



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

Agenda

**Thursday, September 12, 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 – Kelly Ryan

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 – August 8, 2024.

D-2 Review and consider approving the Minutes for the Madera Migrant/Seasonal Head Start Policy Council Committee Meeting – August 6, 2024

D-3 Review and consider approving the Minutes for the Fresno Migrant/Seasonal Head Start Policy Council Committee Meeting – August 7, 2024.

D-4 Review and consider approving the Minutes for the Madera/ Mariposa Regional & Early Head Start Executive Policy Council Committee Meeting – August 1, 2024.

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

- August 2024

D-6 Review and consider accepting the America Express and All Other Credit Card Statements:

- June, July, and August 2024

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

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

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

- In-Kind Report – June 2024
- CACFP Program Report – June and July 2024

D-9 Review and consider approving the following **Madera Mariposa Regional Early Head Start** Reports:

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

D-10 Review and consider approving the following **Fresno Migrant and Seasonal Head Start** Reports:

- Monthly Enrollment Report – August 2024
- In-Kind Report – July 2024

- CACFP Program Report – July 2024

- D-11 Review and consider ratifying the CACFP 2024-25 Renewal Agreement to continue participation in the CACFP program. Budget attached.
- D-12 Review and consider ratifying the submitted application to the California Office of Emergency Services (CalOES), to support the Domestic Violence Assistance (DV) Program due September 6, 2024, including any extensions and/or amendments during the funding period.
- D-13 Review and consider ratifying the submitted grant application to the California Office of Emergency Services (CalOES), to support the Rape Crisis (RC) Program due September 6, 2024, including any extensions and/or amendments during the funding period.
- D-14 Review and consider approving the 2024-2025 Madera/Mariposa Regional and Early Head Start Planning Process Policy/Procedure and Calendar.
- D-15 Review and consider approving the 2024-2025 Reimbursement Policy for the Policy Council Members representing Madera/Mariposa Regional and Early Head Start program.
- D-16 Review and consider approving the Impasse Procedure between the Community Action Partnership of Madera County Board of Directors and the Fresno Migrant/Seasonal Head Start Policy Committee.
- D-17 Review and consider approving the Fresno Migrant/Seasonal Head Start No Fee Policy per Head Start Performance Standards.
- D-18 Review and consider approving the Suspension and Expulsion Procedure for the Fresno Migrant/Seasonal Head Start Program.
- D-19 Review and consider approving the Suspension and Expulsion Procedure for the Madera Migrant/Seasonal Head Start Program.
- D-20 Review and consider approving the Madera Migrant/Seasonal Head Start No Fee Policy per Head Start Performance Standards.
- D-21 Review the Madera County Child Advocacy Center Report for July 2024. (Informational Only).
- D-22 Review the Child Care Alternative Payment and Resource & Referral Program Report for August 2024. (Informational Only).
- D-23 Review the Community Services Program Report for August 2024. (Informational Only).
- D-24 Review the Homeless Engagement for Living Program (H.E.L.P) Center Report for August 2024. (Informational Only).
- D-25 Review the Victim Services Report for August 2024. (Informational Only).

E. DISCUSSION ITEMS

- E-1 Review and consider approving the 2024 – 2028 CAPQuest Strategic Plan Performance Report.
- E-2 Review and consider approving the submission of the CAPMC Welfare Benefit 2023 Form 5500 tax return by the Chief Financial Officer.
- E-3 Review and consider authorizing the Executive Director of Community Action Partnership of Madera County, Inc. to submit the request for application to the California Office of Emergency Services (Cal OES), to operate the Victim Witness Assistance Program from October 1, 2024, through September 30, 2025, including any extensions and/or amendments during the funding period.
- E-4 Ratify and consider approving the submission of the Fresno Madera Continuum of Care Domestic Violence Joint Transitional Housing and Rapid Rehousing (DV Jt TH RR) Program to the Department of Housing and Urban Development (HUD). The JD Jt TH RR Program will work with survivors of domestic violence needing housing to escape abusive relationships

F. ADMINISTRATIVE/COMMITTEE REPORTS TO THE BOARD OF DIRECTORS

- F-1 Finance Committee Report – None
- F-2 Personnel Committee Report – None
- F-3 Executive Director Monthly Report – August 2024
- F-4 Financial Statements – June July, and August 2024
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – August 2024
- F-7 CAPMC Board of Directors Attendance Report – August 8, 2024
- F-8 Staffing Changes Report for July 30, 2024 – September 3, 2024

G. CLOSED SESSION

None

H. CORRESPONDENCE

- H-1 Correspondence from the Department of Community Services and Development's (CSD) regarding CAPMC's Close-Out Report for SLIHEAP Contract 23-5568.
- H-2 Correspondence from the U.S. Department of Health and Human Services regarding Final Rule on Supporting the Head Start Workforce and Consistent Quality Programming.
- H-3 Correspondence from Fresno & Madera Counties Police Chiefs' Association regarding the 34th Annual Citizen Award Ceremony. Executive Director, Mattie Mendez, was honored by Madera County Sheriff's Office.
- H-4 Correspondence from Victim Services regarding the Community Resource Fair on October 4, 2024.

I. ADJOURN

I, Kelly Ryan, Grant Management and Compliance Administrator / Executive Director Support, declare under penalty of perjury that I posted the above agenda for the regular meeting of the CAPMC Board of Directors for September 12, 2024, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on September 6, 2024.

Kelly Ryan

Grant Management and Compliance Administrator / Executive Director Support.