



## OZARK OPPORTUNITIES, INC.

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# Agency Progress Report

*Report for July 2018 Board of Directors and Stakeholders*

## I. Chief Executive Officer Update:



← ← *OOI Finance Stoplight*; **Green= ALL GOOD!**

- Agency Finances are good. We have no issues with making payments to vendors on time, and cash flow is not limited due to access to funds (yet).  
**NOTE:** Reimbursement Payments due from the Arkansas Office of Community Services (LIHEAP and CSBG) for the past few months are being held due to the new state fiscal year and having to create new Purchase Orders; therefore, we are having to hold payment on the last run of LIHEAP checks for participants, and are “floating” CSBG until the funds arrive. We will be in touch with the Board as needed to give a status update, but are hopeful that by the week of July 23<sup>rd</sup> that we will have received funds owed. If we do not receive funds in another few weeks/month we may have an issue.

## II. Child Development (ABC Pre-K, Head Start, & Early Head Start):

### A. Arkansas Better Chance Pre-K Program:

- Arkansas Better Chance Pre-K Classes are out for the summer; however, we have some BIG news!!! We have partnered with First Presbyterian Church in Harrison to host the Harrison ABC Pre-K classroom next year. It is a GREAT space, with plenty of inside and outside play area. We are EXTREMELY grateful to FPC and Pastor D.C. Adams for their support of our Early Childhood Program!

### B. Head Start & Early Head Start:

- a) **Director’s Report:** All OOI Child Development Centers will be closed until mid-August; we are working hard to have everything fresh and ready to go for the new school year and Commitment to Excellence Event on August 1, 2018.

**b) Program Manager/ Education Coordinator (Ryan Clayborn):**

- I have been working closely with the new Licensing and Facilities Coordinator (Harley Thompson) to get bids and order playground supplies for Head Start Pre-K.
- Curriculum Updates- Along with other coordinators, I have updated the HS, EHS, and ABC units of study as well strengthening Home Connections.
- A new Parent Meeting/Parent Curriculum Module for each month has been created for the following school year. We will be implementing a parent curriculum by Conscious Discipline.
- The *Boone County Imagination Library* held a 5K color run in which Krystal Mayes and myself helped facilitate. We are currently providing books 1,137 children in Boone County. 774 children have graduated the program.
- ABC- New classroom materials were purchased with ABC funds that included new child tablets, desks, chairs, and other educational items.
- I attended the Arkansas Early Childhood Commission meeting in Little Rock in July.
- I attended the required ABC Director training in Little Rock.
- I have been busy working on the upcoming Pre-Service in August!

**c) Nutrition & Health (Sharon Burnett):**

Below is the amount of Breakfast, Lunches, and Snacks that were served to the children and the total amount that our program was reimbursed for the cost of food.

**CACFP CLAIM SUMMARY- MAY 2018- FINAL**

<b>Head Start</b>		
<i>Breakfast= 2,421</i>	<i>Lunch= 2,305</i>	<i>Snacks= 2,101</i>
<b>Total \$ 14,066.02</b>		
<b>Early Head Start</b>		
<i>Breakfast= 839</i>	<i>Lunch= 855</i>	<i>Snacks= 804</i>
<b>Total \$ 5,136.21</b>		
<b>ABC Pre-K</b>		
<i>Breakfast= 502</i>	<i>Lunch= 552</i>	<i>Snacks= 497</i>
<b>Total \$ 2,759.22</b>		

## HEALTH OUTCOMES:

<i>Head Start</i>	<i>Early Head Start:</i>	<i>Status</i>
99%	100%	Completed Dental Exams
99%	100%	Completed Lead Testing
99%	99%	Completed Physical Exams (Well Child for EHS)
98%	98%	Completed Immunizations
5	1	Parents have signed an immunization waiver

- Over the summer I have been reviewing policies and procedures and completing updates to present to the Policy Council and Board for the coming school year.

### d) Mental Health (Tawnya Akins):

- I have spent my summer months strengthening my component. I have attended several trainings and researched new strategies. I have also spent a large amount of time cleaning and painting this summer.

### e) ERSEA & Family and Community Partnerships (Terri Beard):

- ENROLLMENT UPDATE:** The Early Head Start classrooms are fully enrolled for the 2018-2019 school year and are still taking applications in case there are any children that drop from the program.

## End-of-Month Enrollment Report

### Summary

Month	Head Start		Early Head Start		Total		Status
	Reported	Funded	Reported	Funded	Reported	Funded	
Jan 2018	261	261	48	48	309	309	Reported
Feb 2018	261	261	48	48	309	309	Reported
Mar 2018	261	261	48	48	309	309	Reported
Apr 2018	261	261	48	48	309	309	Reported
May 2018	261	261	48	48	309	309	Reported
Jun 2018	Closed	261	48	48	48	309	Reported

- HS/EHS ATTENDANCE UPDATE:** Head Start is still recruiting for children for the 2018-2019 school year. We are expecting to meet full enrollment in both HS and EHS for the coming year.

## Ozark Opportunities Inc. HS/EHS

	Attendance Records			Operating Days	ADA <sup>1</sup>	Funded Enrollment		Actual Enrollment	
	Present <sup>5</sup>	Absent <sup>6</sup>	Neither <sup>7</sup>			Count <sup>2</sup>	% Attendance	Count <sup>2</sup>	% Attendance <sup>3</sup>
Clinton Early Head Start	87	16	25	8.00 (avg)	10.88	16	67.97%	12.86	84.47%
Harrison Early Head Start	93	35	0	8.00 (avg)	11.63	16	72.66%	16.00	72.66%
Mtn. Home Early Head Start	108	14	6	8.00 (avg)	13.50	16	84.38%	15.25	88.52%
<b>Ozark Opportunities Inc. HS/EHS</b>	<b>288</b>	<b>65</b>	<b>31</b>	<b>8.00 (avg)</b>	<b>36.01</b>	<b>48</b>	<b>75.00%</b>	<b>44.11</b>	<b>81.59%</b>
<b>Report Totals</b>	<b>288</b>	<b>65</b>	<b>31</b>	<b>8.00 (avg)</b>	<b>36.01</b>	<b>48</b>	<b>75.00%</b>	<b>44.11</b>	<b>81.59%</b>

**f) Disabilities & Center Supervision (Patricia Murray):**

**Agency Summary - Ozark Opportunities Inc.**

Children	Children with an IEP or IFSP (% of actual enrollment)		Received Services	Primary Disability	
44 Funded: 0	Open IEP	44	0.0%	44	Non-categorical/developme 20
	Closed IEP	0	0.0%	0	
	Open IFSP	0	0.0%	0	Speech or language impair 24
	Closed IFSP	0	0.0%	0	
	Total Open	44	0.0%	44	
	Total Closed	0	0.0%	0	
				IEP / IFSPs Due	
				Past Due	18
				Next 30 days	2
				More than 30 days	24
				<blank>	0

- We have 44 children with IEP or IFSP’s (see above); we are required to have 10% (or 31 children) with identified disabilities; therefore, we are within the regulations.

**g) Parent Engagement (Krystal Mayes):**

- In Kind for Head Start, Early Head Start and ABC are submitted to finance.
- NEW IDEAS! Several ideas for improving In-Kind and Policy Council are being discussed.
- All Coordinating staff are taking trainings and viewing webinars to strengthen our leadership skills in hopes for the best year yet!

### III. Community Services

*Rebecca Hanlin; Community Services Manager*

#### A. Low-Income Home Energy Assistance Program:

- Received notification from the State approving the Corrective Action Plan that was submitted for the Winter 2018 monitoring review. (Findings and corrective action were shared with BOD members at the June Executive Committee meeting.)
- The Summer Non-Emergency Program and Crisis (Emergency) Program will open on Monday, July 2, 2018.
- Both Programs will operate until September 30, 2018 or until funds are depleted.
- Abbreviated Short Forms for the Elderly and/or Disabled on SNAP were mailed out on June 7, 2018

The following charts express returned abbreviated applications through **June 30, 2018**.

Non-Emergency Assistance					
Counties	Received	Approved	\$	Pending	Denied
Baxter	365	308	\$35,170.00	54	3
Boone	362	332	\$38,905.00	29	1
Marion	165	140	\$16,240.00	12	13
Newton	139	115	\$13,240.00	19	5
Searcy	138	137	\$15,971.00	1	0
Van Buren	204	203	\$23,594.00	0	1
<b>Total</b>	<b>1,373</b>	<b>1,235</b>	<b>\$143,120</b>	<b>115</b>	<b>23</b>

#### B. Community Services Block Grant (CSBG):

- 2018 CSBG discretionary grant application was delivered in person to the State June 8, 2018. The grant period will be from July 1, 2018 – August 31, 2019. We requested at total of \$27,000 for four projects; Micro-shelters project, Reality Enrichment And Life Lessons, Getting Ahead and technology. **Update:** Awaiting response.
- FY 2019 CSBG application was hand delivered to the State June 29, 2018, meeting the application deadline.
- The third quarter concludes June 29. Report will require board action in July and will be due to the State by July 30, 2018.

#### C. Vehicle Repair Loan Program

- Current balance is now \$4,965.59; Current outstanding funds are \$1,607.99.
- \$500 maximum loan amount; Loan must be repaid within one year.
- Income eligibility is 200% federal poverty level.
- From start of program we've had 9 individuals receive a loan, three are paid in full; five are in the repayment process; one is delinquent.

#### D. HOPE Revolving Loan Fund

- *Ozark Opportunities, Inc.* administers an interest-free micro loan program through the Housing Opportunities Partnership Exchange (HOPE 501(c)3) that is intended to assist homeless individuals/families with the upfront costs such as rent deposits, rent payments and/or utility deposits when establishing a home. Activity from June 12 through July 12th includes:
  - Three client repayment installments were processed, totaling \$170.33.
  - Revolving loan account current balance is **\$4,000.01**.
  - To date, during Calendar Year 2018, ten households comprised of 32 total individuals have been assisted with establishing a home through this micro-loan program.

#### E. Agency Capacity/ Resource Development:

*Activity overview for potential funding opportunities.*

Focus	Funding Amount	Grant Guidance	Activity	Result
<b>Community Improvement</b>	\$500 - \$1,500	Met	Submitted 2/14/18 for support of homeless initiatives.	Denied 3/27/18
<b>Dental Health</b>	\$1,000	Met	Submitted 3/15/18 for support of community dental clinic.	<b>APPROVED!!</b> - \$1,000 for partnership with Rotary Centennial Dental Clinic
<b>Improving and Enhancing Lives Within Community</b>	\$5,000	Met	Submitted 3/30/18 for support of initiatives within Van Buren County.	<b>Approved 6/8/2018 for \$2,500!</b>
<b>Community Investment</b>	\$5,000	Met	Submitted 5/1/18 for micro-shelter materials funding in support of homeless initiative	<b>Approved 7/10/2018 for \$5,000!!</b>
<b>Community Partnerships</b>	unspecified	Met	Submitted 3/30/18 for support of OOI's multi-pronged approach to eliminate homelessness.	<b>Approved 6/29/2018 for \$3,000!!</b>
<b>Continuum of Care Planning</b>	\$6,980	Met	Submitted 9/28/17	<b>APPROVED!!</b> – Awaiting grant agreement and procedures for processing expenditures.
<b>Foundation Grant - Low Income Initiatives &amp; Solutions</b>	\$5,000	Met	Submitted 1/30/18 for micro-shelter materials funding in support of homeless initiative.	<b>Approved 5/21/18 for \$3,000!!</b>

## **F. Family Development & Empowerment:**

As of June 30, 2018 we have 69 families enrolled in SUCCESS. The county breakdown is: Baxter- 9; Boone- 45; Marion- 5; Newton- 3; Searcy- 5; Van Buren-2.

July *Budgeting* Seminars are scheduled for:

- July 12th at 5:30 pm in Harrison; 701 E Prospect.
- July 19th at 5:30 pm in Yellville; 300 West 11<sup>th</sup> St.
- July 26th at 5:30 pm in Marshall; 110 Ruff St
- July 28th at 10:00 am in Harrison; 701 E Prospect

August *Energy Conservation* Seminars are scheduled:

- August 9th at 5:30 pm at Harrison Admin. Office, 701 East Prospect.
- August 16th at 5:30 pm at in Yellville, 300 West 11<sup>th</sup> Street.
- August 23th at 5:30 pm Marshall Outreach Office, 110 Ruff Street.
- August 25 at 10:00 am at Harrison Admin. Office, 701 East Prospect.

**All seminars are free and open to the public and advertised on Facebook and OOI website.**

This month we had 2 participants; Ann Smith and Kate Jones that each reached a large milestone that will benefit their families as well as the community.

1. Ann began her journey in SUCCESS in June of 2017. She had only graduated from Harrison High School the previous month. Ann completed her high school career while being a young mother. At the time of her enrollment; she had not gotten her driver's license, owned a vehicle or lived on her own with her son. In one year, Ann has successfully lived with her son in their own apartment, with the help of housing assistance, obtained her driver's license, purchased a vehicle, completed 2 semesters of college. She recently enrolled in CNA training and completed the program. This will provide her an income that will support herself and her child while furthering her medical career to become a nurse.
2. Kate is a 53-year-old woman who joined the SUCCESS Program in January of this year. She had been residing in Texas with her mother and her adult son. She was dealt a debilitating circumstance when her only son died. During her grieving she was told to move from her mothers' home. Finding herself homeless, she moved to Arkansas. She had been accepted into and had begun courses to become a Radiology Tech while living on friends' couches or sleeping in her car. She was referred to OOI for the ESG Program, and was assisted with the deposits and rental assistance to obtain her own apartment. In March, Kate was dismissed from the Radiology Program. She continued to struggle with the loss of her son and now the loss of her potential career. She feared returning to Texas for the Easter holiday because of her feelings of failure. She was encouraged to go and see her family and recharge her batteries. Upon her return, she found employment with Independent Living as a caretaker and she then enrolled and completed her CNA course work. She now has the ability to sustain herself with her new source of income.

**Save the date**

**The SUCCESS Celebration Banquet is scheduled for Friday, September 21, 2018, 6:00 pm. We would LOVE to see our Board members there!**

### **G. Healthy Families Arkansas(!)**

- The Healthy Families America, Healthy Families Arkansas program for Van Buren and Searcy counties is now administered by OOI (!)
- Agency staff have met with Melissa Smyth, OOI HFA Supervisor, regarding agency-wide reporting, assessments and how their current program and services will align with OOI's mission. We look forward sharing their information and success stories in the near future.



### **H. Community Engagement & Staff Development:**

- Blaine Lawrence completed the NCRI course and received his certificate.
- Community Services Leadership Staff are currently working on a best practices manual for all programs implemented within the Community Services Department.
- 7/10/2018: Comprehensive Community Assessment – The Core Group held its third meeting, and will continue to meet regularly until the February 2019 Public Hearing is held. This group is tasked with ensuring standards are met while proceeding through the comprehensive assessment process in preparation for program years 2020/2021.
- Staff attended REALL (Reality Enrichment And Life Lessons) training June 13th in Nixa and June 14th in Springfield. This is a simulation for youth, 7th-12th grade, to help stress the importance of decisions they make now and how it can affect their future. “During a simulation, youth will encounter issues of inadequate education, being labeled as an ex-offender, caring for children, and other adult responsibilities. They will be challenged to make REALL decisions.” We look forward to running REALL simulations in our service areas. It will take a lot of time and staff to create the simulation packets before OOI can host simulations.
- July 31, 2018 is the 2018 ROMA Extravaganza in Little Rock; OOI has a direct involvement, as the CEO and Comm. Services Manager both have leadership roles in the group.

### **I. Staffing Updates:**

- Blaine Lawrence, Community Services Supervisor, has accepted a teaching position at Gosnell High School. His last day will be July 24th. He has been a great team member and will be missed.
- Ferrin Carlton (Outreach Worker for Boone and Newton counties) and Bambi Bowden (Outreach Worker for Baxter and Marion counties) have completed their probationary period and are now eligible for all agency benefits (yay!)
- July 1st the Healthy Families Arkansas staff joined the Community Services Department team. They include: Melissa Smyth, Brandi Grillot and Alexandra Churches.
- Crystal Rogers has been hired as the new Community Services Supervisor. Her first day is July 16, 2018.
- Pamela Baker has been hired as the temporary Office Assistant based out of the Community Services Building in Harrison. Her first day is July 16, 2018. Pamela had been working in a similar capacity as an NCBA worker (senior workers program).



#### IV. Corporate Services (& Human Resources)

*Jane Bueg, Chief Operating Officer*

**June 2018**

<b>Hires</b>	Education	Community Services	Administration	Total
<b>0</b>	0	0	0	<b>0</b>
<b>All Departures</b>	Education	Community Services	Administration	Total
<b>0</b>	1	0	0	<b>1</b>
<b>Other/Training:</b>				
GoogleApps in-kind report: \$285.00 (Head Start) \$170.00 (Early Head Start) \$50.00 (ABC)				
Contractor List Update				
Leave Without Pay – payroll adjustments & final payroll: 2				
COBRA notification: 3				
Discontinue Benefits: 3				
Early Head Start Classroom staff last day calculations				
Unemployment Claims: 32				
Income/Employment Verification – 5				
Termination: 1				
Interviews Scheduled: 5 days/ 29 candidates				
Dept. of Labor Survey for June (Van Buren County statistics)				
Technology: inventory, trouble shooting, problem solving, laptop & tablet set up				
RFP review & analysis: Health/Dental/Life/EAP Insurance Brokerage Services				
Employment Status Change: 2				