



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

Thursday, April 8, 2021

**1225 Gill Avenue
Madera, CA 93637**

WebEx Meeting Information

Meeting number: 146 208 1692 | Password: CAPMC1225

Meeting Link: <https://maderacap.webex.com/maderacap/j.php?MTID=m876f6692b88957dc5300bb4a4d139117>

Join by phone: 1-844-992-4726 United States Toll Free

Access code: 146 208 1692

AGENDA

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, 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

C-1 Community Services Block Grant (CSBG) Annual Report
Elizabeth Wisener, Community Services Program Manager

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 – March 11, 2021

D-2 Review and consider approving the Minutes of the Madera/Mariposa Regional & Early Head Start Policy Council Committee Meeting – March 4, 2021

D-3 Review and consider approving the Minutes of the Madera Migrant/Seasonal Head Start Policy Council Committee Meeting – March 9, 2021

D-4 Review and consider approving the Minutes of the Fresno Migrant/Seasonal Head Start Policy Committee Meeting – March 10, 2021

D-5 Review and consider accepting the Bank of America Credit Card Statements:
• March 2021

D-6 Review and consider accepting the American Express Credit Card Statement and All Other Credit Card Statements:
• February 2021

D-7 Review and consider approving the following **Madera/Mariposa Regional Head Start** Reports:
• Monthly Enrollment Report – February 2021
• In-Kind Report – February 2021

D-8 Review and Consider approving the following **Madera Early Head Start** Reports:
• Monthly Enrollment Report – February 2021
• In-Kind Report – February 2021

- D-9 Review and Consider approving the following **Madera Migrant/Seasonal Head Start** Reports:
- Monthly Enrollment Report – February 2021
 - In-Kind Report – February 2021
 - CACFP Program Report – February 2021
 - Program Information Report (PIR) – February 2021
- D-10 Review and consider approving the following **Fresno Migrant Head Start** reports:
- Monthly Enrollment Report – February 2021
 - In-Kind Report – February 2021
- D-11 Review and consider approving the following **Fresno Migrant *Early* Head Start** reports:
- Monthly Enrollment Report – February 2021
 - In-Kind Report – February 2021
- D-12 Review and consider approving Fresno Migrant/Seasonal Head Start’s Recruitment and Selection Procedures for the 2021–2022 program year.
- D-13 Review and consider approving the 2021-2025 Community Needs Assessment Final Report for Community Action Partnership of Madera County-Fresno Migrant/Seasonal Head Start.
- D-14 Review and consider approving the Suspension and Expulsion Procedure for the Fresno Migrant/Seasonal Head Start Program.
- D-15 Review and consider accepting Fresno Migrant & Seasonal Early Head Start’s 2019-2020 Program Information Report (PIR).
- D-16 Review the Madera County Child Advocacy Center (CAC) Program Report for March 2021 (Informational Only)
- D-17 Review the Child Care Alternative Payment and Resource & Referral Program Report for March 2021. (Informational Only)
- D-18 Review the Victim Services Report for March 2021. (Informational Only)
- D-19 Review the Community Services Report for March 2021. (Informational Only)
- D-20 Review the Homeless Engagement for Living Program (H.E.L.P.) Center Report March 2021. (Informational Only)
- E. DISCUSSION ITEMS**
- E-1 Review and consider approving the 2021-2022 Madera/Mariposa Regional and Early Head Start COLA Grant Application.
- E-2 Review and consider approving the updated Emergency Succession Plan for the Executive Director of Community Action Partnership of Madera County, Inc.

- E-3 Review and consider authorizing the Chief Financial Officer to file tax and information returns of Community Action Partnership of Madera County, Inc. prepared by Brown Armstrong CPA's.
- E-4 Consider approving the Agency to award its annual entity-wide single audit for June 30, 2021 and its 403B Plan audit for calendar year 2020 to Brown Armstrong CPA's.

F. ADMINISTRATIVE/COMMITTEE REPORTS TO BOARD OF DIRECTORS

- F-1 Finance Committee Report – None
F-2 Personnel Committee Report – None
F-3 Executive Director Monthly Report – (March 2021)
F-4 Financial Statements (March 2021) – Informational
F-5 Head Start Policy Council/Committee Reports
F-6 Work Related Injury Report – (March 2021)
F-7 CAPMC Board of Directors Attendance Report – (March 2021)
F-8 Staffing Changes Reports for: March 3, 2021 – March 29, 2021

G. CLOSED SESSION

None

H. CORRESPONDENCE

- H-1 Correspondence dated March 19, 2021 from the Office of Head Start regarding Head Start Center-Based Service Duration Requirement for 45 Percent of Slots.

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 8, 2021, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on April 2, 2021.



Strategic Plan Coordinator &
Assistant to the Executive Director