I. Chief Executive Officer Update:

- Agency Finances are going well - we have no issues with making payments to vendors on time, and cash flow is not limited due to access to funds.

- We are behind on CSBG reimbursements by several months; however, we have signed the funding agreements for 2020 funding and have had recent communication that funds will be received soon.

- We are currently completing projects and purchasing items listed in our “Early Head Start One-Time Funds” budget. We are on track to spend all of the funds by the end of February 2020.

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

A. Arkansas Better Chance Pre-K Program:

❖ Attendance: December 2019 = 82.53%

❖ ABC Pre-K; CACFP Meals Provided Info

<table>
<thead>
<tr>
<th>Breakfast</th>
<th>Lunch</th>
<th>Snacks</th>
</tr>
</thead>
<tbody>
<tr>
<td>671</td>
<td>680</td>
<td>681</td>
</tr>
</tbody>
</table>

Total $3,782.78
B. Head Start/Early Head Start

a. Program Manager/ Education Coordinator- Ryan Clayborn:
   • Hosted the first quarter School Readiness Meeting on December 4th.
   • Attended a Conscious Discipline Training for administrators in Little Rock with the Mental Health Coordinator, Licensing Coordinator, and the Mentor Coach.
   • Sorted and delivered Christmas Books to all early childhood locations.
   • Reviewed all coordinator goals for the December/January time period and met with all coordinators to discuss their goals.
   • Assisted the Licensing and Safety Coordinator on utilizing the HS/EHS One-Time Funds for multiple projects in both the Pre-K and Infant/Toddler programs.
   • Attended a Safe Baby Training in Dardanelle with the Mentor Coach. This class is mandatory to obtain the new State of Arkansas Child Development Associate.
   • I have accompanied the Mental Health Coordinator to several meeting with parents concerning behaviors.
   • Delivered gifts provided by NARMC (from the Santa Shuffle Fun Run) to classrooms in Boone and Searcy county.
   • Reviewed the Google Child Log to ensure all child information is documented for home visits and parent/teacher conferences.
   • We have started working on the new five-year goals for the HS/EHS program. Coordinators are examining their component areas to identify areas we need to improve over the next five years.
   • I created the December Teacher’s Newsletter that focuses on self-regulation skills, promoting positive parent relationships, thinking skills, and nutrition.
   • I have started researching the possibility of switching our ongoing child observation system to the “DRDP” (Desired Results Developmental Profile on ChildPlus). This change will provide similar testing at less cost to the program.
b. **Mental Health & Behaviors- Tawnya Akins:**
   - Attended Conscious Discipline Training in Little Rock.
   - Send out multiple resources regarding Mental Health.
   - Several meetings with parents.
   - Currently working on a “Conscious Discipline Challenge” for teaching staff.

c. **Health/Mental Health- Sharon Burnett:**

**CACFP CLAIM SUMMARY - NOVEMBER 2019 - $22,428.37**

<table>
<thead>
<tr>
<th></th>
<th>Head Start</th>
<th>Early Head Start</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Breakfast</strong></td>
<td>2,925</td>
<td>546</td>
</tr>
<tr>
<td><strong>Lunch</strong></td>
<td>2,996</td>
<td>530</td>
</tr>
<tr>
<td><strong>Snacks</strong></td>
<td>2,822</td>
<td>550</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$18,960.22</td>
<td>$3,468.15</td>
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</table>

**HEALTH OUTCOMES: DECEMBER 2019**

<table>
<thead>
<tr>
<th></th>
<th>Head Start</th>
<th>Early Head Start</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Status</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>95%</strong></td>
<td></td>
<td>71%</td>
<td>Completed Dental Exams</td>
</tr>
<tr>
<td><strong>99%</strong></td>
<td></td>
<td>88%</td>
<td>Completed Lead Testing</td>
</tr>
<tr>
<td><strong>96%</strong></td>
<td>83%</td>
<td>98%</td>
<td>Completed Physical Exams (Well Child for EHS)</td>
</tr>
<tr>
<td><strong>99%</strong></td>
<td></td>
<td></td>
<td>Completed Immunizations</td>
</tr>
<tr>
<td><strong>7</strong></td>
<td></td>
<td>1</td>
<td>Parents applied for immunization waiver from ADH</td>
</tr>
</tbody>
</table>

**Health/Nutrition Update for December 2019:**

- Reconciled bills for payments.
- Completed CACFP Reimbursement for November for all centers.
- Coordinated scheduling for all teaching staff for Breastfeeding and Physical Activity Trainings in January and April with SPAN.
- Attended School Readiness Meeting.
- Early Childhood Hearing Outreach webinar– Strategies and Steps for Completing Hearing Screenings with Children.
- Scheduled ServSafe training for 2 Nutrition staff and 3 Center Supervisors to comply with new ADH requirements.
d. ERSEA & Family and Community Partnerships- Terri Beard:

- **ENROLLMENT UPDATE:** At the end of December we had **257 Head Start** children enrolled and **48 Early Head Start** Children for a total of **305**. **We are not fully enrolled in Head Start.** One classroom in Harrison was closed and enrolled children were placed in one of the remaining four classrooms– they are still being served. The program has applied for a reduction in slots from 261 to 232 – effective March 1, 2020.

- **HS/EHS ATTENDANCE UPDATE:** We are at **86.22%** Average Daily Attendance (“ADA”) in Head Start Pre-K & **79.27%** ADA in Early Head Start (mostly due to illness, as seen in the comments to the far right of the report below.)
e. Disabilities & Center Supervisor - Patricia Murray:
Head Start/Early Head Start regulations require programs to have at least 10% of children with recognized disabilities (with an IEP or IFSP.)

<table>
<thead>
<tr>
<th>Center</th>
<th>Present</th>
<th>Absent</th>
<th>Neither</th>
<th>ADA Count</th>
<th>ADA % Attendance</th>
<th>Funded Enrollment</th>
<th>Funded Enrollment % Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bruno Pyett</td>
<td>105</td>
<td>35</td>
<td>19</td>
<td>15.00</td>
<td>13.00</td>
<td>88.67</td>
<td>84.79%</td>
</tr>
<tr>
<td>Cotter Head Start</td>
<td>165</td>
<td>25</td>
<td>0</td>
<td>14.00</td>
<td>13.21</td>
<td>82.59</td>
<td>86.10%</td>
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<tr>
<td>Harrison</td>
<td>655</td>
<td>120</td>
<td>7</td>
<td>15.00</td>
<td>56.99</td>
<td>69.06</td>
<td>65.53%</td>
</tr>
<tr>
<td>Jasper Head Start</td>
<td>189</td>
<td>21</td>
<td>0</td>
<td>15.00</td>
<td>12.50</td>
<td>84.00</td>
<td>84.00%</td>
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<tr>
<td>Mountain Home I</td>
<td>196</td>
<td>39</td>
<td>0</td>
<td>15.00</td>
<td>13.07</td>
<td>81.67</td>
<td>83.40%</td>
</tr>
<tr>
<td>Mountain Home II</td>
<td>216</td>
<td>39</td>
<td>0</td>
<td>15.00</td>
<td>14.40</td>
<td>90.00</td>
<td>84.71%</td>
</tr>
<tr>
<td>Mountain Home IV</td>
<td>190</td>
<td>26</td>
<td>0</td>
<td>15.00</td>
<td>12.67</td>
<td>79.17</td>
<td>88.37%</td>
</tr>
<tr>
<td>Norfork</td>
<td>196</td>
<td>44</td>
<td>0</td>
<td>15.00</td>
<td>13.07</td>
<td>81.67</td>
<td>81.67%</td>
</tr>
<tr>
<td>Shirley Head Start</td>
<td>256</td>
<td>20</td>
<td>0</td>
<td>15.00</td>
<td>17.07</td>
<td>131.28</td>
<td>69.82%</td>
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<tr>
<td>St. Joe Head Start</td>
<td>166</td>
<td>31</td>
<td>0</td>
<td>15.00</td>
<td>12.40</td>
<td>95.36</td>
<td>58.71%</td>
</tr>
<tr>
<td>Valley Springs</td>
<td>164</td>
<td>40</td>
<td>0</td>
<td>14.00</td>
<td>13.14</td>
<td>87.62</td>
<td>62.14%</td>
</tr>
<tr>
<td>Western Grove Head Start</td>
<td>174</td>
<td>18</td>
<td>15</td>
<td>15.00</td>
<td>11.60</td>
<td>77.33</td>
<td>90.63%</td>
</tr>
<tr>
<td>Yelville-Summit</td>
<td>187</td>
<td>39</td>
<td>14</td>
<td>15.00</td>
<td>12.47</td>
<td>83.11</td>
<td>82.74%</td>
</tr>
</tbody>
</table>

Report Totals: 3,269 | 543 | 54 | 14.88 (avg) 215.69 | 246 | 88.06% 250.20 | 86.22%}

Early Head Start: 16.67%

Head Start Pre-K: 18.4%
f. **Licensing- Harley Thompson:**
   - Busy with obtaining quotes and tracking progress on multiple projects at various centers (HS/EHS One Time Funds).
   - Completed several monitoring visits in classrooms.
   - Accompanied C.D. Program Manager on visits to multiple centers.

g. **Parent Engagement- Krystal Mayes:**

![Celebrating Christmas, the HEALTHY way at Jasper Head Start!](image1)

![Ho! Ho! Ho!- From St. Joe Head Start!](image2)
Christmas Elves delivered presents to several Boone County locations thanks to the “Santa Shuffle” Fun Run sponsored by North Arkansas Regional Medical Center. We want to say THANKS!!! The kids LOVED their presents!!!
III. Community Services
Rebecca Hanlin; Community Services Manager

a. OOI Central Office Christmas Party (above)- A good time was had by all!!! 😊
b. **Low-Income Home Energy Assistance Program:**
   - **Tentative** start date for non-emergency assistance is January 21 with a **good possibility** that it will be **pushed back further.** There are delays from the State obtaining information necessary to start the program (you may recall in July 2019 the Low-Income Home Energy Program was transferred from Department of Human Services to the Department of Energy, Division of Environmental Quality.)

c. **Community Services Block Grant (CSBG):**
   - 2019 Carryover funds are available but we are awaiting further instructions from the State regarding specific budget amounts.
   - 2020 CSBG application was approved and contractual information has been completed.
   - 2020 Discretionary Grant application has been approved for $38,942.67. The original request was for $50,000 to be used in three areas: asset building, media & communications, and training. Grant is from February 1, 2020 – September 30, 2021.

d. **Strategic Planning Committee Update:**
   - Planning talks have begun on updating the OOI Theory of Change and Strategic Plan for 2020-2022. An OOI Planning Committee was designed that is composed of staff across the agency (Child Development, Community Services and Admin.), Board of Directors members & a Policy Council representative.
   - The first meeting was held Wednesday, January 8th from 1-4:00 pm.
   - We intend to have a draft of the new **OOI Theory of Change** by the end of January and a draft of the Strategic Plan for 2020-2022 by the end of April.

e. **Mobile Micro-Shelters:**
   - The micro-shelter built by Bergman EAST (2018) is housed at House of Hope has assisted 20 individuals since it was placed. HoH states that most individuals have moved into permanent housing situations.
   - The micro-shelter built by the Boy Scouts Troop 340 (2019) was partnered with Hope for All out of Mountain Home. They recently placed it with a Church that provides kitchen and restroom facilities. Currently a woman and her adult disabled daughter are living in it. This family recently experienced a horrible accident that left the daughter disabled and while dealing with that situation they became homeless.
   - **Mobile Micro-Shelter Project #3- OPEN NOW!**
     o A promotion to solicit applications from relevant youth groups began on 12/11/19 (via Breakfast Club on KHOZ radio station). Current initiative is open to interested **Youth Groups in Boone County.** The promotion will continue through January 2020 to ensure we receive sufficient response.
     o Community Services Manager Rebecca Hanlin and Program Specialist / ROMA Coordinator Ben Glover were interviewed by Caitlin Sinett on 12/19/19. The story appeared on KSPR 33 and KY3 via their nightly news and their website on 12/20/19 and it is our understanding that it has been rebroadcast several times.
The application deadline for this initiative is January 27, 2020 with a winner to be selected on February 3, 2020. The deadline for the completion of the mobile Micro Shelter will be May 15, 2020 with a community event to unveil the shelter planned for the end of May 2020 (pending input from agency that will be housing the completed shelter.)

f. Vehicle Repair Loan Program:
- Current balance is $4,593.06. Current outstanding funds are $1,755.52.
- $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 15 individuals receive a loan.
- No new loans since last reporting.
  - Seven are paid in full. One is in the repayment process.
  - Four are delinquent, collection efforts being made. Three are in default.
- We are working with Community Partners to spread the word about this program. Partners must be willing to sign a referral letter and help with contacting approved clients if they default on the loan.

g. HOPE Revolving Loan Fund:
- Due to lack of new activity we will cease reporting on this program. The last loan was issued August 23, 2018 and the last payment received was June 12, 2019.

h. CSBG Stability Funds:
- CSBG Stability Funds were made available October 1, 2019, for disbursement to clients.
- Since October 1, 2019, 13 applications have been approved and payments disbursed in the amount of $5,197.67.
- CSBG Stability Funds Update:
To date, funds have been used to help with housing, emergency services and health needs.

<table>
<thead>
<tr>
<th>County</th>
<th># of Apps</th>
<th>Total Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baxter</td>
<td>4</td>
<td>$1,875.00</td>
</tr>
<tr>
<td>Boone</td>
<td>5</td>
<td>$2,045.36</td>
</tr>
<tr>
<td>Marion</td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Newton</td>
<td>1</td>
<td>$400.00</td>
</tr>
<tr>
<td>Searcy</td>
<td>2</td>
<td>$642.31</td>
</tr>
<tr>
<td>Van Buren</td>
<td>1</td>
<td>$235.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>13</strong></td>
<td><strong>$5,197.67</strong></td>
</tr>
</tbody>
</table>
i. **Family Development & Empowerment:**
   - December 31, 2019 we have 21 families enrolled in SUCCESS. We also have 3 pending applications at this time. (Breakdown by county: Baxter 8, Boone 7, Marion 3, Newton 1, Searcy 1, Van Buren 1.)
   - We are actively recruiting new families for the SUCCESS Program.

**SEMINARS!!!**
- **January Seminars** will focus on *How to Maintain Goals* for the new year to be more successful. The tentative schedule for the seminars are:
  o Jan 9th 5:30 Boone County Outreach Office- Training Center (Harrison)
  o Jan 21st 5:30 Mt. Home Outreach Office

- **February Seminars**- The *Basics of Budgeting*. The tentative schedule for the seminars are:
  o Feb 13th 5:30 Harrison Training Center
  o Feb 18th 5:30 Yellville Outreach Office
  o Feb. 24th 5:30 Marshall Outreach Office (Tentative- depends upon enrollment.)

- **All seminars are free and open to the public.**

**SUCCESS SPOTLIGHT:** Our highlight this month is the Smith family- they are a two-parent household with four children between the ages of 7-11. The Smith family joined at the beginning of June 2019. This family had been on track prior to enrollment with the father working as an over-the-road truck driver and mom was enrolled in the LPN program.

Mr. Smith began experiencing seizure activity and was forced to remain home with no driving privileges for an undetermined amount of time. With the help of friends, family, and community assistance, they managed to re-chart their Map to Success. Mrs. Smith graduated from LPN program this month and has become gainfully employed. We continue to work with family as they continue to rebuild their new lives. We wish them the best in the new year!
j. **Healthy Families Arkansas- December Activity:**

- Total enrollment of 26 families (87% capacity)- 17 in Van Buren County and 9 in Searcy County. Received 1 new referral, Enrolled 2 new families.
- Had 1 new baby born to a mom enrolled prenatally.
- Completed 32 home visits and held 2 group meetings.
- Checked 1 car seat as part of the UAMS Satellite Site. We also received notification that we were once again approved to continue as a UAMS Satellite Site- This allows us to have car seats available if any checked need replaced and provide safe sleep materials for newborns.
- Staff are also working on re-accreditation with Healthy Families America (HFA) and have been since early 2019. This is a rigorous process that starts at least 1 year before the date that the official peer review begins. Pre-site review of data will be in June 2020 and onsite review of files and interviews will be in August 2020.
- Group meetings were held in both counties in December. Families in Searcy County met at the U.A. Cooperative Extension office where Kylie Harris visited with us about her programs and we made a reindeer craft. In Van Buren County, families enjoyed a Christmas celebration complete with Santa!
k. **Community Engagement & Staff Development:**

- January 7th, Rebecca Hanlin interviewed with KTLO out of Mountain Home. **OOI won free advertisement for the month of January** and the interview is part of the advertising packet(!) Ms. Hanlin is promoting services and activities available throughout the entire organization.
- January 9th, “Managing Millennials and a Younger Workforce” training held in the Community Services Training Center.
- January 14th, “Clear and Confident Communication Skills” training held in the Community Services Training Center.
- January 22nd, “How to Remain Cool and Collected in Challenging Conversations” training held in the Community Services Training Center.
- January 28th, “How to Handle Emotions Under Pressure” training held in the Community Services Training Center.
- January 31st, “Keys to Improving Employee Accountability” training held in the Community Services Training Center.

l. **Staffing Updates:**

- We are currently looking for an additional Family Development Worker for Baxter & Marion counties.