STRENGTHENING FAMILIES PROGRAM IN ACTION

Sharing the Spirit of Hope, One FAMILY at a Time.

The families proudly pictured are graduates of a 14-week family skills training facilitated by the Strengthening Families Program (SFP). During the 14-week training, topics such as effective communication, problem solving and coping, family meetings, and life skills were discussed and practiced through hands-on activities.

Enrollment is currently open for families who are enrolled in Regional Head Start and are interested in participating in the SFP. Cohorts are continuously meeting for families who are referred to SFP by our community partners.

Thank you to our Strengthening Families Program team for spreading the spirit of hope!
**Messages from Human Resources:**

1) HR staff will process inquiries regarding verification of employment
2) Employees may take unpaid leave of up to 40 hours per calendar year, limited at 8 hours per month, to participate in activities at their children’s schools or licensed day care facilities
3) Please share the Agency’s job openings with your families and friends
4) Smoking is prohibited at all times in or around Agency premises
5) Employees are expected to report to their supervisors any change in the validity of their driver’s licenses

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**Upcoming Holidays and Agency Events**

April 2: Wear Teal for Sexual Assault Awareness Month  
April 5: Honoring Victims of Crime (at CAPMC)  
April 11: Board of Directors Meeting  
April 12: Walk a Mile in Her Shoes (at Courthouse Park)  
April 19: Spring Holiday  
April 24: Denim Day

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**Honoring our Past.**
**Creating Hope for our Future.**

National Crime Victims’ Rights Week  
April 7-13, 2019  
Community Action Partnership of Madera County- Victim Services Presents  
Honoring Victims of Crime  
April 5, 2019 at 12:00PM  
1225 Gill Ave Madera, CA 93637  
Victims Memorial will be on display  
*Lunch will be provided to the first 75 people, with priority to victims and awardees*  

**Award Recipients**

1. Caitlin Smith  
2. Baldwin Moy  
3. Mexican Consulate  
4. Beryl Raviscioni  
5. John Markle  
6. Catalina Alcorn  
7. Albert Luna

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**Safety Game Piece**

*Due to the H/R Department—Monday, 04/08/2019 at 12 p.m.*

**NAME:**________________________

**I.D.#:**________________________

**WORKSITE:**____________________

What is one thing you should do if your vehicle gets stuck in the snow?
I.T. HELP DESK UPDATES

By: Bill Frame, Application Analyst, I.T.

There are a couple of changes to the IT Help Desk system in CAPnet. The most important one is the addition of a new optional field called “Created For”. If anything is entered in this field, it must be the name of a valid CAPnet user. This field is used when you are creating an IT Help Desk ticket for another person. If nothing is entered in the field, it will be set to the person that actually created the ticket.

The purpose of this field is to allow a user to create an IT ticket for another person. By using the Created For field, all communication about the ticket will go to the entered person instead of the person that actually created the ticket. The primary use for this will be when the request comes to the IT Staff in the form of a phone call or email. In this case, the IT Staff can create the ticket and set the Created For to the person that requested the work. This will cause all the activity emails to go to the person that actually made the request rather than the IT Staff that created it. Another example of when to use the Created For field is when you are asked to create an IT ticket for someone else, like your manager or another co-worker. Again, this will create the ticket and direct all the activity emails to the person entered in the Created For field.

The other change is to the drop-down menu under IT Help Desk. At the bottom of the list is a new entry “My Open Tickets”. This will open a new page that include the Tips & Tricks and the My Open Tickets view of the IT Help Desk Tickets. This allows you to go directly to the view of your tickets without the “What type of help do you need?” form being displayed.
**2019 Safety Committee Members**

| Administration          | Cristal Sanchez | 675-5748  
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<tr>
<td></td>
<td>Mattie Mendez</td>
<td>675-5749</td>
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<td>Community Services</td>
<td>Ana Ibanez</td>
<td>675-5747</td>
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<td>APP/R &amp; R</td>
<td>Idelisa Duran</td>
<td>675-5776</td>
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<td>Karen Sanchez</td>
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<td>Fiscal</td>
<td>Yessenia Casillas</td>
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<td></td>
<td>Leticia Aranda</td>
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<td>Fresno Migrant</td>
<td>Francisco Rojas</td>
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<tr>
<td>Head Start</td>
<td>David Castro</td>
<td>276-5831</td>
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<tr>
<td>Madera Head Start</td>
<td>Karina Garcia</td>
<td>675-5720</td>
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<td></td>
<td>Joe Arias</td>
<td>675-5727</td>
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<td></td>
<td>Tammy McDougald</td>
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<td></td>
<td>Yareny Pumarejo</td>
<td>665-0291</td>
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<td></td>
<td>Silvia Sandoval</td>
<td>662-1788</td>
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<tr>
<td>Human Resources:</td>
<td>Kelly Hanna</td>
<td>675-5767</td>
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<td>Victim Services:</td>
<td>Jennifer Coronado</td>
<td>675-5706</td>
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<td>Mayra Campos</td>
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## UNDERSTANDING MENTAL HEALTH

### Care for the whole you

Your mind and body are connected. You deserve care that supports your total health — mind, body, and spirit.

### Did you know?

You do not need a referral for mental health services. However, your personal doctor is your biggest total health advocate. If you are struggling, they can connect you with support and help you access care. Mental health conditions are more common than most people realize. In fact, 1 in 5 adults experiences a mental health condition every year. The good news is that most mental health conditions are treatable. If you need help, your medical care provider’s teams are here to help you to cope with emotional problems and overcome challenges.

### Common Conditions

#### Depression

It is normal to feel sad sometimes. Life events like break-ups, job changes, or losing a loved one can trigger intense feelings that usually fade over time. However, if you have ongoing, overwhelming feelings of sadness or grief, you could be depressed. Support for depression is available — and treatment is proven to work.

#### Anxiety

Everyone gets stressed sometimes — it is a normal response to the challenges of daily life. However, if you feel overwhelmed by fear and worry, you could have an anxiety disorder. Fortunately, there are many tools and treatment options that can help you find relief.

### Help is available — and treatment works

If you’re looking for support, you’re not alone. Millions of people seek mental health services every year. Your medical provider or the Employee Assistance Program offers many options for members with mental, emotional, and addiction issues. They will help you find what works for you.

### Myths and facts about mental health

**Myth: People with mental health conditions never get better**
Fact: Treatment works for more than 8 in 10 people who get help for depression, and as many as 9 in 10 people who get help for panic attacks.

**Myth: People with mental health conditions are just weak**
Fact: Many factors can affect mental health — including biology, environment, and challenging life events. Anyone can develop a mental health condition — there is no single cause, and it is not anyone’s fault.

**Myth: If I get treatment, my employer will find out**
Fact: You decide who you want to tell — and not tell — about your care. Your medical record is confidential, and you cannot lose your job or your health insurance for getting treatment for a mental health or addiction issue.

**Myth: If I get treatment, I will have to take medication**
Fact: There are many types of treatment. Medication is just one of them — and it is typically combined with therapy, self-care resources, and other types of support. It is a personal decision that you and your providers make together.
COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
THE SAFETY COMMITTEE PRESENTS:

SPRING CLEANING TIPS
Freshening up your home for spring? These easy projects will help you stay safe and help save big on your energy bill.

KITCHEN
- **Clean oven and range**
  A range or oven darkened from heavy use absorbs more heat, reducing its efficiency.

- **Vacuum refrigerator coils**
  Dust that builds up on refrigerator coils can cause the motor to work harder, using more energy.

HALLWAYS
- **Clean or replace HVAC filters**
  A dirty filter will slow air flow and cause your system to use more energy.

- **Replace smoke and carbon monoxide detector batteries**
  Replace batteries in all detectors at least once a year.

OUTDOORS
- **Have solar panels cleaned**
  Having panels cleaned once a year can help maintain their output potential.

- **Call 811**
  Locate underground utility lines before digging any holes in the yard.

- **Move flammables**
  Clear away flammable materials and liquids from gas furnaces.

- **Clean out dryer ducts**
  Blocked dryer ducts make your machine work harder than necessary.

GARAGE

Messages from the Safety Committee
1) Take some time to check out the new items in the Safety Store and place your orders
2) The Safety Committee wants to hear your safety suggestions and ideas
3) Run/Hide/Fight are the approaches when facing an active shooter situation
4) Speak up when you see something unusual
5) Check your worksite tools and equipment to ensure they are in good working condition

DAYS without INJURY As of 03/22/19
- **CAPMC:**
  - Gill: 11 DAYS
  - Madera/Mariposa Regional HS: 10 DAYS
  - Madera Migrant/Seasonal HS: 93 DAYS
  - Fresno Migrant/Seasonal HS: 14 DAYS
NATIONAL HUMOR MONTH

Why did a rubber duck cross the road? To see the rubber chicken!

April is National Humor Month!

Humor plays an essential role in our overall health. The ability to smile, laugh and play are directly related to the way we express our personality. It’s one of our more redeeming qualities. The more we laugh at ourselves, the better suited we are for the world around us, too! Jokes and general silliness help to increase our heart rate and blood flow bringing oxygen to our brain and vital organs. A sparkle dances in our eyes as hormones flood our bodies reducing pain and stress. Can you imagine a world without laughter?

HOW TO OBSERVE

⇒ Tell a joke or act silly for just a moment every day. Humor is contagious. Be prepared to smile!
⇒ Use #NationalHumorMonth to share your fun with someone who needs their month brightened.

HISTORY

Larry Wilde, Director of the Carmel Institute of Humor, comedian, and author, founded National Humor Month in 1976 to share the therapeutic benefits of humor with the world. Visit www.humormonth.com to learn more.
RECOMMENDATION: F-1
Review & consider approving the submission of CAPMC Fresno Migrant & Seasonal Head Start's Grant application (September 1, 2019-August 31, 2020).
- Approve/Disapprove 2019-20 Basic Budget
- Approve/Disapprove 2019-20 Administrative Budget
- Approve/Disapprove 2019-20 Training and Technical Assistance Budget
- Approve/Disapprove 2019-20 In-Kind Budget

SUMMARY:
1. CAPMC is applying to serve migrant children and families in Fresno County.
2. The 2019-2020 Grant application with all budget items is due Community Action Partnership of San Luis Obispo, Inc. by April 2019.
3. CAPMC Board of Directors Resolution is required by Community Action Partnership of San Luis Obispo, Inc.

FINANCING:
Total funding is:
Basic $4,551,614
Training and Technical Assistance $82,690
This grant does require a 10% in-kind match of $514,923.

BOARD ACTION: Approved

RECOMMENDATION: F-2
Review & consider approving the submission of CAPMC Fresno Migrant Early Head Start Partnership Grant application (September 1, 2019-August 31, 2020).
- Approve/Disapprove 2019-20 Basic Budget
- Approve/Disapprove 2019-20 Training and Technical Assistance Budget
- Approve/Disapprove 2019-20 In-Kind Budget

SUMMARY:
1. CAPMC is applying to serve migrant children and families in Fresno County.
2. The 2019-2020 Grant application with all budget items is due Community Action Partnership of San Luis Obispo, Inc. by April 2019.
3. CAPMC Board of Directors Resolution is required by Community Action Partnership of San Luis Obispo, Inc.

FINANCING:
Total funding is:
Basic $290,238
Training and Technical Assistance $6,949
This grant does require a 10% in-kind match of $33,021.

BOARD ACTION: Approved

RECOMMENDATION: F-3
Consider awarding the annual agency-wide single audit for June 30, 2019 and its 403B Plan audit for calendar year 2018 to Brown Armstrong CPAs.

SUMMARY:
CAPMC is required to have an annual single-wide audit by its funding sources. Additionally, the Agency has additional tax and reporting requirements. Further, the Agency is required to have an audit of its 403B Plan.

FINANCING:
The costs of both audits and the other services have been budgeted as part of the indirect cost pool.

BOARD ACTION: Approved
Name: Maria Ortiz Munguia  
Job Title: Program Assistant Typist Clerk II for Alternative Payment Program and Resource & Referral  
How long have you worked for CAPMC: I started in November 2018 though the Workforce Training Program and was officially hired in January of 2019  
Where were you born and raised: Michoacán, Mexico  
What do you like most about your job: Helping people with directing them to the right place with the right information  
What do you do in your spare time: Spend time with my family and walk my dog  
Favorite junk food: Potato chips  
Favorite saying: Thank you  
Greatest achievement: Continuing my education after a long time  
Favorite color: Black and purple  
Favorite Movie: Avatar  
Favorite Song: From this Moment by Shania Twain  
Favorite T.V. Show: The Big Bang Theory  
Favorite holiday: Christmas  
Favorite vacation spot: Puerto Vallarta, Mexico  
If you were stuck on a desert island and could only have three things, what would they be: Water, medication, cell phone  
A random or fun fact about you: I learn positive things from obstacles/struggles  
Please include some thoughts about your job, co-workers or the families you work with: Great teamwork!  
Where do you see yourself in 2 years: Obtaining my A.A. (associate’s degree)  
Best thing about your position: Interacting with people  
A must-know fact about you: Always accountable  

Congratulations to Kelly Hanna on her appointment to the Oversight Committee for the Public Safety Transactions and Use Tax, otherwise known as “Measure N,” for the City of Chowchilla.  

In the November 6, 2018 election, Chowchilla residents passed a 1% sales tax ballot measure by the required 2/3 majority vote. Revenues received from the Public Safety Transactions and Use Tax will be used to provide support for public safety purposes according to the “Five Year Expenditure Plan”.  

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