



CONCHO VALLEY
COUNCIL OF GOVERNMENTS

EXECUTIVE COMMITTEE MEETING

Wednesday, December 11, 2024 at 1:45 p.m.

Concho Valley Council of Governments
5430 Link Rd, San Angelo, Texas 76904 and via Teleconference

The meeting place is accessible to persons with disabilities. If assistance is needed to observe or comment, please call the CVCOG office at 325-944-9666 at least 24 hours prior to the meeting.

Join By Zoom Teleconference - <https://us06web.zoom.us/j/86188716136>

*Meeting ID: **861 8871 6136** *Passcode: **268771**

833 548 0282 US Toll-free

877 853 5247 US Toll-free

888 788 0099 US Toll-free

833 548 0276 US Toll-free

Agenda

NOTICE: The Concho Valley Council of Governments may discuss, deliberate and take all appropriate action on any matter listed on this Agenda. Items on this Agenda may be taken out of the order listed. The Executive Committee reserves the right to deliberate in closed session pursuant to 551 of the Texas Government Code. Public comment is limited to five minutes per person on any agenda item.

BUSINESS

1. Determination of Quorum and Call to Order
2. Invocation and Pledge of Allegiance
3. Public Comment
4. Consent Agenda
 - a. Consider and take appropriate action concerning the minutes from the November 13, 2024 Meeting.
 - b. Consider and take appropriate action concerning the Staff Travel Report September 2024.

REGULAR AGENDA

5. Consider and take appropriate action concerning Checks in excess of \$2,000 for September 2024.
6. Consider and take appropriate action concerning the Budget Comparison Report for Head Start Nutrition FY 23-24 Grant H06, YTD October 1, 2023 through September 30, 2024.
7. Consider and take appropriate action concerning the Budget Comparison Report for Head Start Nutrition FY 24-25 Grant H07, YTD June 1, 2024 through September 30, 2024.
8. Consider and take appropriate action concerning the Head Start Credit Card/Open Account Summary for September 2024.

9. Consider and take appropriate action concerning the Head Start Policies and Procedures.
 - a. Health Program Services 1302.42
 - b. Health Program Services 1302.43
10. Consider and take appropriate action concerning the updated Homeland Security Strategic Implementation Plan for 2024-2025.
11. Consider and take appropriate action concerning ACH Payments to Executive Committee Members for travel reimbursements.
12. Consider and take appropriate action concerning a budget adjustment to Texas Commission on Environmental Quality (TCEQ) concerning the Solid Waste budget.
13. Consider and take appropriate action concerning the allocation amounts for CVCOG Regional Solid Waste grant applications for FY 24-25 – Second Biennium.
14. Consider and take appropriate action concerning the Executive Director to enter into MOU's with Kimble, Mason, and Menard Counties to lead the Tri-County Mental Health Project with Frontera Healthcare.

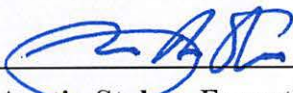
15. INFORMATION ITEMS AND REPORTS

- a. Review of the CVCOG Monthly Financials for September 2024 (Balance Sheet, Schedule of Revenue by Source, and Cash Flow) – Michael Meek, Director of Finance
 - b. CVCOG Head Start Director's Report for September 2024, Self-Assessment Goal Update, and the Self-Assessment Calendar for 2024-2025 – Carolina Raymond, Director of Head Start
 - c. CVCOG Report – John Austin Stokes, Executive Director
16. Consideration of any other business.

17. ADJOURNMENT

The Concho Valley Council of Governments reserves the right to conduct an executive/closed session at any time during the course of this meeting to discuss any matter listed on the agenda posted for this meeting, as needed, pursuant to one or more authorized and applicable exceptions to an open meeting described in Chapter 551 of the Texas Government Code (the Texas Open Meeting Act), including but not limited to the following statutory exceptions: Texas Government Code Sections 551.071 and 551.129 (Consultation with Attorney), 551.072 (Deliberation Regarding Real Property), 551.073 (Deliberation Regarding Prospective Gift or Donation), 551.074 (Personnel Matters), 551.076 and 551.089 (Deliberation Regarding Security Devices or Security Audits), or 551.087 (Deliberation Regarding Economic Development Negotiations).

Posted in accordance with the Texas Government Code, Title V, Chapter 551, Section .053 this, 4th day of December 2024.



John Austin Stokes, Executive Director



EXECUTIVE COMMITTEE MEETING MINUTES Wednesday, November 13, 2024

The Executive Committee of the Concho Valley Council of Governments met on Wednesday, November 13, 2024 at 1:45 p.m. at 5430 Link Rd., San Angelo, Texas 76904 and via Zoom Teleconference.

Members present were:

Brandon Corbin, Chairman, Menard County Judge
Molly Criner, Vice-Chairman, Irion County Judge
Hal Rose, Secretary, Kimble County Judge
Charlie Bradley, Schleicher County Judge
Lane Carter, Tom Green County Judge
Bill Dendle, San Angelo ISD Board Member
David Dillard, Concho County Judge
Lucy Gonzales, COSA Council Member, District 4
Jim O’Bryan, Reagan County Judge
Souli Shanklin, Edwards County Judge
Hal Spain, Coke County Judge
Frank Tambunga, Crockett County Judge
Frank Trull, McCulloch County Judge

Members absent were:

Sheree Hardin, Mason County Judge
Jody Harris, Sutton County Judge
Mike Knittel, Sterling County Judge

Guests present were:

Lori Wilson, District Director for State Representative Drew Darby

BUSINESS

Chairman Judge Brandon Corbin announced the presence of a quorum and called the meeting to order at 1:45 p.m.

Judge Hal Spain gave the invocation and led the Pledge of Allegiance.

APPROVAL of the Consent Agenda

- a. Judge David Dillard made a motion to approve the Meeting Minutes from September 11, 2024. Judge Hal Rose seconded the motion. No questions or discussion. The motion passed unanimously.
- b. Judge David Dillard made a motion to approve the Staff Travel report from August 2024. Judge Hal Rose seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Director of Finance, Michael Meek

Erin Hernandez, Assistant Executive Director, presented the Director of Finance, Michael Meek for approval. Judge Jim O’Bryan made a motion to approve the Director of Finance as presented. Councilwoman Lucy Gonzales seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of Checks

Michael Meek, Director of Finance, presented the checks in excess of \$2,000 written for August 2024. Judge Jim O'Bryan made a motion to approve the checks as presented. Judge Hal Rose seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Budget Comparison for Head Start Nutrition Grant H06

Carolina Raymond, Director of Head Start, presented the Budget Comparison Report for Head Start Nutrition FY 23-24 Grant H06, YTD October 1, 2023 through August 31, 2024 for approval. Judge David Dillard made a motion to approve the Budget Comparison Report as presented. Judge Souli Shanklin seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Budget Comparison for Head Start Nutrition Grant H07

Carolina Raymond, Director of Head Start, presented the Budget Comparison Report for Head Start Nutrition FY 24-25 Grant H07, YTD June 1, 2024 through August 31, 2024 for approval. Judge Hal Rose made a motion to approve the Budget Comparison Report as presented. Judge Frank Tambunga seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Head Start Credit Card/Open Account Summary Transactions

Carolina Raymond, Director of Head Start, presented the CVCOG Head Start Credit Card/Open Account Summary Transactions for the month of August 2024 for approval. Judge Charlie Bradley made a motion to approve the summary of transactions as presented. Judge Hal Spain seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Head Start Policies and Procedures

Carolina Raymond, Director of Head Start, presented the Head Start Policies and Procedures for approval. Judge Souli Shanklin made a motion to approve the Head Start Policies and Procedures as presented. Judge Charlie Bradley seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Head Start School Printer Lease Contract

Carolina Raymond, Director of Head Start, presented the Head Start Printer Lease Contract for approval. Judge Hal Spain made a motion to approve the Head Start Printer Lease Contract as presented. Judge Frank Tambunga seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the CVCOG Travel Policy

Erin Hernandez, Assistant Executive Director, presented the CVCOG Travel Policy for approval. Judge Hal Rose made a motion to approve the CVCOG Travel Policy as presented. Councilwoman Lucy Gonzales seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the CVCOG State Salary Schedule for FY 24-25, as presented to the Office of the Governor

Erin Hernandez, Assistant Executive Director, presented the CVCOG State Salary Schedule for FY 24-25, as presented to the Office of the Governor for approval. Judge Souli Shanklin made a motion to approve the CVCOG State Salary Schedule for FY 24-25, as presented to the Office of the Governor as presented. Judge David Dillard seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the CVCOG Investment Policy (approved annually)

Erin Hernandez, Assistant Executive Director, presented the CVCOG Investment Policy (approved annually) for approval. Judge Hal Rose made a motion to approve the CVCOG Investment Policy (approved annually) as presented. Judge Hal Spain seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the CVCOG Investment Strategies (approved annually)

Erin Hernandez, Assistant Executive Director, presented the CVCOG Investment Strategies (approved annually) for approval. Judge Charlie Bradley made a motion to approve the CVCOG Investment Strategies (approved annually) as presented. Judge Jim O'Bryan seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the CVCOG Qualified Broker/Dealer List (approved annually)

Erin Hernandez, Assistant Executive Director, presented the CVCOG Qualified Broker/Dealer List (approved annually) for approval. Judge Hal Rose made a motion to approve the CVCOG Qualified Broker/Dealer List (approved annually) as presented. Judge Charlie Bradley seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the change in access with all bank accounts for Michael Meek from Assistant Director of Finance to Director of Finance

Erin Hernandez, Assistant Executive Director, presented the change in access with all bank accounts for Michael Meek from Assistant Director of Finance to Director of Finance for approval. Judge Charlie Bradley made a motion to approve the change in access as presented. Judge Molly Criner seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of all individuals with Bank Signature Authority and with Bank Account Access

Erin Hernandez, Assistant Executive Director, presented the individuals with Bank Signature Authority and with Bank Account Access for approval. Judge Hal Spain made a motion to approve the individuals as presented. Judge Molly Criner seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the updated Threat and Hazard Identification Risk Assessment for 2024-2025

Mattye Davenport, Homeland Security Planner, presented the updated Threat and Hazard Identification Risk Assessment for 2024-2025 for approval. Judge Charlie Bradley made a motion to approve the assessment as presented. Judge Molly Criner seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the updated Stakeholder Preparedness Review for 2024-2025

Mattye Davenport, Homeland Security Planner, presented the updated Stakeholder Preparedness Review for 2024-2025 for approval. Judge Hal Rose made a motion to approve the review as presented. Judge Frank Tambunga seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Texas Department of Transportation's MUA with the Concho Valley Council of Governments for the purposes of frequency utilization in select regional trunking systems

Mattye Davenport, Homeland Security Planner, presented the Texas Department of Transportation's MUA with the Concho Valley Council of Governments for the purposes of frequency utilization in select regional trunking systems for approval. Judge Molly Criner made a motion to approve the TxDOT's MUA as presented. Judge David Dillard seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the request to enter into an agreement with and offer support to Frontier Southwest, Inc. for regional broadband expansion within the CVCOG service area, based on the RFP results, and authorize staff to finalize and execute the agreement

Jaylon Seales, Procurement Manager, presented the request to enter into an agreement with and offer support to Frontier Southwest, Inc. for regional broadband expansion within the CVCOG service area, based on the RFP results, and authorize staff to finalize and execute the agreement for approval. Judge Hal Spain made a motion to approve the request as presented. Judge Jim O'Bryan seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the request to enter into an agreement with and offer support to Concho Valley Electric Cooperative for regional broadband expansion within the CVCOG service area, based on the RFP results, and authorize staff to finalize and execute the agreement

Jaylon Seales, Procurement Manager, presented the request to enter into an agreement with and offer support to Concho Valley Electric Cooperative for regional broadband expansion within the CVCOG service area, based on the RFP results, and authorize staff to finalize and execute the agreement for approval. Judge Hal Spain made a motion to approve the request as presented. Judge Jim O'Bryan seconded the motion. No questions or discussion. The motion passed unanimously.

Agenda Item 24: Consider and take appropriate action concerning a budget adjustment to Texas Commission on Environmental Quality (TCEQ) concerning the Solid Waste budget

Erin Hernandez, Assistant Executive Director, asked that Agenda Item 24: Consider and take appropriate action concerning a budget adjustment to Texas Commission on Environmental Quality (TCEQ) concerning the Solid Waste budget be tabled until the December 11, 2024 meeting. Judge Brandon Corbin made a motion to approve tabling this agenda item as presented. Judge Souli Shanklin seconded the motion. No questions or discussion. The motion passed unanimously.

Agenda Item 25: Consider and take appropriate action concerning the allocation amounts for CVCOG Regional Solid Waste grant applications for FY 24-25 – Second Biennium

Erin Hernandez, Assistant Executive Director, asked that Agenda Item 25: Consider and take appropriate action concerning the allocation amounts for CVCOG Regional Solid Waste grant applications for FY 24-25 – Second Biennium be tabled until the December 11, 2024 meeting. Judge Brandon Corbin made a motion to approve tabling this agenda item as presented. Judge Souli Shanklin seconded the motion. No questions or discussion. The motion passed unanimously.

INFORMATION ITEMS & REPORTS

- a. Mike Burnett, Executive Director, Concho Valley Community Action Agency (CVCAA), reported on the community needs assessment that is conducted each year by the CVCAA. Each year, CVCAA conducts a Community Needs Assessment (CNA) to identify and prioritize the needs of low-income residents in the region. This comprehensive evaluation informs the agency's strategic planning and program development, ensuring that services effectively address the community's most pressing challenges. Mr. Burnett also mentioned that that CVCAA offers a rental assistance program to support residents in the Concho Valley area.
- b. Lynda Frakes, Information Technology Manager, went into detail regarding the Regional Security Operations Center (RSOC) program offered by Angelo State University. The RSOC operates 24/7, staffed by professional security analysts and ASU student interns. It utilizes industry-leading technologies, such as Security Information and Event Management (SIEM) and Endpoint Detection and Response (EDR) tools, to deliver cutting-edge cybersecurity services. This is a free service offered to eligible entities.
- c. Michael Meek, Director of Finance, gave the report of the CVCOG Monthly Financials for August 2024. He gave an overview of the balance sheet, schedule of revenue and cash flow.

- d. Carolina Raymond, Director of Head Start, gave a report on the operations, enrollment and disability numbers for the Head Start and Early Head Start Centers for the month of August 2024. Ms. Raymond also provided information on a recent Reportable Incident Notification. During nap time, a child was inadvertently left unattended in a classroom. Following the incident, the Office of Head Start conducted a risk assessment call to address the situation, with Judge Charlie Bradley participating in the discussion. As a result, staff members involved in the incident received formal write-ups, and corrective instructions were issued to prevent future occurrences. Subsequently, one individual chose to resign due to securing another job opportunity, while another resigned because the position did not meet their expectations.
- e. John Austin Stokes, Executive Director, gave a brief overview of items that the COG is working on. Mr. Stokes introduced Lori Wilson, District Director for State Representative Drew Darby, and Erin Hernandez introduced Lisa Rine to the group. Ms. Hernandez encouraged the judges to consider utilizing Ms. Rine for grant writing. Additionally, Mr. Stokes informed the members that he had received a call from the El Paso Council of Governments regarding the Space Commission's search for potential launch pad locations.

ADJOURNMENT

There being no further business to discuss, Judge Jim O'Bryan made a motion to adjourn the meeting. Judge Hal Spain seconded the motion. Meeting adjourned at 2:50 p.m.

Duly adopted at a meeting of the Executive Committee of the Concho Valley Council of Governments on this 11th day of December 2024.

Judge Brandon Corbin - Chairman

Judge Molly Criner, Vice-Chairman

CVCOG
 Check/Voucher Register
 From 9/1/2024 Through 9/30/2024

Document Nur	Document Date	Name	Transaction Description	Document Amount
196111	9/4/2024	AMERITAS LIFE INSURANCE CORP	010-028641-00001 Employee Dental Premium 08/01/2024-08/31/20	8,658.32
196113	9/4/2024	BANK & TRUST	Health Savings Act for payroll 8/30/2024	2,381.58
196119	9/4/2024	TEXAS DEPARTMENT OF INFORMATION RESOURCES	911 Cstmr Code PA30000TSD ESINet AVPN Managed Circuits and M	39,296.15
196120	9/4/2024	Duncan Mechanical Services, Inc	Preventative maintenance for outside units and mini splits a	2,023.89
196121	9/4/2024	Frog Street Press, LLC	Head Start Full Day F2F Training sessions - Creating a Posit	3,999.00
196127	9/4/2024	NATIONWIDE RETIREMENT SOLUTIONS	NACO & Roth 457B payroll 8/30/2024	2,965.00
196128	9/4/2024	Pala Supply Company Inc	Purchase of school supply kits in order to help the communit	24,984.08
196131	9/4/2024	Sysco West Texas	Day HS/EHS purchase of nutrition items for children and kitc	5,081.45
196142	9/10/2024	Cobb Fendley & Associates Inc	Phase 3 Project Development and Infrastructure, Task 1 Revie	7,888.00
196145	9/10/2024	Duane Espinoza	San Angelo Area Foundation CJ Academy passthrough	2,000.00
196146	9/10/2024	Emily Sanders	San Angelo Area Foundation CJ Academy passthrough	2,000.00
196147	9/10/2024	ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC	ESRI GSI mapping software 09/04/24-09/03/25	20,419.51
196156	9/10/2024	Roderick Mays dba Ready Maids Cleaning Services LLC	5430 Link - August 2024 Janitorial Srves	11,666.63
196159	9/10/2024	SNIDER TECHNOLOGY SERVICES, LLC	Monthly SOPHOS Firewall and Cloud Services Agreement for	2,333.50
196161	9/10/2024	Sysco West Texas	Day HS/EHS purchase of nutrition items for children and kitc	4,813.33
	9/10/2024	Sysco West Texas	Rio Vista HS/EHS purchase of nutrition items for children an	3,752.16
196165	9/10/2024	WESTERN STATES COMMUNICATIONS, INC.	Kimble CO SO, TX Position Move 6/25/24	3,200.00
196166	9/17/2024	AFLAC	J5711 Employees Premium 09/01/24-09/30/24	9,722.16
196167	9/17/2024	AMERICAN UNITED LIFE INSURANCE COMPANY	G 00620509 Employees Life Premium 09/01/2024-09/30/2024	7,079.77
196173	9/17/2024	CITY OF BRADY	Congregate Meals Brady 07-24	5,805.48
	9/17/2024	CITY OF BRADY	HDM Meals Brady 07-24	5,864.70
196175	9/17/2024	CITY OF SAN ANGELO AGING PROGRAM	Congregate Meals COSA 07-24	19,263.97
196176	9/17/2024	CITY OF SONORA	Congregate Meals SONORA 07-24	2,926.00
196177	9/17/2024	CITY OF SONORA	HDM SONORA 07-24	11,682.72
196178	9/17/2024	COKE COUNTY	HDM Meals Coke 07-24	3,286.30
196182	9/17/2024	CTWP	HS Copier Lease August 2024 - 07/30/24 to 08/29/24	2,726.23
196183	9/17/2024	CVCOG TRANSIT DISTRICT	AAA Urban Trips 08/24	9,430.00
196189	9/17/2024	HELPING HANDS FOR THE ELDERLY, INC.	HDM Meals HH 07-24	4,664.12
196191	9/17/2024	KIMBLE COUNTY SCBA	Congregate Meals KMOW 07-24	3,335.44
	9/17/2024	KIMBLE COUNTY SCBA	HDM Meals KMOW 07-24	3,449.64
196198	9/17/2024	Mason County - Nutrition Program	Congregate Meals MASON 07-24	4,270.03
	9/17/2024	Mason County - Nutrition Program	HDM MASON 07-24	5,414.13
196200	9/17/2024	MENARD COUNTY	HDM Meals Menard 07-24	3,858.66
196208	9/17/2024	Sysco West Texas	Day HS/EHS purchase of nutrition items for children and kitc	3,666.78
	9/17/2024	Sysco West Texas	Rio Vista HS/EHS purchase of nutrition items for children an	3,228.49
	9/17/2024	Sysco West Texas	Rio Vista HS/EHS purchase of nutrition items for children an	4,459.26
	9/17/2024	Sysco West Texas	Day HS/EHS purchase of nutrition items for children and kitc	4,391.56
196211	9/17/2024	TOM GREEN COUNTY	Solid Waste Pass through grant	11,340.00

CVCOG
 Check/Voucher Register
 From 9/1/2024 Through 9/30/2024

Document Nur	Document Date	Name	Transaction Description	Document Amount
196219	9/24/2024	ABILA, INC (Community Brands Holdco, LLC)	Microix hosting, MIP Cloud: Executive View User(s), MIP Clou	2,358.42
196225	9/24/2024	BANK & TRUST	Health Savings Act for payroll 9/15/2024	2,414.58
196227	9/24/2024	BLUE CROSS AND BLUE SHIELD OF TEXAS	029143 CVCOG Health Ins 09/01/2024-09/30/2024	183,627.00
196231	9/24/2024	Duncan Mechanical Services, Inc	Two Commercial dehumidifiers for CVCOG Link Rd. Offices.	19,980.00
196244	9/24/2024	NATIONWIDE RETIREMENT SOLUTIONS	NACO & Roth 457B payroll 9/15/2024	2,965.00
196250	9/24/2024	TOM GREEN COUNTY	Solid Waste Pass Through Grant	10,000.00
196251	9/24/2024	True Tex Plumbing LLC	Water heater service on 4 units, plumbing repairs, and pipe	5,020.00
2037	9/27/2024	CB Ashworth College	Day HS purchase of Early Childhood Education Program 2nd	2,650.50
2056	9/27/2024	CB Concho Valley Electric Cooperative, Inc.	Elec service for Link RD, CVT shop and light poles 5/20/24-6	3,136.89
2067	9/27/2024	CB Frontier Communications	911 Selective Routing 07/19/24-08/18/24 CBG	6,521.58
2078	9/27/2024	CB Intrado Life & Safety, Inc.	Text to 911 services for Concho Valley Region CBG 06/29/24-	3,988.99
2082	9/27/2024	CB NADO	Membership fees National Association of Development	3,000.00
2087	9/27/2024	CB ParentPowered PBC	Head Start purchase of Annual Ready4K Core Program and	2,068.34
2111	9/27/2024	CB Uline	Portable stage to use for CVCOG events, graduations, etc. in	6,844.59
Report Total				531,903.93

CVCOG
 Summary Budget Comparison - DIR-Grant H06, Head Start Nutrition 23-24
 From 10/1/2023 Through 9/30/2024

Account Code	Account Title	YTD Budget \$ - Original	YTD Actual	YTD Budget \$ Variance - Original	Percent Total Budget Used - Original
H06	Grant H06, CACFP Head Start Nutrition FY 23-24				
004	Revenue				
4221000	CACFP Nutrition CFDA 10.558	740,017.20	585,256.79	(154,760.41)	79.08%
Total 004	Revenue	740,017.20	585,256.79	(154,760.41)	79.09%
407	Head Start Nutrition				
5110000	General Wages	57,969.62	45,660.93	12,308.69	78.76%
5151000	Medicare Tax	840.57	530.31	310.26	63.08%
5172000	Workers Comp Insurance	2,233.45	2,233.45	0.00	100.00%
5173000	SUTA	137.28	136.37	0.91	99.33%
5174000	Health Insurance Benefit	23,104.85	15,811.13	7,293.72	68.43%
5175000	Dental Insurance Benefit	950.97	535.99	414.98	56.36%
5176000	Life Insurance Benefit	459.12	270.76	188.36	58.97%
5177000	HSA Insurance Benefit	2,516.26	572.77	1,943.49	22.76%
5181000	Retirement	6,447.68	5,002.70	1,444.98	77.58%
5199000	Indirect Allocation	5,008.07	5,008.07	0.00	100.00%
5291000	Contract Services	26,000.00	15,506.10	10,493.90	59.63%
5295000	HS Nutrition Service	488,149.33	383,801.86	104,347.47	78.62%
5513000	HS Food Serv Sup	116,000.00	110,186.35	5,813.65	94.98%
5622000	Internal Computer/Software	10,000.00	0.00	10,000.00	0.00%
5753000	Dues and fees	200.00	0.00	200.00	0.00%
Total 407	Head Start Nutrition	(740,017.20)	(585,256.79)	154,760.41	79.09%
Report Difference		0.00	0.00	0.00	0.00%

CVCOG

Summary Budget Comparison - DIR-Grant H07, Head Start FY 24-25
From 6/1/2024 Through 9/30/2024

Account Code	Account Title	YTD Budget \$ - Original	YTD Actual	YTD Budget \$ Variance - Original	Percent Total Budget Used - Original
H07	HHS-ACF Grant H07, Head Start FY 24-25				
004	Revenue				
4173000	HHS-ACF Head Start CFDA 93.600	7,905,077.00	2,376,858.61	(5,528,218.39)	30.06%
4411000	IK Contributions	1,853,365.00	324,449.99	(1,528,915.01)	17.50%
4523000	Local Revenue	9,201.11	7,044.29	(2,156.82)	76.55%
Total 004	Revenue	9,767,643.11	2,708,352.89	(7,059,290.22)	27.73%
400	Head Start CAN NO 9-G064122				
5110000	General Wages	2,429,666.00	792,520.04	1,637,145.96	32.61%
5119000	Holiday Work Time	3,160.02	1,316.44	1,843.58	41.65%
5150000	Vacation Time Allocation	27,297.70	8,871.30	18,426.40	32.49%
5151000	Medicare Tax	34,188.36	11,066.01	23,122.35	32.36%
5172000	Workers Comp Insurance	33,756.02	11,003.18	22,752.84	32.59%
5173000	SUTA	2,992.85	841.32	2,151.53	28.11%
5174000	Health Insurance Benefit	728,848.82	246,117.54	482,731.28	33.76%
5175000	Dental Insurance Benefit	25,892.54	8,153.38	17,739.16	31.48%
5176000	Life Insurance Benefit	17,047.55	5,694.05	11,353.50	33.40%
5177000	HSA Insurance Benefit	30,041.92	3,984.49	26,057.43	13.26%
5181000	Retirement	277,232.22	87,327.11	189,905.11	31.49%
5199000	Indirect Allocation	256,596.00	84,740.15	171,855.85	33.02%
5200000	Employee Health and Welfare	8,741.29	-	8,741.29	0.00%
5206000	HR Service Center	145,847.04	42,530.13	103,316.91	29.16%
5207000	Procurement Service Center	69,324.43	20,405.42	48,919.01	29.43%
5208000	Information Technology Service Center	86,760.16	55,222.21	31,537.95	63.64%
5291000	Contract Services	49,545.00	13,470.40	36,074.60	27.18%
5293000	HS Health & Disab Svc	6,451.18	-	6,451.18	0.00%
5294000	HS Policy Council	897.69	-	897.69	0.00%
5295000	HS Nutrition Service	6,058.40	-	6,058.40	0.00%
5296000	HS Parent Service	3,022.43	559.77	2,462.66	18.52%
5309000	Travel-In Region	1,872.68	-	1,872.68	0.00%
5310000	Travel-Out of Region	2,288.32	-	2,288.32	0.00%
5351000	Fuel	1,100.75	300.02	800.73	27.25%
5361000	Vehicle Maintenance	571.75	229.02	342.73	40.05%
5413000	HS Site Rent	90,000.15	5,560.00	84,440.15	6.17%
5433000	HS Site Center Utilities	77,615.59	25,606.07	52,009.52	32.99%
5451000	Facility Allocation	74,185.98	16,124.25	58,061.73	21.73%
5453000	HS Site Center Bldg Maint	106,151.90	39,439.98	66,711.92	37.15%
5506000	Janitorial and Facility Supplies	15,624.61	-	15,624.61	0.00%
5509000	HS Delegate Supplies	44,266.58	-	44,266.58	0.00%

CVCOG

Summary Budget Comparison - DIR-Grant H07, Head Start FY 24-25
From 6/1/2024 Through 9/30/2024

Account Code	Account Title	YTD Budget \$ - Original	YTD Actual	YTD Budget \$ Variance - Original	Percent Total Budget Used - Original
5510000	Supplies	30,571.32	8,313.82	22,257.50	27.19%
5512000	HS Class Room Supplies	89,871.89	34,602.48	55,269.41	38.50%
5514000	HS Medical Supplies	6,491.42	1,262.85	5,228.57	19.45%
5515000	HS Disability Supplies	3,160.56	72.30	3,088.26	2.28%
5518000	HS Diapers and Wipes	16,441.06	1,062.79	15,378.27	6.46%
5622000	Internal Computer/Software	77,556.64	16,609.91	60,946.73	21.41%
5632000	Copier	28,874.03	9,873.27	19,000.76	34.19%
5711000	Insurance	8,617.60	931.43	7,686.17	10.80%
5721000	Printing	1,530.70	-	1,530.70	0.00%
5722000	Ads & Promotions	1,913.61	-	1,913.61	0.00%
5734000	HS Capital Playground	521,620.00	-	521,620.00	0.00%
5753000	Dues and fees	2,449.36	645.21	1,804.15	26.34%
5760000	HS Site Center Communications	19,458.54	6,471.33	12,987.21	33.25%
5762000	Postage/freight	1,148.71	119.74	1,028.97	10.42%
5791000	Other	3,489.89	-	3,489.89	0.00%
5796000	Safety	1,606.63	571.25	1,035.38	35.55%
Total 400	Head Start CAN NO 9-G064122	(5,471,847.89)	(1,561,618.66)	3,910,229.23	28.54%
401	Early Head Start CAN NO 9-G064122				
5110000	General Wages	1,323,896.89	430,879.26	893,017.63	32.54%
5119000	Holiday Work Time	1,232.11	513.11	719.00	41.64%
5150000	Vacation Time Allocation	6,044.79	1,816.35	4,228.44	30.04%
5151000	Medicare Tax	18,463.17	5,988.57	12,474.60	32.43%
5172000	Workers Comp Insurance	16,608.87	5,394.00	11,214.87	32.47%
5173000	SUTA	1,105.74	353.84	751.90	32.00%
5174000	Health Insurance Benefit	393,452.69	130,981.08	262,471.61	33.29%
5175000	Dental Insurance Benefit	13,417.18	4,376.29	9,040.89	32.61%
5176000	Life Insurance Benefit	9,623.00	3,157.99	6,465.01	32.81%
5177000	HSA Insurance Benefit	5,569.35	2,150.13	3,419.22	38.60%
5181000	Retirement	146,018.22	47,453.07	98,565.15	32.49%
5199000	Indirect Allocation	139,288.00	45,581.08	93,706.92	32.72%
5200000	Employee Health and Welfare	1,544.58	-	1,544.58	0.00%
5206000	HR Service Center	24,018.44	12,703.81	11,314.63	52.89%
5207000	Procurement Service Center	11,260.01	6,095.13	5,164.88	54.13%
5208000	Information Technology Service Center	28,906.96	16,494.94	12,412.02	57.06%
5291000	Contract Services	13,310.70	5,429.31	7,881.39	40.78%
5293000	HS Health & Disab Svc	41.00	-	41.00	0.00%
5294000	HS Policy Council	11.01	-	11.01	0.00%
5295000	HS Nutrition Service	42.23	-	42.23	0.00%

CVCOG

Summary Budget Comparison - DIR-Grant H07, Head Start FY 24-25
From 6/1/2024 Through 9/30/2024

Account Code	Account Title	YTD Budget \$ - Original	YTD Actual	YTD Budget \$ Variance - Original	Percent Total Budget Used - Original
5296000	HS Parent Service	1,192.25	368.83	823.42	30.93%
5309000	Travel-In Region	88.03	-	88.03	0.00%
5310000	Travel-Out of Region	41.52	-	41.52	0.00%
5351000	Fuel	57.34	22.27	35.07	38.83%
5413000	HS Site Rent	31,111.09	640.00	30,471.09	2.05%
5433000	HS Site Center Utilities	29,350.96	9,926.93	19,424.03	33.82%
5451000	Facility Allocation	8,451.55	4,031.07	4,420.48	47.69%
5453000	HS Site Center Bldg Maint	31,600.55	11,002.36	20,598.19	34.81%
5506000	Janitorial and Facility Supplies	52.80	-	52.80	0.00%
5510000	Supplies	11,544.01	3,520.99	8,023.02	30.50%
5512000	HS Class Room Supplies	20,000.52	3,506.69	16,493.83	17.53%
5514000	HS Medical Supplies	680.91	417.03	263.88	61.24%
5515000	HS Disability Supplies	247.20	81.70	165.50	33.05%
5518000	HS Diapers and Wipes	3,440.48	751.22	2,689.26	21.83%
5622000	Internal Computer/Software	19,000.24	5,860.93	13,139.31	30.84%
5632000	Copier	7,665.28	2,434.29	5,230.99	31.75%
5711000	Insurance	1,615.20	149.02	1,466.18	9.22%
5721000	Printing	1,625.53	-	1,625.53	0.00%
5722000	Ads & Promotions	606.64	-	606.64	0.00%
5753000	Dues and fees	763.17	101.83	661.34	13.34%
5760000	HS Site Center Communications	5,249.33	1,758.80	3,490.53	33.50%
5762000	Postage/freight	664.42	-	664.42	0.00%
5796000	Safety	1,041.39	160.85	880.54	15.44%
Total 401	Early Head Start CAN NO 9-G064122	(2,329,945.35)	(764,102.77)	1,565,842.58	32.79%
402	Head Start T&TA CAN NO 9-G064120				
5308000	Head Start T & T A	56,824.00	24,913.29	31,910.71	43.84%
Total 402	Head Start T&TA CAN NO 9-G064120	(56,824.00)	(24,913.29)	31,910.71	43.84%
403	Early Head Start T&TA CAN NO 9-G064121				
5308000	Head Start T & T A	28,858.00	8,822.13	20,035.87	30.57%
Total 403	Early Head Start T&TA CAN NO 9-G064121	(28,858.00)	(8,822.13)	20,035.87	30.57%
407	Head Start Nutrition				
5295000	HS Nutrition Service	200.00	-	200.00	0.00%
5513000	HS Food Serv Sup	17,401.76	17,401.76	-	100.00%
5622000	Internal Computer/Software	(200.00)	-	(200.00)	0.00%

CVCOG
 Summary Budget Comparison - DIR-Grant H07, Head Start FY 24-25
 From 6/1/2024 Through 9/30/2024

Account Code	Account Title	YTD Budget \$ - Original	YTD Actual	YTD Budget \$ Variance - Original	Percent Total Budget Used - Original
Total 407	Head Start Nutrition	(17,401.76)	(17,401.76)	-	98.86%
409	Head Start InKind				
6791000	InKind Other	1,853,365.00	324,449.99	1,528,915.01	17.50%
Total 409	Head Start InKind	(1,853,365.00)	(324,449.99)	1,528,915.01	17.51%
997	Non Project				
5200000	Employee Health and Welfare	4,099.20	2,049.60	2,049.60	50.00%
5510000	Supplies	251.92	163.71	88.21	64.98%
5512000	HS Class Room Supplies	4,829.99	4,829.99	-	100.00%
5753000	Dues and fees	20.00	0.99	19.01	4.95%
Total 997	Non Project	(9,201.11)	(7,044.29)	2,156.82	76.56%
Total Expenditures		(9,767,443.11)	(2,708,352.89)	7,059,090.22	27.73%
	Head Start (Project 400, 402)	(5,528,671.89)	(1,586,531.95)	3,942,139.94	28.70%
	Early Head Start (Project 401, 403)	(2,358,803.35)	(772,924.90)	1,585,878.45	32.77%
	CACFP (Project 407)	(17,401.76)	(17,401.76)	-	100.00%
	Total Federal	(7,904,877.00)	(2,376,858.61)	5,528,018.39	30.07%
	Total Non-Federal, includes any Local Funds	(1,862,566.11)	(331,494.28)	1,531,071.83	17.80%
	Grand Total Head Start Expenditures	(9,767,443.11)	(2,708,352.89)	7,059,090.22	27.73%
	Non-Federal Percentage of Total Expenditures	12.24%	match of 20%		
	Head Start Admin Expenditures	250,829.08			
	Administrative Indirect Expenditures	395,884.00			
	Total Administrative Costs	646,713.08			
	Administrative Percentage of Approved Budget	-23.88%	max of 15%		

**Head Start Credit Card/Open Account Transactions Summary
(Detail Attached)**

Head Start Transactions	September, 2024
Citibank P-Card	42,751.22
Dean's Dairy	7,960.24
First Financial Credit Card	1,200.70
Lowe's Pay and Save	1,275.40
Sysco Food Services	38,402.49
West Texas Fire Extinguisher	3,778.54
	<hr/>
	\$ 95,368.59
	<hr/>

CVCOG
Vendor Activity - Head Start Citibank P-Card
H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295000	HS Nutrition Service	8/2/2024	HEB23322244521	Rio Vista HS purchase of orange juice for diabetic student needs (2 6-pks) CBG2	10.36
5295000	HS Nutrition Service	8/14/2024	048732	Rio Vista HS/EHS purchase of lactose free milk CB HS	56.32
5295000	HS Nutrition Service	8/15/2024	089677	Day HS purchase of nutrition items for children CB HS	86.69
5295000	HS Nutrition Service	8/23/2024	013067	Rio Vista HS/EHS purchase of bread CB HS	42.64
5295000	HS Nutrition Service	8/23/2024	047082	Rio Vista HS/EHS purchase of cereal CB HS	9.86
5295000	HS Nutrition Service	8/26/2024	041856	Rio Vista HS/EHS purchase of lactose free milk CB HS	76.56
5295000	HS Nutrition Service	8/26/2024	044053	Rio Vista HS/EHS purchase of nutrition items for children - strawberries CB HS	238.00
5295000	HS Nutrition Service	8/27/2024	10204947808	Rio Vista EHS purchase of formula CBG2	171.44
5295000	HS Nutrition Service	8/27/2024	2000119-63011909	Rio Vista EHS purchase of baby food, cereal, and formula CBG2	252.28
5295000	HS Nutrition Service	8/27/2024	3940821-2557064	Rio Vista EHS purchase of assorted baby foods CBG2	538.60
5295000	HS Nutrition Service	8/28/2024	010562	Rio Vista HS/EHS purchase of Pediasure CB HS	29.64
5295000	HS Nutrition Service	8/30/2024	090338	Rio Vista HS/EHS purchase of lactose free milk, apple juice, and orange juice CB HS	100.54
5295000	HS Nutrition Service	9/4/2024	017115	Day HS/EHS purchase of lactose free milk CB HS	79.22
5295000	HS Nutrition Service	9/4/2024	057043	Day HS and Rio Vista HS/EHS purchase of nutrition items and mini fridge CB HS	214.18
5295000	HS Nutrition Service	9/9/2024	067847	Rio Vista HS/EHS purchase of blueberries and Day HS/EHS and Rio Vista HS/EHS purchase of snacks for parent meeting CB HS	51.44
5295000	HS Nutrition Service	9/9/2024	078040	Rio Vista HS/EHS purchase of blueberries CB HS	104.70

CVCOG
Vendor Activity - Head Start Citibank P-Card
H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295000	HS Nutrition Service	9/12/2024	067517	Purchase of bananas CB HS1	39.11
5295000	HS Nutrition Service	9/17/2024	056098	Day HS/EHS purchase of lactose free milk and Rio Vista HS purchase of Pediasure CB HS	110.32
5295000	HS Nutrition Service	9/19/2024	2000122-13019201	Rio Vista EHS purchase of beef, turkey, ham, and chicken baby foods CBG	272.00
5295000	HS Nutrition Service	9/23/2024	025759	Day HS purchase of nutrition items for student on special diet CB HS	39.52
5295000	HS Nutrition Service	9/23/2024	2000123-65537138	Rio Vista EHS purchase of formula (Nutramigen, NeoSure, & Gentlease) CBG	339.92
5295000	HS Nutrition Service	9/24/2024	034582	Day HS purchase of gluten free nutrition items for student on special diet CB HS	30.20
5295000	HS Nutrition Service	9/24/2024	091824	Rio Vista HS/EHS purchase of lactose free milk CB HS	51.04
5295000	HS Nutrition Service	9/30/2024	095567	Rio Vista HS/EHS purchase of lactose free milk and formula CB HS	289.19
5513000	HS Food Serv Sup	8/2/2024	10646	Ozona HS purchase of 5 stage AROE RO System CBG2	879.15
5513000	HS Food Serv Sup	8/2/2024	10647	Menard HS/EHS purchase of 5 Stage AROE RO System CBG2	879.15
5513000	HS Food Serv Sup	8/2/2024	10648	Eden HS purchase of 5 Stage AROE RO System CBG2	800.15
5513000	HS Food Serv Sup	8/2/2024	10649	Eldorado HS purchase of 5 Stage AROE RO System CBG2	879.15
5513000	HS Food Serv Sup	8/6/2024	10198252830	Eden HS purchase of dishwasher detergent packs CBG2	68.94
5513000	HS Food Serv Sup	8/6/2024	2000120-94092223	Eden HS purchase of indoor griddle, baker's rack, toaster, and 2-tier dish drying rack CBG2	151.96
5513000	HS Food Serv Sup	8/7/2024	4913840-2877036	Rio Vista HS/EHS purchase of aprons, dish washing gloves, and oven mitts CBG2	162.43

CVCOG
Vendor Activity - Head Start Citibank P-Card
H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5513000	HS Food Serv Sup	8/13/2024	2360813-2937024	Rio Vista HS/EHS purchase of 4 chef's caps for kitchen staff CBG2	43.60
5513000	HS Food Serv Sup	8/13/2024	9393196-4204260	Eden HS purchase of 4 chef's hats for kitchen staff CBG2	59.92
5513000	HS Food Serv Sup	8/14/2024	071063	Rio Vista EHS purchase of 1.6 CF mini fridge CB HS2	84.00
5513000	HS Food Serv Sup	8/19/2024	009166	Rio Vista HS/EHS purchase of kitchen supplies - foil sheets and plastic wrap CB HS	115.38
5513000	HS Food Serv Sup	8/22/2024	10203217168	Menard HS/EHS purchase of napkins and glass cleaner CBG	22.98
5513000	HS Food Serv Sup	8/23/2024	101504986	Day HS/EHS purchase of Edlund 266 115V electric can opener CBG	719.00
5513000	HS Food Serv Sup	8/23/2024	3790174-3594628	Rio Vista HS/EHS purchase of kitchen gloves CBG2	13.78
5513000	HS Food Serv Sup	8/23/2024	4343859-0488249	Day HS/EHS and Rio Vista HS/EHS purchase of kitchen supplies - laminating sheets CBG	20.69
5513000	HS Food Serv Sup	8/23/2024	6377001-2893822	Eden HS purchase of disposable spoons (2 boxes) CBG	23.56
5513000	HS Food Serv Sup	8/26/2024	9989915-6182618	Rio Vista HS/EHS purchase of wire rack for kitchen CBG2	169.97
5513000	HS Food Serv Sup	8/27/2024	4913840-2877036 CM	Rio Vista HS/EHS credit for returned kitchen gloves CBG2	(29.46)
5513000	HS Food Serv Sup	8/28/2024	1010232-5997020	Ozona HS purchase of magnetic whiteboard for kitchen CBG2	6.99
5513000	HS Food Serv Sup	8/28/2024	2028874-4533042	Eldorado HS purchase of magnetic whiteboard for kitchen CBG2	6.99
5513000	HS Food Serv Sup	8/28/2024	4335734-8005015	Day HS/EHS purchase of magnetic whiteboard for kitchen 24 x 18CBG2	35.99
5513000	HS Food Serv Sup	8/28/2024	4464380-8976251	Rio Vista HS/EHS purchase of magnetic whiteboard for kitchen CBG2	35.99
5513000	HS Food Serv Sup	8/28/2024	5856738-6053829	Eden HS purchase of magnetic whiteboard for kitchen CBG2	6.99

CVCOG
Vendor Activity - Head Start Citibank P-Card
H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5513000	HS Food Serv Sup	8/28/2024	8102648-3210636	Menard HS/EHS purchase of magnetic whiteboard for kitchen CBG2	6.99
5513000	HS Food Serv Sup	9/4/2024	057043	Day HS and Rio Vista HS/EHS purchase of nutrition items and mini fridge CB HS	84.00
5513000	HS Food Serv Sup	9/4/2024	4113400	Rio Vista HS/EHS purchase of Manitowoc UDF0140A undercounter ice machine CBG2	2,154.00
5513000	HS Food Serv Sup	9/6/2024	5635323-4980248	Rio Vista HS/EHS purchase of oven mitts for kitchen staff CBG2	42.98
5513000	HS Food Serv Sup	9/6/2024	9533359-7605009	Eden HS purchase of kitchen supplies - rinse aid CBG2	41.16
5513000	HS Food Serv Sup	9/17/2024	2493951-2573014	Rio Vista HS/EHS purchase of disposal splash guard replacement and squeegee for kitchen CBG	82.96
5513000	HS Food Serv Sup	9/17/2024	7576832-9362604	Day HS/EHS purchase of commercial food slicer CBG2	98.00
5513000	HS Food Serv Sup	9/23/2024	7129438-0368207	Ozona HS purchase of can openers, food scale, drying mats, storage containers, dish rack, and spatulas CBG	191.47
5513000	HS Food Serv Sup	9/24/2024	2333250-2477857	Rio Vista HS purchase of suction plates & bowls and children's utensils CBG	44.87
5513000	HS Food Serv Sup	9/26/2024	3319724-3314667	Menard HS/EHS purchase of metal kitchen tongs CBG	17.98
5513000	HS Food Serv Sup	9/30/2024	10774566747	Head Start purchase of 8 laptops for nutrition staff CBG	6,449.44
					17,604.92
				Total H06 - Grant H06, CACFP Head Start Nutrition FY 23-24	17,604.92

CVCOG
Vendor Activity - Head Start Citibank P-Card
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5200000	Employee Health and Welfare	7/15/2024	4271	Head Start purchase of assorted colors and sizes of t-shirts CBG2	1,949.60
5200000	Employee Health and Welfare	8/8/2024	021856	Head Start purchase of gift cards for in-service activities CB HS2	100.00
5296000	HS Parent Service	9/9/2024	067847	Rio Vista HS/EHS purchase of blueberries and Day HS/EHS and Rio Vista HS/EHS purchase of snacks for parent meeting CB HS	22.44
5296000	HS Parent Service	9/10/2024	08808	Day HS purchase of notebooks and folders and Day HS/EHS and Rio Vista HS/EHS purchase of snacks/drinks for parent meeting CB HS	74.02
5296000	HS Parent Service	9/19/2024	8959472-2018637	Day HS and Rio Vista HS purchase of karaoke machines and business card holders CBG	273.96
5308000	Head Start T & T A	8/1/2024	0259970-IN	Head Start purchase of Full Day F2F Training CBG2	3,650.00
5308000	Head Start T & T A	8/4/2024	007622	Head Start purchase of in-service supplies (storage tubs) CB HS2	27.92
5308000	Head Start T & T A	8/7/2024	045782	Head Start purchase of water for in-service CB HS2	26.80
5308000	Head Start T & T A	8/8/2024	010289	Head Start purchase of snacks for in-service and Eldorado HS purchase of school boxes CB HS2	62.76
5308000	Head Start T & T A	8/21/2024	4494-4749, 4495-4750	National Head Start Association Fall Leadership Institute registration fee for C.R. and S.W. CB HS2	1,830.00
5308000	Head Start T & T A	8/29/2024	9429907	Rio Vista HS/EHS purchase of ServSafe Texas Food Handler online course and exam (SSECT6TX) CB HS2	15.00
5308000	Head Start T & T A	9/3/2024	LBNB74WS8H7	Pre-K CLASS 2008 Observation Training for monitoring classrooms for M.R. CB HS2	850.00
5308000	Head Start T & T A	9/4/2024	047979	Head Start purchase of annual renewal for Admin staff member M.M. CB HS2	65.00

CVCOG
Vendor Activity - Head Start Citibank P-Card
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5308000	Head Start T & T A	9/4/2024	160954	Observer recertification for M.M. CB HS2	135.00
5308000	Head Start T & T A	9/5/2024	1790078	Rio Vista HS CDA renewal fee for S.L. CB HS	125.00
5308000	Head Start T & T A	9/9/2024	161269	Observer recertification for M.H. CB HS	135.00
5308000	Head Start T & T A	9/19/2024	9476624	Ozona HS purchase of ServSafe Texas Food Handler online course and exam (SSECT6TX) CB HS	15.00
5308000	Head Start T & T A	9/24/2024	2569118-9449042	Head Start purchase of book Essentials of Practice-Based Coaching: Supporting Effective Practices in Early Childhood (3) CBG	112.65
5351000	Fuel	8/16/2024	055124	Menard HS purchase of fuel for travel to site to troubleshoot internet issues CB IT	37.16
5361000	Vehicle Maintenance	8/30/2024	1109726	Head Start purchase of vehicle maintenance (oil change, tire rotation, and vehicle check) for car #1 CBG2	95.56
5361000	Vehicle Maintenance	8/30/2024	1109727	Head Start purchase of vehicle maintenance (oil change, tire rotation, and vehicle check) for car #2 CBG2	95.56
5433000	HS Site Center Utilities	7/12/2024	221727-180106 06-24	Day HS/EHS water utility service from 06/06/24 to 07/08/24 (acct# 221727-180106) CBG	139.63
5433000	HS Site Center Utilities	7/31/2024	0691-001303360	Rio Vista Head Start trash service for acct# 3-0691-2402993 from 07/01/24 to 07/31/24, including waste/recycling overage from 07/24/24 CBG	625.94
5433000	HS Site Center Utilities	7/31/2024	0691-001303726	Day Head Start trash service for acct# 3-0691-2405694 from 06/01/24 to 06/30/24, including waste/recycling overage from 07/31/24 CBG	993.03
5433000	HS Site Center Utilities	8/2/2024	221727-179684 07-24	Rio Vista HS/EHS water utility service from 06/26/24 to 07/30/24 (acct# 221727-179684) CBG	521.43

CVCOG
Vendor Activity - Head Start Citibank P-Card
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5433000	HS Site Center Utilities	8/13/2024	221727-180104 07-24	Day HS/EHS water utility service from 07/08/24 to 08/09/24 (acct# 221727-180104) CBG	361.77
5433000	HS Site Center Utilities	8/13/2024	221727-180106 07-24	Day HS/EHS water utility service from 07/08/24 to 08/09/24 (acct# 221727-180106) CBG	146.83
5433000	HS Site Center Utilities	8/16/2024	05-0560-02 07-24	Eden HS water, garbage, and sewer service from 07/15/24 to 08/15/24 CBG	225.81
5433000	HS Site Center Utilities	8/31/2024	0691-001309918	Rio Vista Head Start trash service for acct# 3-0691-2402993 from 09/01/24 to 09/30/24 CBG	587.21
5433000	HS Site Center Utilities	8/31/2024	0691-001310283	Day Head Start trash service for acct# 3-0691-2405694 from 09/01/24 to 09/30/24 CBG	954.30
5433000	HS Site Center Utilities	9/4/2024	221727-179684 08-24	Rio Vista HS/EHS water utility service from 07/30/24 to 08/29/24 (acct# 221727-179684) CBG	471.03
5433000	HS Site Center Utilities	9/16/2024	05-0560-02 08-24	Eden HS water, garbage, and sewer service from 08/15/24 to 09/15/24 CBG	229.46
5453000	HS Site Center Bldg Maint	8/7/2024	WG67875892	Day HS/EHS purchase of commercial wheeled tilt truck/trash can CBG2	615.99
5453000	HS Site Center Bldg Maint	8/9/2024	93183	Day HS purchase of utility blades and ceiling tiles CB FAC	56.75
5453000	HS Site Center Bldg Maint	9/1/2024	o2m9tuk7cems	Professional Commercial Security Monitoring, Fire Alarm Monitoring, and Commercial Security Service Agreement for Day (Invoice I165067) and Rio Vista (Invoice I165057) Head Start sites from 09/01/24 to 09/30/24 CBG	155.00
5453000	HS Site Center Bldg Maint	9/17/2024	6958278-2242649	Rio Vista HS purchase of 2 QTS motor oil CBG2	19.94
5453000	HS Site Center Bldg Maint	9/17/2024	6958278-224264...	Rio Vista HS purchase of outdoor power equipment fuel (case of 6) CBG2	41.88
5453000	HS Site Center Bldg Maint	9/20/2024	52457	Rio Vista HS/EHS purchase of 8000 BTU window A/C unit for office CB FAC	279.00

CVCOG
Vendor Activity - Head Start Citibank P-Card
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5453000	HS Site Center Bldg Maint	9/23/2024	64454	Rio Vista HS/EHS purchase of 8,000 BTU window A/C unit and window lock CB FAC	283.87
5453000	HS Site Center Bldg Maint	9/27/2024	5959071-0702665	Eden HS purchase of ceiling fan with lights CBG	79.99
5510000	Supplies	8/9/2024	1085202-4965844	HS Purchase of 4 Samsung 980 SSD 500 GB Internal Drives to upgrade teacher laptops CBG	275.60
5510000	Supplies	8/20/2024	8422	Day HS/EHS purchase of adhesive visitor badges CBG	360.00
5510000	Supplies	8/22/2024	10203217168	Menard HS/EHS purchase of napkins and glass cleaner CBG	23.94
5510000	Supplies	9/5/2024	5396631-0297813	Eldorado HS purchase of phone set CBG2	54.45
5510000	Supplies	9/10/2024	088275	Rio Vista EHS purchase of trash can and dividers CB HS2	26.77
5510000	Supplies	9/11/2024	021093	Purchase of Canon printer ink for center's printer CB HS1	46.97
5510000	Supplies	9/11/2024	8259467-9693842	Rio Vista HS/EHS purchase of printable labels CBG2	26.27
5510000	Supplies	9/16/2024	8649575-2790625	Rio Vista HS/EHS purchase of 10-pack staples CBG2	19.55
5510000	Supplies	9/17/2024	6802321-8551450	Rio Vista EHS purchase of 3 cases exam table paper CBG	171.21
5510000	Supplies	9/20/2024	4524479-3656268	Menard HS/EHS purchase of trash cans, flashlights, and toner cartridges CBG	375.97
5510000	Supplies	9/26/2024	8836969-0176218	Head Start purchase of 15 customized ink stamps for all centers CBG	141.75
5512000	HS Class Room Supplies	8/2/2024	4271910-4304224	Rio Vista HS/EHS purchase of 3 2-packs laminating film CBG2	218.31
5512000	HS Class Room Supplies	8/8/2024	010289	Head Start purchase of snacks for in-service and Eldorado HS purchase of school boxes CB HS2	19.40
5512000	HS Class Room Supplies	8/12/2024	1838864-7351430 CM	Head Start credit for 23 returned alarm clocks CBG2	(341.77)

CVCOG
Vendor Activity - Head Start Citibank P-Card
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5512000	HS Class Room Supplies	8/14/2024	071441	Rio Vista HS purchase of school boxes for room 14 CB HS2	19.40
5512000	HS Class Room Supplies	8/16/2024	0009464019	Head Start purchase of scoring profiles for all HS classrooms CBG	945.25
5512000	HS Class Room Supplies	9/5/2024	064532	Day HS and Rio Vista HS purchase of slide locks and straps CB HS	10.22
5512000	HS Class Room Supplies	9/6/2024	5679089-9797857	Day HS and Rio Vista HS purchase of door lever locks CBG2	89.97
5512000	HS Class Room Supplies	9/9/2024	5109670-2357008	Eden HS purchase of black and color ink cartridges CBG2	29.99
5512000	HS Class Room Supplies	9/9/2024	6315786-5622606	Rio Vista EHS purchase of laundry detergent (5) CBG2	92.32
5512000	HS Class Room Supplies	9/10/2024	08808	Day HS purchase of notebooks and folders and Day HS/EHS and Rio Vista HS/EHS purchase of snacks/drinks for parent meeting CB HS	32.00
5512000	HS Class Room Supplies	9/16/2024	4271910-4304224 CM	Rio Vista HS/EHS credit for incorrect partial shipment of laminating film rolls (2 of 3) CBG2	(145.54)
5512000	HS Class Room Supplies	9/18/2024	7748888-4424246	Rio Vista HS/EHS purchase of laminating film rolls (3 2-packs) CBG	231.00
5512000	HS Class Room Supplies	9/25/2024	4271910-4304224 CM-1	Rio Vista HS/EHS credit for undelivered laminating film roll 2-pack CBG2	(72.77)
5512000	HS Class Room Supplies	9/26/2024	343800	Eden HS & Menard HS purchase of 15 bags play sand CB HS	89.85
5512000	HS Class Room Supplies	9/30/2024	7075237-1137857	Head Start purchase of 24 books - Piper Chen Sings CBG	383.76
5514000	HS Medical Supplies	8/23/2024	9367686-4278669	Rio Vista HS purchase of sharps container CBG	15.75
5515000	HS Disability Supplies	9/5/2024	8292310-9463412	Day HS purchase of books and busy board for room 2 CBG2	72.30
5518000	HS Diapers and Wipes	8/22/2024	2000120-77677749	Rio Vista EHS purchase of Luvs diapers (2 boxes size 3) CBG	89.98
5518000	HS Diapers and Wipes	8/26/2024	10204687276	Eden HS purchase of Pull Ups (2 boxes 4T-5T) and wipes CBG2	105.70

CVCOG
Vendor Activity - Head Start Citibank P-Card
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5518000	HS Diapers and Wipes	9/9/2024	10208647143	Menard HS/EHS purchase of diapers (sizes 4-6) and wipes CBG2	468.54
5518000	HS Diapers and Wipes	9/11/2024	2000123-34498602	Eldorado HS purchase of boys' Pull Ups 3T-4T CBG2	47.20
5753000	Dues and fees	8/2/2024	711277930	Menard HS/EHS - TX HHSC Child Care Licensing Fee CB HS2	64.67
5753000	Dues and fees	8/15/2024	91002711345706	Ozona HS annual post office box fee - Box #4029 CBG	100.00
5753000	Dues and fees	8/29/2024	9429907	Rio Vista HS/EHS purchase of ServSafe Texas Food Handler online course and exam (SSECT6TX) CB HS2	0.99
5753000	Dues and fees	9/9/2024	423114573	Rio Vista HS/EHS - TX HHSC Child Care Licensing Fee CB HS	69.79
5753000	Dues and fees	9/9/2024	423120401	Eden HS - TX HHSC Child Care Licensing Fee CB HS	6.39
5753000	Dues and fees	9/9/2024	423120969	Menard HS/EHS - TX HHSC Child Care Licensing Fee CB HS	2.30
5753000	Dues and fees	9/9/2024	423125459	Ozona HS - TX HHSC Child Care Licensing Fee CB HS	2.30
5753000	Dues and fees	9/10/2024	718867588	Eldorado HS - TX HHSC Child Care Licensing Fee CB HS	20.71
5753000	Dues and fees	9/10/2024	718979026	Day HS/EHS - TX HHSC Child Care Licensing Fee CB HS	71.83
5760000	HS Site Center Communications	7/8/2024	0708195 07-24	Head Start rural phone/internet service from 07/08/24 to 08/07/24 CBG2	559.45
5760000	HS Site Center Communications	8/8/2024	0708195 08-24	Head Start rural phone/internet service from 08/08/24 to 09/07/24 CBG2	559.65
5760000	HS Site Center Communications	8/10/2024	07710150890010 08-24	Day HS/EHS phone service for acct# 07710-150890-01-0 from 07/25/24 to 08/24/24 CBG	229.00
5760000	HS Site Center Communications	8/12/2024	43301-65 08-24	Eldorado HS, Menard HS/EHS, and Ozona HS internet service for acct# ACC-3331567-37502-10 from 08/12/24 to 09/12/24 CBG2	420.00

CVCOG
Vendor Activity - Head Start Citibank P-Card
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5760000	HS Site Center Communications	8/17/2024	07710150887017 08-24	Rio Vista HS/EHS internet/phone service for acct# 07710-150887-01-7 from 08/01/24 to 08/31/24 CBG	162.64
5760000	HS Site Center Communications	8/24/2024	07710150503019 08-24	Rio Vista HS/EHS internet service for acct# 07710-150503-01-9 from 08/15/24 to 09/14/24 CBG	324.14
5760000	HS Site Center Communications	8/24/2024	07710150505015 08-24	Day HS/EHS phone/internet service for acct# 07710-150505-01-5 from 08/15/24 to 09/14/24 CBG	367.54
5760000	HS Site Center Communications	8/31/2024	46693-87 08-24	Menard HS/EHS purchase of replacement dish kit for internet service CBG2	290.00
5760000	HS Site Center Communications	9/10/2024	07710150890010 09-24	Day HS/EHS phone service for acct# 07710-150890-01-0 from 08/25/24 to 09/24/24 CBG	229.30
5760000	HS Site Center Communications	9/12/2024	10367-94 09-24	Eldorado HS, Menard HS/EHS, and Ozona HS internet service for acct# ACC-3331567-37502-10 from 09/12/24 to 10/12/24, including credit for period when Menard service was offline CBG2	140.00
5760000	HS Site Center Communications	9/17/2024	07710150887017 09-24	Rio Vista HS/EHS internet/phone service for acct# 07710-150887-01-7 from 09/01/24 to 09/30/24 CBG	162.64
5760000	HS Site Center Communications	9/25/2024	07710150503019 09-24	Rio Vista HS/EHS internet service for acct# 07710-150503-01-9 from 09/15/24 to 10/14/24 CBG	324.14
5760000	HS Site Center Communications	9/25/2024	07710150505015 09-24	Day HS/EHS phone/internet service for acct# 07710-150505-01-5 from 09/15/24 to 10/14/24 CBG	367.54
5796000	Safety	8/8/2024	UZTX5JYYRZ	Daycare licensing (fingerprinting) for prospective Head Start employee M.H. (Day HS) CB HR	40.58
5796000	Safety	8/12/2024	405SP0000418134	Criminal history search for prospective new employee on C.C. (Day HS/EHS & Rio Vista HS/EHS) CB HR	3.32

CVCOG
Vendor Activity - Head Start Citibank P-Card
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5796000	Safety	8/21/2024	UZTX5KG1KF	Daycare licensing (fingerprinting) for prospective Head Start employee J.H. (Rio Vista HS/EHS) CB HR	40.58
5796000	Safety	9/3/2024	405SP0000432654	Criminal history search for prospective new employee on C.S. (Day HS/EHS & Rio Vista HS/EHS) CB HR	3.32
5796000	Safety	9/3/2024	405SP0000432685	Criminal history search for prospective new employee on J.K. (Day EHS) CB HR	6.39
5796000	Safety	9/11/2024	405SP0000437700	Criminal history search for prospective new employee on S.T. (Ozona HS) CB HR	3.32
5796000	Safety	9/13/2024	UZTX5NSN33	Daycare licensing (fingerprinting) for prospective Head Start employee S.T. (Ozona HS) CB HR	40.58
5796000	Safety	9/19/2024	405SP0000443328	Criminal history search for prospective new employee on K.Z. (Day HS/EHS & Rio Vista HS/EHS) CB HR	6.39
5796000	Safety	9/19/2024	405SP0000443344	Criminal history search for prospective new employee on A.C. (Day HS/EHS & Rio Vista HS/EHS) CB HR	3.32
5796000	Safety	9/19/2024	405SP0000443352	Criminal history search for prospective new employee on M.A. (Day HS/EHS & Rio Vista HS/EHS) CB HR	3.32
5796000	Safety	9/23/2024	UZTX5Q6163	Daycare licensing (fingerprinting) for prospective Head Start employee M.A. (Day HS/EHS and Rio Vista HS/EHS) CB HR	40.58
5796000	Safety	9/25/2024	405SP0000446673	Criminal history search for prospective new employee on C.G. (Day HS/EHS & Rio Vista HS/EHS) CB HR	3.32
5796000	Safety	9/25/2024	405SP0000446684	Criminal history search for prospective new employee on A.H. (Day HS/EHS & Rio Vista HS/EHS) CB HR	6.39

CVCOG
Vendor Activity - Head Start Citibank P-Card
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5796000	Safety	9/25/2024	405SP0000446709	Criminal history search for prospective new employee on S.M. (Day HS/EHS & Rio Vista HS/EHS) CB HR	18.66
5796000	Safety	9/26/2024	UZTX5Q7V5S	Daycare licensing (fingerprinting) for prospective Head Start employee C.G. (Day HS/EHS and Rio Vista HS/EHS CB HR	40.58
Total H07 - HHS-ACF Grant H07, Head Start FY 24-25					25,146.30
Report Opening/Current Balance					
Report Transaction Totals					42,751.22
Report Current Balances					

CVCOG
Vendor Activity - Head Start Deans Dairy Corporate
H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295000	HS Nutrition Service	8/26/2024	652271352	Day HS/EHS purchase of milk for children - 36 whole 9/CS, 171 1% 9/CS, and 12 2% lactose free 6BX	681.19
5295000	HS Nutrition Service	8/27/2024	650672132	Eden HS purchase of milk for children - 21 1% 9/CS	63.36
5295000	HS Nutrition Service	8/27/2024	650672135	Menard HS/EHS purchase of milk for children - 3 whole 9/CS and 24 1% 9/CS	81.62
5295000	HS Nutrition Service	8/27/2024	652074372	Rio Vista HS/EHS purchase of milk for children - 9 whole 9/CS and 198 1% 9/CS	625.01
5295000	HS Nutrition Service	8/28/2024	652271388	Ozona HS purchase of milk for children - 9 1% 9/CS	27.15
5295000	HS Nutrition Service	8/30/2024	652271447	Day HS/EHS purchase of milk for children - 36 whole 9/CS and 144 1% 9/CS	545.01
5295000	HS Nutrition Service	9/2/2024	952269645	Day HS/EHS purchase of milk for children - 18 whole 9/CS, 54 1% 9/CS, and 6 2% lactose free 6BX	245.84
5295000	HS Nutrition Service	9/3/2024	650672518	Menard HS/EHS purchase of milk for children - 1 whole 9/CS and 8 1% 9/CS	27.35
5295000	HS Nutrition Service	9/3/2024	652074667	Rio Vista HS/EHS purchase of milk for children - 9 whole 9/CS, 234 1% 9/CS, and 6 2% lactose free 6BX	764.98
5295000	HS Nutrition Service	9/4/2024	650672524	Eldorado HS purchase of milk for children - 9 1% 9/CS	27.30
5295000	HS Nutrition Service	9/4/2024	652271699	Ozona HS purchase of milk for children - 9 1% 9/CS	27.30
5295000	HS Nutrition Service	9/9/2024	652271971	Day HS/EHS purchase of milk for children - 36 whole 9/CS, 180 1% 9/CS, and 12 2% lactose free 6BX	711.91
5295000	HS Nutrition Service	9/10/2024	650672899	Eden HS purchase of milk for children - 20 1% 9/CS	60.66
5295000	HS Nutrition Service	9/10/2024	650672902	Menard HS/EHS purchase of milk for children - 3 whole 9/CS and 21 1% 9/CS	72.95

CVCOG
Vendor Activity - Head Start Deans Dairy Corporate
H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295000	HS Nutrition Service	9/10/2024	652074961	Rio Vista HS/EHS purchase of milk for children - 6 2% lactose free 6BX	27.46
5295000	HS Nutrition Service	9/11/2024	650672907	Eldorado HS purchase of milk for children - 11 1% 9/CS	33.37
5295000	HS Nutrition Service	9/11/2024	652074987	Rio Vista HS/EHS purchase of milk for children - 54 1% 9/CS	163.79
5295000	HS Nutrition Service	9/11/2024	652272013	Ozona HS purchase of milk for children - 16 1% 9/CS	48.53
5295000	HS Nutrition Service	9/16/2024	652272288	Day HS/EHS purchase of milk for children - 45 whole 9/CS, 168 1% 9/CS, and 6 2% lactose free 6BX	675.80
5295000	HS Nutrition Service	9/17/2024	650673281	Eden HS purchase of milk for children - 15 1% 9/CS	45.50
5295000	HS Nutrition Service	9/17/2024	650673284	Menard HS/EHS purchase of milk for children - 2 whole 9/CS and 24 1% 9/CS	78.97
5295000	HS Nutrition Service	9/17/2024	652075248	Rio Vista HS/EHS purchase of milk for children - 9 whole 9/CS and 252 1% 9/CS	792.12
5295000	HS Nutrition Service	9/17/2024	652075258	Rio Vista EHS purchase of milk for children - 9 whole 9/CS	27.75
5295000	HS Nutrition Service	9/18/2024	650673289	Eldorado HS purchase of milk for children - 12 1% 9/CS	36.40
5295000	HS Nutrition Service	9/18/2024	652272322	Ozona HS purchase of milk for children - 9 1% 9/CS	27.30
5295000	HS Nutrition Service	9/23/2024	652272586	Day HS/EHS purchase of milk for children - 45 whole 9/CS, 162 1% 9/CS, and 11 2% lactose free 6BX	680.48
5295000	HS Nutrition Service	9/23/2024	652272597	Day HS/EHS credit for returned milk - 12 2% lactose free 6BX	(54.92)
5295000	HS Nutrition Service	9/24/2024	650673681	Eden HS purchase of milk for children - 13 1% 9/CS	39.43
5295000	HS Nutrition Service	9/24/2024	650673686	Menard HS/EHS purchase of milk for children - 3 whole 9/CS and 24 1% 9/CS	82.05
5295000	HS Nutrition Service	9/24/2024	652075548	Rio Vista HS/EHS purchase of milk for children - 162 1% 9/CS	491.38

CVCOG
Vendor Activity - Head Start Deans Dairy Corporate
H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295000	HS Nutrition Service	9/25/2024	650673691	Eldorado HS purchase of milk for children - 12 1% 9/CS	36.40
5295000	HS Nutrition Service	9/25/2024	652272636	Ozona HS purchase of milk for children - 18 1% 9/CS	54.60
5295000	HS Nutrition Service	9/30/2024	652272908	Day HS/EHS purchase of milk for children - 45 whole 9/CS, 180 1% 9/CS, and 6 2% lactose free 6BX	712.20
					<u>7,960.24</u>
				Total H06 - Grant H06, CACFP Head Start Nutrition FY 23-24	7,960.24
Report Opening/Current Balance					<u> </u>
Report Transaction Totals					<u>7,960.24</u>
Report Current Balances					<u><u> </u></u>

CVCOG
Vendor Activity - Head Start First Financial Credit Card
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5308000	Head Start T & T A	8/23/2024	0012170483130	Head Start purchase of airfare for NHSA Fall Leadership Institute in Washington, D.C. (Sept. 23-26, 2024) for C.R. CR FF	1,049.96
5351000	Fuel	8/20/2024	010213	Menard HS purchase of fuel for travel to site to troubleshoot Starlink internet issues LF FF	30.00
5351000	Fuel	8/26/2024	806254	Eldorado HS purchase of fuel for travel to site for laptop upgrade and to address Wi-Fi issues LF FF	42.76
5351000	Fuel	8/28/2024	808284	Head Start purchase of fuel for program vehicle CR FF	45.53
5351000	Fuel	9/10/2024	37464255001572...	Menard HS/EHS purchase of fuel for travel to replace Starlink dish LF FF	32.45
					<hr/>
					1,200.70
					<hr/>
					1,200.70
Report Opening/Current Balance					<hr/>
Report Transaction Totals					<hr/>
Report Current Balances					<hr/> <hr/>

CVCOG
Vendor Activity - Head Start Lowes Pay and Save
H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295000	HS Nutrition Service	8/12/2024	240812-192-2-2-9	Eden HS purchase of nutrition items	70.61
5295000	HS Nutrition Service	8/14/2024	240814-120-1-1-32	Eldorado Head Start purchase of nutrition items	37.03
5295000	HS Nutrition Service	8/19/2024	240819-151-2-2-25	Eden HS purchase of nutrition items	93.73
5295000	HS Nutrition Service	8/21/2024	240821-120-1-1-15	Eldorado HS purchase of nutrition items	16.00
5295000	HS Nutrition Service	8/21/2024	240821-239-3-3-...	Ozona Head Start purchase of nutrition items	3.42
5295000	HS Nutrition Service	8/22/2024	240822-147-2-2-3	Eden HS purchase of nutrition items	5.09
5295000	HS Nutrition Service	8/23/2024	240823-120-1-1-23	Eldorado HS purchase of nutrition items	3.68
5295000	HS Nutrition Service	8/23/2024	240823-120-1-1-49	Eldorado HS purchase of nutrition items	1.79
5295000	HS Nutrition Service	8/23/2024	240823-294-3-3-13	Ozona HS purchase of nutrition items	99.75
5295000	HS Nutrition Service	8/26/2024	240826-190-1-1-87	Eldorado HS purchase of nutrition items	28.45
5295000	HS Nutrition Service	8/27/2024	240827-120-1-1-10	Eldorado HS purchase of nutrition items	7.98
5295000	HS Nutrition Service	8/29/2024	240829-192-2-2-8	Eden HS purchase of nutrition items	8.13
5295000	HS Nutrition Service	9/3/2024	240903-382-1-1-22	Menard HS/EHS purchase of nutrition items	34.22
5295000	HS Nutrition Service	9/3/2024	240903-65-1-1-11	Eden HS purchase of nutrition items	122.94
5295000	HS Nutrition Service	9/4/2024	240904-294-1-1-8	Ozona HS purchase of nutrition items	12.35
5295000	HS Nutrition Service	9/6/2024	240906-239-3-3-37	Ozona HS purchase of nutrition items	174.78
5295000	HS Nutrition Service	9/9/2024	240909-202-2-2-18	Eden HS purchase of nutrition items	46.15
5295000	HS Nutrition Service	9/10/2024	240910-239-3-3-39	Ozona HS purchase of nutrition items	23.94
5295000	HS Nutrition Service	9/11/2024	240911-333-2-2-24	Menard HS/EHS purchase of nutrition items	32.39
5295000	HS Nutrition Service	9/12/2024	240912-192-2-2-68	Eden HS purchase of nutrition items	39.48
5295000	HS Nutrition Service	9/12/2024	240912-315-3-3-...	Ozona HS purchase of nutrition items	4.51
5295000	HS Nutrition Service	9/16/2024	240916-239-3-3-22	Ozona HS purchase of nutrition items	142.53
5295000	HS Nutrition Service	9/17/2024	240917-382-1-1-...	Menard HS/EHS purchase of nutrition items	26.13
5295000	HS Nutrition Service	9/18/2024	240918-420-3-3-3	Menard HS/EHS purchase of nutrition items	4.09
5295000	HS Nutrition Service	9/19/2024	240919-139-2-2-91	Eden HS purchase of nutrition items	6.32
5295000	HS Nutrition Service	9/19/2024	240919-294-2-2-79	Ozona HS purchase of nutrition items	62.23
5295000	HS Nutrition Service	9/23/2024	240923-192-2-2-15	Eden HS purchase of nutrition items	42.65
5295000	HS Nutrition Service	9/23/2024	240923-239-3-3-69	Ozona HS purchase of nutrition items	3.18

CVCOG
 Vendor Activity - Head Start Lowes Pay and Save
 H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
 From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295000	HS Nutrition Service	9/23/2024	240923-420-1-1-32	Menard HS/EHS purchase of nutrition items	27.78
5295000	HS Nutrition Service	9/25/2024	240925-315-2-2-6	Ozona HS purchase of nutrition items	87.28
5295000	HS Nutrition Service	9/30/2024	240930-207-1-1-53	Ozona HS purchase of nutrition items for children	6.79
					1,275.40
				Total H06 - Grant H06, CACFP Head Start Nutrition FY 23-24	1,275.40
	Report Opening/Current Balance				
	Report Transaction Totals				1,275.40
	Report Current Balances				

CVCOG
Vendor Activity - Head Start Sysco
H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295000	HS Nutrition Service	8/29/2024	278927437	Day HS/EHS purchase of nutrition items for children	173.16
5295000	HS Nutrition Service	8/30/2024	278928158	Rio Vista HS/EHS purchase of nutrition items for children	26.54
5295000	HS Nutrition Service	9/3/2024	278931930	Day HS/EHS purchase of nutrition items for children	25.01
5295000	HS Nutrition Service	9/3/2024	278932100	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	2,543.32
5295000	HS Nutrition Service	9/5/2024	278933403	Eldorado HS purchase of nutrition items for children and kitchen supplies	343.63
5295000	HS Nutrition Service	9/5/2024	278933427	Day HS/EHS purchase of nutrition items for children and kitchen supplies	3,475.50
5295000	HS Nutrition Service	9/5/2024	278933448	Eden HS purchase of nutrition items for children	1,278.18
5295000	HS Nutrition Service	9/7/2024	278935291	Eden HS credit for sales error on pretzel rods	(27.83)
5295000	HS Nutrition Service	9/9/2024	278936073	Day HS/EHS purchase of nutrition items for children	54.20
5295000	HS Nutrition Service	9/10/2024	278936823	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	3,625.98
5295000	HS Nutrition Service	9/12/2024	278938202	Day HS/EHS purchase of nutrition items for children and kitchen supplies	4,051.35
5295000	HS Nutrition Service	9/12/2024	278938243	Ozona HS purchase of nutrition items for children	685.77
5295000	HS Nutrition Service	9/17/2024	278941437	Day HS/EHS purchase of nutrition items for children	173.16
5295000	HS Nutrition Service	9/17/2024	278941711	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	4,537.35
5295000	HS Nutrition Service	9/19/2024	278943026	Rio Vista HS/EHS credit for sugar damaged on truck	(38.39)
5295000	HS Nutrition Service	9/19/2024	278943147	Eldorado HS purchase of nutrition items for children	395.89
5295000	HS Nutrition Service	9/19/2024	278943171	Day HS/EHS purchase of nutrition items for children and kitchen supplies	4,159.51

CVCOG
Vendor Activity - Head Start Sysco
H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295000	HS Nutrition Service	9/19/2024	278943193	Menard HS/EHS purchase of nutrition items for children	885.39
5295000	HS Nutrition Service	9/21/2024	278944790	Rio Vista HS/EHS purchase of nutrition items for children	173.16
5295000	HS Nutrition Service	9/24/2024	278946153	Day HS/EHS purchase of nutrition items for children	108.40
5295000	HS Nutrition Service	9/24/2024	278946179	Eldorado HS purchase of nutrition items for children	43.29
5295000	HS Nutrition Service	9/24/2024	278946241	Day HS/EHS purchase of nutrition items for children	99.04
5295000	HS Nutrition Service	9/24/2024	278946488	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	3,295.01
5295000	HS Nutrition Service	9/26/2024	278947897	Day HS/EHS purchase of nutrition items for children and kitchen supplies	3,236.82
5513000	HS Food Serv Sup	8/28/2024	278925893a	Day HS/EHS purchase of kitchen supplies	140.60
5513000	HS Food Serv Sup	9/3/2024	278932100	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	685.17
5513000	HS Food Serv Sup	9/5/2024	278933403	Eldorado HS purchase of nutrition items for children and kitchen supplies	40.77
5513000	HS Food Serv Sup	9/5/2024	278933427	Day HS/EHS purchase of nutrition items for children and kitchen supplies	191.28
5513000	HS Food Serv Sup	9/10/2024	278936823	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	833.28
5513000	HS Food Serv Sup	9/12/2024	278938202	Day HS/EHS purchase of nutrition items for children and kitchen supplies	340.21
5513000	HS Food Serv Sup	9/17/2024	278941711	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	966.78
5513000	HS Food Serv Sup	9/19/2024	278943171	Day HS/EHS purchase of nutrition items for children and kitchen supplies	328.66
5513000	HS Food Serv Sup	9/24/2024	278946488	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	627.42
5513000	HS Food Serv Sup	9/26/2024	278947897	Day HS/EHS purchase of nutrition items for children and kitchen supplies	924.88

CVCOG
 Vendor Activity - Head Start Sysco
 H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
 From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
					38,402.49
				Total H06 - Grant H06, CACFP Head Start Nutrition FY 23-24	38,402.49
	Report Opening/Current Balance				_____
	Report Transaction Totals				38,402.49
	Report Current Balances				_____ =====

CVCOG
Vendor Activity - Head Start West Texas Fire Extinguisher
H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5513000	HS Food Serv Sup	9/11/2024	304087	Rio Vista HS/EHS purchase of disinfectant, disposable & paper towels, toilet tissue, gloves, trash can liners, hand soap, and vacuum bags	322.23
5513000	HS Food Serv Sup	9/17/2024	304445	Day HS/EHS purchase of disposable towels, trigger spray heads, and spray bottles	129.59
5513000	HS Food Serv Sup	9/18/2024	304462	Rio Vista HS/EHS purchase of paper towels, napkins, facial tissue, trash can liners, wipes, multi-purpose cleaner, and Consume	41.20
5513000	HS Food Serv Sup	9/18/2024	304546	Rio Vista HS/EHS credit for returned mop heads	(18.73)
5513000	HS Food Serv Sup	9/23/2024	304462-01	Rio Vista HS/EHS purchase of 8 mop heads	40.80
5513000	HS Food Serv Sup	9/25/2024	304904	Day HS/EHS purchase of disinfecting wipes, facial tissue, and nitrile gloves	68.52
5513000	HS Food Serv Sup	9/25/2024	304925	Rio Vista HS/EHS purchase of disposable and paper towels	125.43
					709.04
				Total H06 - Grant H06, CACFP Head Start Nutrition FY 23-24	709.04

CVCOG
Vendor Activity - Head Start West Texas Fire Extinguisher
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5510000	Supplies	9/11/2024	304087	Rio Vista HS/EHS purchase of disinfectant, disposable & paper towels, toilet tissue, gloves, trash can liners, hand soap, and vacuum bags	493.57
5510000	Supplies	9/16/2024	304109	Rio Vista HS/EHS purchase of 3 cases plastic cups	64.33
5510000	Supplies	9/17/2024	304443	Day HS purchase of trash can liners, shop towels, paper towels, and toilet tissue	332.15
5510000	Supplies	9/18/2024	304443-01	Day HS purchase of hand cleaner	63.20
5510000	Supplies	9/18/2024	304462	Rio Vista HS/EHS purchase of paper towels, napkins, facial tissue, trash can liners, wipes, multi-purpose cleaner, and Consume	279.95
5510000	Supplies	9/23/2024	304462-01	Rio Vista HS/EHS purchase of 8 mop heads	40.79
5510000	Supplies	9/25/2024	304907	Day EHS purchase of disinfectants, broom, dish soap, toilet tissue, gloves, trash can liners, hand soap, and paper towels	452.24
5512000	HS Class Room Supplies	9/11/2024	304087	Rio Vista HS/EHS purchase of disinfectant, disposable & paper towels, toilet tissue, gloves, trash can liners, hand soap, and vacuum bags	493.57
5512000	HS Class Room Supplies	9/16/2024	304109	Rio Vista HS/EHS purchase of 3 cases plastic cups	64.34
5512000	HS Class Room Supplies	9/17/2024	304443	Day HS purchase of trash can liners, shop towels, paper towels, and toilet tissue	90.00
5512000	HS Class Room Supplies	9/18/2024	304094A	Eden HS purchase of plastic cups, napkins, and sanitizer	187.19
5512000	HS Class Room Supplies	9/18/2024	304462	Rio Vista HS/EHS purchase of paper towels, napkins, facial tissue, trash can liners, wipes, multi-purpose cleaner, and Consume	279.95

CVCOG
Vendor Activity - Head Start West Texas Fire Extinguisher
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 9/1/2024 Through 9/30/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5512000	HS Class Room Supplies	9/23/2024	304462-01	Rio Vista HS/EHS purchase of 8 mop heads	40.80
5512000	HS Class Room Supplies	9/25/2024	304904	Day HS/EHS purchase of disinfecting wipes, facial tissue, and nitrile gloves	187.42
				Total H07 - HHS-ACF Grant H07, Head Start FY 24-25	3,069.50
Report Opening/Current Balance					
Report Transaction Totals					3,778.54
Report Current Balances					



REFERENCE	1302 Health Program Services Subpart D		
APPROVAL/EFFECTIVE	August 14, 2024, November 13, 2024, December 11, 2024		Pages: 1-7
SUBJECT	Child Health Status and Care	STANDARD	1302.42

Source of Health Care

Within 30 calendar days after the child first attends the Concho Valley Council of Governments (CVCOG) Head Start Program must consult with parents/guardians whether each child has ongoing sources of continuous health care and health care insurance.

1. Determine if the child has a health care provider and a dental provider to serve as a medical home.
2. Determine the source of funding for health care.
3. Assist families with accessing health care.
4. Provide a list of health, dental, oral, and vision providers for parents/guardians in the **Welcome Packet**.
5. Parents will sign stating they received a copy.

Ensuring up-to-date child health status

1. The Head/Early Head Start will follow the **Texas Health Steps Medical Checkups Periodicity Schedule (EPSDT)** for children birth through twenty years of age.
2. Will follow the **Center for Disease Prevention Immunization Schedule**.
3. Ask parents/guardians to provide enrolled child’s last immunization, medical, dental, or mental health visit from their health care provider.
4. A **Health and Developmental Initial Plan (H&D)** will be initiated if physical and dental is not obtained by the first day of enrollment. A Family Service Worker (FSW) will update information using the **H&D** until follow-up treatment is complete or ongoing care is established.
5. The FSW will familiarize parents/guardians with the **EPSDT schedule** of preventative care.
6. Parents/guardians will sign a **Parent/Guardian Consent to Exchange Information** form for their health, dental, or mental health care provider if necessary.
7. The FSW will review information from the health care provider to determine if the child is up to date on a schedule of age-appropriate preventive and primary health care provider.
8. If there are any concerns about physicals, dentals, **and mental health issues** that have not been addressed by the health care professional, a FSW will initiate a **H&D**. The **H&D** will indicate the concern, and resources will be provided to parents/guardians and referred to appropriate health professional.
9. The FSW will continue to update the **H&D** using **H&D Follow up notes** until treatment is complete or on-going care is established.



10. The FSW or designated staff will attach all **H&D Follow up notes** to the initial **H&D** and file them in the appropriate section of the child's federal file.
11. If noncompliance is still exhibited after barriers are addressed and resources have been provided, with the approval of the Health Manager the parent/guardian will be asked to sign the **Decline of Services** form and will be attached to the **H&D**.

Policy:

The Head Start Program will develop and implement procedures to ensure high quality health, oral health, mental health, and nutrition services that are developmentally, culturally, and linguistically appropriate, and that will support each child's growth and school readiness.

Procedures must include the system to meet the following:

30- Day Requirement:

- Within 30 calendar days after the child's entry date to the program of each year, the Head Start Program must consult with parents/guardians to determine if the child has an ongoing source of continuous health care and health insurance coverage.

45- Day Screenings:

- Each child will have the following forms completed within 45 days of their entry date: **growth assessment, mental wellness assessment, nutrition assessment, health and behavior form 10, vision and hearing screenings.**
- **Hearing Screen Procedure:**
 1. Parental consent will be obtained prior to screening.
 2. Screening will be performed by certified staff using the Pure Tone Audiometer or other state approved equipment.
 3. Results must be documented on the **Vision and Hearing Screener Report**, DHS, ChildPlus, and uploaded into ChildPlus.
 4. All children who failed the test will be rescreened within 3-4 weeks of the initial test.
 5. If a 3-year-old child fails the rescreen, parents/guardians will complete the questions on the **3-Year-Old Vision and Hearing Screening Report** with a staff member. If parents/guardians answered NO to any of the questions, then a **Health and Developmental Initial Plan (H&D)** will be initiated, and appropriate referral will be done.
 6. If a 4- or 5-year-old fails the rescreen, an **H&D** will be initiated for the appropriate referral.
 7. FSW and/or data clerk will continue to update **H&Ds** using **Health and Developmental Follow-Up Notes** until follow-up treatment is complete or ongoing care is established.



8. FSW and/or data clerk will attach **H&Ds** with the results of hearing screen and file in the appropriate section of the child's federal file.
 - **Vision Screen Procedure:**
 1. Parental consent will be obtained prior to the screening.
 2. Screening will be performed by a certified staff member or trained professional using the 10-foot HOTV Vision Chart or other state approved equipment or chart.
 3. Results must be documented on the **Vision and Hearing Screener Report**, DHS, ChildPlus, and uploaded into ChildPlus.
 4. All children who fail to respond or fail the test using the HOTV Vision Chart will be rescreened 2-3 weeks of the initial test. Children who failed with the Spot Vision Screener do not need to be rescreened.
 5. FSW and/or data clerk will initiate **H&D** and a referral to made to the appropriate health provider for children who fail the rescreen of the HOTV, or the initial Spot Vision Screener.
 6. FSW and/or data clerk will attach **H&Ds** with the results of the vision screen and file in the appropriate section of the child's federal file.
 - **Growth Assessment**
 1. Teaching staff members will obtain the height and weight for each child.
 2. Data clerk/FSW will enter height and weight into ChildPlus.
 3. Growth Assessments will be done twice a year, the first one within 45 days, the second one in January.
 4. FSW will print and file growth charts in the child's federal file.
 - **Health & Behavioral Form 10**
 1. Teachers will fill out the **Health & Behavioral Form 10** within 45 days of the child's entry into the program.
 2. Teachers will give the form to the data clerk to enter and upload into ChildPlus.
 3. Data clerk/FSW will return the form to the teacher to file in the child's federal file.
 - **Early Head Start Hearing Procedure:**
 1. Early Head Start parents/guardians will complete the **THSteps Hearing Checklist for Parents** within 30 days of enrollment, and then every 4-months continuously while enrolled in the program. **Teachers will do hearing form with the parents.**
 2. If parents/guardians answer NO to any of the questions on the **THSteps Hearing Checklist for Parents** or if parents/guardians, or staff are concerned a **H&D** will be initiated and a referral will be made.
 3. The **H&D** will be updated using the **H&D Follow up Notes** until treatment is complete and/or ongoing care has been established.



4. Teaching staff will turn in **THSteps Hearing Checklist for Parents** to the data clerk to enter into ChildPlus. Data Clerk will return forms to the teaching staff after entry.
 5. The teaching staff will file the **THSteps Hearing Checklist for Parents** and the **H&Ds** in the child's federal file.
 6. The teaching staff will document all results on the **State Admission Form**.
- **Early Head Start Vision Procedure:**
 1. Early Head Start parents/guardians will complete a **Vision Questionnaire Form** within 30 days of enrollment, and then every 4 months continuously while enrolled in the program. **Teachers will do the vision form with the parents.**
 2. If parents/guardians answer No to any of the questions on the **Vision Questionnaire Form** or if parents/guardians, or staff are concerned an **H&D** will be initiated and a referral will be made.
 3. The **H&D** will be updated using the **H&D Follow Up Notes** until treatment is complete and/or ongoing care has been established.
 4. Teaching staff will turn in **Vision Questionnaire Form** to the data clerk to enter into ChildPlus. Data clerk will return the forms to the teaching staff after entry.
 5. The teaching staff will file the **Vision Questionnaire Form** and **H&Ds** in the child's federal file.
 6. The teaching staff will document all results on the **State Admissions Form**.
 - **Early Head Start Heights and Weights**
 1. **Teachers will get the heights, weights and head circumference every 4 months and record them in the health file under screenings.**

Ongoing Care

Policy: CVCOG Head Start will do periodic observations or other appropriate strategies for staff and parent/guardians to identify new or recurring developmental, medical, oral, or mental health concerns.

1. All staff members will welcome parents/guardians every morning.
2. Teaching staff will complete **Daily Well Check** with parents/guardians as the child arrives at school every morning.
3. Teaching staff will document any findings not mentioned in the **Daily Well Check** with the parents/guardians that morning.
4. The teaching staff will describe finding with time and date on the **Daily Well Check**.
5. Teaching staff will notify the Site Supervisor of finding and a courtesy call will be made to the parents/guardians or if warranted to CPS if needed.
6. The Health Manager will receive water reports to check fluoride levels.



7. Children will brush teeth twice a day if fluoride levels are low.

Extended Follow Up Care

Policy: CVCOG Head Start will assist parents as needed in obtaining any prescribed medications, aids, or equipment for medical and oral health conditions.

1. All referrals made will be entered, uploaded, and tracked in ChildPlus by FSW.

Use of Funds

Policy:

1. CVCOG Head Start will provide generic brands of diapers and wipes for enrolled children.
2. If a specific brand of diapers and wipes is needed a doctor's note if required, and the program will purchase accordingly for the program day.

CVCOG Head Start may use program funds for professional medical and oral health services when no other source of funding is available.

1. FSW will refer family/child/pregnant woman to public health insurance programs.
2. If family/child/pregnant woman is denied for public health insurance, they must provide documentation showing the denial.
3. FSW will contact local community agencies to see if funds are available to help cover the cost.
4. When determined no other funds are available and appropriate documentation has been collected, the FSW will complete a **Request for Payment Services** that contains the following information:
 - a. Name
 - b. Medical/Dental provider
 - c. Type of service needed
 - d. Cost
5. **Request for Payment of Services** will be forwarded to the Head Start Director for approval.

Lead and Anemia Policy:

Head/Early Head Start programs will develop and implement procedures to ensure that all children are up to date with anemia and lead screenings. The State of Texas early and Periodic Screening, Diagnosis, and Treatment (EPSDT) schedule requires children to receive a blood screening at 12 months of age and 24 months (about 2 years) of age. These screenings may be obtained from an outside source such as WIC, THSteps physical, Head Start physical, and others. The Head/Early Start program will provide onsite screenings for any child with missing anemia and lead screenings.

1. Staff will inform parents/guardians of the screening and provide an **Anemia and Lead Consent Form** to be signed before blood is drawn.
2. Parents/guardians will be informed of when the blood will be drawn.
3. Blood screening will be performed on-site by a qualified health staff, provider, or agency.



4. Results will be documented on the **Lead & Anemia Screening Results Form** and sent to the Family Service Workers.
5. FSW and/or data clerk will enter results and upload them into ChildPlus.
6. Children with abnormal blood results will be referred to their medical provider for further evaluation. A FSW and/or data clerk will initiate a **Health and Developmental Initial Plan (H&D)** that will indicate the blood results, and the referral information.
7. The designated staff will attach the **H&D** with the **Lead & Anemia Screening Results Form** and file it in the appropriate section of the children's federal file.

Tuberculosis (TB) Policy:

1. A **TB** will be completed according to the **EPSDT**.
2. Head Start/Early Head Start children must have the questionnaire within 45 days of entry into the program, **but not prior to the child's first day of class.**
3. FSW will complete this **TB Questionnaire** with parents/guardians during enrollment.
4. If parents/guardians answer "yes" or "I don't know" on the **TB Questionnaire**, FSW will complete a **H&D** and provide parents/guardians with information on TB exposure.
5. Child will be required to have a TB skin test if the provider deems it necessary.
6. Designated staff will update information using the **Health and Developmental Follow-Up Notes** until treatment is complete or ongoing care is established.
7. **TB Questionnaire** will be filed in the child's health federal file.
8. If noncompliance is exhibited after barriers are addressed and resources have been provided, with the approval of the Health Manager the parents/guardians will be asked to sign a **Decline of Services** form.

Immunization Policy:

CVCOG Head Start Program will ensure all children are up to date with immunization recommendations issued by the Centers for Disease Control and Prevention (CDC (Centers for Disease Control)). The program must also ensure children meet the Texas Minimum State Vaccine Requirements.

If a child is not up to date with minimum requirements, they may be excluded from attendance but not un-enrolled from the program.

1. Applicants must submit an official immunization record stating the child's full name and date of birth generated from a state or local health authority.
2. Any child may be placed on the **Waiting List** when immunization is not up to date if they have one of the following:
 - a. Authorized exemption statement
 - b. Statement from doctor to when immunizations will be up to date.
 - c. Approval from the Health Manager on a case-by-case basis.
3. Children that are in foster care and/or experiencing homelessness will have 30 days to obtain immunization records and/or get on a catch-up immunization schedule.



CONCHO VALLEY COUNCIL OF GOVERNMENTS
HEAD START/EARLY HEAD START
Policies & Procedures



4. The Health Manager will approve all immunizations for applicants.
5. FSW will place the most current immunization record in the child's health federal file and DHS file.
6. If immunizations are not up to date, the Health Manager will complete the **Immunization Notice Form** with an exclusion date. This will exclude the child from attending classes until the child is current with immunizations or has a doctor's note stating why the child is not current and when the child will be current.
7. The Family Service Worker will continue to review the **H&D** for children that are not up to date.
8. The Family Service Worker will work with families to ensure they are informed and have the resources needed to complete the requirements.
9. FSW and/or data clerk will attach all **H&D** and file in the appropriate section of the child's federal file.
10. FSW and/or data clerk will upload all immunization records and immunization exemptions into ChildPlus.



REFERENCE	1302 Health Program Services Subpart D		
APPROVAL/EFFECTIVE	July 10, 2024, December 11,2024	Pages: 1	
SUBJECT	Oral Health Practice	STANDARD	1302.43

Policy:

CVCOG Head Start Program will promote effective oral health hygiene by ensuring all children with teeth are assisted by teaching staff in brushing their teeth with toothpaste containing fluoride once daily.

1. Each child will have his/her own toothbrush and toothpaste labeled with their first & last name.
2. Each storage slot will be labeled with the child’s first and last name.
3. Teachers/Teachers Assistant will provide new toothbrushes and toothpaste to each child every 3 months, if a child needs a new toothbrush sooner than the 3-month period due wearing, a new toothbrush will be provided.
4. Site Supervisors will create a colored toothbrush schedule and send it to the Health Manager.
5. Toothbrushes and toothpaste will be stored out of reach of children when not in use.
6. If toothbrush storage does not have an attached cover or lid to cover the toothbrushes, then a mesh cover will be placed over the storage box.
7. Toothbrushing will be done daily either after breakfast or lunch over the sink. Teachers will have to provide site supervisor with a toothbrush schedule and the schedule cannot be changed.
8. The toothbrush schedule must be included on the classroom board with the schedule.

Infant and Toddler Oral Care

For infants under the age of one:

1. Teaching staff must wash their hands and cover one finger with wet gauze or wet soft cloth.
2. Teaching staff will gently wipe infant’s gums after each feeding.
3. Teaching staff will wash their hands after each individual infant’s gums have been cleaned.
 - Infants can transition to an infant toothbrush once the infant has received their first tooth.
 - Infants with their first tooth to 12 months will use a toothbrush and water.
 - Infants/toddlers from the age of 13 months to 23 months will use toothpaste without fluoride.
 - Starting at the age of 2, toddlers can use toothpaste with fluoride.
 - Infants using the infant toothbrush will brush their teeth daily after eating lunch.

Memo

To: Executive Committee

From: Carolina Raymond, Director of Head Start

Date: 12/11/2024

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 9

ITEM 9

Carolina Raymond, Director of Head Start, is seeking consideration and approval concerning the Head Start Policies and Procedures.

- a. Health Program Services 1302.42
- b. Health Program Services 1302.43

Approved at the Executive Committee Meeting on December 11, 2024.

FOR OFFICIAL USE ONLY

Concho Valley Council of Government

**Texas Homeland Security
Strategic Plan
2021-2025**

Implementation Plan for 2025

December 3, 2024

Due to the compilation of potentially sensitive data, this Texas Homeland Security Strategic Plan Implementation Plan is marked FOR OFFICIAL USE ONLY (FOUO) when completed. This information may be exempt under the provisions of the Freedom of Information Act, 5 U.S.C. § 552 and is protected under the provisions of Chapter 418 of the Texas Government Code. As such, anyone wishing to disseminate this document outside of the Texas State Government should contact the Concho Valley Council of Government for disclosure review.

PRIVACY STATEMENT

The disclosure of information in this plan could compromise the security of essential equipment, services, and systems of Concho Valley Council of Government's region or otherwise impact the ability to carry out essential emergency responsibilities. Distribution of this document is limited to

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

those organizations with a need to know the information in order to successfully implement the plan.

Portions of this plan may contain information that raise personal privacy issues. Those portions may be exempt from mandatory disclosure under the Freedom of Information Act. See 5 U.S.C. §552, 41 C.F.R. Part 105-60.

Any decision to disclose information in this plan outside of a Texas or Federal government entity or to withhold information in this plan from a non-Texas or Federal government entity must be coordinated with Executive Director of the Concho Valley Council of Governments.

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

Concho Valley Council of Governments

**Texas Homeland Security Strategic Plan 2021-2025
Implementation Plan for 2025**

TABLE OF CONTENTS

Foreword 4
Section I: General 5
Section II: Preparedness Assessment..... 10
Section III: Concept of Implementation 12

FOR OFFICIAL USE ONLY

Concho Valley Council of Governments

Texas Homeland Security Strategic Plan 2021-2025 Implementation Plan for 2025

FOREWORD

The Texas Homeland Security Strategic Plan 2021-2025 directs that “Each Council of Governments will develop an annual implementation plan [for the strategy] detailing significant regional and local implementation tasks.”

This implementation plan is for calendar year 2025. It identifies significant HSSP implementation tasks along with performance measures, completion milestones, and required resources.

This homeland security implementation plan also ensures that the Concho Valley Council of Governments is fully integrated into the Texas Homeland Security Strategic Plan and has identified all resources necessary to achieve homeland security preparedness goals for 2025.

The Concho Valley Council of Governments has assumed that the State of Texas will continue to fund Homeland Security planning at the regional/COG level. Without continued funding, the Concho Valley Council of Governments will be unable to provide the continued support and vision needed to successfully implement the goals and objectives identified in this plan. In addition, this plan does not represent a statutory mandate to individual jurisdictions or agencies. Action items called for in this plan do not represent tasks due from CVCOG.

John Austin Stokes
Executive Director
Concho Valley Council of Governments

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

SECTION I: GENERAL

A. Purpose and Scope

This document establishes the **Concho Valley Council of Government's** Implementation Plan in support of the Texas Homeland Security Strategic Plan 2021-2025. It establishes priority actions with specific performance measures to be completed by milestones established in the plan. This plan is a roadmap for our homeland security preparedness and identifies the resources required to implement the plan. Provisions of this document apply to all aspects of the region's homeland security activities, and all jurisdictions within the region share responsibility for implementing this plan.

B. Planning Process

The Concho Valley Council of Governments Homeland Security Department worked with the members of the Emergency Preparedness Advisory Committee, first responders, law enforcement, and the Executive Committee (of CVCOG) to develop the 2025 HSSP Implementation Plan. All county emergency management personnel, first responders and law enforcement were given the opportunity to provide input into the development of the Threat and Hazard Identification of Risk Assessment (THIRA) and Stakeholder Preparedness Review (SPR).

C. Authorities

Counties (Cities) and the chief elected officials of Coke (Bronte and Robert Lee), Concho (Eden and Paint Rock), Crockett, Edwards, Irion (Mertzson), Kimble (Junction), Mason (Mason), McCulloch (Brady and Melvin), Menard (Menard), Reagan (Big Lake), Schleicher (Eldorado), Sterling (Sterling City), Sutton (Sonora), and Tom Green (San Angelo) participated in implementing this plan.

This Homeland Security Strategy Implementation Plan will be carried out under the direction of the CVCOG's Emergency Preparedness Advisory Committee (EPAC) and the governance of the CVCOG's Executive Committee as provided for in the CVCOG Administrative Regulations.

The Emergency Preparedness Advisory Committee includes representation from the following:

The County Judges from all fourteen counties in the Concho Valley, the Emergency Management Coordinator from Tom Green County/City of San Angelo, and one more representative from Tom Green County. The CVCOG Executive Committee includes representation from the following:

The County Judges from Coke, Concho, Crockett, Edwards, Irion, Kimble, Mason, McCulloch, Menard, Reagan, Schleicher, Sutton, Sterling, and Tom Green Counties; a Councilperson with the City of San Angelo; a Board Member from San Angelo Independent School District; and two Texas State Representatives. (See Figure 1)

Nothing in this document is intended to supersede the powers, duties, and responsibilities of the presiding officers and governing bodies of a political subdivision of the Texas Disaster Act of 1975, chapter 418, Government Code.

D. Key Personnel

1. The CVCOG Public Safety Director is the primary action officer responsible for implementing this plan.

a. Provide support staff to the EPAC during the plan review/update process.

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

- b. Facilitate regional approval of the Implementation Plan by the CVCOG EPAC and the CVCOG Executive Committee.
- c. Facilitate acceptance of the plan by the Texas Division of Emergency Management (TDEM).
- d. Provide periodic updates on the progress being made to carry out the FY25 Implementation Plan to the EPAC and the CVCOG Executive Committee.
- e. Complete and update this plan annually.
- f. Coordinate input from all regional stakeholders.
- g. Clearly outline jurisdictional responsibilities and required actions to achieve goals and objectives of this plan.
- h. Establish timetables and deadlines for achieving required actions.
- i. Monitor progress and provide technical assistance to jurisdictions in implementing this plan.
- j. Ensure grant funding is directed and invested in planning, training, and equipment identified by this plan for attaining desired capabilities.
- k. Initiate assessments where needed as preliminary steps to achieving state strategies.
- l. Conduct analysis of emergency response capacities and capabilities as they pertain to fulfilling this plan and report status to appropriate state agencies.

2. Concho Valley Emergency Preparedness Advisory Committee (EPAC) responsibilities:

- a. Responsible for approving the draft of the FY25 Implementation Plan for consideration of approval by the Executive Committee.
- b. Directs the process of carrying out the FY25 Implementation Plan.
- c. Makes recommendations to the CVCOG Executive Committee concerning the use of region's FY25 Homeland Security funds.

3. Concho Valley Council of Governments Executive Committee responsibilities:

- a. Responsible for regionally approving the plan and recommending its final acceptance to TDEM.
- b. Approves the FY24 plan implementation measures recommended by the EPAC.
- c. Regionally approves funding recommendations regarding use of region's FY25 Homeland Security funds.

4. Concho Valley Local Governments/Jurisdictions:

- a. Responsible for supporting and participating in implementation of the FY25 Plan, as necessary.
- b. The counties and incorporated cities of the Concho Valley will fulfill their responsibilities required by federal and state law as well as achieve and sustain appropriate levels of preparedness.
- c. Emergency Management Coordinators will assess Emergency Operations Centers (EOCs), Communication Centers, Law Enforcement Headquarters, Incident Command Posts (ICPs), and government facilities; and advise elected officials in developing continuity of operations and continuity of government plans.
- d. Regional hospitals and regional medical planning groups, such as Regional Advisory Council Trauma Services Area K will coordinate medical response plans and resources for the region.

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

Position Title	Point of Contact	E-mail Address/ Office Telephone	Area of Responsibility
County Judge	Hal Spain Coke County Judge	Hal.spain@co.coke.tx.us (325) 453-2641	Executive Committee & EPAC
County Judge	David Dillard Concho County Judge	David.dillard@co.concho.tx.us (325) 732-4321	Executive Committee & EPAC
County Judge	Frank Tambunga Crockett County Judge	Frank.tambunga@co.crockett.tx.us (325) 392-2965	Executive Committee & EPAC
County Judge	Souli Shanklin Edwards County Judge	countyjudge@co.edwards.tx.us (830) 683-6122	Executive Committee & EPAC
County Judge	Molly Criner Irion County Judge	Molly.criner@co.irion.tx.us (325) 835-4361	Executive Committee & EPAC
County Judge	Hal Rose Kimble County Judge	Hal.rose@co.kimble.tx.us (325) 446-2724	Executive Committee & EPAC
County Judge	Sheree Harden Mason County Judge	Sheree.hardin@co.mason.tx.us (325) 347-5556	Executive Committee & EPAC
County Judge	Frank Trull McCulloch County Judge	Frank.trull@co.mcculloch.tx.us (325) 597-0733 x4	Executive Committee & EPAC
County Judge	Brandin Corbin Menard County Judge	countyjudge@co.menard.tx.us (325) 396-4789	Executive Committee & EPAC
County Judge	Jim O'Bryan Reagan County Judge	jim@reagancounty.org (325) 884-2665	Executive Committee & EPAC
County Judge	Charlie Bradley Schleicher County Judge	countyjudge@co.schleicher.tx.us (325) 853-2593	Executive Committee & EPAC
County Judge	Belinda Counts Sterling County Judge	b.counts@co.sterling.tx.us (325) 234-6144	Executive Committee & EPAC
County Judge	Joeseeph Harris Sutton County Judge	countyjudge@co.schleicher.tx.us (325) 853-2593	Executive Committee & EPAC

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

County Judge	Lane Carter Tom Green County Judge	Lane.carter@co.tom-green.tx.us	Executive Committee & EPAC
City Councilmember	Lucy Gonzales San Angelo City Council	Lucy.gonzales@cosatx.us (325) 340-2667	Executive Committee
Independent School Board	Bill Dendle SAISD	Bill.dendle@saisd.org (325) 657-0443	Executive Committee
City of San Angelo	Jose Rivera Emergency Management Coordinator	Jose.Rivera@cosatx.us (325)-213-3461	EPAC

Figure I-1. Identification of Key Personnel

E. References

1. The Texas Homeland Security Strategic Plan 2021-2025, January 2021
2. State of Texas Emergency Management Plan, February 2020
3. The National Incident Management System (3rd Ed.), October 2017
4. The National Prevention Framework (2nd Ed.), June 2016
5. The National Protection Framework (2nd Ed.), June 2016
6. The National Mitigation Framework (2nd Ed.), June 2016
7. The National Response Framework (4th Ed.), October 2019
8. The National Disaster Recovery Framework (2nd Ed.), June 2016
9. The National Preparedness Goal (2nd Ed.), September 2015
10. The National Preparedness System, November 2011
11. Homeland Security Exercise and Evaluation Program, January 2020
12. National Infrastructure Protection Plan, December 2013
13. Texas Division of Emergency Management Fiscal Year 2025 Training Calendar
14. Coke County Emergency Management Plan & associated annexes
15. Concho County Emergency Management Plan & associated annexes
16. Crockett County Emergency Management Plan & associated annexes
17. Edwards County Emergency Management Plan & associated annexes
18. Irion County Emergency Management Plan & associated annexes
19. Kimble County Emergency Management Plan & associated annexes
20. Mason County Emergency Management Plan & associated annexes

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

21. McCulloch County/City of Brady Emergency Management Plan & associated annexes
22. Menard County Emergency Management Plan & associated annexes
23. Reagan County Emergency Management Plan & associated annexes
24. Schleicher County Emergency Management Plan & associated annexes
25. Sterling County Emergency Management Plan & associated annexes
26. Sutton County Emergency Management Plan & associated annexes
27. City of San Angelo/Tom Green County Emergency Management Plan & associated annexes
28. Concho Valley (Region 10) Regional Interoperable Communications Plan

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

SECTION II: PREPAREDNESS ASSESSMENT

A. Regional Overview

The Concho Valley Council of Governments region has a moderate threat potential because it encompasses and contains a variety of petrochemical and chemical facilities, a substantial amount of ranching and agriculture production, crude oil production from the Wolfcamp/Cline Shale, a 42 in pipeline, Matterhorn Express, exports 2.5 billion cubic feet per day (Bcf/d) through five CVCOG counties, a major transportation corridor (Interstate 10), a major supplier of wholesale

communications (Frontier), a major supplier of pharmaceutical supplies manufacturing plant (Ethicon-a Johnson & Johnson Company), one Level 3 trauma facility; with Shannon Medical Center classified by the Department of State Health Services (DSHS) as the Lead Level 3 for this area, a military base (Goodfellow Air Force Base), and a variety of schools, colleges, and a university (Angelo State University). The National Security Agency has recognized Angelo State University's Regional Security Operations Center (RSOC) which provides cybersecurity protection for 50-plus entities in the West Texas region, including cities, counties, critical infrastructure, medical facilities and school districts.

The region takes an All-Hazards approach in addressing Homeland Security/Emergency Preparedness planning, organization, equipment, training, and exercise (POETE) requirements for man-made, natural, and technological threats.

The sections below provide a general overview of the natural and man-made forces which could threaten the safety and well-being of the residents of the Concho Valley. These general descriptions are only intended to provide an overall view of the types of incidents that might necessitate the activation of the region's emergency response.

B. Threats and Hazards

The Concho Valley Regional Threat and Hazard Identification of Risk Assessment focuses on five potential threats: wildfires, tornados (with associated flash flooding, high winds, and hail), an active shooter, a hazardous materials release, and a radiological spill.

Wildfires are a concern in our area due to increases in rain in some areas which increases fuel, then periods of extreme drought. Concho Valley spans an area of 18,517 square miles or 7% of 261,231 square miles in Texas. For context, the state of Texas is also 7% of the land area of the United States. (Source-<https://factfinder.census.gov>)

In addition to wildfires, tornados are a concern in the Concho Valley region. In 2024, there were 1,761 reported tornadoes touched down in the United States: out of Texas had 133. <https://data.caller.com/tornado-archive/texas/2024/>

An active shooter in our region may affect several people or hundreds of people. Our region may or may not be a target for international terrorism. However, domestic terrorism in the form of an active shooter or bomb threat (or other domestic type threat) is very plausible. There have been two known active shooter incidents in the last 15 years in our region. Texas had 4 of the 48 active shooter incidents in the year 2023. With the incidents at a 19-year high, the threat for the Concho Valley region to have this type of incident is credible. (<https://www.fbi.gov/file-repository/2023-active-shooter-report-062124.pdf/view>)

The risk of hazardous material release increases as rail and truck traffic increases to carry

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

crude oil and other hazardous materials throughout our region. A hazardous material release in the rural counties would soon overburden our first responders as they have only the awareness level training in HazMat situations. We do have a HazMat Team available by Mutual Aid with Goodfellow Air Force Base: however, if an incident was deemed to be terrorism, this would restrict their ability to assist due to the base being on "lock-down". Whether or not Goodfellow Air Force Base would respond to a rural county is situational dependent.

The potential for a radiological event is low due to no established Waste Isolation Pilot Plant routes located in our region. However, the potential to use a radiological weapon as domestic terrorism increases the risk. There are no responders in the region trained for Radiological events

More information regarding the Region's Threat and Hazard Identification and Risk Assessment can be found in Annex A of this plan.

C. Capability Assessment

The Concho Valley Region's State Preparedness Report is included in Annex B of this plan. Listed within the report are the core capabilities which are a high or low priority for our region. The following are the core capabilities our region felt were of the highest concern: The Core Capabilities the region is funding this year are Operational Coordination, Planning, Cybersecurity and Interdiction and Disruption. Other gaps which are high priority are Operational Communications and Community Resilience. Summary descriptions of these core capabilities are listed in Section III.

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

SECTION III: CONCEPT OF IMPLEMENTATION

A. Overview

A major priority for 2024-25 is using the regional resources to train our law enforcement, fire department, EMS, and emergency management personnel in readiness for threats; both natural and man-made.

The Concho Valley Regional Training Academy provides the Basic Peace Officer Course, the Correctional Officer Course, the Telecommunicators Course, In-Service training hours, Intermediate level courses and conducts Advanced level courses. The Texas Division of Emergency Management provides Incident Management/NIMS training to the region. The City of San Angelo EMC works with CVCOG to facilitate trainings and allows the use of the Emergency Operations Center for such trainings for city/county employees and regional first responders/law enforcement/elected officials or any other regional personnel.

CVCOG continues to assist the jurisdictions in the region with their emergency operation plans and other planning requirements. CVCOG continues to operate as the Multi-Agency Coordination Center which provides a resource coordination service for the jurisdictions within the region during an incident.

Planning

The gaps for this core capability are in the planning, organization, equipment, and exercises section of the POETE. The CVCOG staff assists many of the region's counties/cities in updating Emergency Operations Plans and the associated annexes.

Cybersecurity

The gaps in this capability lie in all POETE disciplines. Angelo State University has improved this capability by becoming the pilot program for the Regional Security Operations Center. The RSOC provides real-time network security monitoring to detect and respond to network security events that may jeopardize participating organizations and the residents of this state, alerts and guidance for defeating security threats, immediate response to counter security activity that exposes participating entities and the residents of this state to risk, including remote and on-site cybersecurity incident responders, guidance on implementing cybersecurity policies and plans to improve the cybersecurity posture of RSOC customers, and educational and awareness services to assist participating organizations in establishing and strengthening sound security practices, including developing model policies and plans to assist participating organizations in maturing their cybersecurity posture. Source: <https://www.angelo.edu/community/kay-bailey-hutchison-center/regional-security-operations-center/#RSOC%20Services>

Interdiction and Disruption

The gaps in this capacity include planning, organization, lack of equipment to interdict, lack of training, and exercises. Larger agencies in the Concho Valley, the Tom Green County Sheriff's Office and the San Angelo Police Department have larger capabilities for interdiction and disruption. Rural jurisdictions rely heavily on state assets.

Operational Communications

The region has a Regional Interoperable Communications Plan has been updated to

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

align with the Texas Statewide Interoperability Channel Plan.

The gaps for this capability in equipment continue to be regarding building the P25 VHF Trunking system for the region and other land mobile radio issues. The Region has six "in-sight" trunked sights in the Western portion of the region and none in the Eastern portion. Two of the "in-sight" trunked sights have been taken down due to lack of funding. Trunked sights need routers to connect to a Master Core (or Switch). Previously, rural counties were unable to pay yearly port fees, software upgrade fees, internet connection fees and tower lease fees. The counties need maintenance on current repeaters and/or replacement of repeaters. Several counties within the region intend to restore their trunking sites due to a proposal TxDOT (Texas Department of Transportation) has entered with the CVCOG and the individual counties that will cover the cost of subscription fees, yearly port fees, software upgrade fees, internet connection fees and tower lease fees. Counties that have applied for received State Radio Emergency Infrastructure funding to pay for new infrastructure, will pursue getting their sites back up and operable, connecting them to the GAATRS system, and eventual main core in Abeline, Texas.

Physical Protective Measures

The gaps in this capability include planning, organization, equipment, training, and exercises. Angelo State University has improved this capability by adding video camera monitoring around the students' residential halls.

Community Resilience

The gaps in this capability include planning, organization, equipment, training, and exercises. Currently the Community Emergency Response Team program is beginning to be offered in more of the region's jurisdictions. These teams are under the supervision of the county or jurisdictions' Emergency Manager. Established teams have begun to help interested jurisdictions develop their new teams.

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

B. GOAL 1 - PREVENT: PREVENT TERRORIST ATTACKS AND ORGANIZED CRIMINAL ACTIVITY IN TEXAS.

OBJECTIVE 1.1: Expand and enhance the statewide intelligence capability that reduces the threat of terrorism and criminal enterprises, with an emphasis on proactive intelligence.

a. *Recent Accomplishments.*

- *One (1) Special Response Team has been equipped with (4) upgraded night vision devices to a binocular capability*
- *One (1) TACMED team has been equipped with necessary ballistic helmets and vests, night-vision goggles, gas masks, communications equipment, building secure access systems, and medical supplies and SWAT Medic school training courses.*

b. *Performance Measures.*

- *(4) Special Response Team personnel provided with new or updated equipment.*
- *Number of special Response Teams maintained and enhanced.*
- *Number of first Responder or EMC personnel provided with new or updated equipment.*

c. *Implementation Tasks.*

<i>Objective Number</i>	<i>Task(s)</i>	<i>Responsibility</i>	<i>Cost and Source</i>	<i>Completion Date</i>
<i>1.1</i>				
<i>Planning</i>				
<i>Organization</i>				
<i>Equipment</i>	<i>Four SRT Team Night Vision Binoculars</i>	<i>Tom Green County Sheriff's Office</i>	<i>\$39,687.55-SHSP/LETPA</i>	<i>09/30/2025</i>
	<i>Updated New Equipment for Eighteen First Responders and EMCs</i>	<i>City of San Angelo</i>	<i>\$57,985.07-SHSP/LETPA</i>	<i>9/30/2025</i>
	<i>One (1) TACMED team equipped with necessary ballistic helmets and vests, night-vision goggles, gas masks, communications equipment, building secure access systems, and medical supplies.</i>	<i>City of San Angelo</i>		
<i>Training</i>	<i>Three TACMED Members SWAT Medic Training Courses</i>	<i>City of San Angelo</i>	<i>\$2,700-SHSP/LETPA</i>	<i>9/30/2025</i>
<i>Exercise</i>				

OBJECTIVE 1.2: Combat the activities of criminal enterprises through coordinated law enforcement operations, investigations, and supporting programs.

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

OBJECTIVE 1.3: Prevent terrorists and criminal enterprises from exploiting Texas' international borders, including land, air, and sea.

OBJECTIVE 1.4: Increase public awareness and reporting of suspicious activities related to crime and terrorism.

C. GOAL 2 - PROTECT: REDUCE THE STATE'S VULNERABILITY TO TERRORIST AND CRIMINAL ATTACKS AND NATURAL AND TECHNOLOGICAL DISASTERS.

OBJECTIVE 2.1: Enhance the security and resiliency of Texas critical infrastructure systems, networks, facilities, and assets, with particular emphasis on the lifeline sectors of communications, energy, transportation, and water.

OBJECTIVE 2.2: Reduce the risk of chemical, biological, radiological, nuclear, and high-yield explosives (CBRNE) incidents by enhancing control and early detection capabilities.

OBJECTIVE 2.3: Strengthen statewide capability to detect, confirm, analyze, assess, and contain threats to public health.

OBJECTIVE 2.4: Reduce the vulnerability of the agriculture industry to natural hazards and manmade threats.

OBJECTIVE 2.5: Enhance the safety of Texas schools against all threats and hazards.

OBJECTIVE 2.6: Enhance statewide cybersecurity efforts to protect information assets.

Recent Accomplishments.

- Within the past year, the CVCOG's cybersecurity and critical infrastructure has been and remains protected by the Regional Security Operations Center Pilot Project of Angelo State University

b. Performance Measures.

- Number of individuals that received specialized training for Tom Green County Sheriff's Office

c. Implementation Tasks.

Objective Number	Task(s)	Responsibility	Cost and Source	Completion Date
2.6.1				
Planning				
Organization				
Equipment	<i>Thirty-two (32) individuals receive specialized training and professional development</i>	<i>Tom Green County</i>	<i>\$50,866.38 JAG</i>	<i>09/30/2025</i>
Training				
Exercise				

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

D. GOAL 3 - MITIGATE: MINIMIZE THE IMPACT OF TERRORIST AND CRIMINAL ATTACKS AND NATURAL AND TECHNOLOGICAL DISASTERS THROUGH PROACTIVE MITIGATION PLANNING AND PROGRAMS.

OBJECTIVE 3.1: Use mitigation planning to reduce the threats disasters pose to people, property, and critical functions throughout the state.

OBJECTIVE 3.2: Enhance the resilience of mission critical systems and infrastructure throughout Texas.

OBJECTIVE 3.3: Enhance the social resilience of Texas communities.

a. Recent Accomplishments.

- Community Emergency Response Teams in Kimble County and Menard County helped facilitate April 2024 Eclipse events. Both have continued to recruit members and expand CERT presence throughout the Region.
- Educational materials (handouts) for CERT teams have been created for Kimble and Crockett counties to share at CERT community events.
- Threat and Hazard Identification of Risk Assessment (THIRA) and Stakeholder Preparedness Review (SPR) Completed

b. Performance Measures.

- Complete THIRA-SPR-HSSP-IP
- Number of Counties targeted for CERT expansion
- Number of CERT members that received educational materials and training
- Number of CERT members that received Master-trainer certification

c. Implementation Tasks.

Objective Number	Task(s)	Responsibility	Cost and Source	Completion Date
3.3.3				
Planning	<i>Salary for CVCOG planners</i>	<i>CVCOG</i>	<i>\$134,042.04 SHSP</i>	<i>09/30/2025</i>
	<i>Completed the THIRA, SPR, and IP</i>	<i>CVCOG</i>		<i>11/13/2024</i>
Organization				
Equipment				
Training				
Exercise				

Objective Number	Task(s)	Responsibility	Cost and Source	Completion Date
3.3.1				
Planning				
Organization	<i>Establishment of CERT teams in each County with at least (5) members</i>	<i>CVCOG</i>	<i>CVCOG Operating Budget</i>	<i>9/30/2025</i>

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

Equipment	<i>CERT Backpacks</i>	<i>Kimble County OEM</i>	<i>\$3,778.98 SHSP</i>	<i>09/30/2024</i>
	<i>CERT Backpacks</i>	<i>Menard County OEM</i>	<i>\$15,060.65 2021 SHSP</i>	<i>04/30/2024</i>
Training	<i>CERT Educational Material (Handouts) Prepared and Distributed</i>	<i>CVCOG</i>	<i>CVCOG Operating Budget</i>	<i>9/30/25</i>
Exercise				

E. GOAL 4 - RESPOND: INCREASE THE CAPABILITY OF THE STATE'S RESPONSE SYSTEM TO MINIMIZE DAMAGE AND LOSS OF LIFE FROM TERRORIST AND CRIMINAL ATTACKS AND NATURAL AND TECHNOLOGICAL DISASTERS.

OBJECTIVE 4.1: Enhance the systems and organizational structures that coordinate and manage response operations to ensure unified, efficient effort.

a. Recent Accomplishments.

- Procurement and installation of tower and tower site completed on June 22, 2024.
- Dispatch console purchased and installed on July 12, 2024.
- (2) Repeaters purchased

b. Performance Measures.

- Twelve hundred (1200) square miles covered by new infrastructure.
- At least one (1) agency is served by the interoperable communication system.
- Expected (5) Interoperable Communications maturity level achieved after project completion for Crockett and Kimble.
- Four (4) interoperable communications devices procured or upgraded.
- Four (4) interoperable communications systems created, maintained, or enhanced.

c. Implementation Tasks.

Objective Number 4.1.2	Task(s)	Responsibility	Cost and Source	Completion Date
Planning				
Organization				
Equipment	<i>Wired dispatch console and equipment, system integration services, and year 2 System Update Agreement</i>	<i>CVCOG/Kimble County</i>	<i>\$435,368.00 -SERI 2024</i>	<i>08/30/2026</i>
	<i>Purchase, installation, and professional services required for a Motorola ARS Site Trunk 4 Channel system with VHF capabilities.</i>	<i>CVCOG/Crockett County</i>	<i>\$400,000.00 -SERI 2024</i>	<i>08/31/2026</i>

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

	<i>Decommission, equipment relocation, and construction of a new Radio Tower</i>	<i>CVCOG/McCulloch County</i>	<i>\$209459.80 -SERI 2024</i>	<i>08/31/2026</i>
	<i>Updated radio communications infrastructure equipment</i>	<i>City of San Angelo</i>	<i>\$455,172.20 -SERI 2024</i>	<i>08/31/2026</i>
Training				
Exercise				

OBJECTIVE 4.2: Build and maintain the response teams and qualified personnel essential to all-hazard response operations.

OBJECTIVE 4.3: Achieve statewide communications operability and interoperability in Texas.

OBJECTIVE 4.4: Ensure continued enhancement of public health and medical emergency response systems.

OBJECTIVE 4.5: Expand statewide capacity to rapidly and effectively assist government agencies in responding to cyberattacks.

OBJECTIVE 4.6: Integrate and coordinate multiple methods to warn and keep the public and local leaders informed about emergencies in their communities.

OBJECTIVE 4.7: Ensure updated and validated emergency plans are in place at public agencies that provide vital services, and encourage such planning within private entities.

OBJECTIVE 4.8: Ensure access to and adequate support for homeland security and emergency preparedness and response training across all agencies, jurisdictions, and disciplines.

OBJECTIVE 4.9: Conduct exercises across the state that include tribal, regional, and local entities and support the National Exercise Program (NEP) Principals' Objectives.

F. GOAL 5 - RECOVER: ENSURE RAPID, EFFECTIVE, AND COMPREHENSIVE COMMUNITY RECOVERY FOLLOWING TERRORIST OR CRIMINAL ATTACKS AND NATURAL OR TECHNOLOGICAL DISASTERS.

OBJECTIVE 5.1: Support effective, community based post-incident recovery by ensuring plans, structures and processes are in place at all levels of government and coordinated with private sector partners, as appropriate.

OBJECTIVE 5.2: Strengthen preparedness for whole community recovery through outreach programs, training, and exercise.

OBJECTIVE 5.3: Coordinate rapid and effective delivery of post-incident recovery assistance to impacted communities.

FOR OFFICIAL USE ONLY

FOR OFFICIAL USE ONLY

**Annex A-Threat and Hazard Identification of Risk Assessment
Annex B-Stakeholder Preparedness Review**

FOR OFFICIAL USE ONLY

Memo

To: Executive Committee

From: Mattye Davenport, Homeland Security Planner

Date: 12/11/2024

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 10

ITEM 10

Mattye Davenport, Homeland Security Planner, is seeking consideration and approval concerning the updated Homeland Security Strategic Implementation Plan for 2024-2025.

Approved at the Executive Committee Meeting on December 11, 2024.

Executive Board ACH Payments

CVCOG pays the members of the Executive Board mileage to attend the monthly meetings. CVCOG will use ACH payments to pay the members each month using the following procedure.

1. The Executive Board members will sign in at each meeting. This list will be signed by the Executive Director after the meeting to authorize payment to each member based on round trip mileage from their city to CVCOG offices at 5430 Link Road, San Angelo, TX 76904.
2. After approval and signature, this list will be given to the Director of Finance.
3. The Director of Finance will draft the ACH payments for each member that attended based on the approved list and print the draft confirmation. The Director of Finance will sign the draft.
4. The approved list and draft confirmation will be given to the Assistant Executive Director or authorized approver to approve the drafts and issue payment. The approver will print and sign the approved ACH confirmation.
5. All paperwork returned to the Director of Finance. A Journal Voucher will be created to record the payment and record the payment in the Cash Flow Ledger.

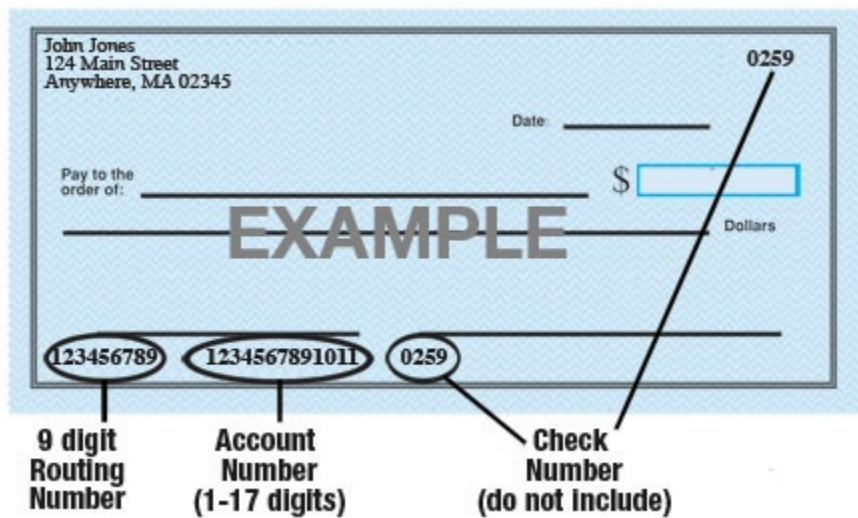
DIRECT DEPOSIT AUTHORIZATION

Please print and complete ALL the information below.

Name: _____

Address: _____

City, State, Zip: _____



Name of Bank: _____

Account #: _____

9-Digit Routing #: _____

Type of Account: Checking Savings (Check One)

Attach a voided check for each bank account to which funds should be deposited (if necessary)

The Concho Valley Council of Governments is hereby authorized to directly deposit my mileage reimbursement to the account listed above. This authorization will remain in effect until I modify or cancel it in writing.

Signature: _____

Date: _____

Memo

To: Executive Committee

From: Michael Meek, Director of Finance

Date: 12/11/2024

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 11

ITEM 11

Michael Meek, Director of Finance, is seeking consideration and approval concerning ACH Payments to Executive Committee Members for travel reimbursements.

Approved at the Executive Committee Meeting on December 11, 2024.

Memo

To: Executive Committee

From: Erin Hernandez, Assistant Executive Director

Date: 12/11/2024

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 12

ITEM 12

Erin Hernandez, Assistant Executive Director, is seeking consideration and approval of a budget adjustment to TCEQ concerning the second biennium Solid Waste Budget for FY 24-25.

Approved at the Executive Committee Meeting on December 11, 2024.

Memo

To: Executive Committee

From: Erin Hernandez, Assistant Executive Director

Date: 12/11/2024

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 13

ITEM 13

Erin Hernandez, Assistant Executive Director, is seeking consideration and approval to allocate the Solid Waste Grant Funds for the second biennium to selected entities as recommended by the Solid Waste Committee.

The Solid Waste Committee met on December 11th @ 8:45 a.m. and proposed the recommendations below for approval.

Applications that were submitted and amounts requested are as follows:

- Tom Green County requested \$12,000 – SWAC recommends \$10,000
- City of Menard requested \$14,500 – SWAC recommends \$10,000
- City of Brady requested \$18,000 – SWAC recommends \$18,000
- Tom Green County requested \$30,000 – SWAC recommends \$20,000
- City of Eldorado requested \$50,000 – SWAC recommends \$20,000

Approved at the Executive Committee Meeting on December 11, 2024.

Memo

To: Executive Committee

From: John Austin Stokes, Executive Director

Date: 12/11/2024

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 14

ITEM 14

John Austin Stokes, Executive Director, is seeking consideration and approval concerning the Executive Director to enter into MOU's with Kimble, Mason, and Menard Counties to lead the Tri-County Mental Health Project with Frontera Healthcare.

Approved at the Executive Committee Meeting on December 11, 2024.

CVCOG Balance Sheet
As of 9/30/2024

	Current Period Balance	
Assets		
First Financial General Bank Acct	659,037.07	1112000
CitiBank Credit Card	307,765.51	1198000
First Financial Credit Card	26,553.90	1199000
Grant Receivable, CJ VAWA	1,704.57	1203000
State Contract, HSGD	2,916.72	1204000
Grant Receivable, 2-1-1	57,980.90	1205000
Grant Receivable, 9-1-1	65,806.72	1211000
Grant Receivable, AAA	906,122.00	1212000
State Contract, CJ Planning	7,083.61	1214000
Grant Receivable, CJ Training	4,729.45	1215000
Grant Receivable, RSVP	16,808.88	1216000
Grant Receivable, Juvenile Justice Services	2,141.48	1217000
OOG Kimble County Tower Project	18,068.48	1218000
Grant Receivable, Foster Grandparent	34,059.77	1219000
Grant Receivable, Senior Companion	18,023.69	1220000
Grant Receivable, ADRC	45,457.98	1221000
State Contract, CEDAF	9,025.00	1224000
OOG CV Communications Upgrade	45,126.44	1225000
Grant Receivable, Homeland Security SHSP	13,791.76	1232000
Grant Receivable, CACFP Head Start	102,889.31	1243000
Grant Receivable, Head Start HHS	308,463.97	1249000
Economic Development District	12,287.22	1290000
CV Transit District AR	352,559.55	1329000
Accounts Receivable-General	19,536.75	1391000
Staff Travel Advance	89.00	1392000
Accts Receivable-CVCOG Membership Dues	858.50	1396000
Prepaid General Expenses	162.79	1593000
Prepaid AFLAC	1,124.88	1598000
First Financial 911 Investment	118,626.05	1614000
CVCOG Investment Account	314,719.69	1618000
Leasehold Improvements	85,951.58	1730000
Facility Improvements	170,941.59	1732000
Other Assets - Project Equipment	1,241,306.87	1811000
Total Assets	4,971,721.68	
Liabilities		
AP	521,864.95	2111000
AP Clearing	10,417.87	2112000
AP First Financial Credit Card	41,661.35	2114000
AP CitiBank Credit Card	304,785.83	2117000
Payroll Payable - Administration	294,464.65	2151000
Federal Withholding Tax	22,068.61	2311000
Medicare Payable	10,448.88	2321000
SUTA Payable	458.20	2323000
Employee Wellness Benefits Payable	40,144.22	2412000
Health Savings Account	2,355.98	2413000
Health Insurance Payable	2,627.72	2414000
Dental Insurance Payable	76.72	2415000
MASA Payable	18.00	2417000
Life Insurance Payable	399.09	2418000
Vision Insurance Payable	27.58	2419000
Employer Pension Plan Payable	120,911.41	2422000
Employee Contr to Pension Plan	76,943.58	2423000
Deferred Income Plan Withheld	3,247.50	2431000
Workers Comp Ins Payable	155,209.82	2432000
State Comptroller Unclaimed	160.14	2434000
United Way Payable	526.28	2441000
Child Support Payable	1,933.50	2442000
Accrued Vacation Leave	195,316.94	2521000
Inter-Fund Payable CVTD	620,873.51	2600000

CVCOG Balance Sheet
As of 9/30/2024

	Current Period Balance	
Liabilities continued ...		
Unearned Revenue General Fund	4,917.93	2911000
Unearned Revenue- 911 Program	477,796.68	2917000
Unearned Revenue-VISTA	2,500.00	2918000
Unearned Revenue-Head Start	18,980.15	2919000
Unearned Revenue- Area on Aging	5,284.07	2924000
Unearned Revenue - Regional Law Academy Tuition	113.62	2926000
Unearned Revenue- RSVP	100.00	2929000
Unearned Revenue-Solid Waste	130,718.06	2938000
Unearned Revenue Regional Broadband Initiative	(13,572.22)	2943000
Total Liabilities	3,053,780.62	
 Fund Balance		
General Unrestricted Fund Balance	510,270.06	3000000
Long Term Debt - Annual Leave	(195,316.94)	3105000
Long Term Debt - Inter-Fund CVTD	(620,873.51)	3107000
Investment - Capital Assets	1,498,200.04	3110000
Restricted - USDA Note Available	23,850.00	3202000
Restrict - Regional Assistance Corp 501c3	35,286.51	3204000
Restricted - CV Medical Reserve Corp	3,765.02	3205000
Assigned - Area Agency on Aging	21,509.22	3401000
Assigned - SCP Visiting Program	8,255.76	3402000
Assigned - Caregiver	2,213.65	3403000
Assigned - Housing Finance	94,212.18	3404000
Assigned - Homeland Security	26,137.04	3405000
Assigned - CJ Planning	117,064.27	3406000
Assigned - CJ Law Enf Academy	187,620.09	3407000
Assigned - 211 Information Referral	34,629.64	3408000
Assigned - CEDAF	35,449.54	3409000
Total Fund Balance	1,782,272.57	
 Excess Revenue	 135,668.49	
Total Liabilities and Fund Balance	4,971,721.68	

CVCOG
Statement of Revenues and Expenditures - CVCOG Statement of Revenue and Expenditures
From 10/1/2023 Through 9/30/2024

	<u>Current Period Actual</u>	
Revenue		
CNCS Senior Companion CFDA 94.016	223,731.52	4164000
CNCS Foster Grandparent CFDA 94.011	368,975.26	4165000
CNCS RSVP CFDA 94.002	132,613.50	4167000
HHS-ACF Head Start ARP 06HE001000 C6	61,562.82	4170000
HHS-ACF Head Start CFDA 93.600	7,505,431.10	4173000
VISTA CNCS FY 22-23 CFDA 94.013	3,667.18	4174000
AAA - Title IIIB CFDA 93.044	212,027.00	4201000
AAA - Title IIIC1 CFDA 93.045	256,134.00	4205000
Off Gov-CJ Juvenile Justice Service CFDA 16.523	24,167.59	4206000
AAA - Title IIIC-2 CFDA 93.045	213,302.00	4207000
American Rescue Plan Title VII OM Staff	3,327.00	4213000
AAA - Title IIIE CFDA 93.052	29,149.00	4215000
AAA - Title VII EAP CFDA 93.041	1,798.00	4216000
AAA - Title VI OM CFDA 93.042	16,549.00	4218000
AAA - NSIP CFDA 93.053	50,590.00	4219000
CACFP Nutrition CFDA 10.558	585,256.79	4221000
Off Gov-Violence Against Women Act CFDA 16.588	10,316.54	4222000
PY - ARP Title III B CFDA 93.044	130,487.00	4224000
AAA - HICAP CFDA 93.324	27,416.00	4225000
PY - Title IIIB CFDA 93.044	157,712.00	4227000
211 TANF OPS FED CFDA 93.558	96,979.11	4231000
211 FD RIDER 28 HB1	15,473.85	4231100
PY - Title III C1 CFDA 93.045	9,237.00	4232000
PY ARP Title III C1	52,383.00	4232100
PY - Title IIIC2 CFDA 93.045	57,334.00	4235000
PY - Title IIIE CFDA 93.052	69,221.00	4239000
PY - NSIP CFDA 93.053	35,591.00	4244000
211 Child Care CFDA 93.575	2,537.66	4258000
Tx Dept Rural Affairs, CEDAF State	9,025.00	4264000
CF - HICAP Basic CFDA 93.324	52,482.00	4267000
ADRC Housing Navigator Sept to Dec CFDA 93.791	13,568.39	4274000
ADRC Local Contact Agency Sept to Dec CFDA 93.791	1,077.00	4275000
ARP Title III-B	209,984.00	4276000
ARP Title III C1	121,988.00	4277000
ARP Title III C2	101,318.00	4278000
ADRC MIPPA CFDA 93.071	5,362.20	4279000
ARP Title III E	26,071.00	4290000
PY ARP Title III E	25,177.00	4290100
ARP Title VII OM CFDA 93.042	4,350.00	4291000
Off Gov-Homeland Security SHSP CFDA 97.067	88,298.53	4294000
AAA-MIPPA CY CFDA 93.071	20,116.00	4296000
PY AAA - MIPPA CFDA 93.071	14,862.00	4297000
ADRC Housing Navigator Jan to Aug CFDA 93.791	27,041.80	4298000
ADRC Local Contact Agency Jan to Aug CFDA 93.791	1,966.00	4299000
AAA State General	63,155.00	4301000
TCEQ Solid Waste State	94,369.83	4302000
AAA - State Title III E Match	15,000.00	4306000
Off Gov - CJ Academy State	64,146.27	4307000
CJ Academy Supplemental	21,774.94	4307100
AAA - State OMB ALF	7,615.00	4308000
TxHHS-RSVP State	48,542.48	4309000
Off Gov - HSGD Contract State	18,073.54	4311000
TxHHS - 211 State Funds	95,547.65	4312000
211 SGR RIDER 28	15,261.78	4312100
AAA - SGR HDM Rate Increase	3,731.00	4313000
Grant Z02, NG911 Project SB8	334,676.25	4314000
Off Gov, CJ Planning Services	42,990.59	4315000
CSEC 911 ER Communications State	2,620,061.98	4316000
AAA Housing Bond	7,893.00	4319000

CVCOG
Statement of Revenues and Expenditures - CVCOG Statement of Revenue and Expenditures
From 10/1/2023 Through 9/30/2024

	<u>Current Period Actual</u>	
Revenue continued ...		
ADRC State General Revenue	89,946.08	4325000
Grant X07, OOG CV Communications Upgrade 4467201	128,522.89	4327000
ADRC State Promoting Independence	7,925.13	4331000
ADRC State Respite	11,620.08	4332000
TXHHS-FGP State	5,316.48	4335000
TXHHS-SCP State	6,791.48	4336000
AAA - State General ARP	59,534.00	4341000
Grant X06, OOG Kimble County Tower Project 4556601	210,477.48	4343000
IK Contributions	2,359,067.97	4411000
Senior Center Program Income-Tracking Only	121,655.38	4416000
Senior Center Local Revenue-Tracking Only	86,997.93	4417000
CVCOG Membership Dues	10,770.67	4511000
Area Agency on Aging Membership Dues	29,528.58	4512000
CJ Membership Dues	67,500.00	4513000
Program Income	89,138.01	4522000
Local Revenue	520,191.12	4523000
Interest Income General	13,741.52	4731000
Credit Card Cash Rewards Redemption	16,994.43	4737000
Economic Development District Pass-Thru	389,658.68	4760000
Concho Valley Transit District Pass-Thru	4,721,422.09	4761000
Vacation Accrual Allocation	380,658.74	4911000
Indirect Cost Allocations	871,031.42	4912000
Information Technology Services	431,813.02	4913000
Human Resources Allocation	306,401.73	4914000
Procurement Dept Allocation	360,838.26	4915000
Property Management Allocation	30,318.69	4916000
Total Revenue	25,856,358.01	

Expenditures		
General Wages	7,265,413.73	5110000
General Overtime Hours	9,411.56	5118000
Holiday Work Time	2,646.42	5119000
Vacation Time Allocation	380,658.74	5150000
Medicare Tax	126,610.06	5151000
Workers Comp Insurance	263,174.21	5172000
SUTA	30,032.47	5173000
Health Insurance Benefit	2,118,382.43	5174000
Dental Insurance Benefit	72,603.56	5175000
Life Insurance Benefit	61,176.08	5176000
HSA Insurance Benefit	30,710.40	5177000
Retirement	988,877.17	5181000
Indirect Allocation	871,031.40	5199000
Employee Health and Welfare	2,673.60	5200000
Stipend - FGP Volunteers	186,129.00	5201000
Stipend - SCP Volunteers	101,860.00	5202000
Uniforms	8,161.82	5203000
Recognition	61,221.28	5205000
HR Service Center	307,103.30	5206000
Procurement Service Center	364,025.91	5207000
Information Technology Service Center	436,895.37	5208000
Driver Wages	1,540,464.89	5210000
Dispatch/Customer Service Wages	105,543.31	5217000
Driver Overtime Hours	91,802.73	5218000
Dispatch/Customer Service Overtime Wages	4,406.78	5219000
Driver Double Time	1,564.37	5222000
Audit & Legal	40,227.42	5231000
Counseling Services	15,080.00	5251000
Contract Services	1,734,259.88	5291000
HS Health & Disab Svc	139.96	5293000

CVCOG
Statement of Revenues and Expenditures - CVCOG Statement of Revenue and Expenditures
From 10/1/2023 Through 9/30/2024

	<u>Current Period Actual</u>	
Expenditures continued ...		
HS Nutrition Service	389,442.00	5295000
HS Parent Service	4,739.70	5296000
AAA Congregate Meals	528,817.52	5301000
AAA Home Delivered Meals	499,002.49	5302000
Head Start T & T A	91,628.48	5308000
Travel-In Region	26,755.03	5309000
Travel-Out of Region	78,169.83	5310000
Conference Fees	267.00	5311000
Meals	11,120.17	5312000
Travel-Volunteer	62,731.25	5313000
Fuel	2,434.31	5351000
Lubricant	244.04	5352000
Vehicle Maintenance	1,931.85	5361000
Non-Vehicle Maintenance	1,517.64	5366000
Other Facility Rent	2,400.00	5412000
HS Site Rent	18,600.00	5413000
Utilities	41,412.29	5431000
HS Site Center Utilities	114,283.34	5433000
Link Road Building Maintenance	62,693.79	5448000
Facility Allocation	438,366.94	5451000
HS Site Center Bldg Maint	161,153.41	5453000
Supplies	202,495.62	5510000
Materials	7,836.00	5511000
HS Class Room Supplies	201,386.77	5512000
HS Food Serv Sup	127,950.71	5513000
HS Medical Supplies	12,238.23	5514000
HS Disability Supplies	200.52	5515000
Supplies - Bus/Service Vehicles	3,788.08	5516000
HS Diapers and Wipes	21,563.31	5518000
Parts Supply	8,097.67	5520000
Project Equipment	166,183.32	5621000
Internal Computer/Software	124,681.50	5622000
County Project Equipment	203,346.01	5627000
Tools	1,240.52	5629000
Copier	27,688.12	5632000
Copier Lease	17,030.82	5633000
Copier Paper	2,550.00	5634000
Insurance	27,904.80	5711000
Communications - Bus	2,555.97	5712000
Cell Phones	4,578.70	5713000
Printing	3,195.19	5721000
Ads & Promotions	2,882.81	5722000
Publications	874.44	5723000
Training	9,125.96	5751000
Dues and fees	78,450.77	5753000
Vehicle Registration	565.00	5754000
HS Site Center Communications	25,429.95	5760000
Communications	16,544.78	5761000
Postage/freight	11,189.33	5762000
911 PSAP Services	2,313.41	5766000
911 Equipment Maintenance	194,752.35	5767000
911 PSAP Training	4,967.37	5768000
911 PUB ED	9,579.34	5771000
911 PSAP Room Prep	6,479.00	5773000
911 Network Reliability	23,321.40	5774000
911 Network	142,720.30	5775000
911 MIS	40,078.00	5776000
911 PSAP Network	128,822.68	5777000
911 Text-to-911	24,852.63	5779000

CVCOG
Statement of Revenues and Expenditures - CVCOG Statement of Revenue and Expenditures
From 10/1/2023 Through 9/30/2024

	Current Period Actual	
Expenditures continued ...		
911 Geographic Information Systems	1,291,481.32	5780000
911 Core Functions	334,680.72	5781000
Other	27,509.00	5791000
Coffee Expense	2,699.14	5792000
Physicals	240.00	5793000
General Assembly Costs	4,541.75	5794000
Safety	11,002.63	5796000
Volunteer Recruiting	5,242.56	5797000
Multi-Modal Supplies	2,563.37	5810000
Multi-Modal Internet	12,577.69	5814000
Multi-Modal Utilities	13,240.42	5831000
Multi-Modal Building Maintenance	687.31	5851000
Multi-Modal Communications	974.93	5861000
Shop Christoval Rd Utilities	1,803.73	5876000
Link Road Amortization	2,916.67	5901000
InKind Professional Services	4,400.00	6291000
InKind Travel	282,036.89	6310000
Inkind Supplies & Materials	1,188.60	6510000
InKind Other	2,071,442.48	6791000
Total Expenditures	25,720,689.52	
Excess Revenue over Expenditures	135,668.49	

Concho Valley Council of Governments Cash Flow

FY 23-24	First Financial CVCOG General Fund (000's)			First Financial 9-1-1 Trust Account (000's)				First Financial General Investment Savings				CVCOG Balance	First Financial CVTD (000's)			First Financial CVTD-ICB (000's)			First Financial Square Credit Card			First Financial CVEDD (000's)			Total Balance
	Inflows	Outflows	Balance	Inflows	Interest	Outflows	Balance	Inflows	Interest	Outflows	Balance		Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	
Beginning Balance:	\$ 973,339			\$ 676				\$ 283,993					\$ 1,666,792				\$ 27,165				\$ 538,422				
October	2,757,004	(2,562,497)	1,167,846	436,720	449	-	437,845	-	1,087	-	285,080	1,890,771	199,943	(980,629)	886,106	2,280	(1,950)	27,496	-	-	-	19,149	(8,900)	548,670	3,353,043
November	1,817,090	(2,219,059)	765,877	-	1,406	(153,867)	285,383	-	1,095	-	286,175	1,337,435	367,786	(506,797)	747,096	2,163	(1,718)	27,940	-	-	-	6,357	(5,566)	549,461	2,661,931
December	1,401,334	(1,406,172)	761,040	-	952	(70,918)	215,417	9,590	1,149	-	296,914	1,273,371	416,649	(595,492)	568,253	3,022	-	30,962	-	-	-	2,254	(54,468)	497,247	2,369,833
January	1,741,775	(1,452,332)	1,050,483	-	673	(66,645)	149,444	-	1,158	-	298,073	1,497,999	504,152	(494,515)	577,889	3,745	(4,314)	30,394	-	-	-	51,768	(74,401)	474,614	2,580,897
February	1,680,391	(1,366,438)	1,364,436	-	398	(76,741)	73,101	-	1,082	-	299,155	1,736,692	1,000,783	(652,433)	926,240	795	(2,841)	28,349	-	-	-	67,286	(67,121)	474,779	3,166,060
March	1,423,127	(2,029,865)	757,697	371,206	1,120	-	445,427	-	1,160	-	300,315	1,503,439	889,887	(445,650)	1,370,477	3,244	(518)	31,074	20	(20)	-	68,989	(57,726)	486,043	3,391,034
April	1,807,497	(1,740,774)	824,420	-	1,514	(78,394)	368,547	-	1,127	-	301,442	1,494,409	579,540	(510,578)	1,439,440	3,115	(2,667)	31,522	120	(20)	100	87,033	(46,854)	526,222	3,491,693
May	1,540,682	(1,582,153)	782,949	125,972	1,804	-	496,323	-	1,244	-	302,686	1,581,958	290,255	(645,528)	1,084,167	3,055	(2,712)	31,865	-	-	100	15,398	(40,274)	501,346	3,199,437
June	1,275,113	(1,509,549)	548,513	-	1,605	(83,568)	414,360	7,404	1,079	-	311,169	1,274,041	2,116,911	(1,938,550)	1,262,528	3,822	(2,485)	33,202	158	0	258	56,402	(5,625)	552,123	3,122,152
July	2,112,398	(1,734,998)	925,914	-	1,391	(108,248)	307,503	-	1,208	-	312,376	1,545,793	485,268	(426,305)	1,321,490	4,038	(3,061)	34,179	289	-	547	3,975	(8,875)	547,223	3,449,231
August	2,349,558	(3,032,076)	243,396	-	1,108	(82,602)	226,009	-	1,282	-	313,659	783,063	318,643	(497,955)	1,142,178	2,825	(3,208)	33,795	318	-	865	2,070	(7,627)	541,666	2,501,567
September	2,151,434	(1,381,140)	1,013,689	-	530	(107,912)	118,626	-	1,061	-	314,720	1,447,035	269,580	(769,574)	642,184	1,978	(2,528)	33,245	339	-	1,204	3,775	(8,836)	536,605	2,660,273
				Interest Rate at 4.658900% as of 10/02/23				Interest Rate at 4.658900% as of 10/02/23							Account opened to segregate Greyhound Funds										
				Interest Rate at 4.672200% as of 11/01/23				Interest Rate at 4.672200% as of 11/01/23							Account opened to segregate Greyhound Funds										
				Interest Rate at 4.632500% as of 12/01/23				Interest Rate at 4.632500% as of 12/01/23							Account opened to segregate Greyhound Funds										
				Interest Rate at 4.604700% as of 01/02/24				Interest Rate at 4.604700% as of 01/02/24							Account opened to segregate Greyhound Funds										
				Interest Rate at 4.582400% as of 02/01/24				Interest Rate at 4.582400% as of 02/01/24							Account opened to segregate Greyhound Funds										
				Interest Rate at 4.579500% as of 03/01/24				Interest Rate at 4.579500% as of 03/01/24							Account opened to segregate Greyhound Funds										
				Interest Rate at 4.577700% as of 04/01/24				Interest Rate at 4.577700% as of 04/01/24							Account opened to segregate Greyhound Funds										
				Interest Rate at 4.576600% as of 05/01/24				Interest Rate at 4.576600% as of 05/01/24							Account opened to segregate Greyhound Funds										
				Interest Rate at 4.585600% as of 06/03/24				Interest Rate at 4.585600% as of 06/03/24							Account opened to segregate Greyhound Funds										
				Interest Rate at 4.582400% as of 07/01/24				Interest Rate at 4.582400% as of 07/01/24							Account opened to segregate Greyhound Funds										
				Interest Rate at 4.553000% as of 08/01/24				Interest Rate at 4.553000% as of 08/01/24							Account opened to segregate Greyhound Funds										
				Interest Rate at 4.421700% as of 9/03/24				Interest Rate at 4.421700% as of 9/03/24							Account opened to segregate Greyhound Funds										

FY 22-23	First Financial CVCOG General Fund (000's)			First Financial 9-1-1 Trust Account (000's)				First Financial General Investment Savings				CVCOG Balance	First Financial CVTD (000's)			First Financial CVTD-ICB (000's)			First Financial CVEDD (000's)			Total Balance			
	Inflows	Outflows	Balance	Inflows	Interest	Outflows	Balance	Inflows	Interest	Outflows	Balance		Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance				
Beginning Balance:	\$ 638,852			\$ 559,508				\$ 257,453					\$ 678,239				\$ 19,205				\$ 511,460				
October	1,311,609	(1,540,522)	409,940	-	1,098	(100,783)	459,822	1,550	550	-	259,554	1,129,315	387,282	(462,883)	602,638	6,239	(6,527)	18,918	-	-	-	142,658	(13,014)	641,103	2,391,975
November	1,729,481	(1,701,221)	438,200	-	1,039	(146,355)	314,507	-	681	-	260,234	1,012,941	720,765	(628,066)	695,337	6,448	(6,772)	18,594	-	-	-	3,085	(153,223)	490,966	2,217,838
December	1,577,879	(1,395,790)	620,289	-	801	(136,962)	178,346	-	797	-	261,031	1,059,666	390,613	(665,982)	419,968	3,840	(3,076)	19,358	-	-	-	16,511	(43,143)	464,334	1,963,327
January	2,041,899	(1,421,878)	1,240,310	-	464	(75,687)	103,124	-	827	-	261,859	1,605,292	1,151,281	(666,264)	904,985	2,630	(2,875)	19,114	-	-	-	47,003	(86,097)	425,240	2,954,631
February	1,435,188	(1,945,856)	729,642	348,245	824	(243,902)	208,290	-	793	-	262,651	1,200,583	334,884	(450,291)	789,578	3,352	(2,572)	19,894	-	-	-	66,726	(11,538)	480,427	2,490,482
March	1,477,271	(1,555,200)	651,713	-	264	(207,955)	599	275	963	-	263,889	916,201	534,326	(512,429)	811,475	2,236	(179)	21,951	-	-	-	33,689	(84,002)	430,115	2,179,741
April	2,083,317	(1,471,600)	1,263,430	-	2	-	601	-	836	-	264,725	1,528,756	733,884	(611,307)	934,053	2,686	(1)	24,636	-	-	-	92,370	(13,649)	508,836	2,996,281
May	1,297,703	(1,853,182)	707,951	193,614	349	-	194,564	-	979	-	265,704	1,168,219	772,266	(857,231)	849,088	3,856	(0)	28,492	-	-	-	4,030	(63,194)	449,673	2,495,471
June	1,970,854	(1,591,396)	1,087,409	-	383	(183,831)	11,116	13,972	1,083	-	280,760	-	553,352	(435,898)	966,541	3,554	(5,762)	26,284	-	-	-	58,486	(58,106)	450,052	1,442,878
July	1,769,676	(1,517,032)	1,340,053	-	40	-	11,156	-	1,015	-	281,775	253,699	590,396	(420,880)	1,136,057	2,895	-	29,179	-	-	-	111,074	(31,688)	529,438	1,948,373
August	1,498,048	(1,983,517)	854,584	193,985	410	-	205,551	-	1,100	-	282,875	(36,274)	948,952	(915,547)	1,169,461	1,128	(4,593)	25,714	-	-	-	20,066	(19,695)	529,808	1,688,710
September	1,708,067	(1,589,311)	973,339	-	341	(205,216)	676	-	1,117	-	283,993	(121,276)	1,070,671	(573,340)	1,666,792	2,127	(677)	27,165	-	-	-	22,886	(14,272)	538,422	2,111,103
				Interest Rate at 2.685700% as of 10/03/22				Interest Rate at 2.685700% as of 10/03/22							Account opened to segregate Greyhound Funds										
				Interest Rate at 3.190500% as of 11/01/22				Interest Rate at 3.190500% as of 11/01/22							Account opened to segregate Greyhound Funds										
				Interest Rate at 3.606300% as of 12/01/22				Interest Rate at 3.606300% as of 12/01/22							Account opened to segregate Greyhound Funds										
				Interest Rate at 3.740300% as of 1/3/23				Interest Rate at 3.740300% as of 1/3/23							Account opened to segregate Greyhound Funds										
				Interest Rate at 3.945900% as of 2/1/23				Interest Rate at 3.945900% as of 2/1/23							Account opened to segregate Greyhound Funds										
				Interest Rate at 4.051700% as of 3/1/23				Interest Rate at 4.051700% as of 3/1/23							Account opened to segregate Greyhound Funds										
				Interest Rate at 4.130800% as of 4/3/23				Interest Rate at 4.130800% as of 4/3/23							Account opened to segregate Greyhound Funds										
				Interest Rate at 4.355200% as of 5/1/23				Interest Rate at 4.355200% as of 5/1/23							Account opened to segregate Greyhound Funds										
				Interest Rate at 4.502500% as of 6/1/23				Interest Rate at 4.502500% as of 6/1/23							Account opened to segregate Greyhound Funds										
				Interest Rate at 4.550100% as of 7/3/23				Interest Rate at 4.550100% as of 7/3/23							Account opened to segregate Greyhound Funds										
				Interest Rate at 4.597700% as of 8/1/23				Interest Rate at 4.597700% as of 8/1/23							Account opened to segregate Greyhound Funds										
				Interest Rate at 4.651300% as of 9/1/23				Interest Rate at 4.651300% as of 9/1/23							Account opened to segregate Greyhound Funds										

In compliance with PFIA 2256.023 and CVCOG Investment Policy section XI

John Austin Stokes 10-30-2024

CVCOG Executive Director/Investment Officer

Date

Michael Meek

10-30-2024

CVCOG Director of Finance

Date



December 2024



Attendance - September	Funded Enrollment	Reported Enrollment	Percent Enrollment
Head Start Funded	411	387*	94%
Early Head Start Funded	120	120	100%
Pregnant Moms Funded	8	3*	38%

*3% of enrollment slots are held for homelessness and foster care students.

Disability - September	Current	Funded Enrollment
HS # of Children with IEP	11	375
Percentage this month	3%	
EHS Children with IFSP	14	120
Percentage this month	12%	
Total # of children with IEP/IFSP	25	495
Program wide % this month	5%	

Nutrition - September	Meals Served	Reimbursement Amount
	23,678	\$69,439.94

HEAD START STAFF

Administrative Office
5430 Link Road
Phone (325)944-9666

Carolina Raymond
Director

Stephanie Hernandez
Assistant Director / Early Head Start
Education Manager

Cheryl Mayberry
Education & Disability Manager

Ofelia Barron
ERSEA & Facility Manager

Mary Husted
Compliance & Nutrition Specialist

Stacy Walker
Family & Community, Parent
Engagement Manager

Melissa Miranda
Health & Mental Health Manager

HE
re



low-income families through education, health, social and other services.

Early Head Start (EHS) provides intensive comprehensive child development and family support services to low-income infants and toddlers under the age of 3 and their families, and to pregnant women and their families.



To complete an online application, please contact the following sites below:

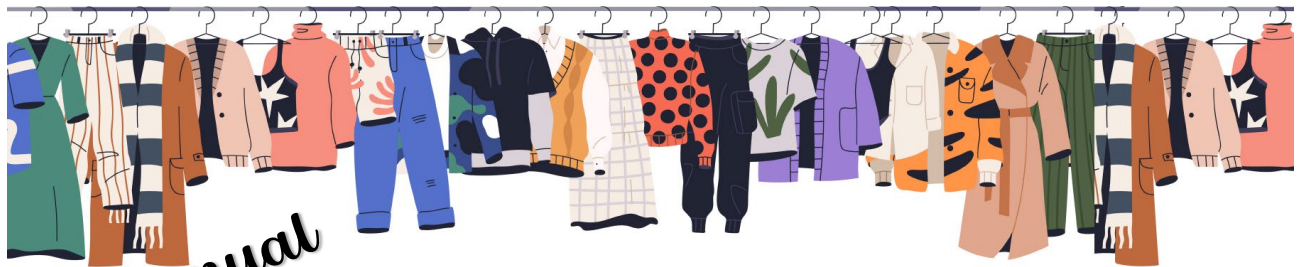
School	Director	Family Service Workers	Hours Operation	Phone
Day Head Start Early Head Start	Comoshontai Hollis	Cynthia Sosa Nelda Garza Lori Palacios	7:45 am - 4:00 pm	325-481-3395
Eden Head Start	Mary Torres	Mary Torres	7:45 am - 3:30 pm	325-869-8703
Eldorado Head Start	Abigail Ussery	Abigail Ussery	7:45 am - 3:30 pm	325-853-3366
Menard Head Start Early Head Start	Bertha DeAnda	Bertha DeAnda	7:45 am - 3:30 pm	325-396-2885
Ozona Head Start	Tracy Ybarra	Tracy Ybarra	7:45 am - 3:30 pm	325-392-3429
Rio Vista Head Start Early Head Start	Michelle Aguirre	Kristy Geary Rebecca Salinas Maria Vasquez Emily Ceballos	7:45 am - 4:00 pm	325-659-3670



Head Start



Program News



3rd Annual

SHOPPING SPREE







CONCHO VALLEY
COUNCIL OF GOVERNMENTS



Head Start

December 2024

Updated Monthly



**WE ARE
HIRING!!!**

JOIN US!

@ CVCOG Head Start/Early Head

Job Positions Available

1. Universal Substitutes @ Eldorado, Eden, Menards, Ozona Head Start
2. Universal Substitutes San Angelo @ Day and Rio Vista Head Start
3. Early Head Start/Head Start Cook/Custodian Substitute Day Head Start

To Apply: Scan the QR Code or Contact us At!

CVCOG Head Start/Early Head Start

325-944-9666 / <https://www.cvcog.org/cvcog/>

5430 Link Rd. San Angelo, TX 76903





CONCHO VALLEY
COUNCIL OF GOVERNMENTS
5430 Link Road • San Angelo, TX 76904

To: Executive Board and Policy Council

From: Carolina Raymond – Director of Head Start

Date: 12-11-2024

Re: Information – **Self Assessment and Program Goal Update**

Self-Assessment

1. **Goal 1 – Promote active engagement of volunteers and foster community and partner participation across all program content areas.**
 - Update 1: Updated all volunteer packets. Provided Family Service Workers and Site Supervisors with new requirements and procedures. Addressed new procedures and techniques for increasing volunteer time and community partner volunteer time during in-service training in July 2024.
 - Update 2: Develop a new Community Reading Program for the Spring “Give a Hoot Read a Book.”. Community Partners come into the schools engage with students and Read A Book.
2. **Goal 2 -Systematically gather, analyze, and utilize comprehensive data to assess and enhance program effectiveness.**
 - Update 1: Revise our monitoring protocol and incident data forms to facilitate the collection of data for program compliance.
 - Update 2: Started using Microsoft forms for compliance monitoring and content area monitoring which complies and aggregates data for review. Data will be reviewed regularly and changes and updates will occur as needed.
3. **Goal 3 - To equip Head Start staff with the knowledge, skills, and resources necessary to deliver high-quality early childhood education and support services across all program content areas.**
 - Criselda Gonzales from Region 6 Early Childhood Education Specialist came to our In-Service Training to conduct a training on behavior called “Behavior has Meaning” and Brooke Sport from West Texas Guidance and Counseling a play therapist trained the teachers on methods to use in the classroom to achieve desired behaviors.
 - Update 2: On November 8th Julie Schniers came and did a workshop with all Head Start Staff to identify pillars that admin can work on to make our team stronger. The admin team will meet with Julie in mid-December to identify pillars to develop goals on changes to make for staff sati to satisfaction to ensure they are taken care of to ensure they are delivering high quality services to our program.



Critical Task	Where/How	Completion Dates	To be Performed by:
Planning, Review, and Implementation			
Discuss Collection Methods/Survey Types		11-13-2024 November PC/EC Meeting	<ul style="list-style-type: none"> FAMCO Manager/Program Director
Administration Staff Review of Content Area		12-1-2024 - 12-20-2023	<ul style="list-style-type: none"> Administration Staff
Present Self- Assessment Plan and Schedule for Approval	<i>PC Meeting Executive Board Meeting</i>	12-11-2024 PC Meeting Executive Board Meeting	<ul style="list-style-type: none"> FAMCO Manager/Program Director
Present Self- Assessment Plan, Training, and Schedule to Site Supervisors	<i>Site Supervisor Meeting</i>	12-11-2024	<ul style="list-style-type: none"> FAMCO Manager
All booklets, surveys, questionnaires due and completed to Administration		2-10-2025 – 3-7-2025	<ul style="list-style-type: none"> Center Directors Staff FAMCO
Administration Development of Self-Assessment Goals		3-4-2025	<ul style="list-style-type: none"> Head Start Administration
Preliminary Goals presented to Policy Council and Governing Board	<i>PC Meeting Executive Board Meeting</i>	3-12-2025	<ul style="list-style-type: none"> FAMCO Manager/Program Director Policy Council Executive Board
Complete Self-Assessment Report		3-13-2025 - 4-04-2025	<ul style="list-style-type: none"> Stacy Walker -FAMCO
Submit for Approval to Policy Council and Governing Board	<i>PC Meeting Executive Board Meeting</i>	4-9-2025	<ul style="list-style-type: none"> Stacy Walker- FAMCO
Parent Surveys			
1. Parent Survey	<i>Online Survey</i>	1-12-2025 - 1-31-2025	Head Start Parents
1301 Program Governance			
1. Program Governance	<i>Online Survey</i>	1-20-25 - 1-24-25	<ul style="list-style-type: none"> Executive Board Members Policy Council Members
1302 Program Operations			

1. ERSEA Subpart A 2. Transitions Subpart G 3. Janitorial Staff Survey	<i>Online/Paper Survey</i>	1-20-25 - 1-24-25	<ul style="list-style-type: none"> Family Service Workers FSW/Site Supervisors Rural
1. Program Structure Subpart B	<i>CatScan</i>	1-6-25 - 1-31-25	<ul style="list-style-type: none"> Head Start Administrative Staff
1. HS Education and Child Development Subpart C 2. EHS Education and Child Development 3. Additional Services for Child with Disabilities Subpart F	<i>Online Survey</i>	2-27-25 - 2-31-25	<ul style="list-style-type: none"> Head Start Teachers San Angelo Site Supervisors FSW/Site Supervisors Rural
1. Health Program Services Subpart D 2. Nutrition Survey 3. Services for Enrolled Pregnant Women Subpart H	<i>Online/Paper Survey</i>	2-3-25 - 2-7-25	<ul style="list-style-type: none"> Family Service Workers Site Supervisors FSW/Site Supervisors Rural Kitchen Staff Pregnant Moms
1. FAMCO Subpart E	<i>Online Survey</i>	1-17-25	<ul style="list-style-type: none"> San Angelo Site Supervisors Family Service Workers FSW/Site Supervisors Rural Office Clerks
1. Human Resources Management Subpart I	<i>CatScan</i>	1-6-25 - 1-31-25	<ul style="list-style-type: none"> CVCOG HR Team Education Manager
1. PM & QI Management Subpart J	<i>CatScan</i>	1-6-25 - 1-31-25	<ul style="list-style-type: none"> Head Start Administrative Staff
1. PM & QI Implementation Subpart J	<i>CatScan</i>	1-6-25 - 1-31-25	<ul style="list-style-type: none"> Head Start Administrative Staff
2. Financial & Administration Requirements			
<ul style="list-style-type: none"> Financial Requirements Subpart A 	<i>CatScan</i>	1-6-25 - 1-31-25	<ul style="list-style-type: none"> CVCOG Financial Team
<ul style="list-style-type: none"> Administrative Requirements Subpart B 	<i>CatScan</i>	1-6-25 - 1-31-25	<ul style="list-style-type: none"> CVCOG Financial Team
<ul style="list-style-type: none"> Protections for the Privacy of Child Records Subpart C 	<i>CatScan</i>	1-6-25 - 1-31-25	<ul style="list-style-type: none"> Head Start Administration Staff
<ul style="list-style-type: none"> Delegation of Program Operations Subpart D 	<i>CatScan</i>	1-6-25 - 1-31-25	<ul style="list-style-type: none"> Head Start Administration Staff
<ul style="list-style-type: none"> Facilities Subpart E 	<i>CatScan</i>	1-6-25 - 1-31-25	<ul style="list-style-type: none"> CVCOG Procurement
<ul style="list-style-type: none"> Transportation Subpart F 	Not Completed		