



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

Agenda

**Thursday, May 11, 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 – April 13, 2023.

D-2 Review and consider approving the Minutes of the Madera Migrant and Seasonal Head Start Policy Council Committee Meeting – April 11, 2023.

D-3 Review and consider accepting the Bank of America Credit Card Statements:

- April 2023

D-4 Review and consider approving the following **Madera Migrant/Seasonal Head Start** Reports:

- Monthly Enrollment Report – March 2023
- In-Kind Report – March 2023
- CACFP Program Report – March 2023

D-5 Review and consider approving the Enrollment Selection Criteria and the Recruitment Procedure for the 2023-2024 program year for Migrant/Seasonal Head Start.

D-6 Review the Madera County Child Advocacy Center Report for April 2023. (Informational Only)

D-7 Review the Child Care Alternative Payment and Resource & Referral Program Report for April 2023. (Informational Only)

D-8 Review the Community Services Program Report for April 2023. (Informational Only)

D-9 Review the Homeless Engagement for Living Program (H.E.L.P) Center Report for April 2023. (Informational Only)

D-10 Review the Victim Services Report for April 2023. (Informational Only)

E. DISCUSSION ITEMS

E-1 Review and consider approving the submission of the 2022-2023 California Department of Social Services (CDSS) State Budgets.

E-2 Review and consider approving the Workers' Compensation renewal coverage under Berkshire Hathaway Homestate Company (BHHC) and broker's consulting fee.

- E-3 Consider awarding the annual entity-wide single audit for June 30, 2023, to Brown Armstrong CPAs.
- E-4 Consider awarding the annual 403B Plan audit for calendar year 2022 to Brown Armstrong CPAs.

F. ADMINISTRATIVE/COMMITTEE REPORTS TO THE BOARD OF DIRECTORS

- F-1 Finance Committee Report – Scheduled for May 15, 2023 at Noon
- F-2 Personnel Committee Report – May 2023
- F-3 Executive Director Monthly Report – April 2023
- F-4 Financial Statements – April 2023 *(To be distributed at the Board of Directors Meeting)*
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – April 2023
- F-7 CAPMC Board of Directors Attendance Report – April 2023
- F-8 Staffing Changes Report for April 5 – May 2, 2023

G. CLOSED SESSION

None

H. CORRESPONDENCE

- H-1 Victim Services Flyer for 2023 Domestic Violence/Sexual Assault Advocate Training.

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 May 11, 2023, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on May 5, 2023.



Cristal Sanchez
Strategic Plan Coordinator &
Assistant to the Executive Director