



**Staffing and Operations Committee Meeting**  
**Wednesday, September 7, 2022**  
**10:30 a.m. -11:30 a.m. or immediately after the Commission meeting.**

**IN-PERSON**

**Madera County Dept. of Social Services**  
**1626 Sunrise Ave**  
**Madera, CA 93638**

**AGENDA**

**REASONABLE ACCOMMODATIONS FOR ANY INDIVIDUAL WITH A DISABILITY.** Pursuant to the Rehabilitation Act of 1973 and the Americans with Disability Act of 1990, any meeting or function of the Madera County Children and Families Commission may request assistance by contacting the Madera County Children and Families Commission, 525 E. Yosemite Avenue, Madera, CA 93638 – telephone 559-661-5155.

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| <b>1.0</b><br>ACTION | <b>OPENING REMARKS</b><br>1.1 Call to Order<br>1.2 Roll Call   | Sara Bosse, Chair  |
| <b>2.0</b>           | <b>POTENTIAL CONFLICTS OF INTEREST</b><br>Any Commission Member who has a potential conflict of interest may now identify the item and recuse themselves from discussing and voting on the mater.  | Sara Bosse, Chair  |
| <b>3.0</b><br>ACTION | <b>CONSENT AGENDA</b><br>These matters are routine in nature and are usually approved by a single vote. Prior to action by the Committee, the public will be allowed to comment on any Consent Item.<br>3.1 Adoption of the SOC Agenda<br>3.2 Consideration of the June 9, 2022, Special SOC Meeting Minutes       | Sara Bosse, Chair  |
| <b>4.0</b>           | <b>PUBLIC COMMENT</b><br>This time is offered for the public wishing to address the Commission on matters <b>not listed</b> on the agenda. Committee members listen but may not discuss non-agenda matters. A public comment period is also offered for <b>items on the agenda</b> at the time item is considered. | Sara Bosse, Chair  |
| <b>5.0</b><br>ACTION | <b>LEASE AGREEMENT CONSIDERATION WITH EXCEPTIONAL PARENTS UNLIMITED</b><br>The Committee will review and consider entering into a lease agreement with EPU as a co-locator at the Family Resource Center in Madera.  | Monica Ramirez, ED |
| <b>6.0</b><br>ACTION | <b>RENEWAL LEASE AGREEMENT CONSIDERATION WITH MADERA DEPARTMENT OF PUBLIC HEALTH – WIC PROGRAM</b><br>The Committee will review and consider the renewal of lease agreement with MCDPH as a co-locator at the Family Resource Center in Chowchilla.  | Monica Ramirez, ED |

<b>7.0</b> ACTION	<b>BENEFITS POLICIES UPDATE - PERSONNEL HANDBOOK</b> The Committee will review and approve the updated language to reflect the recently adopted benefit package changes and additions due to the pandemic. 124 Vacation Benefits 125 Holidays 127 Sick Leave Benefits 143 Work Schedules	Monica Ramirez, ED
<b>8.0</b> ACTION	<b>RELEASE OF REQUEST FOR QUOTES FOR AUDIT SERVICES</b> The Committee will review and approved the RFQ for auditing services	Monica Ramirez, ED
<b>9.0</b>	<b>UPDATES</b> The Committee will receive updates from staff.	Monica Ramirez, ED Anali Manzano, Staff
<b>10.0</b>	<b>ANNOUNCEMENTS</b>	
<b>11.0</b>	<b>NEXT MEETING</b> Regularly scheduled SOC meeting – October 5, 2022. Location to be noted on the posted agenda.	Sara Bosse, Chair
<b>12.0</b>	<b>ADJOURNMENT</b>	Sara Bosse, Chair

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