IGNITE, INSPIRE, IMPACT

Joaquin Hernandez attended the 11th Annual Public Policy Forum in Washington, D.C. The National Migrant & Seasonal Head Start Association event brings together dedicated champions from across the nation to fulfill a common goal: advocating for Migrant & Seasonal Head Start. The event started off with a comprehensive panel including the Office of Head Start (OHS) Deputy Director, Ann Linehan and Region XII Specialist, Sandra Carton. Their valuable words conveyed the significance of maintaining health & safety, enrollment, and staff qualifications as a focal point. Joaquin met with Congressional Representatives to share the continued quality of services Migrant Head Start bestows upon the children and families we serve.

Joaquin is a member of the National Migrant & Seasonal Head Start Association Board of Directors. While in D.C., Joaquin attended the Board of Directors meeting and welcomed the 2019 NMSHSA intern class. The interns were eager to share their experiences and to connect with the Board of Directors whom support their educational goals. A highlight was meeting intern Araceli Abedano, a former CAPMC Migrant Head Start child. During Araceli’s speech to the Board of Directors she thanked Joaquin for motivating her and making her feel less homesick. Araceli proudly joined Joaquin at Capitol Hill and shared success stories including their common choice of school, California State University, Fresno.
Community Action Partnership of Madera County, Inc.
Agency News... Here's the Scoop

Catching People Doing The Right Thing...

Alicia Moreno (Madera Migrant Head Start) is always doing the right thing, from hand washing procedures to correct diapering. She is on top of hygiene and safety in the classroom. Along with following all hygiene and safety protocol, she is a team player. Alicia will jump in to help whenever needed. She is a valued asset to the classroom and the program as a whole.

Messages from Human Resources:
1) New Worker’s Compensation packet is available on CAPnet.
2) We want your feedback on health insurance services. Please participate by completing a survey at the following link: https://www.surveymonkey.com/r/6NG9V6W. The survey is open now through September 15, 2019.
3) Job Descriptions are being updated. All employees will receive a revised job description once they are finalized.
4) Remember to update your personal information to keep your information current, such as phone number, address, predetermined physician, beneficiary, etc.

Upcoming Holidays and Agency Events
7/4: 4th of July (Office Closed)
7/10: Crisis Response Training Hosted by Victim Services Center
7/11: Board of Directors Meeting

Leticia Murillo, Child Care Alternative Payment and Resource & Referral Program Manager, would like to recognize APP/R&R staff for their hard work as they prepare to close the fiscal year. APP/R&R has worked diligently to meet their contracts by connecting families to affordable and quality child care services. One team, one dream!

Safety Game Piece

Due to the H/R Department—
Monday, 07/01/2019 at 12:00 p.m.

What is the proper way to dispose of batteries?

NAME:________________________
I.D.#:_____________________
WORKSITE:__________________
Jabber Screen Sharing
By: Bill Frame, Application Analyst

Have you ever called someone else in the agency for help with a Word, Excel, or PowerPoint project you were having trouble with? Wouldn’t it be easier if they could see what you were seeing? Well, with Jabber Screen Sharing, they can! Not only can they see your screen but, if you allow it, they can even control it. Let’s assume I need help with formatting a Word document I am working on. I can start a Jabber chat session with Cristal and then share my screen with her by clicking the Share Screen button.

Because I have multiple display screens, I will select which of my screens she will see and then click Share:

Cristal will get a message like this. If she clicks “Accept,” she will then see my screen in a window on her workstation.

In the upper right corner of the screen share window there are 3 controls: Switch Sharing, Take control, and Full Screen. “Switch” will change from sharing my screen with her to sharing her screen with me. “Take Control” will allow her to actually interact with my screen using her mouse and keyboard. “Full Screen” simply expands the sharing window to be the full screen on her workstation.

If you have never used jabber, there are several resources that you may find helpful:
In the CAPMC How To Wiki (https://maderacap.sharepoint.com/CAPMC%20HowTo%20Wiki/Home.aspx) there are several articles about Jabber: Overview of Jabber, Jabber Setup, and Using Jabber

Of course, if you need more help, please contact the IT staff and we will be glad to assist you with getting started using Jabber!
COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
The Safety Committee Presents:

PRACTICE GOOD ERGONOMICS

If you work in an office, chances are good that you sit for a large part of the day. This puts you at risk for ergonomics-related problems. “No matter how well a workstation is designed... working at a computer often involves very few changes in body position,” states the Canadian Center for Occupational Health and Safety. “This lack of movement can lead to muscle pain and strain.”

You can help prevent the adverse health effects of sitting by starting a stretching routine, such as:

**Hands and arms**
- Start with your hand open, and then make a fist – keeping your thumb straight. Then, slide your fingertips up your palm so that the tips of your fingers are near the base of your fingers. You should feel a stretch. Place your hands down and open. Gently bend your wrist from side to side as far as you can. Hold this stretch for about five seconds. Repeat it three times.
- Stretch out your arm and hand, and slowly rotate your wrist until you feel a stretching sensation. Hold for three to five seconds. Then, rotate your palm up until you feel a stretch. Repeat this sequence three times.
- Place your elbows on your desk with your palms together and slowly lower your wrists for about seven seconds before relaxing. Repeat this stretch three times.

**Neck and shoulders**
- Bring the top of your shoulders toward your ears until you feel some tension. Hold this pose for three to five seconds before relaxing into your normal sitting position. Repeat this stretch two or three times.
- While sitting or standing – without lifting your chin – glide your head straight back. (If you feel like you’re giving yourself a “double chin,” you’re doing this stretch correctly.) Hold for 20 counts and repeat five to 10 times.
- Slowly drop your head to the left, trying to touch your left ear to your shoulder. Hold and then repeat on the right side.
- Placing your hands behind your head, squeeze your shoulder blades together.

**Back and legs**
- Lace your fingers together and lift your arms over your head, making sure to keep your elbows straight. Then, press your arms as far back as you can and slowly lean to the left and then to the right. Hold your right arm with your left hand just above your elbow, and then gently push your elbow toward your left shoulder. Hold this for five seconds and repeat with your left arm.
- Hold one foot off the floor with your leg straight. Point your toes up and then down. Repeat with your other leg. Sit forward in your chair and place your feet flat on the floor. With a straight leg, lift one foot a few inches off the floor. Hold for a moment and return your foot to the floor.

If at any point during these stretches you feel pain or discomfort, stop.
For more stretches, as well as graphics illustrating how to do them, visit: [ccohs.ca/oshanswers/ergonomics/office/stretching.html](http://ccohs.ca/oshanswers/ergonomics/office/stretching.html).
COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
THE SAFETY COMMITTEE PRESENTS:

Heat Exhaustion or Heat Stroke:
- Faint or dizzy
- Excessive sweating
- Cool, pale, clammy skin
- Nausea or vomiting
- Rapid, weak pulse
- Muscle cramps

Throbbing headache
No sweating
Body temperature above 103°
Red, hot, dry skin
Nausea or vomiting
Rapid, strong pulse
May lose consciousness

CALL 9-1-1
- Get to a cooler, air conditioned place
- Drink water if fully conscious
- Take a cool shower or use cold compresses
- Take immediate action to cool the person until help arrives

Messages from the Safety Committee
1) Pay attention on your pathway when walking/running to avoid tripping/falling
2) Report work-related injuries immediately
3) Shop the Safety Store for seasonal summer items
4) Submit safety suggestions
5) Drink plenty of water

DAYS without INJURY As of 06/19/19
CAPMC: Gill: 20 DAYS
Madera/Mariposa Regional HS: 42 DAYS
Madera Migrant/Seasonal HS: 29 DAY
Fresno Migrant/Seasonal HS: 42 DAYS
COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

THE WELLNESS COMMITTEE PRESENTS:

**Healthier Employees, Happier Workplace, Increased Productivity**

CAPMC cares about the health and wellbeing of staff. As a result, an Employee Interest Survey was conducted in January 2019. Based on the results of the Employee Interest Survey, nutrition was identified as one of the top interest areas of wellness amongst staff. Therefore, Kaiser has offered to sponsor 18 fruits baskets beginning July 2019 – December 2019.

The Wellness Committee pre-drew 18 different departments/worksites to receive a fruit basket to be delivered during the remainder of 2019. This is in effort to help promote healthy eating by providing a healthier choice of a delicious and nutritious snack.

These healthy fruit baskets will be provided by “The FruitGuys.”

The following departments/worksites were chosen from the drawing to receive a Harvest Mix Fruit Basket:

<table>
<thead>
<tr>
<th>July</th>
<th>October</th>
</tr>
</thead>
<tbody>
<tr>
<td>Casa Castellanos Head Start</td>
<td>Five Points Head Start</td>
</tr>
<tr>
<td>Fiscal</td>
<td>Inez C. Rodriguez Head Start</td>
</tr>
<tr>
<td>Shunammite Place</td>
<td>Mis Angelitos Head Start</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>August</th>
<th>November</th>
</tr>
</thead>
<tbody>
<tr>
<td>Los Niños Head Start</td>
<td>Madera Early Head Start</td>
</tr>
<tr>
<td>Senior Nutrition Program</td>
<td>Mariposa Head Start</td>
</tr>
<tr>
<td>(Oakhurst, North Fork, Madera Ranchos, Coarsegold, Chowchilla)</td>
<td>Sierra Vista Head Start</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>September</th>
<th>December</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chowchilla Head Start</td>
<td>Mis Tesoros Head Start</td>
</tr>
<tr>
<td>Fresno Migrant Head Start Administrative Office</td>
<td>North Fork Head Start</td>
</tr>
<tr>
<td>Human Resources</td>
<td>Verdell McKelvey Head Start</td>
</tr>
</tbody>
</table>

The Wellness Committee will be coordinating the deliveries of the baskets with each location.
Meet our Board of Directors!

**Public Officials**
Deborah Martinez/Miguel Gonzalez
Social Services
David Hernandez, Secretary/Treasurer
Madera Unified School District
Robert Poythress
Madera County Board of Supervisors
Fiscal Management/Accounting
Jose Rodriguez
Madera City Council
Dennis Haworth
City of Chowchilla

**Private Sector**
Dennis Smith
Madera Chamber of Commerce
Adriana Olivarria-Perez and
Paula Xenos
Policy Council for Regional Head Start
Donald Holley
Community Affairs Expertise
Eric LiCalsi, Vice Chairperson
Legal Expertise
Kathy Lopes
Early Childhood Education and Development

**Target Areas**
VACANT
Central Madera/Alpha
Tyson Pogue, Chairperson
Eastern Madera County
VACANT
Eastside/Parksdale
Molly Hernandez
Fairmead/Chowchilla
Aurora Flores/Octavio Pineda
Monroe/Washington

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**RECOMMENDATION: F-1**
Review and consider ratifying the 2019 CSBG Targeted Initiative Application.

**SUMMARY:**
CAPMC will receive $30,000 in discretionary funds. The contract term is June 1, 2019 through May 31, 2020. The Targeted Initiative Program is a one-time funded grant that is designed to support activities in agency capacity as well as expanding or enhancing program services.

**FINANCING:** $30,000

**ACTION:** Approved

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**RECOMMENDATION: F-2**
Review the status of the CalOES Emergency Water Tank Continuation Program (Bulk Water) and State Resources Control Board (Drinking Water) Contracts. (Informational Only)

**SUMMARY:**
The Emergency Water Tank Program and the State Water Resources Board provide Madera County residents with dry or low producing wells with bulk and drinking water. CalOES has offered an augmentation and extension to the Emergency Water Tank Program. The extension will change the scope of the program by allowing the sub-recipient to install emergency water tank systems for homes that have had wells recently go dry, continue to supply tanks with water, and maintain and repair systems as an emergency measure while households await new wells or connection to community water systems.

**FINANCING:** CalOES (Bulk water) contract current funding is $1,445,000 and with the $758,000 increase the total revised funding for this contract will be $2,203,000. There will be no changes for the State Resources Board contract.

**BOARD ACTION:** Informational Only

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**RECOMMENDATION: F-3**
Close the 30-day review period and consider approving the CSBG 2020-2021 Community Action Plan.

**SUMMARY:**
The Community Action Plan outlines CAPMC’s 2-year strategic plan for how the agency plans to address the needs of Madera County based on the finalized Community Needs Assessment. The plan was submitted to the Board of Directors at the May Board meeting for a 30-day review period.

**FINANCING:**
N/A

**BOARD ACTION:** Approved

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CAPMC is currently seeking Board Members to represent the following low-income target areas:

**Central Madera/Alpha**
(1) Primary Representative
(1) Alternate Representative

**Eastside/Parksdale**
(1) Primary Representative
(1) Alternate Representative

Interested individuals must be over the age of 18, live in the target area they are seeking to represent, and must not be a CAPMC staff or immediate family of CAPMC staff. Contact Cristal at (559) 675-5748 or c.sanchez@maderacap.org for more information.
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

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
GET TO KNOW THE TEAM... Making a Difference

Name: Daniel Seeto  
Job Title: Accountant Program Manager
How long have you worked for CAPMC: Two months
Where were you born and raised: Fresno, CA
What do you like most about your job: I find it amusing.
What do you do in your spare time: Purify myself in the waters of Lake Minnetonka.

Family: They’re great!
Travels: Not often; I’ve got a pretty good Euro-step.
Favorite junk food: The last bite of a burrito where all the juices from the salsa and meat have coalesced.
Favorite saying: Hard work is life’s greatest shortcut.
Greatest achievement: I once defeated a fly by karate-chopping it mid-air directly into a wastebasket.

Of all people who would you like to have dinner with and why: The Director of Gaming Mathematics at the Venetian.
Best advice ever given: It’s not who finishes first first, it’s who finishes first last.
Favorite color: Blue
Favorite movie: Ocean’s 11
Favorite song: Sinatra – My Way
Favorite TV show: Seinfeld
Favorite holiday: Thanksgiving
Favorite sports teams/individuals: UCLA/Fresno State
Favorite vacation spot: Japan
If you were stuck on a desert island and could only have three things, what would they be: A Lapras, an Arc Reactor, a Blood Oath Marker from John Wick
A random or fun fact about you: I enjoy buffets.

Please include some thoughts about your job, co-workers or the families you work with: I find them to be trustworthy, respectful, responsible, fair, caring, and great citizens.
Where do you see yourself in 2 years: In the future.
Best thing about your position: It’s in an obscure corner.
Advice to new employees on how to be successful in the agency: It doesn’t matter if you win by an inch or a mile.
A must-know fact about you: I despise onions.

Name: Erika Zepeda  
Job Title: Family Services Associate III
How long have you worked for CAPMC: Since April 9, 2019
Where were you born and raised: I was born in Fresno and raised in Madera.
What do you like most about your job: I like that I am getting a chance to help others.
What do you do in your spare time: I like to watch Netflix and be a couch potato.

Family: I am one of four siblings. My mom is amazing!
Travels: Love traveling! Two of my favorite places I have been too are Singapore and Costa Rica.
Pets: I have one dog which I call Bombon or good girl.
Favorite junk food: Hot Cheetos
Favorite saying: If at first you don’t succeed...
Greatest achievement: My greatest achievement is going to college.
Best advice ever given: Everything will work out the way it is supposed to.
Favorite color: Lavender
Favorite Movie: Me, Myself, and Irene
Favorite Song: Jess Glynne—Thursday
Favorite T.V. Show: Friends
Favorite holiday: My favorite holiday is Christmas (I will definitely be playing Christmas music in November).
Favorite vacation spot: Anywhere sunny
If you were stuck on a desert island and could only have three things, what would they be: I would take my dog, some books, and matches.
A random or fun fact about you: I have been zip-lining in Costa Rica.

Please include some thoughts about your job, co-workers or the families you work with: I am blessed to be where I am now. Everyone has been amazing.
Where do you see yourself in 2 years: I see myself continuing to grow and applying my new found skills to my job.
Best thing about your position: It circles back to me getting to help others.
Advice to new employees on how to be successful in the agency: Be patient with yourself. It is a learning process.
A must-know fact about you: I love Chinese food.