



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

Thursday, December 9, 2021

**CAPMC Conference Room 1 / 1a
1225 Gill Avenue
Madera, CA 93637
5:30 pm**

Webex Meeting Information

Meeting number: 146 208 1692 | Password: CAPMC1225

Meeting Link: <https://maderacap.webex.com/maderacap/j.php?MTID=m876f6692b88957dc5300bb4a4d139117>

Join by phone: 1-844-992-4726 United States Toll Free

Access code: 146 208 1692

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, 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 – Nancy Contreras

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 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 – October 14, 2021.

D-2 Review and consider approving the Minutes of the Madera Migrant/Seasonal Head Start Policy Council Meeting – October 12, 2021.

D-3 Review and consider approving the Minutes of the Fresno Migrant/Seasonal Head Start Policy Committee Meeting – October 13, 2021 & November 10, 2021.

D-4 Review and consider approving the Minutes of the Madera/Mariposa Regional & Early Head Start Policy Council Committee Meeting – October 7, 2021 & November 4, 2021.

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

- October 2021
- November 2021

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

- August 2021
- September 2021

D-7 Review and consider approving the following **Madera/Mariposa Regional Head Start** Reports:

- Monthly Enrollment Report – September 2021 & October 2021
- In-Kind Report – September 2021 & October 2021
- CACFP Program Report – September 2021 & October 2021

D-8 Review and Consider approving the following **Madera Early Head Start** Reports:

- Monthly Enrollment Report – September 2021 & October 2021
- In-Kind Report – September 2021 & October 2021

- D-9 Review and Consider approving the following **Madera Migrant/Seasonal Head Start Reports**:
- Monthly Enrollment Report – September 2021 & October 2021
 - In-Kind Report – September 2021 & October 2021
 - CACFP Program Report – September 2021 & October 2021
 - Program Information Report (PIR) – September 2021 & October 2021
- D-10 Review and consider approving the following **Fresno Migrant Head Start reports**:
- Monthly Enrollment Report – September 2021 & October 2021
 - In-Kind Report – September 2021 & October 2021
 - CACFP Program Report – September 2021 & October 2021
- D-11 Review and consider approving the 2021 – 2022 Bylaws for the Madera/Mariposa Regional and Early Head Start Policy Council.
- D-12 Review and consider approving the 2020 – 2021 CAPMC Madera Migrant/Seasonal Head Start Annual Public Report.
- D-13 Review and consider approving the 2020 – 2021 Fresno Migrant Seasonal Head Start and Early Head Start – Family Child Care Partnership Self-Assessment Results.
- D-14 Review and consider approving the 2020 – 2021 Fresno Migrant Seasonal Head Start and Early Head Start – Family Child Care Partnership Self-Assessment Program Plans of Action for any findings and recommendations.
- D-15 Review and consider approving the Madera/Mariposa Regional Head Start and Early Head Start Program Information Report for 2020 – 2021.
- D-16 Review and consider approving the Madera Migrant/Seasonal Head Start Program Information Report for 2020 – 2021.
- D-17 Review and consider approving the 2020 – 2025 Madera/Mariposa Regional Head Start and Early Head Start Community Needs Assessment Update.
- D-18 Review and consider approving the 2021 – 2022 Madera/ Mariposa Regional and Early Head Start Annual Self-Assessment Procedure.
- D-19 Review and consider approving the results of the Weatherization Program’s monitoring visit.
- D-20 Review and consider approving the results of the 2021 Desk Review Report dated November 3, 2021 conducted by the Department of Community Services and Development.
- D-21 Review the Madera County Child Advocacy Center (CAC) Program Report for November 2021 (Informational Only).
- D-22 Review the Child Care Alternative Payment and Resource & Referral Program Report for November 2021. (Informational Only).
- D-23 Review the Community Services Report for November 2021. (Informational Only).

- D-24 Review the Homeless for Engagement for Living Program (H.E.L.P) Center Report for November 2021. (Informational Only).

E. DISCUSSION ITEMS

- E-1 Review and consider approving the 2022 Holiday Schedule.
- E-2 Review and consider authorizing the Executive Director to sign and submit the 2022 CSBG contract with the Department of Community Services & Development (CSD). *Budget will be distributed at meeting.*
- E-3 Review and consider ratifying the carry-over funds for the 2020 – 2021 Regional Head Start Basic Grant to the 2021 – 2022 Grant Year beginning June 1, 2021.

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 – (November 2021)
- F-4 Financial Statements (November 2021) – Will be distributed at meeting
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – (November 2021)
- F-7 CAPMC Board of Directors Attendance Report – (November 2021)
- F-8 Staffing Changes Report for October 6, 2021 – November 30, 2021

G. CLOSED SESSION

None

H. CORRESPONDENCE

- H-1 Correspondence dated November 10, 2021 from the Office of Head Start regarding Application Submission Requirements.
- H-2 Correspondence dated September 29, 2021 from the Office of Head Start regarding a Focus Area 1 (FA1) monitoring review of Madera County Board of Supervisors/CAPMC during the week of November 15, 2021.
- H-3 Correspondence from Victim Services regarding to wear blue for Human Trafficking Awareness Day on January 11, 2021.

I. ADJOURN

I, Nancy Contreras-Bautista, Child Advocacy Center Case Worker, declare under penalty of perjury that I posted the above agenda for the regular meeting of the CAPMC Board of Directors for December 9, 2021, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on December 3, 2021.

Nancy Contreras-Bautista
Child Advocacy Center Case Worker