



Interoffice Memorandum

May 8, 2019

AGENDA ITEM

TO: Mayor Jerry L. Demings
-AND-
Board of County Commissioners

THRU: Lonnie C. Bell, Jr., Director *Lonnie C Bell Jr*
Community and Family Services Department

FROM: Sonya L. Hill, Manager *Sonya L Hill*
Head Start Division
Contact: Khadija Pirzadeh, (407) 836-8912
Sonya Hill, (407) 836-7409

SUBJECT: **Consent Agenda Item – June 4, 2019**
Filing of Head Start Policy Council Program Information and Updates
for the Official County Record

The Head Start Division requests filing of the program information and updates and meeting minutes for the official county record:

Head Start Policy Council Program Information and Updates April 2019
Head Start Policy Council Meeting Minutes March 28, 2019

ACTION REQUESTED: Receipt and filing of Head Start Policy Council Program Information and Updates April 2019 and Head Start Policy Council Meeting Minutes March 28, 2019 for the official county record.

SH/kp
Attachment

- C: Randy Singh, Deputy County Administrator
- Cristina Berrios, Assistant County Attorney, County Attorney's Office
- John Petrelli, Director, Risk Management and Professional Standards
- Yolanda S. Brown, Manager, Fiscal Division, Community and Family Services Department
- Jamille Clemens, Grants Supervisor, Finance Division
- Nanette Melo, Management & Budget Administrator, Office of Management and Budget



Lonnie C. Bell Jr.
Director, Family Services

Orange County Government

HEAD START POLICY COUNCIL



Sonya L. Hill
Head Start Division Manager

PROGRAM INFORMATION & UPDATES



APRIL 2019



**Orange County
Family Services Department
Head Start Division**



**POLICY COUNCIL
MEETING**

Who: Policy Council Members

Date: THURSDAY, APRIL 25, 2019

Time: 6:30 p.m.

**Location: Great Oaks Village Dining Hall
1768 E. Michigan Street
Orlando, FL 32806**

Child Care Provided
Children's snacks provided

*Sandra Moore:
407-836-8913 (8am-5pm)
Email Sandra.moore2@ocfl.net*

See you there!



AGENDA

Orange County Government • Policy Council Meeting
GOV Dining Hall • 1768 East Michigan Street, Orlando, FL 32806
April 25, 2019 6:30 p.m.

1. *Call to Order – Chairperson*
2. *Roll Call – Secretary*
 - *Confirm Quorum*
3. *Adoption of Agenda*
4. *Secretary Report*
 - a. *Review of Minutes from March 28, 2019*
5. *Officer's Report*
6. *Commissioner/Commissioner's Liaison Report*
7. *Budget Report*
8. *HR Report*
9. *Update Status of Board of County Commissioners Report - Khadija Pirzadeh*
10. *Head Start Division Manager's Report – Sonya Hill, Head Start Division Manager*
11. *Policy Council update from Office of Head Start President Deborah Bergeron*
12. *Service Area Reports – (3 minutes)*

PFCE, ERSEA, Nutrition, Medical & Dental, Education/Child Outcomes
13. *Old Business*
 - a. *Robert's Rules of Order Training*
14. *New Business*
 - a. *Self-Assessment Update*
 - b. *Community Resource Fair*
15. *Public Comment*
16. *Adjourn*



ORANGE COUNTY GOVERNMENT
 HEAD START
 POLICY COUNCIL
 MEETING MINUTES



1768 E. Michigan St.
 Orlando, FL 32806
 March 28, 2019

Call to Order by: Lara Urdaneta, Treasurer at 6:38 p.m.

Roll Call by: Shakita Preacely, Secretary

Attended By:

| | | |
|---------------------|--------------------|-----------------|
| Roxanne Williams | Callahan | Representative |
| James Little | Callahan | Alternate |
| Leviticus Henderson | Denton Johnson | Representative |
| Lara Urdaneta | Dillard Elementary | Treasurer |
| Anamaris Rodriguez | East Orange | Parliamentarian |
| Maritza Vasquez | Engelwood | Chairperson |
| Darlene Demosthene | Frontline | Representative |
| Shirohn Scott | Hal P. Marston | Representative |
| Audrey Edwards | John Bridges | Representative |
| Arline Paul | Lila Mitchell | Representative |
| Shakita Preacely | Pine Hills | Secretary |
| Cesar Tirado | SOYMCA | Representative |
| Johanna Nieves | Taft | Representative |
| Isis Curry | Three Points | Representative |
| Cinthya Reina | Three Points | Alternate |
| Jenny Cruz | Ventura | Representative |
| Vanessa Lewis | BCC | Alternate |
| AnnMarie Alvarado | CHS | Community Rep |
| Pamela Clark | OCPS | Community Rep |
| Charmaine Jobson | Past Parent | Community Rep |
| Tequila Henderson | Past Parent | Community Rep |
| Jeneka Lloyd | Past Parent | Community Rep |

Visitors

Sherita Turner Callahan

Quorum Established

Staff:

| | | |
|---------------|-------------|---------------------|
| Polly Boulter | Hal Marston | Teacher Assistant |
| Diana Gamble | Hal Marston | Teacher Assistant |
| Yvette Meade | Main Office | Admin Specialist |
| Milagros Font | Main Office | Sr. Program Manager |
| Pedro Berrios | Warehouse | Warehouse Tech |

| | | |
|----------------------|--------------------|------------------------------|
| Sandra Ruff | Main Office | Fiscal Manager |
| Sandra Moore | Main Office | Admin Assistant |
| Dwayne Horne | Main Office | Sr. FSW |
| Danna Declet | Main Office | Mentor Coach |
| Shamella Harmon | Main Office | Family Service Worker |
| Limarys Rivera | Main Office | Education Coordinator |
| Khadija Pirzadeh | Main Office | Contract/Grant Administrator |
| Aturia Hall | WS ELC | Center Supervisor |
| Avis McWhite | Main Office | Sr. Program Manager |
| Wilna Francois | Hal P. Marston | Center Supervisor |
| Teresa Williams | Main Office | Field Ops Supervisor |
| Bernice Mendez | Main Office | Sr. Family Service Worker |
| Yanetsy Garay | Aloma/Dover Shores | Family Service Worker |
| Danielle Dixon Brown | Pine Hills | Family Service Worker |
| Miguerline Elibert | | |

Chairperson Vasquez requested a motion to adopt the Agenda.

Motion: Lara Urdaneta, Treasurer

Second: inaudible

Status: The motion was carried with no objections

Secretary Report: Shakita Preacely gave highlights from the minutes of February 21, 2019

Chairperson Vasquez requested a motion to accept the Secretary Report

Motion: Lara Urdaneta, Treasurer

Second: Anamaris Rodriguez, Parliamentarian

Status: The motion was carried with no objections

Budget Report by Lara Urdaneta, Treasurer

Report of BCC Agenda Items by Khadija Pirzadeh

Three items were submitted for approval to the OCBCC for February

Commissioner's Liaison Report by Vanessa Lewis:

- Upcoming Events:
- Commissioner Siplin along with Public Works will be hosting a community event at Mount Sinai Missionary Baptist Church to discuss sidewalk improvement in Little Egypt area.
- Holden Heights Community 4/4/19 - Working on the Grand Avenue Community Center and the conceptual structure will be revealed.
- Mobile Office hours 4/17/19 has open appointments available.
- Volunteer hours opportunities are available for Middle and High School students. Contact Commissioner Siplin's office to be directed to the openings.

Election of Community Rep

Steve Martin with 5/3rd Bank was introduced and a short bio of his contributions to Head Start over the past year. Steve was a Community Representative last year.

Chairperson Vasquez requested a motion to accept Steve Martin as a Community Rep

Motion: Lara Urdaneta, Treasurer
Second: Charmaine Jobson, Community Rep
Status: The motion was carried with no objections

Service Area Reports

PFCE report by Dwayne Horne, Sr. Community Service Worker
ERSEA report by Bernice Mendez, Sr. Community Service Worker
Education Report by Limarys Rivera, Education Coordinator
Disabilities/Mental Health report by Shamella Harmon, Community Service Worker
Nutrition / Medical & Dental report by Milagros Font – Head Start is recruiting for an LPN and might be looking to hire an RN in the future.

Chairperson Vasquez requested a motion to accept the HR report

Motion: Jeneka Lloyd, Community Rep
Second: Leah Ackerman, Vice Chairperson
Status: The motion was carried with no objections

Division Manager's Report by Dwayne Horne in Ms. Hill's absence –

- The government is focusing on homeless families and what Head Start is doing to assist those in our area.
- Chairperson Vasquez spoke on the conference she attended where Dr. Bergeron spoke about the homeless campaign. She would like Head Start set a goal to help 10,000 families nationwide.
- Head Start has a disaster back up plan per the memorandum included in the packet.

HR Report by Avis McWhite, Sr. Program Manager – Ms. McWhite listed vacancies and separations from employment. Teacher interviews are scheduled for this month.

A video message was played from Dr. Deborah Bergeron stressing the campaign to assist homeless families. The whole video was not played due to technical difficulties. The volume was too low. The video can be sent out to each Policy Council member.

AnnMarie Alvarado, Community Rep, informed the group about a local church setting up a tent city for the homeless. He is seeking donations to help transition these families into homes. He is collaborating with local agencies to assist these families toward self-sufficiency.

Chairperson Vasquez requested a motion to adjourn the meeting

Motion: AnnMarie Alvarado, Community Rep
Second: inaudible
Status: The motion was carried with no objections

Meeting Adjourned at 8:00p.m.

Next Policy Council Meeting is April 18, 2019

Head Start Budget Summary April 2019

Head Start Budget Summary

Below is a statement of financial activity (or an expense sheet). This summarizes all the financial spending over a period of time. In the example below, we are looking at spending on a monthly basis. This report gives the council an understanding of Orange County Head Start's financial health. The accompanying reports are the details in which the summary is created.

| Unit Name | Current Budget 2017 - 2018 | OCT | NOV | DEC | JAN | FEB | MAR | APR | ENC. | TOTAL Budget YTD | BALANCE | TOT. YTD |
|--------------------------|----------------------------|-----------|-----------|-----------|-------------|-----------|-------------|-----------|-----------|------------------|-------------|----------|
| 7521 - ADMINISTR | \$1,418,080 | \$69,210 | \$91,045 | \$86,699 | \$153,184 | \$82,710 | \$94,433 | \$83,370 | \$4,466 | \$660,653 | \$751,960 | 47% |
| 7522 - OPERATION | \$11,037,027 | \$640,429 | \$850,385 | \$834,915 | \$1,427,421 | \$824,482 | \$1,004,890 | \$804,379 | \$139,128 | \$6,386,904 | \$4,507,407 | 59% |
| 7523 - USDA ADMIN | \$187,474 | \$9,905 | \$13,393 | \$13,221 | \$22,222 | \$12,595 | \$11,171 | \$8,687 | \$0.00 | \$91,195 | \$96,279 | 49% |
| 7524 - USDA OPERATION | \$1,791,430 | \$12,871 | \$100,517 | \$72,327 | \$240,384 | \$17,605 | \$267,066 | \$89,677 | \$656,939 | \$800,450 | \$359,656 | 80% |
| 7525 - TRAINING | \$156,870 | \$5,344 | \$808 | \$12,695 | \$8,166 | \$7,102 | \$6,964 | \$14,794 | \$0.00 | \$55,955 | \$100,915 | 36% |
| 7526 - DISABILITIE | \$417,283 | \$18,591 | \$26,008 | \$29,628 | \$51,441 | \$28,188 | \$34,261 | \$32,573 | \$63,797 | \$220,871 | \$132,615 | 68% |
| 7527 - HEALTH AND DENTAL | \$265,090 | \$11,126 | \$13,232 | \$11,815 | \$17,225 | \$9,587 | \$12,265 | \$5,253 | \$0.00 | \$80,503 | \$182,087 | 31% |
| 7528 - PCFE | \$1,632,258 | \$85,452 | \$121,230 | \$119,140 | \$184,718 | \$124,389 | \$130,374 | \$121,114 | \$0.00 | \$886,369 | \$745,889 | 54% |

COMMUNITY AND FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH MARCH 31, 2019: FUND: 7009 DEPT: 062 UNIT: 7521 [ADM] - 50% OF FY ELAPSED

| OBJ | APR | OBJECT NAME | CURRENT BUDGET | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | PRE-ENC AMOUNT | ENC AMOUNT | TOTAL YTD | BALANCE | % BL USE |
|------|-----|---|---------------------|------------------|------------------|------------------|-------------------|------------------|------------------|------------|------------|----------------|-----------------|-------------------|-------------------|----------|
| 1120 | 1FA | REGULAR SALARIES and WAGES | 852,337.00 | 45,652.80 | 66,809.49 | 61,238.14 | 88,402.69 | 58,132.48 | 59,156.80 | .00 | .00 | .00 | .00 | 379,392.40 | 472,944.60 | |
| 1130 | 1FA | OTHER SALARIES and WAGES | 20,000.00 | 753.27 | 1,031.79 | 871.01 | 1,284.99 | 935.90 | 1,008.38 | .00 | .00 | .00 | .00 | 5,885.34 | 14,114.88 | |
| 1140 | 1FA | OVERTIME | 5,000.00 | 403.65 | 202.96 | 396.63 | 230.29 | 133.95 | 181.44 | .00 | .00 | .00 | .00 | 1,548.92 | 3,451.08 | |
| 2110 | 1FA | FICA TAXES | 65,204.00 | 3,373.19 | 4,923.64 | 4,504.78 | 6,415.81 | 4,220.25 | 4,307.78 | .00 | .00 | .00 | .00 | 27,745.45 | 37,458.55 | |
| 2120 | 1FA | RETIREMENT CONTRIBUTION | 70,403.00 | 3,914.28 | 5,205.37 | 5,234.88 | 7,308.77 | 4,812.78 | 4,901.30 | .00 | .00 | .00 | .00 | 31,377.34 | 39,025.66 | |
| 2130 | 1FA | LIFE and HEALTH INSURANCE | 202,300.00 | 8,989.59 | 12,335.88 | 11,980.86 | 19,218.09 | 12,812.42 | 12,812.50 | .00 | .00 | .00 | .00 | 78,109.32 | 124,190.68 | |
| 2131 | 1FA | HSA/FSA CONTRIBUTION | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 |
| 2200 | 1FA | PAYMENTS TO OPEB TRUST | 5,714.00 | .00 | .00 | .00 | .00 | .00 | 6,499.00 | .00 | .00 | .00 | .00 | 6,499.00 | -785.00 | |
| | | TOTAL SALARIES | 1,220,958.00 | 63,066.78 | 90,509.11 | 84,208.30 | 122,880.64 | 81,047.76 | 88,867.20 | .00 | .00 | .00 | .00 | 530,557.77 | 690,400.23 | |
| 3125 | 1FB | INDIRECT COSTS | 106,329.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 106,329.00 | |
| 3179 | 1FC | CONTRACT SVC EMPLOY AGENT | 15,000.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 15,000.00 | |
| 3410 | 1FC | LOCAL TRAVEL | 5,800.00 | .00 | 213.52 | 274.22 | 384.94 | 466.00 | 417.40 | .00 | .00 | .00 | .00 | 1,756.08 | 4,043.92 | |
| 3510 | 1FC | POSTAGE and MESSENGER SVCS | 200.00 | .00 | .00 | .00 | .00 | .00 | 81.31 | .00 | .00 | .00 | .00 | 81.31 | 138.69 | |
| 3530 | 1FC | TOLL CHARGES | 300.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 300.00 | |
| 3610 | 1FC | RENTAL OF EQUIPMENT | 8,000.00 | .00 | .00 | 1,898.18 | .00 | 471.14 | 471.14 | .00 | .00 | .00 | 1,303.48 | 2,838.48 | 3,856.06 | |
| 3720 | 1FC | COMMUNICATIONS | 5,000.00 | .00 | 322.56 | 322.56 | 322.56 | .00 | 645.24 | .00 | .00 | .00 | .00 | 1,612.92 | 3,387.08 | |
| 3820 | 1FC | MAINTENANCE OF EQUIPMENT | 3,500.00 | .00 | .00 | .00 | .00 | 669.07 | 757.55 | .00 | .00 | .00 | 701.10 | 1,426.62 | 1,372.28 | |
| 3910 | 1FC | GRAPHIC REPROD SVCS | 500.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 500.00 | |
| 4010 | 1FC | DUES and MEMBERSHIPS | 8,000.00 | 6,144.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 6,144.00 | 1,856.00 | |
| | | BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS | 50.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 50.00 | |
| | | OFFICE SUPPLIES (NOT INCLUDING PRINTING) | 8,000.00 | .00 | .00 | .00 | 1,584.32 | .00 | 1,364.94 | .00 | .00 | .00 | .00 | 2,949.26 | 5,050.74 | |
| 4115 | 1FC | MISCELLANEOUS OPERATING SUPPLIES | 2,000.00 | .00 | .00 | .00 | 209.96 | .00 | .00 | .00 | .00 | .00 | .00 | 209.96 | 1,790.04 | |
| | | COMPUTER EQUIPMENT LESS THAN \$500 | 50.00 | .00 | .00 | .00 | .00 | .00 | 10.56 | .00 | .00 | .00 | .00 | 10.56 | 39.44 | |
| 4123 | 1FC | EQUIPMENT LESS THAN \$1000 | 4,000.00 | .00 | .00 | .00 | 314.99 | .00 | 1,734.79 | .00 | .00 | .00 | 2,462.40 | 2,049.78 | -512.18 | |
| 4412 | 1FC | PROMOTIONAL EXPENSES | 50.00 | .00 | .00 | .00 | .00 | .00 | 48.97 | .00 | .00 | .00 | .00 | 48.97 | 1.03 | |
| 4418 | 1FC | EDUCATIONAL ASSISTANCE PROGRAM | 500.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 500.00 | |
| 4422 | 1FC | SCHOLARSHIPS, AWARDS, BENEF | 2,000.00 | .00 | .00 | .00 | 21.90 | 56.40 | 54.00 | .00 | .00 | .00 | .00 | 132.30 | 1,867.70 | |
| 4482 | 1FG | SELF INS-PROP CASUALTY | 26,843.00 | .00 | .00 | .00 | 27,485.00 | .00 | .00 | .00 | .00 | .00 | .00 | 27,485.00 | -842.00 | |
| | | TOTAL OPERATIONS | 198,122.00 | 6,144.00 | 536.08 | 2,492.98 | 30,323.87 | 1,662.81 | 5,565.90 | .00 | .00 | .00 | 4,466.98 | 46,725.22 | 144,929.80 | |
| | | TOTAL UNIT 7521 | 1,417,080.00 | 69,210.78 | 91,045.19 | 86,899.28 | 153,184.31 | 82,710.37 | 94,433.10 | .00 | .00 | .00 | 4,466.98 | 577,282.99 | 835,330.03 | |

COMMUNITY AND FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH MARCH 31, 2019: FUND: 7009 DEPT: 062 UNIT: 7522 [SERVICES] - 50% OF FY ELAPSED

| OBJECT | APPR | OBJECT NAME | CURRENT BUDGET | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | PRE-ENC AMOUNT | ENC AMOUNT | TOTAL YTD | BALANCE | % BUDGET USED YTD |
|--------|------|--|---------------------|-------------------|-------------------|-------------------|---------------------|-------------------|-------------------|------------|------------|-----------------|-----------------|---------------------|---------------------|-------------------|
| 1120 | 1FE | REGULAR SALARIES and WAGES | 6,314,429.00 | 428,948.37 | 583,652.66 | 557,649.55 | 774,244.67 | 529,002.14 | 566,466.60 | .00 | .00 | .00 | .00 | 3,439,963.99 | 2,874,465.01 | 54% |
| 1130 | 1FE | OTHER SALARIES and WAGES | 50,000.00 | 8,640.51 | 11,266.31 | 10,040.28 | 10,501.08 | 10,661.08 | 9,958.67 | .00 | .00 | .00 | .00 | 61,067.93 | -11,067.93 | 122% |
| 1140 | 1FE | OVERTIME | 10,000.00 | 3,053.41 | 2,384.15 | 3,119.96 | 2,770.09 | 4,748.69 | 2,807.94 | .00 | .00 | .00 | .00 | 18,884.24 | -8,884.24 | 189% |
| 2110 | 1FE | FICA TAXES | 483,054.00 | 32,263.93 | 43,771.80 | 41,884.62 | 58,162.12 | 39,733.88 | 42,297.74 | .00 | .00 | .00 | .00 | 258,114.09 | 224,939.91 | 53% |
| 2120 | 1FE | RETIREMENT CONTRIBUTION | 521,572.00 | 36,360.29 | 48,784.74 | 46,911.92 | 65,150.69 | 44,149.00 | 47,377.89 | .00 | .00 | .00 | .00 | 288,734.53 | 232,837.47 | 55% |
| 2130 | 1FE | LIFE and HEALTH INSURANCE | 2,320,381.00 | 102,264.10 | 135,477.12 | 129,118.49 | 217,801.67 | 135,330.42 | 151,276.69 | .00 | .00 | .00 | .00 | 871,268.49 | 1,449,112.51 | 38% |
| 2131 | 1FE | HSA/FSA CONTRIBUTION | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 0% |
| 2200 | 1FE | PAYMENTS TO OPEB TRUST | 83,802.00 | .00 | .00 | .00 | .00 | .00 | 90,168.00 | .00 | .00 | .00 | .00 | 90,168.00 | -6,366.00 | 108% |
| | | TOTAL SALARIES | 9,783,238.00 | 611,530.61 | 825,336.78 | 788,724.82 | 1,128,630.32 | 763,625.21 | 910,353.53 | .00 | .00 | .00 | .00 | 5,028,201.27 | 4,755,036.73 | 51% |
| | | PAYMENTS TO OTHER GOVERNMENTAL AGENCIES | 11,500.00 | .00 | 200.00 | 584.39 | 648.00 | 632.51 | 831.75 | .00 | .00 | .00 | 7,696.25 | 2,896.65 | 907.10 | 92% |
| 3167 | 1FF | JANITORIAL SVC and SUPPLY | 12,300.00 | 1,295.46 | 647.73 | 647.73 | 1,363.67 | 1,005.70 | 1,079.96 | .00 | .00 | .00 | 7.28 | 6,040.25 | 6,252.47 | 49% |
| 3179 | 1FF | CONTRACT SVC EMPLOY AGENT | 1,100.00 | .00 | .00 | 2,055.20 | 812.00 | .00 | .00 | .00 | .00 | .00 | 461.30 | 2,867.20 | -2,226.50 | 303% |
| 3185 | 1FF | CONTRACT SVC-TRAINING | 5,000.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 5,000.00 | 0% |
| 3192 | 1FF | SOFTWARE LICENSING SUPPORT FEE | 49,700.00 | .00 | .00 | .00 | .00 | 18,226.53 | 23,568.00 | .00 | .00 | .00 | .00 | 41,794.53 | 7,905.47 | 84% |
| | | CONTRACTUAL SERVICES NOT OTHERWISE SPECIFIED | 5,500.00 | .00 | 612.50 | .00 | 5,492.85 | 10,508.50 | 5,860.00 | .00 | .00 | .00 | 8,893.20 | 22,473.85 | -25,867.05 | 570% |
| 3350 | 1FF | OTHER INSURANCE and BONDS | 13,000.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 13,000.00 | 0% |
| 3410 | 1FF | LOCAL TRAVEL | 12,000.00 | .00 | 641.46 | 540.88 | 861.60 | 719.00 | 939.03 | .00 | .00 | .00 | .00 | 3,701.97 | 8,298.03 | 31% |
| 3520 | 1FF | MOVING EXPENSE-CO ASSETS | 10,000.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 10,000.00 | 0% |
| 3530 | 1FF | TOLL CHARGES | 1,500.00 | .00 | 177.18 | 130.60 | 135.97 | 140.00 | 137.00 | .00 | .00 | .00 | .00 | 720.75 | 779.25 | 48% |
| 3610 | 1FF | RENTAL OF EQUIPMENT | 40,000.00 | .00 | .00 | 12,861.50 | 4,544.97 | 5,545.56 | 6,193.96 | .00 | .00 | .00 | 23,942.74 | 29,145.99 | -13,088.73 | 133% |
| 3620 | 1FF | LEASES-BUILDINGS/STRUCTURES | 330,000.00 | 20,553.40 | 10,276.70 | 10,276.70 | 10,276.70 | 10,276.70 | 10,276.70 | .00 | .00 | .00 | .00 | 71,936.90 | 258,063.10 | 22% |
| 3710 | 1FF | UTILITIES | 45,000.00 | 1,678.74 | 2,205.84 | 2,367.26 | 2,427.59 | 1,954.12 | 2,097.69 | .00 | .00 | .00 | .00 | 12,731.24 | 32,268.76 | 28% |
| 3720 | 1FF | COMMUNICATIONS | 18,000.00 | 944.00 | 2,345.02 | 2,344.79 | 2,446.67 | 954.98 | 4,835.59 | .00 | .00 | .00 | .00 | 13,871.05 | 4,128.95 | 77% |
| | | MAINTENANCE OF BUILDINGS, IMPROVEMENTS, AND GROUNDS | 40,000.00 | 677.50 | 338.75 | 621.91 | 338.75 | 489.16 | 338.75 | .00 | .00 | 3,587.44 | 5,648.00 | 2,804.82 | 27,959.74 | 30% |
| 3820 | 1FF | MAINTENANCE OF EQUIPMENT | 40,000.00 | .00 | .00 | 4,602.13 | 2,168.16 | 2,340.68 | 2,997.70 | .00 | .00 | .00 | 16,871.36 | 12,108.67 | 11,019.97 | 72% |
| | | MAINTENANCE OF COMPUTER EQUIPMENT | 750.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 750.00 | 0% |
| | | INTERNAL FLEET MANAGEMENT CHARGES | 19,354.00 | .00 | .00 | 2,602.78 | 368.06 | 580.22 | 668.80 | .00 | .00 | .00 | .00 | 4,219.86 | 15,134.14 | 22% |
| 3910 | 1FF | GRAPHIC REPROD SVCS | 50.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 50.00 | 0% |
| | | BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS | 3,000.00 | .00 | .00 | .00 | 63.99 | .00 | 35.36 | .00 | .00 | .00 | .00 | 99.35 | 2,900.65 | 3% |
| 4020 | 1FF | LICENSE AND CERTIFICATION FEES | 100.00 | .00 | .00 | 125.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 125.00 | -25.00 | 125% |
| 4040 | 1FF | OFFICE SUPPLIES (NOT INCLUDING PRINTING) | 22,000.00 | .00 | .00 | .00 | -3.38 | 2,235.26 | 29.67 | .00 | .00 | .00 | .00 | 2,261.55 | 19,738.45 | 10% |
| 4110 | 1FF | MISCELLANEOUS OPERATING SUPPLIES | 70,600.00 | .00 | .00 | 781.97 | 728.25 | 556.17 | 506.71 | .00 | .00 | .00 | 9,535.78 | 2,573.10 | 58,491.12 | 17% |
| 4116 | 1FF | EVENT/MEAL REIMBURSEMENTS | 5,500.00 | .00 | .00 | .00 | 1,978.06 | 162.24 | 155.78 | .00 | .00 | .00 | .00 | 2,296.08 | 3,203.92 | 42% |
| 4121 | 1FF | COMPUTER EQUIPMENT LESS THAN \$500 | 50.00 | .00 | .00 | .00 | .00 | .00 | 1,100.70 | .00 | .00 | .00 | .00 | 1,100.70 | -1,050.70 | 2201% |
| 4123 | 1FF | EQUIPMENT LESS THAN \$1000 | 11,750.00 | .00 | .00 | 352.00 | 516.10 | 286.97 | 1,443.09 | .00 | .00 | .00 | 9,912.85 | 2,598.16 | -761.01 | 106% |
| 4135 | 1FF | FOOD and DIETARY | 200,959.00 | .00 | 7,123.72 | 4,191.46 | 21,362.22 | 2,301.43 | 28,997.48 | .00 | .00 | .00 | 71,881.08 | 63,976.31 | 65,101.61 | 68% |
| 4175 | 1FF | CLOTHING AND WEARING APPAREL | 200.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 200.00 | 0% |
| 4195 | 1FF | MISC SUPPLIES OR EXPENSES | 50.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 50.00 | 0% |
| 4412 | 1FF | PROMOTIONAL EXPENSES | 1,500.00 | .00 | .00 | .00 | .00 | .00 | 105.09 | .00 | .00 | .00 | .00 | 105.09 | 1,394.91 | 7% |
| 4418 | 1FF | EDUCATIONAL ASSISTANCE PROGRAM | 7,000.00 | 3,750.00 | .00 | 1,105.52 | 1,250.00 | 500.76 | 500.76 | .00 | .00 | .00 | .00 | 7,107.04 | -107.04 | 102% |

| | | | | | | | | | | | | | | | | |
|------|-----|---------------------------------|---------------|------------|------------|------------|--------------|------------|--------------|-----|-----|----------|------------|--------------|--------------|-------|
| 4440 | 1FF | IMPROVEMTS TO NON-COUNTY ASSETS | 50.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 50.00 | 0% |
| 4450 | 1FF | PARENT ACTIVITY FUND | 800.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 800.00 | 0% |
| 4452 | 1FN | FIELD TRIPS-HEAD START | 15,360.00 | .00 | .00 | .00 | .00 | .00 | 412.50 | .00 | .00 | .00 | .00 | 412.50 | 14,947.50 | 3% |
| 4482 | 1FG | SELF INS-PROP CASUALTY | 253,066.00 | .00 | .00 | .00 | 238,070.00 | .00 | .00 | .00 | .00 | .00 | .00 | 238,070.00 | 14,996.00 | 94% |
| 6410 | 1FJ | EQUIPMENT | 3,250.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 3,250.00 | 0% |
| 6438 | 1FJ | COMPUTER EQUIPMENT > \$500 | 3,300.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | -2,840.00 | 186% |
| 8120 | 1FF | AID TO OTHER GOV'T AGENCIES | 500.00 | .00 | 480.00 | .00 | 2,940.00 | 1,440.00 | 1,425.00 | .00 | .00 | .00 | 6,140.00 | .00 | -6,940.00 | 1488% |
| | | TOTAL OPERATIONS | 1,253,789.00 | 28,899.10 | 25,048.90 | 46,191.82 | 298,790.23 | 60,856.49 | 94,537.07 | .00 | .00 | 3,587.44 | 162,144.84 | 554,323.61 | 533,733.11 | 57% |
| | | TOTAL UNIT 7522 | 11,037,027.00 | 840,429.71 | 850,385.68 | 834,916.64 | 1,427,420.55 | 824,481.70 | 1,004,890.60 | .00 | .00 | 3,587.44 | 162,144.84 | 5,582,524.88 | 5,288,769.84 | 52% |

COMMUNITY AND FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH MARCH 31, 2019: FUND: 7409 DEPT: 062 UNIT: 7523 [ADMIN] - 50% OF FY ELAPSED

| OBJ | APR | OBJECT NAME | CURRENT BUDGET | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | PRE-ENC AMOUNT | ENC AMOUNT | TOTAL YTD | BALANCE | % BUDGE USED YTI |
|------|-----|--|-------------------|-----------------|------------------|------------------|------------------|------------------|------------------|------------|------------|----------------|------------|------------------|-------------------|------------------|
| 1120 | 1FQ | REGULAR SALARIES and WAGES | 118,515.00 | 7,006.00 | 9,448.00 | 9,448.00 | 14,172.00 | 8,689.56 | 6,681.63 | .00 | .00 | .00 | .00 | 55,445.19 | 63,069.81 | 47% |
| 1140 | 1FQ | OVERTIME | 4,000.00 | 71.45 | .00 | .00 | 64.55 | .00 | .00 | .00 | .00 | .00 | .00 | 136.00 | 3,864.00 | 3% |
| 2110 | 1FQ | FICA TAXES | 9,066.00 | 494.69 | 660.48 | 660.46 | 989.86 | 598.58 | 482.35 | .00 | .00 | .00 | .00 | 3,886.42 | 5,179.58 | 43% |
| 2120 | 1FQ | RETIREMENT CONTRIBUTION | 9,789.00 | 584.60 | 780.40 | 780.40 | 1,175.93 | 717.75 | 548.48 | .00 | .00 | .00 | .00 | 4,587.56 | 5,201.44 | 47% |
| 2130 | 1FQ | LIFE and HEALTH INSURANCE | 35,700.00 | 1,748.95 | 2,332.16 | 2,332.16 | 3,775.44 | 2,516.96 | 1,800.89 | .00 | .00 | .00 | .00 | 14,506.56 | 21,193.44 | 41% |
| 2200 | 1FQ | PAYMENTS TO OPEB TRUST | 1,440.00 | .00 | .00 | .00 | .00 | .00 | 1,535.00 | .00 | .00 | .00 | .00 | 1,535.00 | -95.00 | 107% |
| | | TOTAL SALARIES | 178,510.00 | 9,905.69 | 13,221.04 | 13,221.02 | 20,177.78 | 12,522.85 | 11,048.35 | .00 | .00 | .00 | .00 | 80,096.73 | 98,413.27 | 45% |
| 3125 | 1FP | INDIRECT COSTS | 6,543.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 6,543.00 | 0% |
| 3410 | 1FR | LOCAL TRAVEL | 500.00 | .00 | 172.36 | .00 | 242.03 | 72.13 | .00 | .00 | .00 | .00 | .00 | 486.52 | 13.48 | 97% |
| 3530 | 1FR | TOLL CHARGES | 50.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 50.00 | 0% |
| 3820 | 1FR | MAINTENANCE OF EQUIPMENT | 50.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 50.00 | 0% |
| 4110 | 1FR | OFFICE SUPPLIES (NOT INCLUDING PRINTING) | 50.00 | .00 | .00 | .00 | .00 | .00 | 122.47 | .00 | .00 | .00 | .00 | 122.47 | -72.47 | 245% |
| 4418 | 1FR | EDUCATIONAL ASSISTANCE PROGRAM | 50.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 50.00 | 0% |
| 4482 | 1FS | SELF INS-PROP CASUALTY | 1,721.00 | .00 | .00 | .00 | 1,802.00 | .00 | .00 | .00 | .00 | .00 | .00 | 1,802.00 | -81.00 | 105% |
| | | TOTAL OPERATIONS | 8,964.00 | .00 | 172.36 | .00 | 2,044.03 | 72.13 | 122.47 | .00 | .00 | .00 | .00 | 2,410.99 | 6,553.01 | 27% |
| | | TOTAL UNIT 7523 | 187,474.00 | 9,905.69 | 13,393.40 | 13,221.02 | 22,221.81 | 12,594.98 | 11,170.82 | .00 | .00 | .00 | .00 | 82,507.72 | 104,966.28 | 44% |

COMMUNITY AND FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH MARCH 31, 2019: FUND: 7409 DEPT: 062 UNIT: 7524 [SERVICES] - 50% OF FY ELAPSED

| OBJ | APR | OBJECT NAME | CURRENT BUDGET | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | PRE-ENC AMOUNT | ENCUMBERED AMOUNT | TOTAL YTD | BALANCE | % BUDGE USED YTI |
|------|-----|----------------------------------|---------------------|------------------|-------------------|------------------|-------------------|------------------|-------------------|------------|------------|----------------|-------------------|-------------------|-------------------|------------------|
| 1120 | 1FT | REGULAR SALARIES and WAGES | 121,496.00 | 8,437.96 | 11,355.39 | 11,342.78 | 16,967.65 | 11,329.81 | 11,295.38 | .00 | .00 | .00 | .00 | 70,728.97 | 50,767.03 | 58% |
| 2110 | 1FT | FICA TAXES | 9,294.00 | 596.32 | 803.09 | 802.16 | 1,198.70 | 800.50 | 797.91 | .00 | .00 | .00 | .00 | 4,998.88 | 4,295.32 | 54% |
| 2120 | 1FT | RETIREMENT CONTRIBUTION | 10,036.00 | 696.96 | 937.94 | 936.90 | 1,401.49 | 935.83 | 932.97 | .00 | .00 | .00 | .00 | 5,842.09 | 4,193.91 | 58% |
| 2130 | 1FT | LIFE and HEALTH INSURANCE | 71,400.00 | 3,140.68 | 4,187.82 | 4,187.82 | 6,620.40 | 4,413.60 | 4,413.60 | .00 | .00 | .00 | .00 | 26,963.92 | 44,436.08 | 38% |
| 2131 | 1FT | HSA/FSA CONTRIBUTION | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 0% |
| 2200 | 1FT | PAYMENTS TO OPEB TRUST | 2,880.00 | .00 | .00 | .00 | .00 | .00 | 3,071.00 | .00 | .00 | .00 | .00 | 3,071.00 | -191.00 | 107% |
| | | TOTAL SALARIES | 215,106.00 | 12,871.92 | 17,284.24 | 17,269.66 | 26,188.24 | 17,479.74 | 20,510.86 | .00 | .00 | .00 | .00 | 111,604.86 | 103,501.34 | 52% |
| 3170 | 1FU | JANITORIAL SVC and SUPPLY | 1,500.00 | .00 | .00 | .00 | .00 | .00 | 1,550.68 | .00 | .00 | .00 | 107.75 | 1,550.68 | -158.43 | 111% |
| 4115 | 1FU | MISCELLANEOUS OPERATING SUPPLIES | 8,000.00 | .00 | .00 | .00 | 18.62 | .00 | 4,322.05 | .00 | .00 | .00 | .00 | 4,340.67 | 3,659.33 | 54% |
| 4130 | 1FU | HOUSEHOLD AND KITCHEN SUPPLIES | 3,200.00 | .00 | .00 | .00 | 486.99 | 96.76 | 1,737.86 | .00 | .00 | .00 | .00 | 2,321.61 | 878.39 | 73% |
| 4135 | 1FU | FOOD and DIETARY | 1,575,104.00 | .00 | 83,233.29 | 55,058.24 | 202,358.77 | 28.88 | 238,944.62 | .00 | .00 | .00 | 729,064.96 | 579,623.80 | 266,415.24 | 83% |
| 4482 | 1FS | SELF INS PROP CASUALTY | 14,136.00 | .00 | .00 | .00 | 11,331.00 | .00 | .00 | .00 | .00 | .00 | .00 | 11,331.00 | 2,805.00 | 80% |
| | | TOTAL OPERATIONS | 1,601,940.00 | .00 | 83,233.29 | 55,058.24 | 214,195.38 | 125.64 | 246,555.21 | .00 | .00 | .00 | 729,172.71 | 599,167.76 | 273,599.53 | 83% |
| | | TOTAL UNIT 7524 | 1,817,046.00 | 12,871.92 | 100,517.53 | 72,327.90 | 240,383.62 | 17,605.38 | 267,066.07 | .00 | .00 | .00 | 729,172.71 | 710,772.42 | 377,100.87 | 79% |

COMMUNITY AND FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH MARCH 31, 2019: FUND: 7009 DEPT: 062 UNIT: 7525 [TRNG] - 50% OF FY ELAPSED

| OBJ | APPR | OBJECT NAME | CURRENT BUDGET | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | PRE-ENC AMOUNT | ENC AMOUNT | TOTAL YTD | BALANCE | % BUDGET USED YTD |
|------|------|---|----------------|----------|--------|-----------|----------|----------|----------|-----|-----|----------------|------------|-----------|------------|-------------------|
| 3185 | 1FH | CONTRACT SVC-TRAINING | 13,500.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 13,500.00 | 0% |
| | | CONTRACTUAL SERVICES NOT OTHERWISE SPECIFIED | 625.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 625.00 | 0% |
| 3197 | 1FH | OUT OF COUNTY TRAVEL | 39,400.00 | 2,294.50 | 808.97 | 4,861.28 | 4,019.68 | 3,357.04 | 3,370.00 | .00 | .00 | .00 | .00 | 18,711.47 | 20,688.53 | 47% |
| 3610 | 1FH | RENTAL OF EQUIPMENT | 2,000.00 | .00 | .00 | .00 | .00 | .00 | 1,493.75 | .00 | .00 | .00 | .00 | 1,493.75 | 506.25 | 75% |
| 3620 | 1FH | LEASES-BUILDINGS/STRUCTURES | 2,000.00 | 3,050.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 3,050.00 | -1,050.00 | 153% |
| 3910 | 1FH | GRAPHIC REPROD SVCS | 2,000.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 2,000.00 | 0% |
| 4020 | 1FH | BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS | 1,000.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 1,000.00 | 0% |
| 4030 | 1FH | TRAINING AND EDUCATIONAL COST | 88,754.00 | .00 | .00 | 7,859.36 | 3,621.01 | 3,395.00 | 750.00 | .00 | .00 | .00 | .00 | 15,625.37 | 79,128.63 | 18% |
| 4040 | 1FH | LICENSE AND CERTIFICATION FEES | 1,500.00 | .00 | .00 | -75.00 | -75.00 | 350.00 | 1,350.00 | .00 | .00 | .00 | .00 | 1,550.00 | -50.00 | 103% |
| 4110 | 1FH | OFFICE SUPPLIES (NOT INCLUDING PRINTING) | 1,500.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 1,500.00 | 0% |
| 4115 | 1FH | MISCELLANEOUS OPERATING SUPPLIES | 1,591.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 1,591.00 | 0% |
| 4116 | 1FH | EVENT/MEAL REIMBURSEMENTS | 2,000.00 | .00 | .00 | 50.00 | 600.00 | .00 | .00 | .00 | .00 | .00 | .00 | 650.00 | 1,350.00 | 33% |
| 4418 | 1FH | EDUCATIONAL ASSISTANCE PROGRAM | 1,000.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 1,000.00 | 0% |
| | | OPERATIONS | 156,870.00 | 5,344.50 | 808.97 | 12,695.64 | 8,165.69 | 7,102.04 | 6,963.75 | .00 | .00 | .00 | .00 | 41,080.59 | 115,789.41 | 26% |
| | | TOTAL UNIT 7525 | 156,870.00 | 5,344.50 | 808.97 | 12,695.64 | 8,165.69 | 7,102.04 | 6,963.75 | .00 | .00 | .00 | .00 | 41,080.59 | 115,789.41 | 26% |

COMMUNITY AND FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH MARCH 31, 2019: FUND: 7009 DEPT: 062 UNIT: 7526 [DISABILITY] - 50% OF FY ELAPSED

| OBJECT | APPR | OBJECT NAME | CURRENT | | | | | | | | PRE-ENC AMOUNT | ENCUMBERED AMOUNT | TOTAL YTD | BALANCE | % BUDGET USED YTD | |
|--------|------|---|-------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------|----------------|-------------------|------------------|-------------------|-------------------|-------------|
| | | | BUDGET | OCT | NOV | DEC | JAN | FEB | MAR | APR | | | | | | MAY |
| 1120 | 1FI | REGULAR SALARIES and WAGES | 216,391.00 | 13,309.53 | 17,665.60 | 17,665.60 | 26,897.80 | 17,665.60 | 17,489.47 | .00 | .00 | .00 | .00 | 110,693.40 | 105,697.60 | 51% |
| 1140 | 1FI | OVERTIME | 1,500.00 | 63.66 | .00 | .00 | 1,229.43 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | |
| 2110 | 1FI | FICA TAXES | 16,554.00 | 908.55 | 1,198.82 | 1,198.82 | 1,933.81 | 1,206.14 | 1,192.69 | .00 | .00 | .00 | .00 | 1,293.09 | 206.91 | 86% |
| 2120 | 1FI | RETIREMENT CONTRIBUTION | 17,874.00 | 1,104.63 | 1,459.18 | 1,459.18 | 2,323.29 | 1,459.18 | 1,444.63 | .00 | .00 | .00 | .00 | 7,638.83 | 8,915.17 | 48% |
| 2130 | 1FI | LIFE and HEALTH INSURANCE | 47,600.00 | 3,205.28 | 4,274.18 | 4,274.18 | 6,254.07 | 4,169.38 | 4,169.38 | .00 | .00 | .00 | .00 | 9,250.09 | 8,623.91 | 52% |
| 2131 | 1FI | HSA/FSA CONTRIBUTION | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 26,346.47 | 21,253.53 | 55% |
| 2200 | 1FI | PAYMENTS TO OPEB TRUST | 1,524.00 | .00 | .00 | .00 | .00 | .00 | 1,625.00 | .00 | .00 | .00 | .00 | .00 | .00 | 0% |
| | | TOTAL SALARIES | 301,443.00 | 18,591.65 | 24,597.78 | 24,597.78 | 38,638.20 | 24,500.30 | 25,921.17 | .00 | .00 | .00 | .00 | 1,625.00 | -101.00 | 107% |
| 3195 | 1FK | CONTRACT SERVICES MEDICAL | 75,000.00 | .00 | 1,050.00 | 4,421.00 | 3,329.00 | 2,369.00 | 7,611.00 | .00 | .00 | .00 | .00 | 156,846.88 | 144,596.12 | 52% |
| 3410 | 1FK | LOCAL TRAVEL | 3,300.00 | .00 | 145.78 | 284.90 | 235.63 | 277.48 | 284.86 | .00 | .00 | .00 | 58,204.00 | 18,780.00 | 103% | |
| 3530 | 1FK | TOLL CHARGES | 200.00 | .00 | .00 | 15.26 | 8.72 | 4.13 | 13.95 | .00 | .00 | .00 | .00 | 1,228.65 | 2,071.35 | 37% |
| 3720 | 1FK | COMMUNICATIONS | 2,500.00 | .00 | 215.04 | 215.04 | 215.04 | .00 | 430.16 | .00 | .00 | .00 | .00 | 42.06 | 157.94 | 21% |
| | | BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS | 2,500.00 | .00 | .00 | .00 | 149.00 | 1,036.60 | .00 | .00 | .00 | .00 | .00 | 1,075.28 | 1,424.72 | 43% |
| 4020 | 1FK | LICENSE AND CERTIFICATION FEES | 500.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 7,227.55 | .00 | 1,185.60 | -5,913.15 | 337% |
| 4040 | 1FK | OFFICE SUPPLIES (NOT INCLUDING PRINTING) | 3,200.00 | .00 | .00 | 94.34 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 500.00 | 0% |
| 4110 | 1FK | MISCELLANEOUS OPERATING SUPPLIES | 22,500.00 | .00 | .00 | .00 | 98.03 | .00 | .00 | .00 | .00 | .00 | .00 | 94.34 | 3,105.66 | 3% |
| 4115 | 1FK | COMPUTER EQUIPMENT LESS THAN \$500 | 50.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 3,368.15 | 98.03 | 19,033.82 | 15% |
| 4121 | 1FK | EDUCATIONAL ASSISTANCE PROGRAM | 500.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 50.00 | 0% |
| 4418 | 1FK | SELF INS-PROP CASUALTY | 5,590.00 | .00 | .00 | .00 | 8,767.00 | .00 | .00 | .00 | .00 | .00 | .00 | 8,767.00 | -3,177.00 | 157% |
| 4482 | 1FK | TOTAL OPERATIONS | 115,840.00 | .00 | 1,410.82 | 5,030.54 | 12,802.42 | 3,687.21 | 8,339.97 | .00 | .00 | .00 | .00 | 8,767.00 | -3,177.00 | 157% |
| | | TOTAL UNIT 7526 | 417,283.00 | 18,591.65 | 26,008.60 | 29,628.32 | 51,440.62 | 28,187.51 | 34,261.14 | .00 | .00 | 7,227.55 | 61,572.15 | 31,270.96 | 15,769.34 | 86% |
| | | | | | | | | | | | | 7,227.55 | 61,572.15 | 188,117.84 | 150,365.46 | 62% |

COMMUNITY AND FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH MARCH 31, 2019: FUND: 7009 DEPT: 062 UNIT: 7527 [CHILDHOOD HEALTH & DEV.] - 50% OF FY ELAPSED

| OBJECT | APPR | OBJECT NAME | CURRENT BUDGET | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | PRE-ENC AMOUNT | ENC AMOUNT | TOTAL YTD | BALANCE | % BUDGET USED YTD | |
|--------|------|---|-------------------|------------------|------------------|------------------|------------------|-----------------|------------------|------------|------------|-----------------|------------|------------------|-------------------|-------------------|----|
| 1120 | 1FV | REGULAR SALARIES and WAGES | 146,789.00 | 8,410.02 | 9,188.48 | 8,923.60 | 11,847.00 | 6,280.72 | 6,491.67 | .00 | .00 | .00 | .00 | 51,141.49 | 95,647.51 | 35% | |
| 1140 | 1FV | OVERTIME | 1,140.00 | 31.10 | 950.54 | 66.23 | .00 | .00 | 88.63 | .00 | .00 | .00 | .00 | 1,138.50 | 3.50 | 100% | |
| 2110 | 1FV | FICA TAXES | 11,229.00 | 626.82 | 757.16 | 669.60 | 908.11 | 463.55 | 481.90 | .00 | .00 | .00 | .00 | 3,907.14 | 7,321.86 | 35% | |
| 2120 | 1FV | RETIREMENT CONTRIBUTION | 12,125.00 | 697.24 | 832.49 | 742.57 | 978.58 | 518.80 | 508.80 | .00 | .00 | .00 | .00 | 4,278.48 | 7,846.52 | 35% | |
| 2130 | 1FV | LIFE and HEALTH INSURANCE | 47,600.00 | 1,360.87 | 1,227.92 | 1,227.92 | 3,191.23 | 1,860.82 | 1,562.33 | .00 | .00 | .00 | .00 | 10,431.09 | 37,168.91 | 22% | |
| 2131 | 1FV | HSA/FSA CONTRIBUTION | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | |
| 2200 | 1FV | PAYMENTS TO OPEB TRUST | 1,143.00 | .00 | .00 | .00 | .00 | .00 | 1,218.00 | .00 | .00 | .00 | .00 | .00 | .00 | 0% | |
| | | TOTAL SALARIES | 220,026.00 | 11,126.05 | 12,956.59 | 11,629.92 | 16,924.92 | 9,123.89 | 10,351.33 | .00 | .00 | .00 | .00 | 1,218.00 | -75.00 | 107% | |
| 3179 | 1FW | CONTRACT SVC EMPLOY AGENT | 10,000.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 72,112.70 | 147,913.30 | 33% | |
| 3195 | 1FW | CONTRACT SERVICES MEDICAL | 5,000.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 2,500.00 | .00 | .00 | 10,000.00 | 0% | |
| 3410 | 1FW | LOCAL TRAVEL | 1,000.00 | .00 | 98.75 | .00 | 95.23 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 2,500.00 | 50% | |
| 3530 | 1FW | TOLL CHARGES | 200.00 | .00 | .00 | .00 | 8.37 | .00 | .00 | .00 | .00 | .00 | .00 | 193.98 | 806.02 | 19% | |
| 3720 | 1FW | COMMUNICATIONS | 2,880.00 | .00 | 178.98 | 185.23 | 196.01 | .00 | 392.10 | .00 | .00 | .00 | .00 | 8.37 | 191.63 | 4% | |
| 4020 | 1FW | BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS | 84.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 950.32 | 1,929.68 | 33% | |
| 4110 | 1FW | OFFICE SUPPLIES (NOT INCLUDING PRINTING) | 2,000.00 | .00 | .00 | .00 | .00 | .00 | 84.95 | .00 | .00 | .00 | .00 | .00 | 84.95 | 1,915.05 | 4% |
| 4115 | 1FW | MISCELLANEOUS OPERATING SUPPLIES | 7,500.00 | .00 | .00 | .00 | .00 | .00 | 1,438.78 | .00 | .00 | .00 | .00 | 1,438.78 | 6,063.22 | 19% | |
| 4121 | 1FW | COMPUTER EQUIPMENT LESS THAN \$500 | 50.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 50.00 | 0% | |
| 4123 | 1FW | EQUIPMENT LESS THAN \$1000 | 2,100.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 2,100.00 | 0% | |
| 4143 | 1FW | MED and SURG SUPPLIES | 8,750.00 | .00 | .00 | .00 | .00 | 462.99 | .00 | .00 | .00 | .00 | .00 | 462.99 | 6,287.01 | 7% | |
| 4418 | 1FW | EDUCATIONAL ASSISTANCE PROGRAM | 500.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 500.00 | 0% | |
| 3120 | 1FW | AID TO OTHER GOVT AGENCIES | 7,000.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 7,000.00 | 0% | |
| | | TOTAL OPERATIONS | 45,084.00 | .00 | 275.73 | 185.23 | 299.61 | 462.99 | 1,913.83 | .00 | .00 | 2,500.00 | .00 | 3,137.39 | 39,428.61 | 13% | |
| | | TOTAL UNIT 7527 | 265,080.00 | 11,126.05 | 13,232.32 | 11,815.15 | 17,224.53 | 9,586.88 | 12,265.16 | .00 | .00 | 2,500.00 | .00 | 75,250.09 | 187,339.91 | 29% | |

COMMUNITY AND FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH MARCH 31, 2019: FUND: 7009 DEPT: 062 UNIT: 7528 [PARENT FAMILY & COMMUNITY] - 50% OF FY ELAPSED

| OBJ | APR | OBJECT NAME | CURRENT | | | | | | | | | | PRE-ENC AMOUNT | ENC AMOUNT | TOTAL YTD | BALANCE | % BUDGET USED YTD |
|------|-----|--|---------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------|------------|------------|-------------------|-------------------|-------------------|-------------|----------------------|
| | | | BUDGET | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | | | | | | |
| 120 | 1FX | REGULAR SALARIES and WAGES | 1,057,816.00 | 61,526.41 | 86,950.40 | 82,939.06 | 122,910.73 | 82,630.03 | 78,825.05 | .00 | .00 | .00 | .00 | .00 | 515,781.68 | 542,034.32 | 49% |
| 130 | 1FX | OTHER SALARIES and WAGES | 20,000.00 | .00 | 2,588.74 | 2,151.68 | 5,614.54 | 5,244.72 | 3,899.92 | .00 | .00 | .00 | .00 | .00 | 19,499.60 | 500.40 | 97% |
| 140 | 1FX | OVERTIME | 5,000.00 | 1,013.03 | 366.99 | 1,049.50 | 1,066.47 | 1,417.25 | 1,801.54 | .00 | .00 | .00 | .00 | 6,714.78 | -1,714.78 | 134% | |
| !110 | 1FX | FICA TAXES | 80,923.00 | 4,545.59 | 6,537.04 | 6,250.66 | 9,451.31 | 6,512.99 | 6,148.39 | .00 | .00 | .00 | .00 | 39,445.98 | 41,477.02 | 49% | |
| !120 | 1FX | RETIREMENT CONTRIBUTION | 87,376.00 | 5,150.79 | 6,871.19 | 6,937.45 | 10,326.94 | 7,191.97 | 6,823.18 | .00 | .00 | .00 | .00 | 43,301.52 | 44,074.48 | 50% | |
| !130 | 1FX | LIFE and HEALTH INSURANCE | 333,200.00 | 13,216.52 | 17,624.10 | 19,538.60 | 30,510.54 | 20,215.36 | 20,215.36 | .00 | .00 | .00 | .00 | 121,320.48 | 211,879.52 | 36% | |
| !131 | 1FX | HSA/FSA CONTRIBUTION | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | |
| !200 | 1FX | PAYMENTS TO OPEB TRUST | 11,427.00 | .00 | .00 | .00 | .00 | .00 | 11,779.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | |
| | | TOTAL SALARIES | 1,595,742.00 | 85,452.34 | 120,938.46 | 118,866.95 | 179,880.53 | 123,212.32 | 129,492.44 | .00 | .00 | .00 | .00 | 11,779.00 | -352.00 | 103% | |
| !410 | 1FY | LOCAL TRAVEL | 3,000.00 | .00 | 95.71 | 77.66 | 153.32 | 1,028.47 | -317.75 | .00 | .00 | .00 | .00 | 757,843.04 | 837,898.96 | 47% | |
| !530 | 1FY | TOLL CHARGES | 200.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 1,037.41 | 1,962.59 | 35% | |
| !720 | 1FY | COMMUNICATIONS | 5,000.00 | .00 | 196.01 | 196.01 | 196.01 | .00 | 392.10 | .00 | .00 | .00 | .00 | .00 | 200.00 | 0% | |
| | | BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS | 50.00 | .00 | .00 | .00 | 1,672.38 | .00 | .00 | .00 | .00 | .00 | .00 | 980.13 | 4,019.87 | 20% | |
| !020 | 1FY | OFFICE SUPPLIES (NOT INCLUDING PRINTING) | 7,000.00 | .00 | .00 | .00 | 108.95 | .00 | .00 | .00 | .00 | .00 | .00 | 1,672.38 | -1,622.38 | 3345% | |
| !110 | 1FY | PRINTING) | 7,000.00 | .00 | .00 | .00 | 108.95 | .00 | .00 | .00 | .00 | .00 | .00 | 108.95 | 6,891.05 | 2% | |
| !115 | 1FY | MISCELLANEOUS OPERATING SUPPLIES | 500.00 | .00 | .00 | .00 | .00 | .00 | 8.99 | .00 | .00 | .00 | .00 | 8.99 | 491.01 | 2% | |
| !121 | 1FY | COMPUTER EQUIPMENT LESS THAN \$500 | 50.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 50.00 | 0% | |
| !123 | 1FY | EQUIPMENT LESS THAN \$1000 | 500.00 | .00 | .00 | .00 | 477.84 | .00 | 215.58 | .00 | .00 | .00 | .00 | 693.42 | -193.42 | 139% | |
| !412 | 1FY | PROMOTIONAL EXPENSES | 7,000.00 | .00 | .00 | .00 | 1,499.99 | .00 | .00 | .00 | .00 | .00 | .00 | 1,499.99 | 5,500.01 | 21% | |
| !418 | 1FY | EDUCATIONAL ASSISTANCE PROGRAM | 4,000.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | |
| !450 | 1FY | PARENT ACTIVITY FUND | 9,216.00 | .00 | .00 | .00 | 729.29 | 97.96 | 582.58 | .00 | .00 | .00 | .00 | .00 | 4,000.00 | 0% | |
| | | TOTAL OPERATIONS | 36,516.00 | .00 | 291.72 | 273.67 | 4,837.78 | 1,126.43 | 881.50 | .00 | .00 | .00 | .00 | 1,409.83 | 7,806.17 | 15% | |
| | | TOTAL UNIT 7528 | 1,632,258.00 | 85,452.34 | 121,230.18 | 119,140.62 | 184,718.31 | 124,338.75 | 130,373.94 | .00 | .00 | .00 | .00 | 765,254.14 | 867,003.86 | 47% | |

4/18/2019 PAGE: 1
 RANGE COUNTY
 Department 062
 Y 2019 Monthly Expense Report
 for the selected Department and Unit, by Object and Appropriation

through 04/18/2019

UND: 8290 DEPT: 062 UNIT: 7537

| OBJECT | APPR | OBJECT NAME | CURRENT BUDGET | OCT | NOV | DEC | JAN | FEB | MAR | PRE-ENCUM. AMOUNT | ENCUM. AMOUNT | TOTAL YTD | BALANCE | % BUDGET USED YTD |
|--------------------|------|---|----------------|----------|----------|-----------|------------|------------|----------|-------------------|---------------|------------|------------|-------------------|
| 1120 | 9EA | REGULAR SALARIES and WAGES | 612,073.00 | 1,689.60 | 2,586.72 | 32,317.49 | 110,255.98 | 76,196.13 | 2,278.40 | .00 | .00 | 225,324.32 | 386,748.68 | 36.81 |
| 1140 | 9EA | OVERTIME | .00 | .00 | .00 | .00 | 128.16 | .00 | .00 | .00 | .00 | 128.16 | -128.16 | .00 |
| 2110 | 9EA | FICA TAXES | 47,164.00 | 96.44 | 152.32 | 2,328.61 | 8,088.52 | 5,606.43 | 146.24 | .00 | .00 | 16,418.56 | 30,745.44 | 34.81 |
| 2120 | 9EA | RETIREMENT CONTRIBUTION | 50,458.00 | 139.57 | 188.20 | 2,706.60 | 9,301.90 | 6,418.04 | 188.20 | .00 | .00 | 18,942.51 | 31,515.49 | 37.54 |
| 2130 | 9EA | LIFE and HEALTH INSURANCE | 281,458.00 | 993.82 | 1,325.14 | 8,420.45 | 24,878.64 | 19,430.33 | 1,074.68 | .00 | .00 | 56,123.06 | 225,334.94 | 19.94 |
| 2200 | 9EA | PAYMENTS TO OPEB TRUST | 700.00 | .00 | .00 | .00 | .00 | .00 | 639.00 | .00 | .00 | 639.00 | 61.00 | 91.29 |
| OBJECT CATEGORY 1 | | | 991,853.00 | 2,919.43 | 4,252.38 | 45,773.15 | 152,653.20 | 107,650.93 | 4,326.52 | .00 | .00 | 317,575.61 | 674,277.39 | 32.02 |
| 3125 | 9EB | INDIRECT COSTS | 42,498.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 42,498.00 | .00 |
| 3185 | 9EC | CONTRACT SVC-TRAINING | 1,400.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 1,400.00 | .00 |
| 3410 | 9EC | LOCAL TRAVEL | 100.00 | .00 | .00 | 2.68 | .00 | .00 | .00 | .00 | .00 | 2.68 | 97.32 | 2.68 |
| 3510 | 9EC | POSTAGE and MESSENGER SVCS | 100.00 | .00 | .00 | .00 | .00 | .00 | 80.50 | .00 | .00 | 80.50 | 19.50 | 80.50 |
| 4020 | 9EC | BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS | 25,000.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 25,000.00 | .00 |
| 4110 | 9EC | OFFICE SUPPLIES (NOT INCLUDING PRINTING) | 31,155.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 31,155.00 | .00 |
| 4115 | 9EC | MISCELLANEOUS OPERATING SUPPLIES | 30,000.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 30,000.00 | .00 |
| 4123 | 9EC | EQUIPMENT LESS THAN \$1000 | 10,000.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 10,000.00 | .00 |
| 4482 | 9EC | SELF INS-PROP CASUALTY | 155.00 | .00 | .00 | .00 | 188.00 | .00 | .00 | .00 | .00 | 188.00 | -33.00 | 121.29 |
| OBJECT CATEGORY 2 | | | 140,408.00 | .00 | .00 | 2.68 | 188.00 | .00 | 80.50 | .00 | .00 | 271.18 | 140,136.82 | .19 |
| TOTAL UNIT_CD 7537 | | | 1,132,261.00 | 2,919.43 | 4,252.38 | 45,775.83 | 152,841.20 | 107,650.93 | 4,407.02 | .00 | .00 | 317,846.79 | 814,414.21 | 28.07 |
| TOTAL | | | 1,132,261.00 | 2,919.43 | 4,252.38 | 45,775.83 | 152,841.20 | 107,650.93 | 4,407.02 | .00 | .00 | 317,846.79 | 814,414.21 | 28.07 |

P-CARD EXPS. REPORT
FAMILY SERVICES- 062

| Full Name | Comp/Supp Name | Purchase Date | Post Date | Amount | GL: FUND | GL: DEPT | GL: UNIT | SUBUNIT | GL: OBJ | Program | Card Name |
|------------------|---------------------------|---------------|-----------|------------|----------|----------|----------|---------|---------|---------------------|-----------|
| YTON, AMANDA | WM SUPERCENTER | 3/1/2019 | 3/4/2019 | \$24.11 | 7009 | 062 | 7528 | | 4450 | ORANGE COUNTY BOCC- | PCard |
| YTON, AMANDA | WAL-MART #3162 | 3/8/2019 | 3/11/2019 | \$20.12 | 7008 | 062 | 7521 | | | ORANGE COUNTY BOCC- | PCard |
| YTON, AMANDA | WM SUPERCENTER | 3/22/2019 | 3/25/2019 | \$11.04 | 7008 | 062 | 7521 | | | ORANGE COUNTY BOCC- | PCard |
| DNARINE, VIDYA D | HILTON CHARLOTTE EXECUTI | 3/2/2019 | 3/4/2019 | \$549.75 | 7009 | 062 | 7525 | | 3420 | ORANGE COUNTY BOCC- | PCard |
| DNARINE, VIDYA D | ABM PARKING ORLANDO ECONO | 3/2/2019 | 3/5/2019 | \$76.00 | 7009 | 062 | 7525 | | 3420 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | OC FIRE RESCUE FEES | 3/4/2019 | 3/5/2019 | \$211.00 | 7009 | 062 | 7522 | | 3167 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/5/2019 | 3/5/2019 | \$6.26 | 7009 | 062 | 7522 | | 3710 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/5/2019 | 3/5/2019 | \$52.93 | 7009 | 062 | 7522 | | 3710 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/5/2019 | 3/5/2019 | \$52.93 | 7009 | 062 | 7522 | | 4115 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/5/2019 | 3/5/2019 | \$52.93 | 7009 | 062 | 7522 | | 3610 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/5/2019 | 3/5/2019 | \$49.85 | 7009 | 062 | 7522 | | 3710 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/5/2019 | 3/5/2019 | \$49.85 | 7009 | 062 | 7522 | | 4115 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/5/2019 | 3/5/2019 | \$49.85 | 7009 | 062 | 7522 | | 4115 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/5/2019 | 3/5/2019 | \$72.92 | 7009 | 062 | 7522 | | 3710 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/5/2019 | 3/5/2019 | \$72.92 | 7009 | 062 | 7522 | | 3610 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/5/2019 | 3/5/2019 | \$72.92 | 7009 | 062 | 7522 | | 4115 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/5/2019 | 3/5/2019 | \$45.91 | 7009 | 062 | 7522 | | | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/5/2019 | 3/5/2019 | \$45.91 | 7009 | 062 | 7522 | | | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/5/2019 | 3/5/2019 | \$45.91 | 7009 | 062 | 7522 | | | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/5/2019 | 3/5/2019 | \$40.87 | 7009 | 062 | 7522 | | 3610 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/5/2019 | 3/5/2019 | \$40.87 | 7009 | 062 | 7522 | | 3610 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/5/2019 | 3/5/2019 | \$40.87 | 7009 | 062 | 7522 | | 4115 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/6/2019 | 3/6/2019 | \$125.69 | 7009 | 062 | 7522 | | 3710 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/6/2019 | 3/6/2019 | \$125.69 | 7009 | 062 | 7522 | | 3610 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/6/2019 | 3/6/2019 | \$125.69 | 7009 | 062 | 7522 | | 3710 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/6/2019 | 3/6/2019 | \$125.69 | 7009 | 062 | 7522 | | 4115 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/6/2019 | 3/6/2019 | \$125.69 | 7009 | 062 | 7522 | | 3610 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/6/2019 | 3/6/2019 | \$125.69 | 7009 | 062 | 7522 | | 3610 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | READYREFRESH BY NESTLE | 3/6/2019 | 3/6/2019 | \$125.69 | 7009 | 062 | 7522 | | 3610 | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | TEACHERSPAYTEACHERS.COM | 3/28/2019 | 3/29/2019 | \$315.20 | 7008 | 062 | 7522 | | | ORANGE COUNTY BOCC- | PCard |
| CK, CORTINA | KENSON KIDS | 3/28/2019 | 3/29/2019 | \$239.60 | 7008 | 062 | 7522 | | | ORANGE COUNTY BOCC- | PCard |
| ORES, DAISY | PUBLIX #436 | 3/4/2019 | 3/5/2019 | \$51.96 | 7009 | 062 | 7522 | | 4135 | ORANGE COUNTY BOCC- | PCard |
| ORES, DAISY | PUBLIX #1440 | 3/8/2019 | 3/11/2019 | \$171.39 | 7409 | 062 | 7524 | | 4135 | ORANGE COUNTY BOCC- | PCard |
| ORES, DAISY | PUBLIX #1440 | 3/8/2019 | 3/11/2019 | \$171.39 | 7009 | 062 | 7522 | | 4130 | ORANGE COUNTY BOCC- | PCard |
| ORES, DAISY | PUBLIX #1440 | 3/8/2019 | 3/11/2019 | \$171.39 | 7009 | 062 | 7522 | | 4135 | ORANGE COUNTY BOCC- | PCard |
| ORES, DAISY | MERA BAZAR | 3/25/2019 | 3/27/2019 | \$69.90 | 7409 | 062 | 7524 | | 4135 | ORANGE COUNTY BOCC- | PCard |
| ORES, DAISY | PUBLIX #1501 | 3/27/2019 | 3/28/2019 | \$123.98 | 7009 | 062 | 7522 | | 4135 | ORANGE COUNTY BOCC- | PCard |
| ORES, DAISY | PUBLIX #1501 | 3/27/2019 | 3/28/2019 | \$123.98 | 7409 | 062 | 7524 | | 4135 | ORANGE COUNTY BOCC- | PCard |
| ORE, ANGELA M | SOUTHWES 5262444849146 | 2/27/2019 | 3/1/2019 | \$331.96 | 7009 | 062 | 7525 | | 3420 | ORANGE COUNTY BOCC- | TCard |
| ORE, ANGELA M | FLORIDA HEAD START ASSOCI | 3/1/2019 | 3/4/2019 | \$1,875.00 | 7009 | 062 | 7525 | | 4030 | ORANGE COUNTY BOCC- | TCard |
| ORE, ANGELA M | HILTON CHARLOTTE EXECUTI | 3/2/2019 | 3/4/2019 | \$549.75 | 7009 | 062 | 7525 | | 3420 | ORANGE COUNTY BOCC- | TCard |
| ORE, ANGELA M | ORLHLTHFOUNDATION | 3/7/2019 | 3/8/2019 | \$1,040.00 | 7007 | 062 | 7525 | | | ORANGE COUNTY BOCC- | TCard |
| ORE, ANGELA M | ORLHLTHFOUNDATION | 3/7/2019 | 3/8/2019 | \$130.00 | 7007 | 062 | 7525 | | | ORANGE COUNTY BOCC- | TCard |
| ORE, ANGELA M | HILTON HOTELS MYRTLE | 3/8/2019 | 3/11/2019 | \$305.33 | 7007 | 062 | 7525 | | | ORANGE COUNTY BOCC- | TCard |
| ORE, ANGELA M | HILTON HOTELS MYRTLE | 3/8/2019 | 3/11/2019 | \$305.33 | 7007 | 062 | 7525 | | | ORANGE COUNTY BOCC- | TCard |

Policy Council Meeting

Monday, April 8, 2019

Board Agenda Items Report

By: Khadija Pirzadeh, Contract Administrator

The following agenda items were submitted for approval to the Orange County Board of County Commissions meetings scheduled on **March 26, 2019:**

1. Policy Council Program Information and Updates (February 2019)



I. CONSENT AGENDA
COMMUNITY AND FAMILY SERVICES
DEPARTMENT

1

Interoffice Memorandum

March 11, 2019

AGENDA ITEM

TO: Mayor Jerry L. Demings
-AND-
Board of County Commissioners

THRU: Lonnie C. Bell, Jr., Director *Lonnie C Bell*
Community and Family Services Department

FROM: Sonya L. Hill, Manager
Head Start Division
Contact: Khadija Pirzadeh, (407) 836-8912
Sonya Hill, (407) 836-7409

SUBJECT: Consent Agenda Item – March 26, 2019
Filing of Head Start Policy Council Program Information and Updates
for the Official County Record

The Head Start Division requests filing of the program information and updates and meeting minutes for the official county record:

| | |
|---|------------------|
| Head Start Policy Council Program Information and Updates | February 2019 |
| Head Start Policy Council Meeting Minutes | January 24, 2019 |

ACTION REQUESTED: Receipt and filing of Head Start Policy Council Program Information and Updates February 2019 and Head Start Policy Council Meeting Minutes January 24, 2019 for the official county record.

SH/kp:jam

Attachment

- c: Randy Singh, Deputy County Administrator
- Cristina Berrios, Assistant County Attorney, County Attorney's Office
- John Petrelli, Director, Risk Management and Professional Standards
- Yolanda Brown, Manager, Fiscal Division, Community and Family Services Department
- Jamille Clemens, Grants Supervisor, Finance Division
- Nanette Melo, Management & Budget Administrator, Office of Management and Budget

**Head Start Policy Council
Human Resources Committee
March 2019 Actions**

I. Pending Approval for hire

| Job Title | Candidate's Name |
|-----------|------------------|
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

II. Termination from employment (Involuntarily)

| Job Title | Reason | Employee's Name |
|-----------------------|-----------------------------|-----------------------|
| Sr. Technician Casual | End of Temporary Employment | Medgine Jean Baptiste |
| | | |
| | | |
| | | |

III. Separation from employment (Voluntarily)

| Job Title | Reason | Employee's Name |
|--------------------------|----------------|-----------------------|
| Licensed Practical Nurse | Another Job | Kimberly McCrimon |
| Licensed Practical Nurse | Family Reasons | Maria Gonzalez |
| Teacher Assistant | Family Reasons | Carla Alamo Rodriguez |
| Teacher's Aide | Other Reasons | Eman Jadallah |

IV. Current Head Start Openings – As of 04/08/19

| Job Title | Number of Positions | Potential Candidates in process for hire |
|-----------------------------------|---------------------|---|
| Administrative Specialist | 1 | |
| Assistant Nutrition Coordinator | 1 | |
| Facilities Maintenance Supervisor | 1 | |
| Teacher Assistant | 9 | |
| Teacher | 2 | |
| Licensed Practical Nurse | 3 | |
| | | |
| | | |

Orange County Head Start

Parent Family and Community Engagement 2018-2019

Monthly Report: March 2019

- (13) Home visits for attendance.
- (4) Families received Crisis/Emergency Assistance.
- (17) Parents received Educational Services.
- (504) Health Services Follow ups were done by Family Service Worker.
- (46) Families were referred for family services.
- (446) were provided families services
- (19) Parent Meetings were held this month. (525) parents attended parents meetings and (60) males attended during the month.
- (19) Fatherhood Activities was held this month. (112) Fathers attended fatherhood initiatives.
- (17) Parents Trainings were held this month. (397) parents attended Parents Trainings.

Trainings/Activities:

- Importance of Health Records
- Cooking Matters
- Oral Health
- Kindergarten Transition
- Returning Enrollment
- Getting Ahead in a Just By World
- Home Ownership
- Children's Home Society
- Banking
- Job Literacy
- Job Skills
- FSSP Program-Community Action
- Dealing with Social Networks at Home
- Attendance Policies-90% Attendance Requirement
- Head Start Operations Policy-Requirements for Parent Participation

**Orange County Head Start
Policy Council
Meeting: March 28, 2019
Director's Program Information Update**

Orange County Head Start Division Administration Updates

- The Office of Head Start sent out a Notice of Proposed Rule Making (NPRM) to remove the requirement for all Head Start programs to serve 100 percent of their preschool center-based children for a full-school day and full school year (1020 annual hours) by August 1, 2021. The goal of the NPRM is to restore to programs the autonomy and flexibility to design program schedules that best meets their community's needs, increase transparency for and reduce regulatory burdens on Head Start programs and prevent possible large reduction in the number of children served as a result of a federal requirement.
- In light of all the recent violence around the country, the Office of Head Start provided guidance on how to prepare and respond to potentially violent situations that might arise at Head Start centers. Orange County Head Start has procedures in place for all emergency situations. The plans are updated yearly and staff complete drills according to the planned situation. This is to help both the staff and children become comfortable with the planned drills.
- Orange County Head Start was invited to present during the National League of Cities presentation hosted by the City of Orlando and Early Learning Coalition of Orange County. Head Start presented on best practices in Early Childhood Education and highlighted the governance structure and parent engagement. The Chair of the Policy Council and other parents were present to provide testimonies regarding their participation.
- Orange County Head Start participated in the informational sessions hosted by the CCC by having a presence at the four meetings presented around the county. Several Head Start contracted partners were on site learning how to work with the County in an additional capacity.
- Orlando Science Center, Science for All committee meets and invited Head Start to participate. The Science for All program offer \$25 Annual passes to families receiving various state and federal services such as Head Start, Women Infant and Children (WIC), Temporary Assistance to Needy Families (TANF), and Social Security Supplemental Income (SSI). The committee strategized various ways to get the information out to qualifying families and to help parents apply.
- The Head Start training for governing board members per the Head Start Act was held with District 3 Commissioner Uribe. The training covered the Governance structure, Eligibility, Recruitment, Selection, Attendance and Enrollment process, roles and responsibilities and Standard Operating Procedures.

Early Childhood Development & Education

- School Readiness committee meeting held. The focus of the meeting was on Kindergarten transition. The committee worked to develop strategies to ensure effective transition. The committee also selected items that could be included in the transition packets. The committee proposed providing all children transitioning to kindergarten the packet to ensure materials are available for continued learning during the summer months.

- The Gift of Swimming held its annual swimming competition that highlighted several of the Head Start children. One child was provided a scholarship that allows her to swim with the Gift of Swimming until she graduates from high school

Parent, Family and Community Engagement (PFCE)

- The PFCE unit completed a site visit to the Adult Literacy League office to learn more about the services available to participants of Head Start according to the contract. An action plan was developed to ensure the utilization of the agreement by the Head Start program. The counselors from the Adult Literacy League will start attending the parent meetings completing informational and educational workshops to ensure families are educated on services offered.
- The PFCE unit continues to hold the weekly Getting Ahead meetings with over 20 participants in the groups. The group is getting ready for the transition to the Staying Ahead program.

Childhood Health and Developmental Services (CHDS)

- The medical and dental and nutrition unit made supervisory transitions. The medical and dental unit is now being supervised by the Head Start Director. The nutrition unit is being supervised by the Fiscal program Manager. These changes were due to the pending retirement of the senior program manager. The units will transition back under the Registered Nurse and Program Manager when selected and hired.

Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA)

- The ERSEA unit continues to focus on recruitment and eligibility for 2019-2020.
- The Family Service Workers attended community outreach events.

Fiscal Infrastructure

- Budget season kicked off and budget was developed to align with strategic goals. The budget was reviewed with the Director and Fiscal Manager. The program is requesting \$60,000 to add a modular unit for Ventura Head Start due to growth.
- Meeting with the Compensation Unit to discuss the new and re-class positions added with the Cost Of Living Adjustment (COLA). The program will add a Registered Nurse position, Family Service Worker, Maintenance Tech, and increase the work weeks for the LPNs.

Meetings and Events for March 2019

- Board of Directors Meeting with Early Learning Coalition of Orange County
- Division Manager & Community & Family Services Director One on One meeting
- Policy Council Executive Committee meeting
- Community Action Board Meeting



ORANGE COUNTY HEAD START 2018-2019

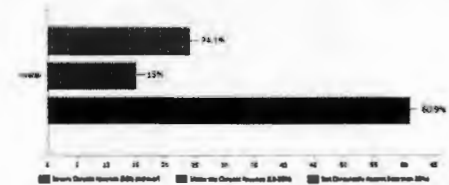
ERSEA REPORT

MONTH: MARCH

YEAR: 2019

| Sites | Funded Enrollment | Monthly Actual Enrollment | 10% IEP Actual Enrollment | Drops YTD | Monthly Waiting List | Monthly New Applications | Monthly Attendance 19 Days | Monthly Chronic Absenteeism | Chronic Absenteeism Last Month |
|-----------------------|-------------------|---------------------------|---------------------------|-------------|----------------------|--------------------------|----------------------------|-----------------------------|--------------------------------|
| Aloma | 37 | 37 | 5% | 5 | 1 | 7 | 93% | 43% | 35% |
| Bithlo | 34 | 33 | 8% | 7 | 4 | 3 | 84% | 32% | 57% |
| Callahan | 49 | 49 | 2% | 8 | 2 | 6 | 89% | 52% | 40% |
| Denton Johnson | 34 | 34 | 8% | 5 | 8 | 7 | 90% | 44% | 47% |
| Dillard | 34 | 34 | 8% | 1 | 1 | 9 | 90% | 52% | 47% |
| Dover Shores | 40 | 40 | 20% | 6 | 14 | 8 | 89% | 46% | 55% |
| East Orange | 120 | 118 | 13% | 18 | 18 | 37 | 91% | 34% | 40% |
| Engelwood | 60 | 59 | 26% | 6 | 19 | 19 | 94% | 27% | 18% |
| Evans | 13 | 12 | 7% | 2 | 5 | 1 | 91% | 46% | 38% |
| Frontline | 77 | 77 | 6% | 10 | 2 | 16 | 95% | 24% | 26% |
| Hal P Marston | 103 | 103 | 10% | 9 | 22 | 12 | 89% | 46% | 38% |
| John Bridges | 120 | 118 | 5% | 16 | 18 | 23 | 91% | 40% | 35% |
| Lila Mitchell | 71 | 71 | 8% | 3 | 27 | 12 | 89% | 38% | 36% |
| McCoy | 40 | 39 | 25% | 6 | 3 | 4 | 87% | 37% | 50% |
| Pine Hills | 200 | 198 | 9% | 20 | 25 | 43 | 91% | 33% | 35% |
| SO YMCA | 60 | 59 | 0 | 5 | 7 | 19 | 88% | 39% | 50% |
| Southwood | 120 | 120 | 15% | 16 | 28 | 21 | 90% | 41% | 40% |
| Taft | 120 | 119 | 10% | 16 | 4 | 29 | 90% | 42% | 42% |
| Three Points | 57 | 57 | 15% | 6 | 13 | 16 | 88% | 52% | 46% |
| Ventura | 34 | 34 | 17% | 2 | 2 | 6 | 88% | 44% | 41% |
| WS ELC | 79 | 79 | 10% | 6 | 14 | 20 | 90% | 36% | 41% |
| WS Elementary | 34 | 34 | 17% | 4 | 1 | 4 | 94% | 35% | 23% |
| Total | 1536 | 1524 (99%) | 171 (11%) | 177 | 238 (15%) | 322 | 89% | 39% | 39% |
| Goal | 1536 | 1536 | + 154 (10%) | -191 | + 154 (10%) | 48 | 90% | -30% | |
| Previous Month | 1536 | 1528 (99%) | 162 (10.5%) | 155 | 237 (15%) | 41 | 90% | 39% | |

| Monthly Chronic Absenteeism | Current Month | Monthly Goal | Previous Month | Reasons w/ Highest Percentages |
|---|---------------|--------------|----------------|--------------------------------|
| Severe Chronic Absences (20% Over) | 24% | 10% (154) | 16% | Sick or Dr's Appointment 38% |
| Moderate Chronic Absences (10-20% Over) | 15% | 20% (307) | 22% | Unexcused/No Show 31% |
| Not Chronically Absent (Less than 10%) | 60% | 70% (1075) | 60% | Transportation 9% |



ORANGE COUNTY HEAD START 2018-2019

ERSEA REPORT

| Site | Funded Enrollment | Returning Children | New Applications Needed by Site for Selections | Total Applications Completed for Selections | Recruitment Efforts |
|-------------------------------------|-------------------|--------------------|--|---|---|
| Aloma | 37 | 14 | 29 | 13 | |
| Bithlo | 34 | 13 | 28 | 11 | Publix, Jackson Hewitt, Fantastic Sam, Papa Gios, Fifth Third Bank, East River High, Orange Tech College, Wedgefield Fam Dollar |
| Callahan | 49 | 25 | 32 | 15 | |
| Denton Johnson | 34 | 19 | 20 | 15 | |
| Dillard | 34 | 15 | 21 | 17 | |
| Dover Shores | 40 | 12 | 34 | 14 | |
| East Orange | 120 | 40 | 96 | 69 | AORC-Access Outreach, Children with Central Illness-Gift Kids the World, Dream Foundation, Outreach Community Center, Park Manor Estates, Vista Cove, Orlando Acres |
| Engelwood | 60 | 20 | 45 | 30 | Orange County Library System, Pediatric Care Group, Engelwood NCF |
| Evans | 13 | 10 | 5 | 6 | |
| Frontline | 77 | 39 | 49 | 20 | Landon Pointe Apts, Castillan Apts, Rainbow Coin Laundry |
| Hal P Marston | 103 | 50 | 60 | 17 | Cypress Point Apts, Hibiscus Place Apts, Ivey Lane Apts Homes, 4-C |
| John Bridges | 120 | 55 | 80 | 56 | Goodwill Job Fair, Wheatley Elem, Community Health Dental Office, Lovell Elem, Apopka Library |
| Lila Mitchell (Pending New Site) | 71 | 18 | 57 | 32 | |
| McCoy | 40 | 18 | 28 | 9 | |
| Pine Hills | 200 | 75 | 143 | 81 | Bravo, ET Nails & Spa, Dominos, Final Touch Beauty |
| SO YMCA | 60 | 27 | 38 | 27 | Rapid Insurance, Meadowwoods Elem, Southwood Elem |
| Southwood | 120 | 46 | 88 | 39 | Howard Johnson Hotel, Royal Inn |
| Taft | 120 | 55 | 79 | 52 | Boys & Girls Club, Royal Place Aprs, Greenwich Apts, Sand Lake Pointe Apts |
| Three Points | 57 | 30 | 34 | 10 | Orlando Fam Medicine, Precare Fam Medical, Fountains at Lingo Cove |
| Ventura | 34 | 17 | 20 | 13 | |
| WS ELC | 79 | 36 | 49 | 40 | JRPC Dental Care, Rapid Cash, Laundry Express, Ghislaine Cintron-Club at Millenia, Ivey Lane Homes, Safety of Wealth |
| WS Elementary | 34 | 11 | 28 | 9 | Ivey Lane Elementary, Safety of Wealth, Neighborhood Store |
| Total | 1536 | 645 | 1063 | 594 | |

MARCH 2019 Updates/Highlights:

- Central Florida Fair
- He Got Up! (two events)
- Kids' Closet
- Walk-in Wednesdays at 4-C

ORANGE COUNTY FAMILY SERVICES DEPARTMENT
 HEAD START DIVISION
 CHILDHOOD HEALTH & DEVELOPMENTAL SERVICES UNIT

NUTRITION MONTHLY REPORT
2018-2019 PROGRAM YEAR

STAFF: DAISY FLORES

REPORTED MONTH: March 2019

Reporting for HS Centers: Aloma, Bithlo, Dover Shores, East Orange, Englewood, Lila Mitchell, McCoy, YMCA, Southwood, Taft, Three Points, Ventura

| Compliance Indicators | Benchmark | Beginning of School Year | Reporting for This Month | Year - To- Date |
|--|-----------|--------------------------|--------------------------|-----------------|
| <i>Number of children on WIC.</i> | | 0 | | |
| <i>Number of parents interested in WIC benefits.</i> | | 0 | | |
| a. Acquired WIC benefits. | 100% | 0 | | |
| <i>Number of Growth Assessment screening completed.</i> | 100% | 0 | 1 | |
| <i>Number of children with BMI as Underweight.</i> | | 0 | | |
| a. Number of children referred for Counseling. | 100% | 0 | 4 | |
| b. Number of children with Denied Counseling. | 0% | 0 | | |
| c. Number of children with Accepted Counseling. | 100% | 0 | | |
| d. Number of children on WIC Counseling. | 100% | 0 | | |
| e. Increased weight | 100% | 0 | | |
| f. Decreased weight | 0% | 0 | | |
| g. Maintained same weight. | 0% | 0 | | |
| <i>Number of children with BMI as Overweight.</i> | | 0 | | |
| a. Number of children referred for Counseling. | 100% | 0 | | |
| b. Number of children with Denied Counseling. | 0% | 0 | | |
| c. Number of children with Accepted Counseling. | 100% | 0 | | |
| d. Number of children on WIC Counseling. | 100% | 0 | | |
| e. Increased weight | 0% | 0 | | |
| f. Decreased weight | 100% | 0 | | |
| g. Maintained same weight. | 0% | 0 | | |
| <i>Number of children with BMI as Obese.</i> | | 0 | | |
| a. Number of children referred for Counseling. | 100% | 0 | | |
| b. Number of children with Denied Counseling. | 0% | 0 | | |
| c. Number of children with Accepted Counseling. | 100% | 0 | | |

| | | | | |
|--|------|---|--|--|
| d. Number of children on WIC Counseling. | 100% | 0 | | |
| e. Increased weight | 0% | 0 | | |
| f. Decreased weight | 100% | 0 | | |
| g. Maintained same weight. | 0% | 0 | | |

Number of children with special diet.

| | | | | |
|--------------------------|--|---|----|--|
| a. Food Allergies | | 0 | 13 | |
| b. Religious | | 0 | | |
| c. Preference | | 0 | | |
| d. Other (Specify) _____ | | 0 | | |

Number of Nutrition Action Plans completed and discussed with teaching staff.

| | | | | |
|--|------|---|----|--|
| | 100% | 0 | 21 | |
|--|------|---|----|--|

Ongoing Monitoring Visits (USDA / Head Start)

| | | | | |
|------------|-------|--|--|--|
| a. Center: | Date: | | | |
| b. Center: | Date: | | | |
| c. Center: | Date: | | | |
| d. Center: | Date: | | | |
| e. Center: | Date: | | | |
| f. Center: | Date: | | | |
| g. Center: | Date: | | | |
| h. Center: | Date: | | | |
| i. Center: | Date: | | | |
| j. Center: | Date: | | | |

Nutrition Technical Assistance to Staff

| | | | | |
|------------------------------------|--|---|---|--|
| a. Center: East Orange #Staff: 6 | | 0 | 0 | |
| b. Center: Lila Mitchell #Staff: 1 | | 0 | 0 | |
| c. Center: Three Points #Staff: 2 | | 0 | 0 | |
| d. Center: _____ # Staff: _____ | | 0 | 0 | |
| e. Center: _____ # Staff: _____ | | 0 | 0 | |

Meetings/Staff Trainings

| | | | | |
|------------------------------|-----------------|--------|--|--|
| Meetings/Staff Trainings | | | | |
| b. Type: Microsoft Publisher | Date: 3/13/2019 | Myself | | |
| c. Type: | Date: | | | |
| d. Type: | Date: | | | |
| e. Type: | Date: | | | |
| f. Type: | Date: | | | |

Parent Trainings

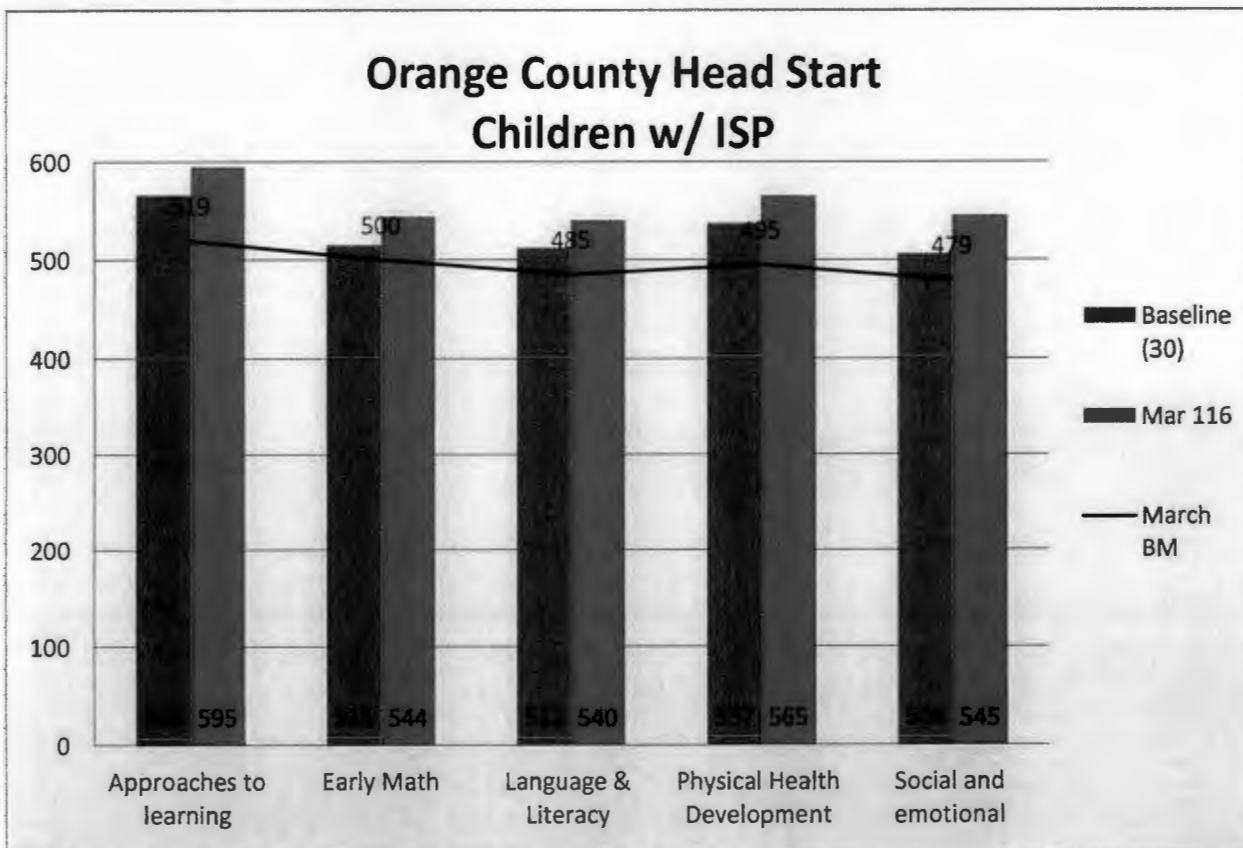
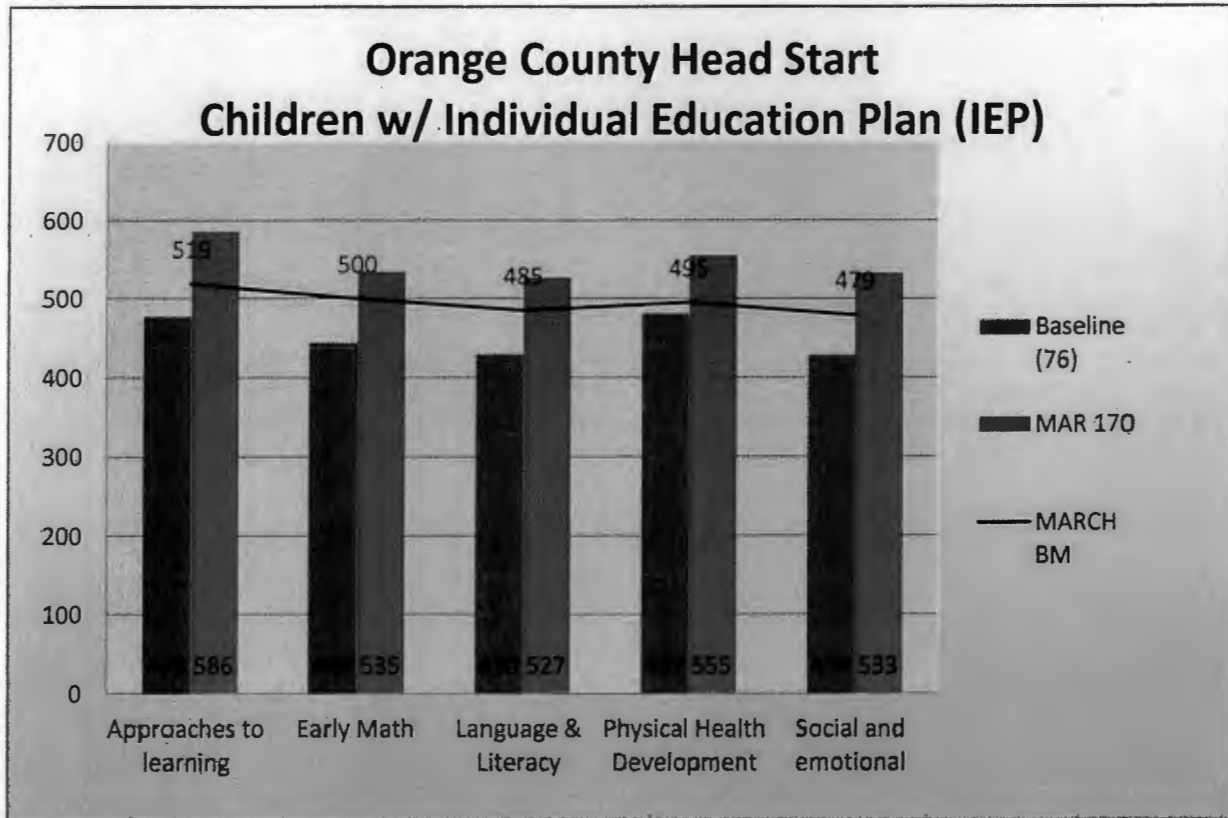
| | | | | |
|------------------------|----------------|--|--|--|
| a. Type: Poor Appetite | Date: 3/6/19 | | | |
| b. Type: Poor Appetite | Date: 3/7/2019 | | | |
| c. Type: | Date: | | | |
| d. Type: | Date: | | | |
| e. Type: | Date: | | | |

Nutrition Supply Distribution to HS Centers

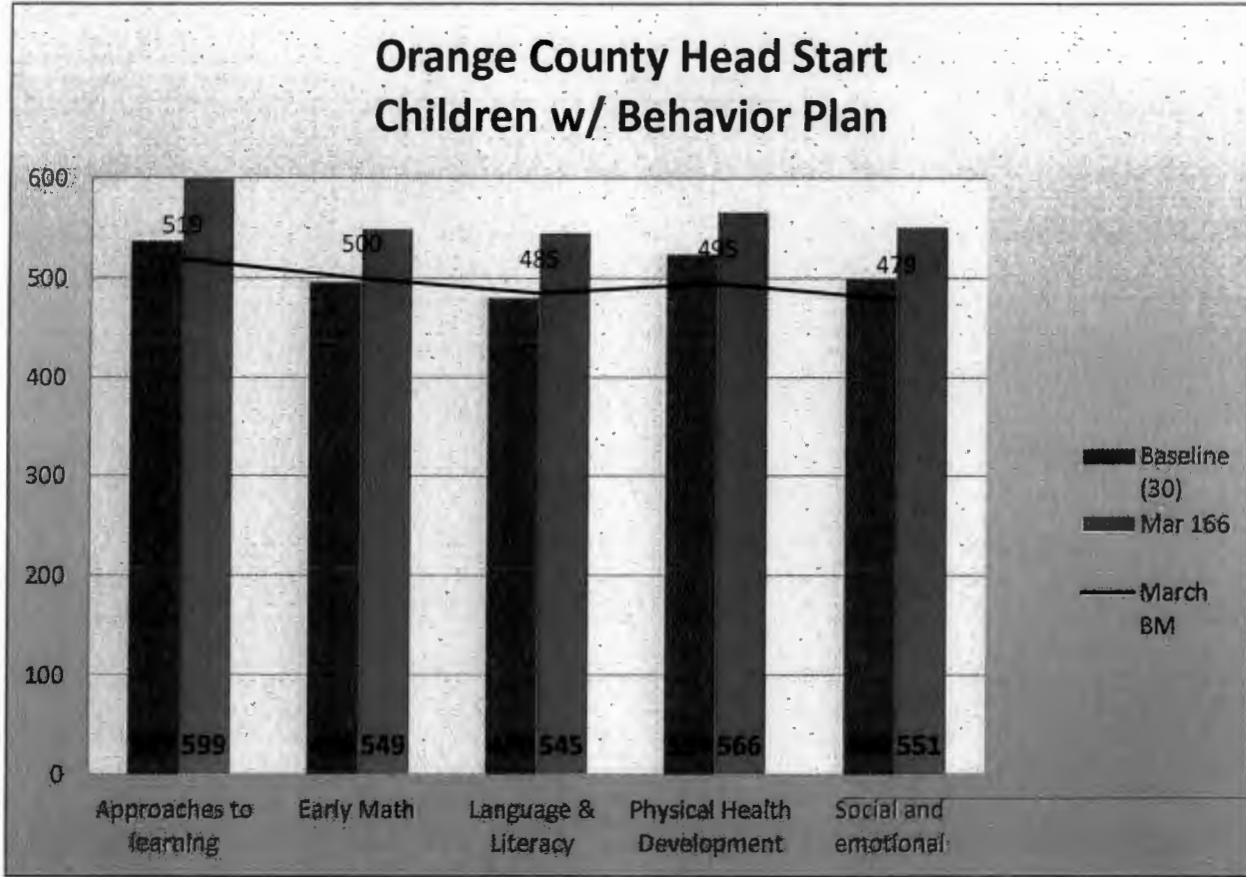
| | | | | |
|---|-----------|----------------|--|--|
| a. Type: Special Diet Food | Southwood | Date: 3/4/2019 | | |
| b. Type: Special Diet Food/Kitchen Supplies | Date: | | | |
| c. Type: Special Diet Food/Kitchen Supplies | Date: | | | |
| d. Type: Special Diet Food/Kitchen Supplies | Date: | | | |

| | | | |
|---|------------------|-------------|-----------------|
| e. Type: Special Diet Food | | East Orange | Date: 3/8/2019 |
| g. Type: Special Diet Food | | Southwood | Date: 3/25/2019 |
| h. Type: Special Diet Food | | Taft | Date: 3/28/2019 |
| i. Type: Emergency Food | | Date: | |
| j. Type: Special Diet Food | | Date: | |
| Number of meals consumed by children | | | |
| | 100% | | |
| a. Breakfast | 100% | | 19,405 |
| b. Lunch | 100% | | 20,029 |
| c. Snack | 100% | | 16,667 |
| Number of meals disallowed | 0% | | 0 |
| Number of monthly nutrition activities at centers | 220 (22x10 mo.) | | 0 |
| Number of meals consumed by staff | | | |
| | 100% | | |
| a. Breakfast | 100% | | 1,094 |
| b. Lunch | 100% | | 1,065 |
| Number of USDA/HS monitoring visits | 88 (22x4 visits) | | 0 |

Mental Health & Disability Child Assessment Outcomes August 13, - March 31, 2019

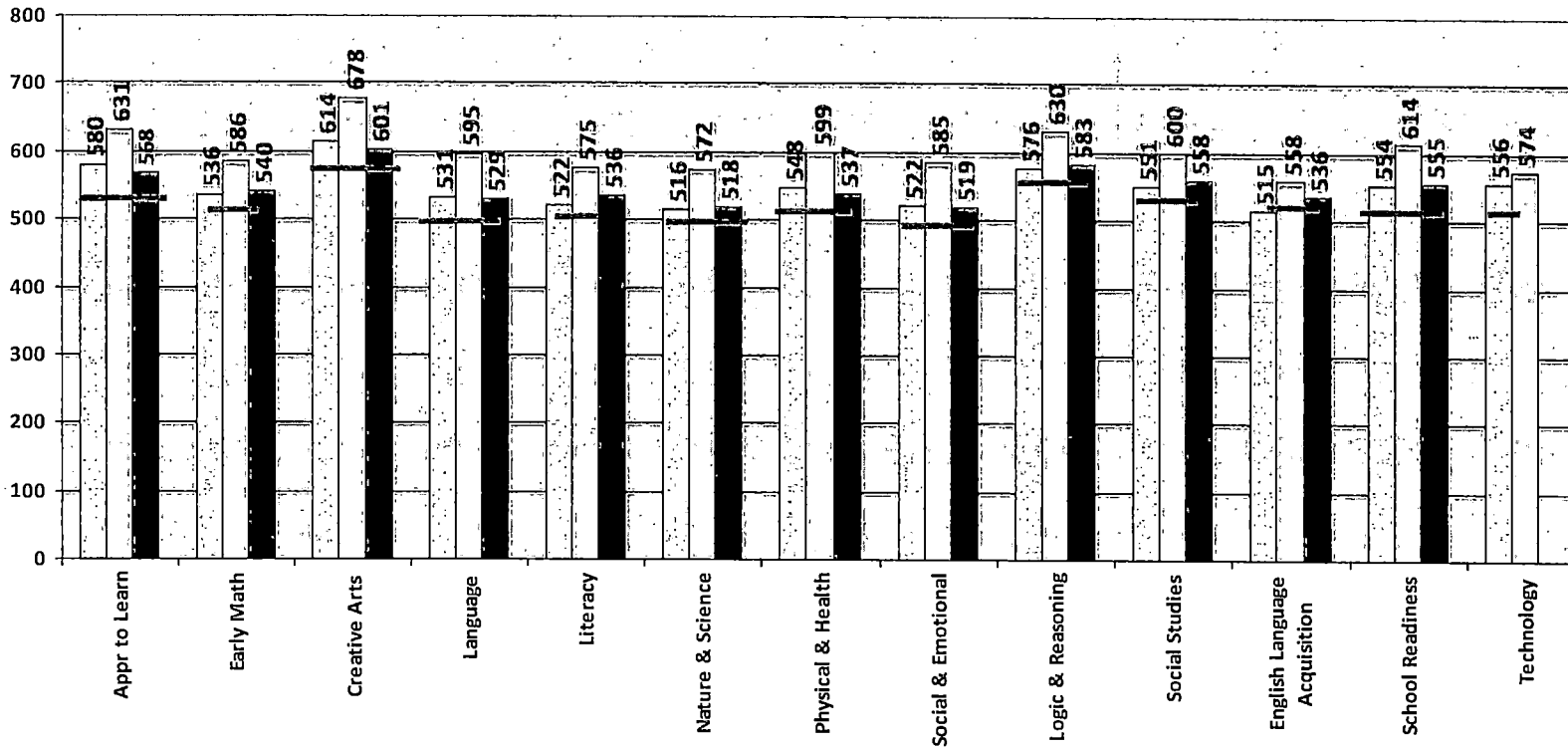


Mental Health & Disability Child Assessment Outcomes August 13, - March 31, 2019



| March Benchmarks (BM) | |
|-----------------------------|-----|
| Approaches to Learning | 519 |
| Early Math | 500 |
| Language & Literacy | 485 |
| Physical Health Development | 495 |
| Social and emotional | 479 |

Orange County Head Start
Early Childhood Assessment Scores
Four Years Old (4 Yrs)
August 13, 2018 – March 31, 2019

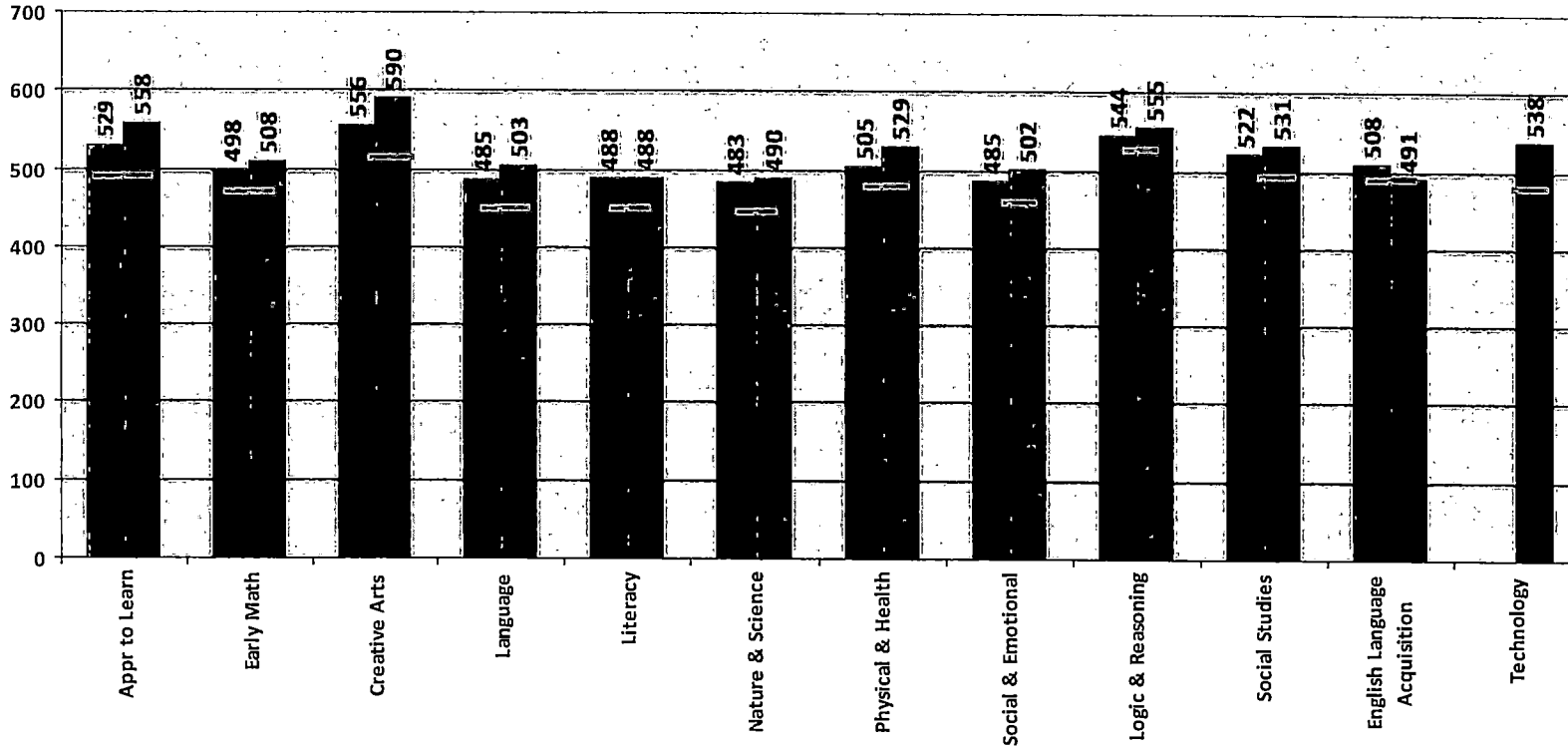


| March 2019 | |
|------------|-----|
| Enrollment | |
| Total | |
| APL | 521 |
| EM | 524 |
| CA | 512 |
| LANG | 505 |
| LIT | 515 |
| NS | 507 |
| PHD | 514 |
| SED | 560 |
| LR | 530 |
| SS | 540 |
| ELA | 529 |
| TECH | 537 |
| SR | 527 |

*The Developmental Scores (DL) indicates the Orange County Head Start first and second year enrolled children's position in the Galileo Developmental Progression Validated System in comparison with the Nation.

| | |
|--|------|
| OCHS 1 st Year 4 years old total number children enrolled 370 | |
| OCHS 2 nd Year 4 years old total number children enrolled 534 | |
| Nation 4 years old total children using Galileo system | 9796 |

Orange County Head Start
 Three Years Old (3yrs)
 Early Childhood Assessment Scores
 August 13, 2018 – March 31, 2019



| March 2019 | |
|------------|------|
| Domain | 3yrs |
| APL | 496 |
| EM | 475 |
| CA | 519 |
| LG | 454 |
| LT | 464 |
| NS | 453 |
| PHD | 475 |
| SE | 453 |
| LR | 525 |
| SS | 497 |
| ELA | 490 |
| TECH | 488 |

*The Developmental Scores (DL) indicates the Orange County Head Start children's position in the Galileo Developmental Progression Validated System in comparison with the Nation.

| |
|--|
| Nation 3 yrs total children using Galileo system up to March 31, 2019 = 8692 |
| Orange County 3 yrs total children enrolled up March 31, 2019 = 646 |

Self-Assessment Timeline



Design

Engage Team

Analyze

Recommend

Prepare Report

Activities

- Develop Plan
- Identify team members
- Review plan with Policy Council (PC) & Governing Body (GB)

- Provide Orientation
- Review Last Year's Results
- Share Plan
- Share Program Data

- Analyze Ongoing Monitoring Results & Multi-Year Data
- Identify Strengths & Improvements
- Evaluate Progress on Goals

- Review discoveries
- Identify themes
- Create & categorize final recommendations
- Provide feedback on the SA process

- Prepare SA report
- Submit report to PC and GB for approval
- Submit approved report to Regional Office

Outcomes

- Self-Assessment (SA) Plan
- SA Team

- Team members oriented to the SA process

- Formulated Discoveries

- Final Recommendations
- Feedback surveys

- Final Report
- Approvals from PC & GB

2019 SELF-ASSESSMENT IMPLEMENTATION PLAN

Orange County Head Start Community & Family Services Dept.

Objectives:

In accordance with 1302.102(b)(2), 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, compliance with program performance standards throughout the program year, and the effectiveness of the professional development and family engagement systems in promoting school readiness.

Plan:

The Self-Assessment will be conducted in 7 phases, inclusive of a pre and post phase. The pre-phase will take place from January to February, at which time the management team will have reviewed a full set of program-year data in order to determine topics for Self-Assessment. Phase 1 will take place from February to March, in which the Self-Assessment leadership team will convene to design the process for the annual self-assessment and inform the Policy Council and governing board. The Self-Assessment team will convene over a two week period, in April, in order to complete phase 2 through 4 of the Self-Assessment process. Phase 5 and Post-phase will be completed between April and May in order to engage in program planning.

In alignment with best practices, the Self-Assessment team will use a strength-based approach to analyze program data, such as ongoing monitoring results and multi-year data, in order to identify areas of strength and opportunities for continuous improvement. The team will be divided into sub-groups based on focus area topics and members selected for each sub-group will have expertise and/or an interest based on that topic. Each sub-group will designate a lead to document discoveries and recommendations generated from their review of the data.

Each sub-group will be provided a Summary Sheet of information related to the focus area topic. Guiding questions will be provided so that discussion amongst team members drives the review process and generates ideas for improvement. The team will review and analyze program data and examine progress on goals and objectives to formulate discoveries. Discoveries from each sub-group will be documented by the lead on the Discoveries form.

Once sub-groups have formulated discoveries, the larger Self-Assessment team will reconvene. Leads will be asked to present the discoveries from their sub-group so that the team can look at all discoveries, identify themes, and make final recommendations. Final recommendations will be documented on the Summary of Recommendations form. Each recommendation will be categorized to identify whether it is related to progress on goals and objectives, systemic issues, or an innovation that will benefit the program. These recommendations will be used to inform the Self-Assessment Report.

Team Members:

The team will be made up of management and staff as well as a mixture of policy council members and community partners. The members selected will have inquiry skills, group processing skills, data analysis techniques and facilitation skills.

1) Leadership Team:

Facilitators: Head Start Division Manager and QA

Content Experts: Sr. Program Managers and Sr. Staff

2) Sub-Group Participants:

Staff, Policy Council, Community Partners

Focus Areas:

- 1) Health and Safety – Strategies for improving the system of Safety and Injury Prevention
- 2) School Readiness – Progress on cultivating Staff Improvement in Social & Emotional Development
- 3) Ongoing Monitoring and Follow Up – Progress on improving monitoring oversight for PFCE and implement strategies that will ensure follow up with families occurs in accordance with standard operating procedure.
- 4) Ongoing Monitoring – Progress on improving monitoring oversight for Health and Nutrition
- 5) Chronic Absenteeism and Retention– Improve the process to address moderate and severe absences, including follow up and documentation and implement strategies to increase retention of children and families