



2022 - 2023 Impact Report

COMMUNITY ACTION AGENCY DISTRICT CENTERS

Northwest District Center

• 1300 North McKinley Avenue, OKC 73106 • 405-525-2468

Southwest District Center

• 1621 Southwest 15th Street, OKC 73108 • 405-634-1469

Southeast District Center

• 6315 South Camille Avenue, OKC 73149 • 405-672-7311

Northeast District Center

• 1005 Northeast 28th Street, OKC, 73111 • 405-424-0315

Midwest District Center

• 1124 North Douglas Blvd, MWC 73130 • 405-869-9354

Canadian County District Center

• 203 North Bickford Ave., El Reno 73036 • 405-262-7042

City & County District Center

• 12520 Northeast 36th St, Spencer 73084 • 405-769-3346

HEAD START CENTERS & PARTNERS

HEAD START CENTERS

Armstrong • 309 S.W. 5th • Luther • 277-3530

Dana Brown Cooper • 9300 N.E. 10th, MWC • 733-0289

Edmond • 717 Churchill Road, Edmond • 359-7155

Garden Diggs • 2201 N. Coltrane, OKC • 427-8515

McKinley • 1300 N. McKinley, OKC • 524-5017

Mt. Rose • 1701 N.W. 7th, OKC • 232-6037

Our Spot • 1532 W. Hefner Road, OKC • 755-5136

Steed • 2118 Flannery, Midwest City • 732-2552

Valley Brook • 6315 S. Camille, OKC • 670-6284

Will Rogers • 1621 S.W. 15th, OKC • 634-4365

HEAD START/DAY CARE CENTERS

Avery • 1425 N. Kelham, OKC • 424-1088

Kiddie Village • 801 N.E. 2nd, OKC • 235-9833

Mary Helen Nelson • 1115 N.E. 7th, OKC • 232-2920

Metro Tech • 3901 N. Martin Luther King, OKC, 73111 • 595-4750

New Heights • 7921 N.W. 23rd, Bethany • 440-0230

Oak Grove • 3301 S.W. 17th, OKC • 685-2277

Plainview • 7105 N. Kelley Avenue, OKC • 843-8299

Ruth Dropkin • 6500 S. Shields, OKC • 634-0401

West Oak • 2100 S. Everest, OKC • 677-8437

HEAD START/DAY CARE PARTNERSHIPS

Happy Times • 405 S. Air Depot Blvd., MWC • 733-2905

Childcare Network • 1050 S.W. 36th, OKC • 634-2083

HEAD START PRE-K PARTNERSHIPS

Adelaide Lee Elem. • 424 S.W. 29th, OKC • 587-3400

Buchanan Elem. • 4126 N.W. 18th, OKC • 587-4744

Mark Twain Elem. • 2451 W. Main, OKC • 587-3710

Martin Luther King Elem. • 1201 N.E. 48th, OKC • 587-4000

Rockwood Elem. • 3101 S.W. 24th, OKC • 587-1500

Thelma Parks Elem. • 1501 N.E. 30th, OKC, OK • 587-4400

Van Buren Elem. • 2700 S.W. 40th, OKC, OK • 587-2000

Willow Brook Elem. • 8105 N.E. 10th, MWC, OK • 587-7500

DELEGATE AGENCY

Educare • 500 S.E. Grand, OKC • 605-8232

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From the Executive Director

2022-2023 has been an interesting year for Community Action! We had our first Pre-Service Conference in many years, and I think it was a huge success. Our focus was on the mental health of our families and our staff. Our food pantry services really began to take off in this past Fiscal Year as well. It is always exciting to meet the needs of families in new ways.

As our fiscal year ended, it was also the end of an era. Carolyn Shaw, our Head Start Director since 1978, retired from the agency. While it was sad to see her go, it is exciting to see something new begin. Curtiss Mays, our longtime Child Development Specialist, is our new Head Start Director. We'll work to give him all the support he needs in starting to implement his vision for the program.

I hope you can see as you look through this report that we continue to make a remarkable impact in our community. Our staff goes above and beyond to meet the needs of the individuals and families we serve. I remain humbled and proud to work with all of them.

Our next fiscal year looks bright. We have a new Head Start Director, plans for new services in Head Start and Housing, new funds for Weatherization, and expansion of our Community Services Food Pantry. We continue to expand our partnerships as well. The agency is beginning to make plans for a major renovation in our old JCPenney Building and we'll be looking for new partners in that venture. We thank all our current partners for their support in the past and hope they'll work with us as we grow into the future. The fight against poverty takes all of us working together!

Jessie Thompson



Community Action Agency

“Providing Service and Programs to the Community”

This fiscal year has been a great year for Community Action Agency. Coming out of the COVID-19 pandemic, Community Action Agency continues to provide businesses and families in Oklahoma and Canadian counties with an unprecedented level of services and programs.

After over 52 years, our agency saw the retirement of Ms. Carolyn Shaw, our Head Start Program Director. Ms. Shaw began her career with Community Action Agency as a Head Start Teacher. She has worn many Head Start hats throughout her career, finishing as the Head Start Director in Oklahoma County. Ms. Shaw's slogan “Moving to the Next Level” described the work done by Head Start. “We are here to help our children and families move to the next level, whatever that level might be for them.” Congratulations and enjoy your well-earned retirement, Ms. Shaw.



Beginning May 1, 2023, Curtiss Mays, who has been the agency's Child Development Specialist for the past 12 years, will be the new Head Start Director. We know that Mr. Mays will do his best in continuing the wonderful work started by Ms. Shaw to grow and improve the program. Our families will remain the heart and center of our program's focus. Congratulations Mr. Mays as our new leader of the Head Start Program for Oklahoma County!

Our Executive Director, Ms. Jessie Thompson, continues to reach out to other agencies to create partnerships with those agencies. Ms. Thompson continues to lead the agency with the goal of providing services to businesses and families in Oklahoma and Canadian Counties. One such program is opening a second food pantry at our SW District Center located in the Will Rogers Head Start Building. Our first food pantry, located at the SE District Center, and also houses Valley Brook Head Start, is successful with providing food to 383 families.

With the fiscal year coming to a close, the Community Action Agency continues its mission to promote self-sufficiency of disadvantaged citizens and provide a better quality of life for those in need. The leadership and management of our Executive Director, Division Directors, employees, and volunteers are to be commended for their dedication and compassionate approach when assisting Oklahomans in their time of need.

Larene Sherwood - Board President

Down Payment Assistance Program

After 27 years of renting the home that L. Hill had been staying in, she decided it was finally time to purchase her own. She knew the journey ahead of her would be challenging, but she knew it was time for her to transform her life for the better. During the program, L. Hill experienced many challenges and even felt like she couldn't do it. She recounts feeling like she wasn't even going to be able to receive the funds after all the trouble she went through.

Of all the hardships she experienced, the biggest hurdle was locating her dream home. "All the homes that I had looked at within the guidelines weren't right. They weren't the right one, they were just homes." L. Hill stated.

She knew she hadn't encountered her perfect home and she continued to search for the one. After what seemed like forever, L. Hill finally located the perfect home, and it was successfully put together and recently redone.

After successfully completing the down payment and closing cost assistance program and settling into her wonderful new home, L. Hill is ecstatic and wouldn't change a thing. When asked what is one piece of advice



"Don't give up! Because many times I started to give up, even going through the process of this program. I started to give up because they kept pushing back the closing date and I thought to myself, 'this is not real, this is not going to happen.' But I didn't give up."

that she'd give someone who wants to achieve the dream of owning their first home, her response was simple: "Don't give up! Because many times I started to give up, even going through the process of this program. I started to give up because they kept pushing back the closing date and I thought to myself, 'this is not real, this is not going to happen.' But I didn't give up."

After 27 years of renting and an extensive time full of contemplation and challenges, L. Hill closed on her home January 6th, 2023.

Economic Development

5



Ryan & Erica Smith Success Story

We had been living in a rental house for about 5 years. When we first moved in the rent was about \$800 a month and this time, they were raising the rent to over \$1000. We decided if we are going to be paying that much that we might as well just buy a home. So, we looked into ways that could help us and your program was one of the best ways to do it.

I was feeling mostly calm going through the program because I knew we were going to figure out some way to do it. My wife was a little more stressed out about figuring out how we would be able to afford down payments and things like that. So, the DPA program definitely helped us a lot.

It was really good, and it was easy. We had a lot of people that were helping out, like Myrical and Alejandra. They were very helpful and made everything a much smoother process.



Our biggest challenge during the program was staying on top of all the paperwork and making sure we had everything that we needed. And then, honestly, a lot of it was just overcoming our own thoughts and our own negativity. I was thinking we were not going to get the home, and there were a couple of times where we thought about quitting and just staying in our rental property. But we had other people like Myrical and Alejandra that kind of helped do the math and break things down and helped us get through it. We would not have gotten the house if it were not for all of y'all.

I would say the biggest piece of advice I can give would be don't be afraid to talk and ask questions, because that is one thing that kept holding us up. We didn't want to bother; but every time we worried about bothering Myrical or Alejandra, the responses were almost immediate. If not immediate, it was like as soon as y'all came back into the office! We got almost immediate replies on everything and y'all answered all of our questions and were really on top of everything. We were worried that we were bothering, but you know, at a certain point we just had to get over that and realize you were there to help.

The homebuying process gets a little overwhelming but it is definitely worth it. Yes, so far everything has been great. Now we have our own house with a good-sized yard, and we got a trampoline set up that the boys love to jump on. We are saving up money to build the fence because when you have a new construction home, the fence does not come with it. We are still slowly unpacking everything, but we are definitely a lot more comfortable.

Ryan and Erica Smith closed on their wonderful new family home on March 21, 2023.



Emergency Home Repair

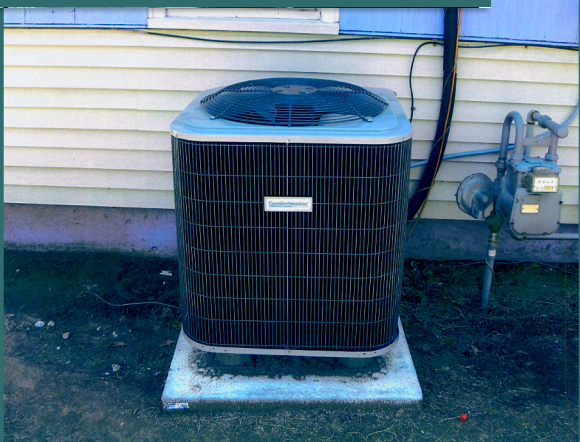


Emergency Home Repair is a program funded by the City of Oklahoma City to perform repairs on homes in low to moderate income areas which consist of a health or safety issue to the client. Repairs include roof replacement, heat installation, plumbing, electrical and carpentry issues. The department is targeting completion of (30) roof replacements and (30) heat installations along with numerous plumbing, electrical and carpentry repairs. Completing these repairs for our clients not only eliminates a health or safety hazard for the household it also eliminates repairs that may have forced the residents from the home.



Emergency Home Repair

6

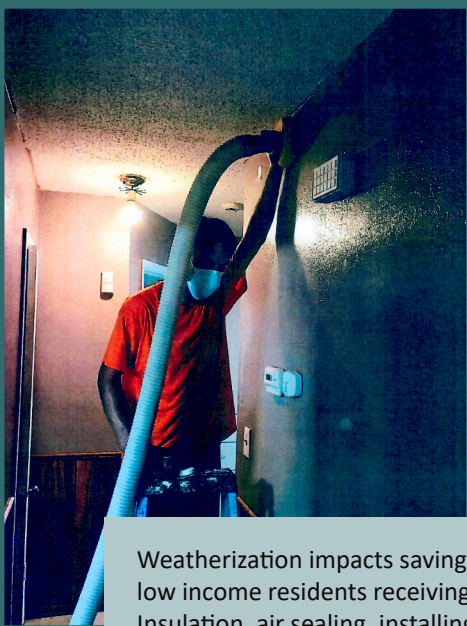


Maintenance



Maintenance performs duties on all agency buildings, grounds, and vehicles. Head Start playgrounds and buildings require compliance with Head Start policies, as well as the Health Department and Department of Human Services regulations. Numerous repairs from roof replacement, heat and air installation, tile replacement, re-paving parking lots and other repairs have been completed in the past year.

Weatherization



Weatherization impacts savings on utility bills for low income residents receiving the service. Insulation, air sealing, installing carbon monoxide detectors and smoke alarms as well as other minor health and safety repairs not only impact utility cost but also provide advance notice of carbon monoxide danger. Smoke alarms are also a necessity to have in a home. Numerous federal dollars will go into the program over the next three to four years.



The Community Services division assisted clients with rent and utilities through our COVID Housing Programs. We noticed a shift in calls from clients requesting housing assistance to clients needing assistance with necessities like food, gas, and general household items due to increased inflation. We shifted our focus from assistance with rent and utilities to providing gas cards, food cards and general household items. We purchased gas cards from OnCue, gift cards from Target and food cards from three grocery stores: Crest, Winco, and Aldi.



We also realized that our division would need some help, so we enlisted the help of Head Start. Gift cards were split between Community Services clients and Head Start families under certain guidelines.

We assisted with over \$878,000 worth of cards to our families. Thank you to all who helped make this piece of the program successful.

Our Food Pantry has been in operation for over a year now at the SE District Center. We received a small grant and were able to purchase two refrigerators which allowed us to provide fresh fruits and vegetables. Food Pantry is the 2nd Tuesday of each month. If you have a client that might need food, please call the SE Area Director to schedule an appointment. We are hopeful that two additional food pantries will be up and operating by summer of 2023. Locations for those will be at the SW District Center located at 1621 SW 15th and the City County District Center located at 12520 NE 36th Street.

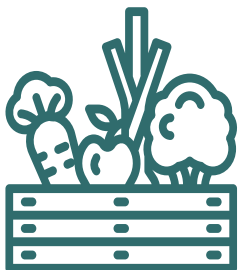
The Community Services Division continues to work within our service area to help our clients with their basic needs.




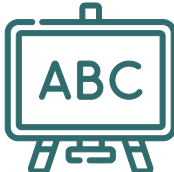
14 By The Numbers


152 
Children's
Speech IEP's

Food served to students:
92,703
Breakfasts
111,093
Lunches
111,093
Snacks



1,035 
children enrolled
at 22 different
Head Starts

18 
Children's
OKC IEP's

2 
Children's
OT IEP's


1,214
Head Start
enrolled children

491 
children will transition
to kindergarten

870 
Children's Dental exams

141 
Children with
Disabilities

By The Numbers

15

1,045 

Children's Vision Screenings

179



children enrolled at 7 different Public Schools

376

participants



330

households

attended the Home Buyer Education Training



907

Children's Physicals



1,096

Children's Hearing Screenings

45



Loss mitigation (HAF)



32

Pre-purchase housing counseling (1 on 1)



\$216,160.32

Was provided in down payment and closing cost assistance

16 By The Numbers



159

Small Business
Training Workshops



680

Individuals
received financial
education training

231



Individuals
received free
legal assistance

Covid-19



233

Households received assistance

\$309,349.17

Paid in rent and utility assistance

7,295



Seniors who used our
transportation services

6,108



Senior trips to
congregate
meal sites

701



Senior trips for medical routes

5,106

households



\$878,000

4,521 

Senior trips for shopping routes

1,435



RX Clients Processed



166

RX Clients

1,339



Households received free tax return preparation assistance

\$1,504,206

Dollar figure of federal & state refunds



Emergency Rent/Mortgage Assistance

40

households

\$35,384.97



Head Start Coming Out of Covid

Head Start is a federally funded Early Childhood Education program that services income eligible children from 3 to 5 years of age. Children receive an excellent academic and social education program, child nutrition services, health and wellness, and mental health and disabilities assessments and services. Additionally, Head Start professionals work with families to get their needs met, whether it be parent education classes or by referral to another program whose services the family might need. Head Start works to take young children and their families to their next level!

Learning opportunities are available at all times of the program day at Head Start. From the moment a child enters one of our sites they have an opportunity to grow, learn, and achieve! Whether this is through exploring in an exciting, developmentally appropriate, custom designed classroom, eating and exploring new foods, playing with friends, or engaging in involved conversations with our excellent staff there is always an opportunity for a child in Head Start to shine!

Much like the past few years, 2022-2023 began under the shadow of COVID and all the difficulties that has brought us in society. Again, Head Start families and staff rose to the occasion and made this past year a great success for the children in our care. As the year went on, we as a program have been able to restart more traditional services such as having the capacity for in-class volunteering, more field trips, in person parent education classes such as Early Birds, and more!



Enrollment has been a steadily improving process as the pandemic has begun to wane. In August of 2022 our Head Start enrollment was 1,021. As of March 2023, the enrollment has moved up to 1,280. It is our hope that as we move into the next program year that we will move closer to our agency's pre-pandemic enrollment numbers.

Overall, we at Head Start feel that the 2022-23 program year has been a success and we are eager and excited for the new year!



We are very pleased to share the great news that Ms. Rhonda Banks has been named the 2022-2023 Support Staff of the Year at Martin Luther King Jr. Elementary School! Ms. Banks is a Family Advocate with our Head Start program. In addition to being a Family Advocate Ms. Banks is also often in the classroom, working directly with the children and the teachers throughout the day. She is an exemplar of what we do at Head Start and we are proud of her accomplishment. Thank you!

Head Start Children Highlighted *Educational Experiences*

Throughout the 2022-2023 year Head Start teachers and staff had the great opportunity to work with children and their families towards building them to the next level! Children are consistently learning new skills by having fun, dynamic, and educational experiences provided to them by trained teachers and staff.

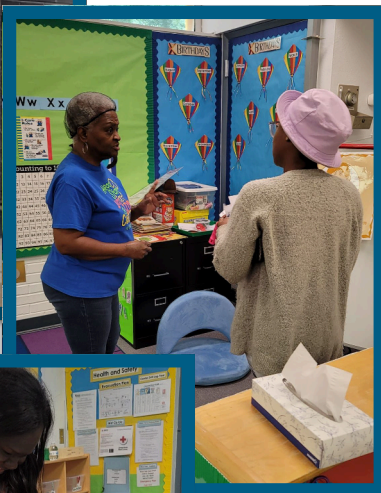


The learning is not just limited to the classroom either. Whether it is by learning on a playground, having unique opportunities such as a trip to the Pumpkin Patch, children enrolled in Head Start will have the opportunity to explore the larger world around them.

Children are not the only ones that learn and grow at Head Start. Their families also have plenty of opportunities to learn and grow as well.



Head Start



Whether this is by meeting with a Family Advocate to address an action plan for them to get to the next level, attending a parent-teaching class such as Early Birds, or by participating in their site's Parent Council, family members of Head Start children help develop all of us into a stronger program.





Health and Safety remains a vital and necessary component of our Program. Each year, the staff are trained in: Bloodborne pathogens, Child Abuse, Infection Control, and Medication Administration. In addition to these requirements, each staff member receives CPR/First Aid training and certification and Car Seat safety.



From the moment of enrollment, the child and the family are preparing for the transition to the next level, Kindergarten. The Head Start teaching staff supports learning with a curriculum based upon sound principles of child development, and which responds to each child's needs and interests. The environment, curriculum, and learning approach support children's individual patterns of development.



The Administrative Services Division is an important component of our organization, that includes Human Resources, Property & Procurement, Print Shop, Mailroom, and Receptionist. With a team of seven employees, this division is responsible for various essential tasks that contribute to the achievement of our daily goals and objectives.

The Human Resources department manages employee-related functions, including recruitment, onboarding, benefits administration, and performance evaluations. They ensure that our workforce remains skilled, motivated, and aligned with our organizational goals.

The Property & Procurement department handles the acquisition and maintenance of physical assets and supplies. They negotiate contracts, source vendors, and manage inventory to support efficient operations.

The Print Shop team provides high-quality printing services for marketing materials, reports, and internal documents, maintaining our professional brand image.

The Mailroom ensures the timely and secure distribution of outgoing mail. The Receptionist serves as the friendly face and guide for visitors, clients, and employees.

Together, these departments and their dedicated employees form the backbone of the Administrative Services Division, enabling the smooth functioning of our organization and supporting its overall success.

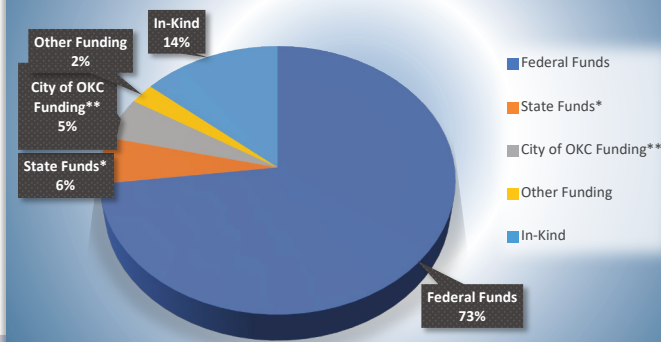
Fiscal Services Division

The Fiscal Services Division ensures that the Agency's \$23.3 million budget is spent in accordance with federal, state, and local grant guidelines. They work closely with all Agency divisions to develop and monitor budgets for Agency programs. Monthly financial statements are prepared and reviewed by the Executive Director and Agency division directors. Fiscal Services includes general accounting, accounts payable and payroll.



- \$23,355,848 Agency Budget for 2022 - 2023
- \$10,136,074 Total payroll (April 1, 2022 - March 31, 2023)
- More than \$3,441,790 was spent on goods and materials
- Approximately \$296,854 city/state taxes were paid

Funding Sources Fiscal Year Ending March 31, 2023

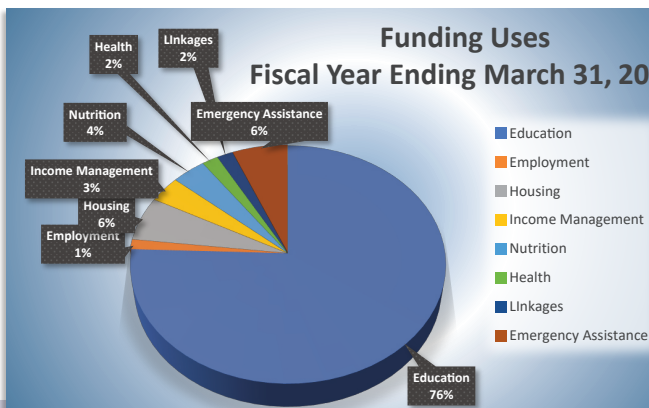


Federal Funds	16,348,954	72%
State Funds*	1,259,123	6%
City of OKC Funding**	1,139,946	5%
Other Funding	538,781	2%
In-Kind	3,094,611	14%
	22,381,415	100%

*Includes federal pass-through funds

**Includes federal and state pass-through funds

Funding Uses Fiscal Year Ending March 31, 2023



Education	16,909,177	76%
Employment	298,028	1%
Housing	1,332,314	6%
Income Management	792,328	4%
Nutrition	849,225	4%
Health	403,797	2%
Linkages	401,197	2%
Emergency Assistance	1,395,349	6%
	22,381,415	100%



Executive Office



**Community
Services**

Economic Development



Housing Weatherization Maintenance

People. Changing Lives.

community
action®
P E R S H I P



**Fiscal
Services**



**Administrative
Services**



Head Start

Community Action Agency

Board of Directors

Private Representatives

ROY GORDON
AFL-CIO Labor Council

BIANCA ROSE
*Crooked Oak Public
Schools*

JANCI JEANNOTTE
Dept. of Veterans Affairs

DAVID MARTIN
Metro Tech Vo-Tech

HELEN PALMER
Neighborhood Alliance

DORALICIA
SANDOVAL
O.C.C.C.

SPENCE LAIRD
O.G.&E.

LAVERA NOLAN
OKC Fire Department

ANIKA STARLING
OKC Public Schools

TRACEE COLE
O.N.G.

KRISTIE MCKINNEY
*S. OKC Chamber of
Commerce*

Low-Income Representatives

NIKKI PRUITT
Canadian County Area

EARNEST WARE
City-County Area

HAROLD ORANGE
City-County Area

VERA FORD
Northeast Area

RUGENA
MOTHERSHED-BLONNER
Northeast Area

ALFREDA HIBBARD
Northwest Area

BRENDA JOHNSTON
Northwest Area

LUZ PARKER
Northwest Area

BUFORD CRADDOCK
Southeast Area

LEWIS NIEMAN
Southeast Area

LARENE SHERWOOD
Southwest Area

LEO LEIJA
Southwest Area

VACANT
Southwest Area

Public Representatives

DAVID HARMAN
Canadian County Comm.

KENNETH COUCHMAN
Coun. Carter #1

RACHEL MORSE
Coun. Cooper #2

VACANT
Coun. Young #3

VACANT
Coun. Stone #4

MIKE EATON
Coun. Greenwell #5

VACANT
Coun. Hamon #6

JIM PRIEST
Coun. Stonecipher #8

JOYCE WILLIS
Coun. Nice #7

JOHN MESA
Mayor of OKC

BILL WEAVER
OKC Police Department

TARA HARDIN
*Oklahoma County Sheriff
Dept.*



