This season at Eastin Arcola Migrant Head Start children studied various insects. Bees, butterflies, ladybugs and dragonflies were among the few insects studied. Children particularly took interest in ants and brainstormed ways they could encourage ants to visit their center. Some children suggested water, honey, or candy would encourage ants to visit. At the end of the brainstorming session, it was decided that a red carpet event would be planned to welcome the ants. Teachers provided parents with materials to create ant costumes with their children. Children counted and danced in their homemade ant costumes during the red carpet event. Parents were also encouraged to walk the red carpet with their children.

Eastin Arcola Head Start Center Director, Silvia Sandoval, would like to commend center staff for dedicating their time and efforts in planning the Red Carpet event.
CATCHING PEOPLE DOING THE RIGHT THING/SAFE PRACTICES

The Verdell McKelvey Staff would like to thank the Maintenance Team for always delivering supplies in a timely manner and having a positive attitude! We appreciate your hard work and help at the center.

Sierra Vista Head Start, you are all unique, but always show tolerance and humility. We share special moments, our thoughts and experiences that will be forever cherished. There are moments that will always be remembered, like when a coworker helps you and understands you. Teamwork is important, but comradery is much more important.

Sierra Vista Head Start

2018 Holiday Schedule
November 22-23
Thanksgiving Holiday
December 25
Christmas Day

Consult with your supervisor regarding the 1-day Winter Holiday (can be taken between December 24—31)

Messages from HR & Fiscal:
1) Turn in your health insurance open enrollment changes by November 27, 2018.
2) The Ethics Hotline Poster competition winners are: Kelly Hanna, Lorena Andrade, and Stefanie Sinks.
3) Remember to sign up for your 2019 Daycare / Retirement spending credit benefit by November 27, 2018.
4) HR team appreciates those who participated in the annual recall/update on their well being and personnel records.
5) A reminder to please update your address with Human Resources if you have recently moved. The Fiscal Department will be using the information in Accufund to send out W-2’s and HR will be sending out a total compensation statement in January of 2019. If the address on file is wrong or if the employee has moved, the forms will be returned to CAPMC.

VICTIM SERVICES HAS MOVED
Please note that the Victim Services Department has moved to a new location. Victim Services is now located on 812 W. Yosemite Suites 101 & 102 (on the corner of Yosemite and “N” Street) Madera, CA 93637
CFIT will remain at the Gill office.

24-Hour Hotline:
(800) 355-8989

2018 Holiday Schedule
November 22-23
Thanksgiving Holiday
December 25
Christmas Day

Consult with your supervisor regarding the 1-day Winter Holiday (can be taken between December 24—31)

Safety Game Piece
What color is your SDS binder and where is it located?
1. Color: __________________________
2. Location: __________________________

Due to the H/R Department—
Monday, 11/26/18 at 12 p.m.

NAME: __________________________
I.D.#: __________________________
WORKSITE: __________________________

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
AGENCY INFORMATION... Here’s the Scoop
HOMELESS POINT-IN-TIME COUNT ITEMS NEEDED

By: Community Services

Community Services has received a tremendous amount of socks for the Homeless Point-In-Time Count hygiene kits. We are so grateful for the generosity!

The Point-In-Time Count will be held in January of 2019 and some other items that can be donated are: beanies, gloves, and washcloths.

Items may be delivered to Jeannie Stapleton or any Community Services Department staff member.

THANKSGIVING BLESSING BOXES

By: Elizabeth Wisener, Community Services Program Manager

A big “thank you” to the “We Care” ministry of the Second Missionary Baptist church for providing Thanksgiving Blessing Boxes to 51 families. The Victim Services Department, MMHSA Men’s Home and the Shunammite Expansion all were among the recipients. Below are pictures of CAPMC Victim Services and Community Services staff when we picked up boxes. We also want to acknowledge Councilman Holley and Ruth Carrol for their support of CAPMC programs.
Thank you to everyone who took the time to participate in the annual Thanksgiving potluck. CAPMC staff shared delicious food while reflecting on an attitude of gratitude. A special thank you to the Community Services Department for coordinating this event.
## Safety Data Sheets

### What are Safety Data Sheets (SDSs)?

Safety Data Sheets are written or printed materials with information about hazardous chemicals. The manufacturer or importer of the chemical provides these documents. They include what chemicals are in a product, the physical and health hazards of those chemicals and what steps must be taken to prevent adverse effects when using the product.

### Safety Data Sheets and the Hazard Communication Standard:

The Hazard Communication Standard requires a written hazard communication program to be in place. This written program requires:

- SDSs to be obtained and accessible for all chemicals used in the workplace.
- How to read and understand the SDSs.
- The health and physical hazards of the materials they could be exposed to.
- The proper controls to safely handle the chemicals used.

### The contents of a SDS:

When a chemical manufacturer or importer prepares a SDS, it must have 16 headings or sections as outlined below. These sections correspond with the international requirements established by the Globally Harmonized System of Classification and Labeling of Chemicals (GHS). The standardized format provides uniformity around the world.

Listed are the 16 sections with a brief description of what is required in each section:

**Section 1:** Identification

Product identifier, recommended use, restrictions of use and contact information of the manufacturer.

**Section 2:** Hazard identification

Pictograms, hazard statements, signal words and precautionary statements.

**Section 3:** Composition

Ingredients, chemical name, common name, and Chemical Abstract System (CAS) number.

**Section 4:** First aid measures

Description of necessary measures specific to the method of exposure.

**Section 5:** Firefighting measures

Suitable extinguishing media specific to hazards arising from the chemicals.

**Section 6:** Accidental release measures

Personal precautions to take, Personal Protective Equipment (PPE), containment and cleanup procedures.

**Section 7:** Handling and storage

Precautions for safe handling.

**Section 8:** Exposure controls

Permissible exposure limits (PEL) and appropriate engineering controls.

**Section 9:** Physical and chemical properties

Includes but is not limited to appearance, odor, melting point, pH and flash point.

**Section 10:** Stability and reactivity

Reactivity, chemical stability and conditions to avoid.

**Section 11:** Toxicological information

Health effects, information on routes of exposure, symptoms related to chemical, physical and toxicological characteristics.

**Section 12:** Ecological information

Degradability and bioaccumulative potential.

**Section 13:** Disposal considerations

Safe handling of waste residue.

**Section 14:** Transport information

Proper shipping name and transport hazards.

**Section 15:** Regulatory information

Safety, health and environmental regulations.

**Section 16:** Other information

Date of preparation and date of last revision.

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**Do you know where the SDS binder at your worksite is located?**
COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
THE SAFETY COMMITTEE PRESENTS:

THANKSGIVING FOOD HANDLING

Tips for Thanksgiving food handling

As Thanksgiving approaches, cooking the traditional turkey dinner gives rise to anxieties and questions. What kind of turkey should I buy? Should I buy a frozen turkey or a fresh one? How do I store my turkey?

A few simple steps will not only ease your holiday fear, but will ensure a delicious and safe meal for you, your family and your friends. The following information may help you prepare your special Thanksgiving meal and help you countdown to the holiday.

1. Plan Ahead
Plan your menu ahead of time. Shopping early will ease the countdown tension for your Thanksgiving meal. Ask these questions to help plan your meal. Do you want a fresh or frozen turkey? Do you have enough space to store a frozen bird if purchased in advance; if not, when should you purchase a turkey? What size bird do you need to buy?

2. Fresh or Frozen
If you choose to buy a frozen bird you may do so at any time, but make sure you have adequate storage space in your freezer. If you buy a fresh turkey, be sure you purchase it only 1-2 days before cooking. Do not buy a pre-stuffed fresh turkey.

Use the following chart as a helpful guide:

3. Thawing

*In the refrigerator*— place frozen bird in original wrapper in the refrigerator (40 degrees Fahrenheit or below). Allow approximately 24 hours per 4 to 5 pounds of turkey. A thawed turkey can remain in the refrigerator for 1-2 days.

<table>
<thead>
<tr>
<th>Size of Turkey</th>
<th>Number of Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 to 12 pounds</td>
<td>1 to 3 days</td>
</tr>
<tr>
<td>12 to 16 pounds</td>
<td>3 to 4 days</td>
</tr>
<tr>
<td>16 to 20 pounds</td>
<td>4 to 5 days</td>
</tr>
<tr>
<td>20 to 24 pounds</td>
<td>5 to 6 days</td>
</tr>
</tbody>
</table>

*In cold water*—if you forget to thaw the turkey or don’t have room in the refrigerator for thawing, don’t panic. You can submerge the turkey in cold water and change the water every 30 minutes. Allow about 30 minutes defrosting time per pound of turkey. The following times are suggested for thawing turkey in water. Cook immediately after thawing.

<table>
<thead>
<tr>
<th>Size of Turkey</th>
<th>Hours to Defrost</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 to 12 pounds</td>
<td>2 to 6 hours</td>
</tr>
<tr>
<td>12 to 16 pounds</td>
<td>6 to 8 hours</td>
</tr>
<tr>
<td>16 to 20 pounds</td>
<td>8 to 10 hours</td>
</tr>
<tr>
<td>20 to 24 pounds</td>
<td>10 to 12 hours</td>
</tr>
</tbody>
</table>

*In the microwave*—microwave thawing is safe if the turkey is not too large. Check the manufacturer’s instructions for the size turkey that will fit into your microwave oven, the minutes per pound and the power level to use for thawing. Cook immediately after thawing.

<table>
<thead>
<tr>
<th>What size Turkey to Purchase</th>
<th>Pounds to Buy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Whole bird</td>
<td>1 pound per person</td>
</tr>
<tr>
<td>Boneless breast of turkey</td>
<td>1/2 pound per person</td>
</tr>
<tr>
<td>Breast of turkey</td>
<td>3/4 pounds per person</td>
</tr>
<tr>
<td>Pre-stuffed frozen turkey</td>
<td>1 1/4 pounds per person—keep frozen until ready to cook</td>
</tr>
</tbody>
</table>
4. Preparation
The day before Thanksgiving—Make sure you have all the ingredients you need to prepare your holiday meal. Check to make sure you have all the equipment you will need, including a roasting pan large enough to hold your turkey and a food thermometer. Wet and dry stuffing ingredients can be prepared ahead of time and refrigerated separately. This may also be done on Thanksgiving Day. Mix ingredients just before placing the stuffing inside of the turkey cavity or into a casserole dish.

Thanksgiving Day—If you choose to stuff your turkey, stuff loosely. The stuffing should be moist, not dry, since bread destroys bacteria more rapidly in a moist environment. Place stuffed turkey in oven immediately. You may also cook the stuffing outside the bird in a casserole. Judging cooking time for your turkey will be easier if the following chart is used. The times are for a fresh or thawed turkey in an oven at 325 degrees Fahrenheit.

Timetables for Turkey Roasting (325 degrees Fahrenheit oven temperature)

<table>
<thead>
<tr>
<th>Size of Turkey</th>
<th>Cooking Time—Unstuffed</th>
<th>Hours to Prepare</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 to 12 pounds</td>
<td>2 3/4 to 3 hours</td>
<td>2 3/4 to 3 hours</td>
</tr>
<tr>
<td>12 to 14 pounds</td>
<td>3 to 3 3/4 hours</td>
<td>3 to 3 3/4 hours</td>
</tr>
<tr>
<td>14 to 18 pounds</td>
<td>3 3/4 to 4 1/4 hours</td>
<td>3 3/4 to 4 1/4 hours</td>
</tr>
<tr>
<td>18 to 20 pounds</td>
<td>4 1/4 to 4 1/2 hours</td>
<td>4 1/4 to 4 1/2 hours</td>
</tr>
<tr>
<td>20 to 24 pounds</td>
<td>4 1/2 to 5 hours</td>
<td>4 1/2 to 5 hours</td>
</tr>
</tbody>
</table>

Cooking Time—Stuffed

<table>
<thead>
<tr>
<th>Size of Turkey</th>
<th>Hours to Prepare</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 to 12 pounds</td>
<td>3 to 3 1/2 hours</td>
</tr>
<tr>
<td>12 to 14 pounds</td>
<td>3 1/2 to 4 hours</td>
</tr>
<tr>
<td>14 to 18 pounds</td>
<td>4 to 4 1/4 hours</td>
</tr>
<tr>
<td>18 to 20 pounds</td>
<td>4 1/4 to 4 3/4 hours</td>
</tr>
<tr>
<td>20 to 24 pounds</td>
<td>4 3/4 to 4 1/4 hours</td>
</tr>
</tbody>
</table>

Use a food thermometer to check the internal temperature of the turkey. A whole turkey is safely cooked to a minimum internal temperature of 165 degrees Fahrenheit throughout the bird. Check the internal temperature in the innermost part of the thigh and wing and the thickest part of the breast. All turkey meat, including any that remains pink, is safe to eat as soon as all parts reach at least 165 degrees Fahrenheit. The stuffing should reach 165 degrees Fahrenheit, whether cooked inside the bird or in a separate dish. When turkey is removed from the oven, let stand 20 minutes. Remove the stuffing and carve turkey.

5. Storing Leftovers
Cut the turkey into small pieces; refrigerate stuffing and turkey separately in shallow containers within 2 hours of cooking. Use leftover turkey and stuffing within 3-4 days or freeze these foods. Reheat thoroughly to a temperature of 165 degrees Fahrenheit or until hot and steaming. See the Turkey Frittata recipe below for a quick post-Thanksgiving breakfast.

Ingredients
- 1 tablespoon olive oil
- 1/2 onion, chopped
- 1/2 red or green bell pepper, chopped
- 1 cup boiled potatoes, chopped
- 1/2 cup leftover cooked chopped turkey
- 6 eggs, lightly beaten
- 1/4 cup cream
- Salt and pepper
- 2 tablespoons chopped parsley, basil or cilantro
- 1/2 cup grated cheddar, Monterey Jack or mozzarella

Directions
Preheat the broiler.
Heat oil in a large non-stick skillet over medium high heat. Add onion and bell pepper and cook for 3 minutes. Stir in potatoes and cook until golden brown. Add cooked leftover meat and toss to coat. In a mixing bowl beat together the eggs and cream and season with salt and pepper. Pour egg mixture into skillet and stir in chopped herbs. Top with grated cheese and brown under broiler for about 2 to 3 minutes until
COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
THE SAFETY COMMITTEE PRESENTS:

3RD QUARTER SAFETY SPOTLIGHT

I.T. Department

Congratulations to our Quarterly Safety Winner: The I.T. Department!
The team received a $50 gift card, courtesy of Heffernan Insurance Brokers.
The I.T. Department has demonstrated commitment to safe practices and exemplary
attention to detail during the Victim Services move.
You are true safety champions!

Messages from the Safety Committee

1) New seasonal items will be made available in the Safety Store.
2) Know the placement of your worksite IIPP and SDS binders.
3) Pay attention to your surroundings.
4) Stay active and engage to avoid children’s sudden physical actions.
5) Have sufficient sleep to avoid risks for fatigue.

DAYS without INJURY As of 11/16/18

CAPMC: 108 DAYS
Gill: 108 DAYS
Madera/Mariposa Regional HS: 15 DAYS
Madera Migrant/Seasonal HS: 7 DAYS
Fresno Migrant/Seasonal HS: 32 DAYS
The Wellness Committee presents:

**Boost Happiness in Three Steps**

1) **Get real about happiness**

Happiness isn’t about being upbeat all the time. Instead, think of it as a trait—one that helps you to recognize even the tiniest moments of joy. It helps you fully embrace the good stuff in life without pause. It’s also something that can be cultivated.

Why is this important? Science shows us that happiness is one of the best defenses against hardship. It creates resiliency. The key to uncovering happiness is to be on the lookout for the sweet moments in life, big and small, and to really take them in.

Start taking notice of these everyday moments, and bask in their glow for a beat or two. The more easily you can identify even the simplest of joys in life, the more of them you’ll discover, everywhere.

2) **Find your purpose**

Getting involved in something outside of your day-to-day routine has the power to infuse daily life with greater meaning. But we’re all pulled in so many directions, it can feel overwhelming to know where to put your attention. To cut through the din, each day ask yourself these three questions:

1. What do I care about beyond myself?
2. What small action can I take today that is in line with this belief?
3. How will my actions affect the world in the long run?

Then take these values and turn them into verbs. If you value family time, for example, start putting smartphones aside during dinner, create a plan for a monthly family outing, or find ways to connect more often with your bicoastal siblings. If it’s the environment, consider volunteering your time or donating money to an organization that supports that cause, or both. If you feel compelled to create, commit to fueling your inspiration in whatever ways feel right—visiting a museum, browsing through art books—and set aside some time for your own creative process. Carve a bit of space into each day to think about and do one small thing toward the bigger picture you hold. Practice and repeat, and over time watch your sense of purpose grow.

3) **Be generous: it’s contagious**

There is no experience more uplifting than giving. At the base of generosity is compassion, which research finds has a direct impact on well-being. You know what’s even cooler? Generosity is generative: The more you practice, the better you feel, and the easier it becomes to be generous! Plus, it’s contagious. Your act of generosity very well might inspire someone else to act kindly toward another. And you can start right away, where you are. Tip the server 18% instead of your usual 15%. Give a bit more to charity this month, or dedicate more of your time to helping friends, family, and strangers than you normally do. Or get more connected: Try smiling at a stranger, tell a friend that you appreciate them, or tell a loved one how much they mean to you. It all adds up—and adds to your happiness quotient.
Healthy tips to help prevent diabetes

More than 1 in 3 Americans have prediabetes – and 90% of them don’t even know it. The good news is that most cases of type 2 diabetes are preventable – healthy lifestyle changes can help you avoid, control, or even reverse the disease.2

Keep your weight in check
Excess weight is the primary cause of type 2 diabetes. If you’re overweight, losing just 7 to 10% of your current weight can cut your risk in half.2 Maintaining a healthy weight can help prevent other health problems, too – including heart disease and certain types of cancer.

Be carb-smart
Limit sugar and refined carbohydrates like white bread, pasta, and rice. Focus on high-fiber, whole-grain complex carbohydrates – they’re digested more slowly, which helps keep your blood sugar steady.

Stay active to stay healthy
Inactivity promotes type 2 diabetes, so regular exercise is essential. You don’t have to spend hours sweating in the gym to get the benefits – just walking briskly for a half hour every day can reduce your risk by up to 30%.2

Want more ways to prevent or manage diabetes?

1Centers for Disease Control and Prevention
2Harvard T.H. Chan School of Public Health

Visit kp.org/diabetes and follow us @kpthrive.

Services covered under a Kaiser Permanente health plan are provided and/or arranged by Kaiser Permanente health plans; Kaiser Foundation Health Plan, Inc., in Northern and Southern California and Hawaii • Kaiser Foundation Health Plan of Colorado • Kaiser Foundation Health Plan of Georgia, Inc., Nine Piedmont Center, 3495 Piedmont Road NE, Atlanta, GA 30305, 404-364-7000 • Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc., in Maryland, Virginia, and Washington, D.C., 2101 E. Jefferson St., Rockville, MD 20852 • Kaiser Foundation Health Plan of the Northwest, 500 NE Multnomah St., Suite 100, Portland, OR 97232 • Kaiser Foundation Health Plan of Washington or Kaiser Foundation Health Plan of Washington Options, Inc., 601 Union St., Suite 3100, Seattle, WA 98101 • Self-insured plans are administered by Kaiser Permanente Insurance Company, One Kaiser Plaza, Oakland, CA 94612
COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
BOARD DISCUSSION ITEMS...Board of Directors
The following is a synopsis of the Action Items from the Board of Directors Meeting on November 8, 2018.
If you are interested in seeing any items in more detail, please contact Cristal Sanchez.

- **RECOMMENDATION: F-1** Elect a Nominating Committee to prepare a slate of nominations for Board Officers, the Executive Committee, the Finance Committee and the Personnel Committee.
  
  **SUMMARY:**
  As stated in the Community Action Partnership of Madera County By-Laws, a Nominating Committee must be elected to select the nominees for Board Officers (Chairperson, Vice Chairperson and Secretary/Treasurer), the Executive Committee the Finance Committee, and the Personnel Committee to be elected.
  
  **FINANCING:**
  None
  
  **BOARD ACTION:** Approved

- **RECOMMENDATION: F-2** Review and consider approving the Community Action Partnership of Madera County application for Duration Funds to Extended Service Days for Migrant/Seasonal Head Start Program.
  
  **SUMMARY:**
  * On September 10, 2018, the Office of Head Start released a Program Instruction (PI) Memorandum providing information and guidance for Funding Opportunity (PI was provided for prior review).
  * Staff is seeking approval from the Parent Policy Committee and Board of Directors to submit a proposal and plan to apply for duration funding.
  * The Head Start Performance Standards require that programs serving infant and toddlers provide a minimum of 1380 hours of service. For CAPMC-Migrant/Seasonal Head Start this translates to serving children from ages 0-3 for at least 138 days.
  * The program is currently serving infants and toddlers for 127 days, 1270 hours during the summer session and 60 days, 600 hours of service during the winter.
  * Staff is proposing to increase the number of days for the summer session to 138 days. The increase in days will allow staff to open all its centers in early April providing longer services for children and families.
  * Since the winter program is a shorter period, the session will be increased from 60 service days to 73 service days. Providing 730 hours of service.
  * Although the funding is only to extend service days for preschool children as funding allows. Staff want to ensure that services are provided to the entire family instead of just infants and toddlers.
  * The proposed increase in service days will also provide longer employment for center staff. Currently, staff are laid off for two months; with this increase, there will only be a three week down time.
  * If the funds are awarded to extend service days and hours, the funding will become permanent. Additionally, increase of service days will be implemented with the new funding year – March 2019.
  
  **FINANCING:**
  Amount Requested: $462,197 for duration
  
  **BOARD ACTION:** Approved

- **RECOMMENDATION: F-3** Consider authorizing the Executive Director to enter into an agreement with the Housing Authority of the City of Madera for CAPMC to provide case management services for the temporary Pomona Housing Project.
  
  **SUMMARY:**
  The Housing Authority of the City of Madera received permission to use the Migrant Housing facilities known as the Pomona Ranch during the months from November 2018 through March 2019 to house homeless families after the migrant families have moved out for the season. The temporary housing program seeks to help stabilize homeless families by assisting them to overcome barriers to achieving permanent housing. The Housing Case Manager will work with families to help them connect to programs and services that will help them secure permanent housing by the end of March 2019.
  
  **FINANCING:**
  Maximum total amount of $32,000.
  
  **BOARD ACTION:** Approved

- **RECOMMENDATION: F-4** Consider authorizing the Executive Director to enter into an agreement with the Madera County Behavioral Health Department for CAPMC to provide outreach services for mentally ill homeless people in Madera County.
  
  **SUMMARY:**
  The County of Madera Behavioral Health Department will subcontract with CAPMC to oversee the Homeless Mentally Ill Outreach and Treatment Program. This is a one-time contract with State of California Health and Human Services Agency Department of Health Care Services. The program provides funding to hire a Homeless Outreach Worker to seek out mentally ill homeless or at risk of becoming homeless and help them connect to services.
  
  **FINANCING:**
  Approximately $100,000
  
  **BOARD ACTION:** Approved

- **RECOMMENDATION: F-5** Review and consider approving the health insurance plan options that are effective January 1, 2019 and the employer contribution thresholds ($500.00 for medical and $56.10 for dental/vision/life insurances) per employee per month.
  
  **SUMMARY:**
  The Agency will offer three Kaiser medical plans: HMO15, HMO 20A, and HMO 20B. Plans will have full coverage options. A stand-alone telemedicine plan is available for employees to elect. Dental and vision plans are unbundled; Ameritas is the dental carrier, and EyeMed is for vision. Life insurance and Employee Assistance Program (EAP) will be with Unum. The Agency offers dental / vision / life insurance plans for employees with the options of spousal and children coverage.
  
  **FINANCING:**
  Some increase; the Agency’s contribution increases from $485 to $500 per employee per month for medical coverage, and employee only coverage for dental/vision/life will reduce from $56.10 to 55.65. Employees will be responsible for the additional premiums when applicable.
  
  **BOARD ACTION:** Approved

- **RECOMMENDATION: F-6** Reconsider and approve the amount of Board designated net assets for the Community Action Partnership of Madera County, Inc. (CAPMC) June 30, 2018 audited financial statements.
  
  **SUMMARY:**
  The Board of Directors designated the amount of $560,000 of the net assets of the agency for cash flow and a “rainy day” fund on July 14, 2016. Request that the Board review the net assets as of June 30, 2018 and continue to maintain that same balances as Board designation for the same purposes.
  
  **FINANCING:**
  The unrestricted net assets of the agency should be preserved for cash flow and operating reserve needs and unforeseen emergencies. Corporate Fund designation of $350,000 will be continued and Victim Services designation of $210,000 to be earmarked, both as Net Assets—Board Designated.
  
  **BOARD ACTION:** Approved
Name: Jerri Clay  
Job Title: Accounting Technician  
How long have you worked for CAPMC? I started in January with the HR department on a short contract. I became a full-time employee in September working in Fiscal.  
Where were you born and raised? I was born in Madera, CA and raised in Chowchilla, CA.  
What do you do in your spare time? In my spare time I enjoy watching and helping my kids race go-karts. I also love reading Karen Kingsbury novels.  
Family: I am married to my husband, Dennis, for almost 18 years and we have a son, Logan, who is 17 and a daughter, Melinda, who is 14.  
What do you like most about your job? I think the greatest part of my job is the people I work with. I have always felt welcomed, appreciated and encouraged here.  
Pets: I have 3 dogs: Lexi, Tiger and Clara Bell.  
Favorite Junk food: I LOVE Chocolate.  
Favorite saying: Do what is right not what is easy.  
Best advice ever given: Never give up.  
Favorite Color: My favorite color is green.  
Favorite holiday: My favorite holiday is Thanksgiving because it is a time for family and giving thanks for what we have.  
Favorite vacation spot: My favorite vacation spot is anywhere in the mountains without TV, cell phones, computers and other distractions. Perfect family time!  
If you were stuck on a desert island and could only have three things, what would they be: If I were stuck on a deserted island I would take water, food and my Bible.  
A random or fun fact about you: A random fact about me is that I am the 3rd of 4 “Jerri’s” in my family. I was named after my dad, Jerry. I have a half-brother named Jerry Dean and he has a son named Jerry.  
Advice to new employees on how to be successful in the agency: Never stop reaching for success! CAPMC has so many opportunities and doors that can open with people here to help support and encourage you!  

Congratulations to the winners of the CAPMC Costume Contest! Funniest Costume was awarded to Jessica Mendoza (APP/R&R) for her “grandma” costume. Karina Garcia, Carrie Chapman, Jissel Rodriguez and Maritza Gomez-Zaragoza (Madera Head Start) were awarded Most Creative and Best Costume for their Super Mario themed costumes.  

It was an eventful month for Jessica Mendoza (APP/R&R) as she completed a full marathon (26.2 miles) at the Two Cities Marathon & Half in Fresno and Clovis, CA. She also completed a half marathon (13.1 miles) at the Rock n’ Roll Marathon & Half in Las Vegas, Nevada.  

Way to go, Jessica!

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 Cristal Sanchez, at: Email: c.sanchez@maderacap.org Phone: (559) 675-5748 Fax: (559) 673-2859