



Community Action Partnership
of Cambria County

ANNUAL REPORT

2021

Mission Statement

The Community Action Partnership of Cambria County works with eligible individuals and families to improve their quality of life by offering advocacy, services, and support.





Message from the Executive Director

Unfortunately, our agency continued to be impacted by the ongoing COVID-19 pandemic. Ongoing services and regular meetings alternated between in person and virtual formats which created challenges in service delivery and operations overall. We also had to deal with ongoing safety concerns for our staff and our clients as well.

Because of the ongoing pandemic we were not able to participate in any significant fundraising events, however, our WIC Coats for Kids Motorcycle fundraising event and their fall shopping project took place as scheduled. This project allows needy children to receive new coats, hats, and gloves during the winter months. We are proud of the WIC program for continuing this important tradition every year!

This year's annual awards banquet was an in-person event at the Holiday Inn downtown, celebrating our 56th year of service as an agency. Community, Board, and employee awards were presented, and everyone was recognized for their years of service and commitment to the agency.

Our Board of Directors continues to remain active and engaged in the agency's activities and has gained new members this past year which has allowed new ideas, new thinking, and new discussions to routine issues. We welcome these new members and continue to thank our existing members for their hard work and dedicated service all year long. The Board cares about our programs, our staff, and the clients we serve.

Until this pandemic situation improves, the year ahead will continue to be challenging for sure, but I am certain that our dedicated Board of Directors, management team and employees will find a way to continue to deliver excellent services to our clients no matter what the future holds!

A handwritten signature in blue ink, appearing to read 'J. Vaughn'. The signature is stylized and cursive.

Jeffery L. Vaughn MSW, LSW

Executive Director

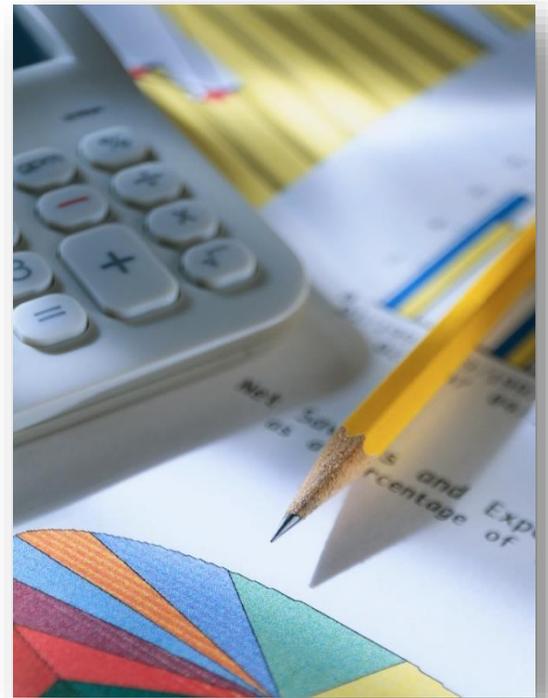
Financial Information

2021 Audit

Completed by

Kotzan CPA and Associates

Johnstown, PA



Community Action Partnership of Cambria County
Statements of Financial Position
June 30, 2021 and 2020

	2021	2020
Assets		
Current Assets:		
Cash and equivalents	\$ 309,784	\$ 365,029
Grants receivable	1,205,091	587,273
Other receivables	32,110	1,848
Prepaid expenses	24,131	24,695
Total current assets	1,571,116	978,845
Land, building, and equipment, net	1,234,449	962,324
Total assets	\$ 2,805,565	\$ 1,941,169
Liabilities and Net Assets		
Current Liabilities:		
Accounts payable	\$ 1,528,854	\$ 1,130,130
Grants payable	169,621	73,223
Accrued payroll and related taxes	249,882	241,992
Accrued expenses	35,605	25,972
Deferred revenue	42,658	20,665
Line of credit	248,535	158,649
Mortgage payable - current portion	67,784	64,485
Total current liabilities	2,342,939	1,715,116
Mortgage payable - long-term	54,310	116,437
Total liabilities	2,397,249	1,831,553
Net Assets:		
Without donor restrictions	408,316	109,616
Total net assets	408,316	109,616
Total liabilities and net assets	\$ 2,805,565	\$ 1,941,169

Community Action Partnership of Cambria County
Statements of Activities
For the Years Ended June 30, 2021 and 2020

	<u>2021</u>	<u>2020</u>
Public Support:		
Grant income	\$ 9,962,477	\$ 9,948,042
Service income	18	4,345
Contributions	77,864	20,484
Donated materials, supplies, services and facilities	<u>593,269</u>	<u>460,843</u>
 Total public support	 <u>10,633,628</u>	 <u>10,433,714</u>
Revenue:		
Interest income	3,419	2,194
Other income (loss)	<u>(4,477)</u>	<u>762</u>
 Total revenue	 <u>(1,058)</u>	 <u>2,956</u>
 Total public support and revenue	 <u>10,632,570</u>	 <u>10,436,670</u>
Expenses:		
Education and human resources	6,276,361	5,807,229
Health and nutrition	3,265,105	3,974,242
Energy conservation	1,052	7,260
Housing assistance	<u>245,398</u>	<u>112,108</u>
 Total program services	 9,787,916	 9,900,839
Management and general	507,037	423,835
Fundraising	<u>38,917</u>	<u>12,663</u>
 Total expenses	 <u>10,333,870</u>	 <u>10,337,337</u>
 Change in net assets	 298,700	 99,333
 Net assets, beginning of year	 <u>109,616</u>	 <u>10,283</u>
 Net assets, end of year	 <u>\$ 408,316</u>	 <u>\$ 109,616</u>

Community Action Partnership of Cambria County
Statement of Functional Expenses
For the Year Ended June 30, 2021

	Program Services				Supporting Services		Total Expenses
	Education and Human Resources	Health and Nutrition	Energy Conservation	Housing Assistance	Management and General	Fundraising	
Salaries	\$ 2,765,264	\$ 811,332	\$ 0	\$ 68,493	\$ 159,735	\$ 0	\$ 3,804,824
Fringe benefits	589,498	194,492	0	6,808	56,447	0	847,245
Payroll taxes	341,157	88,460	0	7,919	14,049	0	451,585
Total personnel costs	3,695,919	1,094,284	0	83,220	230,231	0	5,103,654
Professional fees	18,774	28,935	0	278	24,627	0	72,614
Office expenses	114,276	58,219	952	0	36,566	132	210,145
Postage and shipping	6,350	13,404	0	262	2,793	37	22,846
Occupancy	57,594	0	0	0	106,044	0	163,638
Travel	34,351	4,454	0	0	441	0	39,246
Printing and publications	18,122	226	0	0	4,839	0	23,187
Repairs and maintenance	136,430	6,431	0	2,133	16,049	0	161,043
Direct support	51,328	1,944,831	0	107,672	0	0	2,103,831
Pass through grant	0	0	0	50,491	0	0	50,491
Interest	0	10,839	0	0	7,172	0	18,011
Telephone	49,528	15,916	0	1,251	11,893	0	78,588
Miscellaneous	0	0	0	0	20	51	71
Dues and subscriptions	3,963	0	0	0	3,361	0	7,324
Staff training	69,915	7,208	100	0	0	0	77,223
Rent	560,205	42,566	0	0	4,016	0	606,787
Insurance	69,916	12,167	0	91	17,836	0	100,010
Supplies and equipment	623,242	24,129	0	0	27,626	36,543	711,540
Depreciation	173,179	1,496	0	0	13,523	2,154	190,352
Total expenses before in-kind expenditures	5,683,092	3,265,105	1,052	245,398	507,037	38,917	9,740,601
In-kind expenditures	593,269	0	0	0	0	0	593,269
Total expenses	\$ 6,276,361	\$ 3,265,105	\$ 1,052	\$ 245,398	\$ 507,037	\$ 38,917	\$ 10,333,870

Community Action Partnership of Cambria County
Statement of Functional Expenses
For the Year Ended June 30, 2020

	Program Services				Supporting Services			
	Education and Human Resources	Health and Nutrition	Energy Conservation	Housing Assistance	Total Program Services	Management and General	Fundraising	Total Expenses
Salaries	\$ 2,763,011	\$ 796,589	\$ 0	\$ 19,730	\$ 3,579,330	\$ 166,273	\$ 0	\$ 3,745,603
Fringe benefits	526,395	185,327	0	1,713	713,435	42,711	0	756,146
Payroll taxes	348,046	90,903	0	2,125	441,074	17,373	0	458,447
Total personnel costs	3,637,452	1,072,819	0	23,568	4,733,839	226,357	0	4,960,196
Professional fees	25,347	26,948	12	235	52,542	18,140	0	70,682
Office expenses	66,755	47,311	407	286	114,759	11,393	0	126,152
Postage and shipping	5,292	9,158	0	331	14,781	650	0	15,431
Occupancy	65,809	0	0	0	65,809	82,857	0	148,666
Travel	40,970	4,405	574	2,060	48,009	4,106	0	52,115
Conference and meetings	8,659	0	50	0	8,709	0	0	8,709
Printing and publications	12,398	0	0	0	12,398	0	0	12,398
Repairs and maintenance	147,132	6,964	0	0	154,096	12,207	0	166,303
Direct support	61,237	2,683,731	0	71,616	2,816,584	0	0	2,816,584
Pass through grant	0	0	0	13,429	13,429	0	0	13,429
Interest	0	15,760	0	0	15,760	12,329	0	28,089
Telephone	45,815	16,788	0	554	63,157	9,348	0	72,505
Miscellaneous	0	0	5,581	0	5,581	5,044	0	10,625
Dues and subscriptions	4,351	102	0	0	4,453	3,989	0	8,442
Staff training	55,384	16,697	636	0	72,717	314	0	73,031
Rent	537,455	43,791	0	0	581,246	2,091	0	583,337
Insurance	74,056	11,629	0	29	85,714	11,962	0	97,676
Supplies and equipment	414,508	16,643	0	0	431,151	13,690	12,663	457,504
Depreciation	143,766	1,496	0	0	145,262	9,358	0	154,620
Total expenses before in-kind expenditures	5,346,386	3,974,242	7,260	112,108	9,439,996	423,835	12,663	9,876,494
In-kind expenditures	460,843	0	0	0	460,843	0	0	460,843
Total expenses	\$ 5,807,229	\$ 3,974,242	\$ 7,260	\$ 112,108	\$ 9,900,839	\$ 423,835	\$ 12,663	\$ 10,337,337

Community Action Partnership of Cambria County
Statements of Cash Flows
For the Years Ended June 30, 2021 and 2020

	<u>2021</u>	<u>2020</u>
Cash flows from operating activities:		
Change in net assets	\$ 298,700	\$ 99,333
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Depreciation	190,352	154,620
(Increase) decrease in:		
Grants receivable	(617,818)	397,925
Other receivables	(30,262)	(668)
Prepaid expenses	564	6,648
(Decrease) increase in:		
Accounts payable	398,724	(533,053)
Grants payable	96,398	13,429
Accrued payroll and related taxes	7,890	8,086
Accrued expenses	9,633	1,371
Deferred revenue	<u>21,993</u>	<u>(12,235)</u>
Net cash provided by (used in) operating activities	<u>376,174</u>	<u>135,456</u>
Cash flows from investing activities:		
Acquisition of fixed assets	(466,954)	(253,080)
Net loss on disposal of fixed assets	<u>4,477</u>	<u>0</u>
Net cash provided by (used in) investing activities	<u>(462,477)</u>	<u>(253,080)</u>
Cash flows from financing activities:		
Proceeds from line of credit	89,886	0
Principal payments on mortgage payable	<u>(58,828)</u>	<u>(59,671)</u>
Net cash provided by (used in) financing activities	<u>31,058</u>	<u>(59,671)</u>
Net change in cash and equivalents	(55,245)	(177,295)
Cash and equivalents, beginning of year	<u>365,029</u>	<u>542,324</u>
Cash and equivalents, end of year	<u>\$ 309,784</u>	<u>\$ 365,029</u>
Supplemental disclosures of cash flow information:		
Cash paid during the year for:		
Interest	<u>\$ 18,011</u>	<u>\$ 28,089</u>

Board of Directors



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Paula Tomko
Kelley Peters
Mary Lauf
Kristine Seager
Dave Santa

Commissioner William Smith
Commissioner Scott Hunt
Representing Commissioner Tom Chernisky
Representing State Senator Wayne Langerholc Jr.
Representing State Representative Jim Rigby
Representing Ed Cernic Jr.

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Daniel Hooper
Natalie Kauffman
Alanna Wilson
Barb Penna
Christina Baughman

CAMTRAN Chief Operating Officer
First National Bank
Cambria County Drug Coalition
SFU-School of Occupational Business
Senior Life Marketing Director
Cambria County Child Development

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TARGET GROUPS

Ed Porada
Andrea Sheasley
Anthony Penna Sr.
Tania Jerome
Adrienne Rosmus
Anthony Penna Sr.
Nicole Farabaugh

Representing Rural Area
Representing Rural Area
Representing Urban Area
Representing Urban Area
Representing Rural Area
Representing Urban Area
Representing Head Start Policy Council

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Alanna Wilson
Adrienne Rosmus
Tania Jerome

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Vice President
Secretary
Treasurer

Administration

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Holly Repko, CFO

Rita Wallace, HR Director

Helen Robinson, Community Services Director

Ann Kelly, Early Childhood Director

Melina Hudec, WIC Director

Community Services



MATP – Medical Assistance Transportation Program – This program, designed to help people who have the Medical Access card get to their medical appointments, continues to grow as more clients sign up. The transportation services are provided in three ways; mass transit, personal reimbursement for driving their own vehicles, and para-transit services provided by subcontracted transportation companies. In total, we helped to provide **72,553** trips to **1,890** clients in our area. The service chosen for each client is based on the most cost-effective manner that suits the medical needs of the client.

DHS – (Department of Human Services) Rental Assistance Program - This program (200% of poverty) is in place to address the needs of the homeless or nearly homeless in our community. Low-income families facing eviction or having no place to live are eligible for funds to get into housing or prevent eviction. This year we were able to help **177** people with their housing crises.

FEMA – (Federal Emergency Management Agency) Rental Assistance Program – This program (200% of poverty) helps the homeless or nearly homeless. Families meeting the requirements for this program are assisted with one month’s housing costs. We were able to help **75** people with these funds in the last year.

ESG – (Emergency Solution Grant) - This program is designed for “New Homeless” segment of our community. It can provide short term rental and utility assistance with an intensive case management component. Income guidelines are based on 30% of area median income. In the last year we have helped **17** people with rental assistance.

Housing Case Management services are provided to all clients who receive housing assistance. The income management and referral process include one group session and one private session with a Case Manager to assess needs and set goals. Services can become longer term. Despite few Rent Assistance clients being waived for this service and the fact that further rent assistance is denied for two years for failure to complete Case Management, only about one third of the clients referred had positive completions. Of all the housing clients served this year **118** of them benefitted from a budgeting class and **107** clients completed their case management requirements.

Community Health Worker – Center for Population Health (CHW-CPH) - If a Cambria or Somerset County resident is pregnant and diagnosed with Gestational Diabetes or eligible for Medical Assistance they qualify for free services. It has grown in the last year to include families in the Greater Johnstown School who have social

determinants of health needs. This program is designed impact health outcomes by addressing risk factors associated with poor health outcomes. The community health workers meet with participants face-to-face, preferably in their homes, then guide them through one or more of 21 Pathways designed to address their needs. It involves the collaboration of all community resources to reduce both medical and social barriers to care, like employment, housing, and transportation, for individuals with complex health needs. The program has expanded to include family members of the pregnant clients. We enrolled and assisted **32** clients in the last year.

\$1 Energy Program- Is designed to assist Peoples Natural Gas and Penelec customers (200% of poverty) whose gas or electric service has been shut off or is under termination; after March 1st they will assist all low-income clients until funds are depleted. The Dollar Energy Customers must have applied for LIHEAP and made a qualifying payment to the utility to be eligible Dollar Energy. We were able to help **4** low-income clients with their applications this year.

Emergency Assistance Program (EAP-CSBG) – This program is to help clients with emergency situations throughout the year. Eligible clients under the 125% of poverty guidelines can be helped with up to \$250 per family was available. In the last year we helped **8** clients with medical related issues.

We were able to assist **39** people with housing and **3** people with deliverable fuels. We also assisted **1** people with transportation and **8** people with a variety of other services ranging from refrigerators, hot water heaters and other services.

Client Emergency Assistance Services – (CEAP-CSBG) This program is for clients who need some assistance that makes it possible for them to begin employment. Such assistance can be transportation, uniforms or special clothing, licensing fees or other short-term support. Verification of employment for at least twenty hours per week must be provided by the employer. Clients do need to be eligible under the 125% of Federal Poverty Guidelines. **Seventeen** clients were helped with ID's, background clearances and birth certificates. An additional **2** clients were assisted in this fiscal year with transportation to work and clothing items to start work.

Veteran's Backpack Program (VBP) – This program was introduced to help veterans with toiletries as they left homeless shelters. We were able to help **92** veterans with this. It has grown to include all veteran's experiencing a crisis in their life. We helped an additional **14** veterans and their families with emergencies. It is all done with donated dollars specifically targeted to help veterans.

Helen Robinson, Community Services Director



Early Childhood Programs



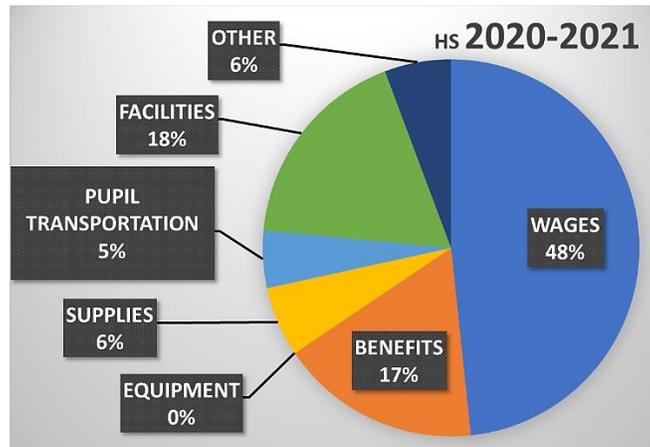
Federal and State Funding

During the 2020-2021 Program Year, CAPCC Early Childhood Programs received a total of \$5,204,205 with \$4,002,730 for the Head Start Program, \$247,475 for the Early Head Start Program, \$192,750 for the Head Start State Supplemental Assistance Program (HSSAP), and \$761,250 for the Pennsylvania Pre-K Counts Program.

Budgets and Budgetary Expenditures

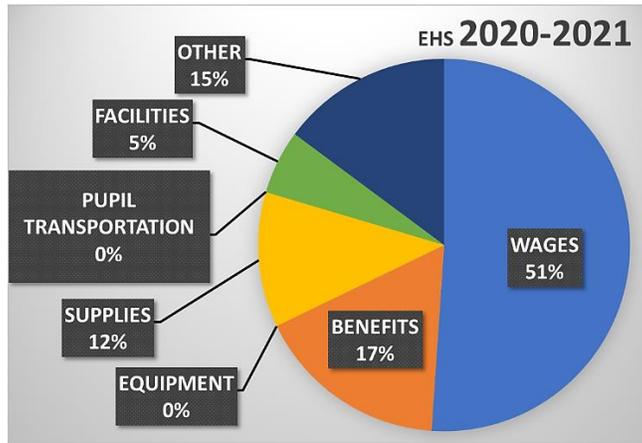
Federal Head Start Total including T & TA: \$4,002,730
(Training and Technical Assistance: \$44,929)

Non-Federal Share Required: \$1,000,683 (Short \$220,000 - Waiver Approved)

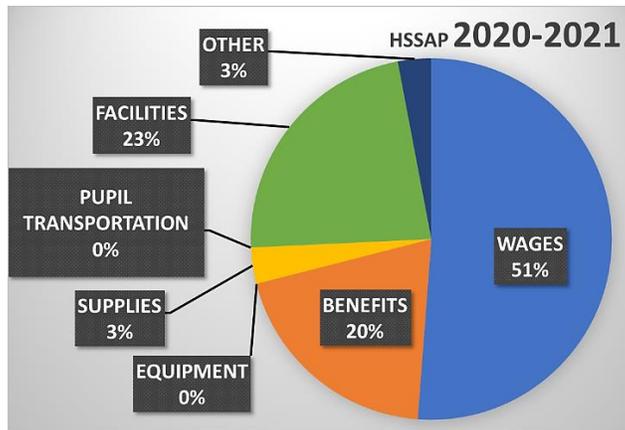


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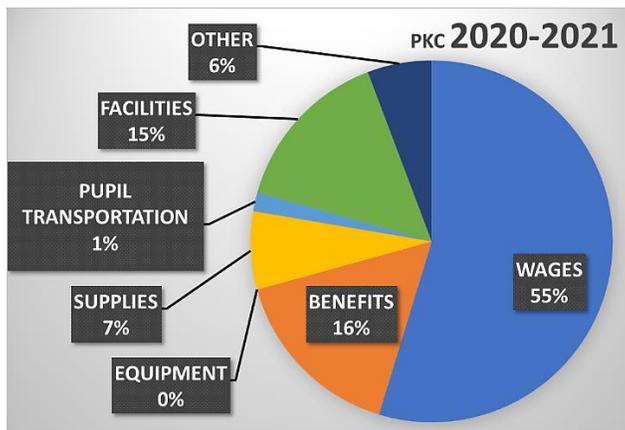
Federal Early Head Start Total including T & TA: \$54652
(Training and Technical Assistance: \$7,177)
Non-Federal Share Required: \$63,663



Head Start State Supplemental Assistance Program (HSSAP): \$192,750



Pennsylvania Pre-K Counts Program (PKC): \$761,250



Mount Aloysius, Johnstown, Northern Cambria, Salix and Admiral Peary Federal Head Start and Head Start State Supplemental Assistance Program Funding Enrollment

Head Start remained fully enrolled this program year with a cumulative enrollment total of **279** students receiving services through Federal Head Start and the Head Start State Supplemental Assistance Program (HSSAP) funding. These students range in ages from 3 to 5 years old and live throughout Cambria County. Specifically, 130 students were age 4 years upon enrollment and 149 students were age 3 years at the time of their enrollment into the program.

The funded enrollment slots through the Federal Head Start grant was for 311 students and the Pennsylvania Head Start Supplemental Assistance grant (HSSAP) was for 18 students. The cumulative enrollment total outlined above was lower than the funded enrollment due to limiting classroom enrollment throughout the program year to accommodate social distancing due to Covid. During the year, enrollment was broken into red and blue groups of 9 children who alternated in-person and remote services weekly. This also permitted one child per seat on program buses as recommended by the office of Head Start. Since the pandemic continued through the 2020-2021 program year; services were provided remotely from after Thanksgiving 2020 through February 2021 as recommended by the CDC and Department of Health. Meals and Education packets were delivered to families weekly during remote services. In-person services resumed March 1, 2021.

Our monthly enrollment totals remained stable at pandemic levels through the end of the program year.

Our waiting lists remained minimal to moderate at every center site location - the numbers fluctuated according to family need, area population, and the availability of other preschool programs in the community.

Early Head Start in Northern Part of Cambria County

This was the sixth year we provided Early Head Start Home Based Services in the northern part of Cambria County. The county was divided by zip codes and serviced by either Professional Family Care Services (PFCS) or our agency (CAPCC). A strong collaboration was formed and continues between these agencies/providers. Early Head Start remained fully enrolled this program year with a cumulative enrollment total of **42** pregnant women/students birth to age 3 receiving services through Federal Early Head Start (EHS) funding. Specifically, 2 pregnant women, 10 students under 1 year of age, 9 one-year olds, 12 two-year olds, and 9 three-year olds at the time of their enrollment into the program.

The funded enrollment slots through the Federal Early Head Start grant was for 24 pregnant women/students. However, the cumulative enrollment total outlined above was higher than the funded enrollment due to students transitioning to a Preschool Program, such as Head Start and dropouts and fill-ins throughout the program year.

Our monthly enrollment totals remained stable with full enrollment (100%), as is required by Federal Performance Standards.

Our waiting list remained minimal for this program with socialization in the northern part of Cambria County.

Additional State Funding Enrollment

CAPCC Early Childhood also provides Preschool Services through the **Pennsylvania Pre-K Counts Grant**. This program offers high quality preschool services at no cost to eligible families in Cambria County.

During the 2020-2021 Program Year, CAPCC Pre-K Counts provided 87 students (enrollees and dropouts/fill-ins included) ages 3 to 5 years, services through **4 different site locations** – Johnstown City, Salix, Cambria Elementary, and Jackson Elementary. Specifically, 46 students were 4 years old and 41 students were 3 years old based upon the school cutoff dates and enrollment into the program.

Program Eligibility

Head Start, Head Start Supplemental, and Early Head Start families must meet the income eligibility requirements which equals, at or below **federal poverty-level guidelines**, (i.e., in 2020, a family of 4 can earn up to \$26,200 at 100% poverty level).

The Head Start Act of 2007 passed an enactment that allows Head Start/Early Head Start programs to award an additional 25% of enrollment slots to families who meet the 130% federal poverty guidelines (i.e., in 2020, a family of 4 could earn up to \$34,060).

Therefore, we may enroll a total of 35% of Head Start/Early Head Start funded slots to families that fall between 100% to 130% federal poverty guidelines.

For 2020-2021 Program Year, **94%** of our Head Start enrollment slots were filled with students from families whose income levels were **below 100%** Federal Poverty guidelines **or** were **categorically eligible** while **99%** of our Early Head Start slots fell into this eligibility. **6%** of Head Start families and **2%** of Early Head Start families enrolled into the programs earned between **100% to 130%** poverty level incomes.

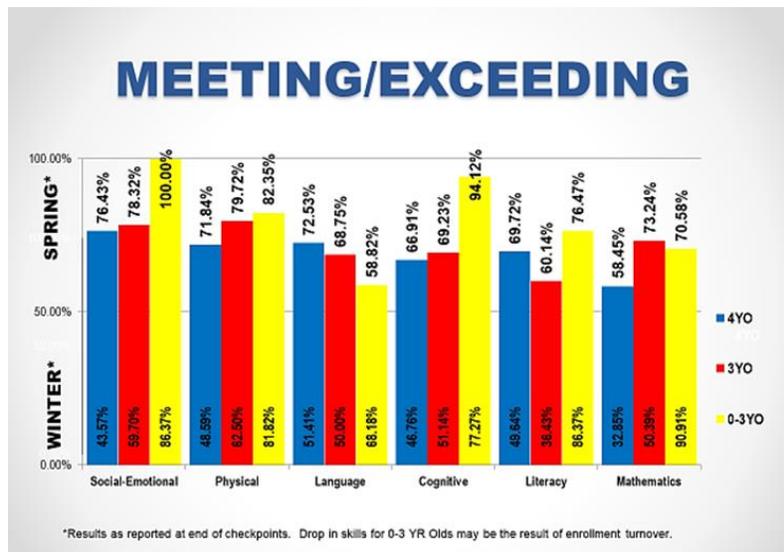
For **Early Head Start**, 12 students aged out of EHS and 11 transitioned to Head Start; and 2 pregnant women received EHS services at the time her infant was born and 100% of those infants were enrolled in EHS.

PA Pre-K Counts families must also meet specific eligibility guidelines and meet at-risk criteria in order to be accepted into the program. Families may earn up to **300% of federal poverty income** guidelines and still be eligible for these services, i.e. in 2020, a family of 4 may have earned up to \$78,600.

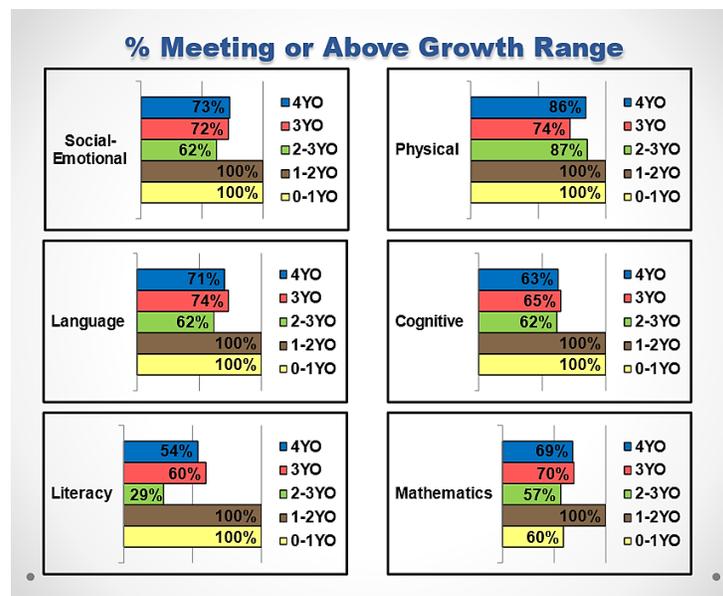
School Readiness / Child Outcomes

CAPCC collects child outcomes and progress 3 times a year for preschool age children and 4 times a year for children under 3 years old. A committee comprised of CAPCC staff, parents and community partners reviews all data collected and makes recommendations to help improve the School Readiness of all children enrolled in our Early Childhood Programs.

The following chart depicts the percentages of children at or above widely held expectations for their age in six developmental domains:



The following chart depicts the end of the program year average growth rates or progress made in six developmental domains by age:



Disabilities

A **minimum of 10%** of our Head Start/HSSAP entire enrollment (383) which equates to **38 slots** must include (Head Start federal mandate) students with doctor-verified disabilities, which can be diagnosed before enrolling into the program or may receive the diagnosis before beginning services. All programs must keep this minimal number of enrollment opportunities open for students with verified specific needs.

Historically, our CAPCC Head Start program has maintained at least 24% enrolled in the program with various verified disabilities per program year. These numbers continue to increase every year.

For 2020-2021 Program Year, our enrolled number of preschool aged students who either already had an Individualized Education Program (IEP) or received one during the program year was **19% or 72** students while our Early Head Start Program had 1 out of 33 infants/toddlers having an Individualized Family Service Plan (IFSP). Because of our comprehensive screening process **33% or 45 newly enrolled students were identified** as needing follow up assessment or formal evaluation to determine if the students had a disability. All students with individual needs receive ongoing support from Early Intervention Service programs in our community and stress the importance of comprehensive quality birth thru 5 programs such as Early Head Start and Head Start.

Mental Health

14 / 15 Classroom teachers received assistance from a mental health consultant for 1 or more enrolled students.

Medical and Dental Exams in Head Start and HSSAP Programs

In 2020-2021, according to our *Program Information Report* (PIR) statistics, out of a possible **279** students, (enrollees and dropouts/fill-ins included):

- 276 or 99% had a continuous source or accessible medical care or medical home.
- By the end of the program year 251 or 90% were up to date on preventative and primary health care a 58% increase from the time of enrollment; 91 or 33% were diagnosed with a chronic condition needing medical treatment; and of those 77 or 85% received their follow-up treatment.
- Diagnosed chronic medical conditions included (some students may have more than one diagnosis): 4 autism, 5 ADHS, 17 asthma, 1 seizure disorder, 11 life threatening allergies, 50 vision problems, 7 hearing difficulties, 14 high lead levels, and 0 students with diabetes
- 47 or 17% were obese with a BMI at or above 95th percentile for child's age and sex which is the same from the previous year.
- 271 or 97% were up to date on all immunizations and 2 students were exempt.
- 255 or 91% had a dental home by the end of the year which was up 31% from the beginning of the program year.
- 239 or 81% had a completed dental examination.
- 58 or 21% were diagnosed as needing dental treatment.
- 49 or 43% received were scheduled to receive needed treatment after the end of the program year.

Medical and Dental in Early Head Start (EHS)

In 2020-2021, according to our *Program Information Report* (PIR) statistics, out of a possible **42** (2 pregnant women and 40 students ages birth to 3), (enrollees and dropouts/fill-ins included):

- 42 or 100% had a continuous source or accessible medical care or medical home.

- 36 or 86% of students were up to date on preventative and primary health care; 0 were diagnosed as needing medical treatment.
- 4 or 10% of students received medical treatment for a chronic condition, regardless of when the condition was first diagnosed by a health care professional.
 - Chronic medical conditions included 2 hearing difficulties and 2 life threatening allergies;
- 38 or 95% were up to date on all immunizations.
- 100% or 2 pregnant women enrolled in the program received at least 4 of the following services while enrolled in EHS:
 - Prenatal health care, Postpartum health care, Mental Health Interventions and Follow-Up, Substance Abuse Prevention, Prenatal Education on Fetal Development, and Information on Benefits of Breastfeeding
- 39 or 98% of students had a dental home.
- 39 or 98% of students are up to date on age-appropriate preventive and primary oral health care.

Nutrition Services

CAPCC Head Start (federal and state) provides breakfast, lunch, and snack to students enrolled in our programs and Pre-K Counts provides breakfast and lunch. Family members are also encouraged to sit and eat with their child when they are in the facilities to volunteer for the programs. All of our meals at the 5 Early Childhood Centers are prepared in-house by trained cooks with meals being pre-approved by a Registered Dietician. Families are invited and encouraged to attend meal planning meetings offered by the Early Childhood Nutrition component to gather information, ideas, and suggestions about food choices, ethnic food-options, and special dietary needs.

Beginning June 2020 through mid-March 2021, Head Start (federal and state) and Pre-K Counts prepared and provided **15,237 Breakfasts; 16,685 Lunches; and 12,353 Snacks to over *279 HS and 87 PKC students** (*enrolled, drop-outs and fill-ins).

Because we participated in the USDA Child and Adult Care Feeding Program, Head Start and Pre-K Counts is eligible for reimbursement of most meals served, dependent upon the families' income level (free, reduced, or full pay).

The **total Food Claim reimbursement** received for the above-mentioned meals equaled **\$98,601.63**. This reimbursement received assisted in purchasing food, non-food supplies, and helped with the daily operations of the nutrition program.

Center Sites and Program Options

For the 2020-2021 Program Year, the enrolled 279 Head Start students and 42 Early Head Start pregnant women/students were provided services through five (5) center site locations: Johnstown City, Admiral Peary Vo-Tech in Ebensburg, Salix, Mount Aloysius, and Northern Cambria.

During the 2020-2021 Program Year, CAPCC Early Childhood Programs also provided PA Pre-K Counts services to 87 students through 4 different site locations – Johnstown City, Salix, Jackson Elementary, and Cambria Elementary. Pre-K Counts Services provided: 5-day a week full day services with a minimum of 180 child days; 5.5 hours of direct curriculum; transportation to and from programming and community outings; breakfast, lunch, and juice; nutrition, medical, vision, and dental services; social services; parent volunteering opportunities; and more.

During the year, enrollment was broken into red and blue groups of 9 children who alternated in-person and remote services weekly. This also permitted one child per seat on program buses as recommended by the office of Head Start. Since the pandemic continued through the 2020-2021 program year; services were only provided remotely from after Thanksgiving 2020 through February 2021 as recommended by the CDC and Department of Health. Meals and Education packets were delivered to families weekly during remote services. In-person services resumed March 1, 2021.

Head Start services included: Transportation (door to door pick-up or scheduled bus stops) was provided to and from programming to the majority of students and meals were also provided to program participants. Other services included: social and economic referral services to students and family; medical and dental services, treatment assistance and referrals, community outings; consultation services; paid internship programs; Policy Council and program volunteering opportunities to parents; and more.

During this program year, CAPCC Early Head Start provided a minimum of bi-weekly socializations for 2 hours at the Mount Aloysius and Northern Cambria Centers or in the community which turned into weekly socializations at the parents' request. The families also received a minimum of 48 home sessions. Other services included: social and economic referrals to students, pregnant women, and families; medical and dental services, treatment assistance and referrals, consultation services, Policy Council volunteer opportunities to parents.

Parent Engagement Activities

During 2020-2021 Program Year, as in past program years, we were proud to offer a variety of **opportunities and volunteering experiences** for our parents/guardians and their families to become actively involved in the program even though they needed to be offered virtually because of COVID pandemic precautions. All parents and related family members were strongly encouraged to **volunteer** in their child's center. Through this partnership and time commitment, they are not only enhancing their child's education, but solidifying their relationship with their child.

Parents are invited and encouraged to attend **monthly parent meetings**. During this meeting, parents discuss what is going on in their center, what activities they may like to have scheduled and other related needs. Community agency representatives are also scheduled to come to these meetings and talk about what they are offering to the community for assistance.

Parents are also encouraged to attend **Meal Planning and Nutrition Meetings** that are held in conjunction with the Health and Nutrition component staff and our Registered Dietician. Parents are offered the chance to have input into the monthly menu planning for meals served and can also learn about nutritional information and why certain foods are served over others.

Parents are also given the opportunity to serve on Head Start/Early Head Start **Policy Council** which is made up of 51% parent representation and 49% community representation. Policy Council is like a school board in that it offers a unique opportunity for parents to become involved in program development and shared decision making. There are numerous Committees established for parent representatives to serve for the benefit of the program. Parent representative(s) are also elected to attend State conferences and/or meetings, in which they attend workshops and network with other parents and staff members from Head Start/Early Head Start programs across the state.

As a way to recognize all the hard work our Policy Council members and top volunteers do, we typically provide a type of **special recognition at the end** of the Program Year, such as a special event with a lunch or dinner; however, this was impacted due to the pandemic.

CAPCC Early Childhood Programs also offered a Fatherhood Initiative Program called **“Dad’s Club,”** in which male role models are the primary participants. A paid consultant leads the meetings, held once a month at two different locations (city and rural). Male role models meet with each other, network, choose specific topics to discuss/train on and then later interact with their child who has been engaged in a project of their own in a different area. Together, they are then offered a craft activity or other quality time activity while enjoying refreshments together.

8-week **Parenting Classes** were offered to parents at our centers. This course was led by one of our certified staff members in the Parenting Curriculum, **ACT Raising Safe Kids.**

During the holidays, we offered **Bake Workshops** at each of the center location sites. Parents participated in making cookies and cheeseballs and helped to wrap holiday presents (usually books) that were donated or received from community members for each of our enrolled students.

Community members, such as the Penn State Cooperative Extension office offered cooking and budgeting classes for meal preparation.

We were able to offer a **“Parents’ Night Out”**. where presenters offered demonstrations on topics chosen by parents/families, refreshments and door prizes were sent home.

We were able to hold **“Literacy Nights”** at centers in which students and families participated in reading books and completing fun, interactive activities together!

We were not able to hold a **“Grand-Friend Week”** in which the grandparent-figure in a child’s life would have been honored and invited to tour the center, volunteer, read books, and stay for lunch. This Special Day is typically held in conjunction with **“Week of the Young Child”** in which students are remembered and honored for who they are. Early Childhood Development programs are spotlighted, and many community activities are

held, free of charge, for families to participate. **Due to COVID-19 we were unable to host these special Guest Readers and Activity Volunteers during this week.**

We also utilized parents and family members to help represent the programs at community events by operating information tables, spreading the word through education about the program, and organizing other functions.

Kindergarten Preparedness

We began the **transition process** at the first home visit by obtaining written permission from the child's parent to release and share information about the child's educational progress with the home school district. A reminder is then sent home to parent mid-year that provides parents with the option to change that permission if they so choose.

Students transition to **13 different school districts** and **several parochial schools** throughout the county. Each school is provided health and education data on each student entering **kindergarten** from our programs.

The transition process begins each February when local school districts and our Intermediate Unit schedule transition meetings for students with **Individualized Education Plans (IEPs)**. Early Childhood Education staff meet with local school district representatives and the parents in order to discuss the IEP goals and progress that have been made.

Transition meetings began in February for the rest of the students enrolled in the programs. Head Start/Pre-K staff and district personnel meet and share information. We use a **written transition tool** that was developed in **collaboration** with school districts and other programs. Various samples are used from the **child's portfolio**.

Some school districts hosted a "**Welcome Head Start/Pre-K Counts**" Day where our students were able to tour their future classrooms and met their upcoming teachers and building staff. Our students also ate lunch at their future "big school." Parents were invited and encouraged to attend. Some school districts sent their staff to participate as a **Guest Reader** in our program rooms where they began to meet their future pupils.

Strategic Planning and Continuous Quality Improvement

We have implemented numerous procedures and protocols, reviewed, and bolstered our existing plans, and continued to work on achieving the agency and early childhood goals/objectives outlined in our **Strategic Planning and Continuous Quality Improvement Plans** for the future of our Early Childhood Programs and entire agency.

Grant Cycle/Monitoring Reviews

CAPCC Head Start/Early Head Start was monitored in October 2021 and received a perfect report. The Focus Area 1 report was clear of any non-compliance or findings.

Annual Audit

The results of the Audit for the year ended June 30, 2021, may be found within this CAPCC Annual Report or on our website at www.capcc.us. The completion of the 2021 Audit was delayed due to the pandemic.

Ann Kelly, Early Childhood Director

Women, Infants & Children (WIC)



The Special Supplemental Nutrition Program for Women, Infants and Children (WIC) is a public health nutrition program under the USDA providing nutrition education, nutritious foods, breastfeeding support, and healthcare referrals for income-eligible women who are pregnant or post-partum, infants, and children up to age 5.



Improved health and nutrition for 2,683 women and children.

WIC pairs our recipients with qualified nutritionists and other applicable staff to receive counseling, guidance, and support to achieve healthy lifestyle changes. Our staff monitor relevant indicators such as height, weight, key birth and maternal outcomes and other nutrition-based indicators to ensure participants achieve optimal health outcomes.

For the past two years, WIC has been providing services via telehealth, to reach new and existing clients. WIC has utilized drop boxes at all three clinic sites, for eWIC card benefit reloading.

57% of mothers at CAPCC WIC breastfed and did so for an average duration of 14.67 weeks.

The CAPCC WIC Program has many ways in which breastfeeding is promoted and supported in our clinics. Our most effective methods include visual promotion, individualized counseling, educational materials, support from the peer counselor, and breast pumps & supplies.

**Amount of food dollars redeemed in Cambria County's 14 WIC authorized stores:
\$1,506,466.50**



14th Annual WIC Coats for Kids Program

Through fundraising efforts, WIC provided new coats, hats, and gloves to 113 children.

**Pennsylvania Farmers' Market Program
Distributed 9,004 (\$6.00) vouchers to eligible participants.**

Melina Hudec, WIC Director

List of contributors:



AGENCY CONTRIBUTOR LIST:

**Kotzan CPA and Associates, P.C.
Kesslak Benefit Group
St. Casimer's Polski Dom
First Commonwealth Bank
First National Bank
1st Summit Bank
Attorney Tim Leventry
East Hills Business Association
Lockheed Martin Inc.
IGA Energy**

EARLY CHILDHOOD CONTRIBUTORS:

**1st Summit Bank of Salix
EARN Job Services
It's Worth Repeating
Lakeshore
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Walmart
WIC
Pizza Hut
Steel City Axe
St. Francis University
St. Francis Caring and Sharing
Central Cambria
Wilkinson's Bus Lines
Lamar Advertising
Camtran**

**Valley Printing
Foster Grandparents
Johnstown School District
Admiral Peary Vo-Tech
Mount Aloysius College
University of Pittsburgh at Johnstown
Forest Hills School District
Westmont Hilltop School District
WJAC**

VETERAN'S BACKPACK PROJECT:

**1st Lutheran Church of Johnstown
1st Summit Bank
Allegheny Orthodontics Associates
American Legion Home Association Inc. Post #363
American Legion Post #507
American Legion Post #128
American Legion Unit #460
American Legion Vodzak Post #508
American Legion Post #970
Bedford Grief Support Group
Berkebile Towing & Auto
C.A.M. CO.
Cambria Care Center
Conemaugh PNA Lodge #1569
Croatian Hall
CTC Foundation
Dale Oxygen, Inc.
Dolan's Welding & Steel Fabrication, Inc.
First Russian American Federation
First National Bank
Frontier Patriots Chapter of SAR
Fraternal Order of Eagles
GapVax
GroupGenesis
Herbert B Daly, VFW Post #5211
Herbert CPA & Associates, P.C.
Horizon Information Systems, Inc.
JWF Industries
John White Ex-servicemen Club
JPT Architects
Moss Creek Ron & Gun Club
Ream Miller VFW Post #7783
Re-Max Team Realtors
Richland American Legion Home Associates
Sandybottom Sportsman Club
Slovenian Savings & Loan Association
VFW Post #4795**

WIC COATS FOR KIDS' CONTRIBUTORS:

**Von's United Beverage
Walmart of Johnstown
Tina Wasnick
John and Nancy Uhrinek
Ronald and Janet Wallace
Debra Magro
Ben and Erynn Mack
The Allegro Restaurant
The Alley Sports Bar
Alma Lodge #523, I.O.O.F.
American Legion Post 849
AM-SLO Club
Bakers Loaf
Bantly Hardware
Barber Oil Company
Beeghly Tree, LLC
Blough Insurance Agency
C.J. Falchini
C&R Service Center
Cambria Veterinary Care
Carnegie Science Center
Chris Sauger
Concentrix
CFU Lodge 5
Del Grosso's Amusement Park
Dolan's Welding
Donna Nevins
East Hills Engineering Associates
Ebensburg Fishing and Hunting
Ed Long Limited Partnership
1889 Foundation, Inc.
Elias Painting Contracting Co., Inc.
Elks Flood City Lodge, #371
Erie Insurance Group
Family Dentistry Associates of Johnstown, PC
1st Summit Bank
Fox's Pizza Sidman
Frogg Toggs
Galleria Sheetz
Gary and Rose Poborsky
Giant Eagle, Broad Street
Giant Eagle, Goucher Street
Giant Eagle, Scalp Ave.**

**Gold Crown Shop N Save
Greater Johnstown Yellow Cab
Green Gables Restaurant
Hair Taratory, LLC
The Health Insurance Place
Hickman Insurance Agency, Inc.
Holy Name Church
Hubcaps Pizza
Jakes Pub & Grill
The Johnstown Inn
Karen Vermeulin
Kesslak Financial Group, Inc.
Kirsch Construction Company
Kotzan CPA Associates, PC
Lakemont Park
The Learning Lamp
Lee Ann Eckel
Lee Initiatives
Lincoln Caverns, Inc.
Living Treasures Wild Animal Park
Lockheed Martin
Marie Dumm
Mark Semelsburger
Melina Hudec
Merho FCU
M. Glosser & Sons, Inc.
Mr. Muffler
Nanty Glo Fire Company & Ladies Auxiliary
Nanty Glo Moose Lodge 207
North American Hoganas
Nova Care
Our Station House Restaurant & Bar
Out of His Mind Dance
Pat Krevetski
Penmar Veterinary Clinic
Pirates Cove
Primo's Pizza
Pro Disposal
Quality Inn & Suites
Ray Oil & Gas Company
Roundhouse Harley Davidson
Ruff Tymes Band
Ryan's Artisan Goods, LLC**

WIC COATS FOR KIDS' CONTRIBUTORS cont'd:

**Salon Visions
Scoofies Stop and Shop
Serve Pro
Sidman Sheetz
Shirley Fasoli
Silver Bell Ice Cream
Slovenian Savings & Loan Association
Somerset Trust Company
South Fork VFW
Spangler Scale Sales and Service, Inc.
Summit Country Club
Sweet Frog
T. Christy Auto
Team Kia
TNC's Lounge
Tom and Michelle Aurandt
USSCO Federal Credit Union
Wendy's
WJAC
The Woodland's Inn
Young American Furniture
Young Heart Books and Toys**

What is Community Action?

1. Community Action Agencies are non-profit private and public organizations established under the Economic Opportunity Act of 1964 to fight America's "War on Poverty."
2. Community Action Agencies provide services and assistance towards the elimination of poverty through developing self-sufficiency opportunities, improving human performance, motivation, and productivity, or bettering the conditions under which people live, learn and work. Community Action Agencies help people to help themselves in achieving self-sufficiency.
3. The Community Services Block Grant (CSBG) is the agencies' core federal funding. Agencies also operate a variety of grants that come from federal, state and local sources.
4. Community Action Agencies provide a broad range of services and activities; typical activities include promoting client participation, providing financial assistance for low-income individuals, administration of Head Start pre-school programs, WIC services, Drug & Alcohol prevention, transportation assistance and other community-based initiatives.
5. Community Action Agencies are connected by a national network that includes the Community Action Partnership national association, other national associations, state CAAP, a national lobbying association and a national association of Community Service Block Grant administrators.
6. Today there are approximately 1,000 Community Action Agencies serving the poor in every state.
7. The service areas of Community Action Agencies cover 96 percent of the nation's counties.
8. Community Action Agencies are a primary source of support for the more than 34.5 million people who live in poverty in the United States.

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