



City of San Antonio

Agenda Memorandum

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Agenda Item Number: 5

Agenda Date: March 22, 2022

In Control: Economic and Workforce Development Committee Meeting

DEPARTMENT: Department of Human Services

DEPARTMENT HEAD: Melody Woosley

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Briefing and possible action on Department of Human Services (DHS) Head Start Program Model and Program Governance Structure.

SUMMARY:

This item provides a briefing on the DHS Head Start Program Model and Program Governance structure. These items are provided to assist with the programmatic actions required to oversee key responsibilities for the DHS Head Start grants.

BACKGROUND INFORMATION:

The U.S. Department of Health and Human Services (HHS) requires recipients of Head Start grants to provide regular briefings on program and fiscal activities and ongoing training throughout the program year to their governing body, City Council, and to the Head Start Policy Council. While City Council must maintain its legal and fiscal responsibilities, it has authorized the

Community Action Advisory Board (CAAB) and the Economic and Workforce Development Committee (EWDC) to oversee other key responsibilities.

The Head Start, Early Head Start, and EHS-CCP grant programs are federally funded programs administered by HHS. The programs provide early childhood education, family support and comprehensive support services to eligible children between the ages of six weeks and five years, and their families.

The DHS Head Start Program serves children at or below the federal poverty line and prioritizes the most vulnerable children, including those with disabilities, experiencing homelessness and children in the foster care system. The program mission is to prepare children and engage families for school readiness and lifelong success. The City of San Antonio program serves a total of 3,020 children: 777 children in the Edgewood Independent School District (EISD) and 2,243 children in the San Antonio Independent School District (SAISD). As the program recipient, DHS Head Start provides direct program management, oversight, training and technical assistance, governance, family support and mental wellness services. The comprehensive services approach positively impacts families and holistically addresses the needs of the children. DHS Head Start contracts with EISD and SAISD for the provision of educational services, the Metropolitan Health District for dental services and University of the Incarnate Word for health services.

The Early Head Start and EHS-CCP Programs provide early childhood education and development for low-income families with infants and toddlers (ages 6 weeks to 36 months). Early Head Start serving 128 infants and toddlers from six weeks to 36 months at the Edgewood Stafford location to include both center based and home based services. The EHS-CCP program partners with six non-profit child care centers to expand access to high-quality comprehensive services for 216 low-income infants and toddlers and their families.

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) and require the Governing Body (City Council) and the Head Start Policy Council to review programmatic actions. City Council has authorized the CAAB and EWDC to oversee certain key responsibilities including:

1. DHS Head Start Program Model - Head Start, Early Head Start, and EHS-CCP program model provides services to infants, toddlers and preschool age children and their families beginning at ages six weeks to 5 years of age. DHS Head Start provides comprehensive services including Early Childhood Services, Health Case Management, Family and Community Engagement, Wellness Support Services, Training & Technical Assistance, and oversight as well as provides parent the opportunity for parent leadership roles and program governance.
2. Head Start Program Governance Structure - The Head Start Act 642(d)(2)(A-E) requires the program share accurate and regular information with the governing body and in accordance with

the Head Start Act Sec 642(c)(1)(E). The Head Start Program Performance Standards (HSPPS) 1301.2(c) states a governing body may establish advisory committees as it deems necessary for effective governance and improvement of the program. In addition, HSPPS 1301.6 a program must establish written procedures for resolving internal disputes between the governing board and policy council in a timely manner that include impasse procedures.

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 recommends review and approval of the items included in this memorandum.