Over 200 people came to support the 2017 Soup Bowl event held October 6th. The event is held annually in October to honor Domestic Violence Awareness Month. Victim Services brings awareness about this vicious crime that affects everyone in our community. Domestic violence and its victims past and present live with a pain and fear of being hurt by someone they love. This year’s guest speaker, the Mighty Ruthie Bolton, had her audience engaged in her story. Ruthie is a 2-time Olympic Gold Medalist, a USA Basketball Female of the Year, the Sports Illustrated Best Women Athlete by home state, and one of only 4 players to be named to the Women’s Basketball Hall of Fame Class of 2011. Ruthie shared with the crowd what it was like to be in an abusive marriage. Her hope is to empower other victims to find courage and strength to regain control of their lives. Ruthie truly is a humble and very strong woman, not just physically, but strong in her strength to survive.

The event had beautiful ceramic bowls made by the youth at the John Wells Center. There were 14 delicious soups provided by local restaurants and CAPMC staff and friends. There were also amazing raffle prizes and a yummy goodie table. A big thank you to the Madera South Wrestling team for volunteering to serve soup during the event. Last but not least, a big special thank you to Victim Services staff for all the hard work and dedication to making the event amazing!
CATCHING PEOPLE...
DOING THE RIGHT THING
SAFE PRACTICES...

A big thank you to MATTIE MENDEZ, ELIZABETH WISENER, SONIA TRUJILLO, JISSEL RODRIGUEZ, AND THE COMMUNITY SERVICES DEPT. for helping R&R transform the lobby into a workshop ready learning space. Thank you for helping R&R connect to the TV! The workshop was a success thanks to you! CAROL CHAVEZ for being proactive and writing provider's information on blank appointment sheets, making the work flow easier for Resource & Referral staff during busy times.

DAVID JAIMES for going above and beyond work duties to assist Lois Lockie with fixing her personal car as it had an issue with a window.

VICTOR MARTINEZ for doing a great job in assisting Fairmead Head Start to fill in where he can.

MARIA GARZA for helping with the Verdell Mckelvey’s Parent Meeting banner. Thank you for always being so helpful, caring, and a team player with families and staff.

TINA RODRIGUEZ, LETICIA LUJAN-ROJAS, & WALTER PEREZ for answering the call to head to Las Vegas to assist survivors and victims of the shooting that took place Oct. 1. Staff was there for a week providing resources & services. Thank you for your dedication and hard work!

DEPARTMENT HEADS + GABBY, KELLY, STEFANIE, CHARMAIN, JOAQUIN, MARIA CASTELLANOS, entire MADERA HEAD START MAINTENANCE CREW, IT STAFF on their creativities, openness, and hard work on the 3rd annual Health Fair.

MARK YOUR CALENDAR
October 27: CAPMC Health Fair
October 31: Halloween
November 2: Homeless Awareness Day
November 9: Board Meeting
November 10: CAPMC Closed
November 11: Veterans Day
November 23: Thanksgiving Day
November 23/24: CAPMC Closed

Don’t forget CAPMC is having its annual Trick or Treat on Tuesday October 31, 2107 from 9:00am to 4:30pm. Bring your little ones by with their costumes! Keep the agency dress code in mind if you will be dressing in costume.

Messages from Human Resources
1) Complete your recall process; items are due October 31, 2017.
2) Plan to attend the Certified Community Action Professionals information sessions on October 31.
3) Ask Ms. Charmaine Pickens about the Employee Discount Program. There’s a lot of savings to be had! Don’t miss out.
4) HR staff wants to hear your about your Employee Assistance Program experience.
5) HR staff is getting ready for open enrollments on health insurance. More information out soon.
6) HR is looking for ideas to promote our Ethics Hotline, so please share your ideas with HR staff.

SAFETY GAME PIECE
How should you address abusive conducts when you encounter them?

Due to the H/R Department— Monday 11/06/17 at 3:00pm.

NAME:________________________
I.D.#:__________________
WORKSITE:____________________
October is... Domestic Violence Awareness Month

Did You Know?...

CAPMC—Victim Services opened the doors to Madera’s first battered women’s shelter in 1989 to provide a safe haven for survivors and their children. In 2016, 86 survivors were provided with emergency & transitional housing. The shelter now offers services to all survivors of domestic violence.

By age 18, one in three girls will be a victim of domestic violence.

In a single day, domestic violence shelters served almost 5,800 women and children.

1 in 3 women and 1 in 4 men in the United States have experienced some form of physical violence by an intimate partner.

If you or someone you know is in need of help, please call the Victim Services crisis hotline at 1(800) 355-8989

Domestic violence can happen to anyone, anywhere, regardless of age, economic status, race, religion, nationality or educational background. It isn’t a personal matter or even a family issue, but an alarming and pervasive problem that impacts victims, abusers, family members, friends and entire communities. Despite this fact, most cases of domestic violence are never reported. The hidden nature of the crime makes it difficult for others to recognize, and instances of domestic violence are often excused, denied, concealed, or overlooked by the victim.

HELP PREVENT DOMESTIC VIOLENCE

Domestic violence (DV) is a pattern of abusive behavior committed by an intimate partner with the intent to dominate and control a victim. Domestic violence can occur in many forms including physical, sexual, emotional, psychological and economic abuse. Acts of domestic violence may be either overt (e.g. punching) or covert/passive (e.g. mind games or neglect). These acts may differ in range and severity (CCVAA).

YOU ARE NOT ALONE!

ENOUGH!
Did you participate in...

SAFETY AWARENESS MONTH

This year’s Safety Awareness Month was a huge success. There was a record employee engagement, with over 216 game pieces submitted one week. The month-long safety awareness included weekly themes, educational game pieces, and really awesome prizes. Thank you to all of you that participated. The Safety Committee hopes that everyone learned more about safety practices and principles, as well as took the time to reflect on why being safe is so important.

Remember... Keep Each Other Safe.

Grand Prize Winners:
1st: Eva Castro, Sierra Vista Head Start
2nd: Miriam Ortega, Sierra Vista Head Start
3rd: Jessica Hammond, Victim Services

Special thanks to the Safety Committee Members, and all of the Human Resources staff Kelly, Joaquin, Charmaine, Stefanie, and Irene on their commitment and dedication to the Safety Awareness Month’s activities.
**Shunammite Place Receives a Wonderful Surprise**

CAPMC’s permanent supportive housing program, that houses 15 chronically homeless individuals with disabilities, received an unexpected donation of $300.00 from Mayor Andy Medellin, Matt Treber, Anthony Duohon, and David Tooley. The donation stemmed from an intergovernmental meeting held Saturday Sept. 30th where the issue of homelessness was a hot topic.

The Shunammite Place received the check directly from the donors. Shunammite Place participants warmly presented a thank you card to the Mayor and the team after which the Mayor stayed to answer several questions that participants had regarding needs in the community.

Thank you to Mayor Medellin, Matt, Anthony, and David for their kind donation and gesture!

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**Community Services will host its 8th Annual Homeless Awareness Day on Thursday November 2nd at Hope House from 10:00am to 1:30pm. The event will include service providers sharing their resources and services within Madera County. Free health screenings and flu shots will be administered by the Public Health Department.**

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**Messages from Safety Committee**

1) Congratulations to all the Safety Awareness Month Activities winners. Thank you for participating!
2) Clean your gutters.
3) Limit your stay outside or stay inside on bad air days.
4) Submit your safety ideas via the safety suggestion form.
5) Get your flu shot as an ounce of prevention.

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Congratulations to Selma Migrant Head Start for being the quarterly drawing winner for days without injuries and receiving $200.00! Gift card courtesy of Heffernan Insurance Brokers.
Feel Your Best this Season

As the weather gets colder and days grow shorter, it can be even more tempting to turn to food for entertainment or comfort. Once the holiday season begins, there are many opportunities for overindulging. The following tips can help you to navigate potential pitfalls and feel your best:

Distinguish physical hunger from emotional hunger. Is your stomach growling? Or do you want to eat because you’re surrounded by food? Or are you anxious, lonely, bored, or upset? Tune in and notice what’s going on. Then decide whether you need to eat or if there’s something other than food that would be more helpful.

Plan ahead. If you know there won’t be anything you’ll feel good about eating at that holiday party, have a substantial snack before you go or bring something that you would feel comfortable eating.

Practice good self-care. It’s easy to get off schedule with sleeping, exercising, and taking time for ourselves during the holidays. But all of these things will help us to feel more grounded and make healthier choices.

Never leave home without a healthy snack. Snacks like nuts, seeds, dried fruit, kale chips, and roasted edamame travel well. Keeping some in your car, bag, and desk drawer will make it much easier to opt for a healthy choice.

Hydrate. Thirst can actually mask itself as hunger. During the colder months, we often forget to drink as much. Add some fruit to your water if you want to “perk it up.” Make sure you’re drinking plenty of water, and try to avoid sugary beverages as well as too many alcoholic or caffeinated drinks.

Attend the webinar. This month be sure to register and attend the webinar, “Eating Through Celebration.” Before temptation gets to you, let this training help empower you to keep your food choices from sabotaging your health goals. A full description and registration information is listed in the sidebar to the right. If you’re unable to attend at any of the times, log on to the website at a later time to view the archived presentation.

Eating Through Celebration

The holidays are a time when many people find themselves eating to excess. Learn ways to avoid overeating at celebrations and explore substitutions for different foods and drinks to help keep your health goals intact during this busy season.

TO REGISTER:
- Click on the time you would like to attend from the selections listed above.
- Or click on “UPCOMING WEBINARS” from the homepage of the website and follow the easy instructions.

Space is Limited

Always available. Always confidential.
“Abusive conduct” means conduct of an employer or employee in the workplace, with malice, that a reasonable person would find hostile, offensive, and unrelated to an employer’s legitimate business interests.

Abusive conduct may include repeated infliction of verbal abuse, such as the use of derogatory remarks, insults, and epithets, verbal or physical conduct that a reasonable person would find threatening, intimidating, or humiliating, or the gratuitous sabotage or undermining of a person’s work performance. A single act shall not constitute abusive conduct, unless especially severe and egregious.

### Harm to the Individual

Abusive conduct in the workplace can threaten an individual’s mental, physical, and financial well-being. Management-level employees often perpetrate abusive conduct, and subjects are often reluctant to report their supervisors.

Feelings of isolation and humiliation may threaten their self-esteem and the ability to advance their careers. Subjects often feel trapped in patterns of abusive conduct and are prone to a vicious cycle of health problems brought on by depression and anxiety.

### Harm to the Organization

Abusive conduct often creates a hostile environment where talented and productive employees are demoralized and marginalized. People who are targets of abusive conduct are often isolated from the team and experience a diminished pride of ownership for their work. A hostile work environment can lead to significant economic losses from chronic absenteeism, employee health issues, and worker turnover. If abusive behavior is not addressed swiftly, the eventual expense to the organization can include investigation and opportunity costs and costs associated with disciplinary action.

### Reporting Abusive Conduct

Be familiar with the agency’s complaint procedure and inform HR representatives or your supervisors. Also, be prepared to provide, at a minimum, the following information:

- The name of the person being subjected to abusive conduct
- The name of the alleged abuser
- The time and date of the incidents
- The locations where the incidents occurred
- Names of any witnesses
- Descriptions of the incidents

### Preventions

Effective preventive measures includes and not limit to:

- Understand what an abusive conduct is.
- Learn about the agency’s programs and procedures with mechanisms for complaints and concerns.
- Attend provided training and awareness activities.
- Document patterns of abusive behavior.
- Respond to incidents and complaints swiftly. This typically includes an investigation and, where
Giving to Others Without Burning Out

1. SELF-COMPASSION: One particularly potent form of self-care involves transforming our relationship with ourselves—in particular, practicing self-compassion. Self-compassion is treating yourself as you would a friend—with kindness rather than self-judgment—especially at times when you fail. Self-compassion is remembering that we all make mistakes, instead of beating ourselves up. And it means being mindful of emotions and thoughts without getting overly immersed in them. Self-compassion doesn’t mean being indulgent or letting yourself off the hook, but it also doesn’t mean being overly self-critical and harsh.

In addition to being protected against burnout, people who are more self-compassionate tend to report feeling less stress and negative emotions. They’re also more optimistic and feel more happiness and other positive emotions, among other benefits.

2. SOCIAL CONNECTION: Caring for ourselves also means seeking social connections, who can provide practical and emotional support to us when we’re struggling. This should come as no surprise: Social connection, from birth to old age, is one of our greatest human needs. Social connection leads to lower rates of anxiety and depression, strengthens our immune system, and can even lengthen our life. Researchers agree that social connection has less to do with the number of friends you have than with how connected you feel on the inside, subjectively. In other words, you don’t have to be a social butterfly to reap the benefits; just aim to cultivate an internal sense of belonging with those around you.

How? The tricky part is that stress is linked to self-focus; our stressed minds turn towards me, myself, and I—making us even more miserable and disconnected from others. Meditation, yoga, breathing exercises, and walks in nature, as well as curbing caffeine, can all help us calm down and feel ready to reach out to others.

3. THE BENEFITS OF GIVING: If we can figure out how to continue giving to others without suffering from burnout, we can expect to reap many benefits. For example, volunteering can have a positive impact on health, with benefits for obesity, blood glucose, blood pressure, and longevity. Older volunteers can derive a great feeling of purpose and self-esteem from volunteering; research shows that it makes them feel happier, more connected to others, and more confident of their self-worth. Other studies have found that we’re happier when we spend money on others, and that we experience more positive emotions when we engage in acts of kindness for others, rather than ourselves.
Pomona’s Box Project  By: Lourdes Lugo
The teachers and students of Pomona Madera Head Start, would like to thank you all that sponsored our theme study on boxes. Staff set up a small display of the projects that parents and children put together at home, along with pictures of the children engaged in the various activities. The displays were set up as a museum display titled "Once upon a box".

Resource & Referral’s Book Club  By: Cristal Sanchez
Check out these picture from Resource & Referral’s very first R&R BOOK CLUB for child care providers! The Club’s first book was “If you Give a Mouse a Cookie.” The providers loved it and it even got a few chuckles! After the book was read, providers talked about how to facilitate literacy in their daycares, and then went straight into a healthy food activity. The Club made banana oatmeal cookies (...and snuck in some chocolate chips, shhh...). While the cookies baked in the oven providers learned about activities that prompted math, literacy/ language development, art, science, physical activity, which were all related to the book! The providers had a chance to unwind by painting, coloring, cutting, and bringing their crafts to life. There was a sense of relaxation in the air. Providers were also able to share strategies that they use in their daycares to keep promoting learning even after they finish reading a book. One of the providers talked about how she asks her children to draw a picture of what they loved the most about the book. She puts them up on her entryway after they are done. The providers were able to go home with a TON of activities and almost all of them were able to go home with a book. Great feedback was received and a list of future books to feature at future Book Club gatherings is already underway.
CAPMC will be participating in the Fresno Madera Homeless Point-In-Time Count on January 23-25, 2018. The Count consists of a tally night and 2 survey days.

Never volunteered and don’t know what to expect? - All volunteers receive training, plus you can also talk to any member of the Community Services Dept. for in depth guidance on what the Count is, what to expect, and the purpose of the Count.

We need volunteers... think about it!

For more information contact Community Services.
COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY

BOARD ACTION ITEMS... October 2017

The following is a synopsis of the Action Items from the Board of Director’s Meeting on October 12, 2017. If you are interested in seeing any items in more detail, please contact Gabriela Salazar.

- **RECOMMENDATION: F-1**
  Review and approve primary and alternate interested members to represent the Madera Community in the CAPMC Board of Directors as representatives of the Madera/Mariposa Regional and Early Head Start Policy Committee vacant position.

  **SUMMARY:**
  According to the CAPMC By-Laws, a Head Start Policy Group Member must be represented on the Board. Per Article 6: Board of Directors, Section 2, 4. Head Start Policy Group Member.

  **FINANCING:** None

  **BOARD ACTION:** Approved

- **RECOMMENDATION: F-2**
  Review & approve Fresno Migrant & Seasonal Head Start’s 2017 Self-Assessment Program Improvement Plans.

  **SUMMARY:**
  An annual self-assessment is conducted to determine if the program has achieved its goals and objectives as defined by the Community Assessment. To determine how effectively the management systems are working, and if the program is in compliance with the Head Start Performance Standards.

  **FINANCING:** Funds are allocated in the budget.

  **BOARD ACTION:** Approved

- **RECOMMENDATION: F-3**
  Review and approve the closure of the Huron Migrant & Seasonal Head Start Center & relinquishment of license.

  **SUMMARY:**
  Staff is recommending the closure of the Huron Migrant & Seasonal Head Start Center & relinquishment of license due to lack of staffing in surrounding areas.

  **FINANCING:** Savings to be calculated

  **BOARD ACTION:** Approved

- **RECOMMENDATION: F-4**
  Approve the results of the 2017-2018 Madera Migrant/Seasonal Head Start Program Monitoring Review.

  **SUMMARY:**
  Stanislaus County Office of Education - Central CA Migrant Seasonal Head Start (SCOE-CCMHS) has implemented a new process for the Grantee monitoring system to ensure their Delegates remain compliant with Office of Head Start Performance and Regulations.

  **FINANCING:** Minimal

  **BOARD ACTION:** Approved

- **RECOMMENDATION: F-5**
  Review and approve the 2017-2018 Madera Migrant/Seasonal Head Start Corrective plan of action for the findings noted during the program monitoring review.

  **SUMMARY:**
  The 2017-2018 Madera Migrant/Seasonal Head Start Program Monitoring Review was conducted September 5-8, 2017. Central California Migrant Head Start management staff took the lead in the process of conducting the annual assessment.

  **FINANCING:** None

  **BOARD ACTION:** Approved

- **RECOMMENDATION: F-6**
  Approve the discretionary employer contribution amount of $325,676.38 for the plan year ended December 31, 2016.

  **SUMMARY:**
  The $325,676.38 reflects the calculation of the 4% discretionary employer contribution for the period of January 1, 2016 through Dec. 31, 2016. The employer contribution will be deposited with VOYA Life and Annuity Company, our plan custodian, by Oct. 16, 2017.

  **FINANCING:**
  The discretionary contribution was budgeted in all of the applicable funds.

  **BOARD ACTION:** Approved

- **RECOMMENDATION: F-7**
  Accept and authorize the Chief Financial Officer to file the 2016 Form 5500 tax return for the 403(b) Retirement Plan of Community Action Partnership of Madera County, Inc.

  **SUMMARY:**
  The agency is required to file the Form 5500 and DOL requires a limited scope audit be submitted as a part of that filing. Form 5500 is the annual IRS reporting form for pension plans. All Valley Administrators is the third-party administrator of CAPMC’s 403(b) plan. Randolph Scott & Company, CPA’s prepared the audited financial statements from the financial statement information for the calendar year ended December 31, 2016 provided by All Valley Administrators and VOYA Life Insurance and Annuity Company.

  **FINANCING:**
  The fees for All Valley Administrators are cost allocated to the programs based on the number of staff participating in the 403(b) plan. The cost of the audit is charged to the indirect cost pool.

  **BOARD ACTION:** Approved
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

WELCOME to CAPMC!

The New Employee Orientation class of Sept. 2017

CAPMC Staff at Work

CAPMC was well represented at the California Resource & Referral Network and California Alternative Payment Program Association Annual Conference that took place in Sacramento from October 18-20.
Pictured above are members of APP/R&R striking a pose before heading to the conference.

Name: Kerri Williams
Job Title: Accounting Technician
How long have you worked for CAPMC? 4 months
What do you like most about your job? The way everyone cares and respects one another. Also, the longevity of employees.

What do you do in your spare time? Travel, play sports with my boys, ride motorcycles, read
Family: Husband Randall, 3 boys Tristen (age 7), Deklin (age 5), Hudsin (age 2)
Travels: Love to travel; Spain, Portugal, Germany, Ireland, Belize, St. Lucia, Mexico, and 17 of the 50 states.
Favorite junk food: Chili Cheese Fritos
Favorite saying: “You can’t go back and change the beginning, but you can start where you are and change the ending.” - C.S. Lewis
Of all people who would you like to have dinner with and why? My sister! I haven’t been able to see her in 15 years. She lives in Kentucky.
Best advice ever given: “Don’t ever be afraid to try, eventually you will succeed.”
Favorite movie: Sweet Home Alabama
Favorite song: “Make you feel my love” – Adele’s version
Favorite sports teams: San Francisco Giants
If you were stuck on a desert island and could only have three things, what would they be: Water, music, photo album of family & friends
Thoughts about your job, co-workers or the families you work with: Love the support and team work
Where do you see yourself in 2 years? I would love to have finished school and continue down a career path.
How do you carry out the agency mission? This is something I have always lived by. I do everything I possibly can for people in need. I have always believed if you make your community a better place your children and grandchildren as well as yourself would only benefit in the end. Helping one person can make a world of difference. Pay it forward!