

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Regular Board of Directors Meeting
February 12, 2026
1225 Gill Ave, Madera, CA 93637

ACTION SUMMARY MINUTES

The Board of Directors Meeting was called to order at 5:31 P.M. by Vice-Chairperson David Hernandez

Members Present

Vice-Chairperson David Hernandez
Deborah Martinez
Chairwoman Supervisor Leticia Gonzalez
Councilmember Steve Montes
Sheriff Tyson Pogue
Donald Holley
Richard Gutierrez
Diana Palmer
Molly Hernandez
Debi Bray
Kathrine Creek
Aurora Flores

Members Absent

Chairperson Judge Eric LiCalsi
Councilmember Jeff Troost
Martha Garcia

Personnel Present

Mattie Mendez
Donna Tooley
Ana Gudino
Xai Vang
Irene Yang
Maritza Gomez
Kimberly Rojas-Perez
[Click or tap here to enter text.](#)

Public – Others Present

Russell K. Ryan, Esq., Legal Counsel

A. PUBLIC COMMENT

Board Member Donald Holley shared information on an upcoming event to Celebrate Black History Month, On Sunday, February 15th, 2026, at Pan Am Center at 3:30 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: Sheriff Tyson Pogue, Seconded by Donald Holley.

Vote: Approved Unanimously

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 – January 8, 2025

D-2 Review and consider approving the Minutes of the **Madera Migrant and Seasonal Head Start** Policy Council Committee Meeting – December 10, 2025

D-3 Review and consider approving the Minutes of the **Madera Regional and Early Head Start** Policy Council Committee meeting - December 4, 2025

D-4 Review and consider accepting the Bank of America & Community West bank Credit Card Statements:
• **January 2026**

D-5 Review and consider accepting the American Express and All other Credit Card Statements:
• **November, December 2025**

D-6 Review and consider approving the following **Madera Migrant and Seasonal Head Start** Reports:
• In-Kind Report – December 2025
• CACFP Program Report- November 2025 and December 2025
• Program Information Report (PIR) – November 2025 and December 2025

- D-7** Review and consider approving the following **Madera Regional Head Start** Reports:
- In-Kind Report - December 2025
 - CACFP Program Report- November 2025 and December 2025
 - Program Information Report (PIR) – November 2025 and December 2025
- D-8** Review and consider approving the following **Madera Regional Early Head Start** Reports:
- In-Kind Report – December 2025
 - Program Information Report (PIR)- November 2025 and December 2025
- D-9** Review and consider approving the following **Fresno Migrant Head Start** Reports:
- Program Closed**
- D-10** Review and Consider Approving the 2025-2026 ByLaws for the Madera Regional and Early Head Start Policy Council.
- D-11** Review and complete the Annual Conflict of Interest Certification Form and Form 700 Statement of Economic Interest.
- D-12** Review the 2024-2025 CAPMC Madera Head Start Annual Report. (Informational Only).
- D-13** Review the Child Care Alternative Payment Program & Resource and Referral Program Report for February 2026 (Informational Only).
- D-14** Victim Services Report (Informational Only)

Motion: APPROVE AS PRESENTED

Moved By: Tyson Pogue, Seconded by Aurora Flores

Vote: Carried Unanimously

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

- E-1** Review and Approve the Submission of the Community Action Partnership of Madera County's 2026-2027 (June 1, 2026 – May 31, 2027) Madera Head Start & Early Head Start Refunding application to the Department of Health and Human Services, Administration for Children and Families, Region IX Head Start Program.

Motion: APPROVE AS PRESENTED

Moved By: Donald Holley, Seconded by Chairwoman Supervisor Leticia Gonzalez

Vote: Approved Unanimously

Steve Montes Arrived at 5:35 P.M.

Russell Ryan Arrived at 5:42 P.M.

- E-2** Review and consider staff's Request for the slot reduction and conversion of Head Start slots effective program year 2026-2027.

Motion: APPROVE AS PRESENTED

Moved By: Debi Bray, Seconded by Katherine Creek

Vote: Approved Unanimously

- E-3** Review and approve Community Action Partnership of Madera County 2025-2026 Non Federal Share Comparison Budget Revisions to Stanislaus County Office of Education. Comparison Budgets included. A physical document will be submitted to Administration.

Motion: APPROVE AS PRESENTED

Moved By: Donald Holley, Seconded by Deborah Martinez

Vote: Approved Unanimously

Russell Ryan Leaves at 5:54 P.M.

- E-4** Review and approve Community Action Partnership of Madera County 2025-2026 MHS Blended Comparison Budget Revisions to Stanislaus County Office of Education. Comparison Budgets Included.

Motion: APPROVE AS PRESENTED

Moved By: Sheriff Tyson Pogue, Seconded by Donald Holley

Vote: Approved Unanimously

Mattie Mendez Leaves at 5:58 P.M

- E-5** Review and ratify Community Action Partnership of Madera County 2025-2026 Amendment #1 Awarding additional ongoing CMIG-PY CDEs and respective basic funding, decreasing ongoing CMSS and increasing Start-up/ Closedown.

Motion: APPROVE AS PRESENTED

Moved By: Steve Montes, Seconded by Richard Gutierrez

Vote: Approved Unanimously

- E-6** Review and consider accepting the proposed procurement and purchasing revisions to CAPMC's Accounting & Financial Policies and Procedures.

Motion: APPROVE AS PRESENTED

Moved By: Debi Bray, Seconded by Steve Montes

Vote: Approved Unanimously

- E-7** Review and consider approving the updated agency Bylaws.

Motion: APPROVE AS PRESENTED

Moved By: Donald Holley, Seconded by Sheriff Tyson Pogue

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 – None

F-4 Financial Statements – Summary only – November, December 2025

F-5 Head Start Policy Council/Committee Reports – None

F-6 Work Related Injury Report – January 2026

F-7 Staffing Changes – January 2026

F-8 CAPMC Board of Directors Attendance Report – None

G. CLOSED SESSION

None

H. CORRESPONDENCE

H-1 CSD Audit Transmittal report (TR) 25-006 (FYE 6/30/2025)

H-2 Teen Dating Violence Awareness Day Flyer

I. ADJOURN

Vice Chairperson David Hernandez adjourned the Board of Directors Meeting at 6:07 P.M.

Motion: APPROVE AS PRESENTED

Moved By: Richard Gutierrez, seconded by Donald Holley

Vote: Carried Unanimously