**Career & Family Services BOD Committee Meeting: Nov. 18, 2021**

CSBG 2021 End Outcomes

CARES 2020-2022 Quarter 4 (2020-2021)

CSBG 2022 Workplan (new)

CFS Updates

**CSBG 2021:**

**Agency Capacity Building**: Target goals met in the following: increased partners, donations, and volunteer hrs. Policy Council members reported improved leadership skills and social networking. Teacher scores on CLASS assessment went up with coaching throughout the year. 4 staff completed their CDA certification. Training in Bridges out of Poverty and ACES were lower than expected due to pandemic and inability to train with trainer.

**Emergency Assistance**: Numbers were lower than expected in emergency assistance payments (rent, utility, fuel) possibly due to other support being offered this year (eviction moratorium, higher UI, stimulus checks, tax credit checks, increased SNAP, etc.)

**Food Security**: Target numbers exceeded in: food pantry users, food donations, community garden bed usage and donations to the community garden.

**Employment Program**: Target goals met in the following: increasing business partnerships, individuals receiving specialized services in Career Center (counseling, skills assessment, and case management), individuals in training/certification/licensing programs; Summer Youth Employment Program-SYEP participants & number of youth successfully completing program; youth obtaining GED through TASC, and those placed in year-round worksites. Target number lower that projected in requests for uniforms and/or safety equipment.

**Business & Winter Coat Closet**: requests for adult business attire lower than projected, All 37 SYEP participants received work supplies and if needed, attire (sneakers, shorts, tee-shirts); Coat collection & distribution higher than projected.

**Head Start/Early Head Start**: Target numbers met or exceeded in: enrollment disabilities screening and referral, demonstrated improvement in emergent literacy and school readiness skills, and participation in Parent Café meetings/workshops.

**Transportation Program**: Target numbers met or exceeded in: transports to medical, pharmaceutical, grocery for seniors (OFA) and income-eligible (CSBG), gas cards & bus tokens for training, pre-employment needs, securing volunteer to assist with transporting a client weekly.

**CARES:**

**Success in goals**: Hiring a Community Care Coordinator and Food Pantry Assistant; To assist in working remotely if/as needed- increasing LEAP’s broadband, DocuSign & Adobe, and virtual learning platforms; installing a public intake portal on our webpage, completing grade scale study, introducing training for staff on Trauma-Informed Care; increased outreach to emergency services recipients and linking them to other supports/resources needed; increasing products in food pantry to include paper, hygiene, laundry, cleaning, & sanitation supplies, diapers/wipes; providing food delivery services to those unable to come to the food pantry; food pantry recipients,; providing a 2nd year of Microsoft Office to 2021 laptop recipients; **Lower than projected**: requests for or acceptance of, professional assistance with financial difficulties/challenges and needs and emergency assistance i.e. rent, fuel, and utility-we will be amending these goals (reduce amount and move toward a more needed area. **Ongoing goals**: community outreach & usage of Public Intake Portal for CFS services, completing the community needs assessment.

**CSBG 2022**

**Agency Capacity Building**: continue staff training in Bridges out of Poverty, Inclusion, and Trauma- Informed Care, Board training & engagement. **Food Security**: continue serving those in need of food pantry & delivery; utilize all 12 community garden plots to residents and include workshops on growing healthy foods; **Emergency Services**: continue providing funds to eligible residents for rent, fuel, utility assistance; continuing Clean & Tunes and Cooling programs, and coat distribution. **Transportation**: provide services to OFA seniors and qualifying county residents, bus tokens and gas cards for school, employment, and medical needs. **Employment Program**: increase partnerships with businesses, local agencies, organizations, chambers, etc. Continue outreach and working with individuals who may benefit from Career Center Services (basic & individualized services, funding for employment training/certification/licensing), continue the TASC program, SYEP program and work programs for youth; Head Start: create marketing/media plan to increase partnerships, in-kind and donations; increase efforts to retain staff; continue staff training and education through professional development; provide early childhood education to 350 children; engage parents in regular Parent Café meetings/workshops.

**CFS Updates:**

**Staff:** vacancy: Employment Counselor & Workshop Facilitator; one staff out for long-term medical, one staff out for 3 week extended quarantine. In training: Program Coordinator of Transportation (hired 11/8) and ongoing training for new hires: Program Coordinator for Emergency services, Food Pantry Asstistant and Youth Employment Counselor.

**Programs**: Continue appointment-only for any service.

***Emergency Assistance*** applications down for rent, utility, fuel; food pantry requests extremely high (we are getting daily calls from contact tracers who have quarantined households as well as resident calls. Coat Requests have been low-we are now asking if one needs a coat for family member on our FP intake form. ***Career Center Services***- average; ***Transportation***-increased needs from seniors; we have increased our gas card limit due to the high cost of gasoline and non-local location of the TASC/GED program. We also received a special grant to do this with for youth.