Fresnabulous Embarks Into New Migrant Season

By Andrea Guerrero

Fresno Migrant and Seasonal Head Start welcomed all their personnel back during its Pre-Service during the month of May. Administrative staff was eager to greet, engage, and convey the new aspirations of the program. Component focused training was provided by Flora Chacon—Program Director as well as Specialists and Managers. In addition, special guests included Fresno State’s Engineering and Police Dept., Fresno County Health Dept., Supplyworks, Kaiser Permanente, Gallagher Brokers, and CAPMC’s extraordinary Executive Director, HR Director, and HR Generalist. Sincere gratitude was expressed for the training provided and opportunity to receive vital information directly from the source.

Firebaugh, Five Points, Mendota, Orange Cove, Parlier, Inez C. Rodriguez and Selma Head Starts commenced providing services on June 1, 2016. New and familiar children brightened up the classrooms by early morning. FMSHS looks forward to serving the funded enrollment of 519 children that will bestow Central California’s future Teachers, Doctors, Lawyers, Directors, Entrepreneurs, and many more Professionals throughout the future years.

FMSHS strives to uphold their Grantee CAPSLO’s Program of Excellence recognition that was regranted on June 17th for an additional 5 year period. The program will continue to strive in providing high quality services to children and families in Fresno County. 2016-2021 will pave the pathway to ensuring a premiere program that is made possible by the dedication of each individual staff member, Policy Committee Representatives, Parents, & all contributors.

Team Fresnabulous looks forward to the upcoming successes of their families and children. Upholding our mission of "Helping People, Changing lives", sailing towards the high tide of success!

Coming together is a beginning; keeping together is progress; working together is success.

-Henry Ford
CATCHING PEOPLE... DOING THE RIGHT THING
ANDREA GUERRERO AND ALL FMHS STAFF for being so helpful through Pre-Service process and actual dates. Very nice coordination.
FISCAL, ESPECIALLY SUSAN O’HARO, for putting together the attachments needed for submittal in June for the disparity in salary compensation agenda item.
PROGRAM MANAGERS for working together to find the monies to make the salary disparity compensation possible.
ROD CHANEY AND ADRIANA POMPA for maintaining their cool and putting a lot of effort in this last payroll period.
SANDRA RAMIREZ & JAMES CHANDLER for supporting Belinda Javius with submittal of grant.
BERYL RAVISCIONI & LETICIA LUISAN-ROJAS for gearing up great presenters in a timely manner for the Victim Services Volunteer Training.
BELINDA JAVIUS for helping Tina Rodriguez write the competitive underserved grant, and helped Madera be one of two counties that has received the grant competitively since its inception.
APP/R&R staff, thank you for working through all of the changes and remodeling of the department.

MARK YOUR CALENDAR...
JULY 17, 2016—National Ice Cream Day
AUGUST 2, 2016—National Night Out
Attention: Our local Farmers’ Market is now occurring, every Thursday from 4:00 pm to 6:00 pm until July 14 at Courthouse Park. Live entertainment, food, crafts, fresh locally grown produce... don’t forget to check it out!

Did you know you can stay connected with CAPMC on social media?
Twitter: Capmadera
Facebook: Maderacap
MaderaHeadStart
CAPMC-Victim-Services

✓ Take a moment to “like” or “follow” us today!

Congratulations to Rosie Gonzales from APP/R&R! Rosie won a therapy massager, as pictured on the right, for her participation in the June 2016 Newsletter Safety Game Quiz. Thank you to all who participated and continue playing for your chance to win!

Rosie’s retirement potluck was July 1, 2016, on her last day with the agency. We wish you the best on this new chapter of your life!

SAFETY GAME PIECE
Due to the H/R Department—
NAME:________________________
I.D.#:__________________
WORKSITE:____________________
Friday 07/15/2016 at 12:00 PM

Safety Trivia:
What is the 4 to 1 rule?

Answer:
2016 CAPLAW National Training Conference

This year Human Resources Director Irene Yang and Human Resources Generalist Charmaine Pickens attended the 2016 CAPLAW National Training Conference hosted in Fort Lauderdale, Florida. CAPLAW is a non-profit tax exempt 501 (c)(3) membership corporation that provides legal governance and management resources to assist the Community Action Agencies network.

Irene shared that she learned that Community Action Agencies stand for humanity, equality, and opportunities. Regardless of which part of the nation, local Community Action Agencies want to serve ranging from emergency assistance programs to child care/child development program. Community Action Agencies work under all political climates to emphasize the needs for all human beings to be supported, such as with housing, schooling, and professional/career growth. Community Action Agencies provide services for clients to thrive and offer employees skills and knowledge to enhance their personal and professional development.

Irene said she also learned that documenting time and effort properly and correctly is important under funding terms and conditions.

Charmaine shared she was so grateful that the Agency gave her the opportunity to attend the CAPLAW Conference this year. The location and venue were great. All of the sessions that she attended were very informative and resourceful. She learned so much about CAP Agencies as a whole. The resources and services that CAP Agencies offer provide an opportunity for diverse communities across the country to thrive in personal growth and independence. The conference definitely exceeded her expectations and was very inspiring. She said it’s gratifying to know that she is part of an Agency that is genuinely “Helping people, changing lives.”

OPEN POSITIONS

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

- Accountant Program Manager-Fiscal
- Advocate II/III- Fresno Migrant Head Start
- Advocate II/III- Madera Head Start
- Advocate II/III- Victim Services
- Associate Teacher- Fresno Migrant Head Start
- Associate Teacher- Madera Head Start
- Customer Technician Assistant- Community Services
- Data Entry Technician- Madera Head Start
- Instructional Aide II/Janitor- Fresno Migrant Head Start
- Instructional Aide II/Janitor- Madera Head Start
- Janitor- Fresno Migrant Head Start
- Janitor- Madera Head Start

Please make sure all timesheets are being filled out accurately. Please note any holidays during the pay period and make sure that all timesheets are signed by the employee and supervisor.

Our kitchen is getting a new look with new items. Stop by to check it out. We have new plates, cups, silverware, toaster, serving platters, and much more! Thank you to all that made this possible! Special thanks to Mattie Mendez for doing the shopping and to Brittney Erigio for helping Mattie sort and put all of the items away!
COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY

PROGRAMS & PEOPLE...Making a Difference

<table>
<thead>
<tr>
<th>Name: Carlos Reyes</th>
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</thead>
<tbody>
<tr>
<td>Job Title: Child Skills Instructor</td>
</tr>
<tr>
<td>How long have you worked for CAPMC? 4 months</td>
</tr>
<tr>
<td>Where were you born and raised? Ventura, California</td>
</tr>
</tbody>
</table>

What do you do in your spare time? I enjoy watching new shows that pop up on Netflix.

Family: I am the oldest and I have 2 younger brothers.

Pets: 2 dogs, 1 shy Bernese Mountain dog and a Chihuahua with attitude.

Favorite junk food: BBQ Lays Chips

Favorite saying: “You miss 100% of your shots you don’t take”

Greatest achievement: Being the first in my family to graduate from college.

Of all people who would you like to have dinner with and why? I would like to have dinner with Neil deGrasse Tyson because he’s one of the best speakers in modern science.

Best advice ever given: A good name will shine forever

Favorite Color: Green

Favorite movie: For 2016, The Revenant

Favorite song: Danger Zone by Kenny Loggins

Favorite TV show: The Office

Favorite individuals: Musicians Jonny Green and Thom York

If you were stuck on a desert island and could only have three things, what would they be: a beach towel, a fishing net, and a satellite phone.

One of the best things about working here is that I am part of a team where all of us strive to improve family communication and help them build strong family life skills.

MetLife EAP is available 24/7 via toll-free number 844-763-8543 / online at www.metlifeeap.com.

Respect & Tolerance

At work everyone deserves to be treated with dignity, respect, and kindness, whether they are the CEO, intern, new recruit, or lowest paid employee. Here are some helpful tips to consider:

Respect All Positions: Everyone has an important job to do. Don’t judge people by their title or job description. Show respect for each and every person at work for the value they bring to the team.

Praise Pays – Give Thanks: Showing appreciation for the little things that we do for each other does make a difference. Say “thank-you” more. Go out of your way to let people know the good job someone else did.

Show Compassion: Avoid being too hasty to judge someone until you have taken a moment to “walk in his/her shoes”.

Be Kind to Everyone You Meet: What goes around comes around. If you can override the urge to act on your frustration and impatience long enough to show kindness to others, it will come back to you double.

Avoid Public Embarrassment: Unless it’s a life threatening emergency, avoid the temptation to confront someone in a public setting. Cool off, think about what you want to accomplish, choose the right time, and then find a private place to have a conversation. No one likes to be yelled at or humiliated in front of others.

Don’t Jump to Conclusions: Give people the benefit of the doubt. If they said or did something that upset or offended you, it may have been insensitive, but not necessarily intentional. Most of the times people are ignorant to our needs, and will be more respectful if we let them know what bothers us.

Avoid Rumor Central

Embrace Diversity: Working with people from different countries, cultures, values, religions, languages, and backgrounds can be very challenging. Seek to learn new perspectives, don’t judge lest ye be judged, and look for benefits of valuing differences.

Practice the Golden Rule: “Do unto others, as you would have others do unto you”. Treat everyone well. You certainly hope and expect to be treated with dignity and respect, and with kindness.

EVEN BETTER: Practice the Platinum Rule: People may be different than you, and may not want the same things you do. Therefore: “Do unto others as they would have you do…unto them”. Translation: Treat others the way they want to be treated!

Do you know of an Agency event that you would like to see covered in the Action Connection?
Do you have input about the newsletter? Would you like to contribute an article or pictures?

All submissions are welcome and appreciated!

Please contact: Gabriela Salazar, Assistant to the Executive Director at:
gsalazar@maderacap.org  Phone: (559) 675-5748  Fax: (559) 673-2859
Want to make healthy lifestyle changes you’ll stick with long-term? Make them fun. Maintaining a healthy weight by eating right and staying active doesn’t have to be a drag. In fact, it can be a delight! Check out these hot tips for healthy living.

**Seize the days and get fired up**

<table>
<thead>
<tr>
<th>Fire up your fitness routine.</th>
<th>Fire up the grill.</th>
<th>Fire up your metabolism.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Go salsa dancing and burn about 400 calories in an hour. Chances are you’ll be having too much fun to watch the clock.</td>
<td>It’s a healthy way to cook chicken, fish, and every veggie you can think of, all summer long. Bonus: You get to eat outside!</td>
<td>Spicing things up with chilis and cayenne pepper may help rev up your metabolism. Even better? They have very few calories.</td>
</tr>
</tbody>
</table>

**Messages from Safety Committee:**

1) Stay hydrated
2) Stay cool
3) Attend Heat Illness Prevention Program training
4) DO NOT leave children or pets in your car unattended
5) Ask your Safety Committee member about entrance sign-in system
Communities Action Partnership of Madera County

The Safety Committee Presents

S.A.F.E
Staying Accident Free Everyday

July 2016

Safety Committee Coordinators

Administration
Gabriela Salazar
673-9173 x 5748

Community Services
Perla Erigio
673-9173 x 5740
Ana Ibanez
673-9173 x 5747

APP/R & R
Vanessa Cervantez
673-9173 X 575822
Melissa Pacheco
673-9173 x 5745

Fiscal
Susan O’Haro
673-9173 X 5762
Bill Frame
673-9173 x 5711

Fresno Migrant Head Start
Michael Carroll
277-8641 x 5831
Inez Zuniga
277-8641 X 5833

Madera Head Start
Nicole Revis
673-9173 X 5731
Yareny Pumarejo
665-0291
Joe Arias
675-5272
Silvia Sandoval
662-1788

Human Resources:
Kelly Hanna
673-9173 X5767

Victim Services:
Beryl Raviscioni
661-1000 x 5708
Norma Alvarez
661-1000 x 5804

Fall Protection

Falls disable 400,000 workers each year. Use caution to avoid falling accidents.

If you are on ground level:
- Watch out for slippery spots such as oil, grease or water spills.
- Use aisles. Don't take shortcuts through storage and machinery areas.
- Look out for objects on the floor that can roll, slide or trip you.

If you are higher up:
- Don't run on stairs. Use a handrail.
- Inspect safety harnesses and lines before using them.
- Never jump from work stages, trucks, or loading docks.
- Use ladders the right way.

Ladder use:

Inspect a ladder for cracks and loose rungs.
Choose a ladder long enough so you can stay off the top.
Face the ladder when ascending or descending.
Ensure that only one person at a time is on a single ladder.
Climb with both hands holding the rungs.
Do not overreach. Be sure of your balance by keeping your belt buckle between the rails.
A ladder should have safety feet. Use a board on soft earth to level the feet.

The 4 to 1 rule: Set the ladder one foot out for every four feet up to the point of support. Rungs are one foot apart so it's easy to figure the angle.

Always use caution when there is potential for a fall.
COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY

BOARD ACTION ITEMS...July 2016

The following is a synopsis of the Action Items from the Board of Director's Meeting on June 09, 2016. If you are interested in seeing any items in more detail, please contact Gabriela Salazar.

• **RECOMMENDATION: F-1**
  Review and approve the CAPMC Board of Director By-Laws which have been reviewed and revised by agency attorney Russell Ryan, Esq.

  **SUMMARY:**
  Agency By-laws were reviewed by the Board and the recommendation was made to have the By-laws reviewed and revised as needed by the agency attorney Russell Ryan, Esq.

  **DISCUSSION:**
  Agency attorney, Russell K. Ryan, has reviewed and revised the By-laws to ensure that all legal aspects of the By-Laws are current.

  Russell Ryan will be present at the Board of Directors meeting to answer questions, concerns, and to discuss the reviews and edits made to the By-laws.

  **FINANCING:** Not Applicable.

  **BOARD ACTION:** Approved

• **RECOMMENDATION: F-2**

  Review and Approve the 2016-2017 Madera County Community Needs Assessment Annual Update

  **SUMMARY:**
  The Madera County Community Needs Assessment is a requirement of the Community Services Block Grant (CSBG) and needs to be completed every two years, with an annual update to the Board of Directors. The report describes and reviews the geographic area, the economy, characteristics of residents and the needs of families in our area. The Community Needs Assessment is a useful tool in establishing agency priorities and justifying the need for funding on future grant applications.

  Community Services is providing an annual update of the 2016-17 Community Assessment Executive Summary for review and consideration

  **DISCUSSION:**
  A. Community Action Partnership of Madera County’s (CAPMC’s) Community Needs Assessment describes the needs of people with low incomes from our service area, which have led to priorities for the 2016-2017 program years.

  B. CAPMC has collected the most current information available for more than 40 indicators in four impacted areas: demographic, social, economic and quality of life conditions. For instance, more children than ever are being served in the Migrant/Seasonal Head Start program. This may mean that more migrant families are making Madera their permanent home.

  **FINANCING:** N/A

  **BOARD ACTION:** Approved

• **RECOMMENDATION: F-3**

  Authorize the Executive Director to Amend the Senior Nutrition Program contract with Madera County to provide meals to seniors for the City of Chowchilla.

  **SUMMARY:**
  CAPMC has been approached by the Fresno Madera Area on Aging Agency to provide Nutrition Site Management for the Chowchilla Senior Nutrition Program.

  **DISCUSSION:**
  A. The County of Madera would be contracted by the Fresno Madera Area on Aging Agency to provide the services, and CAPMC will enter into a sub-contract with the County of Madera to provide the services on behalf of Madera County.

  B. The contract will be from July 1, 2016 through June 30, 2017.

  C. CAPMC will hire and train a staff member for the Chowchilla site.

  **FINANCING:**
  FMAAA Grant $8,000
  Program Donations from seniors $3,000
  Matching Funds from City of Chowchilla $889
  In-Kind from Volunteers: To be determined

  **BOARD ACTION:** Approved

• **RECOMMENDATION: F-4**

  Authorize the Executive Director to enter into a contract with Madera Behavioral Health to provide property management services for two shared housing projects for persons with serious mental illness.

  **SUMMARY:**
  CAPMC plans to partner with Madera Behavioral Health to provide facility management services for the shared housing program.

  **DISCUSSION:**
  A. The contract will be effective from July 1, 2016 through June 30, 2017 and may be renewed annually.

  B. There are two properties that will be included in the agreement. One is a 4-bedroom house located in the City of Madera and houses four (4) individuals. The other is a 4 unit apartment complex located in Chowchilla. The apartments are 2-bedroom units and currently serve four (4) individuals.

  Consideration is being given to utilize some of the units to serve families who have a family member who meets the eligibility criteria.

  **FINANCIAL IMPACT:** To be determined

  **BOARD ACTION:** Approved

• **RECOMMENDATION: F-5**

  Approve the Madera/Mariposa Regional Head Start Grant Application Proposal for Duration Funding for the 2016-2017 & 2017-2018 Program Years.

  **SUMMARY:**
  On April 25, 2016 the Office of Head Start released a Program Instruction (PI) Memorandum providing information and guidance for Funding Opportunity (PI) was provided for prior review).

  ✓ The Office of Head Start will be releasing approximately in July/August of 2016 new Performance Standards that will require programs to provide full day (6 hours minimum) and full year (170 days) services to children.

  ✓ Staff sought guidance from the Parent Policy Council to develop a proposal and plan to apply for duration funding. On May 13, 2016, the Policy Council provided a plan for staff to follow and preparations to develop the grant application proposal.

  **FINANCING:**
  Additional funding $450,263
  Non-Federal Share $116,524

  **BOARD ACTION:** Approved

• **RECOMMENDATION: F-6**

  Approve the 2016-2017 Madera/Mariposa Regional and Early Head Start Budget COLA Application.

  **SUMMARY:** On December 18 2015

  President Obama signed the Consolidated Appropriations Act of 2016 which included a Cost of Living Adjustment (COLA) for the Head Start Programs. The funding is intended to increase the on-going funding level of Head Start Programs through a COLA increase in the amount of 1.8%.

  **DISCUSSION:**

  The Early & Regional Head Start budgets have been amended to reflect 1.8% COLA increase to personnel costs beginning June 1, 2016. Related fringe benefit cost (FICA taxes, worker’s compensation insurance, and retirement benefits) have been increased accordingly. Any remaining funds will be allocated to the remaining categories.

  The allowable indirect expense for the two (2) grants is the agency’s approved rate of 9.1%. The increased non-federal share is $22,054. This has been budgeted to be received from volunteer hours.

  **FINANCING:**
  RFS Basic Funding: Increase of $50,066
  EHS Basic Funding: Increase $9,628
  Non-Federal Share: Increase of $12,517
  Non-Federal Share: Increase $2,407
  Administrative Cost: Is limited to 9.5% and is included in Basic funding total.

  **BOARD ACTION:** Approved

• **RECOMMENDATION: F-7**

  Approve the 2016-2017 Migrant and Seasonal Head Start Budget COLA Application.

  **SUMMARY:**

  On December 18 2015

  President Obama signed the Consolidated Appropriations Act of 2016 which included a Cost of Living Adjustment (COLA) for the Head Start Programs. The funding is intended to increase the on-going funding
COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
BOARD ACTION ITEMS...July 2016
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level of Head Start Programs through a COLA increase in the amount of 1.8%.

DISCUSSION: The budgets have been amended to reflect 1.8% COLA increase to personnel costs beginning March 1, 2016. Related fringe benefit cost (FICA taxes, worker’s compensation insurance, and retirement benefits) have been increased accordingly.

Any remaining funds will be allocated to the remaining categories. The allowable indirect expense for this grantee is the agency approved rate of 9.1%. The increased non-federal share is $22,054. This has been budgeted to be received from volunteer hours.

FINANCING: Basic Funding: Increase of $88,214
Non-Federal Share: Increase of $22,054
Administrative Cost: Is limited to 9.5% and is included in Basic funding total.

BOARD ACTION: Approved

• RECOMMENDATION: F-8
Review, approve, and adopt a Resolution to authorize the Executive Director to sign California Department of Education (CDE) contracts, subcontracts and subsequent amendments, as applicable.

SUMMARY: CAPMC is requesting the Board adopt and approve the Resolution.

DISCUSSION: CDE is currently sending contracts to all delegates via e-mail; CAPMC’s contracts for the 2016-2017 program year are:
C2AP - Alternative Payment Stage 2
C3AP - Alternative Payment Stage 3
CAPP - Alternative Payment General
CRP - Child Care Resource & Referral
CCIP - Child Care Initiative Project
CHST - Child Care Health & Safety Training
CSPP - California State Preschool
CPKS - Prekindergarten & Family Literacy
CMIG/CMSS - Migrant Program/Migrant Special Services; CAPMC is a delegate agency to Stanislaus County Office of Education rather than a direct recipient.

FINANCING: Compliance with CDE and the continued funding of Child Care and Development contracts with an estimate amount of $5,800,000.

BOARD ACTION: Approved

• RECOMMENDATION: F-9
Ratify and authorize the Chief Financial Officer to file tax returns of Community Action Partnership of Madera County prepared by Randolph Scott & Company, CPA’s

SUMMARY: The agency is required to file certain tax and information returns each year. Randolph Scott & Company, CPA’s prepared the returns from the financial statement information for the year ended June 30, 2015.

DISCUSSION: A copy of the Form 990 is attached for your review and consideration. This return has to be filed electronically. The CFO has reviewed the tax return prior to presenting it to the Executive Committee of the Board of Directors.

The returns were prepared from information obtained from the audited financial statements for the year ended June 30, 2015. The appropriate filing extensions were obtained and granted until May 15, 2016. Since the regular Board meeting for May 12, 2016 was cancelled, the CFO is asking that the Executive Committee of the Board ratify the filing of the returns. Otherwise, the returns would be filed late and the agency might be subject to penalties.

The other required federal and state returns have been reviewed by the CFO and will be filed on behalf of the agency by the CFO.

FINANCING: Not Applicable

BOARD ACTION: Approved

• RECOMMENDATION: F-10 (Previously E-14)
Staff recommends that the Board of Directors approve the attached employee compensation and salary schedules for Community Action Partnership of Madera County (CAPMC)

SUMMARY: The attached salary and compensation have been updated to reflect changes previously approved by the Board of Directors and described in more detail below.

DISCUSSION: Due to new Head Start program requirements, the positions of Family Child Care Development/Quality Assurance Specialist and Head Start Professional Development Coach were approved by the Board of Directors at the August 13, 2015 meeting and have been added to the non-represented Head Start employee compensation schedule at the approved rates of pay.

On August 13, 2015 the Board of Directors also approved the new position of Instructional Aide III for Madera Head Start and Fresno Head Start programs. The non-represented Head Start and the Union (SEIU Local 521) employee compensation schedules have been updated to reflect the position title additions.

All current positions within the Agency have been identified as being at Range 9.0 or higher. Effective January 1, 2016 the State of California increased the minimum wage hourly rate to $10.00. As a result, Range 7.5, 8.0 and 8.5 have been removed from all employee salary compensation schedules.

New recruitments for any Range 9.0 position will be at Step B or higher. All employees currently at Range 9.0 Step A have been reclassified to Step B to meet the minimum wage requirement.

Finally, effective July 1, 2016 any remaining disparity adjustments from the salary study conducted and approved by the Board on March 13, 2014 will be addressed. Salary increases will range from 2.5% to 27.5% for the affected positions such as the Community Services Program Manager, the Child Care Alternative Payment and Resource & Referral Program Manager, the Head Start Facilities Manager and other impacted positions.

FINANCING: All applicable salary and fringe benefit increases have been included in current year budgets in the appropriate programs.

BOARD ACTION: Approved

On February 12, 2015 the new position of Associate Teacher to Associate Teacher-Infants/Toddlers and Associate Teacher-Preschool. The job description was rewritten to address the age group focus of each position however all compensation and salary aspects of the position remain the same. The non-represented Head Start and the Union (SEIU Local 521) employee compensation schedules have been updated to reflect the position title additions.

On February 12, 2015 the new position of Parent Skills Instructor in Victim Services was approved by the Board of Directors. This position has been added to the non-represented, non-Head Start employee compensation schedule at the approved rate of pay. The new position of Early Head Start Family Facilitator was also approved by the Board of Directors on February 12, 2015 and has been added to the Union (SEIU Local 521) employee compensation schedule at the approved rate of pay.

On November 12, 2015 the Board of Directors approved disparity salary increases ranging from 2.5% to 17.5% for staff funded by the Indirect Cost Pool and Victim Services. The new step and range for the affected positions are reflected on the non-represented, non-Head Start employee compensation and salary schedules.

On January 6, 2016 the Board of Directors approved the new position of Specialty Advocate/Victim Services. This position has been added to the non-represented, non-Head Start employee compensation schedule at the approved rate of pay. The Board of Directors also approved the new position of Instructional Aide III for Madera Head Start and Fresno Head Start programs. The non-represented Head Start and the Union (SEIU Local 521) employee compensation schedules have been updated to reflect the position title additions.

All current positions within the Agency have been identified as being at Range 9.0 or higher. Effective January 1, 2016 the State of California increased the minimum wage hourly rate to $10.00. As a result, Range 7.5, 8.0 and 8.5 have been removed from all employee salary compensation schedules.

New recruitments for any Range 9.0 position will be at Step B or higher. All employees currently at Range 9.0 Step A have been reclassified to Step B to meet the minimum wage requirement.

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FINANCING: All applicable salary and fringe benefit increases have been included in current year budgets in the appropriate programs.

BOARD ACTION: Approved