



Employee Count Updates

Please note report information is as of 10/31/2025:

	Total Employees	Full Time	Part Time	Sub/Temp
Head Start	68	65		3
Early Head Start	5	5		
CSBG/CEAP/TBRA	6	6		
ICP	4	4	1	
Totals	84	80	1	3

October Hires: 2 (ICP, EHS)

October Terminations: 0

Wipfli HRO Updates

- Improving hiring process
- Updating Onboarding SOP
- Leveraging Paychex Hiring Portal
- CMS disclosure completed

Wipfli CAS Updates

- Grant tracker has been in use 2 months now and has helped to identify trends and plan grants.
- The new Accounts Payable requisition form was implemented in October and will facilitate data entry in a more streamlined format.
- Sage Intacct data cutover is underway; testing to begin soon.



Employee Count Updates

Please note report information is as of 11/30/2025:

	Total			
	Employees	Full Time	Part Time	Sub/Temp
Head Start	70	67	0	3
Early Head Start	5	5	0	0
CSBG/CEAP/TBRA	7	7	0	0
ICP	5	4	1	0
Totals	87	83	1	3

November Hires: 3 (HS, CEAP)

November Terminations: 0

Wipfli HRO Updates

- Improving hiring process
- Leveraging Paychex Hiring Portal

Wipfli CAS Updates

- Completing reconciliations and information requests for audits
- Streamlining AP processes and month end reporting
- Supporting Sage Intacct conversion.