“Not what we say about our blessings, but how we use them, is the true measure of our Thanksgiving”
~W.T. Purkiser

The week of November 16th through the 22nd was National Hunger and Homelessness Awareness Week. To bring local awareness in our community, on November 19th, the Madera County Homeless Coalition teamed up with twenty-four agencies from Madera and Fresno to celebrate the 5th Annual Homeless Awareness Day connect event. The event took place at Griffin Hall, located at 201 N. C Street, courtesy of the Holy Family Table. This year the event was in collaboration with the Madera County Homeless Coalition Planning Committee who worked diligently to plan, conduct outreach, promote, and recruit agencies to attend. Raffle prizes were provided by six agencies geared for the homeless population. Madera Community Hospital provided 200 prepared meals and the Madera County Food Bank provided water bottles and bags of chips. Clearview Outreach prepared an educational video that brought awareness to the homeless community who reside in Madera. Madera County Public Health Department provided free flu shots during the event and Nuts’ N Bolts Animal Advocates provided free dog food and pet care.

Over 200 homeless individuals and families were served through the different agencies that were present. These agencies informed them of the services and resources available in Madera County. The Homeless Point-in-Time Count that was conducted in January 2014 indicated there were 242 unsheltered homeless people in Madera County. Although Madera County has limited opportunities to serve its homeless population, the Homeless Awareness Day was a great way to share the resources that are available.

Thank you to all that made this event possible and thank you to all the agencies that collaborated to make this event a success!
COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY

AGENCY INFORMATION . . . Here’s the Scoop

**CATCHING PEOPLE...**

**DOING THE RIGHT THING**

**ELIZABETH WISENER,** For all your help with the Shunammite Place this year.

**YOLANDA SHEPARD, ANA IBANEZ AND PEARL ERIGIO,** for their assistance with recent Shunammite Place activities.

**XAI VANG,** for setting up the Gill Avenue front reception area with a new job kiosk.

**IRENE YANG AND THE HR DEPARTMENT,** for their support of the departments in finding qualified employees.

**FISCAL, HR and DEPARTMENT HEADS,** for all their hard work in getting the COLA information into the system for processing.

**MELISA DASILVA AND THE RECOGNITION COMMITTEE,** for processing all of the Fresno Migrant Head Start recognition nominations and presenting the awards to the recipients.

**FLORA CHACON AND STAFF,** for the outstanding job on the recent staff training day.

**MARU SANCHEZ,** for placing the safety cones outside the Madera Head Start offices when the concrete is wet and slippery.

**APP/R & R STAFF,** for the successful Caramel Apple fundraiser. The department raised $205 for Relay for Life!

**MATTIE MENDEZ,** for her support and encouragement every day!

**MARK YOUR CALENDAR...**

**NOVEMBER 27-28, 2014:** Thanksgiving Holiday Observed

**DECEMBER 6, 2014:** Trees for Charity

**DECEMBER 5, 2014:** Madera Head Start Relay for Life Burrito Sale

**DECEMBER 25, 2014:** Christmas Day Observed

In celebration of Thanksgiving, I want to say “thank you” for all you do for CAPMC and wish you, your family and friends a Happy Thanksgiving.

M attie M endez, Executive Director

As we express our gratitude, we must never forget that the highest appreciation is not to utter words, but to live by them.”

~John Fitzgerald Kennedy

Happy Thanksgiving

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**Q UICK A CCESS...**

Need quick access to a folder you often use? Here’s a tip that could save you hassle and time:

You can add any library or folder to the Favorites section in Windows Explorer. To add a folder, navigate to it in Explorer (Make sure the folder is highlighted), right-click Favorites in the left navigation pane, and select Add Current Location to Favorites. Now you get quick access to your favorite folders.

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**D o y o u k n o w s o m e o n e w h o w a n t s t o e n r o l l i n a C o v e r e d C a l i f o r n i a H e a l t h P l a n ?**

The Community Services Department at CAPMC will be providing enrollment assistance services for individuals and families who want to enroll for health insurance! The starting date will be announced soon!
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
- ADVOCATE III
  Victim Services
- ASSOCIATE TEACHER
  Madera Head Start
- CENTER DIRECTOR
  Madera Migrant Head Start
- FOOD SERVICE WORKER
  Madera Head Start
- INSTRUCTIONAL AIDE II/JANITOR
  Madera Head Start
- PARENT COORDINATOR
  Victim Services
- VAN DRIVER
  Community Services Oakhurst

NEWS & REMINDERS FROM FISCAL

- Your W-2's for 2014 will be mailed by January 31, 2015. If you have moved in the last year and have not notified the Human Resources department with your updated address, please do so ASAP!
- Please save your last 2014 pay check stub for tax purposes. If you itemize your deductions the amount of health insurance that you paid that might be deductible is listed as Blue Shield, Kaiser, Kaiser –Low, Dental and Vision. Use the amount(s) from the Ytd column. If there is a C before these items that is the amount you had deducted pretax under the Section 125 plan and that amount is not deductible as an itemized deduction. Your union dues and SDI deductions are also included on the pay check stub.
- On your W-2 there are four boxes 12 labeled a through d. Code E, if shown, is the amount you contributed to the 403(B) retirement plan during 2014. This figure also would include any amount the Agency contributed for you in lieu of providing health insurance. Code DD, if shown, is the cost of Agency provided group health plan coverage for 2014. This amount includes the amounts paid by the Agency and you, if any. These codes are listed on the back of W-2 Copy C—For Employee’s Records.
- Box 14 is for other items. The Agency reports your SDI deduction in this box. It is planned to include any union dues deductions in this box as well. These deductions will be labeled SDI and Union Dues. Please contact James Chandler in the Fiscal Department at (559)675-5757 with any questions.

HAPPY THANKSGIVING WORD SEARCH

1. THANKSGIVING
2. HOLIDAY
3. FAMILY
4. FRIENDS
5. THANKFUL
6. FOOD
7. TURKEY
8. POTATOES
9. STUFFING
10. SALAD
11. BREAD
12. YAM
13. PUMPKIN
14. PIE
15. VEGETABLES
16. HAM
COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY

PROGRAMS & PEOPLE . . . Making a Difference

EMPLOYEE SPOTLIGHT
Name: Jessica Mendoza
Job Title: Family Services Associate

How long have you worked for CAPMC? 4 Months
Where were you born and raised? Born in Fresno and raised in Mendota
What do you do in your spare time? Listen to music and spend time with my family
Family: My husband “Mr. Mendoza” and two beautiful children; Samantha (7) and Nathan (5)
Pets: 1 dog named Curly
Favorite Holiday: Christmas
Favorite Color: Brown
Favorite Movie: The Notebook
Favorite junk food: French Fries
Favorite Vacation Spot: San Francisco
If you were stuck on a desert island and could only have three things, what would they be? My husband, daughter and son
Greatest Achievement: Graduating from Fresno State
Best Advice Ever Given: “Termine la escuela hija porque el trabajo del campo es bien dificil”
A random fun fact about you: I am shy in my own world, but when I get comfortable, I make sure to put smiles on everyone’s face
Please include some thoughts about your job, co-workers: My coworkers are AMAZING and I couldn’t have asked for a better team. CAPMC EMPLOYEES—YOU ALL ROCK!

S.A.F.E
Staying Accident Free Everyday
✓ Safety Committee wants to challenge your safety knowledge. Starting this edition of the Action Connection, you will see a game piece to enter for a monthly prize. Fill out all the information on the game piece and return it to the Human Resources Department by the given due date. If your game piece has the correct answer and is drawn, you will receive a prize. Remember... one original entry per employee per newsletter edition only.
✓ Safety Committee is requesting employees to share their favorite recipes. Submitted recipes may be posted at CAPnet and newsletters.
✓ Buckle up and drive safely
✓ Drive with your fog lights on
✓ Shop in pairs and watch your belongings and surroundings
✓ Lock up and secure your residence

SAFETY GAME PIECE
Due: 12/5/14

NAME:
I.D. #
WORKSITE:

QUESTION: How long do you wash your hands with soap and water before handling any food?

ANSWER:

Cottonwood Head Start Preschool would like to thank Angela Martinez for coming in as our sub supervisor teacher. She has done an amazing job with learning the families and children. She was also able to step in and talk about the children during case conference as if she was here with us from the beginning of the year. AWESOME JOB ANGELA, THANK YOU!!!!!!!

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: Melisa DaSilva, Assistant to the Executive Director at: mdasilva@maderacap.org Phone: (559) 675-5748 Fax: (559) 673-2859
Holiday Food Safety Tips

- Wash hands with warm water and soap for 20 seconds before and after handling any food.
- Wash food-contact surfaces (cutting boards, dishes, utensils, countertops) with hot, soapy water after preparing each food item.
- Rinse fruits and vegetables thoroughly under cool running water and use a produce brush to remove surface dirt.
- Do not rinse raw meat and poultry before cooking in order to avoid spreading bacteria to areas around the sink and countertops.
- When shopping in the store, storing food in the refrigerator at home, or preparing meals, keep foods that won’t be cooked separate from raw eggs, meat, poultry or seafood—and from kitchen utensils used for those products.
- Consider using one cutting board only for foods that will be cooked (such as raw meat, poultry, and seafood) and another one for those that will not (such as raw fruits and vegetables).
- Do not put cooked meat or other food that is ready to eat on an unwashed plate that has held any raw eggs, meat, poultry, seafood, or their juices.
- Use a food thermometer to make sure meat, poultry, and fish are cooked to a safe internal temperature. To check a turkey for safety, insert a food thermometer into the innermost part of the thigh and wing and the thickest part of the breast. The turkey is safe when the temperature reaches 165°F. If the turkey is stuffed, the temperature of the stuffing should be 165°F.
- Bring sauces, soups, and gravies to a rolling boil when reheating.
- Cook eggs until the yolk and white are firm. When making your own eggnog or other recipe calling for raw eggs, use pasteurized shell eggs, liquid or frozen pasteurized egg products, or powdered egg whites.
- Don’t eat uncooked cookie dough, which may contain raw eggs.
- Refrigerate leftovers and takeout foods—and any type of food that should be refrigerated, including pie—within two hours.
- Set your refrigerator at or below 40°F and the freezer at 0°F. Check both periodically with an appliance thermometer.
- Thaw frozen food safely in the refrigerator, under cold running water, or in the microwave—never at room temperature. Cook food thawed in cold water or in the microwave immediately.
- Allow enough time to properly thaw food. For example, a 20-pound turkey needs four to five days to thaw completely in the refrigerator.
- Don’t taste food that looks or smells questionable. When in doubt, throw it out.
- Leftovers should be used within three to four days, unless frozen.