

Agency Progress Report

Report for April 2014 Board of Directors and Public

I. Progress toward Strategic Direction:

1= Initiate/Startup, 2= Maintain, 3= Advocate/Educate/Research, 4= Partner								
A.	Empowerment	1	2	3	4	OOI Program	Status	Community Resource
1	Shortage of affordable before & after-school and summer programs for low income children.	X		X	X	N/A.	Head Start Restoration grant includes extension of class to 3:15 pm.= first step toward meeting needs of families.	Norfolk Church, Mtn Home Cooper Center, Leslie UM
2	Limited Life-Skills training is available (includes Nutrition and Healthy Interactions)		X		X	SUCCESS (CSBG & A-16), Head Start	SUCCESS Seminars ongoing; update offerings based on needs of participants.	Extension, Library, Internet, College/Vo-tech schools
3	School Readiness to 3rd grade is needed to insure children can succeed later in school.		X		X	Head Start	Head Start Program addresses this need directly; need to research other options/ i.e. project to continue working with HS families after children go on to public school.	ABC, 3rd Grade Reading Initiative, Early Head Start
4	Early child care is limited and expensive (0-3 years old.)			X		N/A.	Researching; cannot address with current resources.	Newton County S.S. Early Head Start
5	Families have Inadequate Education and Literacy levels.			X	X	SUCCESS (CSBG & A-16), Head Start	Maintaining current offerings; needs additional research.	Local Literacy Councils, ABE/GED, Extension, Library, Internet, College/Vo-tech schools, Career Pathways, TRIO
6	Job Readiness Skills are lacking.		X		X	SUCCESS (CSBG & A-16)	Maintaining current offerings; needs additional research.	Workforce Services, Career Pathways, ACCESS, Getting Ahead, VISTA
7	Entrepreneurial enterprises (both for- and non- profit) need support to grow and prosper.	X	X		X	Community Development	Provide support for both for- and non-profits as identified in communities.	VISTA, Local Chambers of Commerce, SCORE
8	People can't get jobs due to not having proper training or education level. (i.e. formal training)			X	X	SUCCESS (CSBG & A-16)	Maintaining current offerings; needs additional research.	US Dropout Prevention, Local Literacy Councils, ABE/GED, Extension, Library, Internet, College/Vo-tech schools, Career Pathways, TRIO
9	Families don't have enough income to meet basic needs.	X		X	X	SUCCESS (CSBG & A-16), LIHEAP, TEFAP, Head Start	VITA/EITC program primary goal in new year; additional research into other programs needed.	Share & Care, DHS, VITA, Wear & Share, Salvation Army, House of Hope, Local Churches, HOPE, SC Rural Help Center, Power of Care
10	Unemployment results in families not being able to make ends meet.			X	X	SUCCESS (CSBG & A-16), LIHEAP, TEFAP, Head Start	Maintaining current offerings; needs additional research.	Share & Care, DHS, VITA, Wear & Share, Salvation Army, House of Hope, Local Churches, HOPE, SC Rural Help Center, Power of Care

LEGEND	Area of change or needed change	Area that needs to be deleted from plan	Research area; no progress yet
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OZARK OPPORTUNITIES, INC.

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1= Initiate/Startup, 2= Maintain, 3= Advocate/Educate/Research, 4= Partner								
B. Family Stabilization:		1	2	3	4	OOI Program	Status	Community Resource
1	Accessibility to basic, affordable healthcare services are needed; i.e. dental, vision, doctor visits, etc.			X	X	SUCCESS (CSBG & A-16), Head Start	ACA increased coverage; assistance provided as funds are available. Referrals made as well.	Share & Care, Christian Free Mission, Salvation Army, Lion's, Kiwanis, Shriners, Wal Mart Eye, DHS, Local Health Units and Clinics
2	Hunger is a problem for many people and they are unable to obtain healthy foods. (Elderly, Disabled, Children, and Families.)		X	X	X	SUCCESS (CSBG & A-16), TEFAP, Head Start	Maintaining current offerings; needs additional research to determine where/how to distribute TEFAP Commodities.	SNAP, Children's Ministries, FB or NCA, local churches, Share & Care, House of Hope, Sr. Centers, AAonA, Meals on Wheels.
3	Substance & Drug Abuse result in broken homes and neglected children.			X	X	N/A	Researching; cannot address with current resources.	OMART, R?
4	People with Mental Health needs are unable to get their medication or attend appointments.			X	X	N/A	Researching; cannot address with current resources.	VA Transport, DHS, Health Units, NAPHE
5	Individuals and Families have emergencies and need assistance.		X		X	SUCCESS (CSBG & A-16), LIHEAP, TEFAP, Head Start	Maintaining current offerings and researching additional opportunities to provide services.	Share & Care, House of Hope, Salvation Army, Local Churches, Community Groups, DHS, Ministerial Alliance, Local Battered Women Shelters, Transitional Housing
6	Low income people don't have access to leadership skills training.	X			X	SUCCESS (CSBG & A-16), Head Start	Researching; looking at models that people will begin and complete.	Getting Ahead, WIA, Poverty Simulation, FBLA/FFA, 4-H
7	Lack of reliable transportation is a barrier for low income people.	X		X	X	SUCCESS (CSBG & A-16), Head Start	Researching; cannot address with current resources.	DHS, NATS, VA Transportation, Auto Training Centers (NAC, NA Career), Cross Roads
8	Inadequate available housing- there is a shortage of safe and affordable housing.	X				HOME	Others are working on this issue and agency has only a consulting role at this time.	NWRHA, Harrison Hsg, WRHA, BCSS, Private Developers, Area Agency on Aging, House of Hope
9	Homeowners and renters get into temporary financial trouble and lose their homes.			X	X	N/A	Referring those in need to local providers.	NWRHA, House of Hope, Hrs Housing
10	There is a shortage of housing for foster children in OOI service area.			X	X	N/A	Researching; looking at models that people will begin and complete.	N/A
10	Homes need modification or renovation to make them safe, accessible, and/or energy efficient. There is not currently a "Housing Coalition" working to create a unified Housing Plan for the region (ACCESS Startup).	X			X	HOME Program	See #8 above.	NWRHA, Hrs Hsg, Fuller Center for Housing
11	Lack of nutritional food is an issue for families. Commodity Food Program (TEFAP) is not meeting needs.	X	X	X	X	TEFAP Commodities.	See #2 above; will combine the two.	NW Ar. Food Bank, Share & Care,

LEGEND	Area of change or needed change	Area that needs to be deleted from plan	Research area; no progress yet
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1= Improve/Upgrade/Do, 2= Review, 3= Maintain					
C.	Organizational Capacity (Agency):	1	2	3	Status
1	Non-federal funds are needed to insure organizational health.	X			Receive United Way funds in select counties, apply for relevant grants as available; Primary goal for capacity building= prepare core databank for grantwriting. Already have several staff preparing small grants for project-specific support.
2	Agency staff need leadership, personal, and professional development opportunities.		X		Professional Development Plans on all staff; updated yearly. Would like to see additional support for post-secondary education (i.e. college credit)
3	Volunteers are needed to insure programs have enough help to meet the need.	X			Applied for VISTA Volunteers (3); currently utilizing when available for all programs. Have volunteer component in Head Start- track hours and use for Nonfederal Match.
4	Organization needs Community Involvement to insure programs are recognized, accessible, and clients are receiving services and assistance they need.		X		Agency engaged with partners to assist customers; Technology (internet, website, & FB used to help share information.
5	Infrastructure Development, including Technology Plan.	X			Technology Plan Phase 1 will be completed in April 2010; Phase 2 will begin in spring 2014 (and include additional technology streamlining and completion of the agency specific Tech. Plan.)
6	Data Collection.		X		Currently do centralized intake on all agency clients in CSST Database system (which is receiving upgrades to insure relevancy) HS going to Creative Curriculum Gold- paired with ChildPlus will allow "disaggregation". ALL customers input into central data system for tracking and reporting.
7	Problem (Needs) Assessment.		X		Ongoing; need to update Partner & Client Surveys ASAP.
8	Internal Policy/Procedure Assessment.		X		Near completion; Agency Level done in past year (Personnel and Finance); Head Start staff finishing up component-specific over the summer for coming school year. Community Services did thorough review prior to CSBG Standards Pilot.
9	Customer/Community Engagement & Referral.	X			Discussion about how to best gather needed information and what needs to be entered into CSST; looking at CARF system for select clients, and other methods for clients to receive information for those that do not receive full Comp. Assessment, Referral & Follow-Up (CARF) Services.
10	Strategy Development (& Goal Setting).			X	Ongoing process; Afternoon Retreat on 1-9-14 will help to focus on Agency Needs and discussion of future initiatives and engagement.
11	Risk Assessment		X		Scheduled for update to Agency Self Assessment in late January; HS Self Assessment being completed in coming months. Triennial Review this year.
12	Partner Development.			X	Ongoing; adding new partners as new initiatives gain steam.
13	Advocacy (i.e. Message & Materials Development & Communication System.)	X			Currently have limited engagement with state and federal Legislators- area of improvement for coming year. Social Media (and website) gaining popularity. Marketing & Communication Plans need update and expansion. ROOM FOR IMPROVEMENT.

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II. Head Start

A. Terri Beard: ERSEA & Family and Community Partnerships:

ENROLLMENT UPDATE: At the end of March we had **440** children enrolled. Our funded enrollment is now 440.



06CH5680 - OZARK OPPORTUNITIES, INC

ENROLLMENT REPORT

ENROLLMENT

Month	Head Start	Funded	Status
March 2014	440	440	Reported
February 2014	435	471	Reported
January 2014	450	471	Reported
December 2013	444	471	Reported
November 2013	445	471	Reported
October 2013	447	471	Reported

4/11/2014
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Ozark Opportunities Inc. H/S

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admin

2301 - Average Daily Attendance

Program Term: Head Start 2013-2014, Enrollment Status: Enrolled Attendance Date: 3/1/2014 - 3/31/2014, Codes counting towards present status: P - Present, T - Tardy

Ozark Opportunities Inc. H/S

	Present	Absent	Excused Absence	Unexcused Absence	Best Interest Day	Not Scheduled	No Class	Operating Days	ADA ¹	Funded Enrollment		Actual Enrollment ²	
										Count	% Attendance ³	Count	% Attendance ³
Alpena	263	0	13	11	0	8	2	17.00 (avg)	15.47	17	91.00%	17.35	89.15%
Bruno Pyatt	230	0	45	19	0	20	0	17.00 (avg)	13.53	18	75.16%	18.47	73.25%
Clinton Head Start	408	0	47	64	0	0	5	16.00 (avg)	25.50	30	85.00%	32.44	78.61%
Cotter Head Start	286	0	26	17	0	0	0	17.00 (avg)	16.82	20	84.12%	19.35	86.93%
Flippin	214	0	38	5	0	0	2	15.00 (avg)	14.27	18	79.26%	17.13	83.27%
Harrison	945	0	128	88	0	7	6	15.00 (avg)	63.00	95	66.32%	77.87	80.91%
Jasper Head Start	189	0	9	10	0	0	0	16.00 (avg)	11.81	15	78.75%	13.00	90.87%
Marshall Head Start	178	0	60	8	0	9	0	17.00 (avg)	10.47	16	65.44%	15.00	69.80%
Mountain Home I Rm 1	232	0	26	14	0	16	0	16.00 (avg)	14.50	20	72.50%	18.00	80.56%
Mountain Home I Rm 2	240	0	15	16	0	1	0	16.00 (avg)	15.00	20	75.00%	17.00	88.24%
Mountain Home II	255	0	38	20	0	7	0	16.00 (avg)	15.94	20	79.69%	20.00	79.69%
Mountain Home III	205	0	32	19	0	0	0	16.00 (avg)	12.81	16	80.08%	16.00	80.08%
Mountain Home IV	252	0	46	6	0	0	0	16.00 (avg)	15.75	20	78.75%	19.00	82.89%
Norfork	353	0	45	19	0	4	0	12.00 (avg)	29.42	30	98.06%	35.08	83.85%
Shirley Head Start	115	0	8	20	0	0	0	11.00 (avg)	10.45	15	69.70%	13.00	80.42%
St. Joe Head Start	234	0	26	12	0	0	0	17.00 (avg)	13.76	17	80.97%	16.00	86.03%
Valley Springs	219	0	37	7	0	0	0	17.00 (avg)	12.88	15	85.88%	15.47	83.27%
Western Grove Head Start	262	0	27	19	0	0	3	17.00 (avg)	15.41	20	77.06%	18.12	85.06%
Yellville-Summit	265	0	44	11	0	0	0	16.00 (avg)	16.56	18	92.01%	20.00	82.81%
Ozark Opportunities Inc. H/S	5,345	0	710	385	0	72	18	15.52 (avg)	344.39	440	78.27%	419.59	82.08%
Report Totals	5,345	0	710	385	0	72	18	15.52 (avg)	344.39	440	78.27%	419.59	82.08%

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Mar-14

	Present	Excused	Illness/Health Related Excused Absences	Unexcused	All Other Unexcused Absences	Not Scheduled	Days not Scheduled to attend	Total Absentee Days	Total % of Absences per Classroom
Alpena	263	13	40.63%	11	34.38%	8	25.00%	32	12.17%
Bruno - Pyatt	230	45	53.57%	19	22.62%	20	23.81%	84	36.52%
Clinton r1	217	15	50.00%	15	50.00%	0	0.00%	30	13.82%
Clinton r2	191	32	39.51%	49	60.49%	0	0.00%	81	42.41%
Cotter	286	26	60.47%	17	39.53%	0	0.00%	43	15.03%
Flippin	214	38	88.37%	5	11.63%	0	0.00%	43	20.09%
Hsn 1	180	32	64.00%	18	36.00%	0	0.00%	50	27.78%
Hsn 2	186	25	43.10%	33	56.90%	0	0.00%	58	31.18%
Hsn 3	212	24	85.71%	4	14.29%	0	0.00%	28	13.21%
Hsn 4	158	22	53.66%	19	46.34%	0	0.00%	41	25.95%
Hsn 5	209	25	54.35%	14	30.43%	7	15.22%	46	22.01%
Jasper	189	9	47.37%	10	52.63%	0	0.00%	19	10.05%
Marshall R1	178	60	77.92%	8	10.39%	9	11.69%	77	43.26%
Mtn Home 1 R1	232	26	46.43%	14	25.00%	16	28.57%	56	24.14%
Mtn Home 1 R2	240	15	46.88%	16	50.00%	1	3.13%	32	13.33%
Mtn Home II	255	38	58.46%	20	30.77%	7	10.77%	65	25.49%
Mtn Home III	205	32	62.75%	19	37.25%	0	0.00%	51	24.88%
Mtn Home IV	252	46	88.46%	6	11.54%	0	0.00%	52	20.63%
Norfolk R1	172	23	69.70%	10	30.30%	0	0.00%	33	19.19%
Norfolk R2	181	22	62.86%	9	25.71%	4	11.43%	35	19.34%
Shirley	115	8	28.57%	20	71.43%	0	0.00%	28	24.35%
St. Joe	234	26	68.42%	12	31.58%	0	0.00%	38	16.24%
Valley Springs	219	37	84.09%	7	15.91%	0	0.00%	44	20.09%
Western Grove	262	27	58.70%	19	41.30%	0	0.00%	46	17.56%
Yellville-Summit	265	44	80.00%	11	20.00%	0	0.00%	55	20.75%
	5345	710	60.56%	385	34.26%	72	5.18%	1167	21.83%

B. Wanda Nelson- Nutrition & Licensing (Facilities/Safety):

Transportation/Licensing/Facilities/Safety

- I've made arrangements with the school districts where we have a center on campus regarding keeping our playground yards maintained during the summer months. Alpena is the only one that I haven't been able to reach, but I feel certain that Mrs. Martin will work with us.
- Mr. Clayborn has been putting up a "Better Beginnings" banners at each of our centers. These banners represent the quality of our facilities- Each of our centers have been rated 3 stars, the highest rating given by the State of Arkansas(!)
- Mr. Clayborn and I have been working on a *Summer Projects List*. We have several immediate needs; including a new roof at the Marshall Center, landscaping at the Clinton Center, and laying a new tile floor at the Shirley Center.

C. Ryan Clayborn- Education and Training & Technical Assistance:

- Teachers have completed the second round of *Parent/Teacher Conferences* and final home visits are close to being completed.
- I am in the process of completing the Language, Arts, Math, and Science Plan (LAMS). This plan includes all of our program goals in these content areas for the 2014-15 school year. The plan will be completed upon presenting it to the Teacher Engagement Taskforce and the Education Committee.
- Head Start staff now has all of their professional development credit entered into ChildPlus and the TAPP Registry.
- We will be receiving approximately 375 new books for our classrooms over the next couple weeks. These books are provided from a grant called First Book.
- *Conscious Discipline* materials have been distributed to all classrooms as well and have been given a tutorial on how to use the materials for the remainder of the year. Conscious Discipline will be a major area of professional development for the following school year.
- We have also ordered teacher/parent communicator folders for next year as part of our school readiness plan. These are the same folders that are used in the kindergarten classrooms that the children take to and from school. This will not only get the children use to these folders, it will prepare parents for the kindergarten method of communication. I also believe that this will increase our home task completions as well because they will be sent out in these folders as well.
- All staff and children have received their new shirts for Arkansas Children’s Week. There were approximately 500 shirts purchased by *Ozark Opportunities, Inc.*
- All center locations received Arkansas Better Beginnings banners to hang up and teachers received pendants to wear as all of our centers are recognized as Level 3 programs, which is the highest level!
- Round three of *CLASS* evaluations will be starting on the April 21st and will complete our plan for teacher training this school year.

D. Patricia Murray- Disabilities & Center Supervisor:

1. **Center Supervision:** We are working with the Co-ops and Pre-schools to get the newly enrolled students screened. Staff have been cleaning and preparing for the CLASS review team’s arrival on April 14th.
2. **Disabilities:** We currently have 96 (22%) children receiving services. 56 are non-categorical/development delays, 39 are speech or language impairment, and 1 Health impairment.

Ozark Opportunities Inc. H/S 3501 - Management Report - Disabilities

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ChildPlus

Program Term: Head Start 2013-2014, Enrollment Status: Enrolled, Terminated, Term/Wait Enrollment Dates: 8/19/2013 - 4/8/2014

96	440	0	96	1 IEP(s): 68	1 Signed 68	IEP: 96	19	16	1	Health Impairment	1
				2 IEP(s): 23	2 Signed 25	IFSP: 0				Non-categorical/developmental delay	56
				3 IEP(s): 5	3 Signed 3					Speech or language impairment	39

22%

E. Tawnya Akins- Health/Mental Health:

Health Requirements:

1. Completed All (Dental and Physical Exams): 89%.
2. Completed Physical Exams: 95% with 5% signing a refusal.
3. Completed Dental Exams: 94% with 6% needing or are receiving follow up treatment and 5% signing a refusal.
4. Completed Behavior Checklist: 99%.
5. Completed Blood Lead Testing: 95%.
6. Immunization documented as complete, up-to-date, or waiver: 99%.
7. Growth Assessment: 67% Healthy Weight, 3% Under Weight, 11% Over Weight, and 15% Obese.

BMI-for-age weight status categories and the corresponding percentiles are shown in the following table.

Weight Status Category	Percentile Range
Underweight	Less than the 5th percentile
Healthy weight	5th percentile to less than the 85th percentile
Overweight	85th to less than the 95th percentile
Obese	Equal to or greater than the 95th percentile

Mental Health

The second round of observations is complete. I am currently working on report summaries for all of the teachers.

F. Krystal Mayes: Parent/Volunteer Engagement:

- I attended an excellent training on our ChildPlus program during the first week of April. Each additional training helps me to understand the program more and ultimately do a better job regarding in-kind and tracking our Volunteer hours accurately.
- While working with our Finance department on February's In-Kind, we have pinpointed a few changes that could be made to make the monthly process easier and more accurate. I have reached out to our staff regarding these changes. I feel confident that we will have that "perfect system" down soon and our In-Kind process will run in a smooth and steady manner.
- February In-Kind has been resubmitted to finance for review and I am close to finishing our March In-Kind.
- We are in need of Policy Council Representatives for several centers; Harrison 3 and 4, Jasper, Mountain Home 3, Norfolk, and Valley Springs. If you know a Head Start parent that might be interested, please reach out and help us recruit.
- I will be meeting with our Region VI Early Childhood Specialist, the end of this month. We will further discuss our PFCE (Parent, Family & Community Engagement) Goal(s) for our Head Start Centers.

III. Community Services

Rebecca Hanlin; Community Services Director

A. Home Energy Assistance Program

- 1. Regular Home Energy Assistance Program (HEAP):** The Winter program opened January 6, 2014 and ended February 28, 2014. The Summer program is scheduled to begin July 7, 2014 and will be for electric only. Those that received Winter assistance can also apply for Summer assistance. This is a one-time assistance per program cycle and benefit is determined by gross income and the number in the household.
- 2. Crisis Intervention Program:** The Winter Program started February 10, 2014 and ended March 28, 2014. Depending upon funding there may or may not be a Summer crisis utility program. This may resemble last year's program where remaining funding balances are transferred to the Regular program in order to assist the most individuals and those deemed more vulnerable; elderly and disabled. Crisis assistance is for an energy related emergency (reconnection or establishment of service or imminent disconnect.

Thru 4/4/14	Winter Regular				
County	Applied	Approved	Pending	Denied	\$ Spent
Baxter	807	750	0	57	97,378
Boone	731	623	0	108	80,889
Marion	428	398	0	30	52,904
Newton	370	315	0	55	40,997
Searcy	312	294	0	18	38,692
Van Buren	395	356	0	39	46,270
Totals	3043	2736	0	307	\$357,130

Thru 4/4/14	Winter Crisis				
County	Applied	Approved	Pending	Denied	\$ Spent
Baxter	161	147	1	13	41,900.35
Boone	114	92	0	22	25,094.58
Marion	75	66	3	6	20,331.67
Newton	66	46	0	20	13,502.35
Searcy	40	38	1	1	14,233.99
Van Buren	82	66	4	12	20,482.03
Totals	538	455	9	74	\$135,544.97

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B. The Emergency Food Assistance Program/Commodities: USDA Surplus Foods distributed in all six counties to low-income families. A delivery is scheduled for April 14, 2014. Food may include: fruit mix, canned carrots, beef stew, pears, corn, peas and potatoes.

Individuals and Families assisted through Food Distribution this program year:

County	December		January		March	
	Households	Individuals	Households	Individuals	Households	Individuals
Baxter	164	288	0	0	116	237
Boone	165	329	0	0	119	190
Marion	70	132	23	48	55	103
Newton	118	192	55	103	74	106
Searcy	178	303	0	0	128	211
Van Buren	149	272	0	0	130	216
Totals	844	1516	78	151	622	1063

C. SUCCESS: *Ozark Opportunities, Inc.*, in partnership with the University of Arkansas Cooperative Extension Service, is offering: *Small Steps to Health and Wealth™*, a national Cooperative Extension program designed to help you reach personal health and financial goals. Learn proven behavior change strategies. Discover tips for success. Improve your health and increase your wealth.

- *Small Steps to Health and Wealth™* is a three-part series but you can attend one, all, or a combination. Each session can stand alone. And it is **FREE!** Please let us know if you will be attending by calling: 870-715-5064 to insure seating and handout materials. Seminars are held at the local *Ozark Opportunities, Inc.* office unless otherwise noted.

Class Schedule:

<u>Cotter:</u>	<u>Clinton:</u>	<u>Harrison:</u>	<u>Jasper:</u>	<u>Marshall:</u>	<u>Yellville:</u>
201 Combs Ave	100 Success Dr.	<u>403 Hwy 43 E.</u>	Extension	110 Ruff St.	<u>354 Hwy 62 E.</u>
April 14	April 8	April 7	Office	April 15	April 14
May 6	May 8	May 5	April 10	May 13	May 6
June 16	<u>June 12</u>	June 9	May 14	June 17	June 16
5:30 - 7 pm	5 - 6:30 pm	5 - 6:30 pm	June 12 4 - 5:50 pm	5 - 6:30 pm	3 - 4:30 pm

D. Grant Funding: We have applied for a Boone County United Way Grant for \$10,000 for the FY 2015 grant cycle which would help assist approximately 40 individuals in Boone and Newton counties who are striving toward self-reliance. Jessica and I will meet with them for an interview April 22, 2014 to explain the project and encourage their support.

E. Meetings & Trainings:

- April 8th we had a staff meeting at Cotter in our new Baxter County location. Discussion topics included: Close-out process for the Home Energy Assistance Program, preparations to be made for the Summer program, future computer updates, Spring Cleaning (all offices will be sorting through equipment, materials, etc. and find new homes for equipment not in service, recycle/dispose of faulty equipment, and prepare old files for storage and shredding).
- May 14th we have another staff meeting scheduled in Jasper.
- May 21-23 staff will be attending the annual *Arkansas Community Action Agency Association* Conference in Little Rock.

F. Reports: The Community Services Block Grant second quarter report is due April 30th. The reporting period is January 1 through March 31, 2014.

IV. Corporate Services

Jane Bueg, Corporate Services Director

A. Human Resources Data for March 2014; None for the month of March.

B. Training/Other Information:

Human Resource/Management Training- Webinar: 360 Degree Feedback.
Governance Meetings: Policy Council 3/20/2014; Board of Directors 3/25/2014.
GoogleApps In-Kind Report: \$360.00.
Workforce Services Unemployment Claims: 9; Claims Audit: 1.
Employee Benefits: Dental Open Enrollment/Changes (final); 403(b) Enrollment (2 employees); Life Insurance (2 employee enroll, 1 drop).
Head Start Teacher Contracts: 1.
Track Senate Bill 1967.
Family Medical Leave Requests: 1.
Board of Director's Minutes.
Head Start Triennial Review.
Assist RaganPro Computer Services with Central Office Technology Audit & development of agency <i>Technology Plan</i> .
Employment Referral: 1 (referral hired).
Records Room- Prepare documents for disposal.