FMHS HOLDS 2ND ANNUAL MENTAL HEALTH CONFERENCE

Submitted by Andrea Guerrero, Administrative Aide

Fresno Migrant Head Start’s annual Mental Health Conference took place Saturday, August 25 at Spike & Rail in Selma, where 62 parents from nine centers attend this phenomenal event. Parents had the honor of hearing and interacting with Dr. Roberto Dansie, a clinical psychologist with expertise in cultural diversity.

Parents arrived promptly at 9:00 am, some with enthusiasm and others with reservation. They were greeted and encouraged to interact with parents from other centers and staff. After being welcomed by Program Director, Flora Chacon, and Executive Director, Mattie Mendez, parents were guaranteed to partake in a positive life-changing event.

Dr. Dansie commenced by informing parents the importance of living a positive life. He shared key elements that enhance and strengthen family relationships, and expressed how crucial it is to be involved in your child’s life every step of the way. While many parents follow the cycle of their upbringing, Dr. Dansie encouraged them to break that cycle for the better; parents nodded in agreement. The most significant exercise was when parents were asked to write on a piece of paper what tormented them; then fold up the paper, throw it on the ground and step on it as a symbol of letting it go forever. The parents’ reactions were astonishing: positive energy was certainly felt by every person present. Dr. Dansie concluded his session by playing the guitar and singing an old Spanish song. Without being asked, many parents sang along, some with tears of joy. The room was filled with bliss, comfort, and liveliness.

It’s an understatement to say parents enjoyed the Mental Health Conference, and their gratification was so rewarding. Many of them stayed afterward for a picture or autograph for the CD they received from Dr. Dansie. Staff members were approached by parents thanking them profusely for such a delightful conference. One father was so moved, he was in tears, anxious to share and put into practice with his family and friends all he’d learned. Carrying out the CAPMC Mission, “Helping People, Changing Lives,” in ways such as this, is a prestigious honor!
MARK YOUR CALENDAR...

Monday, October 8: Columbus Day. CAPMC Closed
Thursday, October 11: Board of Directors Meeting
Wednesday, October 17: Victim Services Center Soup Bowl Event. Call 661-100 for tickets or information.

Tuesday, October 23: Safety Store Grand Opening at Gill Ave Conference room 1/1a 12noon to 1pm; door opens at 11:30a
Friday, October 26: Safety Store Virtual grand opening on CAPMC intranet. Anyone who attends the event in person or virtually will receive $1 Safety Buck.

NOTES FROM HUMAN RESOURCES...

HEALTH INSURANCE: Starting September 1 medical coverage remains for Blue Shield, Kaiser High or Kaiser Low coverage. Plans for dental / vision are new, and for billing purposes please provide your SSN and DOB along with the information below to your dentists or eye doctors:

- Dental: Ameritas Group—www.ameritas.com
  Policy Number: 010-301351
  Claim Department: 800-487-5553

  Policy Name & Number: CAPMC 9854530 Plan H
  Claim Department: 866-723-0596

EAP: Employee Assistant Program is available to provide assistance for a variety of personal and professional matters. You may call 800-316-2796 or visit mutualofomaha.com/eap.

REVISED PERSONNEL POLICIES AND PROCEDURES: If you need a revised CAPMC Personnel Policies & Procedures manual, please contact HR immediately.

DRIVER’S LICENSE MONITORING (Policy 819.00.00): It is time to submit copies of valid driver’s licenses, DMV printouts and certificates of insurance to the Human Resources Office.

The HUMAN RESOURCES DEPARTMENT hosted a Sorbet Social to raise funds for CAPMC’s Relay for Life Campaign. In total, they raised $205.05. Thanks to all who participated!

CAPMC documents are now stored at an offsite location ("cloud") as part of a disaster recovery system. Thanks to Jason Edwards, Donna Tooley, Mattie Mendez, and a company called EVault, CAPMC documents are now secure and safe from hardware malfunctions!
EMPLOYEE SPOTLIGHT

Name: Socorro Hadeen
Job Title: Data Entry Technician

How long have you worked for CAPMC? I just started.

Where were you born and raised? Born in Zacatecas and raised in Cuemacava, Mexico.

What do you do in your spare time? Walking, biking, and spending time with my family.

Family: Married. I have two daughters, 14 and 24. I am the youngest of 10 brothers and sisters, so lots of nieces and nephews.

Pets: Three dogs—a Rottweiler, a blue-nosed pit bull, and a Chihuahua.

Favorite Saying: Speak your truth quietly and listen to others, even the dull and ignorant as they too have their story.

Favorite Vacation Spot: Cuemacava, Mexico.

Travels: I love going to Mexico every chance I get—Lots of places to explore.

Favorite Junk Food: Ice Cream

Favorite Game: Mancala

Favorite Song: Desiderata

Favorite Movie: Falling in Love and Bridges of Madison County

Favorite TV Shows: 20/20 and Primetime

Of all people, who would you like to have dinner with? Barbara Walters, because I think she’s interesting and I’m sure she has lots to say.

If you were stuck on a desert island and could only have three things, what would they be? All my family, food and water.

Best Advice Ever Given: It’s never too late—never give up!

Greatest Achievement: Becoming the woman I am now.

Fun fact: I was a Folklorico dancer and teacher for many years.

“I started volunteering in this agency to just get some experience, but the first day I came I knew I wanted to work here, everybody is so nice and professional. I thought, this is it for me, this is where I want to be!” :)
BIOLA HEAD START CENTER HOLDS SATURDAY PARENT WORKSHOP
Submitted by Maria Arredondo, Center Director

On Saturday, August 25, Biola Head Start staff held an educational and nutritional workshop for parents. Claudia H. Rosales, Biola Head Start Cook, put together a nutritious recipe full of vegetables for the parents to enjoy; the recipe was called Ensalada de Colores. All the parents who were present participated in making the salad. Following that, Biola Head Start Master Teacher, Maria Ramirez, held a workshop for the parents on how to make playdough. She explained the different fine motor skills their children enhance when playing. At the end she gave each parent a piece of playdough to play with their child at home, along with copies of the recipes. Afterward, an organization traveling around the US called Tolteca arranged to come and give the children shoes, clothing and food. It was a great Saturday and the staff is commended for their teamwork and success!

SPECIAL ACTIVITIES AT MIS ANGELITOS MIGRANT HEAD START CENTER
Submitted by Rosalva Romero, Center Director

LEFT: A highway patrol officer came to talk with the children about safety.

RIGHT: Madera Fossil Discovery Center came for a special presentation where children learned about fossils of different animals. Their favorite part was the bone hunt in the sand.

ABOVE: This parent engagement activity allowed the parents to make instruments with their children. A mother is sitting with her two children, who both made guitars from Kleenex boxes and string.

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: Kim Lopez, Madera Head Start Department at:
klopez@maderacap.org Phone: (559) 675-5752 Fax: (559) 661-8459
The County of Madera launched a new service to help the residents connect with government agencies for non-emergency issues. Citizens can connect with "311 - At Your Service" by dialing 311 to reach an operator Monday - Friday from 8:00am to 5:00pm (you must be within the Madera County boundaries when dialing from a cell phone or land line), or by visiting www.madco311.com.

"311 - At Your Service" is available within Madera County only, in English and Spanish. Citizens can use 311 to:
* Obtain Information - How can I register to vote? Where can I get my child immunized?
* Report Problems - There is a large pothole on a county road. I need to report trouble with an animal.
* Request Services - I am struggling and need someone to talk to. I need to schedule a building inspection.

MONEY MART/LOAN MART SETTLEMENT REPAYMENTS

Californians who borrowed a pay day advance loan at a Money Mart store between January 2005 and July 2005, or Californians who borrowed an installment loan at a Money Mart store between July 2005 and March 2007 may be eligible for repayment. (The amount of repayment will depend on each claimant’s particular circumstances and the total amount of repayments sought by all eligible claimants. Persons eligible for amounts of $20 or less will not receive any payment.)

Visit www.sfcityattorney.org and follow the Money Mart link at the top of the page to download and print out official Claim Form or request one by calling the Money Mart Settlement Hotline toll free: (866) 497-5497
CAPMC Safety Committee will forward each worksite a training binder, and it is designed as a continuous improvement of the overall health and safety work practices in each department. Twelve training topics are selected for employees and these topics are to bring safety awareness, reduce occupational injuries and illnesses, and enable the employee to maintain a safer work environment. The training topics are cost-effective solutions that will be properly documented for the convenience and protection of employees’ well being.

The topics are categorized in four themes and to be presented at staff meetings. Materials of the binder will be replaced on a 12-month cycle under the Safety Committee’s evaluation. Materials can be duplicated and distributed to employees.

The selected topics are written in a clear and direct manner for both the presenter and audience to follow. During the staff meeting, the worksite supervisor may function as or assign an employee as the presenter. Once the presenter is identified, follow the material and encourage employees to share or discuss, and then conclude the topic with a summary.

Any employee who participates in the training will write his/her name, signature, and date on the training document. This record will be kept in the binder after each training topic. Worksite supervisors can forward the training documents to the Human Resources Director as health and safety training records.

Employees will be rewarded with Safety Bucks after attending the safety training, and additional bucks when completing training evaluation, as follows:

- 1 buck – an employee attends the safety training and his/her name is on the training document.
- 2 bucks – all employees at the worksite attend the safety training together and all names are on the training document.
- 2 bucks – an employee fills out the training evaluation and returns it to the Human Resources Director.

Once the Human Resources Director verifies training documents and evaluations, employees will be rewarded directly by the departmental Safety Committee member.
11th Annual
Soup Bowl Event

GUEST SPEAKER:

Sue Doman is committed to raising awareness of domestic violence in honor of her sister Kathleen Savio

Kathleen Savio

"...Their has been several times throughout my marriage with this man where I ended up at the emergency room in Bolingbrook for injuries, and I have reported this, only to have the police leave my home without filing any reports...

Deceased ex-wife of Bolingbrook, IL Police Sgt. Drew Peterson

October 17, 2012
12:00 pm to 1:30 pm

Takes outs available
11:00 am to 12:00 pm ONLY

United Methodist Church
500 Sunset Avenue
Madera, CA 93637

$15 per person
Includes soup buffet, salad, drink, and dessert!

Tickets available at
Victim Services Center
1225 Gill Avenue, Madera, CA 93637
(559) 661-1000

Silence hides violence
Stop Domestic Violence
Raising Awareness About Domestic Violence
Breaking the Cycle of Violence
What My Body Needs!

Monday, September 24
3pm - 5pm
Family Resource Center

Children will have fun learning about what their body needs to grow and live healthy!

Featuring First 5 California’s:

Hands-On Health Express Van

Activities include:
Healthy Snacks
Healthy Food Activities
Activity Zone
Coloring Stations
Hula Hoops
Dancing with Ribbons
Music
And more!

Raffle prizes:
Back-to-School Backpacks

Advance registration is required. Please call or visit us at:
First 5 Family Resource Center
525 E. Yosemite Ave.
Madera, CA 93638
(559) 661-5155

This event is for all children 0-5 and their families.
RECOMMENDATION F-1:
Review the Fresno Migrant/Seasonal Head Start (FMHS) Policy Committee (PC) By-Laws for 2012-2013.

SUMMARY: The purpose of reviewing and reading the by-laws prior to approval is to ensure they are clear and fully explain the functions and purpose of the PC. They also inform the PC on how vital their role is in the area of Program Design and Management.

DISCUSSION: Pages 1-7 of the FMHS By-Laws were reviewed with the PC members on June 26th for review. Pages 8-14 of the FMHS By-Laws were reviewed with the PC at their regular scheduled meeting on August 28, 2012. There were no concerns or changes made. The PC approved the 2012-2013 FMHS By-Laws at their meeting held on August 28, 2012.

BOARD ACTION: Approved

RECOMMENDATION F-2:
Review the FMHS 2012 Annual Self-Assessment Reports and Approve the Corrective Action Plan.

SUMMARY: The program’s annual Self-Assessment was held July 16-20. The Central Office staff was broken into teams with one person being the leader. Center staff and parents participated in the process. Training was provided for staff on July 12th and to parents on July 16th. Each team was given three days to observe and review documentation, files or classrooms in order to provide a report of findings and recommendations. Parents were given two weeks to complete safe-environments checklist at their center. The identified areas of non-compliance are addressed under a Corrective Program Improvement Plan of Action.

DISCUSSION: The Office of Head Start monitoring protocol was used to evaluate the program. The areas reviewed were: Child Development Services, Health and Mental Health, Nutrition Services, Disabilities and Mental Health, Transportation, Family and Community Services Partnerships/ERSEA, Program Design and Management, Human Resources, and Health and Safety/Safe Environments. The PC reviewed the 2012 Self-Assessment Report and approved the 2012 Corrective Action Plans; with the exception of the Nutrition Report/Action Plan. This report is being updated and will be presented at the next scheduled PC meeting on September 25, 2012.

BOARD ACTION: Approved

RECOMMENDATION F-3:
Approve the ratification to the 2012-2013 lease agreement between FMHS/CAPMC and Parlier Unified School District.

SUMMARY: This lease agreement is developed yearly per the request of the Parlier School Board.

DISCUSSION: The contract is increasing the rent by another $50 per month bringing the total rent to $550 per month, a 10% increase. Since 2009-2010 the rent has increased from $400 per month to $550 per month, 37.5% overall. This center offers services to 90 migrant children during the program year.

BOARD ACTION: Approved

RECOMMENDATION F-4:
Approve the submission of the CAPMC Madera/Merced Migrant/Seasonal Head Start (MMMSHS) Funding Basic, T/TA and Non-Federal Share Budgets to CCMHS, Child and Family Division of SCOE.

SUMMARY: On August 27, 2012 CAPMC received our annual Funding Guidance Letter from CCMHS to submit the following budgets by September 21, 2012: Basic Funds ($4,558,241), T/TA ($26,364), Non-Federal Share ($1,146,151) for Total Allocation of $5,730,756.

DISCUSSION: Continue to serve 40 infants and toddlers at Sierra Vista and Los Ninos by blending MMMSHS and CDE CMIG funds.

BOARD ACTION: Approved

RECOMMENDATION F-5:
Review and approve the 2012-2013 By-Laws for the MMMSHS Policy Committee.

SUMMARY: The By-Laws are one set of rules that govern the PC. By-Laws are reviewed yearly. Any proposed changes will be made at the time of review. The PC was allowed 30 days for review and was able to make any recommendations for changes that may be necessary.

DISCUSSION: The Agency Attorney, Russ Ryan, has reviewed the 2012-2013 MMMSHS By-Laws. The format has been changed to correspond to the Agency Board of Directors By-Laws. During the August 8, 2012 PC meeting the Committee had time to address any questions members had.

BOARD ACTION: Approved

RECOMMENDATION F-6:
In accordance with the Head Start Performance Standards and Other Regulations (45 CFR 1304.51(a) (1)(i-iii) and 45 CFR 13-5.3) the MMMSHS program is required to complete a Community Assessment (CA) every three years with review and updates in intervening years. The process for the CA must be approved by the PC and Board of Directors.

SUMMARY: The process of conducting a CA involves identification of key participants such as the PC, parents and agency staff. Participants will be involved in the CA process; planning, consultation, review and approval. PC members will provide input during focus groups and center meetings. The PC and parents are involved in the collection, interpretation, analysis and evaluation process.

DISCUSSION: The process for developing the 2014-2017 CA has commenced. Data sources include: CAPMC staff; 9-10, 10-11 and 11-12 PIR; MMMSHS 11-12 Parent Satisfaction Survey; MMMSHS 12-13 Parent Needs Assessment Survey; MMMSHS Parent Focus groups; Other CAs from Madera/Merced Counties. Quantitative Data collected from sources such as, US Census Bureau, Children Now, Madera County Office of Education, First 5 Madera County, Childcare Portfolio, and any other data sources deemed appropriate. Qualitative Data collected from sources such as community partners and focus groups. Updates of the process will be provided to the PC and the Board of Directors for input to ensure program is on target to complete the assessment in a timely manner. The 2012-2013 Parent Needs Assessment Survey as well as data collected for the CA will be utilized to develop goals and objectives for 2014-
2017. To better acquaint the PC with the data collection process, three phases were presented: Phase I: Voice of the parents. This provided the PC with information synthesized from the Parent Needs Survey, Parent Satisfaction Survey and Focus Groups. Phase II: In-house Data. This information included information from the Employee Climate Survey, Monitoring Reports, Self Assessment, PIR and the Parent Satisfaction Survey. Phase III: Community Data. This information included geographic, demographic and economic statistical county data on Madera and Merced counties. A presentation of the final CA Executive Summary report will be presented to the PC and Board of Directors for approval in November 2012.

**BOARD ACTION:** Approved

- **RECOMMENDATION F-7:** Staff are recommending approving the centers and service days for the 2013-2014 season to serve 559 Migrant and 93 Seasonal children and for all centers to provide a 10 hour full day option.

  **DISCUSSION:** Approve the following service areas: Eastin Arcola Area, Los Ninos Area, Sierra Vista Area, Pomona Area, Mis Angelitos Area, Alpha Area, Rafael L. Silva Area, South Dos Palos Area, Eastside Area, Mis Tesoros Area, Valley West Area. Approve to serve the following children/families: 559 Migrant Children, 93 Seasonal Children. Approve the following Head Start option: Full Day, Serve infants/toddlers/preschoolers—10 hours per day.

  **BOARD ACTION:** Approved

- **RECOMMENDATION F-8:** Review and approve the 2012-2013 MMSHS Self-Assessment findings, corrective plan of action and each service areas Program Improvement Plan for 2013-2014.

  **SUMMARY:** The 2012-2013 MMSHS Self-Assessment was conducted July 9-23, 2012. The Central Office Staff was broken into teams with one person being the leader. Center staff and parents participated in the process. Each team was given three days to observe and review documentation, files, or classrooms in order to provide a report of findings and recommendations. The identified area of noncompliance will be addressed under Corrective Plan of Action with a Program Improvement Plan.

  **DISCUSSION:** The 2011 Office of Head Start Monitoring Protocol was used to evaluate the program. The areas reviewed were: Safe Environments and Health & Nutrition, Program Design & Management and Human Resources, Disabilities and Mental Health, Family and Community Services, for Education & Early Childhood Development/Transportation portion, the CLASS was utilized to assess preschool classrooms and ITERS was utilized to assess the infant and toddler classrooms.

  **BOARD ACTION:** Approved

- **RECOMMENDATION F-9:** Board of Directors to authorize the Executive Director of CAPMC to submit a grant application to the Cal EMA for the Unserved/Underserved Victim Advocacy and Outreach Program (UV) from October 1, 2012 through September 30, 2013, including any extensions and/or amendments during the funding period.

  **SUMMARY:** The purpose of the UV program is to serve unserved/underserved victims in Madera County, identified as the Hispanic limited English Oaxacan population. This will be conducted by responding immediately after victimization, providing direct services, identifying appropriate translating services, identifying a gate keeper to the Oaxacan community and outreach and awareness.

  **DISCUSSION:** Cal EMA is the sole funding source for the UV Program in Madera County. CAPMC has agreed to reach out to the underserved population by providing education on victim rights, the criminal justice system, direct services, collaboration with law enforcement and translating services when needed to meet the unmet needs of the underserved victims. The scope of the project includes presentations to the Oaxacan community, participation in Oaxacan events, and collaboration with Binational Center for the Development of Oaxacan Indigenous Communities. Crisis intervention, state claims, transportation, counseling, restraining orders, safety plans, and education on the criminal justice system. The RFA will be due September 14, 2012.

  **BOARD ACTION:** Approved

- **RECOMMENDATION F-10:** Authorize the Executive Director to submit the 2012-2013 Heffernan Foundation Mini Grant Application on behalf of the CAPMC Board of Directors.

  **SUMMARY:** CAPMC will apply for funding to support the Shunammite Place Program.

  **DISCUSSION:** CAPMC plans to apply for Heffernan funds for the purpose of supporting activities at Shunammite Place. Funding will be used to accomplish three objectives: Provide valuable life skills classes such as anger management, credit repair, budget preparation and other classes that support a healthy lifestyle; Minor improvements to the back yard meeting area to make it more conducive for holding group sessions. This also includes purchasing large planter boxes so program participants can participate in a mini community garden project for their units; Send three staff members to local trainings such as Suicide Prevention or Mental Health First Aid Training.

  **BOARD ACTION:** Approved

- **RECOMMENDATION F-11:** Review and approve the authorization for the Executive Director of CAPMC to sign the CACFP Agreement to continue participation in the program.

  **SUMMARY:** CAPMC completed the 2012-2013 CACFP Renewal Application. Participate includes reimbursement for all creditable meals served to enrolled children. The agreement is for October 1, 2012 through September 30, 2013.

  **DISCUSSION:** The renewal agreement will be reviewed by Fiscal and Nutrition Specialists for errors and accuracy.

  **FINANCING:** The CACFP agreement supplements seven CAPMC programs. The proposed budget amount is $649,834.

  **BOARD ACTION:** Approved