



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

**Agenda**

**Thursday, November 10, 2022  
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, 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](http://www.maderacap.org) for updates.*

**CALL TO ORDER BOARD OF DIRECTORS**

**ROLL CALL** – Cristal Sanchez

**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**

*Head Start Performance Standards –*

*Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA)*

Presented by: Amelia Ortiz, ERSEA Content Specialist

**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 13, 2022.

D-2 Review and consider approving the Minutes of the Madera Migrant/Seasonal Head Start Policy Council Committee Meeting – October 11, 2022.

D-3 Review and consider approving the Minutes of the Fresno Migrant/Seasonal Head Start Policy Council Committee Meeting – October 12, 2022.

D-4 Review and consider approving the Minutes of the Madera/Mariposa Regional & Early Head Start Policy Council Committee Meeting – October 6, 2022.

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

- October 2022

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

- August 2022
- September 2022

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

- Monthly Enrollment Report – September 2022
- In-Kind Report – September 2022
- CACFP Program Report – September 2022

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

- Monthly Enrollment Report – September 2022
- In-Kind Report – September 2022

D-9 Review and consider approving the following **Madera Migrant/Seasonal Head Start** Reports:

- Monthly Enrollment Report – September 2022
- In-Kind Report – September 2022
- CACFP Program Report – September 2022
- Program Information Report (PIR) – September 2022

- D-10 Review and consider approving the following **Fresno Migrant Head Start** reports:
- Monthly Enrollment Report – September 2022
  - In-Kind Report – September 2022
  - CACFP Program Report – September 2022
- D-11 Review and consider accepting Fresno Migrant/Seasonal Head Start's 2021-2022 Program Information Report (PIR).
- D-12 Review and consider accepting the Madera Migrant/Seasonal Migrant & Seasonal Head Start's 2021-2022 Program Information Report (PIR).
- D-13 Review and consider accepting the Madera/Mariposa Regional Head Start and Early Head Start 's 2021-2022 Program Information Report (PIR).
- D-14 Review and consider approving the California State Preschool 2022-2023 Program Philosophy, Goals and Parent Handbook.
- D-15 Review and consider approving the 2022-2023 Madera/Mariposa Regional and Early Head Start Annual Self-Assessment Procedure.
- D-16 Review the C-22-026 Community Services Block Grant Monitoring Review outcomes.
- D-17 Review the Madera County Child Advocacy Center Report for October 2022. (Informational Only)
- D-18 Review the Child Care Alternative Payment and Resource & Referral Program Report for October 2022. (Informational Only)
- D-19 Review the Community Services Program Report for October 2022. (Informational Only)
- D-20 Review the Homeless Engagement for Living Program (H.E.L.P) Center Report for October 2022. (Informational Only)

**E. DISCUSSION ITEMS**

- E-1 Review and consider approving the carry-over funds from the 2020 – 2021 Regional Head Start Basic Grant to the 2022 – 2023 Grant year beginning June 1, 2022.
- E-2 Review and approve the submission of the 2021 – 2023 Coronavirus Response and Relief Supplemental Appropriation (CRRSA) and American Rescue Plan (ARP) budget revisions.
- E-3 Review and consider ratifying the submission of the 2023 – 2024 Housing and Urban Development renewal contract for the Shunammite Place.
- E-4 Review and consider ratifying the submission of the Special Notice of Funding Opportunity to Address Unsheltered and Rural Homelessness Competition application.
- E-5 Review and consider ratifying the submission of Housing and Urban Development Homeless Coordinate Entry Supportive Services for Madera County Homeless Engagement for Living Program (HELP) Center.

- E-6 Review and consider ratifying the submission of the 2023 Low Income Home and Energy Assistance Program (LIHEAP) Local Plan.
- E-7 Review and consider ratifying the submission of the 2023 Community Services Block Grant (CSBG) Application.
- E-8 Review and consider ratifying the request made to the Community Corrections Partnership Executive Committee for the replacement of the recording and observation system utilized by the Madera County Child Forensic Interview Team (CFIT) at the Child Advocacy Center.
- E-9 Review and consider accepting the 403(b) audit report for the year ended December 31, 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 – October 2022
- F-4 Financial Statements – October 2022
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – October 2022
- F-7 CAPMC Board of Directors Attendance Report – October 2022
- F-8 Staffing Changes Report for October 1 – October 31, 2022

**G. CLOSED SESSION**

None

**H. CORRESPONDENCE**

- H-1 Child's Advocacy Center (KC) Intent to Fund Letter dated October 28, 2022 from the California Office of Emergency Services (CalOES).

**I. ADJOURN**

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I, Cristal Sanchez, Strategic Plan Coordinator & Assistant to the Executive Director, declare under penalty of perjury that I posted the above agenda for the regular meeting of the CAPMC Board of Directors for November 10, 2022, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on November 7, 2022.



Cristal Sanchez  
Strategic Plan Coordinator &  
Assistant to the Executive Director