In recognition of Sexual Assault Awareness Month & Victim’s Rights Week, the Victim Services Department planned many events for our community.

The month kicked off with a ceremony on Friday, April 13, where Sally Moreno, Traci Wise, Anna Galvan, Josie Roderick, Mike Perreira, and Hector Garibay were recognized for their outstanding work in advocating for crime victims. Several survivors shared their stories about how crime impacted their lives and butterflies were released to honor those that have lost loved ones.

On April 20th at Courthouse Park, the public is invited to cheer on the brave men who will Walk A Mile to honor victims of sexual assault. Marchers will wear high heels and march around the park to bring awareness to our community about sexual assault. Watch these men Walk a Mile in Her Shoes, and put their foot down to end sexual violence.

On April 24th, a busload of victims and survivors will march at the state capitol to urge legislators in Sacramento to keep crime victims’ rights a priority. Thousands of people representing every county in California will be in Sacramento to advocate for justice. We will also display our quilt as a reminder that we have not forgotten those who have lost their lives to crime.

Also on April 24th there will be a Sexual Assault Prevention Presentation in the CAPMC conference room at 5:30. This presentation will educate the community on how to protect our children from becoming victims by learning the signs and risks to look for. It is open to staff and to the public.

On Wednesday, April 25th, break the dress code and the silence for Denim Day by wearing denim to work. Denim Day is a nation-wide awareness campaign that protests sexual assault and challenges harmful attitudes about rape; it has become a global response to a 1999 Italian Supreme Court decision to overturn a rape conviction because the victim was wearing jeans. This decision did not recognize the coercion, threats and force as part of the act of rape. The unpopular verdict became an international symbol of myth-based injustice for sexual assault victims.

The Victim Services department wishes to thank everyone who has participated in these events, including staff and volunteers. We look forward to celebrating these events and making our community a better place to live.
CATCHING PEOPLE... DOING THE RIGHT THING

FELICIA SALCIDO AND VICKI MENDOZA, Human Resources Assistants, are thanked for her continued hard work in recruiting quality staff members for our CAPMC team. YESICA VELASQUEZ, EVA ALVAREZ, AND MELISA DASILVA, have put in countless hours planning and setting logistics for the combined Migrant Head Start Pre-Service. Thank you for your excellent work! DON BOTT, a volunteer with Community/Family Services assisted clients while other staff members covered in the front. He was a big help in keeping the flow so clients did not have to wait too long. Kudos, Don!

CAROL CHAVEZ, Program Assistant, stopped an important project to assist with a last minute parent enrollment into Alternative Payment Program. MIGRANT HEAD START CENTER DIRECTORS, have been tirelessly working with Area Managers, especially BARBARA MURPHY-SMITH, in preparing Head Start sites for opening. The staff at VALLEYWEST HEAD START is impressive in the way they have pulled together as a team while enduring temporary staffing changes. LETICIA MURRILLO-CARDIEL, AP Family Services Associate III, thoughtfully linked a client to additional Agency services.

MARK YOUR CALENDAR...

TODAY Friday, April 20: Salad Luncheon to benefit Relay for Life. Tickets are $7. Call 675-5755.
TODAY Friday, April 20: Walk a Mile in her Shoes, 6:00 pm at Courthouse Park Saturday, May 5—Sunday, May 6: Relay for Life. Contact Donna at 675-5755 to participate.

Here are a few shortcuts using the Windows Logo key (≡):

<table>
<thead>
<tr>
<th>Press these keys</th>
<th>To do this action</th>
</tr>
</thead>
<tbody>
<tr>
<td>≡ + Right and ≡ + Left</td>
<td>These two shortcuts will make your active window fill up exactly one half of your screen, depending on which arrow key you use. And once a window is fixed to one side of the screen, you can repeat the shortcut with the same arrow key to flip it to the other side.</td>
</tr>
<tr>
<td>≡ + [Number]</td>
<td>Programs pinned to your Taskbar can be launched by hitting Windows and the appropriate number key. Windows + 1, for example, launches the first application in the taskbar, while Windows + 4 will launch the fourth.</td>
</tr>
<tr>
<td>≡ + Space</td>
<td>This combo performs the same function as moving your mouse to the bottom right of the Taskbar: It makes every active window transparent (save faint outlines) so you can view the desktop underneath.</td>
</tr>
</tbody>
</table>

CAPMC Relay for Life Team is still looking for members! The Relay is May 5-6, 2012 at Lion’s Town & Country Park. Walkers are still needed to fill the CAPMC team. Each team member is encouraged to raise $100 in donations. Contact Donna Tooley at 675-5755 or Tina Gomez if you are interested in participating.

RELAY FOR LIFE

★ Any donations to Relay for Life are appreciated. Plan a special event with your work team (benefit lunch, craft sale, etc.) and let CAPMC staff support you!
★ The Spring Basket Raffle with successful—a total of $297 was raised.
★ Thanks to all who purchased from Head Start’s Fruit Cup and Nacho Sale. $430 was raised!
NATIONAL PUBLIC HEALTH WEEK
WAS APRIL 2-8, 2012

Did You Know?

• Fewer than 15% of adults and 10% of adolescents eat the recommended amounts of fruits and vegetables each day.

• More than two-thirds of the adult population is overweight or obese. Approximately one in five children are overweight or obese by the time they reach their sixth birthday.

• At least 40% of adults and 80% of adolescents do not meet the Physical Activity Guidelines for Americans.

Together we can change these statistics and live longer, healthier lives. Small changes can help you, your family and your community.

Start small...

• Eat more fruits and vegetables, consume less sugar and fat, eat healthier snacks, watch portion size and eat together as a family.

• Eat less by avoiding oversized portions, make half of the plate fruits and vegetables, make at least half of the grains whole grains, switch to fat-free or low-fat milk, choose foods with less sodium and drink water instead of sugary drinks.

• Take part in Let’s Move!, launched by first lady Michelle Obama.

• Engage in physical activity every day. Aim for a total of 60 minutes for children, 30 minutes for adults.

• Consider following the American Academy of Pediatrics recommendations that children under 2 years old not watch any TV and that older than 2 watch no more than 1-2 hours a day of quality programming.

• Supplement aerobic activities with muscle strengthening activities that involve all major muscle groups 2 or more days a week.

• Support walk and bike-to-school programs and work with local governments to make decisions about selecting school sites that can promote physical activity.

• Plan family trips to parks and other outdoor locations.

Welcome to CAPMC!

New Employees & New Positions

HORTENCIA GARCIA
Administrative Aide—Victim Services

JOE MARTINEZ
Janitor—Fresno Migrant Head Start

MYRNA MOSQUEDA
Food Services Work I—Fresno Migrant Head Start

ALEJANDRA PEREZ
Advocate III—Madera Migrant Head Start

ERICA GONZALES
Associate Teacher – Madera Migrant Head Start

LILY NUNEZ (Extra Help)
Data Entry Technician – Community/Family Services

OPEN POSITIONS

For more information, contact the HR Department at 673-9173 or at www.maderacap.org. The following positions are open until filled:

- ADVOCATE III
  Victim Services

- ADVOCATE II/III
  Madera Migrant Head Start & Fresno Migrant Head Start

- ASSOCIATE TEACHER
  Fresno Migrant Head Start & Madera Head Start

- AREA MANAGER
  Madera Head Start

- CENTER DIRECTOR II
  Madera Migrant Head Start

- CHILD CARE PROGRAM ASSISTANT
  Alternative Payment Program / Resource & Referral

- COUNSELOR
  Victim Services Center

- FOOD SERVICE WORKER I
  Madera Migrant Head Start

- FOOD SERVICE WORKER HEAD COOK
  Madera Migrant Head Start

- INSTRUCTIONAL AIDE II/JANITOR
  Fresno Migrant Head Start & Madera Head Start

- JANITOR
  Fresno Migrant Head Start

- MASTER TEACHER
  Madera Migrant Head Start

- VICTIM SERVICES COORDINATOR
  Victim Services

CAPMC EMPLOYEE STORE

The Next Store is:
Friday, July 27, 2012 from 9:30 – 11:00 am
Friday, September 21, 2012 from 9:30 – 11:00 am

If you have any questions, please call Jeannie at 675-5716.
SAFETY COMMITTEE’S SAFETY SUGGESTION FORM

CAPMC is committed to continuous improvement of the overall health and safety work practices in each department. CAPMC wants to hear directly from employees by offering a simple and useful tool for them to submit their ideas and input: the Safety Suggestion Form. The form will be used to gather input from employees and is available at all worksites/centers, CAPNet (agency intranet), administrative offices, or from any Safety Committee member. The Safety Committee will review the submitted forms and determine necessary actions.

The form (pictured at right) is available for all employees to use and they can obtained at the following locations:

- worksites (child care centers, shelters)
- CAPNET (www.maderacap.org/intranet)
- administrative offices (1225 Gill Ave Madera / 4610 W. Jacqueline Ave Fresno)
- Safety Committee members.

If you have a suggestions for a health and safety improvement, please find a Safety Suggestion Form at one of the above locations and return to a Safety Committee Member.

NEW PERSONNEL POLICIES AND PROCEDURES COMING SOON; HR WILL PROVIDE INFORMATION SESSIONS.

CAP SUCCESS LEADERSHIP PROGRAM

Denise Shields of Shields Resource Group provided the Leadership Team with a detailed training on Behavior Based Interviewing on April 19, 2012.

Do you know of an Agency event that you would like to see covered in the Action Connection? Do you have ideas or input about the newsletter? Would you like to contribute an article or pictures? All submissions are welcome and appreciated! Please contact: Kim Lopez, Head Start Department at: klopez@maderacap.org Phone: (559) 675-5752 Fax: (559) 661-8459
WHAT WE WILL REMEMBER
Submitted by Julie Doll, Site Supervisor, Verdell Mckelvey Head Start

After dropping off paperwork at the office, I went to our student’s mother’s viewing and Rosary. I felt a little uncomfortable being in my work clothes; I had green paint on my skirt. I thought, "I'll just slip in, pay my respects to the family, and then leave without anyone else noticing.”

Upon arrival, I saw him eating marshmallows and playing outside. He noticed me walking up and ran to me, "Mrs. Doll!" He then introduced me to everyone, "This is my teacher!" He held onto my hand and said, "Teacher, come see my mom. She's sleeping." He pulled me to the front of the chapel where his mother rested and wanted me to look at her and her flowers. After commenting to him about how beautiful she and her flowers were, he still held my hand and led me to the back of the chapel where a few dozen pictures of her and her family were displayed. His dad tried to get him to come to him, but he wanted me. After a few minutes, he walked up to several known people. He would point to me and tell them, "That’s my teacher."

I sat down on the back pew and waited for the Rosary. He saw me and came and sat with me for about a half hour. "Teacher, Brian said my mom is dead. She not, she sleeping." We talked about his mom. He was so sweet.

It touched my heart to discover that the little boy who was such a challenge to us at the center is a little child who dearly feels a connection to his teacher. In those moments with our student at the chapel I realized that just because we don't see academic progress, listening skills building, etc. we are truly making a difference in the lives of our children.

This child reached out to me in a way that touched my heart and reminded me to above all else, show our children love and care, and to be patient through extra mile. This is what they'll remember. This is what I will remember.

MOUNTAIN AREA SEEKS BIG BROTHER/BIG SISTER VOLUNTEERS
Submitted by Sharon Cioffi, Victim Services Advocate

Last month I helped the Big Brother/Big Sister (BB/BS) organization get an article in The Sierra Star, telling about their program and how much it helps young people in one-parent families, and asking for volunteers. There are currently no BB/BS volunteers in Eastern Madera County.

This came about when one of my long-time clients, a single parent, asked about the program. She said how much her 11-year old son could benefit from having a Big Brother, as his father has never been in his life.

There are a lot of clients who could benefit from having this BB/BS program available in the Mountain Area. I'm hoping that due to these efforts, we will get some volunteers and I can refer my clients to the program.

If you are interested in volunteering with Big Brother/Big Sisters, call 673-4863.

WEEK OF THE YOUNG CHILD
Submitted by Luvi Maqueda, Strengthening Families

To help promote April as Child Abuse Prevention Month and highlight the “Week of the Young Child” during April 22-28, 2012 the Strengthening Families Program (SFP) participated in the Madera County Child Abuse Prevention Council’s Annual Office Decorating & Paper Dolls Contest.

The SFP team came up with the theme “Let’s Make It A Safe World After All” (a spin-off of “It’s a Small World After All”). They used cut-out handprints from the children in their childcare class to create a blue ribbon which represents April as Child Abuse Prevention Month. They also incorporated paper dolls created by preschool classes throughout Madera County. The winners of the contest will receive a perpetual plaque to remain in their office for one year.

If you have not done so please stop by and see the amazing effort put in by the SFP team to help promote Child Abuse Prevention.

“Hand Guidance Not Violence”
VITA PROGRAM A SUCCESS
Submitted by Leticia Lujan-Rojas, Homeless/Community Services Coordinator

DONNA TOOLEY, Jose Garay, YOLANDA CONTRERAS, Adriana Reyes and LETICIA LUJAN-ROJAS, volunteered their time every Saturday from February 4th through April 14th to process tax returns for individuals and families meeting certain guidelines. A total of 95 tax returns were filed this year.

59 State Refunds totaling $8,037
Average refund: $136
Highest State Refund $1,564
6 State Payments totaling $590

75 Federal Refunds totaling $96,123
Average refund: $1,282
Highest Federal Refund $8,014
15 Federal Payments totaling $10,528

FIRE STATION #6 VISITS VALLEY WEST HEAD START
Submitted by James Munoz, Madera Head Start

In a recent visit from Madera Fire Station #6, firefighters took the time to discuss fire safety with the class at Valley West Head Start, and offered helpful tips on what to do in case of a fire and what steps to take to be safe. They also got fully dressed in their fire safety gear to show the children that they shouldn't be afraid of them.

The children also got to walk through the fire engine and took turns holding and shooting the water hose into a nearby field. The fire fighters left gifts of coloring books and crayons for each child.

It was a special and informative visit for us all.

CHOWCHILLA HEAD START’S GUEST READER
Submitted by Julie Gowin, Chowchilla Head Start

Don and Audrey Wood’s “The Napping House” is one of the great pleasures of any childhood. And if it's going to be read aloud—really, is there any other way to enjoy it?—it's best done as emotively and forcefully as possible.

Well, Chowchilla Unified High School Principal, Mr. Fred Cogan (pictured at left) visited Chowchilla Head Start as a guest reader and did just that. He enthusiastically read the classic picture book's cumulative tale of a wakeful flea atop a number of sleeping creatures, causing a commotion with just one bite.

Children were engrossed in every word Mr. Cogan read, page after page. It was an honor to welcome Mr. Cogan, and thank him for taking time out of his busy day to read to our children.
Back injuries are one of the most common. Improper lifting technique can lead to back, leg and arm pain. Poor technique can cause both acute injury, and serious chronic effects. Several proper lifting techniques are provided to avoid or reduce the risk of a back injury.

**Preparation**
- Ensure that you are wearing proper clothing and Personal Protective Equipment
- Steel/closed toe shoes should always be worn when lifting heavy items
- Gloves are also recommended when lifting certain objects
- Stretch before you attempt to lift a heavy object or at beginning of shift
- If possible, store materials at waist height to reduce the strain on your back
- Have materials delivered as close to final destination as possible
- Plan ahead before lifting
- Assess the object you are going to be lifting
- Determine the weight of the object before lifting, and the best place to grip
- Know your own lifting restrictions and capabilities

**Get Help**
- Use carts, dollies, forklifts and hoists to move materials
- When lifting heavy objects, get help from another workers
- Use carrying tools with handles to carry odd-shaped loads

**Proper Lifting Techniques**
- Have your feet spread about shoulders-width apart.
- Your feet should be close to the object.
- Get a firm grip on the object.
- Keep your back straight and elbows close to your body.
- Keeping your back straight and head up, straighten your legs to lift object
- At the same time tighten your stomach muscles to provide back support (Don’t hold your breath while doing this)
- While carrying the object DO NOT twist or bend at the waist, move your feet and legs when turning.
- Bend your knees and keep your back straight.
- Keep the load as close to your body as possible
- To set the object down, use the same technique used to lift the object

**Other Useful Safety Tips**
- Take your time! You are more likely to be injured when you are tired or cold
- Lift as smoothly as possible, try not to “jerk” the lift
- Never bend your back to pick something up.
COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY

BOARD ACTION ITEMS...April 2012

The following is a synopsis of the Action Items from the Board of Directors’ Meeting on April 12, 2012. If you are interested in seeing any items in more detail, please contact Melisa DaSilva.

- **RECOMMENDATION F-1**: Review and approve the revision of CAPMC Personnel Policies and Procedures manual in draft format.

  **SUMMARY**: The revision incorporates all the adopted changes since the previous revision, which was October 2006. The revision also incorporates required federal and state employment conditions and entitlements, internal changes and the latest contract with Service Employees International Union, Local 521.

  **BOARD ACTION**: Approved

- **RECOMMENDATION F-2**: Authorize the Executive Director to sign and submit the Request for Application for the Domestic Violence Program for the grant period 7/1/12 to 6/30/13, including any extensions or amendments.

  **SUMMARY**: Cal EMA RFA objective is for CAPMC to continue providing emergency services to domestic violence victims by responding to domestic violence crisis calls, walk-ins, and operating the Martha Diaz shelter. The victim services department has been operating the domestic violence programs since 1989. Funding will support the shelter services for victims of domestic violence and their children.

  **BOARD ACTION**: Approved

- **RECOMMENDATION F-3**: Authorize the Executive Director of CAPMC to submit a grant application to the California Emergency Management Agency for the Rape Crises Program from 9/1/12 through 8/31/13, including any extensions and/or amendments during the funding period.

  **SUMMARY**: This grant provides funding necessary for the operation of the Rape Crises Program in Madera County. The mission of this program is to be responsive to the rights and needs of sexual assault victims by providing crisis response, counseling, transportation, emergency clothing, support, and advocacy.

  **BOARD ACTION**: Approved

- **RECOMMENDATION F-4**: Approve the following items: approve the 2012-2013 Madera and Mariposa Regional Head Start 0.72% COLA Application, and approve the revised Non-Federal Share budget for the original application.

  **SUMMARY**: On December 23, 2011 President Obama signed the Consolidated Appropriations Act which included a Cost of Living Adjustment (COLA) for the Head Start program. The funding is intended to increase the ongoing funding level of Head Start Programs through a COLA increase in the amount of 0.72%.

  **BOARD ACTION**: Approved

- **RECOMMENDATION F-5**: Staff is requesting the approval to move the 34 slots from the Casas de la Vina complex to La Vina Elementary School.

  **SUMMARY**: At the December RHS Policy Council and Board of Directors meeting, staff brought forward three options for the members to consider in regards to the Casas de la Vina slots and service area. Both Policy Council and Board of Directors approved for staff to look into the best option possible. Staff have been able to secure the La Vina Elementary School as a viable option to keep the services in the area and continue to serve the children and families.

  **BOARD ACTION**: Approved

- **RECOMMENDATION F-6**: Authorize the renewal of submission of CAPMC 2012-2013 Fresno Migrant and Seasonal Head Start Grant Application to the Community Action Partnership of San Luis Obispo, inc. Basic budget amount of $4,155,316; In-Kind for $470,889; $82,690 for Training & Technical Assistance and Administration for $541,357.

  **SUMMARY**: CAPMC is applying to serve migrant and seasonal children and families for the fiscal year 9/1/12-8/31/13.

  **BOARD ACTION**: Approved

- **RECOMMENDATION F-7**: Ratify the 2012 Community Services Block Grant Targeted Initiative grant to service Homeless individuals in Madera County.

  **SUMMARY**: The department of Community Services and Development announced the release of a RFA for Targeted Initiatives and Innovative Projects. Applications may submit one application under one of two different categories: (1) Capacity building which includes agency sustainability planning, strategic planning, fiscal management, and cost allocation plan and implementation, or (2) Direct client services which includes employment, education, youth services, homeless and Senior programs. CAPMC plans to address the needs of unsheltered homeless individuals in Madera County through this grant.

  **BOARD ACTION**: Approved

- **RECOMMENDATION F-8**: Authorize the Executive Director of CAPMC to submit a grant application to the California Department of Social Services, Office of Child Abuse Prevention, for the Parent Leadership Program from 7/1/12-6/30/15, including any extensions and/or amendments during the funding period.

  **SUMMARY**: This grant provides funding necessary for the operation of the Parent Leadership Program in Madera County. The mission of this program is to create parent leaders through the establishment of parent “academies” and teach parents how to advocate for themselves and their children in a variety of systems such as child welfare, education, health, etc. As well as promote parent leadership in their community.

  **BOARD ACTION**: Approved