



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

Thursday, March 10, 2022

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

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

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 – Nancy Contreras

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 10, 2022.

D-2 Review and consider approving the Minutes of the Madera Migrant/Seasonal Head Start Policy Council Meeting – February 8, 2022.

D-3 Review and consider approving the Minutes of the Madera/Mariposa Regional & Early Head Start Policy Council Committee Meeting – February 3, 2022.

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

- January 2022
- February 2022

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

- January 2022
- February 2022

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

- Monthly Enrollment Report – January 2022
- In-Kind Report – January 2022
- CACFP Program Report – January 2022

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

- Monthly Enrollment Report – January 2022
- In-Kind Report – January 2022

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

- Monthly Enrollment Report – January 2022
- In-Kind Report – January 2022
- CACFP Program Report – January 2022

- D-9 Review and consider approving the following **Fresno Migrant Head Start** reports:
- Monthly Enrollment Report – January 2022
 - In-Kind Report – January 2022
- D-10 Nominate and elect interested Council Members to serve for the Madera/Mariposa Regional & Early Head Start Policy Council Committee; as per By-Laws, Article 10, Section 1 and Article 11, Section 1.
- D-11 Review and consider approving the results of the 2021 – 2022 Madera Migrant/Seasonal Head Start Self-Assessment Report, Program Goals, and Objectives Update.
- D-12 Review and consider approving the Fresno Migrant/Seasonal Head Start Recruitment and Selection Procedures for the 2022 – 2023 program year.
- D-13 Review and consider approving the 2021 – 2025 Community Needs Assessment Final Report for Community Action Partnership of Madera County, Inc. – Fresno Migrant/Seasonal Head Start.
- D-14 Consider approving Community Action Partnership of Madera County, Inc. 2021 – 2022 Amendment #1 Budget Revisions for CSPP to Stanislaus County Office of Education for a total increase funding of \$30,897.
- D-15 Consider approving Community Action Partnership of Madera County, Inc. 2021 – 2022 Training & Technical Assistance Budget Revision to Stanislaus County of Education.
- D-16 Review the Madera County Child Advocacy Center (CAC) Program Report for February 2022 (Informational Only).
- D-17 Review the Child Care Alternative Payment and Resource & Referral Program Report for February 2022 (Informational Only).
- D-18 Review the Community Services Report for February 2022 (Informational Only).
- D-19 Review the Homeless for Engagement for Living Program (H.E.L.P) Center Report for February 2022 (Informational Only).

E. DISCUSSION ITEMS

- E-1 Review and consider authorizing a 5% discretionary employer contribution for the CAPMC 403(b) Retirement Plan for all eligible employees for calendar year 2021.
- E-2 Review and complete the Annual Conflict of Interest Certification, inclusive of Form 700, Report of Economic Interests and Annual Conflict of Interest Disclosure Form by April 1, 2022.

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 – (February 2022)

- F-4 Financial Statements (February 2022) – *Will be distributed at meeting.*
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – (February 2022)
- F-7 CAPMC Board of Directors Attendance Report – (February 2022)
- F-8 Staffing Changes Report for February 2, 2022 – March 1, 2022

G. CLOSED SESSION

None

H. CORRESPONDENCE

- H-1 Correspondence dated February 1, 2022 from the Office of Head Start regarding Transportation Services and Vehicles During the COVID-19 Pandemic.
- H-2 Correspondence dated February 24, 2022 from the Office of Head Start regarding Documenting Services to Enrolled Pregnant Women.

I. ADJOURN

I, Nancy Contreras-Bautista, Child Advocacy Center Case Worker, declare under penalty of perjury that I posted the above agenda for the regular meeting of the CAPMC Board of Directors for March 10, 2022 in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on March 4, 2022.

Nancy Contreras-Bautista
Child Advocacy Center Case Worker