



# City of San Antonio

## Agenda Memorandum

**File Number:**  
**{{item.tracking\_number}}**

---

**Agenda Item Number:** {{item.number}}

**Agenda Date:** February 10, 2022

**In Control:** Community Action Advisory Board Meeting

---

**DEPARTMENT:** Department of Human Services

**DEPARTMENT HEAD:** Melody Woosley

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Approval of the 2022-2023 Head Start, Early Head Start (EHS), and Early Head Start-Child Care Partnership (EHS-CCP) Program Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA) Matrices

**SUMMARY:**

This item presents the following from the Department of Human Services (DHS) Head Start, Early Head Start, and Early Head Start-Child Care Partnership programs for action by the Community Action Advisory Committee (CAAB).

**BACKGROUND INFORMATION:**

The Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA) Matrices are reviewed annually to reflect the community assessment and demographics to prioritize enrollment for children and their families with the greatest need for the 2022-2023 school year. Updates to

the matrices will simplify language and address gaps for priority families in the eligibility process. The changes help prioritize vulnerable populations including single-parent households and help maintain continuity by supporting children who have been in the EHS and EHS-CCP program or who have siblings in Head Start.

**ISSUE:**

Rules and regulations for the Head Start, Early Head Start, and Early Start-Child Care Partnership grants as set forth by the U.S. Department of Health and Human Services (HHS) require the CAAB to review programmatic actions to oversee certain key responsibilities.

**FISCAL IMPACT:**

There is no anticipated impact to the general fund as a result of these actions.

**ALTERNATIVES:**

The review of the items included in this memorandum are required for program compliance with U.S. Department of Health and Human Services rules and regulations for Head Start, Early Head Start, and Early Head Start- Child Care Partnership programs.

**RECOMMENDATION:**

Staff will present a briefing on this item subject to possible action by the CAAB. Staff recommends review and approval of the items included in this memorandum.