design and implement projects that focus on creating pathways to success that test and demonstrate program strategies to improve employment outcomes and reduce persistent economic inequities for OYAs 18-28 years of age.	N/A	TBD
10/2/2024	Health Services	HRSA-25-085 New Access Points Department of Health and Human Services Health Resources and Services Administration	Department of Health and Human Services, Health Resources and Services Administration (HRSA)	\$650,000	To support new health center service delivery sites to expand affordable, accessible, and high-quality primary health care for underserved communities and Populations.	N/A	TBD
Total Amount Requested				\$3,050,000			

SUBMITTED GRANTS							
Due Date	Program	Name	Funder	Amount Requested	Summary	Board Report Date	Date of Notice
9/30/2024	Food Services - Food Distributions	Self-Help Enterprise Listos California Subaward Grant	Self-Help Enterprise	\$100,000	The funding is intended to support these organizations in offering comprehensive disaster	N/A	TBD
9/26/2024	Health Services - Community Health Center	Increasing Vaccine Confidence Among California Communities NO. 24-10180	California Department of Public Health	\$306,000	To establish demonstration projects to allow for evidence-based and/or innovative approaches to improve vaccination rates and vaccine confidence across California	N/A	TBD
9/23/2024	Sanctuary and Support Services - LGBTQ+ Resource Center	Elevate Youth California Youth Substance Use Disorder Prevention Program Cohort 6	The Center at Sierra Health Foundation and Elevate Youth California a CA Dept. Of Health Care Services Initiative	\$1,000,000	Investing in youth leadership and civic engagement for youth of color and 2S/LGBTQ+ youth ages 12 to 26 living in communities disproportionately impacted by the war on drugs	N/A	TBD
9/11/2024	Transit Systems	DOT - Charging and Fueling Infrastructure Discretionary Grant Program	U.S. Department of Transportation (DOT), Federal Highway Administration (FHWA).	\$13,383,046	To expand or fill gaps in access to publicly accessible EV charging infrastructure, or hydrogen, propane, or natural gas fueling infrastructure	N/A	TBD
9/10/2024	Transit Systems	EnergIZE EV Jump Start Year 3	EnergIZE Commercial Vehicles (California Energy Commission)	\$750,000	Funding for commercial fleets, site owners, or others who seek to deploy charging infrastructure for Medium-Duty and Heavy-Duty (MDHD) electric vehicles (EVs)	N/A	TBD
8/31/2024	Navigation Center	Wonderful Community Grants	The Wonderful Company	\$100,000	Grants will support game changing work across all impact areas	N/A	TBD
8/20/2024	Sanctuary and Support Services - Homeless Services	Eviction Protection Grant Program FR-6800-N-79	U.S. Department of Housing and Urban Development	\$224,500	Fresno EOC is a community partner with CCLS to provide no cost legal assistance to low-income tenants at risk of or subject to eviction.	N/A	TBD
7/26/2024	Sanctuary and Support Services - Homeless Services	City of Fresno Homeless Youth Services	City of Fresno	\$2,134,500	Funding will support Bridge Housing to young adults.	8/5/2024	TBD
6/28/2024	Foster Grandparent - Senior Tech Program	CA Advanced Services Fund (CASF) Adoption Account - Digital Literacy	CA Public Utilities Commission	\$1,176,283	Funds will allow the Senior Tech Program to continue for two more years, serving approximately 2,500 seniors.	N/A	TBD
6/20/2024	Stop the Violence	BJA FY24 STOP School Violence Program	DOJ BJA	\$1,000,000	Stop the Violence will provide daily mentoring, anti-violence curriculum, and other violence prevention and intervention strategies in FUSD schools.	N/A	TBD
5/31/2024	EOC Other	Brownfields Planning Grant Community Engagement	City of Fresno	\$29,000	Fresno EOC will conduct outreach on behalf of the City of Fresno to gain community and stakeholder support and input for addressing brownfields issues in SW Fresno.	N/A	TBD
6/3/2024	EOC Other	ICARP Adaptation Planning Grant Program	County of Fresno	\$50,000	Fresno EOC will be a County of Fresno sub-awardee providing outreach and facilitating community input on climate resiliency needs and strategies.	N/A	TBD
5/20/2024	Sanctuary and Support Services - CVAHT	OVC FY24 Anti-Trafficking Housing Assistance Program	Office for Victims of Crime (OVC)	\$837,900	Funds will support rapid rehousing for victims of human trafficking.	5/6/2024	TBD

9/30/2024	Food Services - Food Distributions	Self-Help Enterprise Listos California Subaward Grant	Self-Help Enterprise	\$100,000	The funding is intended to support these organizations in offering comprehensive disaster	N/A	TBD
9/26/2024	Health Services - Community Health Center	Increasing Vaccine Confidence Among California Communities NO. 24-10180	California Department of Public Health	\$306,000	To establish demonstration projects to allow for evidence-based and/or innovative approaches to improve vaccination rates and vaccine confidence across California	N/A	TBD
4/30/2024	Training and Employment	Valley CERF Catalyst Projects - Partnership with Proteus	Valley Community Economic Resilience Fund	\$300,000	VAC will partner with Proteus to provide job training in construction trades.	5/6/2024	8/31/2024
4/30/2024	Food Services - Kitchen	Valley CERF Catalyst Projects - Food Services Kitchen Expansion	Valley Community Economic Resilience Fund	\$2,000,000	Food Services is requesting funds for planning activities for a USDA inspection kitchen and upgrading current kitchen equipment to electric appliances.	5/6/2024	8/31/2024
4/22/2024	Sanctuary and Support Services - CVAHT	OVC FY24 Services for Victims of Human Trafficking	Office for Victims of Crime (OVC)	\$950,000	The purpose of this program is to develop, expand, or strengthen victim service programs for victims of human trafficking, including those that provide trauma-informed services.	4/15/2024	9/30/2024
3/22/2024	Stop the Violence	Gang Intervention Proposal for FUSD	FUSD	\$73,000	STV will conduct gang intervention programming and mentoring at FUSD school sites (sites to be determined)	N/A	TBD
2/27/2024	Training and Employment - Valley Apprenticeship Connections (VAC)	Career Skills Training	Department of Energy	\$536,626	Funding for job training to gain industry-recognized certifications in energy efficiency sector.	1/22/2024	5/20/2024
8/8/2023	Food Services - Food Distributions	Costco Charitable Giving Grant	Costco Wholesale	\$7,500	Funding food distributions for 2023.	N/A	TBD
<b>Total Amount Requested</b>				\$24,958,355			

LETTERS OF INTENT SUBMITTED							
Due Date	Program	Name	Funder	Amount Requested	Summary	Board Report Date	Date of Notice
7/15/2024	EOC Other	BID OPPORTUNITY - Community Outreach and Education Services Master Service Agreement (MSA)	State of California, Department of General Services Procurement Division (DGS-PD)	\$0	CBO specific Master Service Agreements (MSAs) for Community Outreach and Education Services.	N/A	TBD
7/31/2024	Foster Grandparent - Senior Tech Program	Changing Aging 2024 - Stage One	Next50	\$200,000	Supporting economic well-being for older adults and the organizations that serve them through systems-level and programmatic innovations.	N/A	TBD
4/2/2024	Training and Employment	FY25 Community Projects (Costa) - Workforce Development	House Appropriations Committee	\$1,500,000	Funds will allow VAC to develop its training program to include energy efficiency technology training	N/A	TBD
4/2/2024	Sanctuary and Support Services - Homeless Services	FY25 Community Projects (Costa) - Homeless Meal Distribution	House Appropriations Committee	\$1,300,000	Through the purchase of an electric bus, this funding will implement a mobile meal distribution program to serve individuals experiencing street homelessness and low-income families in Fresno	N/A	TBD
3/29/2024	Training and Employment - Valley Apprenticeship Connections (VAC)	FY25 Community Projects (Padilla) - Workforce Development	Senate Appropriations Committee	\$1,500,000	Funds will allow VAC to develop its training program to include energy efficiency technology training	N/A	TBD

9/30/2024	Food Services - Food Distributions	Self-Help Enterprise Listos California Subaward Grant	Self-Help Enterprise	\$100,000	The funding is intended to support these organizations in offering comprehensive disaster	N/A	TBD
9/26/2024	Health Services - Community Health Center	Increasing Vaccine Confidence Among California Communities NO. 24-10180	California Department of Public Health	\$306,000	To establish demonstration projects to allow for evidence-based and/or innovative approaches to improve vaccination rates and vaccine confidence across California	N/A	TBD
8/23/2024	Navigation Center	Community Health Worker, Promotor, and Community Health Representative: Community of Practice (CHW/P/R CoP)	California Health Care Foundation	\$150,000	Support for providers in achieving goals related to CHW/P/R-specific programming and interventions.	N/A	45558
Total Amount Requested			\$4,650,000				

2024 Quarterly Grant Summary

3rd Quarter Total 2024		Jul-24		Aug-24		Sep-24	
Metric	Number	Metric	Number	Metric	Number	Metric	Number
Grants Submitted	8	Grants Submitted	1	Grants Submitted	2	Grants Submitted	5
Grants Approved	1	Grants Approved	0	Grants Approved	0	Grants Approved	1
Grants Denied	1	Grants Denied	1	Grants Denied	0	Grants Denied	0
Funds Requested	\$17,998,046	Funds Requested	\$2,134,500	Funds Requested	\$324,500	Funds Requested	\$15,539,046
Funds Approved	\$1,500,000	Funds Approved	\$0	Funds Approved	\$0	Funds Approved	\$1,500,000
Funds Denied	\$125,000	Funds Denied	\$125,000	Funds Denied	\$0	Funds Denied	\$0
Average Request	\$2,249,755.75	Average Request	\$2,134,500	Average Request	\$162,250	Average Request	\$3,107,809
Request Range	\$100,000-\$13,000,000	Request Range	\$125,000-\$2,134,500	Request Range	\$100,000-\$324,500	Request Range	\$100,000-\$13,000,000



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> October 21, 2024	<b>Program:</b> Advance Peace
<b>Agenda Item #:</b> 9	<b>Manager:</b> Aaron Foster
<b>Subject:</b> Advance Peace Consultant Presentation	<b>Officer:</b> Sherry Neil

### Recommended Action

The information presented below is intended to keep the Board apprised of the consultant service contract with Dr. Alfonzo W. Tucker Ed.D, Mental Health Professional.

### Background

A Request for Proposal was advertised on the Fresno EOC website and pushed out on our social media pages. As of the due date (July 19, 2024) of the RFP, Fresno EOC only received one bid. As a failed competition EOC moved forward with a Sole Source contract with the respondent of the RFP. This consulting contract is to provide for the continuous life coaching services for staff and fellows of Fresno EOC's Advance Peace.

Since May 2022, the Advance Peace program has utilized Dr. Tucker, a Mental Health Professional to assist staff and fellows with dealing with gun violence-based trauma. Dr. Tucker screens for factors that could be referred to other mental health agencies that specialize in Anger Management, Cognitive Behavioral Therapy or other related needs. The consultant attends daily staff meetings to provide training on ever changing situations in the field, participates with the management team to develop and improve on the service delivery to the target population of Advance Peace. Advance Peace uses evidenced-based practices and innovative program design to prevent gun violence, such as: street outreach, cognitive behavioral therapy, intergenerational mentorship, conflict mediation, and basic needs stipends.

At the September 16, 2024, Board of Commissioner meeting, the Board requested a presentation to formally introduce Dr. Tucker to the full Board of Commissioners for any questions pertaining to contract services.

### Fiscal Impact

The amount of this contract is \$298,000 for a one-year term from August 1, 2024, to July 31, 2025.

### Conclusion

Funding for this contract was written into the Bureau of Justice Assistance Grant and is also partially funded by the State of California Bureau of State and Community Corrections CALVIP grant.



## BOARD OF COMMISSIONERS MEETING

<b>Date:</b> October 21, 2024	<b>Program:</b> Executive Office
<b>Agenda Item #:</b> 10	<b>Director:</b> N/A
<b>Subject:</b> 2025 Board Meeting Schedule	<b>Officer:</b> Emilia Reyes

### Recommended Action

Staff recommends review and approval of the regular Board Meeting Schedule for calendar year 2025.

### Background

As stated in the agency's Bylaws, the regular meetings shall be scheduled for the convenience of Commission members and the public. The regular meeting schedule will be adopted periodically by the Board but not less than once per year. Regular meetings of the Board shall not exceed ten (10) times per year.

Below is a proposed 2025 Board Meeting Schedule for review and approval.

Board of Commission	
Month	Meeting Date
January	*Monday, January 27, 2025
February	Thursday Feb.20 – Saturday, Feb.22, 2025
March	Monday, March 17, 2025
April	Monday, April 21, 2025
May	Monday, May 19, 2025
June	No Meeting
July	No Meeting
August	Monday, August 18, 2025
September	Monday, September 15, 2025
October	Monday, October 20, 2025
November	Monday, November 17, 2025
December	Monday, December 15, 2025

\*Meeting on the fourth (4) Monday due to the holiday.  
February Board Retreat Dates & Board Meeting.

### Fiscal Impact

Action on this agenda item will have no fiscal impact.

### Conclusion

If approved by the Board, the 2025 Board Meeting schedule will be effective January 1, 2025.



## EXECUTIVE COMMITTEE MEETING

<b>Date:</b> October 10, 2024	<b>Program:</b> Finance
<b>Agenda Item #:</b> 11	<b>Director:</b> Angela Riofrio
<b>Subject:</b> Agency Financial and Head Start Financial Status Report July 2024	<b>Officer:</b> Hemanta Mungur

### Recommended Action

Staff recommends Committee acceptance for full Board consideration of the interim consolidated Agency Financial Statements as of July 31, 2024, and Head Start 0 to 5.

### CSBG Organizational Standard

The governing board receives financial reports at each regular meeting that include the following per Category 8, Standard 8.7:

1. Organization-wide report on revenue and expenditures that compares budget to actual, categorized by program; and
2. Balance sheet/statement of financial position.

### Background

In accordance with the Agency's bylaws, this item is intended to keep commissioners apprised of the agency's financial situation as of July 31, 2024 (58% of the year) and to provide an opportunity to discuss and review financial statements for each meeting of the Board of Commissioners. Enclosed are the monthly financials for Fresno EOC (consolidated) and for Head Start for review and acceptance.

### Fiscal Impact

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

The following are key points of the attached financials for context.

Revenues: 98,992,062 (62% recorded)

- In-kind Contributions \$31,586,269 (69% recorded) – Majority of the contributions are the Head Start 0 to 5 parents volunteering in the classroom.

Expenditures: 100,621,635 134 (63% of budget expensed)



- Facilities Costs: 3,997,916 (102% of budget expended) – Facilities costs currently exceed the year-to-date budget due to higher-than-average spending on HVAC system failures earlier this year, which required immediate repairs and replacements. The Community Services Department (CSD) has determined these expenses to be non-reimbursable, contrary to previous practice
- Equipment Costs: 633,107 (110% of budget expended) – Equipment costs currently exceed the year-to-date budget due to several large purchases made early in the year and the Local Conservation Corps' acquisition of equipment through a grant received in 2024 with corresponding revenue. These purchases are not expected to continue at the current rate.
- Office Expense: 1,984,642 (95% of budget expended) – Office expenses have exceeded the budget for this period due to several one-time costs. These include annual software subscriptions for Cap 60, Coupa, and KnowB4 Inc., network cabling work completed for Head Start, and the purchase of new administrative furniture and program office expenses. These expenses cover the entire year and will not recur in subsequent periods.

As of July 31, 2024, we have received \$ 50,565 (28% of budget) of the expected donation revenue.

The total net difference between revenues and expenditures is approximately **\$ 1,629,573** deficit of the year-to-date budget. The source of the deficit is primarily due to two programs not being able to renegotiate multi-year agreements to sustain the impact of steep and drastic increases & raising costs of transportation, utilities, and cost of goods/foods that have incurred in the last few years. The two programs include Food Services (**\$774,364**) and Local Conservation Corp (**\$133,545**). As an anti-poverty agency, we stayed committed to our obligations and continued feeding our community by using undesignated funds to cover the deficit. However we can no longer sustain these efforts, the plan for 2024 includes the following:

- the multi-year agreement during Covid times has ended, resulting in \$600K of payroll savings. Starting in July 2024, all external contracts will be increased by 10%, and with the end of the contract, the program should avoid further deficits this year. The current deficit is expected to be recovered through higher catering costs, new contracts, and expense reductions by 2025. Also, once the Vehicle to Grid (V2G) project is completed in 2026 Food Services will realize a significant cost savings in transportation, utilities and overhead.
- the main losses for the Local Conservation Corps are building expenses which we are reconfiguring to rent additional spaces and increase rent on current tenants.
- all program departments have been instructed to review and if necessary, renegotiate all contracts and make amendments to reflect actual costs and overhead.

The remaining balance includes Transit (**\$317,027**), Employment & Training (**\$101,199**), Health Services (**\$35,609**), Facilities (**\$62,713**) and Administration (**\$205,115**) below are the explanation and recommendations moving forward.

- For Transit the contract prices for the Central Valley Regional Center (CVRC) contract did not cover the expenses. Therefore, the contract is being restructured, which will allow the recovery

of funds not reimbursed from January to June, ensuring the department stays financially stable by the end of the year.

- In August we received notification from the Health and Human Services Department that the agency's 2024 indirect rate of 10.3% was approved effective January 1, 2024. Due to the delayed approval, the agency was only allowed to bill the 2023 indirect rate at 9% from January 2024 to present. With the approval, earlier billings are being adjusted to all relevant contracts from January to the present and going forward with the approved indirect rate, which would recover approximately \$410,000 from funders. The remaining balance will decrease, as the agency receives the approved indirect throughout the year.
- additionally, programs are developing strategies to merge and share cost such as staff and overhead. Also, a hiring freeze has been implemented.

Currently both the Finance & Program Team are actively working together to identify any potential cost savings and generate any potential funding.

Currently, the Employment & Training, Energy Services and Local Conservation Corp are exploring strategies to consolidate cost and generate revenue. These strategies potentially may decrease the Local Conservation Corp future deficit. The proposed strategies & plan will be reviewed and approved for Board Consideration by the Energy Adhoc group prior to implementation.

(B) Head Start 0-5 Financial Status Report as of Year-to-Date July 31, 2024

This is also represented in the following percentages.

Program Area	% of budget	Notes
Head Start – Basic	50%	
Head Start – Training & Technical Assistance (T&TA)	51%	Training planned for later this year.

**Conclusion**

Program Area	% of budget	Notes
Early Head Start – Basic	38%	
Early Head Start – Training & Technical Assistance (T&TA)	28%	Training planned for later this year.

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**  
as of July 31, 2024 (58% Variance)

	<b>A</b>	<b>B</b>	<b>A - B</b>
	<b>BUDGET JAN - DEC 2024</b>	<b>ACTUAL July 2024</b>	<b>BUDGET VARIANCE (TARGET 58%)  BUDGET BALANCE REMAINING</b>
<b>REVENUES AND SUPPORT</b>			
GRANT REVENUE	\$ 79,335,851	\$ 49,670,198	63%
FEE FOR SERVICE REVENUE	29,804,459	15,649,739	53%
OTHER REVENUE	3,823,080	2,035,292	53%
DONATION CONTRIBUTIONS	178,905	50,565	28%
<b>TOTAL CASH REVENUE</b>	<b>\$ 113,142,294</b>	<b>\$ 67,405,793</b>	<b>60%</b>
IN KIND REVENUE	\$ 45,745,161	\$ 31,586,269	69%
<b>TOTAL REVENUE &amp; SUPPORT</b>	<b>158,887,455</b>	<b>98,992,062</b>	<b>62%</b>
<b>EXPENDITURES</b>			
PERSONNEL COSTS	\$ 74,280,816	\$ 42,439,926	57%
ADMIN SERVICES	7,425,959	4,360,411	59%
CONTRACT SERVICES	10,546,555	7,165,555	68%
FACILITY COSTS	3,909,803	3,997,916	102%
TRAVEL, MILEAGE, VEHICLE COSTS	3,639,439	2,190,380	60%
EQUIPMENT COSTS	577,288	633,107	110%
DEPRECIATION - AGENCY FUNDED	296,000	173,222	59%
OFFICE EXPENSE	2,099,241	1,984,642	95%
INSURANCE	918,175	588,716	64%
PROGRAM SUPPLIES & CLIENT COSTS	8,759,042	5,151,901	59%
OTHER COSTS	689,977	349,590	51%
<b>TOTAL CASH EXPENDITURES</b>	<b>\$ 113,142,294</b>	<b>\$ 69,035,366</b>	<b>61%</b>
IN KIND EXPENSES	\$ 45,745,161	\$ 31,586,269	69%
<b>TOTAL EXPENDITURES</b>	<b>158,887,455</b>	<b>100,621,635</b>	<b>63%</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>\$ -</b>	<b>\$ (1,629,573)</b>	
<b>OTHER INCOME / EXPENSE</b>			
TRANSIT GRANT ASSET DEPRECIATION		107,736	(107,736)
<b>NET SURPLUS (DEFICIT)</b>	<b>\$ -</b>	<b>(\$1,737,309)</b>	<b>1,737,309</b>

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION**  
**STATEMENT OF FINANCIAL POSITION**  
**As of July 31, 2024**

	<b>2024</b>	<b>2023</b>	<b>Differences</b>
<b>ASSETS</b>			
CASH & INVESTMENTS	\$ 9,613,447	\$ 6,823,145	\$ 2,790,302
ACCOUNTS RECEIVABLE	13,371,997	15,256,380	(1,884,383)
PREPAIDS/DEPOSITS	455,364	301,139	154,225
INVENTORIES	195,371	233,717	(38,346)
PROPERTY, PLANT & EQUIPMENT	13,022,584	13,568,071	(545,487)
NOTES RECEIVABLE (net)	314,637	336,478	(21,841)
<b>TOTAL ASSETS</b>	<b>\$ 36,973,400</b>	<b>\$ 36,518,929</b>	<b>\$ 454,471</b>
<b>LIABILITIES</b>			
ACCOUNTS PAYABLE	\$ 5,680,864	\$ 2,824,513	\$ 2,856,352
ACCRUED PAYROLL LIABILITIES	7,492,449	5,100,509	2,391,940
DEFERRED REVENUE	3,936,603	2,591,456	1,345,147
NOTES PAYABLE	2,784,588	3,040,787	(256,199)
HEALTH INSURANCE RESERVE	7,249,624	6,593,920	655,704
OTHER LIABILITIES	1,005,026	1,103,980	(98,954)
<b>TOTAL LIABILITIES</b>	<b>\$ 28,149,154</b>	<b>\$ 21,255,164</b>	<b>\$ 6,893,989</b>
<b>FUND BALANCE</b>			
CURRENT OPERATING EARNINGS (YTD)	\$ (1,629,573)	\$ 1,681,786	\$ (3,311,358)
UNRESTRICTED NET ASSETS	180,291	2,726,243	(2,545,952)
REVOLVING LOAN FUND	556,268	556,268	0
INVESTMENT IN GENERAL FIXED ASSETS	9,717,260	10,299,468	(582,208)
<b>TOTAL FUND BALANCE</b>	<b>\$ 8,824,247</b>	<b>\$ 15,263,765</b>	<b>\$ (6,439,518)</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ 36,973,400</b>	<b>\$ 36,518,929</b>	<b>\$ 454,471</b>

Fresno Economic Opportunities Commission  
Head Start/Early Head Start Financial Status  
Monthly Report  
July 31, 2024

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	\$20,210,662	\$560,092	\$9,431,265	\$10,779,397	\$0	\$0	\$0	\$0
Fringe Benefits	8,468,009	160,225	3,550,872	4,917,137	-	-	-	-
<b>Total Personnel</b>	<b>\$28,678,671</b>	<b>\$720,316</b>	<b>\$12,982,137</b>	<b>\$15,696,534</b>	<b>-</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Travel	-	-	-	-	50,644	5,003	45,976	4,668
Equipment	-	-	-	-	-	-	-	-
Supplies	665,867	87,305	320,763	345,104	14,706	-	23	14,683
Contractual	2,929,424	173,389	1,827,900	1,101,524	-	-	-	-
<b>Facilities / Construction</b>								
<b>Other:</b>								
Food Cost	555,870	5,939	336,287	219,583				
Transportation	200,000	16,663	369,948	(169,948)				
Staff Mileage	85,871	2,746	82,620	3,251				
Field Trips, including Transportation	6,600	-	3,295	3,305				
Space	642,495	43,089	328,069	314,426				
Utilities / Telephone / Internet	130,000	84,715	476,819	(346,819)				
Repair/Maintenance Building	245,600	17,406	130,042	115,558				
Repair/Maintenance Equipment	1,707	5,749	16,291	(14,584)				
Property & Liability Insurance	180,750	2,180	132,006	48,744				
Parent Involvement / CWPC	32,377	679	15,761	16,616				
Other Costs*	140,422	(112,633)	102,787	37,635				
Staff & Parent Training	18,244	4,548	5,371	12,873	231,739	21,767	104,849	126,890
<b>Total Direct Charges</b>	<b>\$34,513,898</b>	<b>\$1,052,091</b>	<b>\$17,130,095</b>	<b>\$17,383,803</b>	<b>297,089</b>	<b>26,770</b>	<b>150,848</b>	<b>146,241</b>
<b>Total Indirect Charges</b>	<b>\$3,106,251</b>	<b>\$94,468</b>	<b>\$1,541,709</b>	<b>\$1,564,542</b>	<b>\$26,738</b>	<b>\$2,409</b>	<b>\$13,576</b>	<b>\$13,162</b>
<b>Total Federal Expenditures</b>	<b>\$37,620,149</b>	<b>\$1,146,559</b>	<b>\$18,671,804</b>	<b>\$18,948,345</b>	<b>\$323,827</b>	<b>29,179</b>	<b>164,424</b>	<b>\$159,403</b>
% of Annual Budget Expended to Date			50%				51%	
<b>Non-Federal Share</b>	<b>\$8,622,143</b>	<b>\$281,715</b>	<b>\$3,702,928</b>	<b>\$4,919,215</b>	<b>\$64,765</b>	<b>\$7,295</b>	<b>\$41,106</b>	<b>\$23,659</b>

43%

\*Other Costs Include:  
DEPRECIATION EXPENSE  
SUBSCRIPTION EXPENSE  
ADVERTISEMENT - OTHER  
DUES - ORGANIZATIONS  
RECRUITMENT  
MEETING COSTS - INTERNAL  
EMPLOYEE APPRECIATION  
TRAINING OTHER  
EMPLOYEE EVENT  
SAFETY  
CONTRACT SERVICES - PHYSICALS  
FINGERPRINTING / BACKGROUND CHECK  
POSTAGE/EXPRESS MAIL  
PRINTING

**Credit Card Expenses: Credit card statement dated 7/1/24-7/31/24**

**July 2024 expenses:**

Staff Training	\$	480	Emily Juricek - HS Coaching
CWPC - Other	\$	496	Mediterranean Grill - CWPC Dinner
Staff Training	\$	645	Teachstone Training - CLASS Recertifications
Training - Other	\$	1,589	Prettyman Promos - Materials for HS Preservice
Program Supplies - Medical	\$	813	Masimo Americas, Inc - Sensors for Nurse for Hemoglobin Tests
Recruitment	\$	442	Sams Italian Deli - Catering for Job Fair
Staff Training	\$	185	Courtyard Fresno - Lodging for Keynote Speaker - HS Preservice
Program Supplies - Medical	\$	1,047	Everestbags - Health Fanny Packs for Classroom Staff
Program Supplies - Disposables	\$	197	The Webstaurant Store - Chlorine Test Strips
Telephone	\$	2,085	Frontier Communication & Comcast - Telephone Service
Internet	\$	781	Frontier Communication & Comcast- Internet Service
	\$	<b>8,759</b>	

Fresno Economic Opportunities Commission  
Head Start/Early Head Start Financial Status  
Monthly Report  
July 31, 2024

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	\$5,065,542	\$325,372	\$1,855,352	\$3,210,190	\$0	\$0	\$0	\$0
Fringe Benefits	1,345,661	89,573	523,939	821,722	-	-	-	-
<b>Total Personnel</b>	<b>6,411,203</b>	<b>\$414,945</b>	<b>\$2,379,291</b>	<b>\$4,031,912</b>	<b>-</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Travel	-	-	-	-	44,821	528	10,090	34,731
Equipment	-	36,276	36,276	(36,276)	-	-	-	-
Supplies	102,544	23,454	73,307	29,237	1,289	-	-	1,289
Contractual	277,288	32,500	180,109	97,179	11,526	-	-	11,526
<b>Facilities / Construction</b>								
<b>Other:</b>								
Food Cost	378,940	2,564	17,155	361,785				
Transportation	56,097	693	4,348	51,749				
Staff Mileage	34,129	4,387	31,381	2,748				
Field Trips, including Transportation	1,000	-	-	1,000				
Space	48,360	10,326	63,561	(15,201)				
Utilities / Telephone / Internet	140,000	17,872	83,847	56,153				
Repair/Maintenance Building	96,087	3,421	15,305	80,782				
Repair/Maintenance Equipment	3,983	870	1,710	2,273				
Property & Liability Insurance	60,250	298	13,417	46,833				
Parent Involvement / CWPC	33,268	148	4,446	28,822				
Other Costs*	35,081	1,639	17,950	17,131				
Staff & Parent Training	10,480	172	831	9,649	101,420	5,479	33,907	67,513
<b>Total Direct Charges</b>	<b>7,688,710</b>	<b>549,565</b>	<b>2,922,933</b>	<b>4,765,777</b>	<b>159,056</b>	<b>6,008</b>	<b>43,998</b>	<b>\$115,058</b>
<b>Total Indirect Charges</b>	<b>\$691,984</b>	<b>\$46,196</b>	<b>\$259,799</b>	<b>\$432,185</b>	<b>\$14,315</b>	<b>\$541</b>	<b>\$3,960</b>	<b>\$10,355</b>
<b>Total Federal Expenditures</b>	<b>\$8,380,694</b>	<b>595,761</b>	<b>\$3,182,732</b>	<b>\$5,197,962</b>	<b>\$173,371</b>	<b>6,549</b>	<b>\$47,958</b>	<b>\$125,413</b>
% of Annual Budget Expended to Date			38%				28%	
<b>Non-Federal Share</b>	<b>\$2,103,842</b>	<b>\$967,631</b>	<b>\$2,053,868</b>	<b>\$49,974</b>	<b>\$34,674</b>	<b>\$1,637</b>	<b>\$11,989</b>	<b>\$31,353</b>

98%

\*Other Costs Include:

DEPRECIATION EXPENSE  
SUBSCRIPTION EXPENSE  
ADVERTISEMENT - OTHER  
DUES - ORGANIZATIONS  
RECRUITMENT  
MEETING COSTS - INTERNAL  
EMPLOYEE APPRECIATION  
TRAINING OTHER  
EMPLOYEE EVENT  
SAFETY  
CONTRACT SERVICES - PHYSICALS  
FINGERPRINTING / BACKGROUND CHECK  
POSTAGE/EXPRESS MAIL  
PRINTING

Credit Card Expenses: Credit card statement dated 7/1/24-7/31/24

July 2024 expenses:

Program Supplies - Classroom	\$	450	Noodle Soup - Infant Toothbrushes for all EHS Centers
Staff Training	\$	120	Emily Juricek - HS Coaching
CWPC - Other	\$	109	Mediterranean Grill - CWPC Dinner
Staff Training	\$	195	Teachstone Training - CLASS Recertifications
Training - Other	\$	397	Prettyman Promos - Materials for HS Preservice
Car Seats	\$	108	Walmart - Car Seat
Recruitment	\$	110	Sams Italian Deli - Catering for Job Fair
Staff Training	\$	46	Courtyard Fresno - Lodging for Keynote Speaker - HS Preservice
Program Supplies - Medical	\$	524	Everestbags - Health Fanny Packs for Classroom Staff
Program Supplies - Disposables	\$	49	The Webstaurant Store - Chlorine Test Strips
Telephone	\$	278	Frontier Communication & Comcast - Telephone Service
Internet	\$	102	Frontier Communication & Comcast- Internet Service
	\$	2,489	



October 21, 2024

## CEO REPORT

### Fresno EOC Building Bridges Tour

Fresno EOC is offering ongoing tours showcasing the programs and services transforming lives in Fresno County. The Building Bridges Tour provides community partners with an exclusive insight into our comprehensive efforts to fight poverty and empower our most vulnerable populations.

### Guaranteed Income Works National Tour

On Tuesday, September 24<sup>th</sup>, I attended the Guaranteed Income Works National Tour where the Center for Community Voices at Fresno State hosted a screening and discussion of [“It’s Basic”](#), Michael Tubbs’ new documentary on the Guaranteed Basic Income movement. Three of our Guaranteed Income participants joined and spoke on the impact our program is having in their lives.

### CALCAPA BOARD

CALCAPA our statewide association representing 58 Community Action Agencies in the State of California voted unanimously to have me serve on the state-wide board. I'm looking forward to serving and lifting the voices of our community on the state level.

### 2024 State of Fresno County

Fresno EOC Board members, staff and I attended the State of the County address on Wednesday, September 25<sup>th</sup>. The event was inspiring and impactful with the work that is being done in Fresno County to improve our community, along with their future plans. The event also highlighted the contributions of various community groups, individuals and agencies.

### Fresno EOC Emerging Leaders Ceremony

The Emerging Leaders Academy Graduation took place on Thursday, September 26<sup>th</sup>. We honored and celebrated 32 Fresno EOC. The graduates had the opportunity to gain valuable tools and skills to become future leaders within Fresno EOC and beyond. We are accepting applications for the 2025 cohort.

### Director’s Retreat

Fresno EOC Leadership and Program Directors’ and Officers’ attended a 3 day retreat from Thursday, September 26<sup>th</sup> to Saturday, September 28<sup>th</sup> focused on closing out the calendar year and begin planning for the 2025 year. Alongside the Executive team, we presented on a range of key topics, including budget training and planning, organizational culture, future workforce development programs and significant updates across the agency. Chairman Oliver Baines welcomed and shared Fresno EOC Board perspective on the future Fresno EOC.

### **Hispanic Heritage Month Celebration**

Our Organizational Culture Committee coordinated a celebration on October 11<sup>th</sup> to recognize and celebrate the vibrant cultures of Hispanic Heritage Month with all Fresno EOC employees at 1920 Courtyard from 11:30am to 1pm.

### **Marjaree Mason Center's 41<sup>st</sup> Annual Top 10 Professional Women of the Year**

The Rotary Club of Fresno celebrated the Marjaree Mason Center's Top 10 Women Honorees on Monday, October 7<sup>th</sup>. I along with an incredible group of women were honored and recognized by the Rotary Club.

On Wednesday, October 16<sup>th</sup> the 41st Annual Top Ten Professional Women and Leading Business Awards ceremony will be taking place at the Fresno Convention & Entertainment Center in the New Exhibit Hall at 11am. This event provides recognition to individuals and organizations and serves as a platform to inspire others and promote the values of leadership, excellence, and community. This year I'll be recognized and representing Fresno EOC as a role model, giving back to our community.

Congratulations to all of this year's remarkable recipients!

### **Prospher Women's Symposium – Fresno Metro Black Chamber Foundation**

On Thursday, October 24<sup>th</sup> I'll be speaking at this year's Annual Women of Color in Business Symposium. This year's theme is "Cultivating a Wealth and Prosperity Business Mindset." During the symposium, I'll be a part of a panel discussion on intergeneration benefits of mentorship.

### **Breast Cancer Awareness Month**

Join us for Pink Out Day on October 25<sup>th</sup> to support Breast Cancer Awareness by wearing pink and enjoying a pink treat. You can pick up boxes now to honor loved ones lost to breast cancer by writing their names for a special tribute.

### **Weatherization Day Carnival**

Energy Services will host its annual Weatherization Day Carnival event on Wednesday, October 30, 2024, offering the community resources and information on energy-saving solutions, including tips on reducing energy costs and improving home efficiency.

### **Annual Halloween Safe Night Out**

On Thursday October 31, Halloween Safe Night Out will take place in Southwest Fresno between the Fresno EOC LCC site and Maxie L. Parks Community Center. Staff and volunteers will host a Trunk or Treat, haunted houses, games, and more from 4-7 PM. This free event is a proud partnership between Fresno EOC and the community to create a safe, fun-filled evening.



## Media Mentions

10/10/24

**Promoting Dental Health** – CBS47 Eyewitness News at 6 PM

**Promoting Dental Health** – CBS47 Eyewitness News at 7:30 PM

**Organizan Evento para Ayudar con La Higiene Dental De Menores En Escuela De Fresno** – Telemundo51 12 PM, 6PM <https://telemundofresno.app.link/4vJTOTK6BNb>

10/11/24

**Promoting Dental Health** – KSEE24 Eyewitness News This Morning