



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

Revised Agenda

**Thursday, April 10, 2025
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 – Judge 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 – February 13, 2025.

D-2 Review and consider approving the Minutes for the Madera Migrant/Seasonal Head Start Policy Council Committee Meeting – December 10, 2024

D-3 Review and consider approving the Minutes for the Fresno Migrant/Seasonal Head Start Policy Council Committee Meeting – November 13, 2024

D-4 Review and consider approving the Minutes for the Madera Regional & Early Head Start Policy Council Committee Meeting – February 6, 2025

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

- February 2025
- March 2025

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

- November 2024
- December 2024
- January 2025
- February 2025
- March 2025

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

- Monthly Enrollment Report – February 2025
- In-Kind Report – February 2025
- CACFP Program Report – February 2025
- Program Information Report – February 2025

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

- Monthly Enrollment Report – February 2025
- In-Kind Report – January 2025
- CACFP Program Report – January 2025

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

- Monthly Enrollment Report – February 2025

- In-Kind Report – January 2025

- D-10 Review and consider approving the following **Fresno Migrant and Seasonal Head Start** Reports:
- Monthly Enrollment Report – February 2025
 - In-Kind Report – February 2025
 - CACFP Program Report – December 2024 and February 2025
- D-11 Review and consider approving Community Action Partnership of Madera County 2024-2025 Basic, Blended and Training & Technical Assistance (T&TA) Comparison Budget Revisions to Stanislaus County Office of Education. Comparison Budgets included.
- D-12 Review and consider approving the Enrollment Selection Criteria and the Recruitment Procedure for the 2025-2026 program year.
- D-13 Review and consider approving the submission of CAPMC Fresno Migrant Seasonal Head Starts Basic Grant application. (September 1, 2025 - August 31, 2026).
- D-14 Review and consider approving the Fresno Migrant Seasonal Head Start 5-Year Grant Cycle's Goals and Objectives.
- D-15 Review and consider approving Fresno Migrant/Seasonal Head Start's updates on Policy #12 "Determining, Verifying, and Documenting Eligibility" and Selection Procedures for the 2025 – 2026 program year.
- D-16 Review and consider approving Community Action Partnership of Madera County 2023-2025 One-Time Carryover Funds Comparison Budget Revision to Stanislaus County Office of Education. Comparison Budget included.
- D-17 Review and consider approving the 2025 Community Needs Assessment Final Report for Community Action Partnership of Madera County-Fresno Migrant/Seasonal Head Start
- D-18 Review the Child Care Alternative Payment and Resource & Referral Program Report for March and April 2025. (Informational Only).
- D-19 Review the Community Services Program Report for March 2025. (Informational Only).
- D-20 Review the Victim Services Report for April 2025. (Informational Only)
- D-21 Review the Madera County Child Advocacy Center Report for January-March 2025. (Informational Only).
- D-22 Review and consider approving the Minutes for the Fresno Migrant/Seasonal Head Start Policy Council Committee Meeting – February 18, 2025.
- D-23 Review and consider approving the Fresno Migrant and Seasonal Head Start's 2023-2024 Annual Report.
- D-24 Review and consider approving the 2025-2030 Goals and Objectives for the Madera Head Start and Early Head Start Programs.

E. DISCUSSION ITEMS

- E-1 Review and consider approving the Agency's award of its annual entity-wide financial and single audit for June 30, 2025 and the CAPMC 403(b) Retirement Plan for the Year Ended 12/31/2024 to Hudson & Company, Inc. Certified Public Accountants.
- E-2 Review and consider approving the filings of the tax and information returns of Community Action Partnership of Madera County, Inc. prepared by Hudson & Company, Inc. CPAs.
- E-3 Review and consider approving the Risk Assessment completed during the second quarter of 2025 in accordance with the new Community Services Block Grant, Organizational Performance Standard 4.6.
- E-4 Review and consider approving the request for the Board of Directors to authorize Community Action Partnership of Madera County (CAPMC) to open a 30-day comment period for the draft 2026-2027 Community Action Plan and Community Needs Assessment.
- E-5 Review and consider approving the updated Child Forensic Interview Team (CFIT) Guidelines and MOU effective April 1, 2025.

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 – March 2025
- F-4 Financial Statements – February, March 2025
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – February and March 2025
- F-7 CAPMC Board of Directors Attendance Report – February 13, 2025.
- F-8 Staffing Changes Report for February 5, 2025 – March 31, 2025

G. CLOSED SESSION

None

H. CORRESPONDENCE

- H-1 Correspondence from Victim Services regarding the National Crime Victims' Rights Week Victims Memorial Display on April 11, 2025 at CAPMC.
- H-2 Correspondence from Victim Services regarding the National Crime Victims' Rights Week Victims Memorial Display on April 25, 2025 at Courthouse Park.
- H-3 Correspondence from Victim Services regarding Denim Day to wear jeans with a purpose on April 30, 2025.
- H-4 Correspondence from Victim Services regarding to wear teal for Sexual Assault Awareness Day and to wear Teal on April 1, 2025.
- H-5 Correspondence from Victim Services regarding to wear blue for Child Abuse Prevention Month on April 4, 2025.

H-6 Correspondence from U.S. Department of Health and Human Services and ACF Administration for Children and Families regarding Promoting Healthy Eating and Nutrition for Head Start Children and Families

I. **ADJOURN**

I, Kelly Ryan, Executive Director Support / Grant Management and Compliance Administrator, declare under penalty of perjury that I posted the above agenda for the regular meeting of the CAPMC Board of Directors for April 4, 2025, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on April 10, 2025.

Kelly Ryan

Executive Director Support / Grant Management and Compliance Administrator