



# Monthly Program Update

## Snohomish County Early Head Start

**DATE:** September 19, 2024  
**TO:** Snohomish County Council  
**FROM:** Karen Matson, Human Services Department Division Manager  
**TOPIC:** Early Head Start Governance – August 2024

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### REPORT PURPOSE:

- |   |   |
|---|---|
| <input type="checkbox"/> A. Early Head Start Personnel Actions          | <input checked="" type="checkbox"/> D. Governing Bodies Communication |
| <input checked="" type="checkbox"/> B. Early Head Start Program Reports | <input checked="" type="checkbox"/> E. Correspondence                 |
| <input type="checkbox"/> C. Early Head Start Governance                 |   |

#### A. EARLY HEAD START PERSONNEL ACTIONS

Governing body approval required for all personnel actions, to ensure participation of parents in hiring and agency personnel policies are followed.

No personnel action in August 2024.

#### B. EARLY HEAD START PROGRAM REPORTS AND UPDATES

Governing body must review financial statements and other program reports as part of program and fiscal oversight.

##### Monthly Fiscal Management Report

August 2024 attached

##### Monthly Credit Card Usage Report

August 2024 attached

##### Program Enrollment and Attendance – Program Year to Date

Early Head Start program enrollment as of August 31, 2024:

- Total enrollment: 85
- % of Over-Income Families (100-130% FPL): 5%
- % of Over-Income Families (> 130% FPL): 6%
- % of Children with an IFSP: 22%
- Current Waiting List: 16
- % of Completed Home Visits: 72%
- Vacancies over 30 Days: 0

##### Annual Program Information Report Data 2023-2024

- Pregnant People: 16
- Children Under 1 Year: 36
- Children 1 – 2 Years: 39

- Children 2 – 3 Years: 34
- Families with home language other than English: 67
- Well-Child Exams: 94%
- Dental Screenings: 82%
- Immunizations: 91%

### **Other Reports**

None

### **C. EARLY HEAD START GOVERNANCE**

The Governing Body is required to review and approve periodic programmatic reports, processes, and outcomes, including but not limited to Self-Assessment, Eligibility Recruitment Selection Enrollment Attendance (ERSEA), monitoring reports and funding applications, etc., as part of program and fiscal oversight.

No governance actions in August.

### **D. POLICY COUNCIL & EARLY HEAD START PROGRAM COMMUNICATION and LINKAGES**

Sharing of information strengthens the partnerships of the governing bodies.

#### **Policy Council Information:**

Policy Council representatives work in tandem with the Early Head Start Advisory Committee and with program administration to oversee the Early Head Start program. The Policy Council monthly meeting agenda and minutes are attached.

#### **Early Head Start Advisory Committee Information:**

Early Head Start Advisory Committee representatives work in tandem with the Early Head Start Policy Council and with program administration to oversee the Early Head Start program. The Advisory Committee quarterly meeting agendas and minutes are attached.

### **E. CORRESPONDENCE**

Correspondence shared by the Office of Head Start, Department of Children, Youth and Families.

Region X Office of Head Start announced the establishment of a Regional Program Director position in every region. A letter outlining the new position, identifying the new Regional Program Director, and introducing the new Regional Program Manager for Region X was received and is attached here.

The Office of Head Start issued revised Head Start Program Performance Standards intended to stabilize the Head Start workforce and to improve the quality of the comprehensive services on which Head Start families rely. The Overview Fact Sheet from the Head Start Early Childhood Learning and Knowledge Center website, outlining these changes, is attached here.

Monthly Program Update Snohomish County Early Head Start is submitted for approval or disapproval during the Administrative Session of the Snohomish County Council, the governing body of Snohomish County Early Head Start.