



**Community Action Partnership of Madera County, Inc.
Board of Directors Meeting**

Agenda

**Thursday, April 13, 2023
CAPMC Conference Room 1 / 1a
1225 Gill Avenue
Madera, CA 93637
5:30 pm**

Supporting documents relating to the items on this agenda that are not listed as “Closed Session” are available for inspection during the normal business hours at Community Action Partnership of Madera County, Inc., 1225 Gill Avenue, Madera, CA 93637.

Supporting documents relating to the items on the agenda that are not listed as “Closed Session” may be submitted after the posting of the agenda and are available at Community Action Partnership of Madera County, Inc. during normal business hours.

Please visit www.maderacap.org for updates.

CALL TO ORDER BOARD OF DIRECTORS

ROLL CALL – Cristal Sanchez

A. PUBLIC COMMENT

The first ten minutes of the meeting are reserved for members of the public to address the Board of Directors on items of interest to the public that are within the subject matter jurisdiction of the agency. Speakers shall be limited to three minutes. Attention is called to the fact that the 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 Board does not respond to the public comments at this time.

B. ADOPTION OF THE AGENDA

B-1 ADDITIONS TO THE AGENDA: Items identified after posting the Agenda for which there is a need to take immediate action and cannot reasonably wait for the next regularly scheduled Board meeting. Two-third vote, or unanimous vote if quorum is less than full board, required for consideration. (Government code 54954.2(g) (2)) Any items added to the agenda will be heard following all Discussion/Action Items (Section E).

B-2 ADOPTION OF AGENDA: Adoption of agenda as presented or with approved additions.

C. TRAINING/ADVOCACY ISSUES

None

D. CONSENT ITEMS

All items listed under Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be made a part of the Discussion Items at the request of any member of the Board or any person in the audience.

D-1 Review and consider approving the Minutes of the Regular Board of Directors Meeting – February 9, 2023.

D-2 Review and consider approving the Minutes of the Madera/Mariposa Regional & Early Head Start Policy Council Committee Meeting – February 2, 2023 & March 2, 2023

D-3 Review and consider approving the Minutes of the Madera Migrant and Seasonal Head Start Policy Council Committee Meeting – February 7, 2023

D-4 Review and consider accepting the Bank of America Credit Card Statements:

- February 2023
- March 2023

D-5 Review and consider accepting the American Express Credit Card Statement and All Other Credit Card Statements:

- January 2023
- February 2023

D-6 Review and consider approving the following **Madera/Mariposa Regional Head Start** Reports:

- Monthly Enrollment Report – January & February 2023
- In-Kind Report – January & February 2023
- CACFP Program Report – January & February 2023

D-7 Review and consider approving the following **Madera Early Head Start** Reports:

- Monthly Enrollment Report – January & February 2023
- In-Kind Report – January & February 2023

D-8 Review and consider approving the following **Madera Migrant/Seasonal Head Start** Reports:

- Monthly Enrollment Report – January & February 2023
- In-Kind Report – January & February 2023
- CACFP Program Report – January & February 2023
- Program Information Report (PIR) – January & February 2023

D-9 Review and consider approving the following **Fresno Migrant Head Start** reports:

- Monthly Enrollment Report – January & February 2023
- In-Kind Report – January & February 2023
- CACFP Program Report – January & February 2023

- D-10 Review and consider approving the Enrollment Selection Criteria and the Recruitment Procedure for the 2023-2024 program year for Madera/Mariposa Regional and Early Head Start.
- D-11 Review and approve the Recruitment and Selection Procedures for the 2023 – 2024 program year for Fresno Migrant and Seasonal Head Start.
- D-12 Review and consider approving the 2021-2025 Community Needs Assessment Final Report Fresno Migrant and Seasonal Head Start.
- D-13 Review and consider approving the Program Goals and Objectives Update for the Migrant and Seasonal Head Start Program.
- D-14 Review the Madera County Child Advocacy Center Report for February & March 2023. (Informational Only)
- D-15 Review the Child Care Alternative Payment and Resource & Referral Program Report for February & March 2023. (Informational Only)
- D-16 Review the Community Services Program Report for February & March 2023. (Informational Only)
- D-17 Review the Homeless Engagement for Living Program (H.E.L.P) Center Report for February & March 2023. (Informational Only)

E. DISCUSSION ITEMS

- E-1 CAPMC Low-Income Home Energy Assistance Program (LIHEAP) Weatherization Program update and request for guidance from the Board of Directors for the 2023 – 2024 program year.
- E-2 Consider ratifying the submission of the 2023 Emergency Supplemental Low-Income Home Energy Assistance Program (ESLIHEAP) contract.
- E-3 Consider ratifying the submission of the Kaiser Permanente 2023 Housing for Health Grant application.
- E-4 Review and consider approving the Head Start COVID-19 Mitigation Policy.
- E-5 Review and consider approving the 2023-2024 Madera/Mariposa Regional and Early Head Start COLA and Quality Improvement Grant Application.
- E-6 Review and consider approving the 2022-2023 Amendment #1 Budget Revisions for the California State Preschool Program (CSPP).
- E-7 Review & consider approving the submission of the Fresno Migrant and Seasonal Head Start Basic Grant Application and budgets.

- E-8 Review and approve Amendment #2 of the 2022-2023 State-Based Migrant Part-Year (CMIG) Grant Budget Revision.
- E-9 Review and consider approving the 2023-2024 COLA and Quality Improvement Grant Application for Madera Migrant and Seasonal Head Start.
- E-10 Review and consider approving the proposed enrollment reduction and program changes for the Madera Migrant and Seasonal Head Start Program beginning March 1, 2023.
- E-11 Review and complete the Annual Conflict of Interest Certification Form and Form 700 Report of Economic Interests.

F. ADMINISTRATIVE/COMMITTEE REPORTS TO THE BOARD OF DIRECTORS

- F-1 Finance Committee Report – None
- F-2 Personnel Committee Report – None
- F-3 Executive Director Monthly Report – February & March 2023
- F-4 Financial Statements – March 2023 *(To be distributed at the Board of Directors Meeting)*
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – February & March 2023
- F-7 CAPMC Board of Directors Attendance Report – February & March 2023
- F-8 Staffing Changes Report for February 1 – April 4, 2023

G. CLOSED SESSION

None

H. CORRESPONDENCE

- H-1 Victim Services Event Flyers for: Walk-A-Mile, National Victims' Rights Week, and Denim Day
- H-2 Correspondence from the Office of Head Start dated March 28, 2023, regarding the role of Head Start Programs in Addressing Lead in Water.
- H-3 Correspondence from the Office of Head Start dated February 21, 2023, regarding the FY 2023 Head Start Funding Increase.
- H-4 Correspondence from the Office of Head Start dated March 15, 2023, regarding Head Start and Early Head Start Programs Impacted by Hurricanes Fiona and Ian.

I. ADJOURN

I, Cristal Sanchez, Strategic Plan Coordinator & Assistant to the Executive Director, declare under penalty of perjury that I posted the above agenda for the regular meeting of the CAPMC Board of Directors for April 13, 2023, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on April 11, 2023.



Cristal Sanchez
Strategic Plan Coordinator &
Assistant to the Executive Director