



# Madera Local FEMA Board

1225 Gill Avenue  
Madera, California 93637-5234

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***Regular Meeting***  
**Community Action Partnership of Madera County, Inc.**  
**Local FEMA Board Meeting**  
**WebEx Meeting Information**

**Meeting number (access code) 1462 29 5446**  
**Meeting password: J2pBDqwWS38**

**Join by phone: 1- 844-992-4726 - United States Toll Free**  
**Access code: 187 220 8179#**

**Friday**  
**September 17, 2021**  
**9:00 – 10:00 AM**

**Community Action Partnership of Madera County**  
**1225 Gill Avenue**  
**Madera, CA 93637**

## **AGENDA**

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. PUBLIC COMMENT**

The first ten minutes of the meeting are reserved for members of the public to address the Local Board on items of interest to the public that are within the subject matter jurisdiction of our Agency. Speakers shall be limited to three minutes. Attention is called to the fact that the Local Board is prohibited by law from taking any action on matters discussed that are not on the agenda, and no adverse conclusion should be drawn if the Local Board does not respond to the public comment at this time.

**D. ADOPTION OF THE AGENDA**

**E. CONSENT CALENDAR**

All items listed below will be enacted in one motion unless removed from the consent calendar for discussion.

E-1 Minutes of June 15, 2021.

**F. DISCUSSION ITEM**

F-1 Review the expenditure reporting for Phase 37, Phase 38, and Phase CARES

F-2 Re-allocate available FEMA Phase 38 funding

**G. ATTENDANCE REPORT**

G-1 Please review the attendance report

**H. CORRESPONDENCE**

H-1 See letter to Mark Ford regarding attendance

**I. SET NEXT MEETING DATE**

Set meeting date for Phase 37, Phase 38 and Phase CARES spending

**J. Adjourn**



# Madera Local FEMA Board

1225 Gill Avenue  
Madera, California 93637-5234

E-1

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**Regular Meeting**  
**Tuesday June 15, 2021 at 9:00 AM - via WebEx**

## MINUTES

### **A. CALL TO ORDER BOARD OF DIRECTORS**

Vice-Chairperson Ashlie Ruiz called the meeting to order at 9:07 AM

### **B. ROLL CALL**

#### Board Members Present

Ashlie Ruiz, Vice Chairperson, United Way Fresno Madera  
Steve Duckworth, Madera County Department of Social Services  
Ashlee Wolf (alternate) – Catholic Charities  
Ryan Mc Wherther, Madera Food Bank  
Maria Vasquez, Holy Family Table (alternate)  
Dale Hudak, Hope House

#### Board Members Absent

Tyson Pogue, Office of Emergency Services  
Mark Ford, Salvation Army  
Julie Morgan, Chairperson, Madera Behavioral Health

#### Others

Jeannie Stapleton, Community Action Partnership of Madera County  
Lourdes Herrera, Madera Coalition for Community of Justice  
Jesse Chavez, Madera Rescue Mission  
Ligia Pacheco, Madera Rescue Mission  
Kym Dildine, Food Inc., Central California Food Bank  
Baldwin Moy, California Rural Legal Assistance

### **PUBLIC COMMENT**

None

**C. ADOPTION OF THE AGENDA**

A motion was made by Dale Hudak to adopt the agenda as presented, seconded by Steve Duckworth. The vote was carried unanimously.

**D. CONSENT CALENDAR**

All items listed below will be enacted in one motion unless removed from the consent calendar for discussion.

**E. Approval of Minutes**

E-1 Approve Minutes from Regular Board Meeting – March 9, 2021

A motion was made by Steve Duckworth to approve the minutes as presented and seconded by Dale Hudak. The vote was carried unanimously.

**F. DISCUSSION ITEMS**

F-1 The following agencies reported on their spending for the Phase 37 and Phase CARES and Phase 38 (informational only) – corrected as follows Food Inc. the Phase CARES balance should be \$0.

Phase 37	Funds Allocated	Funds Spent	Balance	Category	People Assisted
CAPMC	\$1,826	\$1,826	-0-	Administration	-0-
Madera Coalition	\$10,000	\$10,000.52	\$(-.52)	Other Food	13,009
Madera Food Bank	\$50,000	\$50,000	\$0	Other Food	72,000
Madera Rescue Mission	\$12,500	\$12,500	\$0	Mass Shelter	1,000
Madera Rescue Mission	\$2,146	\$2,146	\$0	Served Meals	1073
Holy Family Table	\$7,425	\$7,425	-0-	Served Meals	23,713

Phase CARES	Funds Allocation	Funds Spent	Balance	Category	People Assisted
CAPMC	\$2,602	\$2,602	\$0	Administration	-0-
CAPMC	\$30,000	\$21,080.41	\$12,160	Rent/Mortgage	25 families
Madera Coalition	\$10,000	\$10,005.45	(\$5.45)	Other Food	16,476
Madera Food Bank	\$50,000	\$50,000	\$0	Other Food	80,000
Madera Rescue Mission	\$7,596	\$7,596	\$0	Supplies/Equipment	21 beds 17 mattresses
Madera Rescue Mission	\$10,000	\$10,000	\$0	Served Meals	5,000
Catholic Charities	\$5,000	\$5,000	\$-0-	Other Food	1,905
Food Inc.	\$15,000	\$15,000	\$0	Other Food	15,470

<b>Phase 38</b>	<b>Funds Allocated</b>	<b>Funds Spent</b>	<b>Balance</b>	<b>Category</b>	<b>People Assisted</b>
CAPMC	\$1,587.00	\$30.26	\$1,557.74	Administration	-0-
Madera Coalition	\$10,000	\$4,764.55	\$5,235.45	Other Food	13,299
Madera Food Bank	\$30,000	\$25,953.32	\$4,046.68	Other Food	40,000
Madera Rescue Mission	\$5,291	\$5,291	\$0	Served Meals	2,646
Madera Rescue Mission	\$7,000	\$7,000	\$0	Mass Shelter	560
Holy Family Table	\$15,000	\$7,500	\$7,500	Served Meals	23,909
Food Inc.	\$6,500	\$3,250	\$3,250	Other Food	447
Catholic Charities	\$4,000	\$4,000	\$0	Other Food	1,048

**G. ATTENDANCE REPORT**

G-1 Ashley Ruiz asked LRO members to review the attendance record.

**H. CORRESPONDENCE**

None

**I. ADJOURNMENT**

A motion was made by Steve Duckworth to adjourn the Local Board meeting, seconded by Maria Vasquez at 9:23. AM. The vote was carried unanimously.

The next meeting will be Tuesday September 14, 2021 at 9:00 AM – via WebEx

Respectfully submitted by:

Jeannie Stapleton



# Local FEMA Board

Madera, California

DATE: September 17, 2021

F-1

TO: Local FEMA Board

FROM: Jeannie Stapleton

SUBJECT: Review the spending reported by the Local Recipient Organizations (LROs) for Phase 37, CARES and 38 (Informational only)

**I. RECOMMENDATION**

Review the spending reporting by the Madera County Local Recipient Organizations for Phase 37, CARES and 38.

**II. SUMMARY**

Below listed are the amounts received by each LRO and the amounts that have been spent to date. (Informational Only)

Phase 37	Funds Allocated	Funds Spent	Balance	Category	People Assisted
CAPMC	\$1,826	\$1,826	\$0	Administration	-0-
Madera Coalition	\$10,000	\$10,000	\$0	Other Food	13,009
Madera Food Bank	\$50,000	\$50,000	\$0	Other Food	72,000
Madera Rescue Mission	\$12,500	\$12,500	\$0	Mass Shelter	1,000
Madera Rescue Mission	\$2,146	\$2,146	\$0	Served Meals	1073
Holy Family Table	\$14,850	\$14,850	\$0	Served Meals	77,259

<b>Phase CARES</b>	<b>Funds Allocation</b>	<b>Funds Spent</b>	<b>Balance</b>	<b>Category</b>	<b>People Assisted</b>
CAPMC	\$2,602	\$2,602	\$0	Administration	-0-
CAPMC	\$30,000	\$28,558.41	\$1,441.59	Rent/Mortgage	35 families
Madera Coalition	\$10,000	\$10,000	\$0	Other Food	16,476
Madera Food Bank	\$50,000	\$50,000	\$0	Other Food	80,000
Madera Rescue Mission	\$7,596	\$7,596	\$0	Supplies/Equipment	21 beds 17 mattresses
Madera Rescue Mission	\$10,000	\$10,000	\$0	Served Meals	5,000
Catholic Charities	\$5,000	\$5,000	\$-0-	Other Food	1,905
Food Inc.	\$15,000	\$15,000	\$1,652	Other Food	15,470
<b>Phase 38</b>	<b>Funds Allocated</b>	<b>Funds Spent</b>	<b>Balance</b>	<b>Category</b>	<b>People Assisted</b>
CAPMC	\$1,587.00	\$887.00	\$700.00	Administration	-0-
Madera Coalition	\$10,000	\$10,000	\$0	Other Food	22,129
Madera Food Bank	\$30,000	\$25,953.32	\$4,046.68	Other Food	40,000
Madera Rescue Mission	\$5,291	\$5,291	\$0	Served Meals	2,646
Madera Rescue Mission	\$7,000	\$7,000	\$0	Mass Shelter	560
Holy Family Table	\$15,000	\$7,500	\$7,500	Served Meals	23,909
Food Inc.	\$6,500	\$6,500	\$0	Other Food	1,985
Catholic Charities	\$4,000	\$4,000	\$0	Other Food	1,048





# Local FEMA Board

Madera, California

F-2

DATE: September 17, 2021  
 TO: Local FEMA Board  
 FROM: Jeannie Stapleton  
 SUBJECT: FEMA Phase 38 Funding Re-allocation

**I. RECOMMENDATION**

Re-allocate available FEMA Phase 38 funding.

**II. SUMMARY**

At the January 12, 2021 Local Board meeting, the Local Board made the decision to allocate funds as listed below.

Agency	Funding Plan	Requested Amount	Allocated Amount	Shortfall
Madera County Food Bank	Other Food	\$35,000	\$30,000	\$5,000
Madera Rescue Mission	Served Meals	\$10,000	\$ 5,291	\$4,709
Madera Rescue Mission	Mass Shelter	\$10,000	\$ 7,000	\$3,000
Holy Family Table	Served Meals	\$14,850	\$15,000	(\$150.00)
Catholic Charities	Other Food	\$10,000	\$ 4,000	\$6,000
Madera Coalition for Community of Justice	Other Food	\$12,000	\$10,000	\$2,000
Community Action Partnership	Administrative	\$1,587.56	\$ 1,587	\$ .56
Food Inc. DBA Central Cal Food Bank	Other Food	\$25,000	\$ 6,500	\$18,500
	Total request from each agency	\$118,437.56		
	Total allocation from FEMA	\$79,378	\$79,378	
	Total shortfall	(\$39,059.56)		\$39,059.56

**III. DISCUSSION**

1. Community Action Partnership of Madera County has \$700.00 of unspent funds and is requesting the Board to re-allocate the funds to another entity.
2. The Local Board has three options:
  - a. Return to the National Board \$700.00 of funding;



- b. Re-allocate \$700.00 to an LRO that was previously approved for funding; or
- c. Advertise for grant applications (minimum of 5 days), and select new LRO for funding.

FEMA BOARD ATTENDANCE

Phase 37, CARES & 38

√ = Present; A = Absent R = Removed

Name of Board Member	1/3/2019	3/21/2019	4/11/2019	7/2/2019	5/12/2020	5/19/2020	5/26/2020	7/28/2020	11/3/2020	1/12/2021	3/9/2021	6/15/2021
Julie Morgan - Chairperson	√	√	√	A	√	√	√	√	√	A	√	√
Ashlie Ruiz - Vice Chairperson	A	A	A	√	√	√	√	√	√	√	√	√
Steve Duckworth (or alternate) New as of 5/12/20	A	√	√	√	√	√	√	A	√	√	√	√
Dale Hudak - Alternate Christina Castro	√	√	√	√	√	√	√	√	√	√	√	√
Ryan McWherter	√	√	√	√	√	√	√	√	√	√	√	√
Rick Farinelli - Alternate Maria Vasquez	√	√	√	√	√	√	√	√	√	√	√	√
Mark Ford (new as of 5/12/20)	A	A	A	A	A	A	A	A	A	A	A	A
Tyson Pogue	-	-	-	-	-	-	-	-	-	-	-	-
Jason Clark (alternate)	-	-	-	-	-	-	-	-	-	-	-	-
Kayla Serratto (alternate)	-	-	-	-	-	-	-	-	-	-	-	-
Jeff Negrete (new as of 5/12/2020)	-	-	-	-	-	-	-	-	-	-	-	-
	5 out of 9	7 out of 9	7 out of 9	7 out of 9	7 out of 9	7 out of 9	7 out of 9	6 out of 9	6 out of 9	6 out of 9	7 out of 9	6 out of 9



September 8, 2021

Mark Ford  
Salvation Army  
1752 Fulton Street  
Fresno, CA 93721

Dear Mark:

The National FEMA Board requires that certain agencies such as the United Way, Jewish Federation, Catholic Charities or the National Council of Churches of Christ represent the Local FEMA Board. As a Local FEMA Board Member, it is expected that Board Members make every effort to attend Board meetings. Participation by telephone and video conference is acceptable. In the event that Board Members find they are unable to participate to the extent necessary.

According to the National Board guidelines: "if a member cannot regularly attend meetings, that member's designated agency must select a replacement. The designated agency must also designate an alternate." If a member must be absent from a meeting, the agency's alternate should attend. Board members occasionally miss meetings due to circumstances beyond their control such as illness, travel schedules or jury duty. These will generally be considered "excused" absences. In all cases, board members are expected to notify the Local Board of meetings they know they will miss.

In order to make the Local Board more accountable internally, we institute the following transparency measures.

- All minutes (with attendance, excused and unexcused absences) will be sent out with the Local Board meeting packet.
- Repeatedly absent board members will be noted in the meeting notes.
- We will maintain a Local Board year to date summary of board member attendance on the CAPMC website so that FEMA members can check in on attendance.

Should you have someone who can attend in your absence please let us know, or if you so desire we can remove you as a Local Board Member for FEMA.

Best regards,

Jeannie Stapleton  
Executive Administrative Aide  
Community Action Partnership of Madera County  
1225 Gill Avenue  
Madera, CA 93637  
559-673-9173  
[lstapleton@maderacap.org](mailto:lstapleton@maderacap.org)