

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Regular Board of Directors Meeting
November 11, 2025
1225 Gill Ave, Madera, CA 93637

ACTION SUMMARY MINUTES

The Board of Directors Meeting was called to order at 5:32 p.m. by Chairperson Judge Eric LiCalsi.

Members Present

Vice-Chairperson David Hernandez
Chairperson Judge Eric LiCalsi
Donald Holley
Martha Garcia
Richard Gutierrez
Molly Hernandez
Katherine Creek
Diana Palmer
Aurora Flores

Members Absent

Secretary/Treasurer Sheriff Tyson
Pogue
Deborah Martinez
Chairwomen Supervisor Leticia Gonzalez
Councilmember Jeff Troost
Councilmember Steve Montes
Debi Bray

Personnel Present

Mattie Mendez
Donna Tooley
Irene Yang
Maritza Gomez
Jennifer Coronado
Leticia Murillo

Public – Others Present

Katherine Creek

A. PUBLIC COMMENT

None.

B. ADOPTION OF THE AGENDA

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 Donald Holley, Seconded by Martha Garica

Vote: Unanimous Approval

C. TRAINING/ADVOCACY ISSUES

None.

D. BOARD OF DIRECTOR'S CONSENT CALENDAR

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 Regular Board Meeting – October 9, 2025.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded by Aurora Flores

Vote: Carried Unanimously

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

- E-1** Consider appointing Katherine Creek to serve as representative of the Madera/Mariposa Regional and Early Head Start Policy Committee on the CAPMC Board of Directors.

Motion: APPROVE AS PRESENTED

Moved by Martha Garcia, Seconded by Aurora Flores

Vote: Approved Unanimously

- E-2** Review and approve the resolution to authorize the Executive Director to sign and submit the 2026 Low-Income Home Energy Assistance Program contract with the Department of Community Services & Development (CSD), upon its arrival.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded by Richard Gutierrez

Vote: Approved Unanimously

- E-3** Review and approve the resolution authorizing the Executive Director to act as the Authorized Agent to enter into Grant Subawards for "All Cal OES Programs," and/or designees to sign all applications related to Cal OES for the 26-27 fiscal year.

Motion: APPROVE AS PRESENTED

Moved by Martha Garcia, Seconded by Donald Holly

Vote: Approved Unanimously

- E-4** Review and consider ratifying the submitted grant application to the California Office of Emergency Services (Cal OES), to operate the unserved/Underserved Victim Advocacy and Outreach (UV) Program from January 1, 2026, through December 31, 2026, and authorize the Executive Director and/or designees to sign and submit any extensions and/or amendments during the funding period.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded by Aurora Flores

Vote: Approved Unanimously

- E-5** Adopt a Resolution to certify the approval of the Governing Board to enter into transaction and subsequent amendments with the California Department of Social Services (CDSS) for the purpose of providing childcare and development services and to authorize the Executive Director to sign contract documents for Fiscal Year 2026-27.

Motion: APPROVE AS PRESENTED

Moved by Martha Garcia, Seconded by Molly Hernandez

Vote: Approved Unanimously

F. ADMINISTRATIVE/COMMITTEE REPORTS TO BOARD OF DIRECTORS

- F-1 Finance Committee Report – None
- F-2 Personnel Committee Report – None
- F-3 Executive Director Monthly Report – October 2025
- F-4 Financial Statements – Summary only October 2025
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – September 2025
- F-7 CAPMC Board of Directors Attendance Report – October 09, 2025

G. CLOSED SESSION

None

H. CORRESPONDENCE

H-1 Victim Services Resources Fair November 14, 2025, at Courthouse Park 3:30 - 5:30PM

I. ADJOURN

Vice-Chairperson David Hernandez, adjourned the Board of Directors Meeting at 5:47 p.m.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, seconded by Aurora Flores

Vote: Carried Unanimously