



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

Agenda

**Thursday, June 13, 2024
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 – Nancy Contreras-Bautista

PLEDGE OF ALLEGIANCE – Eric LiCalsi, *Chairperson*

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 the 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 – May 9, 2024.

D-2 Review and consider approving the Minutes for the Madera Migrant/Seasonal Head Start Policy Council Committee Meeting – April 9, 2024.

D-3 Review and consider approving the Minutes for the Fresno Migrant/Seasonal Head Start Policy Council Committee Meeting – April 10, 2024.

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

- February 2024
- March 2024
- April 2024
- May 2024
- June 2024

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

- April 2024
- May 2024

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

- In-Kind Report – April 2024
- CACFP Program Report – April 2024

D-7 Review and consider approving the following **Madera Mariposa Regional Head Start** reports:

- Monthly Enrollment Report – April 2024
- In-Kind Report – April 2024
- CACFP Program Report – April 2024

D-8 Review and consider approving the following **Madera Mariposa Regional Early Head Start** reports:

- Monthly Enrollment Report – April 2024
- In-Kind Report – April 2024

- D-9 Review and consider approving the following **Fresno Migrant and Seasonal Head Start Reports**:
- Monthly Enrollment Report – April 2024
 - In-Kind Report – April 2024
- D-10 Review and consider approving the 2020-2025 Goals and Objectives updates for the Fresno Migrant Seasonal Head Start Program.
- D-11 Review and ratify the submission of the CAPMC 2024-2025 CDE/ELCNSD California State Preschool Program budget to Stanislaus County Office of Education. Total budget amount of \$1,091,316. *Budget included.*
- D-12 Review and ratify the submission of the CAPMC 2024-2025 CDSS State Budgets to Stanislaus County Office of Education. Total budget amount of \$1,107,884 for CMIG, CMSS, and Start-up/Close-Down. *Budgets included.*
- D-13 Review and consider approving the submission of the CAPMC County 2023-2024 State Based Migrant Part Year Program budget revision to Stanislaus County Office of Education for category changes. *Comparison budget report included.*
- D-14 Review the Equal Employment Opportunity Report (EEO-1) to understand the employee compositions of the Agency. *(Informational Only)*
- D-15 Review the Madera County Child Advocacy Center Report for May 2024. *(Informational Only)*
- D-16 Review the Child Care Alternative Payment and Resource & Referral Program Report for May 2024. *(Informational Only)*
- D-17 Review the Community Services Program Report for May 2024. *(Informational Only)*
- D-18 Review the Homeless Engagement for Living Program (H.E.L.P) Center Report for May 2024. *(Informational Only)*
- D-19 Review the Victim Services Report for May 2024. *(Informational Only)*

E. DISCUSSION ITEMS

- E-1 Review and consider approving the 2024-2025 *Madera Migrant Seasonal Head Start Cost of Living Adjustment (COLA)* funding.
- E-2 Review and consider approving the 2024-2025 *Revised Fresno Migrant Seasonal Head Start Budget* inclusive of additional requested funding and COLA funding.
- E-3 Review and consider authorizing the Executive Director to sign and submit the 2024 SLIHEAP contract with the Department of Community Services & Development (CSD).
- E-4 Review and ratify the Executive Director to sign and submit the 2024 LIHEAP Contract Amendment 1 with the Department of Community Services & Development (CSD).

- E-5 Review and consider approving the Audit Requests for Proposals that were submitted and accept the recommendation from the Finance Committee and staff to award the agency-wide financial and compliance audit for the fiscal year ending June 30, 2024, and the 403(b) Plan audit for the year ended December 31, 2023.
- E-6 Review and consider approving the agency-wide budget required by the CSBG Organizational Standards adopted by the State of California Community Services Division.

F. ADMINISTRATIVE/COMMITTEE REPORTS TO THE BOARD OF DIRECTORS

- F-1 Finance Committee Report – June 12, 2024
- F-2 Personnel Committee Report – None
- F-3 Executive Director Monthly Report – May 2024
- F-4 Financial Statements – May 2024
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – May 2024
- F-7 CAPMC Board of Directors Attendance Report – May 2024
- F-8 Staffing Changes Report for May 1, 2024 – May 31, 2024

G. CLOSED SESSION

None

H. CORRESPONDENCE

- H-1 Correspondence from the Office of Head Start regarding the Focus Area Two (FA2) monitoring review.
- H-2 Correspondence from the Office of Head Start regarding the Fiscal Year 2024 (FY 2024) Head Start Funding Increase.

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 June 13, 2024, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on June 7, 2024.

Nancy Contreras-Bautista

Child Advocacy Center Case Worker