



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

**Agenda**

**Thursday, July 11, 2024  
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, Inc., 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** – Kelly Ryan

**PLEDGE OF ALLEGIANCE** – Eric LiCalsi, *Chairperson*

**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 the 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 – June 13, 2024.

D-2 Review and consider approving the Minutes for the Madera Migrant/Seasonal Head Start Policy Council Committee Meeting – June 11, 2024.

D-3 Review and consider approving the Minutes for the Madera/Mariposa Regional & Early Head Start Executive Policy Council Committee Meeting– June 6, 2024.

D-4 Review and consider accepting the Bank of America Credit Card Statements:

- May 2024
- June 2024

D-5 Review and consider accepting the America Express and All Other Credit Card Statements:

- April 2024
- May 2024
- June 2024

D-6 Review and consider approving the following **Madera Migrant and Seasonal Head Start** Reports:

- Monthly Enrollment Report – May and June 2024
- In-Kind Report – May 2024
- CACFP Program Report – May 2024
- Program Information Report – May 2024

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

- Monthly Enrollment Report – May 2024
- In-Kind Report – April and May 2024
- CACFP Program Report – May 2024

D-8 Review and consider approving the following **Madera Mariposa Regional Early Head Start** reports:

- Monthly Enrollment Report – May 2024
- In-Kind Report – May 2024

- D-9 Review and consider approving the following **Fresno Migrant and Seasonal Head Start Reports:**
- Monthly Enrollment Report – May and June 2024
  - In-Kind Report – May 2024
  - CACFP Program Report – May 2024
- D-10 Review and consider approving the results of the Weatherization Program's Monitoring visit.
- D-11 Review and consider approving the 2024-2025 Madera Migrant/Seasonal Head Start Planning Process Policy/Procedure and Calendar.
- D-12 Review and consider approving the Impasse Procedure between the Community Action Partnership of Madera County Inc. Board of Directors and the Madera Migrant/Seasonal Head Start Policy Committee.
- D-13 Review and consider approving the 2024-2025 Reimbursement Policy for the Policy Committee Members representing Madera Migrant/Seasonal Head Start program.
- D-14 Review the Madera County Child Advocacy Center Report for June 2024. (Informational Only)
- D-15 Review the Community Services Program Report for June 2024. (Informational Only)
- D-16 Review the Homeless Engagement for Living Program (H.E.L.P) Center Report for June 2024. (Informational Only)

**E. DISCUSSION ITEMS**

- E-1 Review and consider authorizing the Executive Director to submit the 2024 Community Services Block Grant Discretionary Grant application
- E-2 Review and consider approving the updated employee compensation schedules and salary schedule for Community Action Partnership of Madera County Inc.
- E-3 Accepting and consider approving the submission of the CAPMC Welfare Benefit 2023 Form 5500 tax return by the Chief Financial Officer.

**F. ADMINISTRATIVE/COMMITTEE REPORTS TO THE 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 – June 2024
- F-5 Head Start Policy Council/Committee Reports – None
- F-6 Work Related Injury Report – None
- F-7 CAPMC Board of Directors Attendance Report – June 2024
- F-8 Staffing Changes Report for – None

**F. CLOSED SESSION**

None

**G. CORRESPONDENCE**

- H-1 Correspondence from the Office of Head Start regarding Strategies and Recommendations for Supporting Mental Health
- H-2 Correspondence from the Office of Head Start regarding the New Eligibility Provisions for Migrant and Seasonal Head Start programs
- H-3 Correspondence from the Office of Head Start regarding the New Eligibility Provisions for American Indian and Alaska Native programs

**H. ADJOURN**

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I, Kelly Ryan, Grant Management and Compliance Administrator / Executive Director Support, declare under penalty of perjury that I posted the above agenda for the regular meeting of the CAPMC Board of Directors for July 11, 2024, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on July 5, 2024.

*Kelly Ryan*

Grant Management and Compliance Administrator / Executive Director Support.