



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

Agenda

**Thursday, February 9, 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 – November 10, 2022.

D-2 Review and consider accepting the Bank of America Credit Card Statements:

- December 2022
- January 2023

D-3 Review and consider accepting the American Express Credit Card Statement and All Other Credit Card Statements:

- December 2022

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

- Monthly Enrollment Report – December 2022
- In-Kind Report – December 2022
- CACFP Program Report – November & December 2022

D-5 Review and consider approving the following **Madera Early Head Start** Reports:

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

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

- Monthly Enrollment Report – December 2022
- In-Kind Report – December 2022
- CACFP Program Report – November & December 2022
- Program Information Report (PIR) – December 2022

D-7 Review and consider approving the following **Fresno Migrant Head Start** reports:

- Monthly Enrollment Report – December 2022
- In-Kind Report – December 2022
- CACFP Program Report – November & December 2022

D-8 Review the 2021-2022 Madera/Mariposa Regional and Early Head Start Annual Report. (Informational Only)

D-9 Review and consider approving the 2020-2025 Madera/Mariposa Regional Head Start and Early Head Start Community Needs Assessment 4th Year Update.

- D-10 Review and consider approving the 2020-2025 Goals and Objectives updates for the Madera/Mariposa Head Start and Early Head Start Program.
- D-11 Review and consider approving the 2022-2023 Madera/Mariposa Regional and Early Head Start Self-Assessment Results, Findings and Plan of Action for Recommendations
- D-12 Review the 2021-2022 CAPMC Madera Migrant/Seasonal Annual Report. (Informational Only)
- D-13 Consider ratifying the submission of the application requesting continued funding from the California Department of Social Services – Child Care and Development Division (CCDD) for Fiscal Year 2023-2024.
- D-14 Review the Madera County Child Advocacy Center Report for January 2023. (Informational Only)
- D-15 Review the Child Care Alternative Payment and Resource & Referral Program Report for January 2023. (Informational Only)
- D-16 Review the Community Services Program Report for January 2023. (Informational Only)
- D-17 Review the Homeless Engagement for Living Program (H.E.L.P) Center Report for January 2023. (Informational Only)
- D-18 Review the Victim Services Report for January 2023. (Informational Only)

E. DISCUSSION ITEMS

- E-1 Consider authorizing the Executive Director to sign and submit the application for the 2023 – 2024 CDBG Public Services Grant Application with the City of Madera.
- E-2 Consider authoring the Executive Director to submit the application for the Community Development Block Grant (CDBG) Housing Stabilization Project.
- E-3 Consider ratifying the submission of the Local Federal Emergency Management Agency (FEMA) – Phase 40 application.
- E-4 Review and consider approving the proposed enrollment reduction and program changes for the Madera/Mariposa Regional Head Start Program beginning June 1, 2023.
- E-5 Review and consider approving the submission of the 2023-2024 (June 1, 2023 – May 31, 2024) Madera/Mariposa Regional & Early Head Start Refunding Application and budgets.

- E-6 Review and consider approving the 2022-2023 Migrant/Seasonal Head Start Basic and Blended Comparison Budget Revisions.
- E-7 Consider ratifying the submission of the 2021-2023 Madera Migrant Seasonal Head Start One-Time American Rescue Plan (ARP) funds budget revision.

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 – January 2023
F-4 Financial Statements – January 2023
F-5 Head Start Policy Council/Committee Reports
F-6 Work Related Injury Report – January 2023
F-7 CAPMC Board of Directors Attendance Report – January 2023
F-8 Staffing Changes Report for January 4 – January 31, 2023

G. CLOSED SESSION

None

H. CORRESPONDENCE

- H-1 Correspondence from the Office of Head Start dated January 5, 2023 regarding Supplementary Information on Establishing an Evidence-based COVID-19 Mitigation Policy

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 February 9, 2023, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on February 3, 2023.



Cristal Sanchez
Strategic Plan Coordinator &
Assistant to the Executive Director