Use the stretches below to help avoid muscle strain from continuous computer workstation use.

Remember—Stretch, don’t bounce.

It is suggested to do these exercises three times per day, using slow, controlled motions. Never do a stretch that causes pain or discomfort. If under care, check with your healthcare professional before doing these exercises.

**Wrist-Hands-Elbows:** Stretch arms straight out in front and stretch wide all the fingers. Fold elbows and pull the arms in close to your sides and squeeze fingers into a fist on each hand.

**Wrist Roll:** Interlace the fingers. Have arms centered in front of you. Turn the wrists back and forth like a washing machine agitator.

**Neck Bend:** Drop one ear down to the shoulder and hold. Drop the other ear down and hold.

**Neck Glide:** Sit or stand upright. Without lifting your chin, glide your head straight back. You know you are doing this exercise right if you feel like you get a double chin.

**Chin Drop:** Drop chin down to the chest. Hold and release. Then, also slowly drop your chin to your chest, turn your head all the way to the left, then turn all the way to the right.

**Shoulder Shrug:** Shrug shoulders up toward the ears, hold and let down.

**Shoulder Roll:** Roll the shoulders forward in a circle. Repeat, rolling shoulders backwards.

**Upper Arm Stretch:** Stand or sit up straight, shoulders relaxed. Look straight ahead. Put your hand on your back with your elbow pointing up toward the ceiling. Gently pull your elbow behind your head with your opposite hand until you feel an easy stretch in your shoulder or upper arm.

**Back Bend:** Stand with your feet about shoulder width apart. Don’t lock your knees. Place your hands just above your hips with your fingers pointing downwards. Gently push your palms forward, bending your back at the waist. Look straight ahead. Don’t throw your head back. Lean backwards to stretch.

**Back / Side Stretch:** Interlace your fingers and lift your arms over your head, keeping the elbows straight. Press arms as far back as you can. To stretch your sides, slowly lean to the left and then to the right.

**Middle / Upper Back Stretch:** Hold your right arm with your left hand just above the elbow. Gently push your elbow toward your left shoulder. Hold stretch for 5 seconds. Repeat with your left arm.

**Upper Back Stretch:** Stand or sit up straight. Look straight ahead. Interlace fingers behind your head with your elbows out to the side. Pull your shoulder blades together in back just enough for a slight tension in the upper back and shoulder blades. Do not arch your back.

**Back Curl (will also stretch your legs):** Grasp your shin. Lift the leg off the floor. Bend forward (curling your back), and reach your nose to your knee. Repeat with the other leg.

**Ankle Flex and Stretch:** Hold one foot off the floor with your leg straight. Alternately flex your ankle (point your toes up) and extend (point your toes down). Repeat with the other leg.

**Leg Lift:** Sit forward on the chair so that your back is not touching the chair’s back. Place feet flat on the floor. With a straight leg, lift one foot a few inches off the floor. Hold momentarily, and return your foot to the floor. Repeat with the other leg.
CATCHING PEOPLE... DOING THE RIGHT THING

VALLEY WEST staff, volunteers and parents for volunteering hours to help get the center up to John Gunnerson’s expectations and for painting the classroom.

ARACELI V. PEREZ, for putting together the Educational/Blood Drive fair on August 28, 2014.

MARIA E. ARELLANO, for donating blood and helping in the preschool classroom.

MENDOTA CENTER for helping put the blood drive event together and working as a team!

SHEILA ROGERS AND DON SOWDEN, for being ready and available to assist in an evacuation effort during a recent fire in Eastern Madera County.

ANA IBANEZ, for straightening out a scheduling mishap.

COMMUNITY SERVICES DEPARTMENT for working extra hard while Elizabeth Wisener was out.

TISH ARANDA, ADRIANA POMPA, BELINDA JAVIUS, ROD CHANEY for assisting a co-worker with emergency medical needs.

BERYL RAVISCIONI, LIZ DELANO, AND JEANNIE STAPLETON, for assisting a customer with a crisis.

UNKNOWN, for setting out the safety cones in front of the Gill Avenue office where there are puddles of water.

MARK YOUR CALENDAR...

FRIDAY, SEPTEMBER 26–10:30: Madera County Department of Social Services Blood Drive

MONDAY, OCTOBER 13: Columbus Day Holiday

FRIDAY, OCTOBER 17: 13th Annual Victim Services Soup Bowl

OCTOBER 20-24: FREE Financial Management workshops. Information will be available soon from Community Services.

SHUNAMMITE PLACE NEWS

BY: Gabriela Salazar

On September 12, 2014, Madera County Workforce Investment Corporation held a luncheon to honor and share the success of their Disability Employment Initiative (DEI). The DEI Program was a chance to offer individuals with disabilities the opportunity to get back into the workforce by giving them the skills, training, financial literacy, and overall confidence to do so. Thanks to the DEI Program, some of the Shunammite Participants have been able to re-enter the workforce and currently love their employment. Others have begun taking classes at the Madera Community College, gone through workshops to teach financial literacy tools, and are pursuing starting their own business! These are impressive and life changing opportunities for the ladies of Shunammite and the many others who have benefitted from the DEI Program.

GROWING HEALTHY CHILDREN

Madera Migrant/Seasonal Head Start
Sierra Vista Center

With the assistance of parents, staff and children, Sierra Vista Head Start Center planted a garden in early spring. After months of watering, weeding, cultivating and nurturing, the garden produced a variety of fruits and vegetables that were enjoyed by the children in late summer. What a wonderful experience for the children to learn the full cycle of planting, growing, harvesting and then be able to munch on delicious melons grown under their watch!

FISCAL NEWS—EFT

Just a reminder if you have closed your checking account or changed your account number please inform the Fiscal department directly by calling Rod or Adriana as soon as possible.
**Welcome to CAPMC!**

**New Employees & New Positions**

**TAMARA FISKE**  
Site Supervisor—Mariposa — Madera Regional Head Start

**ANNA VERA**  
Instructional Aide—Chowchilla—Madera Regional Head Start

**YARENY PUMAREJO**  
Site Supervisor—Chowchilla—Madera Regional Head Start

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**OPEN POSITIONS**

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

- **ACCOUNT PROGRAM MANAGER**  
  Fiscal

- **ACCOUNTING ASSISTANT**  
  Fiscal

- **ADVOCATE II**  
  Madera Head Start

- **ADVOCATE III**  
  Victim Services

- **ASSOCIATE TEACHER**  
  Fresno Head Start

- **ASSOCIATE TEACHER**  
  Madera Head Start

- **FOOD SERVICE HEAD COOK**  
  Fresno Head Start

- **FOOD SERVICE WORKER**  
  Madera Head Start

- **FOOD SERVICE COOK**  
  Madera Head Start—Mariposa

- **HUMAN RESOURCES GENERALIST**  
  Human Resources

- **INSTRUCTIONAL AIDE II/JANITOR**  
  Fresno Head Start

- **INSTRUCTIONAL AIDE II/JANITOR**  
  Madera Head Start

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**If I Could Change the World**

*By: Cynthia Russell  
Shunammite Resident*

If I could change the world I would crusade with Jesus Christ  
I would push for Congress to be more responsible with no anger or strife  
I would enact laws of patience, equality, and grace  
Americans would get their rights which would restore their faith  
No more pollution in our lung, unwed moms, or dead beat dads  
Their children would be successful and no longer sad  
Housing would be more affordable with fewer transients on the streets  
Grocery shopping would be a joy with plenty of food to eat  
Criminals would be treated in a way where they will be responsible for their actions  
Americans can get that apple pie, safety, and satisfaction  
I would change the world so human life is not scorned  
We would be more happy, blessed, and glad that we were born.

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CAPMC has piloted a new program called the Drought Water Assistance Program (DWAP) which will provide low-income households with a one-time payment towards their water utility bill. We are now able to assist eligible households with assistance on bundled services (water, sewer, and trash). Applications are available and can be picked up from CAPMC or you can download an application packet at www.maderacap.org. Please contact the Community Services Department at Extension 5740 if you have any questions.

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**HATS OFF TO GRADUATES!!**

Julie Gowin received her AS degree in May, 2014.
EMPLOYEE SPOTLIGHT

Name: Martha Rios
Job Title: Family Services Associate

How long have you worked for CAPMC? 8 months
Where were you born and raised? Born and raised in Madera, CA.
What do you do in your spare time? I read, listen to music and spend time with family and friends
Family: I am one of eleven children.
Favorite Holiday: Christmas
Favorite Vacation Spot: The Bay area
Favorite Song: “Overcomer” by Mandisa and “Love Take Me Over” by Steven Chapman
If you were stuck on a desert island and could only have three things, what would they be? My bible, my guardian angel and some writing material so I could send a message in a bottle, get rescued, write a book and make millions! Lol.
Greatest Achievement: Being able to care for my mother and sister while they were ill.
Best Advice Ever Given: “Don’t fight with your brothers” given to me by my Mom.
A random fun fact about you: I sometimes laugh too much and when I get tired, I laugh even more.

Please include some thoughts about your job, co-workers: I like working in APP/R & R because my department manager and supervisors are very supportive. I also appreciate my hard working and fun co-workers.

On August 25, 2014, the Victim Services department gathered for a day of reflection under the sunny but cool breezes of Santa Cruz. A special thank you to the Victim Services Department for going above and beyond each and every day in following the CAPMC Mission of Helping People and Changing Lives!

Do you have any gently used items that you want to get rid of? The Community Services Department would like to put them to a good use. The North Fork Senior Nutrition Program is located at the North Fork Community Church. The Church has a thrift store on site. The proceeds from the store are used to help the community. Anyone in the community that has been effected by the recent fires in the mountain area have been given necessities by the thrift store free of charge.

If you have anything that you would like to give to the store, donations will be received from September 29, 2014 to October 3, 2014 at the Community Services Department. Thanks!
September is the National Preparedness Month. CAPMC kicks off its safety awareness month with some helpful tokens of preparedness tools, a whistle with flashlight, a bandage case, an emergency preparedness booklet. The booklet serves as a basic instruction to respond to disasters, such as earthquake, fire and floods, storms, nuclear and chemical disasters. It is important that you write down the local emergency personnel contact numbers on your booklet for your future contact.

Be informed is a key to prepare for emergencies. Learn what protective measures to take before, during and after an emergency or hazards. Some basic protective actions include learning about receiving emergency alerts and local emergency plans for shelter and evacuation, developing a family communication plan, and making an emergency supply kit.

When recovering from a disaster, safety as well as mental and physical well-being must be considered. When making a plan, it is important that the advance plan will tell how to get to a safety place, how to contact one another, how to unite with family members and what to do in different situations. Ready.gov has more about family communication during an emergency.

A disaster kit is a collection of basic items you may need in the event of an emergency. You want to have food, water and other supplies in sufficient quantities to last for at least 72 hours. Basic services, such as electricity, gas, water, sewage and telephones, may be cut off; therefore, it is important that you supplies kit should contain items to help you manage during these outages.

**S.A.F.E**
**Staying Accident Free Everyday**

- Safety poster ballots are going out with the 9/19/14 paycheck; don’t forget to vote and return the ballot to Irene Yang @ H.R. office
- Try Thrive Fitness through the end of September
- Keep up your wellness effort by walking or exercising
  - Turn in your suggestion forms
- Ergonomic information available on CAPnet