



# 2022 Annual Report

## A Year of Impact

Community Action Wayne/Medina (CAW/M) is proud to present its 2022 Annual Report, which highlights the agency's impact on the lives of low-income individuals and families in Wayne and Medina Counties.

Despite the challenges of the COVID-19 pandemic, CAW/M continued to provide essential services to those in need, helping them to meet their basic needs, achieve their financial goals, and improve their quality of life. In 2022, CAW/M served over 10,000 people through its wide range of programs and services, including:

- Head Start and Early Head Start: Providing high-quality early childhood education and wrap-around services to families with children ages 0-5.
- Home Weatherization Assistance Program (HWAP): Making homes more energy efficient and affordable for low-income families.
- Utility Assistance: Helping low-income families pay increasingly high heating and cooling bills.
- Emergency Rent Assistance: Addressing the lingering impact of the pandemic by assisting residents with past rent, security deposits, and emergency hotel stays.
- Senior Outreach: Supporting seniors in establishing and maintaining crucial connections to healthcare, mental health, transportation, and other community connections.
- Housing and Community Services: Facilitation of community-based training, housing development, fair housing advocacy, and services for specialized populations.
- Transportation: Mobility management and administration of public and specialized transportation services.

In addition to its direct services, CAW/M also works to advocate for policies and programs that address the root causes of poverty. In 2022, CAW/M advocated for increased funding for affordable housing, early childhood education, and other programs that support low-income families.

## Looking Ahead

In the years to come, CAW/M will continue to provide essential services to low-income individuals and families in Wayne and Medina Counties while addressing the unmet needs in our communities. Our primary strategic initiatives include the development and management of affordable and workforce housing, development of our Action Fund, creation of workforce childcare centers, and development of seamless transportation services.

CAW/M is committed to creating a stronger and more equitable community for all. CAW/M is grateful to the many donors, volunteers, and community partners who make its work possible. Together, we are helping to create a stronger and more equitable community for all.



James Fox  
President/Ceo



Rich Owens  
Board Chair

# TRANSPORTATION

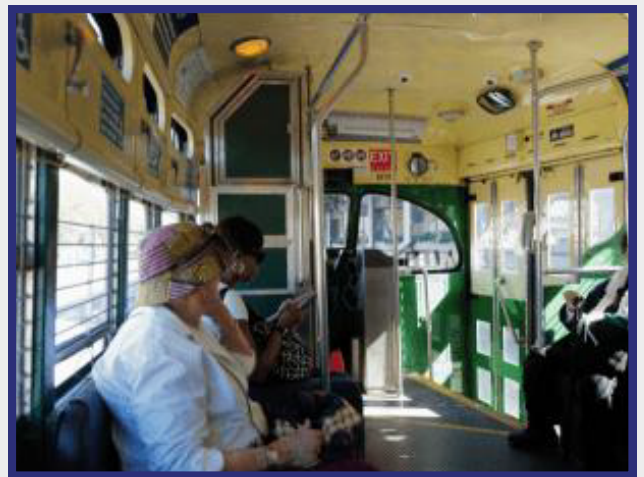


## Message from Wayne County Transit rider: Amy Mast, Office Manager at Trinity Methodist Church

“Wayne County Transit has been a blessing to me. I have a visual impairment and have an Ohio Braille Drivers’ License that limits me to driving in daylight only. I have children who also have this condition so when I found out about Wayne County Transit, I thought it could be a good solution to our getting around. I wanted to try it out before they did to make sure that I’d be careful recommending it to my kids.

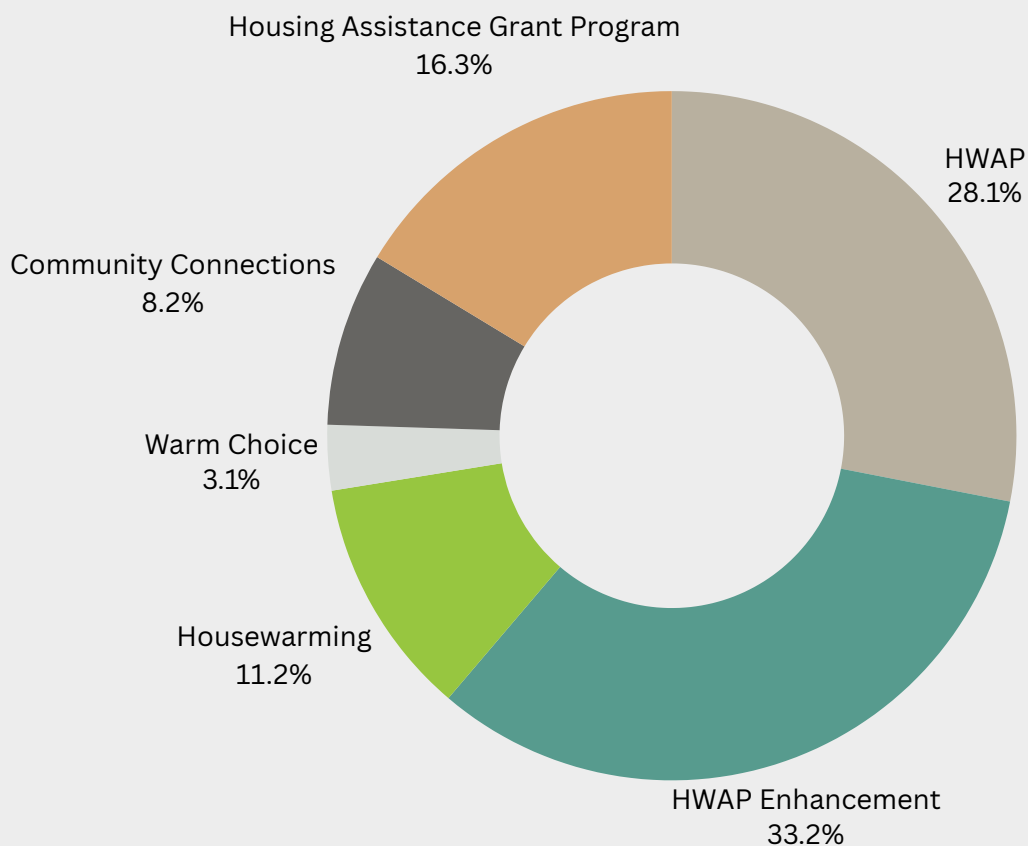
It allows me to work and not have to worry about it getting dark early making it difficult to get home. It also allows me to schedule my own rides and not have to depend on anyone else. The drivers are very nice, the vehicles are marked very well and as a person with a visual impairment that is very important to me. It has been a good experience, and I would recommend it to anyone. There are more people with visual impairments than you know, and I am excited that they might have this opportunity for freedom.”

—Wayne County Transit Rider Amy Mast



# HOUSING

The Housing Department provides services to low-income individuals under several different programs. Clients are assisted within their homes with the Home Weatherization Assistance Program (HWAP) to make their homes more comfortable and energy efficient by improving the insulation and reducing the air leaks in the home. Through the HWAP Enhancement Grant and the Weatherization Readiness Fund (new in 2022), which leverages and supplements the HWAP grant, repairs or replacements can be made to the roof, HVAC, plumbing, and electrical systems. They can also make minor repairs to the structure and ensure proper ventilation to improve the indoor air quality. In addition, CAW/M partners with the major utilities through their assistance programs – Dominion Gas: Housewarming, Columbia Gas: Warm Choice, and First Energy: Community Connections. All these programs work together to reduce the energy burden on families so that homes can be made as energy efficient as possible. In addition, the Housing Assistance Grant Program allows home repairs for eligible homeowners under the 5 major health and safety categories: Roof Repair, Heating, Plumbing, Electrical, and Accessibility/Handicap Modifications.



# ECONOMIC ASSISTANCE

CAW/M's Economic Assistance Department helps to support and stabilize individuals and families through programs which reduce household financial burdens including energy assistance, food assistance and transportation. Most of the services through this department are Ohio Department of Development Energy programs which include the Home Energy Assistance Program (HEAP), Percentage of Income Payment Plan (PIPP+), Winter Crisis and Summer Crisis programs. All of these programs are designed to reduce the energy costs for families. CAW/M also partners with Columbia Gas, Ohio Edison and AEP Neighbor to Neighbor Fuel Funds to reduce energy costs. CAW/M has continued to provide relief for housing costs. The Home Relief program provides financial support for families who were financially impacted by COVID to assist with rent and utility costs. Low Income Home Water Program is also available to help households maintain and/or establish water services.

HEAP	3519
HEAP Summer Crisis	655
HEAP Winter Crisis	1318
PIPP	3100
LIHWAP	331
CARES Utility Assistance	57
Home Relief- rent and utility	323

# ECONOMIC ASSISTANCE

Additional programs offered by CAW/M's Economic Assistance Department include assistance with car repairs, transportation, senior outreach, plant program and tax preparation. All of these programs are designed to provide more stability within households and to increase self-sufficiency among those who are using CAW/M programs. CAW/M's Rittman Food Pantry provides households with a 3-day supply of food. Staff continue to offer food delivery service to elderly and disabled clients in both Wayne and Medina Counties.

Car Repair	80
Birth Certificate Assistance	2
Emergency Food Pantry	525
Medina Monthly Passes	500
VITA Tax Program	228
Senior Outreach	268
Plant Program	191
Success Coach	68

# HEAD START

CAW/M understands that for children to be ready to learn, they have to be healthy and secure. We also understand that parents often need support in order to fulfill their role as their child's first and most important teacher. Comprehensive services are provided for children and caregivers in the areas of education, health, nutrition, mental health, disabilities, parent engagement, and more. PFCE is the cornerstone of the Head Start and Early Head Start programs. When children see their parents taking an active interest in their education, the child is more likely to be interested as well.

We offer a variety of ways for parents and community members to be engaged in the program.



## MALE INVOLVEMENT

Dads and all other positive male role models are encouraged to participate in the program. Research shows that children are more likely to thrive when they have an active male role model in their lives. The goal of our programs is to strengthen the role of the father in their child's development.

## POLICY COUNCIL

In partnership with the agency's board of directors, the HS/EHS program is governed by the parent Policy Council. This group is comprised of elected representatives from each center and home base region. Members meet on a monthly basis and have the responsibility to provide input to and approve grant applications, staff hires, agency goals, and more.

## PARENT MEETINGS

Each center and home base region also have monthly parent meetings to discuss the curriculum and any other items or events specific to the center. Any parent or guardian who wishes to attend is welcomed.

## VOLUNTEERS

Parents, caregivers, and community members who are unable to participate formally are welcomed and encouraged to volunteer their time in other ways. Whether it is reading stories, sharing a special skill or assisting with class projects, your time is much appreciated. CAW/M is required to match our federal funding by in-kind donations. Most of that donation comes from volunteer time.



# HEAD START/ EARLY HEAD START



From March 20th through 22nd of 2023, the Office of Head Start conducted a Focus Area 1 review of the Head Start and Early Head Start program. This review focused on the program’s systems for ensuring performance standards are being met in the areas of Program Design and Management, Fiscal, Family and Community Engagement, Education, Health and Safety, and Eligibility, Recruitment, Selection, Enrollment, and Attendance. In April 2023, the agency was notified that there were no findings during this review.

## Average Monthly Enrollment- 87.5%

Head Start	87.5%
Early Head Start	61%

## Eligible Children Served

Head Start	33%
Early Head Start	33%

## Percentage of Children that received Medical and Dental Exams

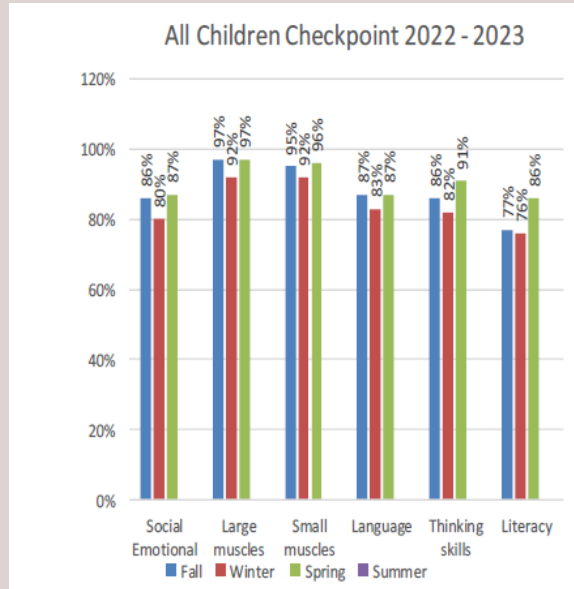
Head Start Dental	75%
Head Start Medical	100%

Early Head Start Dental	100%
Early Head Start Medical	100%

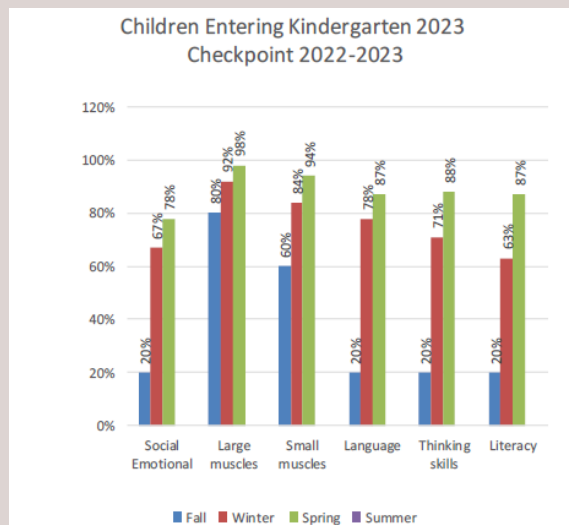


## Community Action Wayne/Medina's School Readiness Early Childhood Education Results 2022-2023 Program Year

The information provided reflects CAW/M's child school readiness outcome results. The graphs represent the percentage of children meeting age expected school readiness goals based on the formal observation tool Teaching Strategies Gold® (TS Gold® online). The TS Gold® online covers federal and state education standards with an emphasis on preparing children for lifelong learning and meeting the expectations for public school entry. The TS Gold® online is completed using parent input, screening results, and ongoing observations.



The TS Gold® online process happens on an on-going basis, however there are three formal CAW/M established checkpoints used to see how well children are doing toward becoming school ready throughout the year. Results from this data help guide future trainings, supplies, and experiences offered to children, families, and staff throughout the agency. Individual child results and progress are shared with parents throughout the program year during home visits and parent/teacher conferences along with information sent home as appropriate.



# Financial Activity

## Statement of Activities and Changes in Net Assets (unaudited) For the Twelve Months Ended December 31, 2022

### Support and Revenue

Grants and contracts	12,056,663
Other income and donations	353,844
Support in kind	2,280,468

**Total Support and Revenue** **14,690,975**

### Expenses

Program services:	
Wages	4,130,182
Fringe Benefits	1,644,276
Contracts and Consultants	43,093
In Kind	2,280,468
Travel and Training	202,031
Occupancy	974,371
Supplies	409,026
Telephone	109,831
Equipment/Vehicles	214,742
Staff Related	16,194
Miscellaneous	69,869
Direct Program services	3,117,303
Insurance	<u>23,554</u>

**Total Program Service Expenses** **13,234,940**

### Supporting Services:

Management and General	1,231,740
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**Total Operating Expenses** **14,466,680**

<b>Change in Net Assets</b>	<b>224,295</b>
<b>Net Assets, Beginning of Year</b>	<b>1,784,438</b>
<b>Net Assets, End of Year</b>	<b>2,008,733</b>

Financial Audit of 2022 will begin in summer of 2023.  
Most recent financial audit results – 2021 – no findings.

# Revenue Sources For 2022

Child & Adult Care Food Program – CACFP: \$203,086  
Community Development Block Grant – CDBG: \$42,091  
Community Services Block Grant – CSBG: \$635,022  
Emergency Home Energy Assistance Program – Winter: \$327,454  
Emergency Home Energy Assistance Program – Summer: \$246,379  
CDBG- Coronavirus Grant: \$66,861  
CAA-Home Relief Grant: \$403,992  
Federal Head Start: \$6,535,352  
Home Weatherization Assistance Program: \$1,146,714  
Housing Assistance Program: \$202,990  
Home Energy Assistance Program – HEAP Admin.: \$508,471  
LI-HWAP: \$134,915  
Job & Family Services – Child Care Subsidy: \$171,210  
ODJFS-OCCRRA: \$556,705  
Non-Federal Match (In-Kind): \$2,280,468  
Other Income (Misc. Income, Small Grants & Contracts, Interest): \$190,846  
City of Wooster: \$364,732  
Ohio Dept. of Transportation: \$196,575  
Utility Programs: \$84,470  
Donations: \$168,347  
Total: \$14,466,680

## 2023 Head Start Budget

Proposed agency budget for 2023, supporting 120+ staff, includes the Head Start funding as follows:

**Per the Improving Head Start for School Readiness Act of 2007**, below is generally how CAW/M plans to use its Head Start grant funding of \$7,725,875 for 2023, which includes CACFP and JFS Child Care subsidy:

- **Personnel costs** (include wages and fringe benefits) - \$5,431,871

**Non personnel costs** (include but are not limited to):

- **Contracts & Consultants** - \$55,021
- **Travel & Training** - \$106,482
- **Occupancy** - \$622,055
- **Supplies** - \$123,023
- **Telephone and Computer Service** - \$67,461
- **Equipment/Vehicle** - \$28,250
- **Liability Insurance** - \$15,337
- **Staff related** - \$3,200
- **Client Services** - \$243,550
- **Miscellaneous** - \$11,150
- **Admin/Indirect** - \$1,018,475

# GOVERNANCE

Community Action Wayne/Medina's tripartite board of directors is responsible for agency oversight. Comprised of public, private, and low-income representatives, the board is elected to serve and ensure the organization is properly managed and effectively delivering programs to low-income residents in Medina and Wayne Counties.



## BOARD OF DIRECTORS

**Allison Allison**  
CAW/M Policy Council

**Cliff Bellar**  
Medina County Commissioners Rep.

**Elizabeth Bruch**  
CAW/M Policy Council

**Kathy Breitenbucher**  
Medina County Economic Development Corp.

**Rob Ebner**  
Medina Metropolitan Housing Authority

**Kevin Fitzpatrick**  
Financial Expertise

**Heather Fitz Gibbon**  
College of Wooster

**Josh Hinkel**  
Legal Expertise

**Amber Jerkins**  
CAW/M Policy Council

**Mattie Jones**  
Mayor of Brunswick, Robert Falconi Rep

## EXECUTIVE BOARD

**Tim Monea- Board Chair**  
Mayor of Wooster, Bob Breneman Rep.

**Rex Gasser- Vice Chair**  
Wayne County Trustees & Clerks Assoc.

**Rich Owens-Secretary**  
Wayne County Commissioners Rep.

**Beverly Theil- Treasurer**  
Wayne County Housing Coalition

**Tom Marting**  
GOJO Industries Inc.

**Debra McDonald**  
Early Childhood Education Expertise

**Tracey Ruffin**  
Second Baptist Church/ Union Square Apts.

**Rebecca Rak**  
Lodi Mayor Robert Geissman Rep.

# ADVISORY

## HEAD START POLICY COUNCIL 2022-2023

The Head Start and Early Head Start Policy Council is comprised of parents and members of the community who help lead and make decisions about the program(s). Policy Council members are elected by enrolled parents and serve for two years.

Allison Allison  
Brandy Baldwin  
Carrie Chance  
Tara Hall-Shepherd  
Erica Hauser

Candy Porter  
Abigail Rinehart  
Tiffany Schlabach  
Amber Tapp



# 2022 GIFTS

## SUPPORTER \$100+

William Anderson  
Delores Durbin  
Mary Eberhart  
Yogesh and Shila Garg  
Kris Gasser  
Bruce Glosner  
GOJO Employee Giving Program  
Connie Hodgdon  
Lonnie Mendenhall  
Felicia Mutnansky  
Carolyn Reed  
David Reynolds  
John Stofer  
Theil Family Trust  
Jessika Walton  
David Wells  
Wooster Noon Lions Club

## CONTRIBUTER 50+

Linda Houston  
Robert Jentes-Mason  
Pete and Susan Roberts  
Cheryl Rossi  
Betty and George Shuler  
Elena Sokol  
Elizabeth Young

## FRIEND \$0-49

Jane Cooper and Robert Downer  
Gary Green  
Candace Harrington  
Stephen Richmond  
Wayne Center for the Arts



# 2022 GIFTS

## BENEFACTOR 5000+

Hilliar Family Fondation  
PNC Charitable Trusts  
Wayne County Community Foundation

## PATRON 1000+

Hilliar Family Trust  
National Development Council  
Wooster-Orville NAACP

## SPONSOR 500+

Country Dance and Song  
Lily Jean Haddad  
Howard and Pam Nurse  
Karla Sander

## DONOR 250+

Adam and Vikki Briggs  
James Fox  
Rex and Sandy Gasser



# COMMUNITY ACTION WAYNE/MEDINA LOCATIONS

## Wayne County

### **Main Office**

905 Pittsburgh Ave. Wooster, OH 44691  
330-264-8677

### **Wooster Head Start Center**

905 Pittsburgh Ave. Wooster, OH 44691  
330-264-8677

### **Orrville Head Start Center**

Orrville YMCA  
1801 Smucker Rd. Orrville, OH 44667

### **Rittman Office/ Food Pantry**

88 N. Main St. Suite 201 Rittman, OH 44270  
330-927-1871

### **Rittman Head Start Center**

Milton Presbyterian  
250 North Street Rittman, OH 44270

### **West Salem Head Start Center**

99 East Buckeye St.  
West Salem, OH 44287

## Medina County

### **Medina Office**

232 Northland Drive Medina, OH 44256  
330-723-7229

### **Wadsworth Head Start Center**

Grace Evangelical Church  
146 High St. Wadsworth, OH 44281

### **Amazing Wonders Head Start Center**

1930 Pearl Road  
Brunswick, OH 44212

### **Creative Kids Head Start Center**

787 Lafayette Rd.  
Medina, OH 44256

