

KCAO BOARD OF DIRECTORS' MEETING

Wednesday, July 15, 2015 @ 4:30 P.M.

Kings Community Action Organization

1130 N. 11th Ave., Hanford, CA 93230**MINUTES****CALL TO ORDER**

The meeting was called to order by Chairman Raymond Lerma @ 4:33 P.M. The flag salute followed and roll call was taken. Those in attendance and constituting a quorum were:

Members Present: Raymond Lerma, Jess Martinez, Elsie Barba, Richard Fagundes, Don Wright, Cheryl Silva, Gabriel Venegas, Sal Lopez, Alicia Jacobo, Clarence Cryer, Jr., and Eddie Neal (arrived at 4:40 P.M.)

Members Excused: None

Members Absent: Tim Bowers, Melissa Whitten, Gary Pannett.

Staff Present: Jeff Garner, Glenda Stephens, Taylor Clanton, Sara Lorah, Ron Torres, Juan Martinez, Patsy Douthat, Brenda Tamayo-Pagan, and Irene Moreno.

Guests Present: Kuyler Crocker- PG&E, Rogelio Caudillo- State Senator Andy Vidak's office

PUBLIC COMMENTS/UNSCHEDULED APPEARANCES

Kuyler Crocker presented a check to KCAO for \$5,000 from PG&E. Jeff Garner stated this donation will be going to our Barbara Saville Women's Shelter.

Rogelio Caudillo introduced himself to the Board as the new representative for State Senator Andy Vidak's office. He is looking forward to working with us in the future.

STAFF COMMENTS

None.

STAFF PRESENTATION

None.

BOARD CHAIRMAN'S COMMENTS

Chairman Raymond Lerma reminded the Board that there is still time to sign up to attend the National Community Action Conference in San Francisco in August. Please let Jeff Garner know if you are interested.

Mr. Lerma mentioned that he was able to review the LIHEAP monitoring report.

Visited KFRC with Jeff at Kettleman City. Mr. Lerma was impressed with the services and staff. They showed good teamwork. He wanted to commend the director and staff who are doing an excellent job in Kettleman City.

CONSENT CALENDAR

Chairman Raymond Lerma called for a motion to approve the consent calendar item. Item was **M/S/C (Martinez/Fagundes)**. **Approving:** Martinez, Barba, Fagundes, Wright, Silva, Venegas, Lopez, Jacobo, Cryer, and Neal. **Dissenting:** None. **Abstaining:** Lerma **Absent:** Bowers, Whitten, Pannett Item passed.

COMMITTEE REPORTS

Executive Committee: Chairman Raymond Lerma reported that the committee met and discussed the National Community Action Conference in San Francisco and the Board recruitment to fill the last vacancy.

Finance Committee: Board member Cheryl Silva stated the committee met and were able to approve both last month's and current minutes. Reviewed and discussed the financial and credit card statements. The committee will recommend them for approval to the Board

Personnel & Affirmative Action Committee: Board member Elsie Barba stated that the committee met and discussed the

Human Resources Report. The committee is very pleased to see how many accident free days there are at the sites for employees and the committee would like to help HR to think of ideas on how to acknowledge employees for that. The committee discussed recruitment of the new Board member and also discussed the National Community Action Conference.

Strategic Planning & Program Committee: Donald Wright reported that the committee did meet and reviewed several presentations which will be presented today to the Board later in the meeting. The committee would recommend approval to the Board for the specific Action Items presented.

Real Estate & Investment Facility Committee: No meeting.

Marketing and Resource Development Committee: Board member Jess Martinez indicated that the committee met and discussed the National Community Action Conference. There are 5 openings for Board members to attend. There was an update on the Outreach and Development Activities. Also discussed was the 2015 KCAO Golf Tournament to be held October 12, 2015. Mr. Martinez would like to encourage all golfers to come out and join the Golf Tournament as this is a fundraiser to help support the Barbara Saville Women's Shelter.

Head Start Policy Council: Sal Lopez reported that the Migrant Governance Training was held on Saturday. Board members Don Wright, Jess Martinez and Sal Lopez were in attendance. The Migrant Policy Council meeting was held right after. New Performance Standards were discussed. Policy Council members were welcomed to attend the Board of Director's meetings.

PROGRAM ACTIVITY REPORTS

- a) Child Care Assistance Program- Glenda Stephens: As submitted.
- b) Head Start- Michelle Dove: As submitted.
- c) Human Resources- Ron Torres: As submitted.
- d) Intervention, Prevention & Support Services- Joey Cox: As submitted.
- e) Nutrition, Education & Hunger Prevention- Taylor Clanton: As submitted.
- f) Operations- Saul Leal: As submitted.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Jeff Garner wanted to introduce the new Interim Child Care Assistance Director- Ruth Rodriguez to the Board, but she is out in Minnesota attending a training. Ruth has been with the organization for approximately 7 years and we are very pleased to have her in the role she is in now.

Jeff wanted to thank and acknowledge the Board Members that did attend the Migrant Governance Training on Saturday, July 11, 2015.

Also the National Community Action Conference, as Mr. Lerma has mentioned, is August 26 –August 28. Board members would leave to San Francisco on August 25, 2015. The five Board members that have shown interest in attending the conference are: Raymond Lerma, Jess Martinez, Gabriel Venegas, Clarence Cryer, Jr., and Sal Lopez. Travel plans will get started next week to be ready to leave in August.

NEW BUSINESS

- a) **Presentation of the Migrant Seasonal Head Start Self-Assessment Letter:** Juan Martinez presented the Migrant Seasonal Head Start Self-Assessment Letter to the Board.
- b) **Presentation of the Program Information on Notice of Proposed Rule Making for Head Start Performance Standards:** Juan Martinez presented the Program Information on Notice of Proposed Rule Making for Head Start Performance Standards.
- c) **Presentation of the EHS CCP Baseline Assessment Letter:** Brenda Tamayo- Pagan presented the EHS CCP Baseline Assessment Letter.
- d) **Presentation and Possible Approval of the Child Development Enrollment and Attendance Procedures for Admin Policy 4150:** Brenda Tamayo- Pagan and Patsy Douthat presented the Child Development Enrollment and Attendance Procedures for Admin Policy 4150. Item was **M/S/C (Silva/Barba)**. **Approving:** Lerma, Martinez, Barba, Fagundes, Wright, Silva, Venegas, Lopez, Jacobo, Cryer, and Neal. **Dissenting:** None. **Abstaining:** None. **Absent:** Bowers, Whitten, Pannett. Item passed.
- e) **Consider Approval of Amendment to the Executive Director's Employment Contract:** Raymond Lerma presented an amendment to the Executive Director's Employment Contract. Item was **M/S/C (Fagundes/Jacobo)**. **Approving:** Lerma, Martinez, Barba, Fagundes, Wright, Silva, Venegas, Lopez, Jacobo, Cryer, and Neal. **Dissenting:** None. **Abstaining:** None. **Absent:** Bowers, Whitten, Pannett. Item passed.

BOARD MEMBERS' COMMENTS

Jess Martinez wanted to announce that Monday, July 27, 2015, there will be an immigration workshop in Lemoore at the Generations Center. Jeff added that the workshop will be held from 4:00pm to 8:00pm and also joining the workshop that day is the Mexican Consulate. KCAO will be hosting, but a group out of Fresno will be providing the services to assist people with DACA and their immigration status. We will be helping with the facility, outreach and promotion. The Mexican Consulate will be providing services and assistance with passports.

ADJOURNMENT

Chairman Raymond Lerma called for a motion to adjourn the meeting at approximately 5:12 P.M. **M/S/C (Martinez/Barba)**.

Respectfully submitted,

Irene Moreno

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Board Recorder