



**Staffing and Operations Committee (SOC) Meeting**  
**Wednesday, November 6, 2024**  
**10:00 a.m. – 12:00 p.m. or promptly following the Commission Meeting**

**IN-PERSON**  
**Madera County Dept. of Social Services**  
**1626 Sunrise Avenue**  
**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 – 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<br>1.3 Agenda Approval, Additions or Deletions  | 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 matter.   | Sara Bosse, Chair                            |
| <b>3.0</b><br>ACTION | <b>CONSENT CALENDAR</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 given the opportunity to comment on any Consent Item.<br>3.1 Approval of the October 2, 2024, 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. Commission members listen but may not discuss non-agenda matters. A public comment period is also offered for <b>items on the agenda</b> when the item is considered. | Sara Bosse, Chair                            |
| <b>5.0</b><br>ACTION | <b>CONTRACT AND PROCUREMENT POLICY AND PROCEDURE UPDATE</b><br>Review and approval of update to the Contract and Procurement Policy and Procedure.   | J. Monica Ramirez, ED                        |
| <b>6.0</b><br>ACTION | <b>AGREEMENT RENEWAL WITH BARRETT BUSINESS SERVICES, INC.</b><br>Review and approval of agreement renewal with Barrett Business Services, Inc. for payroll, workers' compensation, and human resource administration services.   | J. Monica Ramirez ED<br>Anali Manzano, Staff |
| <b>7.0</b>           | <b>UPDATES</b>   | J. Monica Ramirez, ED                        |
| <b>8.0</b>           | <b>NEXT MEETING</b><br>December 4, 2024  | Sara Bosse, Chair                            |
| <b>9.0</b>           | <b>ADJOURNMENT</b>   | Sara Bosse, Chair                            |

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