



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

Agenda

**Thursday, June 12, 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 – May 8, 2025.

D-2 Review and consider approving the Minutes for the Madera Migrant and Seasonal Head Start Policy Council Committee Meeting – April 8, 2025

D-3 Review and consider approving the Minutes for the Fresno Migrant and Seasonal Head Start Policy Council Committee Meeting – April 9, 2025

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

- May 2025

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

- January 2025
- March 2025
- April 2025
- May 2025

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

- In-Kind Report – March and April 2025

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

- Monthly Enrollment Report – May 2025
- In-Kind Report – March and April 2025

D-8 Ratify the submission of the California Department of Social Services (CDSS), Child Care and Development Division Program Self-Evaluation (PSE) Survey.

D-9 Review and consider approving the Community Action Partnership of Madera County, Inc. Organizational Charts Revised May 2025 (Informational Only)

D-10 Review and consider approving the 2025 Community Needs Assessment for Community Action Partnership of Madera County.

- D-11 Review and consider approving the final submission of the 2026/2027 Community Needs Assessment and Community Action Plan.
- D-12 Review and consider approving the job description for Outreach Navigator.
- D-13 Review and approve the proposed one-time stipend to non-Head Start programs.
- D-14 Review the Child Care Alternative Payment and Resource & Referral Program Report for June 2025. (Informational Only).
- D-15 Review the Community Services Program Report for May 2025. (Informational Only).
- D-16 Review the Homeless Engagement for Living Program (H.E.L.P) Center Report for May 2025. (Informational Only).
- D-17 Review the Victim Services Report for May 2025. (Informational Only)
- D-18 Review the Madera County Child Advocacy Center Report for June 2024. (Informational Only)

E. DISCUSSION ITEMS

- E-1 Review and consider authorization of an application for the Business Standard Credit Card available from Community West Bank through its business partner, TIB Nationwide Association.
- E-2 Authorize opening a Certificate of Deposit account at Community West Bank in the amount of \$400,000 for a 6-month term with 2.0% APY with unrestricted net assets from the Victim Services Department.
- E-3 To review and consider approving Memorandum of Understanding (collective bargaining agreement) negotiated between CAPMC and Service Employees International Union (SEIU), Local 521.
- E-4 Review and consider approving the Chief Financial Officer appointment.

F. ADMINISTRATIVE/COMMITTEE REPORTS TO THE BOARD OF DIRECTORS

- F-1 Finance Committee Report – None
- F-2 Personnel Committee Report – June 9, 2025
- F-3 Executive Director Monthly Report – June 2025
- F-4 Financial Statements – March, April, and May 2025
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – May 2025
- F-7 CAPMC Board of Directors Attendance Report – May 8, 2025.
- F-8 Staffing Changes Report for May 1, 2025 – May 31, 2025

G. CLOSED SESSION

- G-1 Government Code Section 54956.9(d)(2), (d)(1)

CONFERENCE WITH LEGAL COUNSEL – Counsel with CAPMC legal counsel regarding Grand Jury Report and Response

G-2 Government Code Section 54956.9(d)(2), (d)(1)

CONFERENCE WITH LEGAL COUNSEL – UPDATE ON LITIGATION

Keith W. Trout vs. County of Madera, et al. (Community Action Partnership of Madera County identified in Government Claim Form)

H. CORRESPONDENCE

H-1 Correspondence from Administration for Children and Families regarding the Expanding Educational Freedom and Opportunities for Families in Head Start Programs

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 June 12, 2025, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on June 6, 2025.

Kelly Ryan

Executive Director Support / Grant Management and Compliance Administrator