

2015-2016 ANNUAL REPORT

Message from the Chairman of the Board & Executive Director



John Carrell
Chairman, Board of Directors

It is with great pleasure that we present the 2015-2016 Annual Report to our community, on behalf of the Community Action Program Committee (CAPC). This is a new day in community action, and our most recent annual report reflects our mission, vision, and programmatic efforts to help families achieve self-sufficiency.



Douglas Brown
Executive Director

CAPC has continued to empower hard-working, low-income families through our numerous rewarding programs. We remain dedicated to excellence in program implementation, accountability, performance management, governance, and data analysis/management. The success of each family and individual that comes to us is our most important goal.

It is our hope that upon reviewing this report, you will rededicate yourself to the community action promise, gain a greater knowledge on how we affect sustainability in our community, and are inspired to respond to change and achieve tangible results.

Through services in early childhood and adult education, housing and safety assistance, financial tutoring, and employment and community empowerment, we continue to build a legacy of strong, self-sufficient families for generations to come.

CAPC appreciates the support of our dedicated and highly trained workforce, committed volunteers, and invaluable partner agencies. We are continually motivated by the organizations and individuals who have joined us in addressing the well-being of our community through service.

We are determined to offer the spirit of hope to individuals and families across Northwest Florida. We are **Community Action**.

Our Mission

Helping low-income families achieve self-sufficiency by creating solutions to poverty in collaboration with community stakeholders.

Our Vision

Enable all citizens of Northwest Florida to achieve self-sufficiency, to eradicate poverty and to make Northwest Florida a better place to live.

Making a Difference



985 Children and Families Served in Head Start and Early Head Start



1,702 Received Energy Assistance



793 Senior Citizens Receiving Assistance



149 Obtained Employment



142 Children Who Attend an After-School Program



Services

CAPC coordinates services to help families move along the continuum of care by providing case management services as well as financial support. CAPC develops an Individual Self-Sufficiency Plan (ISSP) that assesses customers in 7 domain areas: housing, employment, education, health, childcare, transportation and nutrition. Using a matrix, we evaluate family risk levels with specific goals and objectives designed to help families move from “in crisis” to “self-sufficient.” CAPC’s case management includes a strategically aligned internal network of programmatic efforts, and the agency constantly identifies available external resources Social Service Advocates use to help move the agency’s customers toward self-sufficiency.

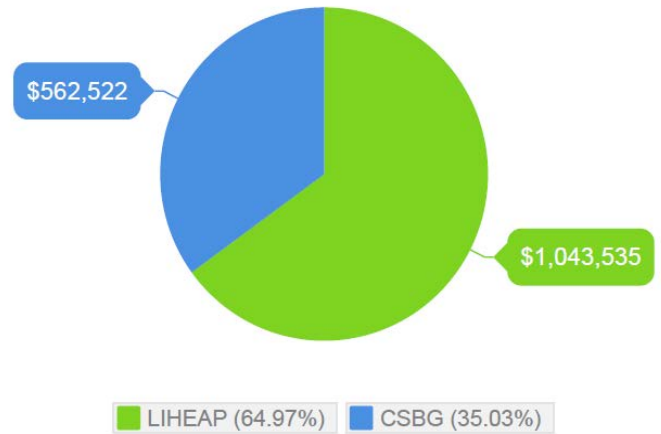
Economic & Social Services

CAPC’s Economic & Social Services Department helps low-income individuals become self-sufficient through education and employment support. Our aim is to assist vulnerable populations in achieving their potential through strengthening family and other supportive systems, encouraging independent living, providing emergency services, and fostering child/family development.

152 Adults
receiving and completing
technical training



BUDGET ALLOCATED



The Economic & Social Services Department is funded by the federal Community Service Block Grant and focuses on education and employment assistance. The department assists customers with long-term case management and on an as-needed basis. Those services include GED preparation, trade/vocational education or higher education to improve opportunities for jobs with livable wages. Clients are assessed on employability skills to participate in CAPC’s Job Readiness Program, which led to **149** clients obtaining employment.

Programs within the department include the following: Family Self-Sufficiency Program, Rural Vocational Initiative, Senior & Disabled Healthy Living Program, Boys and Girls Club Youth Enrichment, UWF/PSC’s summer enrichment classes, Getting Ahead in a Just-Gettin’-By World, adult and early childhood education and economic programs and encouraging a shared vision within the community.

4 Adults
obtaining their GED



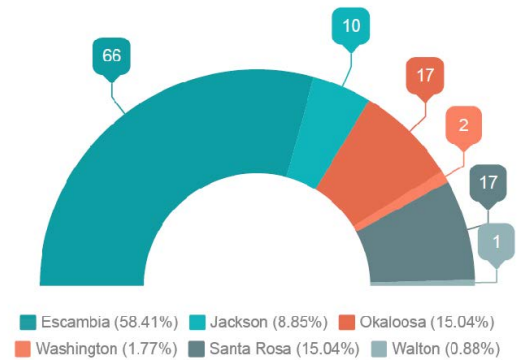
Housing and Safety

113 Households Served



The Weatherization Assistance Program (WAP) is funded each year by the United States Department of Energy and receives supplemental funding from the United States Department of Health and Human Services. CAPC assists customers in Escambia, Santa Rosa, Okaloosa, Walton, Holmes, Washington, and Jackson counties. This program objective is to reduce the monthly energy burden on low-income households by improving energy efficiency. Below are the types of assistance provided to household's whose income does not exceed more than 200 percent above the national poverty level.

Low-income households served by county



- Address air infiltration with weather stripping, caulking, thresholds, minor repairs to walls, ceilings and floors, and window and door replacement
- Install attic and floor insulation (floors in northern Florida counties only)
- Install attic ventilation
- Apply solar reflective coating to manufactured homes
- Install solar screens
- Repair or replace inefficient heating and cooling units
- Repair or replace water heaters

Budget Allocated: \$763,924.00



Housing and Safety

(Continued from page 4)

Facts on Weatherization

- Low-income families pay an average of 18-percent of their annual income for energy, compared with five-percent for other households.
- The average energy expenditure in low-income households is \$1,267 annually
- As estimated by the United States Department of Energy, these services save the weatherization customers an average of \$358 annually and return an average of \$2.69 in energy and non-energy related benefits for every dollar invested.



Low-Income Home Energy Assistance Program

The Low-Income Home Energy Assistance Program (LIHEAP) is a federally-funded, income-based program. LIHEAP provides financial help to low-income households in meeting the costs of home heating and cooling for Escambia County residents. The program provides the following types of assistance:

- Home Energy Assistance — to help eligible households meet the cost of home energy. An emergency or crisis is not eligible for this category.
- Crisis Assistance — to help eligible households in immediate danger of losing access to needed home energy.
- Weather-Related Conditions Assistance — to help eligible households during a weather-related crisis as declared by the Department of Economic Opportunity, Florida's Governor or the U.S. President.

Head Start and Children's Services

CAPC's Head Start and Early Head Start programs provide no-cost learning and development services and helped more than **985** young children annually to prepare for success in school and life by providing high-quality early education. The Head Start Program serves three to five years-old children while the Early Head Start program supports, infants, toddlers and pregnant mothers.

Head Start is considered the "gold standard" of early education programs, providing comprehensive services — education, health, nutrition and family services that includes intensive parent engagement. Parents are the leaders in this program, advising Head Start policy, volunteering and advocating for the needs of young children from low-income families. CAPC's Head Start outcomes either meet or exceed the developmental expectations for most children in social and emotional approaches to learning, gross and fine motor skills, language and literacy skills as well as math and cognitive learning.

Programmatic improvements were made by developing procedures to track 45 day screenings to include documenting children who are absent or uncooperative.

Head Start Growth Assessments: 870 done, 100%
Underweight: 84, 9.6% Healthy Weight: 511, 59%
Overweight: 122, 14% Obese: 153, 17.4%

Making a Difference	Head Start	Early Head Start
Children Served	870	115
Families Served	811	93
Average enrollment; monthly	795	71
Enrollment-eligible children served	94%	97%

During 2015-2016, **635** children established a dental home in Escambia County who participated in the Head Start or Early Head Start Program. These children completed a professional dental exam and cleaning.

Medical Exams include a blood pressure reading, hemoglobin test, hearing and vision screen, lead screen, and speech assessment. In 2015-16, **918** children received a health evaluation and preventative care.



MEDICAL EXAMS

Head Start **96%**
832

Early Head Start **75%**
86



DENTAL EXAMS

Head Start **63%**
545

Early Head Start **78%**
90

Program Locations:

Head Start/ Early Head Start Programs

A.A. Dixon Early Head Start
1201 North 'H' Street
Pensacola, FL 32501

Gibson Head Start /
Early Head Start
710 N'C' Street Pensacola,
FL 32501

Myrtle Grove Head Start/
Early Head Start
5400 Lillian Highway
Pensacola, FL 32506

Head Start Programs

Century Head Start
440 E. Hecker Road
Century, FL 32535

Ferry Pass Head Start
8310 N. Davis Highway
Pensacola, FL 32514

Gonzalez Court Head Start
2800 N. 9th Ave.
Pensacola, FL 32503

Langley Head Start
3215 Langley Avenue
Pensacola, FL 32504

Lincoln Park Head Start
7600 Kershaw Street
Pensacola, FL 32534

Moreno Court Head Start
201 Old Corry Road
Pensacola, FL 32507

Molino Head Start
6640 N. Highway 95
Molino, FL 32577

Oakcrest Head Start 1820
Hollywood Avenue
Pensacola, FL 32505

O.J. Semmes Head Start
1801 N. 34th Avenue
Pensacola, FL 32503

Pine Meadow Head Start
1001 Omar Avenue
Pensacola, FL 32534

Pleasant Grove Head Start
3000 Owen Bell Lane
Pensacola, FL 32507

Sherwood Head Start
501 Cherokee Trail
Pensacola, FL 32507

CAPC — Head Start 2015-2016 Parent Training

Type of Training/Activity Offered	Training Date	# of Parents
Transition/Orientation – CA Weis, Sherwood, Gibson C, F, H	Aug 2015	65
Discounted Taxi Fares – Myrtle Grove	Sept. 2015	15
Parenting Stress Management – Linc. Park, Molino	Sept. 2015	54
Orientation on CAPC Services – Molino	Sept. 2015	28
Budgeting – Sherwood	Sept. 2015	9
SafeServ – All centers	Sept. 2015	19
Domestic Violence Awareness – AA Dixon	Oct. 2015	8
Budgeting – Moreno Court	Oct. 2015	14
Dental Health – Sherwood	Oct. 2015	15
Soft skills Training: Interviewing & Resume Building – Gibson	Nov. 2015	44
Parenting Stress Management – OJ Semmes, Morris Ct., Oakcrest, Langley, Pleasant Grove, Pine Meadow	Nov. 2015	53
Shopping Matters – Molino	Nov. 2015	16
Nurturing Children – Ferry Pass	Nov. 2015	15
Family Literacy – Langley	Dec. 2015	1
Make & Take - Molino	Dec. 2015	36
GED Training – Gibson	Dec. 2015	17
Ex-Offender Training – Moreno Court	Dec. 2015	4
Positive Parenting – Century, OJ Semmes	Dec. 2015	36
Habitat Affordable Housing – Gibson, Ferry Pass, Ensley	Jan. 2016	21
Praising your Child – Molino	Jan. 2016	18
Food Safety – Molino	Jan. 2016	18
Positive Discipline – Century	Jan. 2016	3
Parenting Stress Management – OJ Semmes, CCN	Jan. 2016	15
Positive Parenting – Gibson, Morris, Pine Meadow	Jan. 2016	16
Habitat Affordable Housing – Sherwood	Feb. 2016	22
Tax Preparation and Money Management – Pine Meadow, Ferry Pass, Langley	Feb. 2016	20
POSITIVE Behavior Tips – Century	Feb. 2016	12
Orientation CAPC Services CA Weis	Feb. 2016	12
Budgeting – Sherwood	Feb. 2016	8
Dental Health – AA Dixon	Feb. 2016	12
Habitat Affordable Housing – Gibson	March 2016	30
Orientation or CAPC Services – Sherwood	March 2016	5
Importance of Music – Home Based	March 2016	16
End of Year Summer Options – Myrtle Grove	March 2016	24
Transitioning to Kindergarten – Sherwood, Gibson	April 2016	10
Employment – Sherwood	April 2016	1
Child Abuse – AA Dixon	April 2016	5
Nurturing Children – Molino	April 2016	11
Kindergarten Skills – Century	April 2016	16
End of Year Summer Options - Gibson	May 2016	10
Positive Parenting – AA Dixon	May 2016	3
Other events-		
Trunk of Treat – Gibson, Molino, Myrtle Grove	Oct. 2015	
Hot Chocolate and Donuts with Dad	Nov. 2015	
Thanksgiving Lunch with Dad	Nov. 2015	
Kite Day with Dad	March 2016	
Reading with Dad	Monthly	

757 parents participated in training

In 2015-16, the number of parents who participated in training grew from 490 to 757, increasing 54%.



Head Start Program: 2015- 2016 School Readiness Plan

Head Start classrooms provide a structured, warm, and supportive environment to help children become enthusiastic learners. This means encouraging children to be active and creative explorers who are not afraid to try out their own ideas and think their own thoughts. This approach is used as the basis for teaching the all important readiness skills children need to be ready for kindergarten.

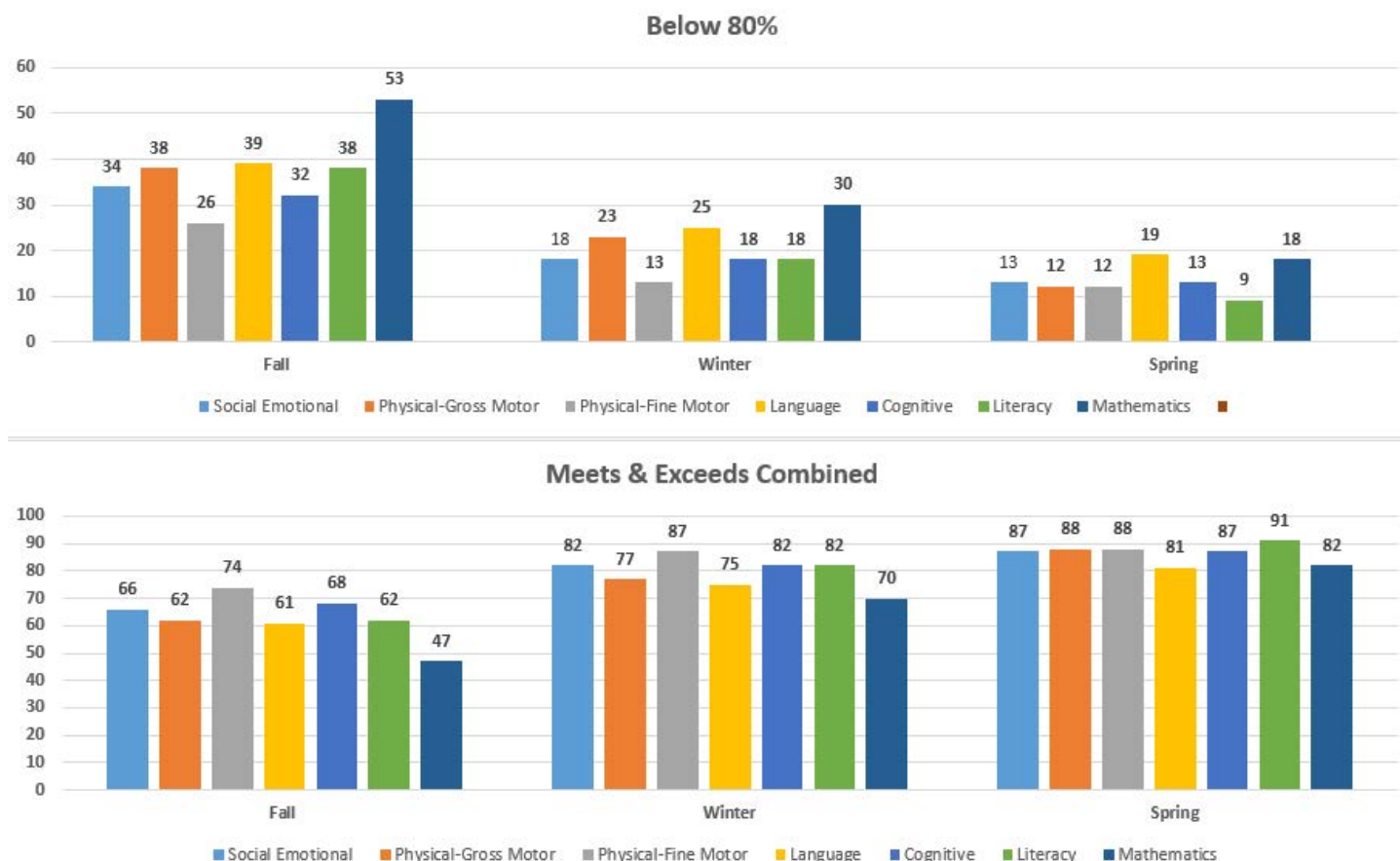
Head Start places a strong emphasis on social skills, early reading, early writing, and early math skills, using organized learning activities that will help children become independent, self-confident, inquisitive learners. Emphasis is also placed on achieving and maintaining a healthy lifestyle, both physically and emotionally. Our goal is to teach children HOW to learn, not just in preschool, but throughout their lives.

The success of school readiness in Head Start is measured through assessment of children throughout the year. Patterns of progress are measured three times during the year in five major developmental areas that include social/emotional, physical, language and literacy, math, and cognitive development.

The information obtained in assessment is used to individualize the curriculum, to build on each child's prior knowledge and experiences, and to provide meaningful experiences that support school readiness. It also allows staff and parents to support each child in making progress toward stated goals. The ultimate program goal is to ensure that each child entering school is kindergarten ready.

As indicated in the chart below, significant gains in all areas of development were made throughout the program year in each area of school readiness Children who are at or above the eightieth percentile are considered kindergarten ready.

2015-2016 CAPC Teaching Strategies Gold Data (in percentages)



Secretary of Health & Human Services and the Financial Audit Results

Result of Class Observations – October 2015

Emotional Support – 5.8382

Classroom Organization – 5.9314

Instructional Support – 2.1373

Results of Comprehensive Monitoring Services/ School Readiness Monitoring – Feb 29 – March 4, 2016

Based on the information gathered, no area of non-compliance was found during the course of the review. Accordingly, no corrective action is required at this time.

Results of Environmental Health and Safety – April 18 – 22, 2016

Based on the information gathered during the review event, the Head Start and Early Head Start program were found to be out of compliance with one or more applicable Head Start Program Performance Standards, laws, regulations and policy requirements.

Non-Compliance

EnvHS1.1 – The grantee did not ensure the maintenance of playground equipment and surfaces minimized the possibility of injury to children. Observations at 23 playground settings found 3 settings presented safety hazards for children.

Moreno Court – sand contained shards of glass, with some measuring 1.5 inches.

Century – rubber protective coating throughout play equipment was worn and crumbling. Additionally, the platform and handrails showed signs of significant rust.

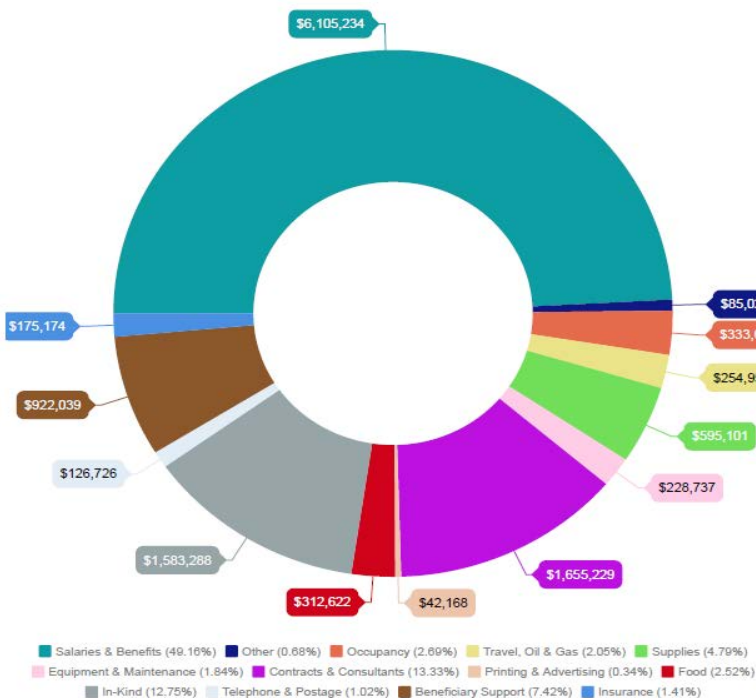
A.A. Dixon – Play structure on the 12 months – 3 yrs of age playground was originally designed for children 5 – 12 and then adapted to ages 2 – 5. Platform measured 44.6 inches from the ground, exceeding the recommended maximum height of 36 inches for toddler equipment.

Concern

EnvHS 1.2 – The program ensures facilities are prepared for and equipped to prevent emergencies. 1 – 10% of the program's settings did not have the required equipment or procedures in place to ensure the safety of children and staff in the event of an emergency

The program worked with the T&TA Team to complete a corrective action plan, which included monitoring of playgrounds and facilities, and removing worn equipment along with making changes to playgrounds to meet compliance. The corrective action plan was accepted and changed to compliance.

FINANCIAL WELLNESS



Fiscal Year 15/16 Actual	Head Start	Early Head Start
Personnel	\$3,182,448.69	\$535,945.96
Fringe	\$807,066.63	\$134,173.03
Travel	\$34,688.49	\$2,436.32
Supplies	\$274,098.72	\$33,261.24
Contractual	\$1,060,488.27	\$17,380.47
Other	\$785,504.93	\$120,312.08
Non-Federal Match	\$1,940,462.88	\$130,228.02
Indirect	\$832,752.99	\$139,877.53
T&TA	\$68,266.95	\$3,432.31
Total	\$8,985,778.55	\$1,117,046.96

Funds Received

Private Funds: \$1,941,284

Public Funds: \$10,631,271

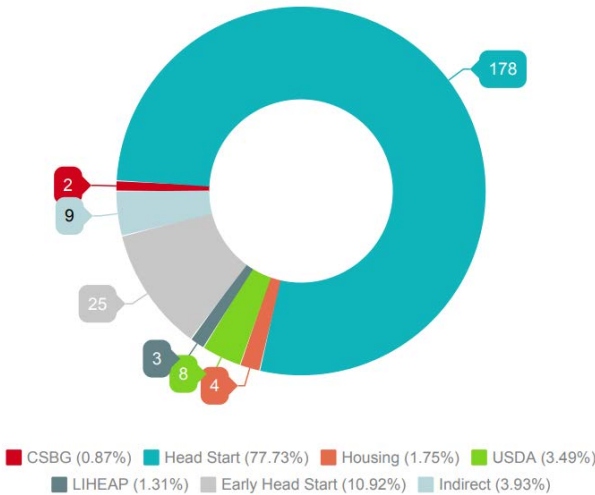
Total Funds: \$12,572,555

Looking Forward to 2016/2017

CAPC will continue to improve lives and build a strong, healthy community by strategically investing in programs, building partnerships, advocating for better policies, engaging people in our community and leveraging resources. Our success is measured by lives that are improved and changed through our services.



229 Total Employees



	Head Start	Early Head Start
Personnel	\$3,359,466.44	\$598,730.98
Fringe	\$1,048,677.28	\$186,024.32
Travel	\$17,000.00	\$1,750.00
Non-Federal Match	\$1,961,792.00	\$107,647.00
Supplies	\$234,241.66	\$40,816.52
Contractual	\$1,123,636.00	\$20,410.00
Other	\$667,187.50	\$66,200.00
Indirect	\$689,798.12	\$122,650.18
T&Ta	\$71,510.00	\$25,130.00
Total	\$9,173,309.00	\$1,169,359.00



Governance

Board of Directors

John Carrell

Chairperson
Gulf Power

Debra Little

Vice Chairperson
Law Firm

Joe Mack

Secretary

Debi Milam

Treasurer
Sun Trust Bank (retired)

Al Jackson

Member

Ricky McAroy

Member

Linda Moultrie

Escambia County School Board

Lumon May

Escambia County Commissioner

Sherri Myers

Pensacola City Council

Betty Persons

Pensacola State College

Tabitha Nichols

Member

Arthur Searcy

Member

Executive Director

Douglas Brown

2015-2016 Policy Council Members

The Policy Council in partnership with the CAPC Board of Directors carries out the shared governance of the Head Start program. The Policy Council has authority over Head Start design and operation, considering annual community-wide strategic planning, the most recent needs assessment and the Head Start program's self-assessment. The Policy Council is elected by the parents of children who are currently enrolled in the Head Start program with at least 51% of the members themselves being parents of children who are currently enrolled in Head Start and the rest being members at large from the community served by the head start agency.

Parent Representatives

Celia Johnson
Gibson- Chair

Ashley Boatright
Sherwood

Natasha Brooks
Molino

Tonya Langton
O.J. Semmes

Yaimara Pena
Oakcrest
Flor Valencia
Home-Based

Tausha Vega
Gibson

Community Representatives

Adam Burke
Title I

Brandon Clark
90works

Susan King
Department of Children and Families

Meghan Emmons
Healthy Start

Amy Stamey
Covenant Hospice



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