

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.**  
**Regular Board of Directors Meeting**  
**January 8, 2026**  
**1225 Gill Ave, Madera, CA 93637**

**ACTION SUMMARY MINUTES**

The Board of Directors Meeting was called to order at 5:30 P.M. by Judge Eric LiCalsi.

**Members Present**

Vice-Chairperson David Hernandez  
Deborah Martinez  
Chairwoman Supervisor Leticia  
Gonzalez  
Councilmember Steve Montes  
Councilmember Jeff Troost  
Sheriff Tyson Pogue  
Donald Holley  
Martha Garcia  
Richard Gutierrez  
Diana Palmer  
Molly Hernandez  
Judge Eric LiCalsi

**Members Absent**

Kathrine Creek  
Debi Bray  
Diana Palmer  
Aurora Flores

**Personnel Present**

Mattie Mendez  
Donna Tooley  
Ana Gudino  
Xai Vang  
Jose Morales

**Public – Others Present**

Kip Hudson, Hudson & Company, Inc. CPAs

**A. PUBLIC COMMENT**

Board Member Donald Holley shared information on an upcoming event to honor Martin Luther King Jr., On Sunday, January 18<sup>th</sup>, 2026, at MLK Middle School at 2:30 PM.

**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 THE AGENDA:** Adoption of the agenda as presented or with approved additions.

Motion: APPROVED AS PRESENTED

Moved by David Hernandez, Seconded by Steve Montes

Vote: Unanimous Approval

**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 Board of the Regular Board of Directors Meeting- December 11, 2025.
- D-2** Review and consider accepting the Bank of America & Community West Bank Credit Card statements:
- December 2025
- D-3** Review and consider accepting the American Express and All other Credit Card Statements:
- None
- D-4** Ratify the submission of the application requesting continued funding from the California Department of Social Services- Child Care and Development Division (CCDD) for Fiscal Year 2026-27.
- D-5** Ratify the Executive Director to sign and submit the City of Madera Community Development Block Grant (CSBG) Housing Stabilization Program 2026-2027 application. Will be distributed at meeting.
- D-6** Review and consider ratifying the submission of the City of Madera Community Development Block Grant (CSBG) for the Fresno Madera Continuum of Care (FMCoC) Membership Application for 2026-2027. Will be distributed at meeting.
- D-7** Victim Services Monthly Report- December 2025
- D-8** Review the Child Care Alternative Payment Program and Resource and Referral Program Report for January 2026 (Informational Only).
- D-9** Child Advocacy Center Monthly Report- December 2025 (Informational Only).

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded by Chairwomen Supervisor  
Leticia Gonzalez

Vote: Carried Unanimously

**E. DISCUSSION / ACTION ITEMS - All supporting documents will be distributed at the meeting**

- E-1** Review and consider accepting the auditor report and the audited financial statements for the year ended June 30, 2025.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded by Steve Montes

Vote: Approved Unanimously

**Martha Garcia Arrived at 5:37 P.M.**

- E-2** Review and approve the agency-wide budget required by the CSBG Organizational Standards Adopted by the State of California Community Services Division.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded by Martha Garcia

Vote: Approved Unanimously

- E-3** Review and Authorize renewal of the line of credit with West America Bank in the amount of \$200,000 that will mature on January 31, 2026.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded by Deborah Martinez

Vote: Approved Unanimously

**F. ADMINISTRATIVE/COMMITTEE REPORTS TO BOARD OF DIRECTORS**

- F-1 Finance Committee Report – January 2026
- F-2 Personnel Committee Report – None
- F-3 Executive Director Monthly Report – None
- F-4 Financial Statements – Summary only- November and December 2025
- F-5 Head Start Policy Council/Committee Reports- None
- F-6 Work Related Injury Report – None
- F-7 Staffing Changes- None
- F-8 CAPMC Board of Directors Attendance Report – None

**G. CLOSED SESSION**

None

**H. CORRESPONDENCE**

- H-1 Human Trafficking Awareness Day Flyer

**I. ADJOURN**

David Hernandez and Donald Holley adjourned the Board of Directors Meeting at 5:51

P.M.

Motion: APPROVE AS PRESENTED

Moved by David Hernandez, seconded by Donald Holley

Vote: Carried Unanimously

