



DATE: September 24, 2025  
TIME: 12:00 pm  
LOCATION: CAPK Administrative Office  
Board Room  
1300 18th St., 3<sup>rd</sup> Floor  
Bakersfield, CA 93301

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## Board of Directors Meeting Agenda

### I. Call to Order

- a. Pledge of Allegiance
- b. Reading of the Promise of Community Action

*Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.*

- c. Roll Call

Maritza Jimenez (Chair)	Jonathan Mullings	Fred Plane
Denise Boshers (Vice Chair)	Rocio Munoz	Ana Vigil
Gina Martinez (Secretary)	Chris Parlier	Lee'o Whisenant
Michelle Jara-Rangel (Treasurer)	Gema Perez	
Curtis Floyd	Guadalupe Perez	

### II. Introduction of Guests / Public Forum

*The public may address the Board of Directors on items not on the agenda but under the jurisdiction of the Board. Speakers are limited to 3 minutes. If more than one person wishes to address the same topic, the total group time for the topic will be 10 minutes. Please state your name before making your presentation.*

### III. Consent Agenda

The Consent Agenda consists of items that are considered routine and non-controversial. These items are approved in one motion unless a member of the Board or the Public requests removal of a particular item. If comment or discussion is requested, the item will be removed from the Consent Agenda and will be considered in the order listed – **Action Item**

- a. Minutes from August 20, 2025, Board of Directors Meeting (**p. 4-8**)
- b. Minutes from September 3, 2025 Personnel Committee Meeting (**p. 9-10**)
- c. Food Bank: New Job Description (**p. 11-16**)
- d. Head Start Personnel Update (**p. 17-18**)
- e. Minutes from the September 10, 2025, Program Review & Evaluation Committee Meeting (**p. 19-21**)
- f. Migrant Childcare Alternative Payment Program (MCAP) Presentation (**p. 22-29**)
- g. August 2025 Program Reports (**p. 30-67**)
- h. August 2025 Application Status Report & Funding Profiles (**p. 68-76**)
- i. August 2025 Head Start / State Child Development Division / Program Monthly Activity Report (**p. 77-78**)
- j. Minutes from September 17, 2025 Budget & Finance Committee Meeting (**p. 79-81**)
- k. Head Start / Early Head Start Budget to Actual Reports for July 31, 2025 (**p. 82-89**)
- l. Lease Amendment for MCAP Program Office (**p. 90-93**)
- m. California Department of Education Program (CSPP) Continued Funding Application (**p. 94-95**)
- n. Updated Closure Plan for Cal Fresh Healthy Living Program (SNAP-ED) (**p. 96**)
- o. 2026-2027 HS/EHS Program Goals and Objectives (**p. 97-107**)

**IV. New Business**

- a. Employee Health Insurance Renewal for the 2026 Plan Year – Lisa McGranahan, Chief Human Resources Officer  
**Action Item (p. 108-112)** Tracy Webster, Chief Financial Officer
- b. Call for Applications and Appointment to Fill Vacant Board Seat: Jeremy Tobias, Chief Executive Officer  
Category II: Low-Income Sector Representing East Kern – **Action Item (p. 113-114)**
- c. Financial Statements for July 2025 - **Action Item (p. 115-194)** Tracy Webster, Chief Financial Officer
- d. Foundation Transition from Brown Act Governance to Private Pritika Ram, Chief Business Development Officer  
Nonprofit Governance with Summary of Proposed Amendments  
to Foundation Bylaws – **Info Item (p. 195-218)**

**V. CVAF Board Report**

- a. CVAF Board Report – **Action Item (Verbal Report)** Deborah Johnson, Director of Veterans Services

**VI. Advisory Board Reports**

- a. Head Start Policy Council Report – **Action Item (p. 219-226)** Lisa Gonzales, Governance Coordinator
  - i. September 2025 Policy Council Report
  - ii. Minutes from the policy Council Meeting on June 24, 2025
  - iii. Minutes from the Policy Council Special Call Executive Committee Meeting on July 16, 2025.

**VII. Chief Executive Officer Report – Info Item (Verbal Report)**

- a. Federal & State Budget Update Jeremy Tobias, Chief Executive Officer
- b. NCAP Annual Convention Report

**VIII. Board Member Comments**

**IX. Closed Session**

- a. CONFERENCE WITH LEGAL COUNSEL - POTENTIAL LITIGATION - Number of cases: One (1) – The agency believes that facts creating significant exposure to litigation are not known to potential plaintiffs. (Government Code Section 54956.9(b)(3)(A))
- b. CONFERENCE WITH LEGAL COUNSEL - POTENTIAL LITIGATION - Number of cases: One (1) - Statement outside of an open and public meeting threatening litigation. (Government Code Section 54956.9(b)(3)(E))

**X. Closed Session Report**

**XI. Next Scheduled Meeting**

Board of Directors Meeting  
12:00 pm  
October 29, 2025  
CAPK Administrative Office  
1300 18<sup>th</sup> St., Suite 200  
Bakersfield, CA 93301

**XII. Adjournment**

*This is to certify that this Agenda Notice was posted in the lobby of the CAPK Administrative Office at 1300 18<sup>th</sup> Street, Bakersfield, CA and online at [www.capk.org](http://www.capk.org) by 12:00 pm, September 19, 2025. Paula Daoutis, Executive Assistant.*



DATE	August 20, 2025
TIME	12:00 PM
LOCATION	CAPK Administrative Office Board Room 1300 18 <sup>th</sup> Street Bakersfield, CA 93301

## Board of Directors Meeting Minutes

### I. Call to Order

Board Chair Maritza Jimenez called the meeting to order at 12:02 pm at the CAPK Administrative Offices, Board Room, located at 1300 18<sup>th</sup> Street, Bakersfield, CA.

- a. Moment of Silence in Memory of Board Member Yolanda Ochoa
- b. Roll Call was taken with a quorum present:

Present: Maritza Jimenez (Chair), Denise Boshers (Vice Chair), Gina Martinez (Secretary), Curtis Floyd, Rocio Munoz, Chris Parlier, Gema Perez, Fred Plane, Ana Vigil (arrived at 12:04 pm), Lee'o Whisenant

Absent: Michelle Jara-Rangel (Treasurer), Jonathan Mullings, Guadalupe Perez

Others present: Jeremy Tobias, Chief Executive Officer; Lisa McGranahan, Chief Human Resources Officer; Pritika Ram, Chief Business Development Officer; Emilio Wagner, Chief Facilities & Technology Officer; Tracy Webster, Chief Financial Officer; Susana Magana, Director of Health & Nutrition Services; and other CAPK staff.

### II. Introduction of Guests / Public Forum

None

### III. Special Presentation

- a. Jeremy Tobias presented outgoing Board Member Fatima Echeverria with an appreciation plaque to honor her time served as the Head Start Policy Council Representative on the CAPK Board of Directors. Jerry Meade from the Head Start program also expressed appreciation for Fatima's time served on the Policy Council.

### IV. Consent Agenda

Board Vice Chair Denise Boshers asked members of the Board, and the public, if they would like to remove any items from the Consent Agenda for further discussion. No items were removed.

Motion was made and seconded to approve all items on the Consent Agenda. Carried by unanimous vote (Plane/Whisenant).

### V. New Business

- a. East Kern Low-Income Board Representative Election Results – Jeremy Tobias, Chief Executive Officer - **Action Item**

Jeremy Tobias presented the above action item and requested approval to certify the election results for the East Kern Low-Income Representative. Jeremy said this is a sad circumstance with the sudden and unexpected passing of 25-year Board Member Yolanda Ochoa on August 12<sup>th</sup>. The election was held on July 22<sup>nd</sup> and the votes counted on July 28<sup>th</sup> and the outcome revealed that Yolanda Ochoa won the election by a large margin and the Board must now certify the election results. Having consulted with the attorney, Jeremy said the certification of the election is a formality and concludes the election.

Jeremy presented options for the Board to consider on how to fill the vacancy. A decision by the Board is not expected until the September meeting.

Motion was made and seconded to certify the election results for the East Kern Low-Income Representative. Carried by unanimous vote (Boshers/Perez, Gema).

b. Strategic Plan 2021-2025 Closeout Report – Pritika Ram, Chief Business Development Officer – **Info Item**

Pritika Ram presented the above action item and summarized the closeout report by including the percentages of completion for the 6 strategic priorities which include Food Access, Community Access, Economic Empowerment, Employer of Choice, Data-Driven Decision Making and Fiscal Health & Stability. The 2021-2025 plan provided a clear framework that strengthened CAPK's operation infrastructure, fiscal stability, and visibility and will help launch the next strategic plan with a stronger foundation, refined priorities, and lessons learned to drive measurable community impact.

Pritika emphasized how the monthly reports to the Board provided a great opportunity to include the strategic alignment and the progress of goals achieved.

c. 2025-2029 Strategic Plan – Annelisa Corona, Community Development Supervisor – **Action Item**

Annelisa Corona presented the above action item and reported that work on the 2025-2029 Strategic Plan has been ongoing over the past several months and now is at the point of requesting Board approval of the plan. The plan was developed using the CSBG Organizational Standards, strategic priorities and objectives under the three ROMA goals, and the consideration of CAPK's re-evaluation of mission, vision, and value statements.

Annelisa reported that two versions of the plan were prepared, Document A was designed for external audiences and Document B serves as the internal operational plan for staff. Annelisa said that the next step is to establish goal groups to include both staff and Board Members that will monitor progress and report back to the Board.

Curtis Floyd asked for a quick summary of the differences between the past and current plan. Annelisa responded that much of the same work will continue but there is also an expansion of new services, with the new Veteran Services Division, continuous need for food insecurity and utility assistance, workforce development, and housing projects.

Jeremy Tobias added that some of the strategic priorities or tasks were hard to measure in the past plan, so there was more care in structuring the language to ensure the tasks are measurable and it is possible to monitor progress. Jeremy also said staff will work with the Board to develop the framework of an implementation plan, which will likely take place at a future Board Retreat.

Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Boshers/Parlier).

d. Conclusion and Closure of Cal Fresh Healthy Living Program (SNAP-ED) – Susana Magana, Director of Health & Nutrition Services - **Action Item**

Susana Magana presented the above action item and reported that the CalFresh Healthy Living program will come to a close due to recent cuts within the federal budget. This program has been with the agency since 2019, and there are currently 3 community subcontractors to assist with the work. With the federal cuts, it is not likely that the State of California will offer funding to continue the program. Susana reported that there is a total of 9

employees that will be impacted and HR has already begun to work with staff to sharpen their resume's so they can apply for open positions both within CAPK and outside of the agency.

Maritza Jimenez asked how many families will be impacted. Alan Rodriguez, Program Administrator, said the numbers of those impacted are dependent upon the public health model. The program gained sustainability through partners, with a focus area of Shop & Live. Education was provided on healthy choices, and client choice pantries. While the numbers are difficult to manage, the educational goals have been met.

Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Floyd/Perez, Gema).

e. 2026-2027 Head Start Program Goals & Objectives – Rosa Guerrero, Administrative Analyst – **Action Item**

Rosa Guerrero presented the above action item and reported that the program is entering its 3<sup>rd</sup> grant year and had notable accomplishments and the program will continue tracking progress and challenges through the end of the five-year grand period ending in 2029.

Rosa also reported that Board Member Michelle Jara-Rangel provided comments at the recent Policy Council Planning Committee meeting that was held on August 12<sup>th</sup> and changes were made based on her comments and have been updated for today's presentation.

Maritza Jimenez asked for clarification of the incident protocol. Rosa responded that in the event there is a concern from a parent, they are referred back to the Parent Handbook, which directs them to go through chain of command. As the concerns elevate to the Program Manager, the open dialogue and conversation is key to handle at the site level. If a parent is uncomfortable due to a conflict with their child and another child, the goal is to help the child to develop the skills to cope with the issues to see if it resolves. Sometimes, it will be necessary to move a child to another classroom. Maritza also asked about the protocol if there is a concern between a parent and staff. Jeremy Tobias added that conversations are facilitated through the chain of command. If unresolved, that could also lead to a change of classroom.

Gina Martinez asked how incidents are documented. Jerry Meade said that all interactions are recorded in the Child Plus Software, with detailed case notes.

Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Plane/Whisenant).

f. Youth & Community Access Grant Program – Request for Retroactive Approval of Board Resolution – Ryan Fergon, Senior Grants Analyst – **Action Item**

Ryan Fergon presented the above action item and summarized the steps taken to get to the third and final step and said that a Board Resolution is required by the funder to proceed, which was due prior to the date of the Board Meeting. This grant application has been reviewed and approved by the Board at a prior meeting, but now a resolution is required for the next step. There was a very quick turnaround for the resolution to be submitted. The Board Chair signed the Resolution for submittal prior to the due date. However, some of the required wording on the Resolution was omitted and the funder allowed for a correction to the Resolution, which will be signed today, if approved. Ryan stated that if funds are awarded, services will be based out of the Friendship House.

Curtis Floyd said he is uncomfortable with retroactive signings and asked the staff to be more proactive to keep the Board informed of upcoming deadlines and understand that the Executive Committee is an option to use for

approvals such the one requested. Ana Vigil agreed that she would rather have items like this go before the Executive Committee if timing is an issue.

Jeremy Tobias added that he understands that this is not an ideal situation, and staff are uncomfortable with this as well. Grant funders can often be demanding, and this particular situation was unusual with approvals already authorized by the Board and noted that the CAPK Bylaws allow for action by the Board Chair under these special circumstances, as long as the action is reported out to the Board.

Rocio Munoz asked for clarification of the age group to be served. Ryan said the ages range from 12-22 and include mentorship for college age students and noted the structure is very diverse.

Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Plane/Whisenant).

g. Financial Reports for June 2025 – Tracy Webster, Chief Financial Officer – **Action Item**

Tracy Webster presented the financial reports for June 2025 and noted the highlights from some of the programs. The line of credit was not used in the month of June, but was used in July, due to timing of the Head Start drawdown. The agency expenditure is currently at 32% for the year. The Indirect Fund for June month-end reflects revenue is excess expenditures by \$114,738, which is 16.5% of the budgeted indirect surplus. Overall expenditures are 31.5% of the budget and is aligned with the target of 33.3% (month 4 of 12).

Motion was made and seconded to approve the Financial Reports for June 2025. Carried unanimous vote (Plane/Whisenant).

h. Recognition of CAPK as a National Community Action Partnership (NCAP) 2025 Pathways to Excellence Silver Tier Agency – Pritika Ram, Chief Business Development Officer – **Info Item**

Pritika Ram presented the above info item and said this is a celebratory item. CAPK initially received approval to proceed through the process a few years ago, and we have now completed the process to achieve the Silver Tier award and CAPK will be recognized at the NCAP Annual Convention next week in Detroit, MI.

**VI. CVAF Board Report**

CVAF Board Report – Deborah Johnson, Director of Veteran Services – **Action Item**

Deborah Johnson provided a verbal report and stated the CVAF Board met prior to this meeting and reviewed financial reports. Staff are continuing to work towards the completion of the merger on September 30th. Deb also noted that work continues to plan and execute the annual Veterans Stand Down event on Thursday, October 9<sup>th</sup>. The Covey Cottages open house and ribbon cutting were held recently and as of last Friday, four Veterans moved into the cottages and three more have been matched to move in soon.

Motion was made and seconded to the CVAF report. Carried unanimous vote (Vigil/Perez, Gema).

**VII. Advisory Board Reports**

Head Start Policy Council Report – Lisa Gonzales, Governance Coordinator – **Action Item**

Lisa Gonzales presented the Policy Council reports from August, 2025 and noted that all items presented were approved. The next meeting is on Tuesday, August 26<sup>th</sup> and there will be a focus on recruitment for a new Policy

Council Representative on the CAPK Board. Lisa also noted that the current term concludes in October and new members will start in November.

Maritza Jimenez asked if there is a deadline to submit an appointee for the CAPK Board. Lisa confirmed that there is no deadline and reported that she is actively reaching out to members to determine their availability to serve.

Motion was made and seconded to approve the Policy Council Reports from August, 2025, and all items. Carried by unanimous vote (Vigil/Floyd).

**VIII. Chief Executive Officer Report**

Jeremy Tobias provided an update on the Federal and State Budget and reported the House and Senate are on Summer Recess for the month of August, most are in their Districts having meetings and attending local events. The House adjourned before completing their appropriations committee work; however, the Senate Appropriations Committee completed their work prior to the recess and all of CAPK's core programs were funded, and it also included a small COLA for Head Start.

Jeremy also said that staff are looking at ways to acknowledge Yolanda Ochoa for her 25 years served as a CAPK Board Member.

**IX. Board Member Comments**

Chris Parlier asked for a bio for Yolanda Ochoa so he can recognize her at the conclusion of an upcoming a County Supervisors meeting.

**X. Closed Session**

Motion was made and seconded to enter into closed session at 12:55 pm. Carried by unanimous vote (Plane/Floyd).

- a. CONFERENCE WITH LEGAL COUNSEL - POTENTIAL LITIGATION - (Government Code Section 54956.9(b)(1))  
Number of cases: One (1) - in the opinion of the legislative body and on advice of its legal counsel, there is a significant exposure to litigation if matters related to specific facts and circumstances are discussed in open session.

Motion was made and seconded to return to open session at 1:24 pm. Carried by unanimous vote (Plane/Vigil).

**XI. Closed Session Report**

Jeremy provided the closed session report and said CAPK's attorney briefed the Board and no reportable action was taken.

**XII. Next Scheduled Meeting**

Board of Directors Meeting  
12:00 pm  
Wednesday, September 24, 2025  
CAPK Administrative Office Board Room  
1300 18<sup>th</sup> Street, 3<sup>rd</sup> Floor  
Bakersfield, CA 93301

**XIII. Adjournment**

The meeting was adjourned at 1:25 pm



DATE	September 3, 2025
TIME	12:00 PM
LOCATION	CAPK Administrative Office Board Room 1300 18 <sup>th</sup> Street, 3 <sup>rd</sup> Floor Bakersfield, CA 93301

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## Personnel Committee Minutes

### 1. Call to Order

Committee Chair Denise Boshers called the meeting to order at 12:07 PM at the Community Action Partnership of Kern Administrative Office, located at 1300 18<sup>th</sup> Street, 3<sup>rd</sup> Floor, Bakersfield, CA.

### 2. Roll Call

Roll Call was taken with a quorum present.

Present: Denise Boshers (Chair), Jonathan Mullings, Rocio Munoz, and Guadalupe Perez

Others present: Jeremy Tobias, Chief Executive Officer; Susana Magana, Director of Health and Nutrition; and other CAPK staff.

### 3. Public Comments

None.

### 4. New Business

#### a. Food Bank: New Job Description – Kelly Lowery, Program Administrator - **Action Item**

Kelly Lowery began his presentation by announcing that September is Hunger Action Month (HAM) and highlighted various events scheduled throughout the month, most notably:

- September 10, 2025 – Food Drive & BBQ luncheon at compassion corner
- September 20, 2025 – HAM Community Box Building Day (7:45 – 11:00AM)
- September 23, 2025 – Annual “Feed the Need” Food Drive at the Kern County Fair

Kelly introduced a request for approval for a new job description for the position of Agency Relations Specialist. Kelly highlighted the complexity of managing over 150 agency partners, which collectively represent more than 220 distribution sites serving over 100,000 Kern County neighbors each month. Currently, the department responsible for agency relations is staffed by only one person, relying heavily on volunteers to maintain operations. Kelly continued that a staffing challenge arose when a key source of volunteer support went on hiatus, resulting in the loss of critical volunteer personnel. Recognizing that volunteer support alone is insufficient to sustain operations, the program budget was reviewed for potential solutions. It was determined that the budget could support the addition of the requested Agency Relations Specialist position.

Lupe Perez asked if the position will be a full-time position, to which Kelly answered yes.

Motion was made and seconded to approve the staff’s recommendation. Carried by unanimous vote (Perez/Mullings).

b. Head Start Personnel Update - Robert Espinosa, Program Design and Management Administrator – ***Info. Item***

Robert Espinosa presented the monthly staffing report and began by addressing a correction to the funded enrollment figures, which have been revised from 1,695 to 1,689 due to a formula error. This discrepancy impacted funding projections but has since been identified, and steps are being taken to ensure accuracy moving forward.

Robert also reported that some classrooms at the Angela Martinez Center remain temporarily closed due to ongoing construction. To maintain service levels, enrollment slots have been relocated to other classrooms. Robert commended the teams involved for their flexibility and responsiveness in adjusting placements to meet enrollment needs.

Jeremy Tobias added that construction is nearing completion, only pending final inspection. However, the timeline for obtaining state childcare licensing remains uncertain, with approvals potentially taking anywhere from a few weeks to over a month.

**5. Committee Member Comments**

Denise Boshers highlighted the CAPK Foundation website: [capkfoundation.org/ham](http://capkfoundation.org/ham) as a resource supporting Hunger Action Month.

Jeremy Tobias reiterated to the group that the Annual Feed the Need event at the Kern County Fair will take place on September 23, 2025, and encouraged Board members to participate in food collection efforts if they are able.

Lupe Perez shared insight from a recent conference she attended in Detroit, which included a session focused on sustainability and board governance, with an emphasis on staff retention. She noted it was rewarding to share CAPK's initiatives in this area, particularly in the implementation of the ADP RAIN program, which enables employees to access wages prior to payday. Lupe commented that it was encouraging to see how far ahead CAPK is in supporting staff compared to many peer organizations.

**6. Next Scheduled Meeting**

Personnel Committee  
12:00 pm  
Wednesday, October 8, 2025  
1300 18<sup>th</sup> St., 3<sup>rd</sup> Floor  
Bakersfield, CA 93301

**7. Adjournment**

The meeting was adjourned at 12:19 PM.



## MEMORANDUM

**To:** Personnel Committee  
*Alphy*

**From:** Kelly Lowery, Food Bank Administrator

**Date:** September 3, 2025

**Subject:** *Agenda Item 4(a):* Food Bank – New Job Description – **Action Item**

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**Background:**

The Agency Relations Department is one of the most critical areas of the Food Bank. It is the main point of contact between the Food Bank and the network of more than 150 active organizations, churches, schools, and other non-profits. Additionally, the Agency Relations Department is also responsible for the creation, cultivation, and expansion of relationships with grocery stores as part of our fresh rescue program. Over the previous two years, the network of agency partners and the grocery store partners has grown significantly. As we have expanded, we have also taken the initiative internally to elevate our partnerships by exceeding the Feeding America and USDA standards of site visits once every two years, to twice every year. Lastly, in an effort to gain valuable data, we are currently working with IT/IS to deploy a new software platform that every partner in our network across the county will utilize. Under the direction of the Program Manager, the current structure of the Agency Relations department includes only one staff member, the Agency Relations Coordinator. The addition of the Agency Relations Specialist will significantly increase the Food Bank’s reach and quality of service.

Position Title	Proposed Changes	Current Grade	New Grade
Agency Relations Specialist – Food Bank	New Job Description	N/A	Grade 07 Min. \$20.61 Mid. \$25.77 Max. \$30.92

**Fiscal Impact:**

Food Bank Program Administrator met with CAPK CFO to confirm that the current Food Bank budget supports the addition of the Agency Relations Specialist to the Food Bank organizational chart.

**Strategic Plan Impact:**

As part of the 2021-25 Strategic Plan, specifically under Goal 4: *CAPK seeks to be an employer of choice and attract and retain a high-quality workforce to achieve the organization's desired results.* This proposal supports staff development, growth, and

retention by aligning the job description and compensation with the current level of responsibility of the position.

**Recommendation:**

Staff recommends that the Personnel Committee approve the changes to the Food Bank organizational chart with the addition of the Agency Relations Specialist position.

**Attachment:**

*Food Bank Agency Relations Specialist Job Description*



## **Agency Relations Specialist - Food Bank**

*Disclaimer: Job descriptions are written as a representative list of the ADA essential duties performed by a job class. They cannot include nor are they intended to include all duties performed by all positions occupying a class.*

**Salary Range:** Grade 07

**FLSA Status:** Non-Exempt

**Date Approved:** TBD

### **SUMMARY:**

Under the direction of the Food Bank Agency Relations Coordinator, the Agency Relations Specialist supports the work of the Agency Relations department by recruiting, establishing services, monitoring, and training of fresh rescue partners, food distribution sites, their members, and volunteers who assist the Food Bank with the distribution of products throughout Kern County. The Agency Relations Specialist is also responsible for developing and maintaining exceptional customer service, including strong and effective communication lines with agency partners, staff, and volunteers.

### **SUPERVISION RECEIVED:**

Receive direct supervision from the Agency Relations Coordinator and indirect supervision from the Food Bank Program Manager, and the Food Bank Administrator.

### **SUPERVISION EXERCISED:**

Agency Relations Volunteers.

### **DUTIES AND RESPONSIBILITIES:**

*Disclaimer: This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties listed or may perform related duties as assigned. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.*

#### **Essential Job Specific Duties:**

- Supports the development and strengthening of relationships with all partner agencies.
- Recruit new partner agencies to expand the network with special emphasis on underserved areas.
- Monitor partner agency sites by conducting scheduled and unscheduled site visits, observing operations, and reviewing documentation to ensure compliance with Feeding America, federal, state, and local regulations.
- Prepare written reports pertaining to the site visits and follow-up as necessary. Communicates site review results with partner agency staff.
- Respond to network member calls, requests for information, and concerns to ensure all questions are satisfactorily answered, all requested materials are sent, and orientation training is scheduled.
- Work cooperatively with Food Bank personnel to ensure effective network members and client education on nutrition, food safety, sanitation, and food insecurity.
- Oversee capacity building and training for partner agency staff and volunteers, ensuring compliance with funding source requirements, and conduct training sessions twice annually.
- Manage complaints from and concerning all partner agencies and volunteers.
- Assists with the preparation and maintenance of all Agency relations records and reports.



- Prepares monthly Agency statistics and update reporting systems for the Food Bank, federal, and state agencies, and any other partners and/or funding sources requiring reports.
- Complete all required external and internal program reporting.
- Works with the Agency Relations team to prepare and conduct surveys as needed.
- Works collaboratively with other departments to develop and maintain the Pantry Program and the EFAP Program policies and procedures.
- Prepare, coordinate, and conduct orientation sessions for new partner agencies and volunteers, and conduct an annual partner conference and on-going workshops, as needed, to educate partner agencies on proper policies and procedures.
- Prepare reports on activities and outcomes as required by CAPK, and its funding sources, including CSBG, volunteer documents, and reports, etc.
- Ensure that documentation with partner agencies is kept current and filed accordingly.
- Engage in resource development by actively seeking out new sites and volunteers in the community.
- Adhere to USDA, CDSS, Feeding America and CAPK regulations and guidelines.
- Assist with other Agency departments and activities as needed.
- Provide excellent customer service to all CAPK customers, including clients, staff, donors, logistics personnel, partner agency personnel, volunteers, board members, and the public.
- Provide information and referrals to individuals seeking assistance, addressing their needs when they call or visit the Food Bank.
- Support the Food Bank's social media activities and website postings.
- Represent the Food Bank on live media (e.g., television or radio) as required.

**Other Job Specific Duties:**

- Attend all assigned meetings, trainings, and conferences.
- Maintain a safe and functional work environment.
- Work alternative hours as required, including early mornings, nights, and weekends.
- Proactive in the effort to recruit and enroll families that qualify for CAPK programs.
- Perform any other duties as assigned.

**MINIMUM QUALIFICATIONS:**

*The requirements listed below are representative of the knowledge, skills, and abilities required to satisfactorily perform the essential duties and responsibilities.*

**Knowledge of:**

- Agency and departmental policies and procedures.
- Applicable federal, state, and local laws, codes, and regulations.
- Modern office practices, methods, procedures and computer equipment.
- Word processing, spreadsheet, database, and related software applications.

**Ability to:**

- Plan, organize, allocate, and control substantial resources.
- Communicate effectively, verbally and in writing.
- Demonstrate good interpersonal skills.
- Demonstrate excellent customer service.
- Display attention to detail.



- Effectively present program information to the public.
- Establish professional working relationships with staff, interns, volunteers, agencies, and clients.
- Effectively communicate with people of diverse socio-economic and educational backgrounds.

**EDUCATION AND EXPERIENCE:**

*The following requirements generally demonstrate possession of the minimum requisite knowledge and ability necessary to perform the duties of the position.*

- Associate or bachelor’s degree in business administration, social work or related field.
- One (1) year of experience working in social service or customer service fields.
- One (1) year of supervisory experience.
- One (1) year of warehouse operations experience with a general knowledge of warehouse practices to include food storage, handling, and inventory practices.
- One (1) year of experience working with interns or volunteers.
- An equivalent combination of education and/or experience that provides the capabilities to perform the job’s duties may be accepted.

**OTHER REQUIREMENTS:**

- Possession of a valid California driver's license and state automobile insurance with an acceptable driving record, substantiated by a DMV printout.
- Bilingual language fluency (Spanish/English) highly desirable.
- Successful completion of live scan, physical, substance abuse screening, TB, and all required vaccinations.

**WORK ENVIRONMENT:**

*The work environment characteristics described are representative of those an employee encounters in performing the essential functions of this job.*

- Work is performed indoors and outdoors.
- Noise level is quiet to moderate.
- Hazards are minimal.

**ESSENTIAL PHYSICAL DEMANDS:**

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodation may be provided to enable employees with disabilities to perform the essential duties.*

POSITION TITLE	Agency Relations Specialist		
	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS
Sitting			X
Walking			X
Standing			X
Bending (neck)			X
Bending (waist)			X
Squatting		X	



Climbing	X		
Kneeling		X	
Crawling	X		
Twisting (neck)			X
Twisting (waist)			X
Is repetitive use of hand required?			X
Simple Grasping (right hand)			X
Simple Grasping (left hand)			X
Power Grasping (right hand)		X	
Power Grasping (left hand)		X	
Fine Manipulation (right hand)			X
Fine Manipulation (left hand)			X
Pushing & Pulling (right hand)		X	
Pushing & Pulling (left hand)		X	
Reaching (above shoulder level)		X	
Reaching (below shoulder level)		X	

	LIFTING			CARRYING		
	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS
0–10 lbs			X			X
11–25 lbs		X			X	
26–50 lbs		X			X	
51–75 lbs	X			X		
76-100 lbs	X			X		
100+ lbs	X			X		



## MEMORANDUM

**To:** Personnel Committee

**From:** Jerry Meade, Assistant Director of Program

Robert Espinosa, Program Design and Management Administrator

**Date:** September 3, 2025

**Subject:** *Agenda Item 4(b):* Head Start Personnel Update – **Info Item**

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The Head Start and State Child Development Division remains dedicated to providing regular updates on personnel matters and their impact on the Head Start program.

For the month of August 2025, the following information is provided to the Personnel Committee:

- 635 Staff employed.
- 32 Vacant Positions.
- Onboard 11 new staff members.
- Nine (9) Resignations.
- Eight (8) days of interviews for 4 open requisitions.

Job opportunities are continuously posted on the Head Start California website, accompanied by dedicated recruitment efforts for our direct service positions.

Attached is a document that details the closed classrooms and staff vacancies for the closed and open classrooms as of August 27, 2025.

**Attachment:**

*Enrollment Staffing Data Sheet*

## Enrollment Staffing Data Sheet

Site	Funded	Reportable Enrollment	% Enrolled	Budgeted Staffed	Currently Staffed	Staff Vacancies	% Staffed
Alberta Dillard (PY)	34	17	50%	6	6	0	100%
Alicante	20	20	100%	3	2	1	67%
Angela Martinez EHS	24	24	100%	9	9	0	100%
Angela Martinez HS	81	57	70%	9	9	0	100%
Bakersfield College	32	23	72%				
Blanton	16	13	81%				
Broadway (PY)	37	12	32%	6	6	0	100%
California City (PY)	17	7	41%	2	1	1	50%
California Street	24	24	100%	9	7	2	78%
Cleo Foran EHS	8	7	88%	3	3	0	100%
Cleo Foran HS	15	13	87%	3	3	0	100%
Delano (PY)	60	40	67%	12	12	0	100%
Escuelita Hernandez	16	14	88%				
Fairfax (PY)	34	13	38%	6	6	0	100%
Family Childcare EHS	22	30	136%				
Family Childcare HS	21	28	133%				
Garden Pathways	11	12	109%				
Gianone	16	16	100%	3	3	0	100%
Harvey L. Hall EHS	68	67	99%	27	27	0	100%
Harvey L. Hall	74	83	112%	12	12	0	100%
Heritage (PY)	17	10	59%	2	2	0	100%
Kennedy	16	15	94%	6	4	2	67%
Lathrop	24	24	100%	9	9	0	100%
Lodi	32	33	103%	12	12	0	100%
M. Massei	24	25	104%	9	8	1	89%
MJM EHS	16	16	100%	6	5	1	100%
MJM HS	34	37	109%	6	5	1	83%
Oasis EHS (PY)	8	5	63%	3	2	1	67%
Oasis (PY)	34	15	44%	6	6	0	100%
Pete Parra EHS	48	41	85%	15	13	2	87%
Pete Parra HS	68	64	94%	12	12	0	100%
Primeros Pasos EHS	16	16	100%	6	6	0	100%
Primeros Pasos HS	51	40	78%	9	8	0	89%
Rosamond (PY)	51	31	61%	9	9	0	100%
San Diego EHS	32	33	103%	12	12	0	100%
Shafter EHS	24	22	92%	9	9	0	100%
Shafter	17	14	82%	3	3	0	100%
Stockdale HS	41	19	46%	9	8	1	89%
Sterling EHS	72	66	92%	9	8	1	89%
Sterling HS	53	70	132%	24	22	2	92%
Sunrise Villa (PY)	17	12	71%	9	9	0	100%
Taft (PY)	51	46	90%	3	2	1	67%
Taft College	22	11	50%				
Tehachapi (PY)	15	7	47%	2	2	0	100%
Tiny Powers	8	0	0%	0	0	0	0%
Vineland (PY)	17	7	41%	2	2	0	100%
Virginia (PY)	17	3	18%	2	2	0	100%
Home Base Kern 160	160	137	86%	16	14	2	88%
SJC EHS HB 80	80	76	95%	8	7	1	88%
<b>Total</b>	<b>1695</b>	<b>1415</b>	<b>83%</b>	<b>327</b>	<b>307</b>	<b>20</b>	<b>94%</b>

Closed Classrooms	Funded Enrollment	Staff Vacancies
Angela Martinez HS ~ 81		
Class D	15	0
Class E	15	0
EHS HB ~ 100		
ECE 9	10	0
ECE 10	10	0
SJB HB ~ 80		
Stockton 2	10	1
Tiny Powers ~ 8		
Class 1	8	3
<b>Classrooms Fully</b>	<b>Total Slots</b>	<b>Staff Vac.</b>
<b>6</b>	<b>38</b>	<b>4</b>
* Angela Martinez slots moved		
	<b>Slots</b>	<b>Staff Vac.</b>
<b>Closed Enrollment</b>	<b>2%</b>	<b>20.00%</b>
<b>Open Enrollment</b>	<b>98%</b>	<b>80.00%</b>

Funded Enrollment	1695	1415 83%
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Active Enrollment	1657	1415 85%
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DATE September 10, 2025  
TIME 12:00 pm  
LOCATION CAPK Administrative Office  
Executive Conference Room  
1300 18<sup>th</sup> Street, 3<sup>rd</sup> Floor  
Bakersfield, CA 93301

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## Program Review & Evaluation Committee Minutes

### 1. Call to Order

Committee member, Lee'o Whisenant called the meeting to order at 12:00 pm at the Community Action Partnership of Kern Administrative Building, located at 1300 18<sup>th</sup> Street, 3<sup>rd</sup> Floor, Bakersfield, CA.

### 2. Roll Call

Roll call was taken with a quorum present.

Present: Gema Perez and Lee'o Whisenant

Absent: Gina Martinez

Others Present: Pritika Ram, Chief Business Development Officer, Emilio Wagner, Chief Facilities and Technology Officer, Rebecca Moreno, Director of Housing and Supportive Services, Freddy Hernandez, Director of Youth & Community Services, Lisa McGranahan, Chief Human Resource Officer, Maria Contreras, Director of Facilities and other CAPK Staff

### Public Comments

No one addressed the Committee.

### 3. Program Presentation

#### a. Migrant Childcare Alternative Program by Laura Porta, Program Administrator - *Info item*

Laura Porta presented an overview of the Migrant Childcare Alternative Payment (MCAP) Program, which supports migrant agricultural working families by providing access to safe, educational childcare. Administered by the California Department of Social Services and operated through CAPK offices across the Central Valley, the program serves children from birth to age 12. Families qualify by earning at least 50% of their income from agricultural work and can receive services for up to 24 months, regardless of relocation within California.

Once deemed eligible, families are assisted in selecting a childcare provider that meets their needs. MCAP serves an average of 2,678 children monthly, supporting around 1,250 families and issuing approximately \$2.4 million in monthly reimbursements. This funding sustains nearly 600 childcare providers, many serving low-income communities.

Lee'o Whisenant asked about income qualifications. Laura explained that families must verify income for both parents over the past two months, with at least 50% of their income coming from agricultural work and a

demonstrated need for childcare. Eligibility also considers family size, with a general income threshold of about \$1,800 per family member monthly.

Lee'o also inquired about provider inspections. Laura clarified that licensed facilities are overseen by Community Care Licensing, while relative providers follow minimal regulations. TrustLine-registered providers must undergo fingerprinting and background checks.

Regarding the \$2.4 million in monthly reimbursements, Lee'o calculated an average of \$865 per child. Laura confirmed this figure aligns with program data. He also asked about administrative costs, and Laura noted that 21% of the earned contract is allocated for administration, per CDSS guidelines.

#### 4. New Business

- a. August 2025 Program Reports presented by Pritika Ram, Chief Business Development Officer – **Action Item**

Pritika Ram presented the August program reports highlighting key statistics and comparisons to the prior year for the following programs: Housing & Supportive Services/CALAIM; WIC; Energy & Utility Assistance; Operations, including facilities and data governance; and for the Community Development activities, highlighting activities planned for Hunger Action Month and the 2026 Staff Development Day.

Lee'o Whisenant inquired about the CalAIM numbers that were significantly higher than last year and asked if it is due to rolling CVAF into those numbers. Pritika replied that some of the increases in numbers are due to the expansions to East Kern but will follow up and provide more details.

Motion was made and seconded to approve the August 2025 Program Reports. Carried by unanimous vote (Perez/Whisenant).

- b. August 2025 - Application Status Report & Funding Profiles presented by Karen Vazquez, Senior Grant Analyst – **Action Item**

Karen Vasquez presented the action item regarding the new grant management system, highlighting key differences between the two platforms. One notable difference is the use of the "Notes" column, which now includes a description field to provide more context. Karen went on to provide a summary of the funding profiles included in the agenda packet.

Motion was made and seconded to approve the August 2025 Application Status Reports & Funding Profiles. Carried by unanimous vote (Perez/Whisenant).

- c. August 2025 Head Start/State Child Development Division/Program Monthly Activity Report presented by Carol Hendrick, Enrollment and Attendance Manager – **Action Item**

Carol Hendrick presented the August 2025 Monthly Activity Report for the Head Start and State Child Development Division and provided the updated enrollment stats and meals served. Carol also reported on program activities which included the completion of 60 DRDPs (Desired Results Developmental Profiles) for child development enrollment. Parent conferences are scheduled to begin in September. Two centers, Sterling and Primeros Pasos, are continuing their gardening activities, where children are learning how to grow food.

Lee'o Whisenant raised a question regarding the discrepancy in the Early Head Start (EHS) numbers, noting that they appeared to be about 200 lower than usual. In response, Carol clarified that this decrease is typical for the month of August, as many children are either transitioning to kindergarten or aging out of the program.

Motion was made and seconded to approve the August 2025 Head Start/State Child Development Program Activity Report. Carried by unanimous vote (Perez/ Whisenant).

d. **Committee Member Comments**

e. **Next Scheduled Meeting**

Program Review & Evaluation Committee  
Wednesday, October 15, 2025  
CAPK Administrative Office, Board Room  
1300 18<sup>th</sup> Street, 3<sup>rd</sup> Floor  
Bakersfield, CA 93301

f. **Adjournment**

The meeting was adjourned at 12:36 pm.



# Migrant Childcare

# Program Review Evaluation Presentation

September 2025

Laura Porta, Program Administrator



The mission of the Migrant Childcare Program (MCAP) is to help provide the children of migrant agriculturally working families a safe, nurturing, and educationally growing environment.

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Our program is under the direction of The California Department of Social Services and **CAPK** holds the only CMAP Contract in California.

# We Serve The Migrant Agricultural Working Community!



50% OF THEIR TOTAL INCOME COMES FROM AGRICULTURE

- Field Work
- Packing Homes
- Fishing
- Dairy Workers
- Bee Keeping
- And all other agriculture related work

# California Counties

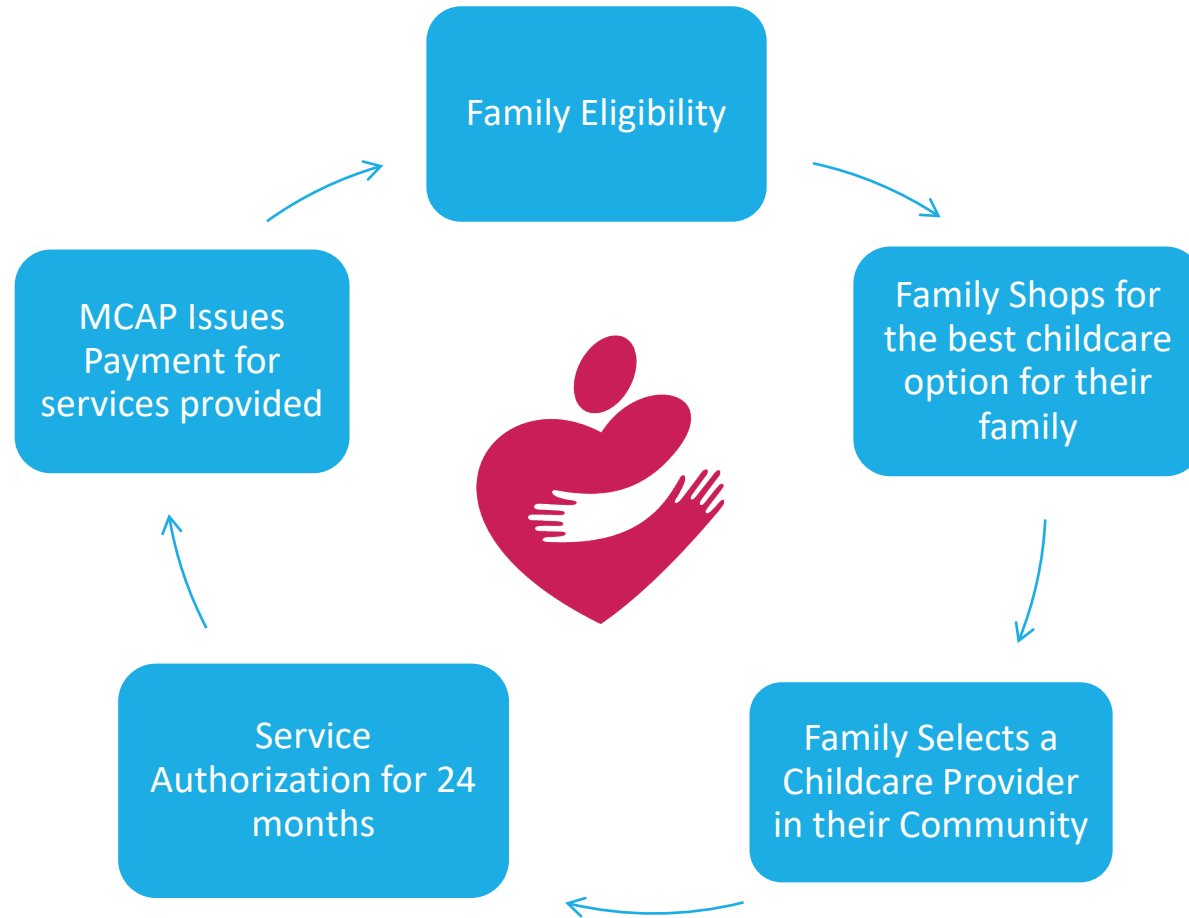
## Family Enrollment & Migration



As families migrate in search of work, our program ensures continuity of childcare services by providing the necessary support in their new county of residence. Children from birth to 12 years of age are eligible to receive services, and children with special needs may continue receiving support through 21 years of age.

# The Migrant Childcare Program

We operate as an Alternative Payment Program by offering a subsidy for eligible families



# Families select the childcare setting that best fits their Family's need.

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Onofre & Maria Zamora  
Riverside, County.

- Licensed Childcare Center
- Licensed Childcare Home
- In-home Care
- License Exempt
  - Relative
  - Trust Line



## FY 2024-2025 Program Impact!

- ❑ Served an average of 2,678 children per month.
- ❑ Supported approximately 1,250 families monthly, enabling parents to work and provide for their households.
- ❑ Reimbursed an average of \$2.4 Million per month for childcare services.
- ❑ Sustained a steady source of income for nearly 600 childcare providers, primarily serving low-income communities.
- ❑ These economic resources remained within local communities, promoting stability, growth and new opportunities.



Community Action Partnership  
of Kern

**Migrant Childcare**

*Childcare that migrates with you.*

**Thank you**





**September 2025 PRE Committee**

**August 2025 Program Monthly Reports**



## **Housing and Supportive Services**

Coordinated Entry Services  
M Street Homeless Navigator Center  
CalAIM - Homeless Services  
Adult Re-entry Program

**Community Action Partnership of Kern  
Monthly Report 2025**

<b>Month</b>	August-25	<b>Program/Work Unit</b>	Coordinated Entry Services (CES)		
<b>Division/Director</b>	Rebecca Moreno	<b>Program Manager</b>	Joseph Aguilar		
<b>Reporting Period</b>	January 1, 2025 - December 31, 2025				
<b>Program Description</b>					
<p>Coordinated Entry Services (CES) is the system to assist communities in ending homelessness by providing a clear and systematic pattern for helping individuals to quickly access the most appropriate services available through standardized access, a standardized assessment process, and a coordinated referral (match) process for individuals to preventions, housing, and/or other related services. The following counties are currently being served by CAPK CES, Kern County.</p> <p>The Coordinated Entry System (CES) process will support the encampment proposal. The strategy will expedite the housing process by creating an Encampment by Name List and an encampment match call with collaborating partners to review status, barriers, and match encampment residents to permanent housing units and/or housing resources identified.</p>					
<b>Homeless Referrals/Assessments (SRV 7a)</b> <small>(duplicated client counts)</small>	<b>Month</b>	<b>YTD</b>	<b>YTD Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Kern County	3,205	21,551	20,000	16%	108%
<b>Number of applicants who received a response within 24 Hours</b> <small>(duplicated client counts)</small>	<b>Month</b>	<b>YTD</b>	<b>YTD Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Kern County	2,825	19,298	18,000	16%	107%
<b>Pending Assessments</b> <small>(duplicated client counts)</small>	<b>Month</b>	<b>YTD</b>	<b>YTD Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Number of clients without initial contact by the end of the month.	3	187	200	2%	94%
Among clients from the preceding month, the average duration (days) to reach those who are still pending.	3				
<b>Encampment Resolution (SRV 7a)</b> <small>(duplicated client counts)</small>	<b>Month</b>	<b>YTD</b>	<b>YTD Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Number of Clients Served	68	589	450	15%	131%
Matched to Housing Subsidy (i.e., voucher, rapid rehousing or physical location) (SRV 4m, 4o)	8	69	70	11%	99%
HOUSED to permanent housing placement (SRV 4o)	2	19			
<b>Explanation (Over/Under Goal Progress)</b>					
<b>Program Strategic Goals</b>			<b>Progress Towards Goal</b>		

**Community Action Partnership of Kern  
Monthly Report 2025**

<p>1. Optimize the use of existing access points in rural areas of Kern County.</p>	<p>CES continues to work on improving system through CoC Strategic Plan. CES continues to offer trainings to new staff from partner agencies and community members. CES continues to work on the Road to Housing tool. □</p>
<p>2. Enhance recruitment initiatives to attract and hire well-qualified candidates. This includes enhancing employee retention and foster opportunities for professional growth.</p>	<p>Currently providing additional support to staff and sending them to the CoC University training to improve retention.</p>
<p>3. Among clients from the prior month, the average time taken to reach pending clients is currently 15 days, attributed to high call volume and limited staff. The objective is to achieve client contact within 5 days of the initial request.</p>	<p>In process of hiring more staff.</p>
<p><b>Program Highlights</b></p>	
Empty space for program highlights	

**Community Action Partnership of Kern  
Monthly Report 2025**

<b>Month</b>	August-25	<b>Program/Work Unit</b>	M Street Navigation Center		
<b>Division/Director</b>	Rebecca Moreno	<b>Program Manager</b>	Laurie Hughey		
<b>Reporting Period</b>	January 1, 2025 - December 31, 2025				
<b>Program Description</b>					
CAPK operates the 147-bed homeless Low Barrier Navigation Center in partnership with the County of Kern. This 24-hour shelter offers housing, meals, showers, laundry and an array of mental health, medical care, dental and economic resources to un-sheltered individuals with pets and partners.					
<b>Shelter Services</b>	<b>Month</b>	<b>YTD</b>	<b>YTD Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Overnight Residents (Assigned Beds) (FNPI 4a & SRV 7b, SRV 4m)	128	984	1,500	9%	66%
Total Clients Served	200	1,521	2,400	8%	63%
Pets (i.e., kennel, emotional support assistance and service pet)	9	87	75	12%	116%
Residents Under 90 days length of stay	80	517	800	10%	65%
Exits to Permanent Housing (FNPI 4b)	8	47	114	7%	41%
Exits-Self	22	204	150	15%	136%
Exits-Involuntary	50	341	700	7%	49%
Case Management Services (SRV 7a)	534	6,301	8,000	7%	79%
Critical Incidents	37	258	250	15%	103%
Shelter Residents Meals (SRV 5ii)	6,348	53,621	70,000	9%	77%
Number of Volunteers ( <i>duplicated</i> )	140	1,104	100	140%	1104%
Volunteers Hours ( <i>duplicated</i> )	228	1,756	3,000	8%	59%
<b>Safe Camping</b>	<b>Month</b>	<b>YTD</b>	<b>YTD Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Total clients served (SRV 7b)	37	415	500	7%	83%
Current client census	21	315	300	7%	105%
Meals (SRV 5ii)	1,039	13,669	20,000	5%	68%
Pets	5	59	75	7%	79%
Clients moved to Shelter (SRV 4m )	0	0	15	0%	0%
Exits to Permanent Housing (FNPI 4b)	2	15	20	10%	75%
Exits-Self	6	26	50	12%	52%
Exits-Involuntary	1	30	75	1%	40%
Critical Incidents	2	27			
<b>Safe Parking</b>	<b>Month</b>	<b>YTD</b>	<b>YTD Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Total clients served	11	86	30	37%	287%
Current client census	9	84	25	36%	336%
Clients moved to Shelter (SRV 4m )	0	1	10	0%	10%
<b>Explanation (Over/Under Goal Progress)</b>					
<b>Program Strategic Goals</b>			<b>Progress Towards Goal</b>		

**Community Action Partnership of Kern  
Monthly Report 2025**

1. Number of clients participating in job training program, (i.e., Project Hire-Up, financial Literacy, Recycling Lives, Open Door Network).	4 clients from M street are attending Project Hire U this co-hort. there are currently 17 clients working various jobs in the community (Field work, Access Wireless, Dylan's Hot dogs, Dignity Health Arena, Entouch Wireless, Amazon, Walmart and Hard Rock Casino & Hotel).
2. Increase job retention/recruitment at M street by (1) developing job descriptions that accurately reflect job performance and (2) regrading/classification of job descriptions.	Complete
3. Increase the number of clients who transition to permanent housing by 10% from the prior year (2023 - 114 clients) to 120 clients.	M Street had 8 clients move into permanent supportive housing.

**M Street Navigation Center - Client Demographic Information**

Race Demographic	Month
18 - 24	10
25 - 34	41
35 - 44	44
45 - 54	41
55 - 61	37
62+	27
<b>Total:</b>	<b>200</b>

Race Demographic	Month
American Indian or Alaska Native	3
Asian	3
Black or African American	38
Hispanic/Latina/e/o	36
White	74
Multiple races	46
Client Don't know / Refused	
No Answer	
<b>Total:</b>	<b>200</b>

Gender	Month
Female	70
Male	130
Trans Female and Male (Male to Female, Female to Male)	
Gender Non-Conforming (i.e. not exclusively male or female)	
Client doesn't know	
Client refused	
No Answer	
<b>Total:</b>	<b>200</b>

Zip Code	Month	Zip Code	Month
93203	1	92101	1
93301	48	93268	2
93304	15	93274	1
93305	15	93291	1
93306	10	93280	3
93307	15	31321	1
93308	26	8701	1
93309	8		
93311	1		
93312	2		
93313	1		
92225	1		
93505	1		
93215	1		
93240	3		
93243	1		
93245	1		
90807	1		
90013	2		
93560	1		
95825	1		
Not specified	35		
<b>Total</b>			<b>200</b>



**Community Action Partnership of Kern  
Monthly Report 2025**

<b>Month</b>	August-25	<b>Program/Work Unit</b>		California Advancing and Innovating Medi-Cal (CalAIM)		
<b>Division/Director</b>	Rebecca Moreno Director of Community Services	<b>Program Manager</b>	Joseph Aguilar			
<b>Reporting Period</b>	January 1, 2025 to December 31, 2025					
<b>Program Description</b>						
<p>CalAIM is a new initiative by the Department of Health Care Services (DHCS) to improve the quality of life and health outcomes of Medi-Cal beneficiaries by implementing broad delivery of system, programmatic, and payment system reforms. A key feature of CalAIM is the introduction of a new menu of “in lieu of services” (ILOS), or Community Supports, which, at the option of a MediCal managed care health plan (MCP) and a Member, can substitute for covered Medi-Cal services as cost-effective alternatives. MCPs will be responsible for administering Community Supports. For this partnership, CAPK would serve as a Community Support providing rental assistance.</p>						
<b>Housing Transition Navigation Services</b>		<b>Month</b>	<b>YTD</b>	<b>YTD Goal</b>	<b>Annual Progress</b>	
Number of Clients Currently Served		386	3,076	450	684%	
Number of Referrals Received (SRV 7c)		51				
Number of Enrollments		31				
Number of services per client per month (i.e., one-on-one case management, landlord engagement, obtaining vital documents) (SRV 7a)		1,212	8,838	8,100	15%	109%
<b>Housing &amp; Furnishing Deposits (SRV4d)</b>		<b>Month</b>	<b>YTD</b>	<b>YTD Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
One-time use up-to \$5000 per client (includes housing deposits, furnishing, appliances)		23	260	100	23%	260%
<b>Housing Tenancy and Sustaining Services</b>		<b>Month</b>	<b>YTD</b>	<b>YTD Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Number of clients secured placement (SRV 4o)		20	128	75	27%	171%
<b>Day Habilitation Services</b>		<b>Month</b>	<b>YTD Goal</b>	<b>YTD Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Number of Clients Currently Enrolled		93	622	50	186%	1244%
Number of services per client per month (i.e., client accepted day services, attended day services class)		67	235	2600	3%	9%
<b>Explanation (Over/Under Goal Progress)</b>						
<b>Program Strategic Goals</b>			<b>Progress Towards Goal</b>			

**Community Action Partnership of Kern  
Monthly Report 2025**

<p>1.) Enhance recruitment initiatives to attract and hire well-qualified candidates. This includes enhancing employee retention and foster opportunities for professional growth.</p>	<p>In the process of hiring, More interview to be scheduled and 2 FTEs onboarded.</p>
<p>2.) Broaden CalAIM services by collaborating with existing and new managed care plans to diversify the program's funding sources.</p>	<p>Proactively assisting East Kern Resource Center develop and improve CalAIM services; exploring options to add additional ECM and CS services, submitted application to partner and become a CBO with Anthem.</p>
<p>3.) Engage with volunteers/providers to operate Day Services classes and proactively offer Day Services classes 2-3 hours per day.</p>	<p>There were 6 main courses offered, 31 classes total in the month of Aug. Computer Basics, Home DIY &amp; Cleaning Workshop, Eviction Prevention Workshop, Cal Job Workshop, and Prepare-U.</p>
<p><b>Program Highlights</b></p>	
Empty cell for program highlights	



## **Veterans & Supportive Services**



## **Health and Nutrition Services**

Cal-Fresh Health Living Program

Food Bank

Migrant Childcare Alternative Payment

Women, Infant, and Children

**Community Action Partnership of Kern  
Monthly Report 2025**

<b>Month</b>	August-25	<b>Program/Work Unit</b>	CalFresh Healthy Living		
<b>Division/Director</b>	Susana Magana	<b>Program Manager</b>	Alan Rodriguez		
<b>Reporting Period</b>	January 1, 2025 - December 31, 2025				
<b>Program Description</b>					
<p>The CalFresh Healthy Living (CFHL) program, Funded by the USDA and administered by CDSS, improves the nutritional health of low-income Kern County residents by providing access to nutrition education, physical activity education, and leadership within community collaboratives that focus on health and nutrition. The program does this by providing Direct Education classes, distributing Indirect Education materials and resources, and creating/implementing Public Health programs that focus on improving Policy Systems and Environments (PSE's). The CFHL program also has three (3) subcontractors that assist in carrying out the goal of educating the K-12 school population.</p>					
<b>Supplemental Nutrition Assistance Program-Education(SNAP-Ed) eligible participants, receiving Nutrition Education (SRV 5ff)</b>	<b>Month</b>	<b>YTD</b>	<b>YTD Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Community Action Partnership of Kern (CAPK) Direct Education provided.	3	365	1,100	0%	33%
Kern County Superintendent of Schools (KCSOS) Subcontractor Direct Education provided.	35	5,759	9,500	0%	61%
Kernville Unified School District (KUSD) Subcontractor Direct Education provided.	488	1,351	4,000	12%	34%
Lamont Elementary School District (LESDD) Subcontractor Direct Education provided.	567	4,925	7,500	8%	66%
<b>Indirect Education: Indirect education, for SNAP-Ed purposes, is defined as the distribution or display of information and resources which involve no participant interaction with an instructor or multimedia.</b>	<b>Month</b>	<b>YTD</b>			
Community Action Partnership of Kern (CAPK) Direct Education provided.	795	3,173			
Kern County Superintendent of Schools (KCSOS) Subcontractor Direct Education provided.	471	1,169			
Kernville Unified School District (KUSD) Subcontractor Direct Education provided.	207	2,443			
Lamont Elementary School District (LESDD) Subcontractor Direct Education provided.	506	4,238	<b>YTD Goal</b>	<b>Annual Progress</b>	
Total (distributed printed material)	<b>1,979</b>	<b>11,023</b>	<b>20,000</b>	<b>55%</b>	

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<b>Policy Systems and Environmental Changes (PSE's)</b>	<b>Month</b>	<b>YTD</b>	<b>YTD Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Partner with six (6) agencies/program to evaluate and implement the Nutrition Pantry Program (NPP) to implement Trauma Informed Care practices with-in the food pantry.	0	6	6	0%	100%
Partner with three (3) health centers (clinics) to implement Food Insecurity screening practices.	0	3	3	0%	100%
<b>Program Strategic Goals</b>	<b>Progress</b>				
1. Achieve and maintain full staffing levels by implementing targeted recruitment strategies and enhancing employee retention through professional development, competitive compensation, and fostering a supportive workplace culture.	Due to the recent federal budget cut to the CalFresh Healthy Living program, Program has had a resignation, bringing the total staff to 8 of 11 positions, bringing the program staffing to 72%.				
2. Advance Policy, Systems, and Environmental (PSE) initiatives by strengthening community partnerships, implementing sustainable strategies, and creating impactful changes that improve access to healthy food and physical activity for low-income Kern County residents.	As the funding year comes to an end, the CFHL program focuses on the sustainability of partners' progress. The goal has always been to build processes with partners that can function independently of the CFHL team. This includes resources, classes, and involvement in built programming.				
<b>Program Highlights</b>					
<p>The CFHL Team proudly celebrated National Farmers Market Week at the F St. Farmers Market. This celebration is a way to bring in more foot traffic to Farmers Markets, which increases sales for the farmers but also increases utilization of Market Match, a unique matching program that matches EBT Dollars up to \$15, which allows participants to walk away with \$30 worth of fresh fruits and veggies with \$15 worth of benefits.</p>					

**Community Action Partnership of Kern  
Monthly Report 2025**

<b>Month</b>	July-25	<b>Program/Work Unit</b>	Food Bank		
<b>Division/Director</b>	Health & Nutrition, Susana Magana	<b>Program Manager</b>	Kelly Lowery		
<b>Reporting Period</b>	January 1, 2025 - December 31, 2025 <i>(Note: The data represents information from two months earlier.)</i>				
<b>Program Description</b>					
<p>The Food Bank provides food assistance to low-income families and individuals through a network of more than 200 agency partner distribution sites across Kern County. The CAPK Food Bank is the primary organization responsible for distributing State and Federal emergency food assistance for Kern County neighbors in need. Additionally, the Food Bank is the Feeding America affiliate food bank for Kern, facilitating grocery rescue [Fresh Rescue Program] to support the network of more than 150 Pantries across the county. Every month, the Food Bank distributes between more than 1.5 and 2 million pounds of food, which reaches more than 100,000 Kern County food-insecure neighbors.</p>					
<b>The Emergency Food Assistance Program (TEFAP)</b>	<b>Month</b>	<b>YTD</b>	<b>Annual Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Neighbor Engagements	53,623	412,982	700,000	8%	59%
Pounds Distributed	786,694	5,318,963	10,000,000	8%	53%
<b>Pantry Program</b>	<b>Month</b>	<b>YTD</b>	<b>Annual Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Neighbor Engagements	121,208	896,979	1,250,000	10%	72%
Pounds Distributed	318,435	2,566,908	4,500,000	7%	57%
<b>Fresh Rescue</b>	<b>Month</b>	<b>YTD</b>	<b>Annual Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Neighbor Engagements <i>(Not attached to distros)</i>	10,490	28,193	40,000	26%	70%
Pounds Distributed	209,796	1,338,517	2,000,000	10%	67%
<b>CSFP (Senior Box) Program</b>	<b>Month</b>	<b>YTD</b>	<b>Annual Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Neighbor Engagements	4,866	36,223	66,000	7%	55%
Pounds Distributed	211,010	1,444,739	2,300,000	9%	63%
<b>Free Farmers Markets</b>	<b>Month</b>	<b>YTD</b>	<b>Annual Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Neighbor Engagements <i>(Not attached to distros)</i>	2,489	22,348	50,000	5%	45%
Pounds Distributed	49,771	466,312	750,000	7%	62%
<b>Brighter Bites</b>	<b>Month</b>	<b>YTD</b>	<b>Annual Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Neighbor Engagements	528	33,570	75,000	1%	45%
Pounds Distributed	1,933	170,114	275,000	1%	62%
<b>Snack Attack</b>	<b>Month</b>	<b>YTD</b>	<b>Annual Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Neighbor Engagements	535	3,366	15,000	4%	22%
Pounds Distributed	600	3,088	10,000	6%	31%
<b>Community Events &amp; Other</b>	<b>Month</b>	<b>YTD</b>	<b>Annual Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Engagements	6,946	17,246	15,000	46%	115%

**Community Action Partnership of Kern  
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Pounds Distributed	138,926	1,206,887	1,500,000	9%	80%
<b>Totals</b>	<b>Month</b>	<b>YTD</b>	<b>Annual Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Total Engagements	200,685	1,450,374	2,211,000	9%	66%
Total Pounds Distributed (SRV 5jj)	1,717,165	12,515,528	21,335,000	8%	59%
<b>Volunteers (SRV 6f)</b>	<b>Month</b>	<b>YTD</b>	<b>Annual Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Volunteers who received job skill training (e.g., paid partnership through service providers, duplicated)	10	219	450	2%	49%
Other Volunteers (i.e., general public, duplicated)	188	997	2,250	8%	44%

**Explanation (Over/Under Goal Progress)**

For TEFAP, performance remained on track with targets. For the pantry program, engagements continue to outpace pounds. Brighter Bites was not operational in July due to the summer break.

<b>Program Strategic Goals</b>	<b>Progress Towards Strategic Goals</b>
By October 2025, The CAPK Food Bank will form 12 geographic collaboratives made of agency partners to work together to address food insecurity at a community level.	Groups were created, and agency partners were assigned. Emails went out, and a kick-off meeting is being scheduled for next month.
By June 2025, The CAPK Food Bank will implement a classification system for measuring, tracking, and increasing the nutrition level of the food distributed.	The measuring system and SOP have been drafted for review before implementation. The nutrition plan is also being compared to Feeding America guidelines for uniformity.
By the end of 2025, The CAPK Food Bank will implement a food locker program with the first 2 sites to increase all-hours access to emergency food resources.	Due to changes in funding, this project has been put on hold.

**Program Highlights**

In July, the CAPK Food Bank was honored to host a delegation from the Feeding America National Office, including CEO Claire Babineaux-Fontenot, Chief Network Officer Katheryn Strickland, and Chair of the National Advisory Council Kyle Waide.

**Community Action Partnership of Kern  
Monthly Report 2025**

<b>Month</b>	August-25	<b>Program/Work Unit</b>	Migrant Childcare Alternative Payment (MCAP)		
<b>Division/Director</b>	Susana Magana		<b>Program Administrator</b>	Laura Porta	
<b>Reporting Period</b>	January 01, 2025 to December 31, 2025				
<b>Program Description</b>					
The Migrant Childcare Alternative Payment (MCAP) program provides childcare subsidies to migrant, agriculturally working families. Once families are authorized, their services are certified based on their verified need for childcare services. MCAP maximizes parental choice for services and utilizes the approved childcare providers in our communities to satisfy the family's need for services. Families can apply for childcare services in six entry counties: Kern, Kings, Madera, Merced, Tulare, and Fresno. Once a family is enrolled in the program, they can migrate anywhere in California to follow agricultural work, and their childcare services can continue.					
<b>Program Reimbursements (CY Jan - Dec 2025)</b> Note: duplicated below for program fiscal year.	<b>Current Month</b>	<b>YTD</b>	<b>Goal</b>	<b>Annual Progress</b>	
Provider Payments-Subsidies Expended (SRV7e)	2,141,751	18,574,678	\$ 27,900,000	67%	
<b>Program FY Reimbursements Progress</b>	<b>Current Month</b>	<b>YTD</b>	<b>Goal</b>	<b>Annual Progress</b>	
Provider Payments-Subsidies Expended (SRV7e)	2,141,751	33,594,742	30,000	111982%	
<b>Services</b>	<b>Current Month</b>				
Active Child Enrollment	2,598				
Active Childcare Providers (SRV 7f )	534				
	<b>Previous Month</b>	<b>Add (+)</b>	<b>Drop (-)</b>	<b>Current Month</b>	
Waiting List Totals (children)				0	
<b>Explanation (Over/Under Goal Progress)</b>					
The Migrant Childcare Alternative Payment (MCAP) program successfully closed Fiscal Year 2024–2025 with strategic contract earnings totaling 87%. This includes an additional \$7.2 million in supplemental program funding awarded at the end of November 2024. The current reimbursement total on this report documents our first month for our current FY 2025-2026, and it is in line to current program projected earnings for the yearly transitions of the Migrant Agriculturally working community.					
<b>Program Strategic Goals</b>	<b>Progress Towards Strategic Goal</b>				
1. Staff Recruitment & Retention – Develop and implement a staffing plan that supports recruitment, retention, and workforce development to meet the program's growing needs.	To begin our current Fiscal Year 2025-2026, program management prioritized providing enhanced training and review support to all program personnel. We seek to enhance personnel professional development and job satisfaction. During this period, management also successfully onboarded a new staff member to expand direct support and improve service access for families. Additionally, two existing staff members advanced into higher-level positions and received the necessary training and guidance to effectively transition into their new roles. Training and support will be ongoing.				
2. Program Growth & Sustainability – Strengthen program capacity by enhancing training, technology, and reporting systems to ensure efficient operations and sustainable growth.	Program management has focused on strengthening overall capacity through enhanced staff training, improved supervision, and proactive planning of key activities necessary for program success. Efforts include providing ongoing professional development, expanding the use of technology, and implementing targeted reporting and data tracking processes. These initiatives are intended to improve operational efficiency while establishing a solid foundation for long-term, sustainable growth.				

**Community Action Partnership of Kern  
Monthly Report 2025**

**Program Highlights**

In FY 2024–2025, the program achieved significant milestones, including a \$7.2 million increase in funding and the successful service of over 3,500 children across the State. This growth was matched by a strong commitment to staff development through expanded training, support, and retention efforts. The program maintained the highest levels of compliance while enhancing internal systems to ensure operational efficiency. Community engagement remained a core focus, with continued delivery of responsive, high-quality services to migrant agricultural working families.

**Community Action Partnership of Kern  
Monthly Report 2025**

<b>Month</b>	August-25	<b>Program/Work Unit</b>	Women Infants & Children (WIC) Nutrition		
<b>Division/Director</b>	Susana Magana	<b>Program Manager</b>	Marissa Ortiz-Cortez		
<b>Reporting Period</b>	January 1, 2025 - December 31, 2025				
<b>Program Description</b>					
The Women, Infants, & Children (WIC) program is a supplemental nutrition initiative that offers nutrition education, breastfeeding support, and nutritious foods to enhance diets. It serves pregnant, postpartum, and breastfeeding women, as well as infants and children under the age of 5. Additionally, fathers, grandparents, migrant families, military families, and caretakers can receive food benefits for eligible infants and children. CAPK WIC operates across 16 sites in Kern County and has 3 locations in San Bernardino County.					
<b>Services</b>	<b>Month</b>	<b>YTD</b>	<b>Annual Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Caseload (SRV 5g)	14,441		14,710		98%
Breast Feeding 30% of infants are breastfed (i.e., some, mostly or fully breastfeeding compared to formula)	1,120		1,200		93%
Local Vendor Liaison-Contact Stores (contact 67 vendors 1 contact required per quarter totaling 268 contacts per year)	0	195	268	0%	73%
<b>Outreach</b>	<b>Month</b>	<b>YTD</b>	<b>Goal</b>	<b>Month</b>	<b>Annual</b>
Online Enrollment	110	759	2,000	6%	38%
WIC Presentations and Outreach Events	4	32	100	4%	32%
Publication in newspaper, television, and/or social media postings (English and Spanish)	14	94	350	4%	27%
<b>Regional Breast Liaison (RBL)</b>	<b>Month</b>	<b>YTD</b>	<b>Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Meet with key community stakeholders (i.e., medical managed care, hospital staff, lactation support, health care providers, other WIC agencies) in Region 24 to increase breastfeeding awareness and referrals to the WIC program, as well as share WIC digital materials and utilization.	40	215	250	16%	86%
<b>Peer Counseling Program (PCP)</b>	<b>Clients Served</b>	<b>Goal</b>	<b>Annual Progress</b>		
Provide basic breastfeeding education and encouragement to WIC PCP participants.	208	1,000	21%		
<b>Explanation (Over/Under Goal Progress)</b>					
Adjusted RBL goal since we hit 100% in July & 0 visits in August for LVL since we met our quarter goal in July					

**Community Action Partnership of Kern  
Monthly Report 2025**

Program Strategic Goals	Progress
<p>1. Enhance Nutrition Counseling Services. Strengthen the quality of nutrition counseling by providing staff with advanced training in active listening, addressing barriers to breastfeeding, and tailoring nutrition guidance to client needs. Focus on offering practical solutions and empathetic support to improve the effectiveness of sessions.</p>	<p>CDPH WIC approved learning aid in August. This aid will be provided to parents with children ages 1-4 during WIC appointments. We would also provide a "my section plate" to assist parents with portion sizes for children during these tailored appointments.</p>
<p>2. Improve Client Engagement and Accessibility. Increase customer retention and satisfaction by enhancing communication channels, such as modernizing the phone system and introducing more efficient ways for clients to connect with staff. Implement strategies to ensure responsive, reliable support for clients across all locations.</p>	<p>We are currently monitoring our WIC call center ensuring that we are able to answer the high volume of calls that WIC receives. We are reviewing high call hours and provide staff as needed to minimize abandoned calls during business hours</p>
<p>3. Expand Access Through Innovative Program Delivery. Explore and integrate multiple mediums for client interaction, including virtual services, to modernize program delivery and meet contemporary client expectations. Emphasize program enhancements that align with current trends and client preferences rather than relying solely on traditional program designs.</p>	<p>The WIC BFPC (Breastfeeding Peer Counselor) program is now offering zoom (video) sessions as an option for clients.</p>
<p align="center"><b>Program Highlights</b></p>	
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## **Youth and Community Services**

East Kern Family Resource Center  
Oasis Family Resource Center  
Energy, Weatherization, and Utility Assistance  
Friendship House Community Center  
Volunteer Income Tax Assistance

**Community Action Partnership of Kern  
Monthly Report 2025**

<b>Month</b>	August-25	<b>Program/Work Unit</b>	East Kern Family Resource Center (EKFRC)					
<b>Division/Director</b>	Fred Hernandez Youth & Community Services	<b>Program Manager</b>	Anna Saavedra					
<b>Reporting Period</b>	January 1, 2025 - December 31, 2025							
<b>Program Description</b>								
East Kern Family Resource Center (EKFRC) is a regional resource center based in Mojave, Ca. The EKFRC provides assistance to low-income individuals and families from the desert and Tehachapi Mountain communities. The primary focus is to assist individuals and families who are facing housing insecurities and to prepare children 0-5 years of age to enter kindergarten successfully. The EKFRC also provides individuals and families with basic need services, clothing, diapers, food, household items, hygiene kits, blankets, business services, VITA, and assistance with HEAP applications.								
<b>Homeless Housing Assistance and Prevention (HHAP) Rural Drop-in Center</b>	<b>Month</b>	<b>YTD</b>	<b>Annual Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>			
Case Management Services (SRV 7a)	4	76	60	7%	127%			
Street Outreach and Education	150	647	75	200%	863%			
<b>HHAP Linkages to Services (Referrals)</b>	<b>Month</b>	<b>YTD</b>						
California Driver's License (SRV 7j)	4	38						
Social Security Insurance (SSI) (SRV 7i)	2	10						
Medical Services (SRV 7c)	3	26						
Mental Services (SRV 7c)	3	37						
Housing Placement (e.g., transitional, temporary, permanent) (SRV 4m, 4n, 4o)	4	23						
Educational and Career Development (SRV 7c)	2	28						
<b>HHAP Distribution of Supplies</b>	<b>Month</b>	<b>YTD</b>						
Food Assistance (SRV 5jj)	47	541						
House Hold Items	7	67						
Hygiene Kits (SRV 5oo)	24	169						
Emergency Clothing (SRV 7n)	56	737						
Administrative Services & Copies	33	318						
Transportation Services (SRV 7d)	12	46						
Educational Supplies (SRV 2k)	11	21						
Covid - 19 Supplies (SRV 5oo)	3	22						

**Community Action Partnership of Kern  
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First 5 Kern	Month	YTD	Annual Goal	Month Progress	Annual Progress
Parents Receiving Case Management Services (SRV 7a)	2	45	30	7%	150%
Children Receiving Case Management Services (SRV 7a)	0	74	30	0%	247%
Parents Participating in Court Mandated Classes (FNPI 5d & SRV 5mm)	0	4	10	0%	40%
Children Educational Center Base Activities (FNPI 2b)	13	38	30	43%	127%
Children Educational Home Base Activities (FNPI 2b)	1	64	30	3%	213%
Children Summer Bridge Activities (FNPI 2b)	0	15	15	0%	100%
Collaborative Meetings Participated	1	7	12	8%	58%
Family Support Services for non-clients with children 5 and under	163	401			
<b>First 5 Total</b>	<b>180</b>	<b>648</b>			
First 5 Kern/ Department Health Services	Month	YTD	Annual Goal (12 Mo)	Month Progress	Annual Progress (12 Mo)
Family Support Services for non-clients with children 6-18 (SRV 2e K-12)	380	711			
CalCapa Diaper Supply Bank	Month	YTD	Annual Goal	Month Progress	Annual Progress
Diaper Supply Management Enrollment <b>Unduplicated</b> (NPI5.2)	12	227	150	8%	151%
Monthly Diaper Kit Supply Delivery <b>Duplicated</b> (SRV5.nn)	186	2521	1800	10%	140%
Walk-In Community Services (Duplicated Clients & Case Managed Clients)	Month	YTD			
Administrative Services & Copies	477	2369			
Baby Supplies (SRV 2w)	117	815			
Covid - 19 Supplies (SRV 5oo)	22	89			
Court Mandated Parenting Correspondence (SRV 2w)	1	90			
Educational Supplies (SRV 2k)	399	447			
Emergency Clothing (SRV 7n)	571	2703			
Food Assistance (SRV 7c)	354	2097			
Household Items (SRV 7c)	35	195			
Hygiene Kits (SRV 7c)	97	581			

**Community Action Partnership of Kern  
Monthly Report 2025**

Referrals (SRV 7c)	60	481	
Transportation Services (SRV 7d )	49	132	
<b>Explanation (Over/Under Goal Progress)</b>			
We did not enroll any parents in the Court Mandated Parenting class this month, but we do have a class that will begin on September 17, 2025. We will begin enrolling on September 17, 2025.			
<b>Program Strategic Goals</b>		<b>Progress Towards Goal</b>	
1. Secure additional funding to cover operational costs and improve the delivery of services.		During the month of August we applied once again for the DHS FRC Grant Court Mandated Parenting Application in the amount of \$7600.	
2. Partner with private enterprises to boost program visibility and foster meaningful relationships.		We continue to partner with Flood ministries to provide showers for the East Kern Community once a week on Thursday's. We have provided flyers to the community and made them aware of this new partnership and service.	
3. Improve on-site services to more effectively connect with the East Kern target population.		Continuous	
<b>Program Highlights</b>			
During the month of August we provided a total of 1274 services to the East Kern Community. We broke our record high during the month of August which we provided an updated number of 399 back packs to the Eat Kern Community children, laundry services, emergency food, emergency clothing closets, diapers, HEAP assistance and more.			

**Community Action Partnership of Kern  
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<b>Month</b>	August-25	<b>Program/Work Unit</b>	Oasis Family Resource Center		
<b>Division/Director</b>	Youth & Community Services Freddy Hernandez	<b>Program Manager</b>	Eric Le Barbé		
<b>Reporting Period</b>	January 1, 2025 - December 31, 2025				
<b>Program Description</b>					
The Oasis Family Resource Center provides resources, education, and crisis assistance to individuals, families, and children in Ridgecrest and surrounding communities. They focus on providing case management and educational support to families to build resilience.					
<b>First 5 Kern</b>	<b>Month</b>	<b>YTD</b>	<b>Annual Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Parents Receiving Case Management Services (SRV 7a)	5	42	30	17%	140%
Children Receiving Case Management Services (SRV 7a)	7	46	30	23%	153%
Parents Participating in Court Mandated Classes (FNPI 5d, and SRV 5mm)	5	13	10	50%	130%
Children Educational Home Base Activities (FNPI 2b)	1	37	15	7%	247%
Children Summer Bridge Activities (FNPI 2b)	0	15	10	0%	150%
Family Support Services for non-clients with children 5 and under (SRV 2w)	65	285			
<b>First 5 Total</b>	<b>83</b>	<b>438</b>			
<b>First 5 Kern/ Department Health Services (Term: Dec 2024 through Jun 2025)</b>	<b>Month</b>	<b>YTD</b>	<b>Annual Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Family Support Services for non-clients with children 6-18 (SRV 2e K-12)	0	150			
<b>Planned Parenthood</b>	<b>Month</b>	<b>YTD</b>	<b>Annual Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
LiFT Delivery Seminar to 10 Parents/Guardians (SRV 5l, and SRV 5mm)	0	17	20	0%	85%
LiFT Delivery Seminar to 10 Youth 13-19 (SRV 5l)	0	21	20	0%	105%
<b>CalCAPA Diaper Supply Bank</b>	<b>Month</b>	<b>YTD</b>	<b>Annual Goal (12 Mo)</b>	<b>Month Progress</b>	<b>Annual Progress (12 Mo)</b>
Diaper Supply Management Enrollment <b>Unduplicated</b> (NPI5.2)	26	283	150	17%	189%
Monthly Diaper Kit Supply Delivery <b>Duplicated</b> (SRV5.nn)	217	2678	1800	12%	149%
<b>Rental Support Program</b>	<b>Month</b>	<b>Clients YTD</b>	<b>Month</b>	<b>Payments YTD</b>	
Rental Support Program (estimated maximum \$1,500 per household)	11	37	\$ 18,268	\$ 54,039	
<b>Walk-In Community Services (Duplicated &amp; Non-First 5 Clients)</b>	<b>Month</b>	<b>YTD</b>			
Administrative Support (SRV 7c)	55	454			
Baby Supplies (SRV 2w)	175	1145			
Copies	35	255			
Court Mandated Parenting Correspondence (SRV 2w)	3	17			
Educational Supplies (SRV 2k)	81	304			

**Community Action Partnership of Kern  
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Emergency Clothing (SRV 7n)	10	138
Food (SRV 7c )	321	1986
Household Items (SRV 7c )	173	1276
Referrals(SRV 7c)	62	492
Transportation Assistance (SRV 7d )	22	170
<b>Total Community Services</b>	<b>937</b>	<b>6237</b>

**Explanation (Over/Under Goal Progress)**

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Program Strategic Goals	Progress Towards Goal
1. Apply for three funding opportunities that would help extend range of services outside First 5 clients for under served families (Parenting, Children 6-18, seniors, and homeless individuals).	The Oasis FRC applied for the DHS grant for \$7,600 for additional resources for families with children. The OFRC also applies for funding from WACOM for their Fall fund distribution. The OFRC received \$5,000 from CAPK Foundation Gourmet for Good to supplement its food pantry.
2. Participate in community outreach activities to promote CAPK & Oasis FRC services and seek donations from local business partners (in-kind and monetary).	The Oasis FRC participated in the Cerro Coso Rocks outreach event promoting resources to college students. The OFRC hosted a Mobile Health Clinic provided by Omni. The OFRC coordinated the Kiwanis Shopping Spree providing back to school clothing to 66 children and recruited the volunteers for the event. The OFRC received and distributed over 300 backpacks and school supplies donated by Boeing, Kiwanis, China Lake Rotary Club, and Senator Shannon's Grove office.

**Program Highlights**

<p>The OFRC hosted a baby shower for 25 moms with funds provided by F5K, Kern Family Health Care, the Mercy Foundation and private donations. Case Manager Ada and volunteer Leslie both completed their Anger Management certification.</p>
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**Community Action Partnership of Kern  
Monthly Report 2025**

<b>Month</b>	August-25	<b>Program/Work Unit</b>		Energy & Utility Assistance		
<b>Division/Director</b>	Freddy Hernandez	<b>Program Administrator</b>		Vipassana Chawla		
<b>Reporting Period</b>	January 1, 2025 - December 31, 2025					
<b>Program Description</b>						
The Energy Program assists income-eligible Kern County residents with utility bill payment, free weatherization, and energy education at no cost to the participant. Weatherization services include weather stripping; repair or replacement of windows and doors, heating/ cooling appliances, stoves, refrigerators, and more.						
<b>Low-income Home Energy Program (LIHEAP) 2025</b>	<b>Month</b>	<b>YTD</b>	<b>Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>	
Households Served - Utilities Assistance	846	4,036	3,300	26%	122%	
Households Served - Weatherization	15	84	150	10%	56%	
<b>Department of Energy (DOE) Bi-partisan Infrastructure Law (BIL) - Weatherization Assistance Program (WAP)</b>	<b>Month</b>	<b>YTD</b>	<b>Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>	
Households Served - Weatherization	1	6	50	2%	12%	
<b>Total Homes - Weatherized &amp; Utility Assistance (Note: The data represents work submitted to CSD for reimbursement - delayed by 2 months)</b>	<b>Month</b>	<b>YTD</b>	<b>Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>	
<b>Total Households Served - Utility Assistance (FNPI 4z, SRV 4i, )</b>	<b>846</b>	<b>4,036</b>	<b>3,300</b>	26%	122%	
<b>Total Households Weatherized (FNPI 4h, SRV 4q, &amp; SRV 4t)</b>	<b>15</b>	<b>90</b>	<b>200</b>	8%	45%	
<b>PG&amp;E Case Management Program</b>	<b>Month</b>	<b>YTD</b>	<b>Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>	
Number of clients enrolled in the case management program (SRV7a).		2,456	2,400	0%	102%	
<b>City Of Bakersfield Home Repair and Weatherization Program</b>	<b>Month</b>	<b>YTD</b>	<b>Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>	
Households Served	5	6	19	26%	32%	
<b>Explanation (Over/Under Goal Progress)</b>						
<b>Program Strategic Goals</b>			<b>Progress Towards Goal</b>			
1) Meet the PG&E goal of enrolling 2,400 clients into the PG&E Case Management Program.			We're thrilled to announce that we've exceeded our enrollment target, successfully onboarding 2,400 clients into the PG&E Case Management Program as of June. We've made significant progress in the case management phase, completing 21 cases. So far, we've completed 1,732 initial action plans, and our case managers are working on finalizing the remaining 607. Additionally, we've completed 424 3-month assessments and 32 6-month assessments. We're making steady progress towards our goals, and our team is working diligently to move forward.			
2) Successfully implement the City of Bakersfield Weatherization Program and meet the contract goals.			We are pleased to report progress on the City of Bakersfield Weatherization Program. As of now, we have enrolled 18 clients in the program and have completely provided weatherization services to 5 clients. Assistance for the remaining clients is currently in progress. We are working diligently to ensure timely completion of services for all enrolled clients and are committed to meeting the contract goals.			

**Community Action Partnership of Kern  
Monthly Report 2025**

3) Meet at least 22% of production goal for DOE BIL WAP contract	We're working hard to meet the DOE BIL WAP contract goal of at least 22% production. To achieve this, we've launched a new marketing campaign, including door-to-door outreach and assessments to identify eligible homes. Our team is actively engaging with homeowners, assessing properties, and enrolling clients. We'll continue implementing our outreach strategy to progress towards meeting the production goal.
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**Program Highlights**

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**Community Action Partnership of Kern  
Monthly Report 2025**

<b>Month</b>	August-25		Friendship House Community Center (FHCC)			
<b>Division/Director</b>	Fred Hernandez	<b>Program Administrator</b>	Lois Hannible			
<b>Reporting Period</b>	January 1, 2025 - December 31, 2025					
<b>Program Description</b>						
Located in Southeast Bakersfield, the program serves children, adults, and families through after-school, summer and mentor programs, nutrition education, sports, access to social services, and more.						
<b>Youth Programs</b>	<b>Month</b>	<b>YTD</b>	<b>YTD Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>	
Youth Mentoring (FNPI 2c.2., FNPI 2c.3, SRV 2p)	6	62	100	6%	62%	
<b>Summer Program</b> (SRV 2m)	N/A	65	65	N/A	100%	
After School Program (FNPI 2c.2., FNPI 2c.3, SRV 2p)	11	53	75	15%	71%	
<b>California Violence Intervention Program (CalVIP)</b>	<b>Month</b>	<b>YTD</b>				
Incident Response (SRV 5w)	0	3				
Outcome/Case Managed Families (SRV 7a)	2	32				
Provided Food Assistance (SRV 7c)	0	47				
Assisted with Energy/HEAP Services (SRV 7c)	2	4				
Crisis Intervention	0	-				
Provided Mentoring Services (SRV 2p, 7c)	2	36				
Assisted with relocation services/Deposit Payments (SRV 4d)	0	-				
Temporary Housing Placements (SRV 4m)	0	-				
<b>Explanation (Over/Under Goal Progress)</b>						
The Friendship House Summer Program has ended and therefore, no additional participants will be added for the remainder of the year. The Friendship House continues to recruit youth participants for the Afterschool and Mentor programs. To date, the CalVIP program has served 40 high-risk program participants. The information above captures services provided since January of 2025.						
<b>Program Strategic Goals</b>			<b>Progress Towards Strategic Goals</b>			
1. Organize and execute successful fundraising events in collaboration with the Friendship House (FHCC) Advisory Board to generate financial support and sustain programs at the youth center.			The Friendship House Casino Night Fundraiser benefitting community youth in need is scheduled to be held Friday, November 7th at The Collective. Sponsorship opportunities and event tickets are available now!			
2. Recruit and retain dedicated Advisory Board members with the skills, networks, and passion to raise funds and support initiatives for the Friendship House sustainability and growth.			The Friendship House Advisory Board continues to seek qualified Advisory Board members with experience in fundraising to join the team. Those interested in applying should contact Program Administrator, Lois Hannible, at lhannib@capk.org.			
3. Collaborate with the CAPK Executive Team to expand grant research and submission efforts for the CAPK Friendship House, ensuring resources align with and address the evolving needs of the community.			The Program Administrator assisted the CAPK Executive Team with two grant applications which included one for the City and another for the State. Both applications were submitted for consideration of funding in August of 2025.			
<b>Program Highlights</b>						
CAPK Friendship House Afterschool Program participants were treated to an exciting Bike Rodeo, courtesy of Bike Bakersfield. The purpose of the event is to teach the youth about bike safety. The CAPK Friendship House CalVIP program is implementing a Pre-Employment/Paid Work Experience Program for high-risk youth. The City of Bakersfield and CAPK Friendship House are very excited about the opportunity, information, and support being provided to these participants.						

**Community Action Partnership of Kern  
Monthly Report 2025**

<b>Month</b>	1-Aug	<b>Program/Work Unit</b>	Volunteer Income Tax Assistance (VITA)		
<b>Division/Director</b>	Fred Hernandez		<b>Program Manager</b>	Jacqueline Guerra	
<b>Reporting Period</b>	January 1, 2025 - December 31, 2025				
<b>Program Description</b>					
The CAPK VITA program offers free tax preparation services. This service is available to low-to-moderate income individuals, the elderly, persons with disabilities, and limited English-speaking taxpayers. Additionally, the CAPK VITA program provides ITIN (Individual Taxpayer Identification Number) services through Certified Acceptance Agents (CAAs). CAAs are authorized by the IRS to assist individuals who do not qualify for a Social Security number but need an ITIN for tax filing purposes.					
<b>CAPK current year 2024 e-filed Tax Returns (SRV 3o)</b>	<b>Month</b>	<b>YTD</b>	<b>Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
<b>Federal</b>	55	7,593	8,250	1%	92%
Social Security Number (SSN)	49				
Individual Taxpayer Identification Number (ITIN)	6				
<b>State</b>	68	7,619			
Social Security Number (SSN)	49				
Individual Taxpayer Identification Number (ITIN)	19				
<b>CAPK 2019-2023, Paper Filed, and Prior Year Returns (total YTD added to Federal YTD) (SRV 3o)</b>	<b>Month</b>	<b>YTD</b>			
Paper-filed, and Prior year returns (federal)	25	423			
Social Security Number (SSN)	23				
Individual Taxpayer Identification Number (ITIN)	2				
Paper-filed, and Prior year returns (state)	25	422			
Social Security Number (SSN)	23				
Individual Taxpayer Identification Number (ITIN)	2				
<b>CAPK Refunds and Credits (SRV 3o)</b>	<b>Month</b>	<b>YTD</b>			
Federal Refunds	\$117,907	\$6,281,629			
State Refunds	\$31,419	\$2,447,110			
Federal Earned Income Tax Credit (EITC) <i>(income limit \$66,819 per household )</i>	\$26,335	\$4,718,813			
California Earned Income Tax Credit (CalEITC) <i>(income limit \$131,950 per household)</i>	\$9,823	\$1,118,985			
<b>Total Refunds and Credits</b>		<b>\$14,566,537</b>			

**Community Action Partnership of Kern  
Monthly Report 2025**

Individual Taxpayer Identification Number (ITIN) (SRV 3o) Applications (Note: duplicate of Federal Tax Returns Completed)	Month	YTD	Goal Adjusted	Month Progress	Annual Progress
Applications (New/Renewal)	2	160	200	1%	80%
<b>Explanation (Over/Under Goal Progress)</b>					
State refunds and Cal EITC amounts is an estimate due to the inability to retrieve a State Paper Report. State tax returns for ITIN holders is higher this month. This happens when ITINs applications are processed. Once an ITIN number is issued by the Federal (IRS), the State side of the tax return (FTB) can be submitted and processed.					
<b>Program Strategic Goals</b>			<b>Progress Towards Goal</b>		
Persist in fostering connections within rural communities to extend outreach and engage with a larger number of clients.			Established a new partnership with Wonderful College Prep Academy in Lost Hills, marking CAPK VITA's first site in this rural area of the county. This expansion strengthens outreach to underserved communities with the opportunity to engage with new clients for both free tax prep and it in application assistance.		
<b>Sub-contactor: United Way Central Eastern California Current year 2024 e-filed returns</b>	<b>Month</b>	<b>YTD</b>	<b>Goal Adjusted</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Federal	2	3,016	3,250	0.000615385	0.928
State	1	3,033			
<b>UWCEC 2019-2023 Paper Filed, and Prior Year Returns (total YTD added to Federal YTD)</b>	<b>Month</b>	<b>YTD</b>			
Paper-filed, and Prior year returns (federal)	1	224			
Paper-filed, and Prior year returns (state)	1	202			
<b>Sub-contactor: United Way Central Eastern California Refunds and Credits</b>	<b>Month</b>	<b>YTD</b>			
Federal Refunds	\$0	\$2,571,445			
State Refunds	\$0	\$1,044,992			
Federal Earned Income Tax Credit (EITC) (income limit \$66,819 per household )	\$872.00	\$1,969,858			
California Earned Income Tax Credit (CalEITC) (income limit \$31,950 per household)	\$261.00	\$439,457			
<b>Total Refunds and Credits</b>	<b>\$1,133</b>	<b>\$6,025,752</b>			
<b>Program Highlights</b>					
In August, the California Department of Community Services and Development (CSD) released the new NOFA for the CalEITC grant. Our region (Kern/Tulare) was allocated \$403,728, \$100,000 less than in previous years. I am collaborating closely with Bradley (Ryan) and CSET in Tulare to prepare and submit our application.					



## **Operations**

Data Services  
Facilities & Maintenance  
Information Technology  
Information Systems  
Risk Management

**Community Action Partnership of Kern  
Monthly Report 2025**

<b>Month</b>	August-25	<b>Program/Work Unit</b>	Operations Division	
<b>Division/Chief, Director</b>	Emilio Wagner CFTO, Maria Contreras Director of Facilities	<b>Program Managers</b>	Laurie Sproule, Kenneth Lawrence, Eric Martinez, Rommel Almanza, Mohamed Ahmed	
<b>Reporting Period</b>	January 1, 2025 - December 31, 2025			
<b>Division Description</b>				
The Operations Division is a dynamic and multifaceted division that plays a pivotal role in ensuring the seamless functioning of our organization. This division is responsible for spearheading new construction projects, overseeing fleet management, maintaining our physical facilities, mitigating risks, and managing all aspects of Information Technology (IT) and Information Systems (IS).				
<b>Data Services</b>				
<b>Activity</b>	<b>Requested</b>	<b>In-Progress</b>	<b>Processed</b>	<b>Processed YTD</b>
IS Tickets	104	17	107	596
Power App Enhancements	0	5	2	31
Paginated Reports/ Power bi reports/ Dashboards	5	3	3	37
<b>Projects</b>		<b>Description of Status</b>		<b>Current % Status</b>
Contract Management System		In development		45%
CVAF/VSS		Project on hold		15%
SMS Integrations		Development complete. In testing		80%
Energy Intake Digitization		Website forms nearing completion		45%
Work Order System in Dynamics		Development has begun.		15%
Oasis Insights		Oasis team currently building modules		10%
Weatherization application phase 2 updates		Go live date 9/7/25		90%
VITA Intake Form		Excel form created for entry. Awaiting confirmation from program.		80%
TCC Updates		Project plan in drafting process		5%
<b>Facilities</b>				
<b>Activity</b>	<b>Requested</b>	<b>In-Progress</b>	<b>Processed</b>	<b>Processed YTD</b>
Facility Work Orders	240	769	405	3237
<b>Construction Projects</b>		<b>Description of Status</b>		<b>Current % Status</b>
Central Kitchen		PG&E complete, Startup and testing complete,		99%
McFarland & Tehachapi Modulars		Funding applications in review with Office of Head Start		5%
Barnett House		leveling in progress. On Hold - Pending Budget Revision		45%
<b>Major Maintenance Projects</b>		<b>Description of Status</b>		<b>Current % Status</b>





## **Community Development**

Grant Development  
CAPK Foundation  
Outreach & Marketing  
2-1-1 Call Center

## Community Action Partnership of Kern

### Monthly Report 2025

<b>Month</b>	August-25	<b>Program</b>	Community Development
<b>Division/Director</b>	Pritika Ram	<b>Program Manager</b>	Catherine Anspach, Vanessa Mendoza, Savannah Maldonado-Oates
<b>Reporting Period</b>	January 1, 2025 - December 31, 2025		
<b>Program Description</b>			
<p>The services under the Community Development Division range from fund and grant development/research to outreach and media/public relations, as well as new business development. This includes project management of agency level initiatives, such as the 2021-25 Strategic Plan and CAA-related plans, and special projects.</p>			
<b>Outreach Special Projects</b>			
<p>During the month of August, the Kern Coalition worked through the project award process. Award notifications have been sent to 20 applicants, informing them of the dollar amounts granted. Some recipients may need to submit revised workplans and budgets due to changes in their award amounts.</p> <p>The goal is to have contacts out by September to allow for a 12 month performance period. The Coalition has also been coordinating with the hired consultants to develop an appeals process. A clear set of criteria—aligned with the original RFP—will be applied to all applications to ensure fairness and feasibility. Applications that submitted appeals are still under review. This process is being overseen by the procurement team at KCCD, along with a small group from the Kern Coalition.</p>			
<b>FOUNDATION</b>			
Continued discovery meetings to explore different donor CRMs.			
Provided support for the Friendship House Back-to-School event.			
Attended the Oasis Baby Shower event and facilitated social media recognition for participating donors.			
Attended tours of the LA Regional Food Bank and the CAPOC Food Bank. Met with Executive Staff to collaborate on funding strategies.			
Attended Weekly Bakersfield West Rotary Meetings as well as monthly Board Meeting.			
Initial meeting with Traco Matthews to coordinate feature story in December for Seven Oaks Magazine.			
Coordinated check presentation with Citizens Business Bank to recognize \$10,000 donation to Food Bank.			
Follow-up meeting with Beacon Studios to coordinate production of Foundation Video.			
Coordinated marketing and logistics for upcoming KGET-TV Food Drive & Lunch			
Hosted a CAPK Food Bank tour for the Principal and community liaison of Del Oro High School.			
Participated in the Greenfield Community Center Collaborative.			
Developed fundraising pages for Hunger Action Month, the Feed Kern Now Drive, and Stand Down.			
Attended the Central Kitchen Ribbon Cutting.			
Attended the Kern County Hispanic Chamber Annual Conference and Expo.			
Hosted the Bakersfield Host Lions Club for a tour of the M Street Navigation Center and CAPK Food Bank.			

**Community Action Partnership of Kern  
Monthly Report 2025**

Confirmed holiday hygiene kits for M Street Navigation Center in partnership with Justice Law Corp.	
Updated Foundation PowerPoint for presentations.	
Meeting with Willow Springs Raceway to coordinate external event for EKFRS in October.	
Meeting with Boeing employees to coordinate Back To School drive for Oasis.	
Delivered a presentation to the Kiwanis Club of Rosedale highlighting CAPK programs and services.	
Coordinated with Adventist Health donations for Covey Cottages.	
Participated in a HAM social media coordination meeting with Outreach and Foundation teams, including assigning graphics for upcoming posts.	
Maintained continuous social media activity for ongoing campaigns: Alta One Huggy Heart, Back to School Campaigns and Veterans Support Services.	
Developed 2026 Partner Opportunities Sponsorship Package to use as a vehicle to obtain larger commitments from key sponsors	
Coordinated donation of \$1,500 each to Oasis FRC and EKFRS from Avantus Clean Energy to support their services.	
Meeting with Cerro Coso College Athletics to coordinate fundraiser for Oasis for Thanksgiving.	
Attended the Tehachapi Collaborative and shared info on Veterans Services and Stand down, HAM and EKFRS.	
Meeting with Cerro Coso College Athletics to coordinate external fundraiser for Oasis for November.	
Solicited sponsors for Friendship House Casino Night. Sold sponsorships to Valley Strong and Insurica.	
Began planning for Donor Recognition Event for Food Bank. Developed Save The Date and Invitation. Coordinating logistics and planning with Food Bank staff.	
<b>Program Strategic Goals</b>	<b>Progress Towards Goal</b>
Proactively identify and pursue new funding opportunities to support and enhance our organization's mission and projects.	Added new staff member to help revisit needs for FRC's, Food Bank & M Street - setting up a calendar of Fundraisers, Virtual Food Drives, Hygiene Drives and Toy Drives for remainder of the year.
Develop a long term plan to raise awareness and funds to support the Food Bank.	Finalizing Anti-Hunger Month to increase awareness & donations. Developing Donor Recognition Event to target and steward current donors.
Develop and grow Foundation Board to aid in the overall fiscal growth of the Foundation.	Continued planning with Ad Hoc Committee meeting to aid in developing recruitment materials, rewriting the Board Packet and Board bylaws.

**Community Action Partnership of Kern  
Monthly Report 2025**

<b>Month</b>	August-25	<b>Program/Division</b>		2-1-1 Call Center Program			
<b>Division/Director</b>	Pritika Ram		<b>Program Manager</b>	Sabrina Jones-Roberts			
<b>Reporting Period</b>	January 1, 2025 - December 31, 2025						
<b>Program Description</b>							
The 2-1-1 Kern is a 24/7 information and referral service that provides local residents with comprehensive information and links to community health and human services at no cost. The 2-1-1 Kern has a database of 1,300 social service agencies that are available to the public through the 2-1-1 Kern Online Resource Directory at www.211KernCounty.org. The program has over 17 years of experience in providing and linking community members to vital services, and currently serves multiple communities in the Central Valley including Fresno and Madera, Kings, Merced, Stanislaus, and Tulare through the United Way partnerships.							
<b>Most Requested Services</b>	Food Pantries		Utility Service Payment	Homeless Diversion Programs			
<b>Top 3 Unmet Needs</b>	Home Health Aide Services		Adult in Home Respite Care	Agency Based Libraries			
<b>Information and Referral Services (I&amp;R) Calls Handled (SRV 7c)</b>							
	<b>Month</b>	<b>YTD</b>	<b>Annual Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>		
Fresno & Madera County	2442	27,878	40,000	6%	70%		
Kern County	2921	24,268	75,000	4%	32%		
Kings County	277	1,900	3,500	8%	54%		
Merced & Mariposa County	124	905	1,500	8%	60%		
Stanislaus County	1001	7,542	11,000	9%	69%		
Tulare County	813	6,068	11,000	7%	55%		
<b>Total County-based I&amp;R Calls Handled</b>	<b>7,578</b>	<b>68,561</b>	<b>142,000</b>	<b>64%</b>	<b>48%</b>		
<b>Average Wait Time</b>	<b>0:47</b>						
<b>Average Handle Time</b>	<b>5:25</b>						
<b>Other Service Call Types Handled (SRV 7c)</b>							
	<b>Month</b>	<b>YTD</b>					
LIHEAP (SRV 7b)	3416	23,430					
Mental Health (SRV 7c)	294	2,452					
<b>Total County-based and Other Calls Handled</b>	<b>11,288</b>	<b>94,443</b>					
<b>Staffing vs. Call Volume</b>			<b>Current Staff</b>	<b>Staff Needed Per Call</b>	<b>Staff Over/ Short</b>		
2-1-1 staff designated for calls handled across all counties contracts with the expectation of 42 calls per staff for an 8-hour shift.			14	9.6	4.43		
<b>Grant Funded Services</b>		<b>Activity</b>	<b>Month</b>	<b>YTD</b>	<b>Annual Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Cal-Fresh (SNAP) Application (SRV 3l)		52	12	128	350	3%	37%
Community Health Care Program / Medi-Cal Applications (SRV 3h)		39	8	60	70	11%	86%
First 5 Help Me Grow (HMG) Ages & Stages New Children Screened (SRV 5c)		0	0	92	125	0%	74%
<b>2-1-1 Website Visitors</b>		<b>Month</b>		<b>YTD</b>	<b>Annual Goal</b>	<b>Month Progress</b>	<b>Annual Progress</b>
Duplicated Visitors (i.e., accessing 2-1-1 e-services and database resources)		39,092		313,950	225,000	17%	140%
<b>Referrals</b>		<b>Month</b>		<b>YTD</b>			
Food-related Calls (SRV 7c)		989		8,029			
Health and Human Service Referrals (SRV 7c)		1110		10,173			
Housing and Homelessness Calls (SRV 7c)		347		3,127			

**Community Action Partnership of Kern  
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Utility Assistance Calls- Discount Internet or Utility (SRV 7c)	508	3,547	
<b>Total Other Services</b>	2,954	24,876	

**Explanation (Over/Under Goal Progress)**

The program has achieved 48% of its annual target goal collectively across all county campaigns. The anticipated call volume is based on prior data and the ability to meet demands of calls. Amongst the call handling efforts for Kern County, the program responds to calls associated with homelessness assistance, outside of business hours, and completes a Quick Reference Tool to assign follow-up to Coordinated Entry System. Through its various scopes of work, the program provides application assistance, care coordination, and conducts outreach to bring awareness of services within the community. Incoming calls and applications are monitored and reviewed to determine appropriate strategies and material needed for outreach events. The program remains committed to initial and renewal Medi-Cal applications through Kaiser's Community Health Care Program. First 5 Help Me Grow Program came to a conclusion in April 2025 and shall no longer anticipate any activity or change in the total screenings year-to-date.

Program Strategic Goals	Progress Towards Goal
1. Enhance recruitment initiatives to attract and hire well-qualified candidates. This includes enhancing employee retention and foster opportunities for professional growth.	The program seeks to captivate skilled candidates by streamlining the recruitment process of internal Human Resources. The program aims to offer competitive wages, language fluency and competency incentives, and opportunity for growth. 2-1-1 is staffed with 18 Full Time Information and Referral (IR) Specialists to handle Low-Income Home Energy Assistance and standard calls. The program enriches employees through strategic schedule planning, honoring traditions, and celebrating achievements or milestones. Additionally, it supports opportunities for professional development and an incentive for IR's who obtain certification as a Community Resource Specialist.
2. Enhance the efficiency and effectiveness of our call center operations in the coming year by thoroughly evaluating and optimizing the use of our tools and technologies, including CRM systems. Focus will be placed on improving call handling performance, streamlining workflows, and identifying opportunities to align staffing levels with operational needs.	The program is in collaboration with the Information Systems Team and has made progress in refining processes by maximizing technology and digitizing updates. Food Pantry and Commodity resources are set for update automations in the resource directory and mailing labels are generated through a push button feature to optimize resources by reducing the time dedicated to produce hand written labels. The next phase would be geared towards seeking opportunities to enhance the program's annual database maintenance using an efficient and seamless strategy.
3. Prioritize retaining existing contracts, such as partnerships with United Ways, while actively exploring and proposing new opportunities to better serve our community members. Leverage the full potential of the call center by pursuing additional fee-for-service contracts and expanding services to maximize impact and efficiency.	2-1-1 aims to achieve strengthened partnerships by effectively communicating, and meeting with partners and contract grantors to share performance data and discuss progress relative to its objectives, deliverables, and goals. The program is consistently working on meeting the reporting expectations of all funding sources and maintaining a trusting relationship to increase the opportunity for existing contracts to be retained. □

**Program Highlights**


The programs' average calls handled is 91% while its abandoned rate is 9% amongst seven (7) campaigns. The program remains in communication with State 2-1-1 to enhance the scope of work associated with preparing and supporting callers who are customers of Pacific Gas and Electric during a Public Safety Power Shutoff.

# Instrumentl Opportunities Report - September 3, 2025

**Projects:** Community Development, Housing and Supportive Services, Health & Nutrition Services, Youth & Community Services, and Veterans & Supportive Services

**Statuses:** Abandoned Awarded - Closed Declined Awarded - Active LOI In Progress LOI Submitted Application In Progress Application Submitted

**Date Range:** Aug 01, 2025 - Aug 31, 2025

 STATUS

<p><b>\$0</b></p> <p><b>Awarded</b></p> <p>0 opportunities</p>	<p><b>\$3,093,290</b></p> <p><b>Submitted</b></p> <p>6 opportunities</p>	<p><b>\$0</b></p> <p><b>Declined</b></p> <p>0 opportunities</p>
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Displaying 7 opportunities

## FY 2026 March 1 - February 28

NAME	DEADLINE	STATUS	AMOUNT	NEXT TASK	NOTES
<b>August 2025</b>					
<p>Feeding Forward</p> <p>The Save Mart Companies CARES Foundation</p> <p>Health &amp; Nutrition Services</p>	Aug 11, 2025	Application Submitted	Requesting \$40,000		<p>The CAPK Food Bank seeks \$40,000 in CARES Feeding Forward funding to launch the development of four choice pantries through a partnership with local and existing pantry sites.</p>

<p>Family Resource Center (FRC) Grant</p> <p>First 5 Kern Youth &amp; Community Services</p>	<p>Aug 14, 2025</p>	<p>Application Submitted</p>	<p>Requesting \$7,600</p>	<p>The East Kern Family Resource Center requests \$7,600 in one-year funding to support families in Kern County through free court-mandated parenting classes, transportation assistance, and essential supplies.</p>
<p>CalVIP Cohort 5</p> <p>California Board of State and Communi... Youth &amp; Community Services</p>	<p>Aug 15, 2025</p>	<p>Application Submitted</p>	<p>Requesting \$1,360,815</p>	<p>This is a reapplication for the FHCC. This project will serve at-risk individuals experiencing gun violence through gun violence prevention and intervention practices.</p>
<p>Food Access and Retail Expansion (FARE) Fund Grant</p> <p>The Reinvestment Fund Inc Health &amp; Nutrition Services</p>	<p>Aug 18, 2025 Letter of inquiry</p> <p>Oct 10, 2025 Full proposal (invite only)</p>	<p>Abandoned</p>	<p>US \$20,000 - US \$250,000</p>	<p>Not eligible</p>
<p>25-10404 California Tobacco Prevention Program</p> <p>California Department of Public Health Youth &amp; Community Services</p>	<p>PR Aug 27, 2025</p>	<p>Application Submitted</p>	<p>Requesting \$644,917</p>	<p>The goal of this proposal is to proactively refer all eligible callers from the CAPK 211 Call Center in Kern, Fresno, Kings, Tulare, and Stanislaus Counties to Kick It California for free tobacco cessation counseling by integrating a standardized assessment and referral protocol into the call center's workflow and outreach activities, aiming for completion by June 30, 2029.</p>

California Violence Intervention Program  
(CalVIP) Cohort 5

Aug 27, 2025

Application  
Submitted

Requesting \$1,038,958

City of Bakersfield  
Youth & Community Services

City of Bakersfield is the lead agency and is interested in subcontracting with the FHCC for case management (\$738,958) and resource coordination services (\$300,000).

WACOM 2025 Distribution of Funds

KV

Aug 28, 2025

Application  
Submitted

Requesting \$1,000

WACOM Thrift Shop  
Youth & Community Services

Funds from WACOM will assist with the ongoing at-home educational activity expenses for military/veteran families.

## Community Action Partnership of Kern Funding Profile

Funding Information			
<b>Funding Type</b>	State Funding	<b>CAPK Program</b>	211
<b>Funding Agency</b>	CA Department of Public Health- CA Tobacco Prevention Program	<b>Project Name</b>	211 Call Center Tobacco Cessation Referral Projects
<b>CFDA</b>	N/A	<b>Target Population</b>	Tobacco smokers
<b>Reapplication (Y/N)</b>	N	<b>Number to be served</b>	2,680
<b>Estimated Request</b>	\$ 644,917	<b>Division Director</b>	Pritika Ram
<b>Award Period</b>	3/1/2026 to 6/30/2029	<b>Program Manager</b>	Sabrina Jones-Roberts

**Project Goal (One sentence goal statement)**

The goal of this proposal is to proactively refer all eligible callers from the CAPK 211 Call Center in Kern, Fresno, Kings, Tulare, and Stanislaus Counties to Kick It California for free tobacco cessation counseling by integrating a standardized assessment and referral protocol into the call center's workflow and outreach activities, aiming for completion by June 30, 2029

**Project Description (Brief one paragraph description)**

Kick It California aims to enhance tobacco cessation efforts across Kern, Fresno, Kings, Tulare, and Stanislaus Counties by integrating a standardized assessment and referral protocol into the CAPK 211 Call Center's workflow. Through proactive outreach and collaboration with Kick It California, the project will identify and refer eligible callers for free cessation counseling, track progress using secure data management systems, and promote cessation resources via community events and digital platforms. The initiative leverages CAPK's 24/7 multilingual call center operations, experienced staff, and robust IT infrastructure to ensure efficient implementation and reporting, with the goal of improving public health outcomes by June 30, 2029.




**Estimated Budget Summary**

The budget for the CAPK 211 Call Center Tobacco Cessation Referral Project spans four fiscal years (2025–2029) and totals \$644,917, covering personnel costs for a Project Coordinator at 25% FTE, fringe benefits, staff training, and iCarol data management subscription fees. Direct costs include incentives for each successful referral to Kick It California, setup and training expenses, and annual subscription fees for the call center's data platform. Indirect costs are calculated at 15% of total direct costs each year. The budget is designed to support outreach, referral, data tracking, and reporting activities for over 111,000 callers annually.

**Recommendation**

Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.

**Approvals:**

1. Division Director	Date		Date	4. Chief Financial Officer	Date		Date
2. Chief Business Development Officer	Date			5. Chief Facilities and Technology Officer	Date		
3. Chief Program Officer	Date			6. Chief Executive Officer	Date		Date

**Date Presented / Approved:**

PRE Approval: \_\_\_\_\_ B&F Approval: \_\_\_\_\_ Executive Approval: \_\_\_\_\_ Board Approval: \_\_\_\_\_

## Community Action Partnership of Kern Funding Profile

Funding Information			
<b>Funding Type</b>	Public	<b>CAPK Program</b>	VITA
<b>Funding Agency</b>	California Department of Community Services and Development	<b>Project Name</b>	2025 CalEITC Outreach and Education Grant
<b>CFDA</b>	N/A	<b>Target Population</b>	Low Income
<b>Reapplication (Y/N)</b>	Y	<b>Number to be served</b>	TBD
<b>Estimated Request</b>	\$ 403,728	<b>Division Director</b>	Freddy Hernandez
<b>Award Period</b>	Dec 1, 2025 – Jun 30, 2026	<b>Program Manager</b>	Jacqueline Guerra
<b>Project Goal (One sentence goal statement)</b>			
Increase the number of eligible low-income households in Kern and Tulare counties who successfully claim the CalEITC and Young Child Tax Credit by providing free, accurate VITA tax preparation and targeted outreach in partnership with CSET.			
<b>Project Description (Brief one paragraph description)</b>			
Community Action Partnership of Kern (CAPK), in partnership with CSET, will deliver CalEITC+ education, outreach, and free VITA services across Kern and Tulare counties through 31 service locations—26 in Kern operated by CAPK and 5 in Tulare operated by CSET—targeting approximately 9,600 total returns (9,000 CAPK; 600 CSET) with 160 certified volunteers and about 6,800 volunteer hours. CSET will drive awareness via 12,000 targeted website visits, 30 Facebook and 30 Instagram posts, 26,000 text messages, and 4,000 person-to-person engagements, while CAPK’s digital outreach is projected to exceed 1.2 million impressions. CAPK will also provide ITIN eligibility awareness and acceptance services led by two CAA-certified coordinators, with approximately 100 ITIN applications projected for the season.			
<b>Estimated Budget Summary</b>			
CAPK requests \$403,728 to fund 0.5 FTE Program Manager, 3 VITA appointment schedulers, and 2 CAA (ITIN) Site Coordinators. The remaining funds cover outreach, site operations, volunteer training and certification, tax software and equipment, client materials and translation, travel/mileage, data/evaluation, and allowable administrative/indirect costs as detailed in the workplan.			
<b>Recommendation</b>			
Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.			

**Approvals:**

<p><u><i>Freddy Hernandez</i></u> 08/29/2025  <small><a href="#">Freddy Hernandez (Aug 29, 2025 13:06:51 PDT)</a></small></p> <p>1. Division Director Date</p>	<p><u><i>Gracy Webster</i></u> 08/29/2025</p> <p>4. Chief Financial Officer Date</p>
<p><u><i>Pritika Ram</i></u> 08/29/2025</p> <p>2. Chief Business Development Officer Date</p>	<p><u><i>Emilio Wagner</i></u> 09/02/2025  <small><a href="#">Emilio Wagner (Sep 2, 2025 08:19:44 PDT)</a></small></p> <p>5. Chief Facilities and Technology Officer Date</p>
<p>3. Chief Program Officer Date</p>	<p><u><i>J.T.D.</i></u> 08/29/2025</p> <p>6. Chief Executive Officer Date</p>

**Date Presented / Approved:**

PRE Approval: \_\_\_\_\_ B&F Approval: \_\_\_\_\_ Executive Approval: \_\_\_\_\_ Board Approval: \_\_\_\_\_

# Community Action Partnership of Kern Funding Profile

Funding Information			
<b>Funding Type</b>	County Funding	<b>CAPK Program</b>	Housing and CVAF
<b>Funding Agency</b>	Kern County Administrative Office	<b>Project Name</b>	Oildale Outreach Services Program
<b>CFDA</b>	N/A	<b>Target Population</b>	Unhoused Oildale residents
<b>Reapplication (Y/N)</b>	Y	<b>Number to be served</b>	150
<b>Estimated Request</b>	\$ 850,000	<b>Division Director</b>	Rebecca Moreno
<b>Award Period</b>	10/01/25-08/30/2026	<b>Program Manager</b>	TBD
<b>Project Goal (One sentence goal statement)</b>			
The goal of the Oildale Outreach Services Program is to collaboratively deliver comprehensive homelessness support through CAPK's Housing and Community Services Division and the California Veterans Affairs Foundation, focusing on rapid outreach, housing placement, and sustained case management for long-term success of Oildale residents.			
<b>Project Description (Brief one paragraph description)</b>			
The Oildale Outreach Services Program is a collaborative effort between CAPK's Housing and Community Services Division and the California Veterans Affairs Foundation to provide rapid, coordinated support for individuals experiencing homelessness, with an additional focus on veterans, through outreach, case management, housing navigation, and partnerships with local agencies, aiming reach 150 homeless or at risk of homelessness and place at least 50% of participants into stable housing, interim housing or positive exits.			
<b>Estimated Budget Summary</b>			
The Oildale Outreach Services Program allocates funding across personnel, travel, supplies, operating costs, direct program expenses, and indirect costs to support a multidisciplinary outreach team, transportation, essential client services, and program administration at a cost of \$850,000 with a maximum indirect cost at 10%. This budget funds comprehensive support for outreach, housing navigation, and case management activities.			
<b>Recommendation</b>			
Staff recommends approval to submit the funding application and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.			

**Approvals:**

Rebecca Moreno Sep 2, 2025  
Rebecca Moreno (Sep 2, 2025 12:39:15 PDT)  
 1. Division Director Date

Pritika Ram Sep 1, 2025  
 2. Chief Business Development Officer Date

3. Chief Program Officer Date

Macy Webster Aug 29, 2025  
 4. Chief Financial Officer Date

Emilio Wagner Sep 2, 2025  
Emilio Wagner (Sep 2, 2025 08:18:55 PDT)  
 5. Chief Facilities and Technology Officer Date

J.T.D. Sep 2, 2025  
 6. Chief Executive Officer Date

**Date Presented / Approved:**

PRE Approval: \_\_\_\_\_ B&F Approval: \_\_\_\_\_ Executive Approval: \_\_\_\_\_ Board Approval: \_\_\_\_\_

**Community Action Partnership of Kern  
Small Funding Request (\$50,000 or less per year)  
August 2025**

Community Action Partnership of Kern			
<b>Funding Type</b>	Local Organization	<b>CAPK Program</b>	Oasis Family Resource Center
<b>Funding Agency</b>	WACOM Ridgecrest Thrift Store	<b>Project Name</b>	Oasis Ongoing Supportive Services
<b>CFDA</b>	N/A	<b>Target Population</b>	Active military and veteran families
<b>Request</b>	\$1,000	<b>Division Director</b>	Freddy Hernandez
<b>Award Period</b>	1 year	<b>Program Manager</b>	Eric Le Barbe
<b>Description</b>	WACOM funds will support the ongoing expenses that support case management activities and home-based activities, including educational supplies, baby items, clothing, formula, educational toys, etc.		

Community Action Partnership of Kern			
<b>Funding Type</b>	Private	<b>CAPK Program</b>	Food Bank
<b>Funding Agency</b>	The Save Mart Companies CARES Foundation, in partnership with The Jim Pattison Foundation.	<b>Project Name</b>	2025 Feeding Forward Grant
<b>CFDA</b>	N/A	<b>Target Population</b>	Children and adults in need of nutritious food
<b>Request</b>	\$40,000	<b>Division Director</b>	Susana Magana
<b>Award Period</b>	11/30/2025-7/31/2025	<b>Program Manager</b>	Kelly Lowery
<b>Description</b>	The CAPK Food Bank seeks CARES Feeding Forward funding to launch the development of four choice pantries through a partnership with local and existing pantry sites. The primary goal of this project is to strengthen the regional food safety net, enhance food recovery, and ensure effective distribution of nutritious food to individuals and families experiencing food insecurity within The Save Mart Companies' service areas.		

**Community Action Partnership of Kern  
Small Funding Request (\$50,000 or less per year)  
August 2025**

<b>Funding Type</b>	County	<b>CAPK Program</b>	Oasis Family Resource Center
<b>Funding Agency</b>	First 5 Kern (via Kern County Department of Human Services)	<b>Project Name</b>	Family Resource Center (FRC) Grant
<b>CFDA</b>	N/A	<b>Target Population</b>	Kern County families with children ages 0–17, particularly parents attending court-ordered parenting classes and families needing support for school readiness
<b>Request</b>	\$7,600	<b>Division Director</b>	Freddy Hernandez
<b>Award Period</b>	August 1, 2025 – June 30, 2026	<b>Program Manager</b>	Eric LeBarbe
<b>Description</b>	The Oasis Family Resource Center requests \$7,600 in one-year funding to support families in Kern County through free court-mandated parenting classes, transportation assistance, and essential supplies.		

<b>Funding Type</b>	County	<b>CAPK Program</b>	East Kern Family Resource Center
<b>Funding Agency</b>	First 5 Kern (via Kern County Department of Human Services)	<b>Project Name</b>	Family Resource Center (FRC) Grant
<b>CFDA</b>	N/A	<b>Target Population</b>	Kern County families with children ages 0–17, particularly parents attending court-ordered parenting classes and families needing support for school readiness.
<b>Request</b>	\$7,600	<b>Division Director</b>	Freddy Hernandez
<b>Award Period</b>	August 1, 2025 – June 30, 2026	<b>Program Manager</b>	Anna Saavedra
<b>Description</b>	The East Kern Family Resource Center requests \$7,600 in one-year funding to support families in Kern County through free court-mandated parenting classes, transportation assistance, and essential supplies.		

**Community Action Partnership of Kern  
Small Funding Request (\$50,000 or less per year)  
August 2025**

<b>Recommendation</b>	Staff recommends approval to submit the small funding application(s) up to \$50,000 per year and authorize the Chief Executive Officer to execute the contract if awarded, and any subsequent amendments throughout the duration of the contract term.

**Date Presented/Approved**

Policy Council: \_\_\_\_\_ PRE Presentation : \_\_\_\_\_ B&F Approval: \_\_\_\_\_ Board Approval: \_\_\_\_\_

Month	Aug-25	Program/Work Unit	Head Start Preschool & Early Head Start		
Division/Director	Head Start/State Child Development Division/ Yolanda Gonzales	Enrollment and Attendance Manager	Carol Hendricks		
Reporting Period	August 1, 2025 - August 31, 2025				
<b>Program Description</b>					
Head Start provides high-quality, early childhood education to children ages zero to five years old through part-day, full-day, and home-based options. The program has a holistic approach, not only addressing the needs of the child but teaching parents to become advocates and skilled providers for their children through its Parent Policy Council and Family Engagement programs. CAPK offers Head Start and Early Head Start services throughout Kern and San Joaquin counties.					
<b>Early Head Start (ages 0-3) (FNPI 2a, 2b, 2c, 2c.1,2d, SRV 2b, 7a)</b>					
	Month	Target	Annual Goal	Annual Progress	
Reportable/Funded Enrollment	730	753	753	97%	
Disabilities	153 (YTD)	10%	10%	23%	
Over Income 101%-130% (up to 35%)	20	n/a	n/a	3%	
Over Income 131% and up (up to 10%)	62	n/a	n/a	8%	
<b>Head Start Preschool (ages 3-5) (FNPI 2a, 2b, 2c, 2c.1,2d,SRV 2b, 7a)</b>					
	Month	Target	Annual Goal	Annual Progress	
Reportable/Funded Enrollment	734	936	936	78%	
Disabilities	64 (YTD)	10%	10%	10%	
Over Income 101%-130% (up to 35%)	8	n/a	n/a	1%	
Over Income 131% and up (up to 10%)	45	n/a	n/a	6%	
<b>Home Visiting Program (SRV 2cc, 7a)</b>					
	Monthly	Year-To- Date	Annual Goal (Contract Limit 310)	Annual Progress (Calendar)	Annual Progress (Program Year)
Enrollment	237	260	308	91%	84%
<b>Central Kitchen</b>					
	Total Meals Delivered		Breakfast	Lunch	Snack
Meals and Snacks	40,296		19,242	16,278	19,214
<b>Child and Adult Care Food Program (CACFP) (Note: The data represents information from July 2025)</b>					
	Total Meals Delivered		Meals Allocated (CACFP/HS)	# of Meals Served	% of Meals Served
Meals and Snacks (SRV 5ii)	47,640		29,211/3,663	32,874	69%
<b>Eligibility Determination (SRV 7b) (January 2025-December 2025)</b>					
	232	1210			
<b>Total Community Services</b>	<b>232</b>	<b>1210</b>			
<b>Explanation (Over/Under Goal Progress)</b>					
For August 2025, the first day of school began on August 11, 2025. Our current enrollment numbers for the month was only for a partial month. We are continuing to work on our goal to meet full enrollment for the new school year.					
<b>Progress Towards Goal</b>					
Goal III: Health and Safety: Strengthen standards of practice for mitigating risk through expanding our culture of child health and safety.	Objective C: The program will implement a CIR (Critical Incident Review) system to establish a culture of active supervision to support ongoing health and safety improvement prior to the Year 3 funding period. 1. Gather input from program and admin staff to identify strengths and areas for improvement. 2. Develop and implement a Critical Review System and ensure it upholds the Community Care Licensing and Head Start Program Performance Standards. 3. Continuously review and update the system to ensure fidelity and quality with revolving organizational needs. In Progress: Pending completion of Objective A before initiating this Objective.				

#### Program Description

1. Initial 60 DRDP's were completed for children enrolled July 1, 2025. Parent conferences will begin in September. The part year centers have started their DRDP's but still have time to complete the initial 60-day assessment.
2. As a program we continue to work on the social emotional domain. The children are learning classroom routines and expectations. Two of our centers, Sterling and Primeros Pasos continue with gardening activities and learning how to grow foods.
3. The mentor coach team is back from summer break. All teachers have been assigned a mentor coach, meet and greets have been completed and the initial goals are being set. We are looking forward to an amazing school year.



DATE	September 17, 2025
TIME	12:00 pm
LOCATION	CAPK Administrative Office 1300 18 <sup>th</sup> St., 3 <sup>rd</sup> Floor Bakersfield, CA 93301

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## Budget & Finance Committee Minutes

### 1. Call to Order

Committee member Fred Plane called the meeting to order at 12:13 pm at the Community Action Partnership of Kern Administrative Office, located at 1300 18<sup>th</sup> Street, 3<sup>rd</sup> Floor, Bakersfield, CA.

### 2. Roll Call

Roll Call was taken with a quorum present.

Present: Fred Plane & Ana Vigil

Absent: Michelle Jara-Rangel

Others present: Jeremy Tobias, Chief Executive Officer; Tracy Webster, Chief Financial Officer; Pritika Ram, Chief Business Development Officer; Emilio Wagner, Chief Facilities & Technology Officer; Gabrielle Alexander, Director of Finance; Maria Contreras, Director of Facilities; Freddy Hernandez, Director of Youth & Community Services; Susana Magana, Director of Health & Nutrition Services; Rebecca Moreno, Director of Housing and Supportive Services, and other CAPK staff.

### 3. Public Comments

No one addressed the Committee.

### 4. New Business

- a. Head Start / Early Head Start Budget to Actual Reports for July 31, 2025 – Tracy Webster, Chief Financial Officer – **Info Item**

Tracy Webster presented the above info item and provided a summary of the reports included in the agenda packet.

- b. Lease Amendment MCAP Program Office – Susana Magana, Director Health & Nutrition- **Action Item**

Susana Magana presented the amended lease agreement for 1300 Stine Road noting MCAP is currently occupying the first floor and is now requesting to add the 2<sup>nd</sup> floor. Maria Contreras said staff are currently working on some requested accommodations with flooring and paint and the work should be completed soon.

Ana Vigil asked if there is an expected completion date. Maria said the work is expected to be completed by October 1, 2025.

Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Vigil/Plane).

- c. California Department of Education Program (CSPP) Continued Funding Application – Rosa Guerro, Administrative Analyst Head Start & State Child Development Program - **Action Item**

Rosa Guerro presented the above action item, noting this is a standard funding application and requested approval.

Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Vigil/Plane).

- d. Updated Closure Plan for Cal Fresh Healthy Living Program (SNAP ED) – Susana Magana, Director Health & Nutrition - **Action Item**

Susana Magana presented the above agenda item and noted that after this topic was presented at the August Board meeting, the State of California provided an update on final funding which will now run through April 30, 2026. The program may end sooner, however, if there isn't enough staff to continue to the revised end date.

Fred Plane inquired if the concern is maintaining staff versus funding. Susana Magana replied yes, keeping staff on until April 30, 2026, may be challenging as staff are actively seeking other employment, both within CAPK and outside of the agency, and the state has provided guidance to continue current initiatives as long as reasonably possible.

Ana Vigil asked how many staff members are currently onboard to continue working on the program. Susana replied that there are 8 remaining as 3 employees are moving on to other positions. Fred Plane asked if this program includes the Senior Boxes. Susana responded that it does not, Food Bank manages the Senior Food Box Program which has a different funding source, and noted that CalFresh Healthy Living is the related to healthy food education portion of the SNAP program.

Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Vigil/Plane).

- e. Financial Reports for July 2025 - Tracy Webster, Chief Financial Officer – **Action Item**

Tracy Webster presented details for the July Financial Report noting during the month of July, the agency drew \$2,600,000 from its line of credit. CAPK continues to maintain an adequate unrestricted cash balance to support programs with negative cash flows. This was due to an unexpected slow payment draw made for Head Start. The line of credit was repaid in full within five days.

As of July 31, 2025, Central Kitchen expenditures are at 38.4%, and USDA revenue is at 35.3%, both slightly below the five-month target of 41.7%. CMAP has earned 6.1% to date, short of the 8.3% target. Attendance in center-based state programs reflects the following: CCTR at 13.5%, CSPP at 5.1%, and CMIG at 0.0%. Additionally, we are operating a CCTR program in San Joaquin County through SJCOE, currently at 7.9% attendance, just under the 8.3% target. A CSPP and Head Start Pre-K program has also been acquired, with CSPP currently at 0.0% as the program is still being established.

The Finance Division is fully staffed and currently finalizing the 2024–25 audit. Agency-wide expenditures are at 40%, closely aligned with the annual target of 41.7%. For June month-end, the Indirect Fund reported a revenue surplus of \$48,940, representing 7.0% of the budgeted indirect surplus, with overall expenditures at 39.1%, also aligned with the 41.7% benchmark.

Motion was made and seconded to approve the staff's recommendation. Carried by unanimous vote (Vigil/Plane).

**5. Committee Member Comments**

Ana Vigil said she was excited that she and four other Board Members will be traveling to Stockton to attend the Head Start Ribbon Cutting on September 29<sup>th</sup>.

**6. Next Scheduled Meeting**

Budget & Finance Committee  
October 22, 2025  
1300 18<sup>th</sup> St., 3<sup>rd</sup> Floor Board Room  
Bakersfield, CA 93301

**7. Adjournment**

The meeting was adjourned at pm 12:38 pm.



## MEMORANDUM

To: Budget and Finance Committee

From: Tracy Webster, CFO/ Louis Rodriguez, Finance Administrator

Date: September 17, 2025

Subject: *Head Start*  
Budget to Actual Report for the period ended July 31, 2025 – **Info Item**

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The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year budget period, the second-year budget period is March 1, 2025, through February 28, 2026.

The following are highlights of the Head Start Budget to Actual Report for the period of March 1, 2025, through July 31, 2025. Five months (41.67%) of the 12-month budget period have elapsed.

### **Base Funds**

Overall expenditures are at 41% of the budget.

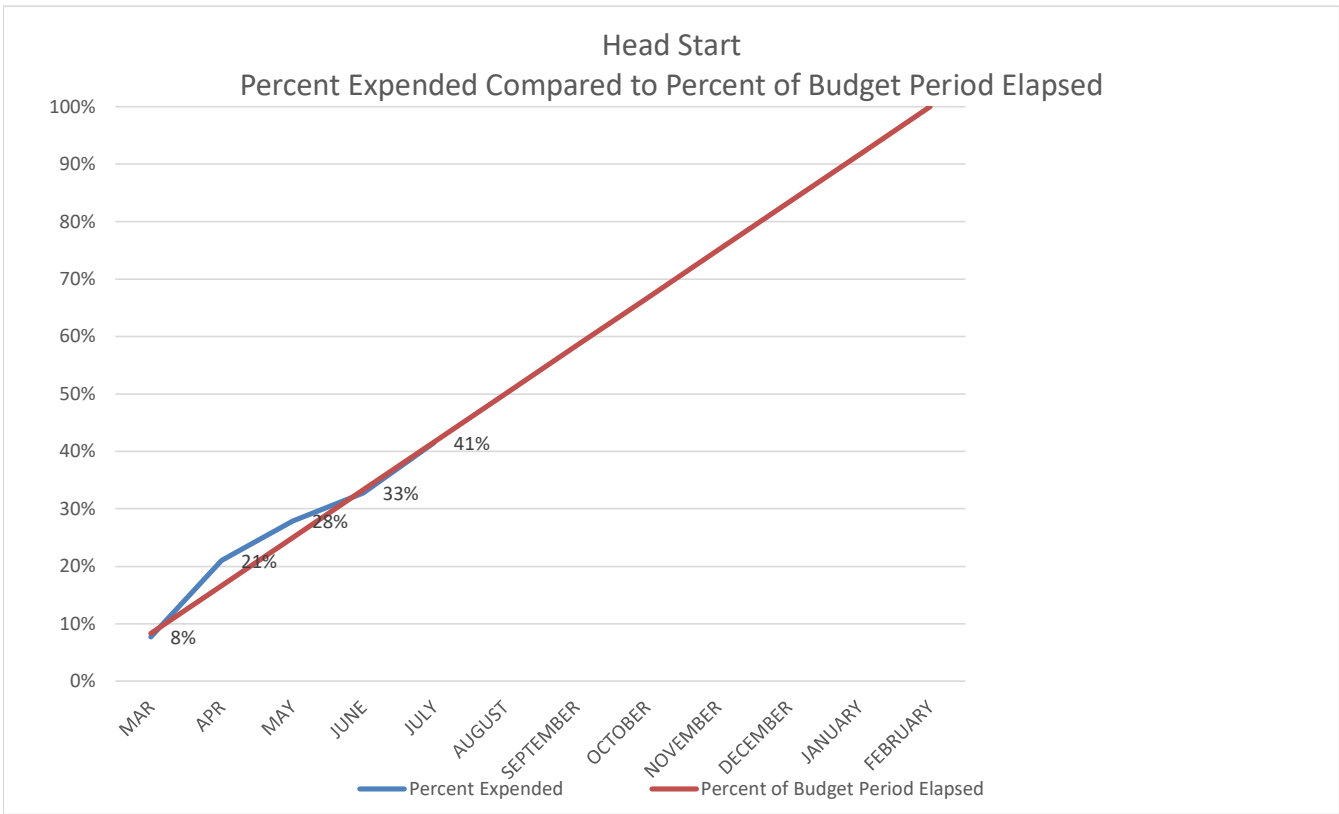
### **Training & Technical Assistance Funds**

Overall expenditures are at 39% of the budget.

### **Non-Federal Share (Head Start and Early Head Start combined)**

The non-Federal share is at 66% of the budget.







## MEMORANDUM

To: Budget and Finance Committee

From: Tracy Webster, CFO / Louis Rodriguez, Finance Administrator

Date: September 17, 2025

Subject: *Early Head Start*  
Budget to Actual Report for the period ended July 31, 2025 – **Info Item**

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The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year budget period, the second-year budget period is March 1, 2025, through February 28, 2026.

The following are highlights of the Early Head Start Budget to Actual Report for the period of March 1, 2025, through July 31, 2025. Five months (41.67%) of the 12-month budget period has elapsed.

### **Base Funds**

Overall expenditures are at 40% of the budget.

### **Training & Technical Assistance Funds**

Overall expenditures are at 26% of the budget.

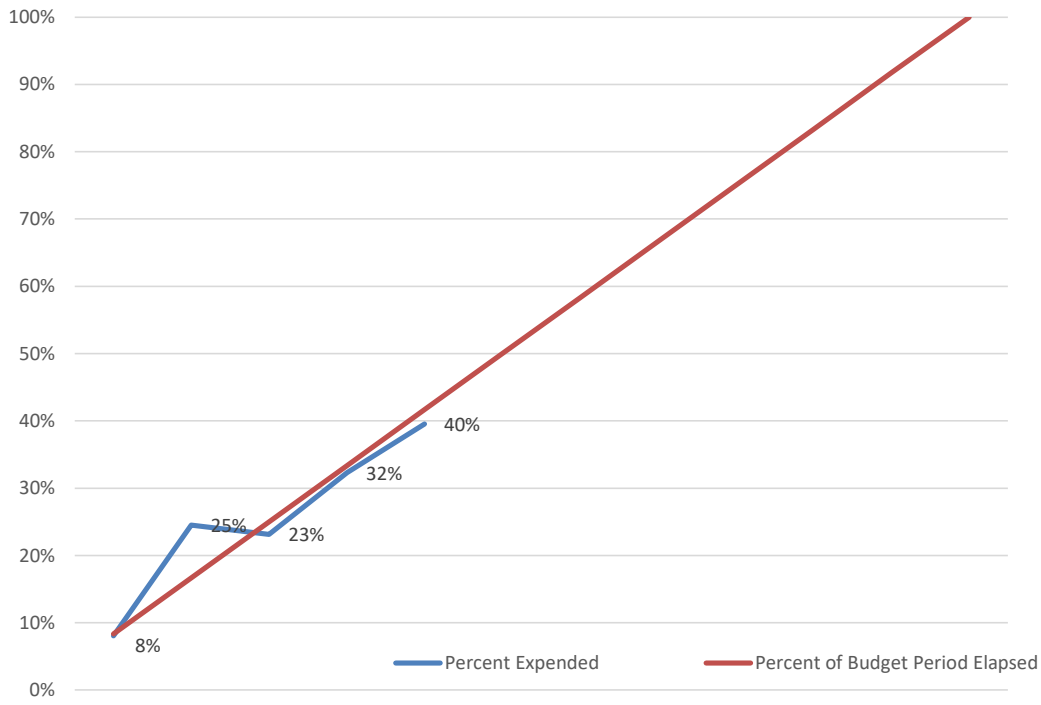
**Community Action Partnership of Kern  
Early Head Start  
Budget to Actual Report**  
Budget Period: March 1, 2025 - February 28, 2026  
Report Period: March 1, 2025 - July 31, 2025  
Month 5 of 12 (41.67%)

Prepared 09/08/2025

<b>BASE FUNDS</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>REMAINING</b>	<b>% SPENT</b>	<b>% REMAINING</b>
PERSONNEL	12,545,456	4,615,318	7,930,138	37%	63%
FRINGE BENEFITS	3,896,047	1,762,896	2,133,151	45%	55%
TRAVEL	45,000	-	45,000	0%	100%
EQUIPMENT	-	-	-		
SUPPLIES	751,602	428,921	322,681	57%	43%
CONTRACTUAL	1,001,244	443,626	557,618	44%	56%
CONSTRUCTION	-	-	-		
OTHER	2,423,100	1,026,032	1,397,068	42%	58%
INDIRECT	2,016,910	693,175	1,323,735	34%	66%
<b>TOTAL BASE FUNDING</b>	<b>22,679,359</b>	<b>8,969,966</b>	<b>13,709,393</b>	<b>40%</b>	<b>60%</b>
<b>TRAINING &amp; TECHNICAL ASSISTANCE</b>					
PERSONNEL	-	-	-		
FRINGE BENEFITS	-	-	-		
TRAVEL	118,632	26,699	91,933	23%	77%
SUPPLIES	30,013	6,496	23,517	22%	78%
CONTRACTUAL	26,080	-	26,080	0%	100%
OTHER	137,953	52,125	85,828	38%	62%
INDIRECT	31,268	5,411	25,857	17%	83%
<b>TOTAL TRAINING &amp; TECHNICAL AS:</b>	<b>343,946</b>	<b>90,731</b>	<b>253,214.68</b>	<b>26%</b>	<b>74%</b>
<b>GRAND TOTAL EHS FEDERAL FUNI</b>	<b>23,023,305</b>	<b>9,060,698</b>	<b>13,962,607</b>	<b>39%</b>	<b>61%</b>

Budget reflects Notice of Award #09CH012489-02-01  
Actual expenditures include posted expenditures and estimated adjustments through 07/31/2025

### Early Head Start Percent Expended Compared to Percent of Budget Period Elapsed



**Community Action Partnership of Kern**  
**Head Start and Early Head Start Kern**  
**Year-to-Date Non-Federal Share and In-Kind Report**  
 Budget Period: March 1, 2025 through March 31, 2025  
 Report for period ending July 31, 2025 (Month 5 of 12)

Percent of budget period elapsed: **41.7%**

LOCATION	Enrollment	March	April	May	June	July	YTD Totals	Kern/SJC	IN-KIND GOAL	% OF GOAL MET
Alberta Dillard	34	15,749	12,911	7,401	0	0	36,061	Kern	43,028	84%
Alicante	20	11,086	15,151	14,433	5,928	4,725	51,323	Kern	25,311	203%
Angela Martinez	105	27,223	22,300	16,063	8,082	7,599	81,265	Kern	132,882	61%
Broadway	37	5,316	6,177	5,148	1,284	0	17,925	Kern	46,825	38%
California City	17	8,661	4,651	3,624	0	0	16,935	Kern	21,514	79%
Cleo Foran	23	3,034	13,700	6,385	0	0	23,119	Kern	29,107	79%
Delano	60	24,147	10,493	9,990	9,037	285	53,951	Kern	75,933	71%
Fairfax	34	2,162	7,675	7,639	6,610	0	24,085	Kern	43,028	56%
Harvey L. Hall	142	30,977	25,366	29,489	27,782	340	113,954	Kern	179,707	63%
Heritage	17	1,689	893	1,240	0	0	3,822	Kern	21,514	18%
Home Base	160	25,400	14,850	12,576	3,730	875	57,431	Kern	202,487	28%
Martha J. Morgan	50	25,357	24,516	26,196	286	0	76,355	Kern	63,277	121%
Oasis	42	10,131	11,857	4,832	0	0	26,821	Kern	53,153	50%
Pete H. Parra	116	835	465	0	488	0	1,789	Kern	146,803	1%
Primeros Pasos	67	81,280	74,266	70,979	62,312	51,944	340,781	Kern	84,791	402%
Rosamond	51	2,171	743	249	0	0	3,163	Kern	64,543	5%
San Diego	32	7,286	7,795	7,818	5,461	0	28,360	Kern	40,497	70%
Shafter	17	4,245	4,431	2,904	5,313	0	16,893	Kern	21,514	79%
Shafter HS/EHS	24	6,376	7,319	6,168	6,526	5,761	32,150	Kern	30,373	106%
Sterling	117	12,870	14,379	13,948	11,797	0	52,994	Kern	148,068	36%
Stockdale Head Start	41	4,624	6,452	3,216	0	0	14,292	Kern	51,887	28%
Sunrise Villa	17	2,558	1,040	637	0	0	4,234	Kern	21,514	20%
Taft	51	6,364	5,860	1,293	0	0	13,517	Kern	64,543	21%
Tehachapi	15	1,225	883	183	0	0	2,291	Kern	18,983	12%
Vineland	17	6,156	5,059	2,464	0	0	13,680	Kern	21,514	64%
Virginia	17	12,711	11,663	6,431	0	0	30,806	Kern	21,514	143%
Willow	40	13,507	12,642	6,398	0	0	32,547	Kern	50,622	64%
Administrative Services		0	0	0	0	0	0	Kern/SJC	0	0%
PC Planning		0	0	0	0	0	0	Kern/SJC	0	0%
PC By Laws		0	0	0	0	0	0	Kern/SJC	0	0%
Governance		0	286	275	0	0	561	Kern	15,000	4%
Program Services		25,634	21,252	15,199	15,125	10,890	88,100	Kern/SJC	74,265	119%
California Street	24	12,099	9,304	6,723	1,298	0	29,424	SJC	30,373	97%
Gianone	16	2,302	2,438	1,561	1,982	1,136	9,418	SJC	26,431	36%
Kennedy	16	2,963	3,594	2,307	1,493	2,421	12,778	SJC	20,249	63%
Lodi Home Base	20	16,850	14,153	10,860	7,676	10,301	59,841	SJC	25,311	236%
Lodi UCC	24	9,844	10,050	8,672	10,857	11,304	50,727	SJC	30,373	167%
Lathrop Home Base	20	16,850	5,267	4,230	708	0	27,055	SJC	25,311	107%
Marci Massei	24	8,028	7,640	8,223	5,195	4,825	33,910	SJC	30,373	112%
Stockton Home Base	40	13,285	12,746	10,491	4,742	1,253	42,517	SJC	50,622	84%
Lathrop	24	5,426	5,267	4,230	708	0	15,630	SJC	30,373	51%
<b>SUBTOTAL IN-KIND</b>	<b>1,571</b>	<b>466,421</b>	<b>415,531</b>	<b>340,476</b>	<b>204,421</b>	<b>113,659</b>	<b>1,540,508</b>		<b>2,083,613</b>	<b>74%</b>
State General Child Care*		360,286	0	0	0	417,588	777,875	Kern	2,442,293	32%
State Preschool*		916,299	893,933	592,709	0	387,028	2,789,969	Kern	6,219,213	45%
State Migrant Child Care*		1,191	1,248	1,191	510	0	4,139	Kern	50,000	8%
<b>SUBTOTAL CA DEPT of ED</b>		<b>1,277,776</b>	<b>895,181</b>	<b>593,900</b>	<b>510</b>	<b>804,616</b>	<b>3,571,983</b>		<b>8,711,506</b>	<b>41%</b>
State General Child Care*		248,476	254,215	240,642	195,188	228,392	1,166,915	SJC	1,175,152	99%
<b>SUBTOTAL CA DEPT of ED</b>		<b>248,476</b>	<b>254,215</b>	<b>240,642</b>	<b>195,188</b>	<b>228,392</b>	<b>1,166,915</b>		<b>1,175,152</b>	<b>99%</b>
<b>GRAND TOTAL</b>		<b>1,992,673</b>	<b>1,564,927</b>	<b>1,175,018</b>	<b>400,119</b>	<b>1,146,667</b>	<b>6,279,406</b>		<b>11,970,271</b>	<b>52%</b>
							<b>CCP In-Kind</b>		<b>344,319</b>	
									<b>6,623,725</b>	

**Community Action Partnership of Kern  
 Early Head Start Child Care Partnerships  
 Non-Federal Share and In-Kind Year-to-Date Report  
 Budget Period: March 1, 2025 through Feb 28, 2026  
 Report for period ending July 31, 2025 (Month 05 of 12)**

Percent of year elapsed: **41.67%**

LOCATION	FUNDED ENROLL- MENT	Mar-25	Apr-25	May-25	Jun-25	Jul-25	YTD Totals	IN-KIND GOAL	% OF GOAL MET
KCSOS - Blanton	16	34,387	34,387	28,570	29,533	0	126,877	68,932	184%
Garden Pathways	11	81	317	0	0	0	399	47,391	1%
Taft College	42	27,610	35,201	27,594	27,992	0	118,397	180,947	65%
Escuelita Hernandez	16	49	0	0	0	0	86	68,932	0%
Program Services		0	0	0	0	0	0		
Admin Services		0	0	0	0	0	0		
<b>GRAND TOTAL</b>	<b>117</b>	<b>89,431</b>	<b>93,293</b>	<b>82,360</b>	<b>79,197</b>	<b>0</b>	<b>344,319</b>	<b>504,065</b>	<b>68%</b>

Budget reflects Notice of Award #09CH012489-02-00



## MEMORANDUM

To: Budget and Finance Committee

From: Susana Magaña, Director of Health & Nutrition  
Maria Contreras, Director of Facilities

Date: September 17, 2025

Subject: *Agenda Item 4b*: Lease Amendment MCAP Program office, 1300 Stine Road – **Action Item**

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### Background

In April of this year, the Migrant Childcare Alternative Payment (MCAP) Program relocated to the ground floor of the 1300 Stine Road building. Following the lease signing, the program experienced a significant increase in funding, requiring the recruitment of additional staff to comply with contractual obligations. However, hiring has been on hold due to space constraints on the first floor. As a result, staff is proposing an expansion to the second floor of the building.

### Current Events

#### Space Analysis:

The available second floor encompasses 4171 square feet, which will accommodate our current and projected staffing needs. The space requires minimal tenant improvements, limited to painting and flooring.

#### Lease:

The lease terms consist of an initial three-year term with a current monthly base rent of \$14,175.00, which equates to 8,338 square feet at \$1.70 per square foot. Additionally, there is a three-year option to renew the lease after the initial term. The lease agreement also features an escalation schedule that includes rent adjustments for years 2 and 3, as well as for the subsequent three-year renewal period.

<u>Effective date</u>	<u>Adjusted base rent</u>
October 1, 2025	\$ 21,891
October 1, 2026	\$ 22,516
October 1, 2027	\$ 23,408
October 1, 2028	\$ 24,365
October 1, 2029	\$ 25,393

#### Fiscal Impact:

The proposed lease will increase the monthly rent by \$7,299, resulting in an annual expense of \$87,588 for the first year. The lease includes a clause allowing for termination in the event of program funding reduction or elimination. Should early termination be necessary, CAPK will be responsible for the unamortized improvement and commission cost and must provide a sixty (60) day notice. The MCAP budget can accommodate this additional cost for both the current and future fiscal years.

Landlords' early termination clause: If Tenant's funding is reduced for the services it is providing in the building, Tenant shall have the right to terminate the lease on the second floor of the building. If the Tenants funding source for the services provided in the building are lost, Tenant shall have the right to terminate both the ground floor and the second-floor leases. Tenant shall have the right to terminate the leases by providing Landlord with sixty (60) days prior written notice. If Tenant exercises its rights to early termination, Tenant will reimburse Landlord for the unamortized costs the Landlord incurred in leasing commissions and improvements Landlord made to the Premises. Based on our current and projected program funding, we do not anticipate needing to exercise this clause.

**Recommendation**

Staff recommend that the Budget and Finance Committee and the Board of Directors authorize the Chief Executive Officer to execute the attached Standard Multi-Tenant Office Lease and any subsequent amendments. Additionally, staff recommends that the CFO be authorized to allocate the amortization fees within the MCAP budget.

**Attachments:**

*Standard Multi-Tenant Office Lease Amendment*



ADDENDUM # 3 PAGE 1 OF 2

Date: September 3, 2025

By and Between

Lessor: Rancho De Stine, LLC (RDS)

Lessee: Community Action Partnership of Kern (CAPK)

Property Address: 1300 Stine Rd

Bakersfield CA 93309

(street address, city, state, zip)

Paragraph \_\_\_\_\_

In the event of any conflict between the provisions of this Addendum and the printed provisions of the Lease, this Addendum shall control. The following terms are incorporated to the lease agreement dated August 15th 2024. CAPK agrees to lease the second floor of 1300 Stine Rd. Bakersfield, Ca 93309 on October 1st, 2025 and the space will be incorporated to the existing lease agreement. Total second floor square feet: 4,171. Totaling 12,509 usable square feet.

Security deposit \$7,300.00 for the second floor. Due October 1st 2025.

Total money(s) due on the 1st of October 2025: rent for the 2nd floor \$7,300.00 + security deposit \$7,300.00 (\$14,600.00) + rent for the 1st floor. (\$14,592.00)= \*\*\$29,192.00\*\* - (2nd floor rent, 2nd floor security deposit, 1st floor rent)  
Rent Adjustments: 1st and 2nd floor

Months (13-24) October 1st 2025- September 31st 2026 (\$21,892.00) per month  
Months (25-36) October 1st 2026- September 31st 2027 (\$22,516.00) per month

Option # 1 3 year lease extension

Months (37-48) October 1st 2027- September 31st 2028 (\$23,408.00) per month  
Months (49-60) October 1st 2028- September 31st 2029 (\$24,365.00) per month  
Months (61-72) October 1st 2029- September 31st 2030 (\$25,393.00) per month

TI cost improvements/commissions for the 1st floor- \$191,540.31  
TI cost improvements/ commissions for the second floor- \$109,411.00  
Total TI cost improvements/ commissions - \$301,951.31

Utilities:

Lessee to transfer PG&E (Power/Gas) under their name starting October 1st, 2025. Water service to be billed quarterly. Lessor to pay 25% and lessee to pay 75% of total water bill.

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ADDENDUM # 3 CONTINUED PAGE 2 OF 2

Date: August 29, 2025

By and Between

Lessor: Rancho De Stine, LLC (RDS)

Lessee: Community Action Partnership of Kern (CAPK)

Property Address: 1300 Stine Rd

Bakersfield CA 93309

(street address, city, state, zip)

Paragraph

In the event of any conflict between the provisions of this Addendum and the printed provisions of the Lease, this Addendum shall control. Early Termination - If Tenant's funding is reduced for the services it is providing in the building, Tenant shall have the right to terminate the lease on the second floor of the building. If the Tenants funding source for the services provided in the building are lost, Tenant shall have the right to terminate both the ground floor and the second-floor leases. Tenant shall have the right to terminate the leases by providing Landlord with sixty (60) days prior written notice. If Tenant exercises its rights to early termination, Tenant will reimburse Landlord only for the unamortized portion of leasing commissions and tenant improvements, calculated on a straight-line basis over the initial lease term of thirty-six (36) months.

Elevator

Elevator operational at all times with no more than a max of say 1-2 days if repairs or maintenance are needed or be in default of the lease.

Tenant does agree to pay for a quarterly maintenance contract on the HVAC systems and will pay for repairs with a maximum out of pocket of \$1,000 per occurrence. Landlord shall pay any other repair or replacement costs over the \$1,000 limit and add the expensed for repairs only to the operating expense numbers for the Base Year Pass Through. HVAC service to be performed by Airkool Service. Quarterly service fee \$1,500.00.

Second floor TI improvements

Landlord (RDS) agrees to 1) paint office and bathrooms walls 2) Install laminate flooring throughout all office floors 3) install windows blinds. 4) Paint exterior guard rails. Elevator will be serviced and certified by state inspector.

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## MEMORANDUM

**To:** Budget and Finance Committee

**From:** Rosa Guerrero, Administrative Analyst

**Date:** September 17, 2025

**Subject:** *Agenda Item 4c: California Department of Education Program (CSPP) Continued Funding Application – **Action Item***

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The Head Start and State Child Development Division is requesting approval from the Board of Directors to submit the application for continued funding for the California Department of Education's California State Preschool Program (CSPP) grant. The funding period is July 2026 through June 2027.

The funds will be used to continue the State Preschool program that is currently blended with Head Start center-based services. The estimated funding is \$7,612,170 but may increase if additional funding is budgeted from the California Department of Education.

### **Recommendation**

Staff recommends the Budget and Finance Committee approve with resolution the submission of the Fiscal Year 2026-2027 Continued Funding Application for California Department of Education's CSPP program and authorize the Chief Executive Officer to sign the application for funding and execute the contract and assign a designee to submit the application upon his approval.

**Attachment:**  
*Resolution 2025-10*



## RESOLUTION # 2025-10

### **A Resolution of the Board of Directors of Community Action Partnership of Kern Approving the Submission of the 2026-27 California Department of Education Funding Application**

The Board of Directors of Community Action Partnership of Kern, met on September 24, 2025, at a regularly scheduled meeting, at the CAPK Administrative Offices located at 1300 18<sup>th</sup> Street, Suite 200, Bakersfield, CA 93301 and resolved as follows:

**WHEREAS**, Community Action Partnership of Kern (CAPK) is a private, non-profit 501(c)(3) corporation established as a result of the Economic Opportunity Act of 1964, and is the federally designated community action agency serving the low-income, elderly and disadvantaged residents of Kern County; and

**WHEREAS**, CAPK is charged with the responsibility of continuing the battle to alleviate poverty in Kern County by developing and implementing creative and innovative programs, and has adopted the philosophical position of “Helping People, Changing Lives” in its quest to assist people in need, and families with minimal or no resources; and

**WHEREAS**, the Head Start and State Child Development Division is requesting to submit the California Department of Education (CDE) continued funding application for State Preschool (CSPP), for funding from July 1, 2026, through June 30, 2027; and

**WHEREAS**, the Head Start and State Child Development Division is requesting a maximum funding amount of \$7,612,170 for State Preschool (CSPP) in annual funding; and

**WHEREAS**, the California Department of Education requires that an authorized signatory be named for the refunding application and contract, as well as an authorized representative be named for submitting the application electronically; and

**NOW, THEREFORE**, be it resolved that the CAPK Board of Directors hereby authorizes the Chief Executive Officer to act on behalf of the Board as CAPK’s representative signatory with regard to the CDE Continued Funding Application and CDE contract, and assign Rosa Guerrero, Administrative Analyst, to submit the application electronically.

**APPROVED** by a majority vote of the Directors of Community Action Partnership of Kern, this 24th day of September 2025.

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Maritza Jimenez, Chair  
CAPK Board of Directors

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Date



## MEMORANDUM

To: Budget and Finance Committee

From: Susana Magana, Director of Health & Nutrition Services

Date: September 17, 2025

Subject: *Agenda Item 4d*: Updated Closure Plan for Cal Fresh Healthy Living Program (SNAP-ED) – **Action Item**

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### **Background**

Following the Board's approval of the initial closure plan on August 20, 2025, the California Department of Public Health (CDPH) issued FY 2026 carry-in allocations specifically for closing the Cal Fresh Healthy Living (CFHL) program. This memorandum outlines the updated closure plan based on that allocation and seeks the Board's formal approval.

### **Fiscal Impact & Timeframe**

CAPK's CFHL carry-in allocation for close-out activities totals \$487,170. The official closure period will extend from October 1, 2025, to April 30, 2026. CDPH will issue a final directive detailing allowable close-out activities by the end of September 2025.

A close-out budget has been developed in consultation with our CFO. It proposes retaining all current program staff and one subcontractor through the closure period to ensure an orderly termination of services. This budget is due to our consultant on September 19, 2025.

### **Strategic Plan Impact**

This updated plan supports Strategic Plan Goal 4: to be an employer of choice and attract and retain a high-quality workforce. Leadership has met with CFHL staff to communicate the new timeline and provide support.

We are pleased to report that several CFHL staff have successfully applied for and been offered other positions within CAPK through our standard recruitment process. We are dedicated to assisting our staff during this transition and will actively support their efforts to secure new positions, both within and outside of the agency.

### **Recommendation**

Staff recommend the Budget and Finance committee and the Board of Directors approve the updated closure plan and timeline for the Cal Fresh Healthy Living Program.



## MEMORANDUM

To: Board of Directors  
From: Rosa Guerrero, Administrative Analyst  
Date: September 24, 2025  
Subject: *Agenda Item III(o): 2026-2027 HS/EHS Program Goals and Objectives – Action Item*

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The Head Start & State Child Development Division is requesting approval of the 2026–2027 Program Goals and Objectives for submission with the Head Start/Early Head Start grant #09CH012489. This update is part of the Division’s annual program planning process, during which Program Goals and Objectives are continuously monitored to ensure that progress is recorded, and challenges are addressed in alignment with the objectives set for the five-year grant cycle.

As the program enters its third grant year, it continues prioritizing its Workforce, Program Options, Health and Safety, and School Readiness goals. Notable accomplishments during the second grant year include the successful implementation and continuation of a mentorship program, as well as the addition of Early Head Start slots targeting needs identified through the Head Start Community Assessment, such as homelessness and foster care. The program also anticipates reaching key benchmarks in Health and Safety training and in the implementation of dual-language framework training for Head Start teachers in its third year. The program will continue tracking progress and challenges through the end of the five-year grant period through 2029.

This item was approved by the PRE Committee on August 12 and Policy Council on August 26. However, after discussion of the item during the Policy Council Subcommittee, the wording on a School Readiness action step (page 8 of the document) was changed to reflect “strengthening” children’s home language, instead of “maintaining”. Policy Council approved the Goals and Objectives document with this revision.

### **Recommendation**

Staff recommends the Board of Director’s approve the revised 2026-2027 Program Goals and Objectives for the Head Start/Early Head Start grant #09CH012489.

### **Attachments:**

*2026-2027 Program Goals and Objectives*

**Head Start and Early Head Start 09CH012489  
2026-2027 Program Goals and Objectives**

<b>Goal I</b>			
<b>Workforce:</b> To enhance onboarding, recruitment, and retention of staff by implementing programs that embraces pathways for learning, professional development, and succession planning to obtain and retain staff.			
	<b>Objectives</b>	<b>Action Steps</b>	<b>Progress</b>
<b>HS &amp; EHS Kern Measurable Objectives/ Outcomes</b>	<b>Objective A:</b> Develop a structured onboarding process that introduces new employees to the organization’s core values, and expectations. Provide them with the necessary tools, resources, and training to quickly integrate into their roles.	<ol style="list-style-type: none"> <li>1. During new hire orientation, conduct an official welcome session to introduce them to key team members, managers, and colleagues.</li> <li>2. Provide an overview of the organizational structure, departments, and how their roles fit within the broader picture.</li> <li>3. Provide job-specific training that covers the tasks, responsibilities, and expectations associated with their position.</li> <li>4. Conduct hands-on training, workshops, or online courses to enhance their understanding of job functions, tools, and systems they will be using.</li> </ol>	<p align="center"><b>In Progress</b></p> <p>Final draft of the New Hire 2.0 packet is complete and pending approval. Overview of the organization, the department, and employees’ roles are provided at new-hire orientation. (1,2)</p> <p>Job-specific training is provided at new-hire training. Program will be using SharePoint as the division’s training platform. Some challenges may include addressing technical difficulties to ensure trainings are properly recorded, uploaded, and videos are in good quality. (3,4)</p> <p>*Action Step 5 listed for Objective A in the 2025-2026 Program Goals and Objectives was moved to Objective B Action Step 4 to best align with the stated objective.</p>
	<b>Objective B:</b> Develop, implement, and evaluate a	<ol style="list-style-type: none"> <li>1. Identify experienced and knowledgeable</li> </ol>	COMPLETE

**Head Start and Early Head Start 09CH012489  
2026-2027 Program Goals and Objectives**

	<p>mentorship program for new staff onboarding to ensure comprehension, knowledge, and understanding of their position by gathering feedback from the mentors and mentees, assessing goal attainment, retention, and promotion rates, and measuring the level of engagement between the mentees and mentors in the program.</p>	<p>employees who can serve as mentors.</p> <ol style="list-style-type: none"> <li>2. Provide mentorship training to help mentors understand their roles, effective communication techniques, and the importance of fostering a positive learning environment.</li> <li>3. During orientation, introduce mentors and mentees to each other and provide an overview of the mentorship program</li> <li>4. Assign mentors who could provide guidance and support with mentees.</li> <li>5. Set clear expectations and goals for both mentors and mentees via policies and procedures.</li> <li>6. Evaluation and Feedback: Regularly assess the mentorship program's effectiveness through surveys, feedback sessions, or focus groups. Questions regarding the satisfaction with the program, the quality of</li> </ol>	<p>Mentors identified by level of position, experience, or leadership skills. (1,2)</p> <p>A total of 10 mentorship orientations have been conducted in the program. Eight in Kern and two in San Joaquin. (3,4)</p> <p>Policies and procedures for mentorship program are pending final review and approval. Approval of policies and procedures are expected in the coming months. (5)</p> <p>Surveys are provided to mentees during the first and last meeting of each cohort group. Mentor contact cards were introduced to improve communication between mentors and mentees. (6,7,8)</p> <p>A total of 82% of new hires who attended their initial mentorship orientation returned for the follow-up mentorship meeting, four to five months following initial orientation. (9)</p> <p>Level of engagement between mentors are continuously measured. (10)</p>
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**Head Start and Early Head Start 09CH012489  
2026-2027 Program Goals and Objectives**

		<p>the mentoring relationship, and whether the goals were met. An inquiry about specific aspects such as communication, supportiveness, and knowledge transfer will be documented as well. The questions will be in quantitative format; however, a qualitative portion will be included to determine if there are any themes that need to be addressed.</p> <p>7. Gather input from mentors and mentees to identify strengths and areas for improvement.</p> <p>8. Continuously review and update the mentorship program to ensure its alignment with evolving organizational needs and changing employee demographics.</p> <p>9. Retention and Promotion rates: Monitor the retention rates of mentees within the organization. Additionally, track the</p>	
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**Head Start and Early Head Start 09CH012489  
2026-2027 Program Goals and Objectives**

		<p>number of mentees who have been promoted or advanced in their careers as an indication of the program's impact on their professional development.</p> <p>10. Measure the level of engagement of both mentees and mentors.</p>	
	<p><b>Objective C:</b> Incorporate incentive or reward programs to empower all staff to be directly involved in the recruitment and retention process that would shift the culture of the division.</p>	<p>1. Develop a reward program that will incentivize staff recruitment. The incentive would be based on the position recruited and obtained when the recruit passes their probationary period.</p>	<p align="center"><b>COMPLETE</b></p> <p>Recruitment incentive ended December 31<sup>st</sup>, 2024. Retention incentive is complete.</p>
<p><b>Goal II</b> <b>Program Options:</b> To develop and implement program options that coincide with the needs of the community and ensure eligible families receive services that provide a strong foundation for their children's academic journey.</p>			
<b>HS &amp; EHS Kern Measurable Objectives/ Outcomes</b>	<b>Objectives</b>	<b>Action Steps</b>	<b>Progress</b>
	<p><b>Objective A:</b> Develop and implement program options that tailor to the community's unique needs and characteristics.</p>	<p>1. Develop and implement a Home Base option for children eligible for Head Start services.</p>	<p align="center"><b>COMPLETE</b></p> <p>Head Start Home Base is now available as a program option. (1)</p>

**Head Start and Early Head Start 09CH012489  
2026-2027 Program Goals and Objectives**

		<ol style="list-style-type: none"> <li>2. Develop and implement a Family Childcare Option to reach families that are receiving services in the private sector while ensuring it upholds the Head Start Performance Standards.</li> <li>3. Provide opportunities that allow for more 3-year-old designated classrooms to reach a needed population in the community.</li> <li>4. Explore the need to create more Early Head Start classrooms to facilitate the needs of the community for the specific demographic.</li> </ol>	<p>The Family Childcare Program has contracted with 6 FCC sites for services. (2)</p> <p>Upon review of the 2025 Head Start Community Assessment, the program has secured an additional 16 EHS spots to serve families experiencing homelessness and domestic violence. The Stockdale center, along with other centers, have also allotted additional classrooms for 3-year-olds. (3,4)</p>
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**Goal III**  
**Health and Safety:** Strengthen standards of practice for mitigating risk through expanding our culture of child health and safety.

<b>HS &amp; EHS</b>	<b>Objectives</b>	<b>Action Steps</b>	<b>Progress/Challenges</b>
<b>Kern Measurable Objectives/ Outcomes</b>	<p><b>Objective A:</b> The program will expand tools and resources necessary to ensure we have a standard of practice focused on protecting child safety and preventing and identifying child abuse before August 2026. For example,</p>	<ol style="list-style-type: none"> <li>1. Explore new resources to enhance protecting children by recognizing the signs and symptoms of suspected child abuse or neglect, understanding the responsibilities of a mandated reporter, and supporting families when filing a mandated report.</li> </ol>	<p align="center"><b>In Progress</b></p> <p>iLookOut training was introduced as a new resource. A cohort was trained during PY 24-25. Select program and center staff will complete iLookOut training in program year 2025-2026 to reach the 20% goal. Action step 2 was moved</p>

**Head Start and Early Head Start 09CH012489  
2026-2027 Program Goals and Objectives**

	<p>Be Safe and iLookOut training, a free online professional development course focused on protecting child safety and preventing and identifying child abuse.</p>	<p>2. 20% of program staff will complete the iLookOut training by Year 3.</p>	<p>out to Year 3 from last year’s goals and objectives to reach training benchmarks. (1,2)</p> <p>*The timeline for Objective A has since changed from the 2025-2026 Program Goals and Objectives to August 2026, previously August 2024, to Complete Action Step 2.</p>
	<p><b>Objective B:</b> The program will establish a system of fidelity for implementing a child health and safety environment, including reporting of all incidents for all program options prior to the 2024 school year.</p>	<p>1. Administration will partner with program to enhance system on the importance of seamless reporting.</p> <p>2. The program will set clear expectations on the importance of reporting health and safety incidents.</p> <p>3. The program will develop a data system to track and report child health and safety incidents.</p>	<p align="center"><b>In Progress</b></p> <p>Policy and procedures for health and safety incidents were submitted to leadership for review and approval. Approval of policies and procedures are expected in the coming months. (1,2)</p> <p>A dashboard presenting program data regarding health and safety incidents was developed and is available for staff viewing. The development of this dashboard will help leadership and program managers identify sites in need of additional training/support/attention. (3)</p>

**Head Start and Early Head Start 09CH012489  
2026-2027 Program Goals and Objectives**

	<p><b>Objective C:</b> The program will implement a CIR (Critical Incident Review) system to establish a culture of active supervision to support ongoing health and safety improvement prior to the Year 3 funding period.</p>	<ol style="list-style-type: none"> <li>1. Gather input from program and admin staff to identify strengths and areas for improvement.</li> <li>2. Develop and implement a Critical Review System and ensure it upholds the Community Care Licensing and Head Start Program Performance Standards.</li> <li>3. Continuously review and update the system to ensure fidelity and quality with evolving organizational needs.</li> </ol>	<p align="center"><b>In Progress</b></p> <p>Objective C to commence upon completion of Objective A.</p>
<p><b>Goal IV</b>  <b>School Readiness:</b> Increase families and staff capacity to support children’s school readiness and to implement a quality program by enhancing the environment to strengthen teacher and child interactions.</p>			
<p><b>HS &amp; EHS Kern Measurable Objectives/ Outcomes</b></p>	<p><b>Objectives</b></p>	<p><b>Action Steps</b></p>	<p><b>Progress</b></p>
	<p><b>Objective A:</b> The program will redesign indoor/outdoor environments to reflect the children’s culture, promote curiosity, and safety.</p>	<ol style="list-style-type: none"> <li>1. 10% of the program staff will attend Loose Parts and STEM training by year 1.</li> <li>2. The program will pilot 15% of centers in a Loose Parts / STEM (Science, Technology, Engineering, and Mathematics) curriculum enhancement</li> </ol>	<p align="center"><b>In Progress</b></p> <p>All staff attending pre-service were trained in Loose Parts/STEM. (1)</p> <p>13% of sites have piloted the Loose Parts/STEM curriculum. One additional site is needed to meet the 15% threshold. (2)</p>

**Head Start and Early Head Start 09CH012489  
2026-2027 Program Goals and Objectives**

		<p>implementation by end of Year 2.</p> <p>3. The program will increase male involvement participation to enhance learning environments.</p>	<p>The 2<sup>nd</sup> Annual Fatherhood Conference took place in January 2025, with 32 males in attendance. Loose Parts information and activities are also incorporated in the School Readiness Committee meetings and parent meetings wherein father figures are also invited to join. (3)</p>
	<p><b>Objective B:</b> The program will develop a dual-language framework and will strengthen the ability of staff to work with dual-language learners.</p>	<p>1. The program will provide training to 15% of staff to increase their knowledge of best practices that support dual language learners and bilingualism by Year 3.</p> <p>2. The program will partner with families in the importance of strengthening their home language by Year 3.</p>	<p align="center"><b>In Progress</b></p> <p>At least 75% of infant and toddler staff completed training in best practices for dual language. Pre-school staff training for dual language will be developed and implemented by Fall 2025. (1)</p> <p>Home language is continuously identified through a questionnaire upon child's assessment. Discussions are held with parents, dual language staff are available, and therapists and parents are eager to accommodate and learn the home language. (2)</p>

**Head Start and Early Head Start 09CH012489  
2026-2027 Program Goals and Objectives**

	<p><b>Objective C:</b> The program will elevate children’s social-emotional development and strengthen teacher-child interactions.</p>	<ol style="list-style-type: none"> <li>1. The program will have 4 train-the-trainers on Pyramid Model, Trauma Informed Care, and CLASS (Classroom Assessment Scoring System) by end of year 2.</li> <li>2. 85% of education and support services staff will be trained in Pyramid Model by the end of Year 3.</li> <li>3. 50% of newly hired staff will participate in the Pyramid Model training and ongoing coaching in Trauma Informed Care (TIC) during Professional Learning Communities.</li> <li>4. The program will increase the number of mentor coaches to enhance quality interactions.</li> <li>5. The program will implement an annual Family Workshop to increase Social Emotional Awareness in young children.</li> </ol>	<p align="center"><b>In Progress</b></p> <p>Three Pyramid Model, two Trauma Informed Care (TIC) and five CLASS Pre-K train-the-trainers are currently certified. (1)</p> <p>70% of education and support services staff are trained in Pyramid Model. (2)</p> <p>Approximately 75% of all new hires participated in Pyramid Model training during PY 2024-25. Approximately 15% had TIC coaching. (3)</p> <p>Number of mentor coaches have increased by three since 2023. There are currently nine mentor coaches in Kern and one in San Joaquin. (4)</p> <p>The second annual Family Workshop is scheduled to take place in the Fall of 2025. (5)</p>
	<p><b>Objective D:</b> The program will secure MOU’s with 25% of school districts to provide specialized services to children served, including</p>	<ol style="list-style-type: none"> <li>1. The program will collaborate with community agencies to support transitions by participating in collaborative meetings</li> </ol>	<p align="center"><b>In Progress</b></p> <p>Program is exploring an MOU with the Special Education Local Plan Area (SELPA) to build</p>

**Head Start and Early Head Start 09CH012489  
2026-2027 Program Goals and Objectives**

	<p>transitions for school readiness.</p>	<p>and community resource fairs.</p> <p>2. The program will provide ongoing series of parent’s roles in transitions and developmental milestones.</p> <p>3. The program will develop a data system to track transitions across program options.</p>	<p>collaboration between agencies. (1)</p> <p>Readiness committee, Smore’s newsletters, and school readiness checklists shared with parents during parent conferences are used to prepare parents and children for transitions. (2)</p> <p>Tracking feature for transitions are available in ChildPlus. Program aims to add an additional tracking component to identify the most common school districts on the receiving end of Head Start transitions, to fortify transition planning to elementary school. (3)</p> <p>*Objective D was reworded from 2025-2026 Program Goals and Objectives for clarity and specificity. Previously “The program will strengthen the collaboration with 25% of receiving School Districts by developing MOU’s”.</p>
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## MEMORANDUM

**To:** Board of Directors

*Lisa McGranahan Tracy Webster*

**From:** Lisa McGranahan, Chief Human Resources Officer  
Tracy Webster, Chief Financial Officer

**Date:** September 24, 2025

**Subject:** *Agenda Item IV(a):* Employee Health Insurance Renewal for the 2026 Plan Year – **Action Item**

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On August 1, 2023, CAPK transitioned insurance brokers to Keenan & Associates and joined the Public Agency Coalition Enterprise (PACE) risk pool. Keenan administers several Joint Powers Authorities (JPA) risk pools, primarily serving public agencies and municipalities.

Our 2026 plan year marks our second year as a member of this risk pool. It is important to highlight that membership in the PACE pool is proving advantageous for CAPK when looking at the 2026 proposed rates.

**Proposed 2026 Medical Plan Package:**

Human Resources attended the PACE Board meeting earlier in the month of September and later met with Keenan to review the new 2025 insurance rates for our benefit plan package featured below:

- Kaiser HMO (\$25 co-pay)
- Anthem Blue Cross HMO (\$35 co-pay)
- Anthem Blue Cross PPO HDHP (90/10)

For the January 1, 2026, renewal year, we will continue to offer the insurance pool option that is most cost-effective, affordable for staff, and benefit-option rich. The proposed package includes Kaiser, a full-network HMO, and PPO options. As in previous years, the agency utilizes the Kaiser plan as our baseline plan. The election of the Anthem Blue Cross plans would require the employee to “buy-up” and increase the level of employee contributed premium.

The premium increase from year to year for each plan is as follows:

<b>Anthem HMO 35</b>	<b>2025 Rates</b>	<b>2026 Rates</b>
EE	\$ 971.11	\$ 1,209.04
EE & Spouse	\$ 2,039.33	\$ 2,538.97
EE & Child(ren)	\$ 1,748.00	\$ 2,176.26
EE & Family	\$ 2,913.33	\$ 3,627.09
<b>% Change over Rates</b>		<b>24.50%</b>

<b>Anthem HDHP 1700</b>	<b>2025 Rates</b>	<b>2026 Rates</b>
EE	\$ 1,057.80	\$ 1,162.00
EE & Spouse	\$ 2,327.17	\$ 2,556.39
EE & Child(ren)	\$ 1,904.04	\$ 2,091.59
EE & Family	\$ 3,279.19	\$ 3,602.19
<b>% Change over Rates</b>		<b>9.85%</b>

<b>Kaiser HMO 25</b>	<b>2025 Rates</b>	<b>2026 Rates</b>
EE	\$ 916.17	\$ 916.45
EE & Spouse	\$ 1,923.96	\$ 1,924.54
EE & Child(ren)	\$ 1,740.73	\$ 1,741.25
EE & Family	\$ 2,656.90	\$ 2,657.70
<b>% Change over Rates</b>		<b>0.03%</b>

Current participation in each plan is as follows:

Kaiser HMO        395 employees (63.3%)  
 Anthem HMO       185 employees (29.6%)  
 Anthem PPO        44 employees (7.1%)

As you can see, our Kaiser baseline plan is essentially a flat renewal rate. Based on the current participation in each plan, the overall blended increase in cost is expected to be 8.3%. Staff is recommending that this cost increase is shared by both the employer and the employee. Hence, the following is the recommended schedule for 2026 Open Enrollment:

Plan	Coverage	Rate	ER	EE
Kaiser	Employee Only	916.45	859.45	57.00
	Employee + Spouse	1,924.54	1,776.54	148.00
	Employee + Child(ren)	1,741.26	1,622.26	119.00
	Employee + Family	2,657.70	2,386.70	271.00
HMO	Employee Only	1,209.04	859.04	350.00
	Employee + Spouse	2,538.97	1,776.97	762.00
	Employee + Child(ren)	2,176.26	1,622.26	554.00
	Employee + Family	3,627.09	2,387.09	1,240.00
PPO	Employee Only	1,162.00	859.00	303.00
	Employee + Spouse	2,556.39	1,776.39	780.00
	Employee + Child(ren)	2,091.59	1,622.59	469.00
	Employee + Family	3,602.19	2,387.19	1,215.00

The above scenario would result in an overall increase to the agency's cost of 4.2% (approximately \$391,000).

The monthly premium differences would be as follows: (in the Kaiser option, employees would realize a savings since the PACE renewal is effectively a zero increase)

Plan	Coverage	ER	%	EE	%
Kaiser	Employee Only	35.28	4%	(35.00)	(4%)
	Employee + Spouse	72.58	4%	(72.00)	(4%)
	Employee + Child(ren)	65.53	4%	(65.00)	(4%)
	Employee + Family	96.80	4%	(96.00)	(4%)
HMO	Employee Only	34.93	4%	203.00	25%
	Employee + Spouse	72.64	4%	427.00	25%
	Employee + Child(ren)	65.26	4%	363.00	23%
	Employee + Family	96.76	4%	617.00	27%
PPO	Employee Only	35.20	4%	69.00	8%
	Employee + Spouse	72.22	4%	157.00	9%
	Employee + Child(ren)	65.55	4%	122.00	8%
	Employee + Family	97.00	4%	226.00	10%

**Proposed 2026 Dental and Vision Plan Packages:**

The renewal for the Americas Dental PPO resulted in a 9.9% increase in premium. The premium remained static for the last two years. The breakdown of application of increase mirrors our current practice of 90 coverage for the employee portion and 80% coverage for dependent coverage. The estimated annual fiscal impact to CAPK is \$33,400. The change in cost will be as follows:

		<b>Rate</b>	<b>ER</b>	<b>EE</b>
Ameritas Dental	Employee Only	34.03	30.63	3.40
	Employee + One	68.54	47.88	20.66
	Employee + Family	94.14	60.68	33.46

The renewal for vision insurance will be modified from being solely EyeMed to a blend of EyeMed and VSP. The renewal resulted in a 23.5% increase in premium. Like dental insurance, the premium remained static for the last two years. The estimated annual fiscal impact to CAPK is \$11,000. The change in cost will be as follows:

		<b>Rate</b>	<b>ER</b>	<b>EE</b>
Ameritas Vision	Employee Only	5.44	4.90	0.54
	Employee + One	10.24	7.30	2.94
	Employee + Family	14.94	9.65	5.29

**Additional Subsidy in Service-Challenged Areas:**

As you may be aware, our current healthcare plan with Kaiser Permanente has geographical limitations for our remote area employees with respect to access to services. Unfortunately, this requirement has placed a small group of our employees at a disadvantage due to their geographical location, making Kaiser’s coverage inaccessible. The alternative option available, the Anthem HMO plan and accessible in their area, offers a very limited selection of healthcare providers. These providers are available to provide services only 1-2 days per week, restricting access to necessary healthcare services.

Therefore, I recommend that we continue to offer an additional subsidy to assist these employees with the additional costs associated with having to purchase a more comprehensive healthcare plan. This subsidy would not only help to alleviate their financial burden but also ensure they have access to adequate healthcare coverage.

The following 6 employees have been identified in 2025 as meeting the criteria for this subsidy; 2026 participation depends on enrollment/need.

2025 Enrollments			Monthly Subsidy	
Employee A	Anthem PPO	EE only	\$43.35	
Employee B	Anthem PPO	EE only	\$43.35	
Employee C	Anthem PPO	EE only	\$43.35	
Employee C	Anthem PPO	EE+Spouse	\$143.92	
Employee E	Anthem PPO	EE+Child	\$78.02	
Employee F	Anthem PPO	EE+Family	\$182.93	
			Monthly	\$534.92
			Total for 2025*	\$6419.04

**Fiscal Impact:**

The total agency-wide projected fiscal impact for all three plans (employer portion of costs) is \$435,400. The increase in costs has been reviewed with program directors and each have made accommodation in their budget to offset the increase.

**Timeline:**


Human Resources has begun preparations for the open enrollment period, scheduled for November 3-14, 2025. A multi-tiered, agency-wide communication strategy is being developed to inform employees about upcoming plan options and cost changes.

**Recommendation:**

Staff recommends the Board of Directors approve the 2026 employee health insurance renewal package as outlined in the Proposed Benefit plan chart and authorize the CEO to execute all related documents and practices.



## MEMORANDUM

To: Board of Directors  


From: Jeremy T. Tobias, Chief Executive Officer

Date: September 24, 2025

Subject: *Agenda Item IV(b): Call for Applications and Appointment to Fill Vacant Board Seat: Category II: Low-Income Sector Representing East Kern – Action Item*

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Due to the passing of Board member Yolanda Ochoa, the East Kern Low-Income Sector seat is vacant. The CAPK Bylaws allow the Board to make an appointment to serve the remainder of the term. See attached information from the CAPK Bylaws. An appointee shall be from the same area and shall meet all requirements to serve as the East Kern Low-Income Sector representative.

The Board may appoint a special Ad Hoc selection committee. In past practice, a call for applications has been made and the applicants were interviewed by the committee and selected for further consideration by the Board. The final selection will be made by the full Board of Directors.

### **Recommendation:**

Staff recommend the Board of Directors call for applications to fill the vacant Board seat for Category II: Low Income Sector representing East Kern and appoint a three-member Ad Hoc selection committee to oversee the process and submit nominations to the full Board.

**Attachment:**  
*CAPK Bylaws, Page 6*

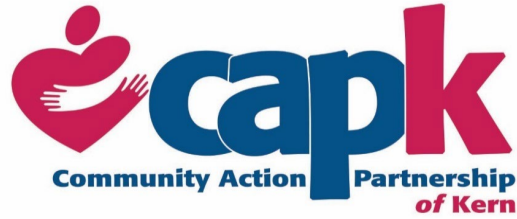
3. There shall be no tenure restrictions of public officials so designated by the Board. However, the term of a public official or his or her representative shall be simultaneous with the public official's term of office. The U.S. Congressional, State Senate, and State Assembly representatives shall rotate as they leave office. The rotation of office shall alternate between the two districts that have the highest number of Kern County residents in their district. The Chairman of the Kern County Board of Supervisors shall designate the representative to the Board. The Mayor of Bakersfield shall designate the representative to the Board.

### **Category II - (Five Seats).**

1. Low-Income representatives shall be elected pursuant to the democratic process. CAPK shall hold elections in four (4) areas of Kern County as defined by the Kern County Superior Court Regional Divisions: Metropolitan Bakersfield, East Kern, North Kern, and South Kern. In addition, the Head Start Policy Council (PC) shall select one representative to serve as a member of the Board as the Kern County PC Representative for one (1) year.

A Low-Income representative must reside in the area he or she is elected to represent. Voting shall be limited to residents of such area who are 18 years of age, or older. A Low-Income Representative elected need not themselves be low-income but must be elected in a manner that will ensure that he or she truly represent the low-income populations in such area.

2. CAPK shall follow and conform to Federal and State regulations in conducting Category II elections. CAPK shall require each Category II candidate to sign a certificate that certifying that he or she meets all eligibility requirements and pledges to represent the low-income community. CAPK shall provide each Category II candidate with a copy of the CAPK Election Rules and Procedures, and an official petition form. CAPK shall hold elections on weekdays that do not occur on a Federal, State, or local holiday.
3. Low-income residents are those individuals identified by the Federal Poverty Guidelines as meeting low-income requirements. To confirm low-income status, a candidate shall sign a self-certification proclaiming themselves to be low-income or pledging to represent the low-income community.
4. If fewer than two (2) candidates file nomination papers by the extended deadline date, the Board has the right to waive the election and appoint a representative for the area consistent with eligibility criteria.
5. If a duly elected representative under Category II fails to complete his or her term of office, the Board may appoint a successor to complete the term. The successor shall be from the same area as the Low-Income Representative being replaced and shall meet the requirements for a Low-Income Representative as set forth above.
6. A Low-Income Representative shall serve a consecutive five (5) year term. After serving five (5) consecutive years, the Low-Income Representative's seat shall be opened for election. If the Low-Income Representative wishes to remain on the Board,



## BUDGET AND FINANCE COMMITTEE

SEPTEMBER 17, 2025

### FINANCIAL REPORT

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**COMMUNITY ACTION PARTNERSHIP OF KERN  
SCHEDULE OF PROGRAMS (FUNDS)  
FOR THE PERIOD MARCH 1, 2025 THROUGH FEBRUARY 28, 2026**

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
<b><u>UNRESTRICTED</u></b>						
GENERAL FUND			NOT APPLICABLE	03/01/25 - 02/28/26	501000	NOT APPLICABLE
DISCRETIONARY FUND			NOT APPLICABLE	03/01/25 - 02/28/26	502000	NOT APPLICABLE
FOOD BANK			NOT APPLICABLE	03/01/25 - 02/28/26	504000	SHARED MAINTENANCE, MEMBERSHIP FEES, DONATIONS, ETC.
FOOD BANK EXPANSION			NOT APPLICABLE	03/01/25 - 02/28/26	505000	DONATIONS
ENERGY			NOT APPLICABLE	03/01/25 - 02/28/26	524000	NOT APPLICABLE
SHAFTER YOUTH CENTER			NOT APPLICABLE	03/01/25 - 02/28/26	527000	DONATIONS, RENTAL INCOME
FRIENDSHIP HOUSE			NOT APPLICABLE	03/01/25 - 02/28/26	531000	DONATIONS, RENTAL INCOME
EAST KERN FAMILY RESOURCE CENTER			NOT APPLICABLE	03/01/25 - 02/28/26	533000	DONATIONS
OASIS FAMILY RESOURCE CENTER			NOT APPLICABLE	03/01/25 - 02/28/26	534000	DONATIONS
211			NOT APPLICABLE	03/01/25 - 02/28/26	536000	FEE FOR SERVICE
M STREET NAVIGATION CENTER			NOT APPLICABLE	03/01/25 - 02/28/26	541000	DONATIONS
TAX ASSISTANCE			NOT APPLICABLE	03/01/25 - 02/28/26	545000	DONATIONS
FUND RAISING			NOT APPLICABLE	03/01/25 - 02/28/26	595000	DONATIONS
<b><u>RESTRICTED</u></b>						
EARLY HEAD START/HEAD START	40,091,425	93.600	09CH012489-02	03/01/25 - 02/28/26	108000/109000/117000	U S DEPT OF HEALTH & HUMAN SERVICES
HUD - COORDINATED ENTRY SYSTEM	236,838	14.267	CA1799L9D042305	08/01/24 - 07/31/25	160024	U S DEPT OF HOUSING AND URBAN DEVELOPMENT OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
VITA	375,000	21.009	25VITA0313	10/01/24 - 09/30/25 10/01/25 - 09/30/26	149024 149025	U S DEPT OF THE TREASURY - INTERNAL REVENUE SERVICE
CSBG (COMMUNITY SERVICES BLOCK GRANT)	1,791,327	93.569	25F - 6015	01/01/25 - 12/31/25 01/01/26 - 12/31/26	103025 103026	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
LIHEAP (LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM)	11,322,591	93.568	25B-3012	11/1/24 - 6/30/26	122025	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
SLIHEAP (SUPPLEMENTAL LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM)	325,163	93.568	24Q-2561	05/01/24 - 05/31/25	122095	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
ESLIHEAP (EMERGENCY SUPPLEMENTAL LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM)	5,432,583	93.568	23J-5716	04/15/23 - 05/31/25	122093	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT

A1

**COMMUNITY ACTION PARTNERSHIP OF KERN  
SCHEDULE OF PROGRAMS (FUNDS)  
FOR THE PERIOD MARCH 1, 2025 THROUGH FEBRUARY 28, 2026**

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
DOE (DEPARTMENT OF ENERGY) BIL (BIPARTISAN INFRASTRUCTURE LAW)	3,000,000	81.042	22P-7010	06/01/23 - 06/30/27	123022	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND DEVELOPMENT
GENERAL CENTER CHILD CARE	799,779 1,184,616	93.575	CCTR - 4065 CCTR - 5068	07/01/24 - 06/30/25 07/01/25 - 06/30/26	253024 253025	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
GENERAL CENTER CHILD CARE	117,038 105,401	93.596	CCTR - 4065 CCTR - 5068	07/01/24 - 06/30/25 07/01/25 - 06/30/26	253024 253025	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
MIGRANT ALTERNATIVE PAYMENT	5,411,000 5,411,000	93.575	CMAP - 4000 CMAP - 5000	07/01/24 - 06/30/25 07/01/25 - 06/30/26	261024 261025	U S DEPT OF HEALTH & HUMAN SERVICES - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
NEOPB CAL FRESH HEALTHY LIVING	2,138,716	10.561	23-10317	10/01/24 - 09/30/25	145024	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA DEPT OF PUBLIC HEALTH, NUTRITION EDUCATION AND OBESITY PREVENTION BRANCH
EFAP (EMERGENCY FOOD ASSISTANCE PROGRAM)	476,918	10.568/569	15 - MOU - 00118	10/01/24 - 09/30/25	105000/111000	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
EFAP REACH AND RESILIENCY Round 2	229,526	10.568	15 - MOU - 00118	07/01/23 - 06/30/25	105023-2105	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
EFAP COMMUNITY CREDIT CORPORATION Phase 1, 2, and 3	190,056	10.187	15 - MOU - 00118	00/00/00 - 06/30/25	105023-2106	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
CITY OF BAKERSFIELD HOME REPAIR SLFRF	839,548	21.027	2024-304	11/20/24-12/31/26	128024	US DEPT OF TREASURY, CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS (CSLFRF) FROM AMERICAN RESCUE PLAN, CITY OF BAKERSFIELD
LOCAL FOOD PURCHASE ASSISTANCE PROGRAM (LFPA)	996,918	10.182		04/01/25 - 03/31/26	131023	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
COUNTY OF KERN FOOD DISTRIBUTION	1,000,000	14.218		2/20/25 - 03/31/26	138024	U S DEPT OF HOUSING AND URBAN DEVELOPMENT, COUNTY OF KERN
SAFE CAMPING - COUNTY OF KERN	1,275,824 1,275,824	21.027		07/01/24 - 06/30/25 07/01/25 - 06/30/26	142024 142025	U S DEPT OF TREASURY CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS (CSLFRF) FROM AMERICAN RESCUE PLAN, COUNTY OF KERN
CSFP (COMMODITY SUPPLEMENTAL FOOD PROGRAM)	535,242	10.565	MOU-20-6003	10/01/24 - 09/30/25	147024	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
CHILD AND ADULT CARE FOOD PROGRAM (CACFP) - KERN & SAN JOAQUIN	BASED ON MEALS SERVED	10.558	15 - 1248 - OJ	10/01/24 - 09/30/25 10/01/25 - 09/30/26	112024/139024 112025/139025	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF EDUCATION
WIC (WOMEN, INFANTS & CHILDREN)	4,273,760 4,671,207	10.557	22 - 10236	10/01/24 - 09/30/25 10/01/25 - 09/30/26	115024 115025	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF PUBLIC HEALTH
HOME ARP - CITY OF BAKERSFIELD	248,852	14.239	2024-308	12/01/24 - 11/30/25	162024	US DEPT OF HOUSING AND URBAN DEVELOPMENT - CITY OF BAKERSFIELD
SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP) AKA CALFRESH PRO	64,693	10.561	22 - CF - SUB - KERN	10/01/24 - 09/30/25	164024	U S DEPT OF AGRICULTURE - STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, INFO LINE OF SAN DIEGO dba 211 SAN DIEGO

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**COMMUNITY ACTION PARTNERSHIP OF KERN  
SCHEDULE OF PROGRAMS (FUNDS)  
FOR THE PERIOD MARCH 1, 2025 THROUGH FEBRUARY 28, 2026**

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
QUALITY RATING AND IMPROVEMENT SYSTEM (QRIS) - SAN JOAQUIN	TBD	84.412	N/A	07/01/25 - 06/30/26	117000-1005	U.S. DEPT OF EDUCATION - STATE OF CALIFORNIA, JOAQUIN, FIRST 5 SAN JOAQUIN, RACE TO THE TOP
CALCAPA DIAPER DISTRIBUTION PILOT	125,000	93.647	90EDA0009-DDDRP	10/01/23 - 04/30/25	191023	U.S. DEPT OF SOCIAL SERVICES, CAL CAPA
SJCOE HEADSTART	1,998,719	93.600	N/A	02/01/25 - 01/31/26	157025	U S DEPT OF HEALTH & HUMAN SERVICES , SAN JOAQUIN COUNTY OFFICE OF EDUCATION
KCCD CERF REGIONAL CONVENER	160,000 93,993	N/A		03/06/23 - 10/31/24 11/14/24 - 10/31/25	208023 208024	STATE OF CALIFORNIA - EMPLOYMENT DEVELOPMENT DEPARTMENT, KERN COMMUNITY COLLEGE DISTRICT
KCCD CALIFORNIA WORKFORCE DEVELOPMENT BOARD (CWDB) HIGH ROAD TRAINING PARTNERSHIP RESILIENT (HRTPR) WORKFORCE FUND	75,000	N/A		10/01/23 - 03/30/26	209023	STATE OF CALIFORNIA - CALIFORNIA WORKFORCE DEVELOPMENT BOARD, KERN COMMUNITY COLLEGE DISTRICT
CFDA - HEALTHY REFRIGERATION PROGRAM GRANT (HRPG)	73,862	N/A	23-0821-000-SG	04/01/24 - 03/31/25	218024	STATE OF CALIFORNIA, CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE (CFDA)
CITY OF BAKERSFIELD - RAMKABIR HHAP 4	500,000	N/A	2025-048	03/26/25 - 02/28/26	230025	STATE OF CALIFORNIA, DEPARTMENT OF SOCIAL SERVICES, CITY OF BAKERSFIELD
CITY OF BAKERSFIELD - FHCC SPORTS FIELD	1,000,000	N/A	2023 - 073	07/01/2022 - 07/30/2026	231022	STATE OF CALIFORNIA, DEPT OF PARKS AND RECREATION, CITY OF BAKERSFIELD
CALIFORNIA SGC - COMMUNITY RESILIENCE CENTER (CRC)	988,752	N/A	0650-SGC24126	01/31/25 - 01/30/27	233025	STATE OF CALIFORNIA, GOVERNOR'S OFFICE OF LAND USE AND CLIMATE INNOVATION (LCI)
CITY OF BAKERSFIELD - CALVIP OUTREACH	225,000	N/A	2023-244	10/11/23 - 12/31/25	243023	STATE OF CALIFORNIA, CORRECTIONS PLANNING AND GRANTS PROGRAMS, OFFICE OF GRANT AND LOCAL RESOURCES, CITY OF BAKERSFIELD
CITY OF BAKERSFIELD CALVIP	578,731	N/A	2022-199	9/21/22-12/31/25	247022	STATE OF CALIFORNIA, CORRECTIONS PLANNING AND GRANTS PROGRAMS, OFFICE OF GRANT AND LOCAL RESOURCES, CITY OF BAKERSFIELD
SAN JOAQUIN COE GENERAL CHILD CARE (CCTR)	2,458,117		N/A	07/01/24 - 06/30/25	248024	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES - SAN JOAQUIN COUNTY OFFICE OF EDUCATION, EARLY CHILDHOOD EDUCATION
CSPP QRIS BLOCK GRANT	TBD		N/A	07/01/25 - 06/30/26	258025-1005	STATE OF CALIFORNIA, DEPT OF EDUCATION - KERN COUNTY SUPERINTENDENT OF SCHOOLS, KERN EARLY STARS
SAN JOAQUIN COE GENERAL CHILD CARE (CSPP)	255,528 255,528		N/A	07/01/24 - 06/30/25 07/01/25 - 06/30/26	259024 259025	STATE OF CALIFORNIA, DEPT OF EDUCATION - SAN JOAQUIN COUNTY OFFICE OF EDUCATION, EARLY CHILDHOOD EDUCATION
MIGRANT ALTERNATIVE PAYMENT	31,802,685 31,802,685		CMAF - 4000 CMAF - 5000	07/01/24 - 06/30/25 07/01/25 - 06/30/26	261024 261025	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
GENERAL CENTER CHILD CARE	3,083,653 2,706,453		CCTR - 4065 CCTR - 5068	07/01/24 - 06/30/25 07/01/25 - 06/30/26	253024 253025	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES

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**COMMUNITY ACTION PARTNERSHIP OF KERN  
SCHEDULE OF PROGRAMS (FUNDS)  
FOR THE PERIOD MARCH 1, 2025 THROUGH FEBRUARY 28, 2026**

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
CALIFORNIA STATE PRESCHOOL PROGRAM	7,198,002 7,612,170		CSPP - 4122 CSPP-5118	07/01/24 - 06/30/25 07/01/25 - 06/30/26	258024 258025	STATE OF CALIFORNIA, DEPT OF EDUCATION
MIGRANT CHILD CARE	291,239 293,823		CMIG - 4004 CMIG - 5004	07/01/24 - 06/30/25 07/01/25 - 06/30/26	250024 250025	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
MIGRANT SPECIALIZED SERVICES	40,079 44,073		CMSS - 4004 CMSS - 5004	07/01/24 - 06/30/25 07/01/25 - 06/30/26	252024 252025	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
CAL EITC FREE TAX PREPARATION ASSISTANCE GRANT	2,723,682		21T-1015	12/01/21 - 09/30/25	234023 234024	STATE OF CALIFORNIA, DEPT OF COMMUNITY SERVICES AND
HOME VISIT INITIATIVE (COUNTY OF KERN)	3,598,400		494-2024	07/01/24 - 06/30/25 07/01/25 - 06/30/26	270024 270025	STATE OF CALIFORNIA, DEPT OF HUMAN SERVICES, COUNTY
POSITIVE YOUTH DEVELOPMENT SERVICES (COUNTY OF KERN)	102,384 102,384		333-2024 267-2025	07/01/24 - 06/30/25 07/01/25 - 06/30/26	271024 271025	STATE OF CALIFORNIA, DEPT OF HUMAN SERVICES, COUNTY
COUNTY OF KERN LOW BARRIER HOMELESS SHELTER OPERATIONAL	2,715,812 2,715,812		017-2020	07/01/24 - 06/30/25 07/01/25 - 06/30/26	275024 275025	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, COUNTY OF KERN
BAKERSFIELD KERN REGIONAL HOMELESS COLLABORATIVE HOMELESS HOUSING ASSISTANCE AND PREVENTION (HHAP)	78,000 200,000 300,000 200,000 150,000 150,000		N/A 2022-017 2023-302 645-2023 2023-313 2023-320	10/01/20 - 09/30/23 08/01/22 - 01/31/24 05/01/23 - 06/30/26 12/01/23 - 12/31/25 06/01/24 - 10/01/26 11/01/24 - 06/30/27	276001 276002 276003 276013 276023 276004	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES, BAKERSFIELD REGIONAL HOMELESS COLLABORATIVE
TAX CHECK - OFF (FOOD BANK)	13,749 10,209		15 MOU - 00118	07/01/24 - 06/30/25 07/01/25 - 06/30/25	216024 216025	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
STATE EMERGENCY FOOD ASSISTANCE (FOOD BANK) CAL FOOD	261,778		MOU-22-00118	07/01/24 - 05/30/25	216024-2087	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
STATE EMERGENCY FOOD ASSISTANCE (FOOD BANK) DROUGHT FOOD ASSISTANCE	339,726		MOU-22-00118	07/01/23 - 06/30/25	216024-2088	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
STATE EMERGENCY FOOD ASSOSTANCE CAL FOOD ONE-TIME FUNDS	3,669,360		N/A	07/01/22 - 04/30/25	216022-2102	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
STATE EMERGENCY FOOD ASSOSTANCE CAL FOOD ONE-TIME FUNDS ROUND 2	1,727,122		MOU-22-00118	07/01/23 - 04/30/25	216023-2104	STATE OF CALIFORNIA, DEPT OF SOCIAL SERVICES
CA FARM TO SCHOOL INCUBATOR GRANT PROGRAM	199,243		24-0888-000-SG	01/01/25 - 12/31/26	267025	STATE OF CALIFORNIA, DEPT OF FOOD AND AGRICULTURE (CDFA)
BOARD OF STATE AND COMMUNITY CORRECTIONS WARM HAND-OFF	750,000		BSCC 1012-22	10/01/22 - 04/30/26	277024	STATE OF CALIFORNIA, BOARD OF STATE AND COMMUNITY CORRECTIONS

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**COMMUNITY ACTION PARTNERSHIP OF KERN  
SCHEDULE OF PROGRAMS (FUNDS)  
FOR THE PERIOD MARCH 1, 2025 THROUGH FEBRUARY 28, 2026**

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
FIRST 5 KERN - HELPLINE 211	93,282		2020.2.05	07/01/24 - 06/30/25	288024	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF KERN, FIRST 5 KERN
FIRST 5 KERN EAST KERN FAMILY RESOURCE CENTER	147,799 145,000		2020.2.06 2025.2.02	07/01/24 - 06/30/25 07/01/25 - 06/30/26	281024 281025	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF KERN, FIRST 5 KERN
FIRST 5 KERN - HELP ME GROW	256,718		2020.1.06	07/01/24 - 06/30/25	284024	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF KERN, FIRST 5 KERN
FIRST 5 KERN - RIDGECREST FAMILY RESOURCE CENTER	173,165 155,000		2020.2.18 2025.2.03	07/01/24 - 06/30/25 07/01/25 - 06/30/26	286024 286025	STATE OF CALIFORNIA, FIRST 5 CALIFORNIA, COUNTY OF KERN, FIRST 5 KERN
BKRHC - ENCAMPMENT RESOLUTION FUNDING	139,968		2023-307	12/01/23 - 12/30/25	293023	STATE OF CALIFORNIA, CALIFORNIA INTERAGENCY COUNCIL ON HOMELESSNESS, BAKERSFIELD KERN REGIONAL HOMELESS COLLABORTIVE
COUNTY OF KERN HELPLINE 211	45,000			07/01/24 - 06/30/25	389024	COUNTY OF KERN
READY KERN	1,126		N/A	07/01/24 - 06/30/25	366000	COUNTY OF KERN, FIRE DEPT - OFFICE OF EMERGENCY SERV
DAY ONE FAMILIES FUND	5,000,000		N/A	12/01/23 - 11/30/27	410023	DAY ONE FAMILIES FUND
KAISER 211 KERN	200,000		N/A	10/01/24 - 09/30/25	420024	KAISER PERMANENTE
FEEDING AMERICA - LOCAL CONSULTING	20,000		GR-1622	02/01/25 - 01/31/26	423025	FEEDING AMERICA
PG&E ARREARS OUTREACH	1,790,077		C59576	09/13/24 - 03/31/26	482024	PACIFIC GAS & ELECTRIC
211 LA County	15,000		N/A	07/01/23 - 06/30/24	536000-4230	CALIFORNIA 211 PROVIDERS NETWORK
211 KINGS COUNTY	22,868		N/A	07/01/22 - 06/30/23	536000-4231	KINGS UNITED WAY
211 TULARE COUNTY	63,017		N/A	07/01/22 - 06/30/23	536000-4232	UNITED WAY OF TULARE COUNTY
211 STANISLAUS COUNTY	93,600		N/A	07/01/22 - 06/30/23	536000-4234	UNITED WAY OF STANISLAUS COUNTY
211 FRESNO AND MADERA COUNTIES	96,737		N/A	01/01/23 - 12/31/23	536000-4235	UNITED WAY OF FRESNO AND MADERA COUNTIES
211 MERCED & MARIPOSA	25,910		N/A	07/1/22 - 06/30/23	536000-4235	UNITED WAY OF MERCED & MARIPOSA COUNTIES
KAISER PERMANENTE 211 KERN	200,000		N/A	10/01/24 - 09/30/25	420024	KAISER PERMANENTE

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**COMMUNITY ACTION PARTNERSHIP OF KERN  
 SCHEDULE OF PROGRAMS (FUNDS)  
 FOR THE PERIOD MARCH 1, 2025 THROUGH FEBRUARY 28, 2026**

PROGRAM (COMPONENT)	AMOUNT	CFDA #	GRANT NUMBER	PROGRAM YEAR	FUND#	FUNDING SOURCE
FOOD BANK FREE FARMERS MARKET - WASCO	150,000		N/A	12/01/23 - 11/30/24	467025	THE WONDERFUL COMPANY FOUNDATION
KERN FAMILY HEALTH SYSTEMS CAL AIM	PER VISIT			07/01/22 - TBD	550000	KERN FAMILY HEALTH SYSTEMS
KERN FAMILY HEALTH SYSTEMS CAL AIM EAST KERN FAMILY RESOURCE CENTER	PER VISIT			06/01/24 - TBD	553000	KERN FAMILY HEALTH SYSTEMS

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**COMMUNITY ACTION PARTNERSHIP OF KERN**  
**FUNCTIONAL CLASSIFICATIONS BY FUND**  
**FISCAL YEAR 2024/25**

Abila Fund #	Fund Name	PROGRAM SERVICES				SUPPORT SERVICES	
		Education	Nutrition	Energy Conservation	Community Services	Discretionary/ Fund Raising	General & Admin
103	Community Services Block Grant (CSBG)	X	X		X		X
501	General Fund				X		X
800	GAAP Fund						X
910	Community Development Pool				X		
915	Operations Pool			X	X		X
920	Facilities Pool						X
925	Health & Nutrition Pool	X	X		X		
999	Indirect Fund						X
502	Discretionary Fund					X	
595	Fund Raising					X	
601	CAPK Foundation					X	
108	Early Head Start	X					
109	Head Start	X					
117	Early Head Start San Joaquin	X					
117-005	EHS San Joaquin QRIS	X					
248	San Joaquin COE General Child Care (CCTR)	X					
250	Migrant Child Care	X					
252	Migrant Specialized	X					
253	General Child Care	X					
253-005	CCTR - QRIS	X					
258	California State Preschool (CSPP)	X					
258-005	CSPP QRIS	X					
260	Child Care Facilities	X					
261	Migrant Alternative Payment	X					
262/265	Child Development Reserve	X					
270	Home Visit Initiative	X					
112	Child Care Food Program (CACFP)		X				
115	Women, Infants & Children		X				
145	NEOPB Cal Fresh		X				
139	CACFP - San Joaquin		X				
	Food Bank		X				
105	Emergency Food Assistance		X				
111	USDA Commodities		X				
114	Emergency Food & Shelter		X				
135	County of Kern CARES Food Delivery Program		X				
147	Commodity Supplemental Food Program		X				
215	Food Bank Capacity Project		X				
216-000	Food Bank Tax Check-Off		X				
216-087	State Emergency Food Assistance		X				
216-102	CalFoods One-Time Round 1		X				
216-104	CalFoods One-Time Round 2		X				
218	CFDA Health Refrigeration		X				
422	Feeding America Senior Hunger		X				
423	Feeding America Service Insights		X				
475	Wonderful Company Food Bank Expansion		X				
485	Southern California Gas Company (Solar)		X				
467	Wonderful Company Foundation		X				
504	Food Bank		X				
505	Food Bank - Expansion		X				

**COMMUNITY ACTION PARTNERSHIP OF KERN  
FUNCTIONAL CLASSIFICATIONS BY FUND  
FISCAL YEAR 2024/25**

Abila Fund #	Fund Name	PROGRAM SERVICES				SUPPORT SERVICES	
		Education	Nutrition	Energy Conservation	Community Services	Discretionary/ Fund Raising	General & Admin
	<u>Energy</u>						
122	Low Income Home Energy Assistance			X			
123	Dept of Energy Weatherization			X			
124	Low Income Home Water Assistance			X			
241	LIWP Solar PV Pilot			X			
245	LIWP Single Family			X			
482	PG&E Arrears Outreach			X			
484	DAP (Disgorgement Assistance Program)			X			
494	PG&E			X			
524	Energy			X			
	<u>VITA (Volunteer Income Tax Assistance)</u>						
149	Internal Revenue Service - VITA				X		
234	CalEITC				X		
	<u>East Kern Family Resource Center</u>						
280	Differential Response				X		
281	First 5 East Kern Family Resource				X		
286	First 5 Oasis Family Resource Center				X		
454	Dignity Health East Kern Health Link				X		
501-005	EKFRC: KHS Emergency Closet				X		
533	East Kern Family Resource Center				X		
534	Oasis Family Resource Center				X		
553	KHS CalAIM EKFRC				X		
	<u>Youth Services</u>						
231	City of Bakersfield Sports Field				X		
243	City of Bakersfield CalVIP Outreach				X		
247	City of Bakersfield CalVIP				X		
271	Positive Youth Development Svcs				X		
274	Positive Youth Development Svcs-Medi-Cal				X		
448	Wells Fargo Foundation				X		
527	Shafter Youth Center				X		
527-068	SYC - Robotics/STEM				X		
527-260	SYC - KHS Make Bakersfield				X		
531	Friendship House Community Center				X		
531-068	FHCC - Robotics/STEM				X		
531-070	FHCC - Aggression Replacement Training				X		
531-260	FHCC - KHS Museum on the Move				X		
	<u>Homeless Services</u>						
142	County of Kern LBNC - Safe Camping				X		
160	HUD Coordinated Entry System				X		
275	County of Kern LBNC				X		
276	BKRHC HHAP				X		
277	BSCC Warm Hand-Off				X		
278	City of Bakersfield HHAP				X		
292	United Way Stanislaus CES				X		
293	BKRHC Encampment Resolution				X		
550	CalAIM Homeless Prevention Services				X		

**COMMUNITY ACTION PARTNERSHIP OF KERN  
FUNCTIONAL CLASSIFICATIONS BY FUND  
FISCAL YEAR 2024/25**

Abila Fund #	Fund Name	PROGRAM SERVICES				SUPPORT SERVICES	
		Education	Nutrition	Energy Conservation	Community Services	Discretionary/ Fund Raising	General & Admin
	<u>2-1-1</u>						
164	Cal Fresh				X		
186	2-1-1 Hospital Preparedness Program				X		
284	First 5 Kern Help Me Grow				X		
288	First 5 Kern 2-1-1				X		
366	ReadyKern				X		
389	County of Kern 2-1-1				X		
428	2-1-1 United Way				X		
428-240	United Way - Coordinate Entry System				X		
429	Southern CA Gas CRM Development Program				X		
430	Goodwill Industries - CA COVID-19 Call Ctr				X		
431	United Way - COVID-19 Comm Resp & Relief				X		
536-231	2-1-1: Kings County				X		
536-232	2-1-1: Tulare County				X		
536-233	2-1-1: Merced County				X		
536-234	2-1-1: Stanislaus County				X		
536-260	2-1-1: KHS Homeless Collaborative				X		
	<u>Other</u>						
151	ASTHO Vaccine Equity				X		
205	BCSD Community School Partnership Program				X		
208	KCCD CERF Regional Convener				X		
209	KCCD CA CWDB HRTPR Workforce				X		
410	Day 1 Families Fund				X		

COMMUNITY ACTION PARTNERSHIP OF KERN  
**LINE OF CREDIT ADVANCES AND REPAYMENTS**  
 FISCAL YEAR 2025/26

Date	Advance Amount	Repayment Amount	No. of Days Borrowed	Interest Expense	Interest Rate
03/31/25	n/a				
04/30/25	n/a				
05/31/25	n/a				
06/30/25	n/a				
07/31/25	2,600,000	2,602,758	5	\$ 2,758.33	0.5304%

Note 1: As of 2/14/2025, a \$3 million line of credit is established at Citizens Business Bank

COMMUNITY ACTION PARTNERSHIP OF KERN OPERATING CASH SUMMARY AS OF JULY 31, 2025	
PROGRAM (FUND)	CASH BALANCE
CHILD AND ADULT CARE FOOD PROGRAM	(242,217.02)
HEAD START/EARLY HEAD START	3,666,799.57
SJCOE Head Start	86,584.33
<b>SUBTOTAL</b>	<b>3,511,166.88</b>
CACFP - San Joaquin	(27,084.98)
SAN JOAQUIN COE GENERAL CHILD CARE	(127,276.75)
MIGRANT CHILD CARE	127,676.38
MIGRANT SPECIALIZED SERVICES	(8,274.79)
GENERAL CHILD CARE	(673,492.44)
STATE PRESCHOOL	2,145,559.96
Child Care Facilities	114,084.67
MIGRANT A/P	4,017,336.40
Child Development Reserve Fund No. 1	478,924.69
Child Development Reserve Fund No. 2	90,342.96
<b>SUBTOTAL</b>	<b>6,137,796.10</b>
COMMODITY SUPPLEMENTAL FOOD PROGRAM	(109,583.19)
EF&S	0.00
EFAP	(312,757.09)
USDA Commodities	(800.00)
County of Kern Food Distribution	(69,405.48)
FOOD BANK	(428,438.24)
FOOD BANK EXPANSION	(50,569.57)
FOOD BANK CAPACITY PROGRAM	(43,797.00)
FOOD BANK - STATE	49,512.62
WONDERFUL FOOD BANK EXPANSION	0.00
WONDERFUL FOUNDATION	51,050.82
CDFA Healthy Refrigeration Grant Program (HRGP)	(133,016.76)
<b>SUBTOTAL</b>	<b>(1,047,803.89)</b>
ENERGY	(144,078.35)
LIHEAP	(1,608,345.51)
DOE	335,960.62
LIWHAP	0.00
PG&E	(15,720.99)
PG&E Arrears Case Management Program	701,467.17
TRANSFER NEGATIVE BALANCE	730,717.06
<b>SUBTOTAL</b>	<b>0.00</b>
CENTRAL VALLEY SMALL BUSINESS DEVELOPMENT	0.00
<b>SUBTOTAL</b>	<b>0.00</b>
CSBG	(25,389.00)
WIC	(1,173,056.68)
City of Bakersfield Home Repair SLFRF	(105,010.84)
Local Purchase Assistance (LFPA) USDA	(59,815.07)
HOMELESS SAFE CAMPING - CSLRFR (ARPA)	(246,916.86)
NEOPB CAL FRESH HEALTHY LIVING	(596,239.19)
IRS - VITA	(10,731.60)
ASTHO VACCINE EQUITY	0.00
HUD-COORDINATED ENTRY SYSTEM	(5,566.87)
HOME ARP - City of Bakersfield	(79,489.98)
CAL FRESH	(24,414.38)
HUD COMMUNITY PROJECT FUNDING FOOD BANK EXPANSION	0.00
CSBG - DISCRETIONARY	0.00
UW Stanislaus 211 Rental Assistance	0.00
CalCAPA-Diaper Distribution Pilot	(7,597.44)
County of Kern CERI Public Health	0.00
BCSD CA COMMUNITY SCHOOL PARTNERSHIP (CCSPP)	(6,399.58)
KCCD CERF REGIONAL CONVENOR	(11,615.01)
KCCD CWDB High Road Training Partnership	11,699.72
City of Bakersfield - FHCC Sports Field	(19,688.00)
California SGC - CRC	(17,844.00)
CALEITC	(232,011.78)
City of Bkfd-Cal VIP Outreach	(23,869.19)
CITY OF BAKERSFIELD CAL VIP	(30,159.05)
CA Farm to School Incubator Grant	(2,035.00)
HOME VISIT INITIATIVE (CO OF KERN)	(1,057,701.16)
POSITIVE YOUTH DEV SVC	(17,317.76)
POSITIVE YOUTH M	(1,319.65)
COUNTY OF KERN LOW BARRIER HOMELESS CENTER	(365,952.89)
BKRHC HOMELESS HOUSING ASSISTANCE & PREVENTION	(131,683.44)
ARG III - Warm Handoff	(82,717.71)
DIFFERENTIAL RESPONSE	0.00
FIRST 5 KERN EAST KERN FAMILY RESOURCE CENTER	(29,736.23)
FIRST 5 HELP ME GROW	782.57
FIRST 5 RIDGECREST FAMILY RESOURCE CENTER	(49,717.36)
FIRST 5 KERN 211	(259.03)
BKRHC-Encampment Resolution	(27,661.35)
County of Kern - PPSA COVID-19	0.00
County of Kern - 211	0.00
Day 1 Families Housing Support	5,103,550.66
Kaiser	(1,611.62)
Kaiser 211 Kern	57,394.57
FEEDING AMERICA SERVICE INSIGHTS	20,000.00
Kaiser - Food Locker Pilot	60,000.00
UNITED WAY 211	0.00
Sustain Our Future - East Kern	100,000.00
SCE - 211 Access PSPPS	(51,912.97)
WELLS FARGO FOUNDATION	46,933.12
California Veterans Assistance Foundation	(171,797.42)
GENERAL FUND	(166,716.83)
DISCRETIONARY FUND	1,644,367.82
SHAFTER YOUTH CENTER	56,159.32
FRIENDSHIP HOUSE	(12,980.09)
EAST KERN FAMILY RESOURCE CENTER	31,706.72
OASIS FAMILY RESOURCE CENTER	34,600.80
211	(45,846.30)
M ST NAVIGATION CENTER	19,167.68
TAX ASSISTANCE	5,825.41
CALAIM HOMELESS PREVENTION SERVICES	476,051.93
CalAIM East Kern Family Resource Center	373,639.80
CAPK FOUNDATION	(32,556.38)
GAAP FUND	0.22
INDIRECT FUND	311,354.28
COST POOLS	15,044.40
Facilities Cost Pools	94,477.44
LESS: ENERGY NEGATIVE BALANCE	(730,717.06)
ADD: LINE OF CREDIT	0.00
<b>SUBTOTAL</b>	<b>2,806,681.69</b>
<b>TOTAL OPERATING CASH</b>	<b>11,407,840.78</b>

**COMMUNITY ACTION PARTNERSHIP OF KERN (CAPK)**  
**WELLS FARGO & CITIZENS BUSINESS BANK ACCOUNTS**

1. Operating Account: Used to make all CAPK disbursements and for deposits of all cash receipts unless there are requirements to deposit cash in a restricted bank account.
2. Head Start Accrued Vacation: This is an interest-bearing restricted bank account that holds cash reserved for the payment of accrued vacation for Head Start and Early Head Start employees.
3. CSD Advances Account: This is an interest-bearing restricted bank account for CSBG and Energy grants. Advances on the Community Services Block Grant (CSBG), Department of Energy – Weatherization Assistance Program (DOE WAP) and Low-Income Home Energy Assistance Program (LIHEAP) grants are required to be deposited to a restricted bank account until there is an immediate need for the cash. Once the immediate need is determined, the cash is transferred to the Operating Account to make disbursements.
4. Day 1 Families Fund: This is an interest-bearing restricted bank account that is designated for funds received for the Day 1 Families Housing Fund. As the grant is expended, funds are subsequently transferred to the Operating Account.
5. Child Development Reserve #1: This is an interest-bearing restricted bank account that is required by the California Department of Education for center-based contracts, such as General Childcare (CCTR), State Preschool (CSPP) and State Migrant (CMIG) for the purpose of holding revenue earned in excess of costs. When the revenue is used, the cash is transferred to the Operating Account to make disbursements.
6. Child Development Reserve #2: This is an interest-bearing restricted bank account that is required by the California Department of Education for alternative payment contracts, such as Migrant Childcare Alternative Payment (CMAP) for the purpose of holding revenue earned in excess of costs. When the revenue is used, the cash is transferred to the Operating Account to make disbursements.
7. Head Start Facilities Fund: This is an interest-bearing restricted bank account required by the Office of Head Start to retain funds from the proceeds of sale for the Central Kitchen and Business Park North properties. These funds will be held in this restricted account and used for the construction of the new Central Kitchen.



**COMMUNITY ACTION PARTNERSHIP OF KERN  
 HEADSTART ACCRUED VACATION\***  
 1300 18TH STREET, SUITE 200  
 BAKERSFIELD, CA 93301

BANK RECONCILIATION FOR MONTH ENDING  
**July 31, 2025**

CITIZENS BUSINESS BANK  
 701 N HAVEN AVENUE  
 ONTARIO, CA 91764

ACCOUNT NO.: XXXXX-X5941

<b>BANK BALANCE ENDING:</b>	<b>07/31/25</b>	<b>1,318,613.62</b>
DEPOSITS IN TRANSIT		0.00
OUTSTANDING CHECKS		0.00
OTHER		0.00
<b>ADJUSTED BANK BALANCE:</b>	<b>07/31/25</b>	<b>1,318,613.62</b>

<b>BALANCE PER G/L</b>	<b>06/30/25</b>	<b>1,318,591.22</b>
ADD: DEPOSITS		0.00
INTEREST		22.40
WAIVE FEE		0.00
BANK ACCOUNT TRANSFER FROM GENERAL FUND		0.00
LESS: CHECKS		0.00
CLIENT ANALYSIS SERVICE CHARGE		0.00
BANK ACCOUNT TRANSFER TO CITIZENS BUSINESS		0.00

<b>BALANCE PER G/L</b>	<b>07/31/25</b>	<b>1,318,613.62</b>
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DIFFERENCE: 0.00

\* This account changed name in March 2011 from "Discretionary Fund" to "Head Start Accrued Vacation".

PREPARED BY: Naomi Ibarra

TITLE: Accountant

DATE: 09/09/25

APPROVED BY: *Tracy Webster*  
Tracy Webster (Sep 9, 2025 10:59:03 PDT)

TITLE: Chief Financial Officer

DATE: 09/09/2025

**COMMUNITY ACTION PARTNERSHIP OF KERN  
CSD ADVANCES ACCOUNT\*\***

1300 18TH STREET, SUITE 200  
BAKERSFIELD, CA 93301

BANK RECONCILIATION FOR MONTH ENDING  
**July 31, 2025**

CITIZENS BUSINESS BANK  
701 N HAVEN AVENUE  
ONTARIO, CA 91764

ACCOUNT NO.: XXXXX-X5968

<b>BANK BALANCE ENDING:</b>	<b>07/31/25</b>	<b>380,345.67</b>
DEPOSITS IN TRANSIT		0.00
OUTSTANDING CHECKS		0.00
OTHER		0.00
<b>ADJUSTED BANK BALANCE:</b>	<b>07/31/25</b>	<b>380,345.67</b>

<b>BALANCE PER G/L</b>	<b>06/30/25</b>	<b>380,339.21</b>
ADD:		
DEPOSITS		0.00
INTEREST/WAIVE FEE		6.46
BANK ACCOUNT TRANSFER FROM GENERAL FUND		0.00
LESS:		
CHECKS		0.00
CLIENT ANALYSIS SERVICE CHARGE		0.00
BANK ACCOUNT TRANSFER TO CITIZENS BUSINESS		0.00
<b>BALANCE PER G/L</b>	<b>07/31/25</b>	<b>380,345.67</b>

DIFFERENCE: 0.00

PREPARED BY: Naomi Ibarra

TITLE: Accountant

DATE: 09/09/25

APPROVED BY: *Tracy Webster*  
Tracy Webster (Sep 9, 2025 14:40:23 PDT)

TITLE: Chief Financial Officer

DATE: 09/09/2025

**COMMUNITY ACTION PARTNERSHIP OF KERN**  
**DAY 1 FAMILIES ACCOUNT**  
 1300 18TH STREET, SUITE 200  
 BAKERSFIELD, CA 93301

BANK RECONCILIATION FOR MONTH ENDING  
**July 31, 2025**

CITIZENS BUSINESS BANK  
 701 N HAVEN AVENUE  
 ONTARIO, CA 91764

ACCOUNT NO.: XXXXX-X5976

<b>BANK BALANCE ENDING:</b>	<b>07/31/25</b>	<b>25,115.23</b>
DEPOSITS IN TRANSIT		0.00
OUTSTANDING CHECKS		0.00
OTHER		0.00
<b>ADJUSTED BANK BALANCE:</b>	<b>07/31/25</b>	<b>25,115.23</b>

<b>BALANCE PER GENERAL LEDGER</b>	<b>06/30/25</b>	<b>25,114.80</b>
ADD:		
DEPOSITS (Credit Card Donations & Shared Fee)		0.00
WIRE TRANSFER		0.00
PAYPAL DEPOSIT		0.00
INTEREST/ WAIVE FEE		0.43
LESS:		
APPLIED MERCHANT DEBITS		0.00
CLIENT ANALYSIS SERVICE CHARGE		0.00
BANKCARD FEES		0.00
CASH CONCENTRATION FEE		0.00
FUND TRANSFER TO CITIZENS BUSINESS		0.00
<b>BALANCE PER GENERAL LEDGER:</b>	<b>07/31/25</b>	<b>25,115.23</b>

Difference: 0.00

PREPARED BY: Naomi Ibarra TITLE: Accountant DATE: 09/09/25  
 APPROVED BY: *Tracy Webster* TITLE: Chief Financial Officer DATE: 09/09/2025  
Tracy Webster (Sep 9, 2025 16:34:39 PDT)

**Community Action Partnership of Kern**

Journal Entries  
 07/31/2025

Initiated By Naomi Ibarra 9/9/2025

Approved By 9/9/2025

<u>Account Description</u>	<u>Date</u>	<u>Account Code</u>	<u>Debit</u>	<u>Credit</u>
Restricted Bank Account	7/31/2025	1120-410023-4000-100-400-100	0.43	
Interest Income	7/31/2025	4310-410023-4000-100-400-100		0.43
Client Analysis Charge	7/31/2025	6695-410023-4000-100-400-100	838.05	
Restricted Bank Account	7/31/2025	1155-410023-4000-100-400-100		838.05
Restricted Bank Account	7/31/2025	1155-410023-4000-100-400-100	17,334.76	
Donation	7/31/2025	4310-410023-4000-100-400-100		17,334.76

TO REC DAY 1 FAMILIES, INT, & FEES FOR July 2025

18,173.24 18,173.24







**COMMUNITY ACTION PARTNERSHIP OF KERN  
ELAN (CBB) VISA SUMMARY  
STATEMENTS DATED July 1, 2025 - July 31, 2025**

Cardholder	Position	Amount Charged - CBB
CAPK	Accounts Payable	\$ -
Catherine Anspach	Foundation Director of Development	3,765.98
Gloria Barbero	Administrator - EHS San Joaquin	2,254.24
Yolanda Gonzales	Director of Head Start/State Child Development Programs	4,942.95
Freddy Hernandez	Director of Youth and Community Services	(1,557.13)
Lisa McGranahan	Director of Human Resources	1,214.83
Jerry Meade	Assistant Director of Head Start/State Child Development Programs	4,663.85
Pritika Ram	Chief Business Development Officer	2,261.27
Jeremy Tobias	Chief Executive Officer	2,693.34
Emilio Wagner	Chief Facilities and Technology Officer	2,730.84
Tracy Webster	Chief Financial Officer	3,006.75
Rebecca Moreno	Director of Housing Support Services	3,448.59
Susana Magana	Director of Nutrition Services	13,942.16
	Total	\$ 43,367.67

# Cardholder Activity

Name: ACCOUNTS PAYABLE

Account Number: \*\*2037

Cycle End Date: 07/25/2025

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Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	Source Currency	Currency Amount
			Allocation Amount	Accounting Code

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Activity Totals  
\$0.00

Purchases  
\$0.00

Payments  
\$0.00

Cardholder Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_

Signature: \_\_\_\_\_

## Cardholder Activity

Name: CATHERINE ANSPACH

Account Number: \*\*0997

Cycle End Date: 07/26/2025

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
06/25/2025 06/26/2025	SMART AND FINAL 803 BAKERSFIELD(G, CA	\$109.29 \$109.29	USD	109.29	Supplies for Covey Cottage Ribbon Cutting
06/25/2025 06/26/2025	DOLLARTREE BAKERSFIELD, CA	\$15.53 \$15.53	USD	15.53	Supplies for Covey Cottage Ribbon Cutting
06/25/2025 06/27/2025	ALBERTSONS #0358 BAKERSFIELD, CA	\$82.31 \$82.31	USD	82.31	Food for Covey Cottage Ribbon Cutting
06/26/2025 06/27/2025	BAKNATCEM SUP ZEFFY.COM, DE	\$1,000.00 \$1,000.00	USD	1,000.00	Tickets to the Bakersfield National Cemetery Fundraiser
06/26/2025 06/27/2025	CHEVRON 0358476 BAKERSFIELD, CA	\$8.95 \$8.95	USD	8.95	Ice for Covey Cottage Ribbon Cutting
06/27/2025 06/30/2025	TST* NOTHING BUNDT CAKES 661-379-8120, CA	\$68.31 \$68.31	USD	68.31	Thank you gifts, for GFG volunteers
07/02/2025 07/03/2025	CALCAPA* CALCAPA WWW.CALCAPA.O, CA	\$650.00 \$650.00	USD	650.00	CAL CAPA registration for Catherine Anspach
07/02/2025 07/03/2025	CALCAPA* CALCAPA WWW.CALCAPA.O, CA	\$650.00 \$650.00	USD	650.00	CAL CAPA registration for Lara Popkin
07/02/2025 07/03/2025	CALCAPA* CALCAPA WWW.CALCAPA.O, CA	\$650.00 \$650.00	USD	650.00	CAL CAPA registration for Annelisa Perez

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
07/03/2025 07/04/2025	PY *FOOD-EX 214-1111111. CA	\$300.37 \$300.37	USD	300.37	Food for Food Bank lunch and learn
07/09/2025 07/10/2025	TST* UNCHARTED ADVENTURES BAKERSFIELD, CA	\$28.35 \$28.35	USD	28.35	Coffee meeting with Seven Oaks Magazine
07/17/2025 07/18/2025	SMART AND FINAL 344 BAKERSFIELD, CA	\$16.13 \$16.13	USD	16.13	Drinks for Ad Hoc Committee
07/17/2025 07/21/2025	MOO CREAMERY BAKERSFIELD, CA	\$34.10 \$34.10	USD	34.10	Cookies for Ad Hoc Committee
07/24/2025 07/25/2025	SMITHS BAKERIES INC BAKERSFIELD, CA	\$152.64 \$152.64	USD	152.64	Cookies for Oasis Baby Shower Event

<b>Activity Totals</b>	<b>Purchases</b>	<b>Payments</b>
\$3,765.98	\$3,765.98	\$0.00

Cardholder Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ Signature: \_\_\_\_\_

# Cardholder Activity

Name: GLORIA BARBERO Account Number: \*\*2879 Cycle End Date: 07/25/2025

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	Description
06/25/2025	NATIONAL HEAD START ASSO 703-739-0875, VA	\$505.00	USD	505.00	Conference Registration for Gloria Barbero attending the 2025 NHSA fall Leadership Institute 9/15 - 9/18/25
06/26/2025		\$505.00			
06/27/2025	HILTON CAPITAL 202-3931000, DC	\$371.04	USD	371.04	Deposite for hotel stay at the Hilton Capital Washington DC for Gloria Barbero attending the 2025 NHSA 9/15-9/18/25
06/30/2025		\$371.04			
07/18/2025	PY *ADVANCED MINI STORAGE	\$595.00	USD	595.00	Payment receipt for storage units L004 & L005
07/21/2025		\$595.00			
07/21/2025	A-B-CPR & FIRST AID A-B-CPR.COM, CA	\$75.00	USD	75.00	Child preventative Healthcare online training for site supervisor Seta Yor
07/22/2025		\$75.00			
07/21/2025	ARGONAUT HOTEL 415-3455505, CA	\$316.60	USD	316.60	Argonaut hotel stay for Gloria Barbero attending the 2025 R9HSA Executive Leadership conference in San Francisco CA. July 21 - 22, 2025
07/23/2025		\$316.60			
07/22/2025	A-B-CPR & FIRST AID A-B-CPR.COM, CA	\$75.00	USD	75.00	Child preventative Healthcare online training for site supervisor Phonthip Padichith
07/23/2025		\$75.00			

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount
07/22/2025 07/24/2025	ARGONAUT HOTEL 415-3455505, CA	\$316.60 \$316.60	USD	316.60
Argonaut hotel stay for Gloria Barbero attending the 2025 R9HSA Executive Leadership conference in San Francisco CA. July 21 - 22, 2025				

**Activity Totals**  
 Purchases \$2,254.24      Payments \$0.00

Cardholder Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ Signature: \_\_\_\_\_

## Cardholder Activity

Name: YOLANDA GONZALES

Account Number: \*\*7449

Cycle End Date: 07/25/2025

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
06/25/2025 06/27/2025	HOTEL WINTERS WINTERS, CA	\$225.84 \$225.84	USD	225.84	108000@36%=\$81.30/ 109000@64%=\$144.54 Lodging for HSC Board of Directors Meeting/Retreat in Winters, CA on 6/25/25 for Elsa N.
06/25/2025 06/27/2025	HOTEL WINTERS WINTERS, CA	\$225.84 \$225.84	USD	225.84	108000@31%=\$70.01/ 109000@56%=\$126.47/ 117000@13%=\$29.36 Lodging for HSC Board of Directors Meeting/Retreat in Winters, CA on 6/25/25 for Yolanda G.
06/26/2025 06/30/2025	HOTEL WINTERS WINTERS, CA	\$222.88 \$222.88	USD	222.88	108000@31%=\$69.10/ 109000@56%=\$124.81/ 117000@13%=\$28.97 Lodging for HSC Board of Directors Meeting/Retreat in Winters, CA on 6/25/25 for Yolanda G.
06/26/2025 06/30/2025	HOTEL WINTERS WINTERS, CA	\$203.46 \$203.46	USD	203.46	108000@36%=\$73.25/ 109000@64%=\$130.21 Lodging for HSC Board of Directors Meeting/Retreat in Winters, CA on 6/25/25 for Elsa N.
06/27/2025 06/30/2025	NATIONAL HEAD START ASSO 703-739-0875, VA	\$505.00 \$505.00	USD	505.00	108000@36%=\$181.80/ 109000@64%=\$323.20 Registration for NHSA Fall Leadership Institute in Washington, DC on Sept.15-18th for Elsa N.
06/28/2025 06/30/2025	HILTON CAPITAL 202-3931000, DC	\$394.23 \$394.23	USD	394.23	108000@31%=\$122.21/ 109000@56%=\$220.77/ 117000@13%=\$51.25 Lodging Deposit for NHSA Fall Leadership Institute in Washington, DC on Sept. 15th-18th for Yolanda G.
06/28/2025 06/30/2025	HILTON CAPITAL 202-3931000, DC	\$394.23 \$394.23	USD	394.23	108000@36%=\$141.92/109000@64%=\$252.31 Lodging Deposit for NHSA Fall Leadership Institute in Washington, DC on Sept. 15th-18th for Elsa N.
07/09/2025 07/10/2025	FLOCKLER WWW.FLOCKLER., GA	\$1,056.00 \$1,056.00	USD	1,056.00	108000@36%=\$380.16/ 109000@64%=\$675.84 Flocker Software Support Services Yearly Renewal for Head Start
07/09/2025 07/10/2025	CANVA* 04566-73287533 737-2853388, DE	\$699.99 \$699.99	USD	699.99	108000@36%=\$252/ 109000@64%=\$447.99 CANVA Software Support Services Yearly Renewal for HS Education

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount
07/22/2025 07/24/2025	THE LIVE HOTEL (ST2638 LOS ANGELES, CA	<b>\$322.58</b> \$322.58	USD	322.58 270025@100%=\$322.58
Lodging to attend R9HSA's Manager's Academy in Los Angeles, CA on July 21st-23rd for Kendra Cobb				
07/22/2025 07/24/2025	ARGONAUT HOTEL 415-3455505, CA	<b>\$633.20</b> \$633.20	USD	633.20 108000@31%=\$196.29/109000@56%=\$354.59/117000@13%=\$82.32
Lodging for R9HSA Executive Leadership Council Meeting on July 21st-22nd in San Francisco, CA for Yolanda G.				
07/24/2025 07/25/2025	CPS HR CONSULTING 916-2633600, CA	<b>\$4.85</b> \$4.85	USD	4.85 108000@35%=\$1.70/ 109000@65%=\$3.15
Registration for CDSS Community Care Licensing CCC Operations & Record Keeping for Charlette McRae @ Cleo Foran				
07/24/2025 07/25/2025	CPS HR CONSULTING 916-2633600, CA	<b>\$54.85</b> \$54.85	USD	54.85 108000@35%=\$19.20/109000@65%=\$35.65
Registration for CDSS Community Care Licensing CCC Application Orientation for Charlette McRae @ Cleo Foran				

<b>Activity Totals</b>	<b>Purchases</b>	<b>Payments</b>
\$4,942.95	\$4,942.95	\$0.00

Cardholder Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ Signature: \_\_\_\_\_

**Cardholder Activity**

Name: FREDDY HERNANDEZ

Account Number: \*\*5342

Cycle End Date: 07/25/2025

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
06/27/2025	BKG*HOTEL AT BOOKING.C	<b>(\$4,408.48)</b>	USD	(4,408.48)	Refund for Booking.com transaction by VITA.
06/30/2025	8888503958, NY	(\$4,408.48)			
07/15/2025	CAESARS HOTEL & CASINO	<b>\$1,546.50</b>	USD	1,546.50	WIPFLI Conference for Lois Hannible at Caesars Palace in Las Vegas.
07/16/2025	8662094732, NV	\$1,546.50			
07/18/2025	ALBERTSONS.COM #1347	<b>\$104.85</b>	USD	104.85	Water purchase for client incentive for EKFR
07/21/2025	877-505-4040, CA	\$104.85			
07/20/2025	CAESARS HOTEL & CASINO	<b>(\$500.00)</b>	USD	(500.00)	Refund- WIPFLI Conference for Lois Hannible at Caesars Palace in Las Vegas.
07/21/2025	8662094732, NV	(\$500.00)			
07/22/2025	CFED 1TO1 FUND	<b>\$2,100.00</b>	USD	2,100.00	Prosperity Summit Conference for VITA Team in Washington DC.
07/22/2025	202-207-0130, DC	\$2,100.00			

**Activity Totals**  
(\$1,157.13)

**Purchases**  
(\$1,157.13)

**Payments**  
\$0.00

Cardholder Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_

Signature: \_\_\_\_\_



CORPORATE PAYMENT SYSTEMS  
P.O. BOX 6343  
FARGO , ND 58125-6343

**ACCOUNT NUMBER** 4807 9501 2963 7461

**AMOUNT DUE** \$0.00



000198686 01 SP 106481449031846 S  
LISA MCGRANAHAN  
CAPK  
1300 18TH STREET, SUITE 200  
BAKERSFIELD CA 93301-4510

**"MEMO STATEMENT ONLY"**  
**DO NOT REMIT PAYMENT**

**MESSAGES:**

TRAN DATE	POST DATE	REF #	TRANSACTION DESCRIPTION	AMOUNT	-NOTATION-
07-10	07-11	40961	BIOMETRICS4ALL 714-5689888 CA	6.00	LiveScan for pre-employment
07-15	07-16	99318	SAFETY HOLDINGS 888-9472622 NM	1,208.83	Driver monitoring services

ACCOUNTING CODE		SIGNATURE/APPROVAL	
<b>CUSTOMER SERVICE CALL</b>  <b>800-344-5696</b>	<b>CARD ACCOUNT NUMBER</b> 4807-9501-2963-7461	<b>ACCOUNT SUMMARY</b>	
	STATEMENT DATE: 07/25/25	PURCHASES, FEES & ADJUSTMENTS	0.00
		CHECKS/CASH ADVANCES	.00
<b>BILLING OFFICE ACCOUNT NUMBER</b> 4807-9545-5000-8028 <b>BILLING OFFICE CONTACT AND ADDRESS</b> COMMUNITY ACTION-PYSLC TRACY WEBSTER 1300 18TH STREET, SUITE 200 BAKERSFIELD CA 93301-4510		CREDITS	.00
		<b>STATEMENT TOTAL</b>	1,214.83

## Cardholder Activity

Name: JERRY MEADE

Account Number: \*\*3950

Cycle End Date: 07/25/2025

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
06/25/2025	NATIONAL HEAD START ASSO	\$505.00	USD	505.00	Registration for Assistant Director to attend NHSA Fall Leadership Institute September 15th - 18th 2025 Washington, D.C
06/26/2025	703-739-0875, VA	\$505.00			
06/26/2025	AMERICAN AIR0012252114908	\$773.98	USD	773.98	Flight for Assistant Director to attend NHSA Fall Leadership Institute September 15th - 18th 2025 Washington, D.C
06/26/2025	FORT WORTH, TX	\$773.98			
06/26/2025	HILTON CAPITAL	\$394.23	USD	394.23	Hotel Reservation (One Night charged)for Assistant Director to attend NHSA Fall Leadership Institute September 15th - 18th in Washington, D.C
06/30/2025	202-3931000, DC	\$394.23			
07/14/2025	HSI EMERGENCY CARE SOLUTI	\$45.00	USD	45.00	Online Instructor Reauthorization for Health Staff
07/15/2025	800-4473177, OR	\$45.00			
07/14/2025	HSI EMERGENCY CARE SOLUTI	\$1,796.06	USD	1,796.06	CPR training materials
07/15/2025	800-4473177, OR	\$1,796.06			
07/21/2025	THE LIVE HOTEL	\$322.58	USD	322.58	Hotel Reservations for Home Visiting Coordinator attending Region Head Start Association Managers Academy July 21st - 23rd 2025
07/23/2025	(ST2638 LOS ANGELES, CA	\$322.58			

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
07/22/2025	ARGONAUT HOTEL	\$827.00	USD	827.00	Hotel Reservation for Assistant Director attending Region 9 Executive Leadership Council Meeting In San Francisco July 20th - 22nd 2025
07/24/2025	415-3455505, CA	\$827.00			

<b>Activity Totals</b>	<b>Purchases</b>	<b>Payments</b>
\$4,663.85	\$4,663.85	\$0.00

Cardholder Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ Signature: \_\_\_\_\_

## Cardholder Activity

Name: PRITIKA RAM

Account Number: \*\*2500

Cycle End Date: 07/25/2025

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
06/30/2025 07/01/2025	THE UPS STORE 7108 661-3811352, CA	\$23.08 \$23.08	USD	23.08	Shipping for NCAP Tablecloth
07/02/2025 07/03/2025	CALCAPA* CALCAPA WWW.CALCAPA.O, CA	\$650.00 \$650.00	USD	650.00	CalCAPA Registration for P. Ram in Indian Wells
07/08/2025 07/09/2025	AMERICAN AIR0012255890905 FORT WORTH, TX	\$367.97 \$367.97	USD	367.97	Flight to Detroit for Savannah Oates NCAP
07/09/2025 07/10/2025	AMERICAN AIR0012256143830 FORT WORTH, TX	\$501.97 \$501.97	USD	501.97	Flight to Detroit for TiYonna Mitchell NCAP
07/09/2025 07/11/2025	NEW CITY CLEANER BAKERSFIELD, CA	\$157.50 \$157.50	USD	157.50	Dry cleaning services for community development banners and tablecloths
07/11/2025 07/14/2025	B&H PHOTO 800-606-6969 800-2215743, NY	\$270.52 \$270.52	USD	270.52	Photo/Camera Equipment for Outreach Department
07/14/2025 07/16/2025	OFFICE DEPOT #952 BAKERSFIELD, CA	\$160.97 \$160.97	USD	160.97	East Kern Election Day materials/supplies for set-up
07/20/2025 07/21/2025	FACEBK *YYNF6UUEM2 650-5434800, CA	\$117.24 \$117.24	USD	117.24	Social Media Boosts for KCCD Grant

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount
07/20/2025	FACEBK	\$12.02	USD	12.02
07/21/2025	*DAZWUVGEM2 650-5434800, CA	\$12.02		Social Media Boosts for KCCD Grant

Activity Totals      Purchases      Payments  
 \$2,261.27      \$2,261.27      \$0.00

Cardholder Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ Signature: \_\_\_\_\_



CORPORATE PAYMENT SYSTEMS  
P.O. BOX 6343  
FARGO , ND 58125-6343

**ACCOUNT NUMBER** 4807 9501 0962 8415

**AMOUNT DUE** \$0.00



000198684 01 SP 106481449031844 S  
JEREMY T TOBIAS  
CAPK  
1300 18TH STREET, SUITE 200  
BAKERSFIELD CA 93301-4510

**"MEMO STATEMENT ONLY"**  
**DO NOT REMIT PAYMENT**

**MESSAGES:**

TRAN DATE	POST DATE	REF #	TRANSACTION DESCRIPTION	AMOUNT	-NOTATION-
06-24	06-26	26514	SHELL OIL 12822045006 BAKERSFIELD CA	78.54	
06-26	06-27	72506	PY *FOOD-EX 214-1111111 CA	196.84	
06-26	06-27	11676	PY *FOOD-EX 214-1111111 CA	553.01	
06-26	06-27	51270	CAESAR'S PALACE DEPOSIT 8662094732 NV	845.36	
			174323988662094732 ARRIVAL: 07-15-25		
06-26	06-27	34794	CAESAR'S PALACE DEPOSIT 8662094732 NV	1,195.93	
			174323838662094732 ARRIVAL: 07-14-25		
06-30	07-01	38233	USPS PO 0504720502 BAKERSFIELD CA	62.35	
07-10	07-14	49354	SHELL OIL12822045014 BAKERSFIELD CA	72.77	
07-19	07-21	57977	CAESARS HOTEL & CASINO 8662094732 NV	240.00 CR	
07-19	07-21	59247	CAESARS HOTEL & CASINO 8662094732 NV	305.78 CR	
07-22	07-23	81862	THINGSREMEMBERED.COM 866-516-8474 IL	201.33	
07-23	07-24	44442	MISTER CAR WASH #1006 866-2543229 CA	32.99	

ACCOUNTING CODE		SIGNATURE/APPROVAL	
<b>CUSTOMER SERVICE CALL</b>  <b>800-344-5696</b>	<b>CARD ACCOUNT NUMBER</b> 4807-9501-0962-8415	<b>ACCOUNT SUMMARY</b>	
	STATEMENT DATE: 07/25/25	PURCHASES, FEES & ADJUSTMENTS	0.00
		CHECKS/CASH ADVANCES	.00
<b>BILLING OFFICE ACCOUNT NUMBER</b> 4807-9545-5000-8028 <b>BILLING OFFICE CONTACT AND ADDRESS</b> COMMUNITY ACTION-PYSLC TRACY WEBSTER 1300 18TH STREET, SUITE 200 BAKERSFIELD CA 93301-4510		CREDITS	545.78
		<b>STATEMENT TOTAL</b>	2,693.34

## Cardholder Activity

Name: JEREMY T TOBIAS

Account Number: \*\*8415

Cycle End Date: 07/23/2025

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Explanation of Expense
06/24/25	Shell Oil	<b>\$78.54</b>	Gasoline for CEO's Agency Vehicle
06/26/2025	Food-Ex	<b>\$196.84</b>	Lunch for Special Ad-Hoc Committee on 6/23/25, See attached agenda & attendee list
06/26/2025	Food-Ex	<b>\$553.01</b>	Lunch for Board Meeting on 6/25/25. See attached agenda and attendee list.
06/26/2025	Caesars Palace Las Vegas	<b>\$845.36</b>	Hotel Deposit for Board Member Fatima Echeverria to attend the Wipfli Conference in Las Vegas, NV (Includes deposit for incidentals to be credited back at the end of stay)
06/26/2025	Caesars Palace Las Vegas	<b>\$1195.93</b>	Hotel Deposit for Board Member Denise Boshers to attend the Wipfli Conference in Las Vegas, NV (Includes deposit for incidentals to be credited back at the end of stay)
06/30/2025	USPS	<b>\$62.35</b>	Postage fee for East Kern Low-Income Representative election packets to be mailed to polling sites.
07/10/2025	Shell Oil	<b>\$72.77</b>	Gasoline for CEO's Agency Vehicle
07/19/2025	Caesars Palace Las Vegas	<b>-\$240.00</b>	Hotel Issued credit for Board Member Fatima Echeverria from the overage of the advance deposit for incidental costs. The amount was credited back to agency credit card
07/19/2025	Caesars Palace Las Vegas	<b>-\$305.78</b>	Hotel Issued credit for Board Member Denise Boshers from the overage of the advance deposit for incidental costs. The amount was credited back to agency credit card
07/22/2025	Things Remembered	<b>\$201.33</b>	Retirement Gift for Head Start Employee, Maria Alldredge (30 years with CAPK)
07/23/2025	Mister Car Wash	<b>\$32.99</b>	Monthly Car Wash Fee for CEO's Agency Vehicle
		<b>\$2,693.34</b>	<b>Total Expenses for Cycle with End Date of 07/23/2025</b>



CORPORATE PAYMENT SYSTEMS  
P.O. BOX 6343  
FARGO , ND 58125-6343

**ACCOUNT NUMBER** 4807 9501 3467 0150

**AMOUNT DUE** \$0.00



000198687 01 SP 106481449031847 S  
EMILIO WAGNER  
CAPK  
1300 18TH STREET, SUITE 200  
BAKERSFIELD CA 93301-4510

**"MEMO STATEMENT ONLY"**  
**DO NOT REMIT PAYMENT**

**MESSAGES:**

TRAN DATE	POST DATE	REF #	TRANSACTION DESCRIPTION	AMOUNT	-NOTATION-
07-09	07-10	13062	MICROSOFT-G101484278 800-6427676 WA	1,586.08	Microsoft Azure Standard Monthly Bill
07-16	07-17	32171	MINDBODY, INC. WWW.MINDBODYO CA	8.00	Attentive & Analytics Pro Bundle
07-19	07-21	50046	MINDBODY, INC. WWW.MINDBODYO CA	578.65	Recurring Subscription
07-21	07-21	34084	MSFT * E0400WPQU2 800-6427676 WA	558.11	Virtual Network Monthly Bill

ACCOUNTING CODE		SIGNATURE/APPROVAL	
<b>CUSTOMER SERVICE CALL</b>  <b>800-344-5696</b>	<b>CARD ACCOUNT NUMBER</b> 4807-9501-3467-0150	<b>ACCOUNT SUMMARY</b>	
	STATEMENT DATE: 07/25/25	PURCHASES, FEES & ADJUSTMENTS	0.00
		CHECKS/CASH ADVANCES	.00
<b>BILLING OFFICE ACCOUNT NUMBER</b> 4807-9545-5000-8028 <b>BILLING OFFICE CONTACT AND ADDRESS</b> COMMUNITY ACTION-PYSLC TRACY WEBSTER 1300 18TH STREET, SUITE 200 BAKERSFIELD CA 93301-4510		CREDITS	.00
		<b>STATEMENT TOTAL</b>	2,730.84

# Cardholder Activity

Name: TRACY WEBSTER      Account Number: \*\*9950      Cycle End Date: 07/25/2025

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
07/11/2025	WPY*BESPOKE MEMORIAL GROU 855-469-3729, CA	\$3,000.00	USD	3,000.00	Contribution to Friendship House for death in family
07/14/2025		\$3,000.00			
07/22/2025	SQ *502	\$6.75	USD	6.75	FYLE Test - Purchased Coffee to demonstrate how a new Expense systems works.
07/23/2025	BAKERSFIELD, CA	\$6.75			

**Activity Totals**  
\$3,006.75      Purchases \$3,006.75      Payments \$0.00

Cardholder Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ Signature: \_\_\_\_\_

## Cardholder Activity

Name: REBECCA MORENO

Account Number: \*\*9741

Cycle End Date: 07/25/2025

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
06/30/2025 07/01/2025	UBER *TRIP HELP.UBER.COM, CA	<b>\$53.09</b> \$53.09	USD	53.09	Uber charge from airport to hotel while attending NAEH Conference in Washington, DC
07/03/2025 07/07/2025	HILTON INTERNATIONALS 202-4833000, DC	<b>\$963.54</b> \$963.54	USD	963.54	Hotel while attending NAEH Conference in Washington, DC (Rebecca Moreno)
07/04/2025 07/04/2025	UBER *TRIP HELP.UBER.COM, CA	<b>\$62.20</b> \$62.20	USD	62.20	Uber charge from hotel to airport while attending NAEH Conference in Washington DC.
07/09/2025 07/11/2025	SECURCARE SELF STORAGE 661-3227834, CA	<b>\$293.00</b> \$293.00	USD	293.00	Monthly storage fee for Housing & Supportive Services
07/10/2025 07/11/2025	ONLINE TRAINING 877-3212451, NC	<b>\$125.00</b> \$125.00	USD	125.00	Narcan Instructor Training and Certification for Raul Jimenez
07/18/2025 07/21/2025	2300 SAHARA HOTEL OPERA LAS VEGAS, NV	<b>\$157.60</b> \$157.60	USD	157.60	Deposit for hotel room for extra night after WIPFLI Conference (approved by CEO)(Rebecca Moreno)
07/19/2025 07/21/2025	2300 SAHARA HOTEL OPERA LAS VEGAS, NV	<b>\$62.30</b> \$62.30	USD	62.30	Remaining balance for hotel room for extra night after WIPFLI)
07/19/2025 07/21/2025	CAESARS HOTEL & CASINO 8662094732, NV	<b>\$855.93</b> \$855.93	USD	855.93	Hotel room cost for Raul Jimenez while attending WIPFLI Conference

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
07/19/2025	CAESARS HOTEL & CASINO	<b>\$875.93</b>	USD	875.93	Hotel cost for Rebecca Moreno while attending WIPFLI Conference
07/21/2025	LAS VEGAS, NV	\$875.93			

<b>Activity Totals</b> \$3,448.59	<b>Purchases</b> \$3,448.59	<b>Payments</b> \$0.00
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Cardholder Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_ Signature: \_\_\_\_\_

# Cardholder Activity

Name: SUSANA MAGANA

Account Number: \*\*4027

Cycle End Date: 07/25/2025

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
06/25/2025 06/27/2025	EMBASSY SUITES 760-7771711, CA	<b>\$2,076.16</b> \$2,076.16	USD	2,076.16	Hotel accommodations for staff: Laura Porla, Isabel Ruiz, Carmen Arambula, Susana Bailon, Isabel Mendoza, Jackie Martinez, Perla Rodriguez, Lara Martinez to conduct compliance visit, community education and support and program outreach. 6120-261025-1000-120-180-145
06/26/2025 06/27/2025	PCE/COUNSELING SKILLS 888-7643480, CA	<b>\$1,300.00</b> \$1,300.00	USD	1,300.00	Purchase of training for WIC Supervision Team and WIC Nutrition Ed Specialist. 6680-115024-2001-120-220-155
06/29/2025 06/30/2025	TEXTEDLY TEXTEDLY.COM, CA	<b>\$267.00</b> \$267.00	USD	267.00	Monthly Text Service Subscription for CSFP 6605-147024-2000-120-210-135
06/30/2025 07/01/2025	LASENS NATURAL FOODS-BK BAKERSFIELD, CA	<b>\$27.45</b> \$27.45	USD	27.45	Purchase of Special Diet Foods/Milks 7145-112024-2000-120-240-115
06/30/2025 07/01/2025	USPS PO 0504690524 BAKERSFIELD, CA	<b>\$1,460.00</b> \$1,460.00	USD	1,460.00	Postage stamps for satellite offices to mail notifications and program information. 6610-261024-1000-120-180-145
06/30/2025 07/01/2025	PY *MADERA SECURE STORAGE 559-674-6464, CA	<b>\$912.00</b> \$912.00	USD	912.00	Madera Vehicle Parking Fees for FY 2025-2026. Payment is for July 1, 2025 to June 30, 2026. 6205-261025-1000-120-180-145
07/01/2025 07/01/2025	ZAZZLE INC 888-892-9953, CA	<b>\$1,180.89</b> \$1,180.89	USD	1,180.89	Purchase of Breastfeeding Pins. 6305-115024-2001-171-220-155
07/08/2025 07/09/2025	EZCATER*URBANE CAFE 800-488-1803, MA	<b>\$324.57</b> \$324.57	USD	324.57	Lunch for Family Services Dept. Training in Visalia, CA 6680-261025-1000-120-180-605

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
07/09/2025 07/10/2025	WALGREENS.COM PHOTO #1624 800-289-2273, IL	<b>\$441.69</b> \$441.69	USD	441.69	Order of Canvas Prints for Food Bank Beautification 6615-504000-2000-120-210-135
07/09/2025 07/11/2025	WALGREENS.COM PHOTO #1624 DEERFIELD, IL	<b>(\$441.69)</b> (\$441.69)	USD	(441.69)	Order of Canvas Prints for Food Bank Beautification Order canceled and refunded due to some print sizes being unavailable 6615-504000-2000-120-210-135
07/10/2025 07/11/2025	VISTAPRINT 866-207-4955, MA	<b>\$1,350.92</b> \$1,350.92	USD	1,350.92	Purchase of provider bags and postcards needed for RBL to perform her duties. 6615-115024-2137-171-220-155
07/10/2025 07/11/2025	LASSENS NATURAL FOODS-BK BAKERSFIELD, CA	<b>\$30.04</b> \$30.04	USD	30.04	Purchase of Special Diet Foods/Milks 7145-112024-2000-120-240-115
07/10/2025 07/11/2025	LASSENS NATURAL FOODS-BK BAKERSFIELD, CA	<b>\$42.52</b> \$42.52	USD	42.52	Purchase of Special Diet Foods/Milks 7145-112024-2000-120-240-115
07/10/2025 07/11/2025	WWW.CVS.COM 888-607-4287, RI	<b>\$432.94</b> \$432.94	USD	432.94	Canvas Printing for Food Bank beautification 6615-504000-200-120-210-135
07/11/2025 07/11/2025	VISTAPRINT 866-207-4955, MA	<b>\$117.98</b> \$117.98	USD	117.98	Custom printed RBL postcards with contact information. 6615-115024-2137-171-220-155
07/11/2025 07/14/2025	WALGREENS #3272 800-289-2273, CA	<b>\$480.48</b> \$480.48	USD	480.48	Balance due to pick up Food Bank Canvas Printing Order 6615-504000-2000-120-210-135
07/17/2025 07/21/2025	MONTEREY PLAZA HOTEL MONTEREY, CA	<b>\$1,036.02</b> \$1,036.02	USD	1,036.02	Hotel for Susana Bailon while attending Great Administrators Seminar in Monterey, CA 6120-261025-1000-120-180-601

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total Allocation Amount	Source Currency Accounting Code	Currency Amount	
07/17/2025	MONTEREY PLAZA HOTEL MONTEREY, CA	\$1,121.22	USD	1,121.22	Hotel for Susana Magana and Laura Porta while attending Great Administrators Seminar in Monterey, CA 6120-261025-1000-120-180-601
07/21/2025	USPS KIOSK 0532829550 HANFORD, CA	\$244.00	USD	244.00	Program P.O. Box Fees 6205-216025-1000-120-180-601
07/21/2025	AMERICAN AIR0012259779739 FORT WORTH, TX	\$890.96	USD	890.96	Flight receipt for Kelly Lowery to attend Community Food Bank meeting in Houston, TX 6120-504000-2001-120-210-135
07/23/2025	MAGNOLIA HOTEL HOUSTON HOUSTON, TX	\$423.54	USD	423.54	Hotel accomodations for Kelly Lowery to attend Com. Food Bank Meeting in Houston - two transactions for this reservation to keep avg daily rate in hotel block pricing. 6120-504000-2001-120-210-135
07/25/2025	MAGNOLIA HOTEL HOUSTON HOUSTON, TX	\$223.47	USD	223.47	Hotel accomodations for Kelly Lowery to attend Com. Food Bank Meeting in Houston - two transactions were made for this reservation to keep avg daily rate in hotel block pricing. 6120-504000-2001-120-210-135

**Activity Totals**      **Purchases**      **Payments**  
 \$13,942.16      \$13,942.16      \$0.00

**Cardholder Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Supervisor Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**COMMUNITY ACTION PARTNERSHIP OF KERN  
CENTRAL KITCHEN - BUDGET TO ACTUAL  
FOR THE PERIOD MARCH 1, 2025 TO FEBRUARY 28, 2026 (5 OF 12 MONTHS OR 41.66%)**

Line Item	2025/26 Budget	3/1/25 - 2/28/26 Actual	% Expended	Available Budget
USDA Revenue (Note A)	1,630,185	575,494	35.3%	1,054,691
Head Start Subsidy	<u>1,405,385</u>	<u>590,967</u>	42.1%	<u>814,418</u>
Total Revenue	<u><u>3,035,570</u></u>	<u><u>1,166,461</u></u>	38.4%	<u><u>1,869,109</u></u>
Expenditures (Note B)				
Salaries	923,953	315,251	34.1%	608,702
Benefits	319,677	117,178	36.7%	202,499
Vehicle Gasoline, Repair/Maintenance	51,300	25,273	49.3%	26,027
Space Costs	121,700	84,384	69.3%	37,316
Supplies - Office & Food Service	156,000	22,051	14.1%	133,949
Equipment Repair/Maintenance & Lease	11,000	17,059	155.1%	(6,059)
Communication	13,000	4,287	33.0%	8,713
Risk Insurance	12,700	14,084	110.9%	(1,384)
Printing	1,000	108	10.8%	892
Hiring & Employee Costs	100	286	285.5%	(186)
First Aid	500	-	0.0%	500
Raw Food/Vended Meals	<u>1,147,647</u>	<u>444,223</u>	38.7%	<u>703,424</u>
Sub Total	2,758,577	1,044,183	37.9%	1,714,394
Adult Meals Prepared	128,794	77,136	59.9%	51,658
Indirect	<u>148,199</u>	<u>45,142</u>	30.5%	<u>103,057</u>
Total Expenditures	<u><u>3,035,570</u></u>	<u><u>1,166,461</u></u>	38.4%	<u><u>1,869,109</u></u>

	Prior Period	JULY 2025	Cumulative
Total Meals Prepared and Vended (Note C)	229,353	40,296	269,649
Total Meals Claimed	<u>161,695</u>	<u>24,318</u>	<u>186,013</u>
Difference	67,658	15,978	83,636

Percentage Claimed to Prepared/Vended	60.3%	69.0%
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Note A: Source of USDA revenue is monthly report submitted to California Department of Education by Head Start/State Child Development Program Division. Revenue is reimbursement for meals claimed.

Note B: Expenditures are for meals prepared, including vended meals.

Note C: Total number of meals delivered to the centers and homebase excluding adult prepared and adult meals vended. The total represents the number of meals available to be served to center and homebase children.

**COMMUNITY ACTION PARTNERSHIP OF KERN  
STATE DEPARTMENT OF EDUCATION 2024/25 CONTRACTS - EARNED REVENUE  
FOR THE PERIOD 7/1/25 - 6/30/26 (1 OF 12 MONTHS = 8.33%)**

	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	TOTAL	% Earned to MRA
<b>GENERAL CHILD CARE (CCTR-5068)</b>														
Adjusted Days of Enrollment - Certified	10,499	-	-	-	-	-	-	-	-	-	-	-	10,499	
Reimbursement Rate per Child per Day	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	X \$51.55	
Revenue Earned	\$ 541,202	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 541,202	<b>13.54%</b>
Maximum Reimbursable Amount (MRA)													<b>\$3,996,470</b>	
<u>Flex Factor</u>														
Attendance Percentage (Attendance/Enrollment)	99.09%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		<b>99.09%</b>
Five Percent Flexibility, Maximum = 100 Percent	100.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%		100.00%
<b>CALIFORNIA STATE PRESCHOOL (CSPP-5118)</b>														
Adjusted Days of Enrollment - Certified	7,002	-	-	-	-	-	-	-	-	-	-	-	7,002	
Reimbursement Rate per Child per Day	<u>X 55.27</u>	<u>X 55.27</u>	<u>X 55.27</u>	<u>X 55.27</u>	<u>X 55.27</u>	<u>X 55.27</u>	<u>X 55.27</u>	<u>X 55.27</u>	<u>X 55.27</u>	<u>X 55.27</u>	<u>X 55.27</u>	<u>X 55.27</u>	<u>X 55.27</u>	
Revenue Earned	\$ 387,028	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 387,028	<b>5.08%</b>
Maximum Reimbursable Amount (MRA)													<b>\$7,612,170</b>	
<u>Flex Factor</u>														
Attendance Percentage (Attendance/Enrollment)	98.35%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		<b>98.35%</b>
Five Percent Flexibility, Maximum = 100 Percent	100.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%		100.00%
<b>MIGRANT CHILD CARE (CMIG-5004)</b>														
Adjusted Days of Enrollment - Certified	-	-	-	-	-	-	-	-	-	-	-	-	0	
Reimbursement Rate per Child per Day	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	<u>X \$51.55</u>	X \$51.55	
Revenue Earned	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>0.00%</b>
Maximum Reimbursable Amount (MRA)													<b>\$293,823</b>	
<u>Flex Factor</u>														
Attendance Percentage (Attendance/Enrollment)	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%		<b>100.00%</b>
Five Percent Flexibility, Maximum = 100 Percent	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%		100.00%

Note 1: Source of adjusted days of enrollment for certified children is the monthly attendance report prepared by the Fiscal Dept. of the Head Start/State Child Development Division.

Note 2: Source of reimbursement rate per child per day and maximum reimbursable amount is per the 2025/26 State contracts.

**COMMUNITY ACTION PARTNERSHIP OF KERN  
STATE DEPARTMENT OF EDUCATION 2023/24 CONTRACTS - EARNED REVENUE  
SAN JOAQUIN COUNTY OFFICE OF EDUCATION  
FOR THE PERIOD 7/1/25 - 6/30/26 (1 OF 12 MONTHS = 8.33%)**

	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	TOTAL	% Earned to MRA
<b>GENERAL CHILD CARE (CCTR-5XXX)</b>														
Adjusted Days of Enrollment - Certified	4,676	-	-	-	-	-	-	-	-	-	-	-	4,676	
Reimbursement Rate per Child per Day	<u>X \$48.84</u>	<u>X \$48.84</u>	<u>X \$48.84</u>	<u>X \$48.84</u>	<u>X \$48.84</u>	<u>X \$48.84</u>	<u>X \$48.84</u>	<u>X \$48.84</u>	<u>X \$48.84</u>	<u>X \$48.84</u>	<u>X \$48.84</u>	<u>X \$48.84</u>	<u>X \$48.84</u>	
Revenue Earned	\$ 228,392	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 228,392	7.59%
Maximum Reimbursable Amount (MRA)													<b>\$3,008,544</b>	
<u>Flex Factor</u>														
Attendance Percentage (Attendance/Enrollment)	98.58%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		98.58%
Five Percent Flexibility, Maximum = 100 Percent	100.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%		100.00%
<b>CALIFORNIA STATE PRESCHOOL (CSPP-5XXX)</b>														
Adjusted Days of Enrollment - Certified	-	-	-	-	-	-	-	-	-	-	-	-	0	
Reimbursement Rate per Child per Day	<u>X \$49.14</u>	<u>X \$49.14</u>	<u>X \$49.14</u>	<u>X \$49.14</u>	<u>X \$49.14</u>	<u>X \$49.14</u>	<u>X \$49.14</u>	<u>X \$49.14</u>	<u>X \$49.14</u>	<u>X \$49.14</u>	<u>X \$49.14</u>	<u>X \$49.14</u>	<u>X \$49.14</u>	
Revenue Earned	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Maximum Reimbursable Amount (MRA)													<b>\$2,250,612</b>	
<u>Flex Factor</u>														
Attendance Percentage (Attendance/Enrollment)														
Five Percent Flexibility, Maximum = 100 Percent														

Note 1: Source of adjusted days of enrollment for certified children is the monthly attendance report prepared by the Fiscal Dept. of the Head Start/State Child Development Division.

Note 2: Source of reimbursement rate per child per day and maximum reimbursable amount is per the 2025/26 Cooperative Agreement with the San Joaquin County Office of Education

Division/CFO: Tracy Webster, CFO  
 Program/Work Unit: Not Applicable  
 Services: Overall financial and accounting functions of the organization

Month/Year: July-2025  
 Director of Finance: Gabrielle Alexander

Activities Description	July 2025		Year to Date 03/1/25 - 07/31/25	
	Number	Amount		Amount
Bank/Wire Deposits	75	9,287,650	403	44,034,434
Vendor Checks Issued	1,476	5,907,756	8,545	38,397,313
Payroll Disbursed		3,684,414		23,234,661
Grant Reports Prepared	42		200	
2-1-1				
ARG III - Warm Handoff				
BKRHC Encampment Resolution				
BCSD California Community School Partnership				
BKRHC - HHAP)				
CAL EITC				
CalCAPA Diaper Distribution Pilot				
California State Preschool				
CalVIP (CA Violence Intervention and Prevention)				
CFDA - Healthy Refrigeration Program Grant				
Child and Adult Care Food				
City of Bakersfield FHCC Sports Field				
County of Kern Low Barrier Homeless Shelter				
CSBG (Community Services Block Grant)				
CSFP (Commodity Supplemental Food Program)				
DOE BIL				
E Kern Family Resource Center				
Early Head Start (EHS)/Head Start - Kern & San Joaquin				
EFAP				
Food Bank Capacity Program				
Help Me Grow				
Home Visit Initiative				
HOME-ARP City of Bakersfield 2024-25				
Housing and Urban Development				
HUD CPF Food Bank Expansion				
Internal Revenue Service - VITA				
KCCD CERF Regional Convener				
KCCD CWDB High Road Training Partnership				
LIHEAP				
Local Purchase Assistance (LFPA) USDA				
Migrant Alternative Payment				
NEOPB Cal Fresh Healthy Living				
Oasis FRC				
Positive Youth Development Services				
QRIS San Joaquin				
Safe Camping				
San Joaquin COE General Child Care (CTCR)				
San Joaquin QRIS				
SJCOE COE Headstart				
State Disaster Food Boxes				
SNAP (Cal Fresh Outreach)				
WIC (Women, Infants & Children)				

**Business Services**

Activity	Requested	In-Progress	Processed	Processed YTD
Purchase Orders	435	43	391	1,543
Contracts	30	3	27	99
Leases	6	1	6	21
Requests for Proposals	13	1	12	38

**Business Services Projects**

Description	% Completed	Comments

**Total Division Staffing**

32 Positions

- |                                   |                           |                                |
|-----------------------------------|---------------------------|--------------------------------|
| CFO                               | Accountant II (2)         | Administrative Coordinator (1) |
| Director of Finance               | Accounting Technician (6) | Procurement Supervisor (1)     |
| Finance Administrator             | Accounting Specialist (2) | Business Technician (2)        |
| Controller                        | Accounting Clerk (1)      |                                |
| Payroll/HRIS Manager              | AP Supervisor (1)         |                                |
| Accounting Administrator          | Fiscal Technician (2)     |                                |
| Accounting Administrator - Energy | Payroll Specialists (3)   |                                |
| Accountant (3)                    | Payroll Supervisor (1)    |                                |

# Community Action of Partnership of Kern Agency Total

## STATEMENT OF POSITION (UNAUDITED) AS OF FEBRUARY 28, 2025

### ASSETS

Cash in Bank	25,468,016
Cash - Vacation Reserve	1,107,758
Petty Cash	-
Accounts Receivable	9,329,529
Travel Advance	6,910
Prepaid Expense	895,466
Inventory	4,841,790
Net Fixed Assets - Unrestricted	9,106,614
Net Fixed Assets - Restricted	<u>41,042,599</u>

**Total Assets** 91,798,683

### LIABILITES AND NET ASSETS

Accounts Payable	6,255,129
Accrued Expenses	4,101,291
Accrued Vacation	2,201,945
Line of Credit	-
Note Payable	7,329,177
Advance Payable	3,890,350
Deferred Revenue	<u>16,363,200</u>

**Total Liabilites** 40,141,092

**Total Net Assets** 51,657,591

**Total Liabilities and Net Assets** 91,798,683

## STATEMENT OF OPERATIONS (UNAUDITED) FOR THE PERIOD MARCH 1, 2024 TO FEBRUARY 28, 2025

### REVENUE

Grant Revenue	137,819,705
Donations	41,364,481
Other Revenue	2,026,996
In-Kind	<u>65,488</u>

**Total Revenue** 181,276,670

### EXPENDITURES

Salaries	47,593,937
Benefits	15,542,023
Travel	734,942
Space Costs	10,535,693
Supplies	4,715,779
Consultant/Contract Services	4,883,791
Other Costs	3,655,427
Program Costs	76,420,042
Capital Expenditures	-
Indirect	11,588,968
In-Kind	<u>65,488</u>

**Total Expenditures** 175,736,090

**Net Change in Assets** 5,540,580

**Net Assets, beginning** 46,117,011

**Net Assets, ending** 51,657,591

# Community Action of Partnership of Kern Agency Total

STATEMENT OF POSITION (UNAUDITED) AS OF JULY 31, 2025	
<b>ASSETS</b>	
Cash in Bank	10,089,227
Cash - Vacation Reserve	1,318,591
Petty Cash	-
Accounts Receivable	8,006,245
Travel Advance	33,329
Prepaid Expense	1,543,276
Inventory	4,788,169
Net Fixed Assets - Unrestricted	9,106,614
Net Fixed Assets - Restricted	<u>40,225,983</u>
<b>Total Assets</b>	<b>75,111,434</b>
<b>LIABILITES AND NET ASSETS</b>	
Accounts Payable	3,518,798
Accrued Expenses	157,862
Accrued Vacation	1,173,890
Line of Credit	-
Note Payable	7,477,645
Advance Payable	1,176,805
Deferred Revenue	<u>10,165,922</u>
<b>Total Liabilites</b>	<b>23,670,922</b>
<b>Total Net Assets</b>	<b><u>51,440,511</u></b>
<b>Total Liabilities and Net Assets</b>	<b>75,111,433</b>

STATEMENT OF OPERATIONS (UNAUDITED) FOR THE PERIOD MARCH 1, 2025 TO JULY 31, 2025	
<b>REVENUE</b>	
Grant Revenue	39,793,829
Donations	164,889
Other Revenue	1,939,156
In-Kind	<u>5,610,737</u>
<b>Total Revenue</b>	<b>47,508,611</b>
<b>EXPENDITURES</b>	
Salaries	12,463,212
Benefits	4,741,023
Travel	369,639
Space Costs	3,570,844
Supplies	1,836,150
Consultant/Contract Services	2,278,288
Other Costs	1,836,964
Program Costs	13,398,843
Capital Expenditures	4,988
Indirect	1,615,003
In-Kind	<u>5,610,737</u>
<b>Total Expenditures</b>	<b>47,725,691</b>
<b>Net Change in Assets</b>	<b>(217,080)</b>
<b>Net Assets, beginning</b>	<b>51,657,591</b>
<b>Net Assets, ending</b>	<b>51,440,511</b>

COMMUNITY ACTION PARTNERSHIP OF KERN  
 BUDGET TO ACTUAL  
 FOR THE PERIOD 03-01-25 TO 07-31-25 (41.7%)

	AGENCY TOTAL			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	52,648,986	18,043,593	34,605,393	34%
BENEFITS	16,057,706	6,694,866	9,362,840	42%
TRAVEL	1,169,206	329,442	839,764	28%
SPACE COST	8,189,839	3,632,743	4,557,096	44%
SUPPLIES	2,243,864	1,701,099	542,765	76%
EQUIPMENT	-	4,988	(4,988)	Not budgeted
CONSULTANT/CONTRACT SERVICES	4,721,997	1,526,052	3,195,945	32%
OTHER COSTS	3,481,549	1,526,019	1,955,530	44%
PROGRAM COSTS	32,585,152	13,398,843	19,186,309	41%
INDIRECT	11,637,040	4,322,490	7,314,550	37%
TOTAL	132,735,339	51,180,133	81,555,206	39%

COMMUNITY ACTION PARTNERSHIP OF KERN  
 BUDGET TO ACTUAL  
 FOR THE PERIOD 03-01-25 TO 07-31-25 (41.7%)

	EDUCATION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	38,999,924	13,359,908	25,640,016	34%
BENEFITS	11,690,857	5,012,892	6,677,965	43%
TRAVEL	836,996	183,067	653,929	22%
SPACE COST	3,757,138	2,307,026	1,450,112	61%
SUPPLIES	1,649,146	1,110,698	538,448	67%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	1,407,736	615,770	791,966	44%
OTHER COSTS	1,688,881	633,124	1,055,757	37%
PROGRAM COSTS	28,405,475	11,908,525	16,496,950	42%
INDIRECT	8,755,735	3,282,398	5,473,337	37%
TOTAL	97,191,888	38,413,409	58,778,479	40%

COMMUNITY ACTION PARTNERSHIP OF KERN  
 BUDGET TO ACTUAL  
 FOR THE PERIOD 03-01-25 TO 07-31-25 (41.7%)

	NUTRITION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	5,086,849	1,481,066	3,605,783	29%
BENEFITS	1,666,602	510,035	1,156,567	31%
TRAVEL	115,667	94,526	21,141	82%
SPACE COST	733,727	572,288	161,439	78%
SUPPLIES	199,399	360,423	(161,024)	181%
EQUIPMENT	-	4,988	(4,988)	Not budgeted
CONSULTANT/CONTRACT SERVICES	952,904	352,216	600,688	37%
OTHER COSTS	614,558	279,310	335,248	45%
PROGRAM COSTS	3,061,030	943,933	2,117,097	31%
INDIRECT	1,067,671	402,650	665,021	38%
TOTAL	13,498,407	5,001,435	8,496,972	37%

COMMUNITY ACTION PARTNERSHIP OF KERN  
 BUDGET TO ACTUAL  
 FOR THE PERIOD 03-01-25 TO 07-31-25 (41.7%)

	ENERGY CONSERVATION			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	3,026,630	933,793	2,092,837	31%
BENEFITS	966,559	331,721	634,838	34%
TRAVEL	80,650	8,549	72,101	11%
SPACE COST	253,000	126,929	126,071	50%
SUPPLIES	136,000	41,973	94,027	31%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	2,078,131	354,735	1,723,396	17%
OTHER COSTS	563,693	230,642	333,051	41%
PROGRAM COSTS	302,662	156,285	146,377	52%
INDIRECT	740,732	205,770	534,962	28%
TOTAL	8,148,057	2,390,395	5,757,662	29%

COMMUNITY ACTION PARTNERSHIP OF KERN  
 BUDGET TO ACTUAL  
 FOR THE PERIOD 03-01-25 TO 07-31-25 (41.7%)

	COMMUNITY SERVICES			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	4,282,110	1,932,044	2,350,066	45%
BENEFITS	1,347,365	673,924	673,441	50%
TRAVEL	66,742	46,260	20,482	69%
SPACE COST	3,195,293	598,171	2,597,122	19%
SUPPLIES	208,638	179,002	29,636	86%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	277,476	190,856	86,620	69%
OTHER COSTS	447,277	234,142	213,135	52%
PROGRAM COSTS	812,985	380,663	432,322	47%
INDIRECT	852,469	363,689	488,780	43%
TOTAL	11,490,355	4,598,752	6,891,603	40%

COMMUNITY ACTION PARTNERSHIP OF KERN  
 BUDGET TO ACTUAL  
 FOR THE PERIOD 03-01-25 TO 07-31-25 (41.7%)

	CSBG			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	950,312	290,601	659,711	31%
BENEFITS	282,380	162,217	120,163	57%
TRAVEL	43,851	(2,260)	46,111	-5%
SPACE COST	253,681	86,682	166,999	34%
SUPPLIES	31,831	7,533	24,298	24%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	5,750	35	5,715	1%
OTHER COSTS	51,480	24,273	27,207	47%
PROGRAM COSTS	3,000	8,717	(5,717)	291%
INDIRECT	169,042	49,112	119,930	29%
TOTAL	1,791,327	626,910	1,164,417	35%

COMMUNITY ACTION PARTNERSHIP OF KERN  
 BUDGET TO ACTUAL  
 FOR THE PERIOD 03-01-25 TO 07-31-25 (41.7%)

	DISCRETIONARY & FUND RAISING			
	ANNUAL BUDGET	EXPENDITURES	BUDGET AVAILABLE	PERCENTAGE EXPENDED
EXPENDITURES				
SALARIES	303,161	46,179	256,982	15%
BENEFITS	103,943	4,077	99,866	4%
TRAVEL	25,300	(700)	26,000	-3%
SPACE COST	(3,000)	(58,354)	55,354	1945%
SUPPLIES	18,850	1,471	17,379	8%
EQUIPMENT	-	-	-	0%
CONSULTANT/CONTRACT SERVICES	-	12,440	(12,440)	Not budgeted
OTHER COSTS	115,660	124,527	(8,867)	108%
PROGRAM COSTS	-	720	(720)	0%
INDIRECT	51,391	18,871	32,520	37%
TOTAL	615,305	149,232	466,073	24%

**COMMUNITY ACTION PARTNERSHIP OF KERN**  
**INDIRECT FUND - FY 2025/26**  
**BUDGET TO ACTUAL - 03/01/25 TO 02/28/26 (4 OF 12 MONTHS = 41.7%)**

	Budget	Actual	% Earned/ Expended	Available Balance
<b>Revenue</b>	<b>\$ 11,637,040</b>	<b>\$ 4,322,490</b>	<b>37.1%</b>	<b>\$ 7,314,550</b>
Expenditures				
Salaries	6,185,191	1,975,415	31.9%	4,209,776
Benefits @ 23.6% actual	<u>1,946,896</u>	<u>645,014</u>	<u>33.1%</u>	<u>1,301,882</u>
Total Personnel Costs	8,132,087	2,620,430	32.2%	5,511,657
Operating Costs				
Travel	113,200	60,088	53.1%	53,112
Space Costs	459,000	311,487	67.9%	147,513
Supplies	270,486	143,819	53.2%	126,667
Equipment	-	-	0.0%	-
Consultant/Contract	1,254,700	773,596	61.7%	481,104
Other Operating Costs	<u>713,015</u>	<u>364,131</u>	<u>51.1%</u>	<u>348,884</u>
Total Operating Costs	2,810,401	1,653,121	58.8%	1,157,280
<b>Total Expenditures</b>	<b><u>\$ 10,942,488</u></b>	<b><u>\$ 4,273,551</u></b>	<b><u>39.1%</u></b>	<b><u>\$ 6,668,938</u></b>
<b>Excess (Deficit) Indirect Revenue</b>	<b><u>\$ 694,552</u></b>	<b><u>\$ 48,940</u></b>		

RECAP BY SUPPORT DIVISION	Budget	Actual	% Expended	Available Balance
HR	\$ 1,682,171	\$ 524,936	31.2%	\$ 1,157,235
Operations	3,779,805	1,651,577	43.7%	2,128,228
Executive	749,484	370,704	49.5%	378,780
Finance	3,354,458	1,273,515	38.0%	2,080,943
Community Development	<u>1,376,570</u>	<u>451,334</u>	<u>32.8%</u>	<u>925,236</u>
	<b><u>\$ 10,942,488</u></b>	<b><u>\$ 4,273,551</u></b>	<b><u>39.1%</u></b>	<b><u>\$ 6,668,938</u></b>

Prepared Date: 09/10/25

**Company name:** Community Action Partnership of Kern (CAPK)  
**Report name:** Check register  
**Created on:** 9/8/2025

Bank	Date	Vendor	Document no.	Amount
CBB - Operating Acct - Citizens Business Bank	7/1/2025	V00295--DEPARTMENT OF MOTOR VEHICLES	303920	794.00
	7/1/2025	V00295--DEPARTMENT OF MOTOR VEHICLES	303919	718.00
	7/1/2025	V01049--WASTE MANAGEMENT OF SOUTHERN CALIFORNIA	303916	658.18
	7/1/2025	V00139--BUCK OWENS PRODUCTION CO. , INC	303837	9,999.00
	7/1/2025	V04009--BLAINE HODGE	303836	5,014.97
	7/1/2025	V04403--SYLVIA SALAZAR	303906	43.40
	7/1/2025	V03753--LORI WORLEY	303877	42.00
	7/1/2025	V04164--GOLDEN EMPIRE AFFORDABLE HOUSING INC	303867	2,268.00
	7/1/2025	V01817--CALIFORNIA AVENUE SENIOR HOUSING	303838	1,890.00
	7/1/2025	V01845--DESERT OASIS APTS LLC	303862	1,190.00
	7/1/2025	V04596--RENAISSANCE AT BAKER LP	303895	660.00
	7/1/2025	V03098--GEAHI GREEN GARDENS LP	303866	614.00
	7/1/2025	V03326--CLEMMER AND COMPANY	303844	2,685.00
	7/1/2025	V00370--FEDEX	303864	145.30
	7/1/2025	V00801--PRODUCERS DAIRY FOODS INC	303893	139.09
	7/1/2025	V00178--CATHY DOUMA	303840	1,529.20
	7/1/2025	V01012--UNITED RENTALS INC	303910	375.30
	7/1/2025	V00683--MCWILLIAMS & WALDEN INC	303881	857.63
	7/1/2025	V00917--SOUTHWEST GAS CORPORATION	303901	11.00
	7/1/2025	V00207--CINTAS CORPORATION #668	303842	518.82
	7/1/2025	V01022--VALLEY PROPANE SERVICE	303914	97.64
	7/1/2025	V00611--LEVEL 3 FINANCING INC	303876	1,602.07
	7/1/2025	V01022--VALLEY PROPANE SERVICE	303913	123.08
	7/1/2025	V02985--WELLS FARGO VENDOR FINANCIAL SERVICES, LLC	303917	226.18
	7/1/2025	V03430--SPECTRUM/CHARTER	303904	170.00
	7/1/2025	V01009--ULINE	303909	1,634.56
	7/1/2025	V00919--SPECTRUM	303903	176.25
	7/1/2025	V00252--COUNTY OF KERN PUBLIC WORKS	303852	38.64
	7/1/2025	V00787--PG&E	303892	2,704.94
	7/1/2025	V04575--LOWE'S COMPANIES, INC.	303878	812.45
	7/1/2025	V00302--DINGO ENTERPRISES INC	303863	205.83
	7/1/2025	V04516--ZIP APPLIANCE REPAIR & SERVICE LLC	303918	1,445.80
	7/1/2025	V00907--SOCALGAS	303898	179.98
	7/1/2025	V02977--SOUTHERN KERN UNIFIED SCHOOL DISTRICT	303900	4,518.50
	7/1/2025	V00389--FLYERS ENERGY LLC	303865	1,148.94
	7/1/2025	V00919--SPECTRUM	303902	226.24
	7/1/2025	V03172--OFFICE1 LEASING	303888	1,183.15
	7/1/2025	V00948--SUPERIOR SANITATION SERVICE INC	303905	893.06
	7/1/2025	V03172--OFFICE1 LEASING	303887	851.84
	7/1/2025	V03172--OFFICE1 LEASING	303886	455.65
	7/1/2025	V00914--SOUTHERN CALIFORNIA EDISON	303899	2,619.29
	7/1/2025	V03172--OFFICE1 LEASING	303885	454.93
	7/1/2025	V00744--ODP BUSINESS SOLUTIONS LLC	303883	1,686.41
	7/1/2025	V00592--LAKESHORE EQUIPMENT COMPANY	303875	2,204.22
	7/1/2025	V03314--VESTIS GROUP, INC	303915	143.62
	7/1/2025	V03172--OFFICE1 LEASING	303884	392.03
	7/1/2025	V00255--COVERALL NORTH AMERICA INC	303853	1,025.00
	7/1/2025	V00014--Accrue Solutions Holding Co, LLC	303834	285.00
	7/1/2025	V03429--TIYONNA MITCHELL	303908	63.00
	7/1/2025	V00295--DEPARTMENT OF MOTOR VEHICLES	303861	550.00
7/1/2025	V00295--DEPARTMENT OF MOTOR VEHICLES	303860	540.00	
7/1/2025	V00295--DEPARTMENT OF MOTOR VEHICLES	303859	540.00	
7/1/2025	V00295--DEPARTMENT OF MOTOR VEHICLES	303858	480.00	
7/1/2025	V00295--DEPARTMENT OF MOTOR VEHICLES	303857	356.00	
7/1/2025	V00229--COMCAST CORPORATION	303849	347.20	
7/1/2025	V00295--DEPARTMENT OF MOTOR VEHICLES	303856	338.00	
7/1/2025	V00295--DEPARTMENT OF MOTOR VEHICLES	303855	338.00	
7/1/2025	V00295--DEPARTMENT OF MOTOR VEHICLES	303854	338.00	
7/1/2025	V00092--AT&T	303835	1,449.29	
7/1/2025	V04297--IRENE FONSECA	303870	210.00	
7/1/2025	V03163--COCONUT JOE'S INTERNATIONAL INC	303845	286.00	
7/1/2025	V00229--COMCAST CORPORATION	303848	165.89	
7/1/2025	V00230--COMMUNITY ACTION PARTNERSHIP	303850	135.00	
7/1/2025	V03694--JUANITA JACKSON	303871	131.74	
7/1/2025	V04615--CHERRY TREE GROUP	303841	330.00	
7/1/2025	V00212--CITY OF DELANO	303843	217.53	

Company name: Community Action Partnership of Kern (CAPK)

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Bank	Date	Vendor	Document no.	Amount
	7/1/2025	V04174--The Open Door Network	303907	2,013.00
	7/1/2025	V00229--COMCAST CORPORATION	303847	1,786.00
	7/1/2025	V00169--CALIFORNIA WATER SERVICE	303839	1,873.52
	7/1/2025	V03147--SEQUOIA PAINT ENTERPRISE	303897	51.84
	7/1/2025	V04435--CORPORATE TRADITIONS INC	303851	5,005.00
	7/1/2025	V01022--VALLEY PROPANE SERVICE	303912	176.83
	7/1/2025	V01022--VALLEY PROPANE SERVICE	303911	233.85
	7/1/2025	V00682--MCKESSON MEDICAL SURGICAL INC	303880	139.19
	7/1/2025	V03182--PARENTS AS TEACHERS NATIONAL CENTER	303891	14,625.00
	7/1/2025	V03182--PARENTS AS TEACHERS NATIONAL CENTER	303890	22,500.00
	7/1/2025	V00562--KEITH C PFEFFER	303872	10,868.30
	7/1/2025	V00458--HOME DEPOT COMMERCIAL CREDIT	303869	2,111.56
	7/1/2025	V03288--OASIS AIR AND SOLAR	303882	10,200.00
	7/1/2025	V03157--KERN ISLAND INVESTORS, GP	303874	576.11
	7/1/2025	V00428--GREATER BAKERSFIELD CHAMBER OF COMMERCE	303868	1,865.00
	7/1/2025	V00229--COMCAST CORPORATION	303846	337.20
	7/1/2025	V03157--KERN ISLAND INVESTORS, GP	303873	629.04
	7/1/2025	V00762--PACIFICA STOCKTON HOTEL LLC - COURTYARD BY MARRIOTT STO	303889	382.60
	7/1/2025	V03213--FRESHPOINT CENTRAL CALIFORNIA, INC	122234140005629	882.49
	7/1/2025	V00478--INDOFF INCORPORATED	122234140005628	395.00
	7/1/2025	V00770--PAPER CONNECTION INC	122234140005627	2,775.35
	7/1/2025	V03096--PUBLIC AGENCY COALITION ENTERPRISE	122234140005626	908,884.28
	7/1/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140005625	1,486.88
	7/1/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140005624	1,044.90
	7/1/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140005623	115.98
	7/1/2025	V00874--SAVE MART SUPERMARKETS	122234140005622	304.73
	7/1/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140005621	10,244.49
	7/1/2025	V03174--OFFICE IMAGING, INC	122234140005620	66.87
	7/1/2025	V03174--OFFICE IMAGING, INC	122234140005619	206.78
	7/1/2025	V03174--OFFICE IMAGING, INC	122234140005618	1,075.50
	7/1/2025	V03174--OFFICE IMAGING, INC	122234140005617	650.05
	7/1/2025	V03174--OFFICE IMAGING, INC	122234140005616	1,169.51
	7/1/2025	V03174--OFFICE IMAGING, INC	122234140005615	140.66
	7/1/2025	V03174--OFFICE IMAGING, INC	122234140005614	27.96
	7/1/2025	V03174--OFFICE IMAGING, INC	122234140005613	395.85
	7/1/2025	V00226--RLH FIRE PROTECTION, INC.	122234140005612	311.00
	7/1/2025	V00226--RLH FIRE PROTECTION, INC.	122234140005611	265.00
	7/1/2025	V00226--RLH FIRE PROTECTION, INC.	122234140005610	151.00
	7/1/2025	V03174--OFFICE IMAGING, INC	122234140005609	2,102.25
	7/1/2025	V03174--OFFICE IMAGING, INC	122234140005608	407.69
	7/1/2025	V00226--RLH FIRE PROTECTION, INC.	122234140005607	1,023.00
	7/1/2025	V03174--OFFICE IMAGING, INC	122234140005606	279.80
	7/1/2025	V03174--OFFICE IMAGING, INC	122234140005605	156.22
	7/1/2025	V03174--OFFICE IMAGING, INC	122234140005604	148.67
	7/1/2025	V03174--OFFICE IMAGING, INC	122234140005603	126.11
	7/1/2025	V02482--ROSITA C CURRY	122234140005602	629.80
	7/1/2025	V00937--STINSON STATIONERS	122234140005601	483.86
	7/1/2025	V00226--RLH FIRE PROTECTION, INC.	122234140005600	131.00
	7/1/2025	V03174--OFFICE IMAGING, INC	122234140005599	269.51
	7/1/2025	V03174--OFFICE IMAGING, INC	122234140005598	38.62
	7/1/2025	V03047--LEO BLANCO / LEO'S MOBILE CAR WASH & DETAIL	122234140005597	60.00
	7/1/2025	V00704--MISSION LINEN SUPPLY	122234140005596	55.68
	7/1/2025	V00937--STINSON STATIONERS	122234140005595	110.45
	7/1/2025	V00937--STINSON STATIONERS	122234140005594	590.35
	7/1/2025	V00179--CAZADOR CONSULTING GROUP, INC	122234140005593	1,276.00
	7/1/2025	V03425--HALONDA NAFF	122234140005592	129.02
	7/1/2025	V03174--OFFICE IMAGING, INC	122234140005591	253.57
	7/1/2025	V03422--LOIS HANNIBLÉ	122234140005590	25.00
	7/1/2025	V03666--Jamie Lujan	122234140005589	48.65
	7/1/2025	V03440--LUZVIMINDA ADAMS	122234140005588	70.00
	7/1/2025	V00406--GARCIA INDUSTRIES INC	122234140005587	24,095.00
	7/1/2025	V03065--PIUSER STONE AND TILE, INC.	122234140005586	35,896.00
	7/1/2025	V01064--WIPFLI LLP	122234140005585	940.80
	7/1/2025	V01020--VALLEY GARBAGE SERVICE	122234140005584	507.74
	7/1/2025	V00257--CREATIVE FINANCIAL STAFFING LLC	122234140005583	4,962.49
	7/1/2025	V00286--DELL TECHNOLOGIES, INC.	122234140005582	6,092.62
	7/1/2025	V02965--MICHAEL K BROWN LANDSCAPE & MAINTENANCE CO INC	122234140005581	243.70

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Bank	Date	Vendor	Document no.	Amount
	7/1/2025	V01064--WIPFLI LLP	122234140005580	6,625.00
	7/1/2025	V01044--W W GRAINGER INC	122234140005579	108.91
	7/1/2025	V02965--MICHAEL K BROWN LANDSCAPE & MAINTENANCE CO INC	122234140005578	13,725.00
	7/1/2025	V00937--STINSON STATIONERS	122234140005577	768.20
	7/1/2025	V00182--CDW LLC	122234140005576	14,529.71
	7/1/2025	V00182--CDW LLC	122234140005575	480.16
	7/1/2025	V00312--DONAHUE TRUCK CENTERS	122234140005574	1,521.21
	7/1/2025	V00128--BRADY INDUSTRIES	122234140005573	242.68
	7/1/2025	V03191--VAL-PRO, INC	122234140005572	635.50
	7/1/2025	V03191--VAL-PRO, INC	122234140005571	51.30
	7/1/2025	V00402--FRONTIER COMMUNICATIONS HOLDINGS LLC	122234140005570	103.50
	7/1/2025	V00937--STINSON STATIONERS	122234140005569	50,667.35
	7/1/2025	V04139--CUSTOMIZED CUSTODIAL - CCS ACQUISITION LLC	122234140005568	28,581.67
	7/1/2025	V03047--LEO BLANCO / LEO'S MOBILE CAR WASH & DETAIL	122234140005567	330.00
	7/1/2025	V00905--SMART & FINAL	122234140005566	961.00
	7/1/2025	V01033--VERNON SORENSON MD INC	122234140005565	25.00
	7/1/2025	V00257--CREATIVE FINANCIAL STAFFING LLC	122234140005564	3,161.34
	7/1/2025	V00182--CDW LLC	122234140005563	2,321.46
	7/1/2025	V03191--VAL-PRO, INC	122234140005562	650.40
	7/1/2025	V04070--TERRIVA PORTER	122234140005561	695.00
	7/1/2025	V04614--BRANDON NGUYEN	122234140005560	42.00
	7/1/2025	V04631--Arnoldo Galindo Castro	122234140005559	63.00
	7/1/2025	V03344--ANNELISA PEREZ	122234140005558	86.80
	7/1/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005557	47.54
	7/1/2025	V00384--FIVE9 INC	122234140005556	3,366.87
	7/1/2025	V00384--FIVE9 INC	122234140005555	5,428.25
	7/1/2025	V00976--THE HARTFORD PRIORITY ACCOUNTS	122234140005554	101.87
	7/1/2025	V04180--DIESEL DIRECT LLC	122234140005553	1,835.72
	7/1/2025	V03641--GLORIA BARBERO	122234140005552	65.10
	7/1/2025	V03064--CUSTOM L & A CONSTRUCTION INC	122234140005551	26,700.00
	7/1/2025	V00260--CROWN EQUIPMENT CORPORATION	122234140005550	335.11
	7/1/2025	V00257--CREATIVE FINANCIAL STAFFING LLC	122234140005549	4,554.66
	7/1/2025	V00182--CDW LLC	122234140005548	205.85
	7/1/2025	V00087--ARVIN COMMUNITY SERVICE DISTRICT	122234140005547	227.81
	7/1/2025	V00029--ADVANCED DATA STORAGE, INC	122234140005546	123.20
	7/1/2025	V00022--ADOBE INC	122234140005545	642.33
	7/1/2025	V00010--ABILA INC	122234140005544	4,266.26
	7/1/2025	V00004--4IMPRINT INC AKA NELSON MARKETING	122234140005543	10,181.93
	7/1/2025	V03681--JERRY MEADE	122234140005542	117.84
	7/1/2025	V00794--PLC SYSTEM SERVICES LLC	122234140005541	2,270.00
	7/1/2025	V00053--AMERICAN BUSINESS MACHINES	122234140005540	63.42
	7/1/2025	V04528--RELIANCE FENCE COMPANY INC	122234140005539	7,214.00
	7/1/2025	V00286--DELL TECHNOLOGIES, INC.	122234140005538	937.36
	7/1/2025	V00049--AMAZON CAPITAL SERVICES, INC	122234140005537	31,870.54
	7/1/2025	V02324--JAQUELINE GUERRA	122234140005536	55.96
	7/1/2025	V04573--AIDA S CRUZ	122234140005535	375.00
	7/1/2025	V04573--AIDA S CRUZ	122234140005534	225.00
	7/1/2025	V00452--HEWLETT-PACKARD COMPANY	122234140005533	2,977.26
	7/1/2025	V00796--POWER MACHINERY CENTER	122234140005532	170.52
	7/1/2025	V04572--ERICA FRIAS	122234140005531	383.60
	7/1/2025	V03526--BELVINDER BIRING	122234140005530	16.10
	7/1/2025	V04034--RINGCENTRAL INC.	122234140005529	42,086.25
	7/1/2025	V04573--AIDA S CRUZ	122234140005528	300.00
	7/1/2025	V04573--AIDA S CRUZ	Voided - 303313	-300.00
	7/1/2025	V04573--AIDA S CRUZ	Voided - 303471	-375.00
	7/1/2025	V04573--AIDA S CRUZ	Voided - 303472	-225.00
	7/1/2025	V04572--ERICA FRIAS	Voided - 302589	-32.20
	7/1/2025	V04572--ERICA FRIAS	Voided - 302911	-212.10
	7/1/2025	V04572--ERICA FRIAS	Voided - 303507	-139.30
	7/3/2025	V04110--MARIA HERNANDEZ DE QUINTERO	303922	2,412.70
	7/3/2025	V04110--MARIA HERNANDEZ DE QUINTERO	303921	1,500.53
	7/8/2025	V03441--JANEY FELSOCI	Voided - 303739	-549.30
	7/8/2025	V00230--COMMUNITY ACTION PARTNERSHIP	303941	2,520.00
	7/8/2025	V04120--RACHEL CHARLESTON	303979	2,012.34
	7/8/2025	V03098--GEAHI GREEN GARDENS LP	303956	500.00
	7/8/2025	V04713--SHIRLEY ELAINE TRICKEY	303983	1,400.00
	7/8/2025	V00114--BERKSHIRE HATHAWAY HOMESTATE CO	303931	89,160.54

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	7/8/2025	V02988--1130 COTTONWOOD RD, LP, DBA CAMELLIA VILLAGE	303923	3,021.00
	7/8/2025	V00821--REGION IX HEAD START ASSOCIATION	303980	1,850.00
	7/8/2025	V04714--REYNA YUDID ORTIZ-POLANCO	303981	1,350.00
	7/8/2025	V01049--WASTE MANAGEMENT OF SOUTHERN CALIFORNIA	303991	1,038.58
	7/8/2025	V00683--MCWILLIAMS & WALDEN INC	303972	155.21
	7/8/2025	V00207--CINTAS CORPORATION #668	303937	466.38
	7/8/2025	V03003--FIRST CONGREGATIONAL CHURCH BAKERSFIELD	303955	3,723.87
	7/8/2025	V00326--EDUCATIONAL MESSAGE SERVICES, INC	303951	3,930.72
	7/8/2025	V02949--KERN COUNTY SUPERINTENDENT OF SCHOOLS	303961	110.00
	7/8/2025	V00597--LAMONT SANITATION INC	303965	1,229.11
	7/8/2025	V00799--PRICE DISPOSAL	303975	510.62
	7/8/2025	V00801--PRODUCERS DAIRY FOODS INC	303976	958.75
	7/8/2025	V01009--ULINE	303988	3,282.38
	7/8/2025	V02597--CATHARYN LAURIE SPROULE	303933	185.00
	7/8/2025	V00601--LASTAND, INC	303967	20.00
	7/8/2025	V00599--LANGUAGE LINE SERVICES INC	303966	195.58
	7/8/2025	V00813--QUADIENT LEASING USA, INC	303977	668.01
	7/8/2025	V04439--JORGE GALINDO RAMIREZ	303959	45.00
	7/8/2025	V00058--AMERIGAS LAKE ISABELLA	303926	490.00
	7/8/2025	V00926--STANDARD PLUMBING SUPPLY COMPANY, INC	303986	8.65
	7/8/2025	V02979--SUBURBAN PROPANE	303987	980.00
	7/8/2025	V00596--LAMONT PUBLIC UTILITY DISTRICT	303964	687.20
	7/8/2025	V00576--KERN RIVER PROPANE INC	303962	4,398.00
	7/8/2025	V00178--CATHY DOUMA	303934	941.43
	7/8/2025	V00919--SPECTRUM	303985	346.25
	7/8/2025	V03713--KAYLONIE HOWARD	303960	33.75
	7/8/2025	V00368--FATIMA ECHEVERRIA	303953	314.84
	7/8/2025	V00290--DELTA LIQUID ENERGY	303944	729.80
	7/8/2025	V00914--SOUTHERN CALIFORNIA EDISON	303984	753.30
	7/8/2025	V00787--PG&E	303974	24,734.16
	7/8/2025	V00227--COFER & OBERLIES INC	303939	575.57
	7/8/2025	V04575--LOWE'S COMPANIES, INC.	303970	97.24
	7/8/2025	V00744--ODP BUSINESS SOLUTIONS LLC	303973	242.15
	7/8/2025	V00192--CHARLIE'S DAY & NITE, INC.	303935	417.05
	7/8/2025	V00015--ACCUCUT, LLC	303924	877.83
	7/8/2025	V00592--LAKESHORE EQUIPMENT COMPANY	303963	3,455.48
	7/8/2025	V00094--AT&T	303930	2,505.27
	7/8/2025	V04333--LUIS BARRON	303971	185.00
	7/8/2025	V03413--DENISE BOSHERS	303945	387.00
	7/8/2025	V00374--FERGUSON ENTERPRISES INC #1350	303954	38.43
	7/8/2025	V01022--VALLEY PROPANE SERVICE	303989	133.74
	7/8/2025	V00295--DEPARTMENT OF MOTOR VEHICLES	303949	424.00
	7/8/2025	V00295--DEPARTMENT OF MOTOR VEHICLES	303948	424.00
	7/8/2025	V00295--DEPARTMENT OF MOTOR VEHICLES	303947	424.00
	7/8/2025	V00295--DEPARTMENT OF MOTOR VEHICLES	303946	338.00
	7/8/2025	V00169--CALIFORNIA WATER SERVICE	303932	1,942.72
	7/8/2025	V00273--DANIELLS PHILLIPS VAUGHAN & BOCK	303943	6,000.00
	7/8/2025	V00229--COMCAST CORPORATION	303940	337.20
	7/8/2025	V00848--RUBY REYES CRUZ	303982	47.98
	7/8/2025	V03441--JANEY FELSOCI	303958	461.30
	7/8/2025	V00209--CITY OF BAKERSFIELD	303938	9.00
	7/8/2025	V00297--DEPARTMENT OF SOCIAL SERVICES	303950	1,331.00
	7/8/2025	V00092--AT&T	303929	757.96
	7/8/2025	V00458--HOME DEPOT COMMERCIAL CREDIT	303957	6,134.64
	7/8/2025	V00357--EVERYCHILD CALIFORNIA	303952	5,426.00
	7/8/2025	V03967--VERONICA AMAYA	303990	1,138.75
	7/8/2025	V00077--AQUARIUM OF THE PACIFIC	303928	1,787.50
	7/8/2025	V00241--COMPUTER LINX	303942	9,800.32
	7/8/2025	V04705--ANGELICA LOPEZ	303927	70.00
	7/8/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140005736	7,477.39
	7/8/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140005735	56.99
	7/8/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140005734	341.18
	7/8/2025	V02504--SUSANA R MAGANA	122234140005733	188.00
	7/8/2025	V03940--SUSANA BAILON	122234140005732	188.00
	7/8/2025	V00286--DELL TECHNOLOGIES, INC.	122234140005731	15,338.76
	7/8/2025	V00286--DELL TECHNOLOGIES, INC.	122234140005730	4,616.64
	7/8/2025	V00920--SSD ALARM, INC	122234140005729	109.67

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	7/8/2025	V03047--LEO BLANCO / LEO'S MOBILE CAR WASH & DETAIL	122234140005728	60.00
	7/8/2025	V03174--OFFICE IMAGING, INC	122234140005727	230.79
	7/8/2025	V03290--PLANTS FOR YOUR SOLIE	122234140005726	200.00
	7/8/2025	V00704--MISSION LINEN SUPPLY	122234140005725	47.88
	7/8/2025	V00704--MISSION LINEN SUPPLY	122234140005724	42.80
	7/8/2025	V00961--TEL TEC SECURITY SYSTEMS INC	122234140005723	5,116.66
	7/8/2025	V03174--OFFICE IMAGING, INC	122234140005722	37.35
	7/8/2025	V00226--RLH FIRE PROTECTION, INC.	122234140005721	435.00
	7/8/2025	V03174--OFFICE IMAGING, INC	122234140005720	134.50
	7/8/2025	V03213--FRESHPOINT CENTRAL CALIFORNIA, INC	122234140005719	2,080.12
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005718	33.37
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005717	44.29
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005716	88.57
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005715	89.39
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005714	89.60
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005713	100.00
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005712	132.22
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005711	133.48
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005710	235.36
	7/8/2025	V00704--MISSION LINEN SUPPLY	122234140005709	55.68
	7/8/2025	V04589--HOMECARE SOFTWARE SOLUTIONS LLC	122234140005708	16.80
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005707	715.20
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005706	662.53
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005705	641.04
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005704	584.63
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005703	517.88
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005702	490.81
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005701	478.71
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005700	473.35
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005699	411.60
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005698	364.35
	7/8/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005697	350.44
	7/8/2025	V03529--BRADLEY RYAN FERGON	122234140005696	21.00
	7/8/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140005695	1,958.97
	7/8/2025	V00060--AN ICON COMPANY, LLC - PRINTDIRTCHIEP	122234140005694	49.75
	7/8/2025	V00753--ORKIN PEST CONTROL	122234140005693	4,889.99
	7/8/2025	V01001--TRANS-WEST SECURITY SERVICES, INC.	122234140005692	420.00
	7/8/2025	V01001--TRANS-WEST SECURITY SERVICES, INC.	122234140005691	626.05
	7/8/2025	V01001--TRANS-WEST SECURITY SERVICES, INC.	122234140005690	1,080.00
	7/8/2025	V01001--TRANS-WEST SECURITY SERVICES, INC.	122234140005689	1,164.48
	7/8/2025	V01001--TRANS-WEST SECURITY SERVICES, INC.	122234140005688	2,110.44
	7/8/2025	V01033--VERNON SORENSON MD INC	122234140005687	1,334.00
	7/8/2025	V03047--LEO BLANCO / LEO'S MOBILE CAR WASH & DETAIL	122234140005686	100.00
	7/8/2025	V03283--CHUNTE' L. MELVIN dba NITENITE OVERNIGHT CHILD CARE	122234140005685	6,159.94
	7/8/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140005684	1,572.50
	7/8/2025	V03174--OFFICE IMAGING, INC	122234140005683	272.82
	7/8/2025	V00874--SAVE MART SUPERMARKETS	122234140005682	182.54
	7/8/2025	V03421--REBECCA MORENO	122234140005681	387.00
	7/8/2025	V03741--LILIANA GONZALEZ GABRIEL	122234140005680	29.76
	7/8/2025	V00796--POWER MACHINERY CENTER	122234140005679	1,430.94
	7/8/2025	V00928--STAPLES CONTRACT & COMMERCIAL, INC	122234140005678	116.09
	7/8/2025	V00961--TEL TEC SECURITY SYSTEMS INC	122234140005677	368.73
	7/8/2025	V03174--OFFICE IMAGING, INC	122234140005676	99.82
	7/8/2025	V03174--OFFICE IMAGING, INC	122234140005675	111.57
	7/8/2025	V00043--ALLIED UNIVERSAL SECURITY SERVICES	122234140005674	73,917.75
	7/8/2025	V03174--OFFICE IMAGING, INC	122234140005673	129.64
	7/8/2025	V01044--W W GRAINGER INC	122234140005672	915.65
	7/8/2025	V00704--MISSION LINEN SUPPLY	122234140005671	724.50
	7/8/2025	V02965--MICHAEL K BROWN LANDSCAPE & MAINTENANCE CO INC	122234140005670	1,950.00
	7/8/2025	V03175--RACE TELECOMMUNICATIONS INC	122234140005669	238.69
	7/8/2025	V03246--YESENIA SALAZAR PENA dba BABIES BLOOM LLC	122234140005668	9,000.00
	7/8/2025	V00029--ADVANCED DATA STORAGE, INC	122234140005667	950.16
	7/8/2025	V02330--JEREMY T TOBIAS	122234140005666	150.00
	7/8/2025	V00711--MOLLY & BRUCE BUSACCA INC	122234140005665	89.00
	7/8/2025	V00979--THE MARCOM GROUP, INC.	122234140005664	95.00
	7/8/2025	V00285--DELL FINANCIAL SERVICES LLC	122234140005663	846.81
	7/8/2025	V03080--AZUGA, INC.	122234140005662	495.00

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	7/8/2025	V00285--DELL FINANCIAL SERVICES LLC	122234140005661	247.55
	7/8/2025	V00045--ALPHA TECHNOLOGIES & ALARM SYSTEMS, INC.	122234140005660	180.00
	7/8/2025	V03186--BLUETRITON BRANDS INC	122234140005659	5,228.35
	7/8/2025	V03191--VAL-PRO, INC	122234140005658	287.50
	7/8/2025	V03186--BLUETRITON BRANDS INC	122234140005657	3.67
	7/8/2025	V00721--NARAMA INC. - TREK IMAGING	122234140005656	9,834.51
	7/8/2025	V00967--THE BAKERSFIELD CALIFORNIAN	122234140005655	340.00
	7/8/2025	V00049--AMAZON CAPITAL SERVICES, INC	122234140005654	3,195.61
	7/8/2025	V00179--CAZADOR CONSULTING GROUP, INC	122234140005653	1,419.55
	7/8/2025	V00201--CHILD AND FAMILY PSYCHOLOGY CLINIC, INC	122234140005652	3,850.00
	7/8/2025	V00236--COMMUNITY PRODUCTS LLC	122234140005651	5,325.50
	7/8/2025	V00260--CROWN EQUIPMENT CORPORATION	122234140005650	733.48
	7/8/2025	V00284--DELK PEST CONTROL	122234140005649	90.00
	7/8/2025	V03084--SUNRISE GARDENING SERVICE, LLC	122234140005648	7,080.00
	7/8/2025	V00057--AMERICAN REFUSE, INC.	122234140005647	798.06
	7/8/2025	V02658--ELSA NAVARRETE	122234140005646	70.00
	7/8/2025	V00559--KAPLAN EARLY LEARNING CO	122234140005645	1,204.41
	7/8/2025	V04180--DIESEL DIRECT LLC	122234140005644	1,787.66
	7/8/2025	V03942--SYLVIA ORTEGA	122234140005643	1,362.63
	7/8/2025	V03186--BLUETRITON BRANDS INC	122234140005642	9.73
	7/8/2025	V03174--OFFICE IMAGING, INC	122234140005641	103.80
	7/8/2025	V03174--OFFICE IMAGING, INC	122234140005640	109.94
	7/8/2025	V03174--OFFICE IMAGING, INC	122234140005639	126.11
	7/8/2025	V03174--OFFICE IMAGING, INC	122234140005638	156.22
	7/8/2025	V04180--DIESEL DIRECT LLC	122234140005637	1,501.35
	7/8/2025	V03186--BLUETRITON BRANDS INC	122234140005636	508.29
	7/8/2025	V00004--4IMPRINT INC AKA NELSON MARKETING	122234140005635	592.91
	7/8/2025	V03174--OFFICE IMAGING, INC	122234140005634	11.48
	7/8/2025	V03186--BLUETRITON BRANDS INC	122234140005633	54.00
	7/8/2025	V03174--OFFICE IMAGING, INC	122234140005632	197.69
	7/8/2025	V00406--GARCIA INDUSTRIES INC	122234140005631	330.00
	7/8/2025	V03174--OFFICE IMAGING, INC	122234140005630	77.94
	7/9/2025	V04719--DAVID STEVEN MILLS	303992	804.31
	7/9/2025	V04077--RAUL JIMENEZ	122234140005737	387.00
	7/14/2025	V04717--URSULA RIOS	303994	1,166.42
	7/15/2025	P02723--ALEXIS SAVEDRA	122234140005902	6,750.00
	7/15/2025	V03444--ST. MICHAEL'S EPISCOPAL CHURCH	304136	300.00
	7/15/2025	V00578--KERN VALLEY PRINTING, INC	304059	1,229.40
	7/15/2025	V04722--ABRAMSON LEVIN & GINDI LLP	303995	5,000.00
	7/15/2025	V04725--CANYON HILLS SENIOR HOUSING LP	304017	1,971.00
	7/15/2025	V03356--CYNTHIA RODRIGUEZ	304027	74.37
	7/15/2025	V00821--REGION IX HEAD START ASSOCIATION	304110	925.00
	7/15/2025	V04726--LUIS MIGUEL SAUCEDO NEVAREZ	304070	895.00
	7/15/2025	V03441--JANEY FELSOCI	304051	141.37
	7/15/2025	V03368--KENDRA COBB	304056	102.50
	7/15/2025	V01845--DESERT OASIS APTS LLC	304029	2,582.00
	7/15/2025	P01870--MARCELA G NUNEZ DE GUTIERREZ	304073	88.60
	7/15/2025	V03314--VESTIS GROUP, INC	304149	71.81
	7/15/2025	V00207--CINTAS CORPORATION #668	304022	399.74
	7/15/2025	V04671--FRESNO'S CHAFFEE ZOO CORPORATION	304039	399.50
	7/15/2025	V00683--MCWILLIAMS & WALDEN INC	304083	2,998.00
	7/15/2025	V00988--THERMO KING OF CENTRAL CALIFORNIA, INC	304140	3,721.58
	7/15/2025	V02978--SPECTRUM/CHARTER COMMUNICATIONS	304135	156.25
	7/15/2025	V02985--WELLS FARGO VENDOR FINANCIAL SERVICES, LLC	304153	135.02
	7/15/2025	V00187--CERTIFIX INC	304020	416.00
	7/15/2025	V02978--SPECTRUM/CHARTER COMMUNICATIONS	304134	246.25
	7/15/2025	V00919--SPECTRUM	304126	211.23
	7/15/2025	V00476--INDEPENDENT LIVING CENTER OF KERN COUNTY	304049	170.00
	7/15/2025	V00801--PRODUCERS DAIRY FOODS INC	304106	3,661.70
	7/15/2025	V00370--FEDEX	304035	317.87
	7/15/2025	V00728--NEEDLES PUBLIC UTILITY AUTHORITY	304088	101.36
	7/15/2025	V03288--OASIS AIR AND SOLAR	304093	13,100.00
	7/15/2025	V00091--AT&T	304006	26.55
	7/15/2025	V00091--AT&T	304005	15.63
	7/15/2025	V00597--LAMONT SANITATION INC	304062	121.06
	7/15/2025	V03288--OASIS AIR AND SOLAR	304092	5,550.00
	7/15/2025	V00617--LODI HEALTH WEST OCCUPATIONAL MEDICINE	304067	1,458.73

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	7/15/2025	V03172--OFFICE1 LEASING	304101	749.77
	7/15/2025	V01026--VARNER & SON INC	304147	691.69
	7/15/2025	V00220--CITY OF WASCO	304025	526.90
	7/15/2025	V04160--MOUNTAINSIDE DISPOSAL, INC.	304085	392.55
	7/15/2025	V03172--OFFICE1 LEASING	304100	327.48
	7/15/2025	V01049--WASTE MANAGEMENT OF SOUTHERN CALIFORNIA	304152	285.51
	7/15/2025	V03430--SPECTRUM/CHARTER	304132	256.00
	7/15/2025	V00330--EL CONCILIO CALIFORNIA	304030	225.00
	7/15/2025	V03430--SPECTRUM/CHARTER	304131	214.00
	7/15/2025	V03430--SPECTRUM/CHARTER	304130	214.00
	7/15/2025	V03430--SPECTRUM/CHARTER	304129	214.00
	7/15/2025	V03430--SPECTRUM/CHARTER	304128	214.00
	7/15/2025	V03430--SPECTRUM/CHARTER	304127	200.00
	7/15/2025	V04516--ZIP APPLIANCE REPAIR & SERVICE LLC	304157	197.00
	7/15/2025	V03236--UNITED WAY OF CENTRAL EASTERN CALIFORNIA	304143	12,870.47
	7/15/2025	V04097--VICTORIA FLORES	304150	55.30
	7/15/2025	V03535--BRISEYDA HERNANDEZ	304013	42.00
	7/15/2025	V04254--CHARLETTE R MCRAE	304021	33.60
	7/15/2025	V03649--GUADALUPE ARELLANO	304044	29.40
	7/15/2025	V04348--MARIELA NAVARRETE VAZQUEZ	304078	26.60
	7/15/2025	V04105--LETICIA MORENO	304065	21.70
	7/15/2025	V04653--MARITZA CAMACHO	304079	18.20
	7/15/2025	V04133--MARIA VILLANUEVA	304076	18.20
	7/15/2025	V04074--MONICA ZARAGOZA	304084	9.10
	7/15/2025	V04127--ERICA PEREZ	304032	5.60
	7/15/2025	V04125--FLORIDILIANA REYES MENDEZ	304036	5.60
	7/15/2025	V04104--LUZ YOUNG	304071	167.30
	7/15/2025	V03453--ADILENE NAVA	303996	165.20
	7/15/2025	V03429--TIYONNA MITCHELL	304141	146.30
	7/15/2025	V03405--NICOLE CALLAHAN	304089	131.60
	7/15/2025	V03643--GLORIA NEVEL	304043	128.80
	7/15/2025	V04115--ESTEFANY AVITIA	304033	125.30
	7/15/2025	V04620--ADRIANA AREVALO	303997	111.30
	7/15/2025	V03729--LARA POPKIN	304063	95.20
	7/15/2025	V03785--MARIA MORENO GOMEZ	304075	83.30
	7/15/2025	V04095--KATERINA GONZALEZ-ROSARIO	304054	80.50
	7/15/2025	V03840--NALLELY SANCHEZ	304086	75.60
	7/15/2025	V04322--KIMIKA PORTER	304060	75.60
	7/15/2025	V02597--CATHARYN LAURIE SPROULE	304019	404.60
	7/15/2025	V04002--RUBEN RIVERA	304115	67.20
	7/15/2025	V03522--AVERY COX	304008	63.70
	7/15/2025	V04019--HEIDI ESPINOZA	304047	63.00
	7/15/2025	V02949--KERN COUNTY SUPERINTENDENT OF SCHOOLS	304057	8,889.00
	7/15/2025	V04174--The Open Door Network	304139	2,013.00
	7/15/2025	V01009--ULINE	304142	842.11
	7/15/2025	V00389--FLYERS ENERGY LLC	304037	318.76
	7/15/2025	V04712--LEARA LEANNE SPOTT	304064	304.06
	7/15/2025	V03370--ROSLYN TORRES	304114	308.30
	7/15/2025	V03367--VALERIE CAMACHO	304145	201.60
	7/15/2025	V03496--ANDREW CHAVEZ	304002	178.50
	7/15/2025	V04036--NANCY COSTA	304087	175.70
	7/15/2025	V03156--PROLIFIC PKG, LLC	304107	28,574.10
	7/15/2025	V03172--OFFICE1 LEASING	304099	519.18
	7/15/2025	V04093--AT&T	304004	90.63
	7/15/2025	V00914--SOUTHERN CALIFORNIA EDISON	304122	4,522.38
	7/15/2025	V00919--SPECTRUM	304125	220.25
	7/15/2025	V00215--CITY OF SHAFTER	304024	560.38
	7/15/2025	V00919--SPECTRUM	304124	170.25
	7/15/2025	V00592--LAKESHORE EQUIPMENT COMPANY	304061	2,286.48
	7/15/2025	V03172--OFFICE1 LEASING	304098	216.05
	7/15/2025	V00624--LOWES COMPANIES INC	304069	200.50
	7/15/2025	V03172--OFFICE1 LEASING	304097	302.78
	7/15/2025	V03172--OFFICE1 LEASING	304096	169.83
	7/15/2025	V03172--OFFICE1 LEASING	304095	132.77
	7/15/2025	V00562--KEITH C PFEFFER	304055	162.89
	7/15/2025	V00787--PG&E	304105	17,893.35
	7/15/2025	V03197--AUTOMATIC GATES AND ACCESS	304007	27,090.00

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	7/15/2025	V02978--SPECTRUM/CHARTER COMMUNICATIONS	304133	161.27
	7/15/2025	V00919--SPECTRUM	304123	220.25
	7/15/2025	V03059--T-MOBILE USA INC	304137	7,632.55
	7/15/2025	V00520--JORDAN KAUFMAN KCTTC	304052	79,039.63
	7/15/2025	V02479--RONALD SHELAN	304113	435.73
	7/15/2025	V02479--RONALD SHELAN	304112	975.00
	7/15/2025	V00912--SOUTH TULARE RICHGROVE REFUSE INC	304121	460.88
	7/15/2025	V02479--RONALD SHELAN	304111	435.73
	7/15/2025	V00252--COUNTY OF KERN PUBLIC WORKS	304026	56.49
	7/15/2025	V00209--CITY OF BAKERSFIELD	304023	11,591.66
	7/15/2025	V00806--PROTECTION 1/ADT	304108	262.71
	7/15/2025	V00035--ALAMO ALARM CO INC	303998	203.50
	7/15/2025	V00294--DEPARTMENT OF JUSTICE	304028	421.00
	7/15/2025	V03081--ALEX BUSINESS GROUP	304000	27,466.58
	7/15/2025	V00169--CALIFORNIA WATER SERVICE	304016	6,383.10
	7/15/2025	V04194--KERN HEALTH SYSTEMS	304058	336.00
	7/15/2025	V04575--LOWE'S COMPANIES, INC.	304068	18,269.51
	7/15/2025	V00762--PACIFICA STOCKTON HOTEL LLC - COURTYARD BY MARRIOTT STO	304102	810.48
	7/15/2025	V00744--ODP BUSINESS SOLUTIONS LLC	304094	2,281.05
	7/15/2025	V00092--AT&T	304003	3,234.05
	7/15/2025	V00458--HOME DEPOT COMMERCIAL CREDIT	304048	5,964.39
	7/15/2025	V00763--PACIFICA STOCKTON SUITES LLC	304103	202.62
	7/15/2025	V03213--FRESHPOINT CENTRAL CALIFORNIA, INC	122234140005901	337.00
	7/15/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140005900	11,426.23
	7/15/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140005899	1,604.12
	7/15/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140005898	1,016.48
	7/15/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140005897	1,892.72
	7/15/2025	V00478--INDOFF INCORPORATED	122234140005896	3,766.76
	7/15/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140005895	1,186.59
	7/15/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140005894	532.24
	7/15/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005893	44.80
	7/15/2025	V03263--FLOWERS BAKERIES SALES OF SOCAL, LLC	122234140005892	115.92
	7/15/2025	V03328--Hometown Plumbing	122234140005891	135.00
	7/15/2025	V03487--ANA HENRIQUEZ ARTIGA	122234140005890	119.26
	7/15/2025	V03357--LORENA PALOMO	122234140005889	32.16
	7/15/2025	V03551--CHASE RANGEL	122234140005888	37.89
	7/15/2025	V03641--GLORIA BARBERO	122234140005887	207.00
	7/15/2025	V03925--SAVANNAH FLORES	122234140005886	222.44
	7/15/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005885	44.50
	7/15/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005884	44.80
	7/15/2025	V00770--PAPER CONNECTION INC	122234140005883	420.66
	7/15/2025	V00286--DELL TECHNOLOGIES, INC.	122234140005882	715.38
	7/15/2025	V00770--PAPER CONNECTION INC	122234140005881	189.76
	7/15/2025	V03174--OFFICE IMAGING, INC	122234140005880	486.63
	7/15/2025	V03174--OFFICE IMAGING, INC	122234140005879	486.63
	7/15/2025	V00226--RLH FIRE PROTECTION, INC.	122234140005878	883.00
	7/15/2025	V00928--STAPLES CONTRACT & COMMERCIAL, INC	122234140005877	28.30
	7/15/2025	V00937--STINSON STATIONERS	122234140005876	887.43
	7/15/2025	V03047--LEO BLANCO / LEO'S MOBILE CAR WASH & DETAIL	122234140005875	60.00
	7/15/2025	V03047--LEO BLANCO / LEO'S MOBILE CAR WASH & DETAIL	122234140005874	530.00
	7/15/2025	V03228--IMPERIAL BAG & PAPER CO, LLC	122234140005873	386.79
	7/15/2025	V00350--ESCUELITA HERNANDEZ LITTLE SCHOOL	122234140005872	10,574.20
	7/15/2025	V00559--KAPLAN EARLY LEARNING CO	122234140005871	118.20
	7/15/2025	V00704--MISSION LINEN SUPPLY	122234140005870	55.68
	7/15/2025	V00704--MISSION LINEN SUPPLY	122234140005869	1,064.43
	7/15/2025	V00704--MISSION LINEN SUPPLY	122234140005868	1,807.20
	7/15/2025	V00874--SAVE MART SUPERMARKETS	122234140005867	415.04
	7/15/2025	V03376--ANGELICA PALMA	122234140005866	6.45
	7/15/2025	V00937--STINSON STATIONERS	122234140005865	250.63
	7/15/2025	V00198--CHEVRON AND TEXACO BUSINESS CARD SERVICES	122234140005864	709.40
	7/15/2025	V00198--CHEVRON AND TEXACO BUSINESS CARD SERVICES	122234140005863	5,022.64
	7/15/2025	V03060--JAB COMMUNICATION INC.	122234140005862	4,966.66
	7/15/2025	V03378--Eulla Airra Sia Barcenas	122234140005861	379.00
	7/15/2025	V00060--AN ICON COMPANY, LLC - PRINTDIRTCHPEAP	122234140005860	1,349.12
	7/15/2025	V03174--OFFICE IMAGING, INC	122234140005859	865.53
	7/15/2025	V03084--SUNRISE GARDENING SERVICE, LLC	122234140005858	1,999.00
	7/15/2025	V03174--OFFICE IMAGING, INC	122234140005857	57.96

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	7/15/2025	V00321--ECOLAB FOOD SAFETY SPECIALTIES	122234140005856	252.23
	7/15/2025	V04589--HOMECARE SOFTWARE SOLUTIONS LLC	122234140005855	48.76
	7/15/2025	V03006--GRACE COMMUNITY CHURCH	122234140005854	2,425.10
	7/15/2025	V00402--FRONTIER COMMUNICATIONS HOLDINGS LLC	122234140005853	83.62
	7/15/2025	V03301--COLLETTE ROYAL	122234140005852	8,250.00
	7/15/2025	V00704--MISSION LINEN SUPPLY	122234140005851	802.93
	7/15/2025	V00478--INDOFF INCORPORATED	122234140005850	2,145.00
	7/15/2025	V00349--ERIE CUSTOM COMPUTER APPLICATIONS	122234140005849	2,940.00
	7/15/2025	V00631--M AND S SECURITY SERVICES INC	122234140005848	150.00
	7/15/2025	V04647--TRISHA LOR	122234140005847	26.60
	7/15/2025	V04631--Arnoldo Galindo Castro	122234140005846	98.70
	7/15/2025	V04614--BRANDON NGUYEN	122234140005845	72.80
	7/15/2025	V04525--BRENDA ORTIZ	122234140005844	23.10
	7/15/2025	V04363--MICHELLE RUIZ	122234140005843	20.30
	7/15/2025	V04240--ASHLEY MCALLISTER	122234140005842	114.80
	7/15/2025	V04204--JANELLE NICOLE GORE	122234140005841	44.10
	7/15/2025	V04077--RAUL JIMENEZ	122234140005840	161.00
	7/15/2025	V04062--SOPHIN LOCK	122234140005839	120.40
	7/15/2025	V04045--NATALIE BEATRIZ RODRIGUEZ	122234140005838	131.60
	7/15/2025	V04041--STEPHANIE CORONEL	122234140005837	10.50
	7/15/2025	V03939--SULEMA GARCIA	122234140005836	61.60
	7/15/2025	V03925--SAVANNAH FLORES	122234140005835	111.30
	7/15/2025	V03867--PATRICIA ROBLES WESLEY	122234140005834	66.50
	7/15/2025	V03866--PATRICIA MEXICANO	122234140005833	79.80
	7/15/2025	V03863--PALOMA SANDOVAL	122234140005832	49.00
	7/15/2025	V03852--NICOLE NINO	122234140005831	48.30
	7/15/2025	V03848--NAYELI ARAMBULA	122234140005830	108.50
	7/15/2025	V03765--Magaly Witz	122234140005829	9.80
	7/15/2025	V03667--JANELLE ANDRES	122234140005828	51.80
	7/15/2025	V03645--GLORIANA TEIXEIRA	122234140005827	252.00
	7/15/2025	V03618--ERNESTO LEON	122234140005826	63.00
	7/15/2025	V03603--ELIZABETH CISNEROS	122234140005825	68.60
	7/15/2025	V03601--ELENA GARCIA	122234140005824	79.80
	7/15/2025	V03584--DENISE COOPER	122234140005823	43.40
	7/15/2025	V03583--DELORES PATRICIO	122234140005822	184.80
	7/15/2025	V03561--CLAUDIA GARIBALDO	122234140005821	71.40
	7/15/2025	V03508--ANTHONY CONRAD CHAVEZ	122234140005820	127.40
	7/15/2025	V03493--ANDREA MARQUEZ	122234140005819	108.50
	7/15/2025	V03492--Andrea Chavez	122234140005818	133.00
	7/15/2025	V03484--AMBER PUMPHREY	122234140005817	36.40
	7/15/2025	V03450--ADA HARPSTER	122234140005816	158.20
	7/15/2025	V03440--LUZVIMINDA ADAMS	122234140005815	79.80
	7/15/2025	V03438--LIZETTE BRAVO	122234140005814	43.40
	7/15/2025	V03415--STACY MERRIFIELD	122234140005813	2.10
	7/15/2025	V03414--ALMA SANCHEZ	122234140005812	1.40
	7/15/2025	V03397--MAEGAN ROUSE	122234140005811	364.00
	7/15/2025	V03395--MARIA FLORES TORRES	122234140005810	308.00
	7/15/2025	V03390--LAURA SERNA	122234140005809	1.40
	7/15/2025	V03385--GABRIELA PADILLA	122234140005808	141.40
	7/15/2025	V03384--GLORIA GONZALEZ	122234140005807	184.80
	7/15/2025	V03374--ADRIANA LOPEZ	122234140005806	104.30
	7/15/2025	V03371--LUCERO GONZALEZ	122234140005805	151.20
	7/15/2025	V03353--Cynthia Magdaleno	122234140005804	23.10
	7/15/2025	V03344--ANNELISA PEREZ	122234140005803	62.30
	7/15/2025	V03331--TINA MOUA	122234140005802	31.50
	7/15/2025	V03262--ERIC LE BARBE	122234140005801	81.90
	7/15/2025	V02955--LOANA LUGO	122234140005800	166.60
	7/15/2025	V02868--SAFIYA PRICE	122234140005799	45.50
	7/15/2025	V02778--MARIA C VARELA	122234140005798	179.90
	7/15/2025	V00584--KLEIN DE NATALE GOLDNER COOPER ROSENLIB & KIMBALL	122234140005797	5,250.00
	7/15/2025	V00584--KLEIN DE NATALE GOLDNER COOPER ROSENLIB & KIMBALL	122234140005796	1,568.25
	7/15/2025	V00407--GARDEN PATHWAYS INC	122234140005795	7,520.37
	7/15/2025	V00402--FRONTIER COMMUNICATIONS HOLDINGS LLC	122234140005794	92.59
	7/15/2025	V00286--DELL TECHNOLOGIES, INC.	122234140005793	26,142.79
	7/15/2025	V00402--FRONTIER COMMUNICATIONS HOLDINGS LLC	122234140005792	325.18
	7/15/2025	V03245--TIMOTHY SEXTON	122234140005791	3,015.63
	7/15/2025	V03681--JERRY MEADE	122234140005790	566.50

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	7/15/2025	V00812--QUADIENT FINANCE USA INC	122234140005789	2,049.00
	7/15/2025	V03186--BLUETRITON BRANDS INC	122234140005788	9.73
	7/15/2025	V00478--INDOFF INCORPORATED	122234140005787	595.00
	7/15/2025	V04034--RINGCENTRAL INC.	122234140005786	17,540.61
	7/15/2025	V00004--4IMPRINT INC AKA NELSON MARKETING	122234140005785	38.29
	7/15/2025	V00004--4IMPRINT INC AKA NELSON MARKETING	122234140005784	276.03
	7/15/2025	V00004--4IMPRINT INC AKA NELSON MARKETING	122234140005783	745.06
	7/15/2025	V03064--CUSTOM L & A CONSTRUCTION INC	122234140005782	40,000.00
	7/15/2025	V03239--AMAROK, LLC	122234140005781	4,199.51
	7/15/2025	V03248--ALVAREZ & GUINILING, LLC	122234140005780	194.94
	7/15/2025	V00182--CDW LLC	122234140005779	300.80
	7/15/2025	V00182--CDW LLC	122234140005778	512.06
	7/15/2025	V00182--CDW LLC	122234140005777	54,739.80
	7/15/2025	V00227--COFER & OBERLIES INC	122234140005776	463.93
	7/15/2025	V02330--JEREMY T TOBIAS	122234140005775	764.00
	7/15/2025	V00721--NARAMA INC. - TREK IMAGING	122234140005774	918.50
	7/15/2025	V00794--PLC SYSTEM SERVICES LLC	122234140005773	1,255.89
	7/15/2025	V00704--MISSION LINEN SUPPLY	122234140005772	774.41
	7/15/2025	V00029--ADVANCED DATA STORAGE, INC	122234140005771	17.60
	7/15/2025	V00794--PLC SYSTEM SERVICES LLC	122234140005770	120.00
	7/15/2025	V03159--JOHN REY	122234140005769	170.78
	7/15/2025	V03316--YESENIA MONTOYA	122234140005768	4,500.00
	7/15/2025	V00022--ADOBE INC	122234140005767	190.32
	7/15/2025	V00010--ABILA INC	122234140005766	4,266.26
	7/15/2025	V00257--CREATIVE FINANCIAL STAFFING LLC	122234140005765	5,035.55
	7/15/2025	V00179--CAZADOR CONSULTING GROUP, INC	122234140005764	1,020.80
	7/15/2025	V00128--BRADY INDUSTRIES	122234140005763	3,383.28
	7/15/2025	V04180--DIESEL DIRECT LLC	122234140005762	2,144.41
	7/15/2025	V03255--CYNTHIA BORJON-COSBY	122234140005761	7,500.00
	7/15/2025	V03191--VAL-PRO, INC	122234140005760	157.20
	7/15/2025	V00794--PLC SYSTEM SERVICES LLC	122234140005759	718.10
	7/15/2025	V00182--CDW LLC	122234140005758	205.85
	7/15/2025	V00794--PLC SYSTEM SERVICES LLC	122234140005757	180.00
	7/15/2025	V00123--BLACKHAWK NETWORK, INC	122234140005756	204.70
	7/15/2025	V00794--PLC SYSTEM SERVICES LLC	122234140005755	300.00
	7/15/2025	V00794--PLC SYSTEM SERVICES LLC	122234140005754	360.00
	7/15/2025	V00704--MISSION LINEN SUPPLY	122234140005753	469.80
	7/15/2025	V04180--DIESEL DIRECT LLC	122234140005752	2,164.19
	7/15/2025	V04180--DIESEL DIRECT LLC	122234140005751	1,307.95
	7/15/2025	V04180--DIESEL DIRECT LLC	122234140005750	2,271.41
	7/15/2025	V00794--PLC SYSTEM SERVICES LLC	122234140005749	420.00
	7/15/2025	V02658--ELSA NAVARRETE	122234140005748	200.00
	7/15/2025	V00794--PLC SYSTEM SERVICES LLC	122234140005747	502.85
	7/15/2025	V00384--FIVE9 INC	122234140005746	4,000.00
	7/15/2025	V00049--AMAZON CAPITAL SERVICES, INC	122234140005745	33,037.75
	7/15/2025	V00794--PLC SYSTEM SERVICES LLC	122234140005744	240.00
	7/15/2025	V00794--PLC SYSTEM SERVICES LLC	122234140005743	318.15
	7/15/2025	V00794--PLC SYSTEM SERVICES LLC	122234140005742	340.00
	7/15/2025	V00794--PLC SYSTEM SERVICES LLC	122234140005741	353.18
	7/15/2025	V00794--PLC SYSTEM SERVICES LLC	122234140005740	202.50
	7/15/2025	V03986--YOLANDA GONZALES	122234140005739	422.54
	7/15/2025	V03692--JOSEPH AGUILAR	122234140005738	70.00
	7/16/2025	V04678--GRUPE HUBER COMPANY	304174	16,552.70
	7/16/2025	V04044--BRITTANY NICHOLE ORTEGA	304167	1,696.50
	7/16/2025	P00053--GLORIA GARCIA DE MADERA	304172	11,897.30
	7/16/2025	P01593--MANUELA P MEDINA	304182	7,289.56
	7/16/2025	P00769--LETICIA MARIA BOTELLO	304180	5,789.59
	7/16/2025	P01754--VERONICA L ESCOBAR	304190	3,189.16
	7/16/2025	P00823--MARIA EUGENIA GARCIA DE VEGA	304184	2,854.26
	7/16/2025	P02407--GUADALUPE ELIZABETH PENUELAS	304176	2,741.25
	7/16/2025	P01663--MARCELA CHAVEZ OSEGUERA	304183	2,670.40
	7/16/2025	P01805--CONSUELO RAMIREZ DE MAGDALENO	304168	2,473.83
	7/16/2025	P02564--DIEGO FERREIRA	304169	1,996.46
	7/16/2025	P02849--LUCERO AMAIRANI VILLASENOR BOTELLO	304181	1,947.78
	7/16/2025	P02820--ROCIO GARDUNO MAGO	304189	1,865.39
	7/16/2025	P02777--BELEN IZAZAGA MERCADO	304164	1,810.75
	7/16/2025	P00705--AMPARO MAGANA	304161	1,784.22

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	7/16/2025	P02876--ESPERANZA GALLEGOS-RUIZ	304170	1,337.46
	7/16/2025	P02709--ANA MARIA ACOSTA DE ARIZAGA	304162	1,316.14
	7/16/2025	P02614--ORELLANA RODRIGUEZ TOMASA MARISOL	304188	1,244.76
	7/16/2025	P02692--KASANDRA LOPEZ-CORDERO	304179	1,172.34
	7/16/2025	P02770--GUADALUPE AYON DE MENDOZA	304175	732.50
	7/16/2025	P02819--JAQUILINA GARCIA OSORIO	304178	622.38
	7/16/2025	V04044--BRITTANY NICHOLE ORTEGA	304166	100.10
	7/16/2025	P02924--MARTHA AYON	122234140006111	438.04
	7/16/2025	P02920--SOFIA ALONSO ALVARADO	122234140006110	425.38
	7/16/2025	P02918--MARISOL CALDERON	122234140006109	1,554.94
	7/16/2025	P02914--FRANCISCA C CASTILLO FERNANDEZ	122234140006108	979.14
	7/16/2025	P02904--MAYRA ESTHER MENDOZA	122234140006107	2,918.43
	7/16/2025	P02897--MARTHA ALICIA CEJA	122234140006106	1,884.08
	7/16/2025	P02894--MARIBEL GARCIA RAMIREZ	122234140006105	1,832.88
	7/16/2025	P02892--SANDRA GABRIELA ARMENDARIZ	122234140006104	3,636.32
	7/16/2025	P02885--ANA RIOS	122234140006103	4,775.45
	7/16/2025	P02884--ALONDRA SESILIA MEZA ZUNIGA	122234140006102	3,805.44
	7/16/2025	P02882--MARIA MENDOZA	122234140006101	2,395.72
	7/16/2025	P02877--GRISELDA FERNANDEZ SALGADO	122234140006100	2,805.11
	7/16/2025	P02856--CONSUJEO LIRA DE LEMUS	122234140006099	4,155.76
	7/16/2025	P02851--MARIA A ROMERO DE CRUZ	122234140006098	955.89
	7/16/2025	P02848--ANA LAURA RODRIGUEZ	122234140006097	4,265.82
	7/16/2025	P02845--CARLOS ESTEVAN GARCIA	122234140006096	2,568.93
	7/16/2025	P02842--ELIA SANCHEZ	122234140006095	3,019.34
	7/16/2025	P02841--LAURA LILIANA RAMIREZ ALCALA	122234140006094	3,697.10
	7/16/2025	P02839--CARLAANGELA RUIZ	122234140006093	1,676.76
	7/16/2025	P02837--ADELINA BELTRAN	122234140006092	1,445.59
	7/16/2025	P02832--ANDREA MOHAMMED	122234140006091	2,139.17
	7/16/2025	P02828--MARIA FERNANDA GARIBAY	122234140006090	4,607.15
	7/16/2025	P02813--YESENIA CAYETANO HERNANDEZ	122234140006089	1,835.56
	7/16/2025	P02810--MARIA R LEMUS OROZCO	122234140006088	3,281.75
	7/16/2025	P02804--CELIA IBARRA	122234140006087	1,849.14
	7/16/2025	P02802--GUADALUPE DURAN	122234140006086	707.62
	7/16/2025	P02798--MARGARITA VALENCIA AVILA	122234140006085	6,762.60
	7/16/2025	P02796--NEREYDA LIRA LOPEZ	122234140006084	3,688.10
	7/16/2025	P02793--JULISSIA LIZBETH RODRIGUEZ	122234140006083	1,748.32
	7/16/2025	P02781--YESENIA GUADALUPE QUINTERO TAPIA	122234140006082	838.38
	7/16/2025	P02779--REBECCA MENDOZA VAZQUEZ	122234140006081	4,988.47
	7/16/2025	P02771--MARIA T HERNANDEZ	122234140006080	1,039.96
	7/16/2025	P02768--ALICIA MONTEJANO PENA	122234140006079	4,568.19
	7/16/2025	P02765--MARIA DEL CARMEN GUTIERREZ BRITO	122234140006078	3,375.78
	7/16/2025	P02764--MARGARITA GARIBAY CORTES	122234140006077	12,530.20
	7/16/2025	P02757--BERTHA CARAVES	122234140006076	1,246.08
	7/16/2025	P02754--ANTONIO PERALTA DUQUE	122234140006075	3,893.23
	7/16/2025	P02749--ROSALIA MARTINEZ DE MENDOZA	122234140006074	1,827.93
	7/16/2025	P02742--JOANNA ROBLES	122234140006073	909.94
	7/16/2025	P02736--CLAUDIA ZAVALA CISNEROS	122234140006072	2,836.02
	7/16/2025	P02728--AMALIA BUENROSTRO	122234140006071	10,376.01
	7/16/2025	P02722--BRENDA SUJEY MARTINEZ	122234140006070	2,741.25
	7/16/2025	P02720--GUADALUPE LEMUS LEMUS	122234140006069	2,512.39
	7/16/2025	P02717--JOSELINE ARREDONDO	122234140006068	2,301.92
	7/16/2025	P02713--MARIA ESTHER GONZALEZ AVALOS	122234140006067	5,429.81
	7/16/2025	P02711--MARIA ELIZABETH MARIN	122234140006066	2,936.70
	7/16/2025	P02696--MARIA ASUSENA GONZALEZ-GUTIERREZ	122234140006065	1,255.60
	7/16/2025	P02690--STEPHANIE VERDUGO	122234140006064	6,540.75
	7/16/2025	P02689--GUADALUPE OLAZABAL	122234140006063	1,131.86
	7/16/2025	P02687--ELIM RODRIGUEZ	122234140006062	2,770.24
	7/16/2025	P02683--MARIA GUADALUPE GONZALEZ	122234140006061	2,914.66
	7/16/2025	P02682--ELOISA QUINTINO DE MARTINEZ	122234140006060	636.99
	7/16/2025	P02673--NANCY GARIBAY HERNANDEZ	122234140006059	1,708.95
	7/16/2025	P02664--LESLIE KARINA TOSCANO CRUZ	122234140006058	847.91
	7/16/2025	P02659--ARACELI MORALES DE MARTINEZ	122234140006057	3,748.11
	7/16/2025	P02654--MARIA C CUEVAS DE GARCIA	122234140006056	2,397.63
	7/16/2025	P02652--MARIA ESTELA ARROYO	122234140006055	1,773.34
	7/16/2025	P02640--TERESA MENDOZA	122234140006054	957.03
	7/16/2025	P02635--MARIA E CUARA	122234140006053	1,215.71
	7/16/2025	P02634--EVA DILMA VARGAS	122234140006052	5,972.96

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Bank	Date	Vendor	Document no.	Amount
	7/16/2025	P02620--ARACELI JIMENEZ AVILA	122234140006051	2,643.60
	7/16/2025	P02618--MARIA CHRISTINA RUBALCAVA	122234140006050	3,731.99
	7/16/2025	P02608--GUADALUPE CECILIA JAIME	122234140006049	894.54
	7/16/2025	P02607--SYLVIA MORA	122234140006048	1,244.85
	7/16/2025	P02602--ADRIANA GOMEZ	122234140006047	12,205.70
	7/16/2025	P02598--MIRIAM LOPEZ GUTIERREZ	122234140006046	8,373.87
	7/16/2025	P02597--INES MARISCAL MACIAS	122234140006045	636.99
	7/16/2025	P02594--GUILLERMINA HERNANDEZ GOMEZ	122234140006044	5,308.76
	7/16/2025	P02579--YOLANDA LIRA LEMUS	122234140006043	5,031.53
	7/16/2025	P02576--PRECIOSA ISABEL CHAMALE CASTRO	122234140006042	1,292.98
	7/16/2025	P02574--OLGA NOVELA DE HUERTA	122234140006041	6,717.45
	7/16/2025	P02570--TINA MARIE LOPEZ	122234140006040	7,726.86
	7/16/2025	P02566--GLORIA ISITA MEJIA	122234140006039	1,714.46
	7/16/2025	P02562--IRMA FLORES	122234140006038	4,350.70
	7/16/2025	P02560--VERONICA HERNANDEZ	122234140006037	3,583.88
	7/16/2025	P02558--FABIOLA GARCIA AVILES	122234140006036	650.00
	7/16/2025	P02557--MARIA A LOPEZ	122234140006035	5,864.60
	7/16/2025	P02555--ORGARIDT ALCANZAR MAGANA	122234140006034	3,845.04
	7/16/2025	P02553--ELENA OCHOA CONTRERAS	122234140006033	1,215.71
	7/16/2025	P02546--SENDY N HERNANDEZ SOSA	122234140006032	412.26
	7/16/2025	P02545--ROCIO OROZCO IBARRA	122234140006031	12,379.58
	7/16/2025	P02542A--LA ESTACION CHILDCARE LLC	122234140006030	3,552.51
	7/16/2025	P02539--KASANDRA BASURTO	122234140006029	1,351.52
	7/16/2025	P02533--LIZET MONSERRAT PRECIADO	122234140006028	1,740.77
	7/16/2025	P02525--LETICIA HERNANDEZ PEREZ	122234140006027	1,748.32
	7/16/2025	P02521--JASMIN ALEJANDRA ARANDA	122234140006026	1,006.18
	7/16/2025	P02519--ANDREA PIMENTEL DE DOMINGUEZ	122234140006025	9,188.29
	7/16/2025	P02505--YANELY GARCIA	122234140006024	1,773.34
	7/16/2025	P02503--YESENIA SALAZAR-PENA	122234140006023	999.31
	7/16/2025	P02483--JASMINE CANCHOLA	122234140006022	1,779.08
	7/16/2025	P02479--ORALIA QUIROZ	122234140006021	4,424.79
	7/16/2025	P02477--MAGANA IRIS FCC LLC	122234140006020	4,968.38
	7/16/2025	P02476--DOLORES M PLATERO	122234140006019	5,213.66
	7/16/2025	P02468--DAVID PANTOJA	122234140006018	8,820.73
	7/16/2025	P02466--Rosa Elena Arellano	122234140006017	2,833.46
	7/16/2025	P02462--IRMA L IBARRA	122234140006016	10,072.80
	7/16/2025	P02453--LORENA TRUJILLO ESCOBEDO	122234140006015	2,924.30
	7/16/2025	P02450--RUBICEL RUIZ SOLORIO	122234140006014	5,860.81
	7/16/2025	P02446--MARIA DOLORES GOMEZ	122234140006013	6,113.38
	7/16/2025	P02438--GEORGINA CONCEPCION WARREN COSTALES	122234140006012	8,092.62
	7/16/2025	P02432--LILIANA SOLORIO	122234140006011	2,658.26
	7/16/2025	P02422--ELIZABETH DIAZ	122234140006010	3,683.65
	7/16/2025	P02416--DANIELA GUADALUPE ESPINOZA	122234140006009	5,917.61
	7/16/2025	P02413--MIGUEL ANGEL GARCIA JIMENEZ	122234140006008	2,658.26
	7/16/2025	P02402--EDITH ELIZABETH SANCHEZ	122234140006007	1,763.33
	7/16/2025	P02396--ANA MARIA RAMIREZ MEJIA	122234140006006	1,753.16
	7/16/2025	P02389--SANDRA RODRIGUEZ	122234140006005	873.28
	7/16/2025	P02380--ZEFERINO GONZALEZ	122234140006004	1,150.96
	7/16/2025	P02336--PAULA GARCIA	122234140006003	8,232.66
	7/16/2025	P02323--SONIA PANTOJA	122234140006002	3,008.85
	7/16/2025	P02322--MARGARITA BUSTAMANTE DE FELIX	122234140006001	4,633.70
	7/16/2025	P02319--MARIA PERLA GARCIA DE ARCIGA	122234140006000	4,655.31
	7/16/2025	P02310--MARIA G RAMIREZ DE MARTINEZ	122234140005999	9,550.00
	7/16/2025	P02303--MARTHA A ANGUIANO REYES	122234140005998	1,647.83
	7/16/2025	P02276--MARIA E CORONA HEREDIA	122234140005997	925.68
	7/16/2025	P02266--ELIZABETH CHAVEZ	122234140005996	6,391.37
	7/16/2025	P02265--ELSA YANETH QUEVEDO ORTIZ	122234140005995	9,585.47
	7/16/2025	P02260--MARIA GUADALUPE ALVAREZ	122234140005994	6,862.56
	7/16/2025	P02259--MARIA GUADALUPE CONTRERAS VARGAS	122234140005993	1,676.76
	7/16/2025	P02258--MARISOL MEDINA	122234140005992	5,762.58
	7/16/2025	P02249--ADRIANA AGUIRRE GAONA	122234140005991	5,436.48
	7/16/2025	P02246--CAROLINA GIL	122234140005990	4,322.80
	7/16/2025	P02241--ANA PATRICIA CAMARGO	122234140005989	4,493.82
	7/16/2025	P02235--GABRIELA ARREGUIN	122234140005988	3,425.08
	7/16/2025	P02218--ADELA RUIZ	122234140005987	5,202.69
	7/16/2025	P02215--ERIKA L CENTENO	122234140005986	8,150.23
	7/16/2025	P02200--GLORIA PADILLA MONTES DE OCA	122234140005985	1,725.56

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	7/16/2025	P02189--MARIA ELENA CASTILLO	122234140005984	4,732.69
	7/16/2025	P02172--Maria Ledesma De Garcia	122234140005983	7,046.06
	7/16/2025	P02163--ALICIA DE LA GARZA	122234140005982	1,032.05
	7/16/2025	P02152--EDELMIIRA L VIVEROS	122234140005981	2,864.18
	7/16/2025	P02147--MARIA GUADALUPE CHAVEZ	122234140005980	3,818.42
	7/16/2025	P02130--ARACELY CRUZ DE MONTERROSA	122234140005979	10,770.77
	7/16/2025	P02122--JOANNA GONZALEZ	122234140005978	909.94
	7/16/2025	P02118--ODAIVA GUADALUPE CENTENO	122234140005977	8,367.91
	7/16/2025	P02109--JACLYN PRADO	122234140005976	4,605.86
	7/16/2025	P02093--SUSY I SANTACRUZ DE SAHAGUN	122234140005975	4,149.28
	7/16/2025	P02089--MARIA LAURA RAYA GOMEZ	122234140005974	5,427.72
	7/16/2025	P02078--GUADALUPE AVILES LEYVA	122234140005973	1,580.73
	7/16/2025	P02053--ANA BERTHA BALLESTEROS JAIME	122234140005972	5,911.78
	7/16/2025	P02051--ANA MARTINEZ	122234140005971	982.75
	7/16/2025	P02044--AYDE JAIME	122234140005970	5,276.12
	7/16/2025	P01984--IRMA YOLANDA ARCINIEGA	122234140005969	3,592.52
	7/16/2025	P01975--MARIA GUADALUPE DIAZ DE RUIZ	122234140005968	1,783.59
	7/16/2025	P01968--LOURDES PEREZ DE GARCIA	122234140005967	8,124.45
	7/16/2025	P01955--LIDIA ALONDR BRAVO DE MENDOZA	122234140005966	4,058.79
	7/16/2025	P01954--MARIA GUADALUPE ZAMORA RODRIGUEZ	122234140005965	5,946.26
	7/16/2025	P01951--IRENE R SIXTOS	122234140005964	7,333.66
	7/16/2025	P01944A--JOSE FRANCISCO ALVARADO MENDEZ	122234140005963	1,898.47
	7/16/2025	P01934--MARIA A MAGALLON OROZCO	122234140005962	1,645.90
	7/16/2025	P01928--ANGELINA VASQUEZ	122234140005961	1,853.00
	7/16/2025	P01917--DAISY ALMIDA GONZALEZ	122234140005960	7,514.99
	7/16/2025	P01910--ANDREA BUENOSTRO	122234140005959	9,821.58
	7/16/2025	P01908A--JAIMES ADELA FAMILY CHILD CARE INC	122234140005958	8,828.84
	7/16/2025	P01877--ANTONIA PANIAGUA ROSALES	122234140005957	8,426.34
	7/16/2025	P01867--IRMA AYALA CONTRERAS	122234140005956	323.32
	7/16/2025	P01848--EDILIA GUTIERREZ DE GARCIA	122234140005955	4,000.60
	7/16/2025	P01843--MARIANELA G ORTIZ	122234140005954	5,277.86
	7/16/2025	P01809--CONSUELO PUGA	122234140005953	4,122.27
	7/16/2025	P01807--FELISITA GOMEZ DE GOMEZ	122234140005952	6,330.41
	7/16/2025	P01804--CECILIA ZAMORA	122234140005951	3,831.96
	7/16/2025	P01782--MONICA MARTINEZ	122234140005950	1,548.30
	7/16/2025	P01734--MARGARITA CORTES DE BARAJAS	122234140005949	12,317.76
	7/16/2025	P01718--ONOFRE ZAMORA	122234140005948	11,661.52
	7/16/2025	P01692--MARIA PAZ RUIZ	122234140005947	4,590.39
	7/16/2025	P01666--PATRICIA SANCHEZ	122234140005946	6,099.02
	7/16/2025	P01664--ELIDA CRUZ	122234140005945	2,475.28
	7/16/2025	P01652--TRINIDAD TINOCO	122234140005944	3,278.99
	7/16/2025	P01638--ELIZABETH GONZALEZ	122234140005943	1,954.25
	7/16/2025	P01628--DORA LUZ RIVERA	122234140005942	6,998.37
	7/16/2025	P01507--MARIANA NAVA	122234140005941	4,737.93
	7/16/2025	P01493--NORMA LISA GUZMAN	122234140005940	1,711.23
	7/16/2025	P01484--LILIBETH GODOY	122234140005939	1,277.68
	7/16/2025	P01460--MARILU GARZA	122234140005938	10,671.89
	7/16/2025	P01456--ESTHER MELENDREZ	122234140005937	1,676.76
	7/16/2025	P01366--MARIA R GARCIA DE ARAMBULA	122234140005936	4,879.86
	7/16/2025	P01318--MARIA CONCEPCION CEJA	122234140005935	5,080.64
	7/16/2025	P01298--LETICIA MORALES	122234140005934	6,969.84
	7/16/2025	P01285--ADELA GARCIA DE SOSA	122234140005933	6,984.19
	7/16/2025	P01256--ALMA R RANGEL	122234140005932	7,398.40
	7/16/2025	P01189--RAQUEL POSADAS DE GIRON	122234140005931	5,693.17
	7/16/2025	P01187--MARIA LOURDES NIEVAS DE SALAZAR	122234140005930	6,655.32
	7/16/2025	P01128--VIRGINIA RANGEL	122234140005929	5,155.69
	7/16/2025	P01114--ROCIO SALAZAR	122234140005928	3,635.38
	7/16/2025	P01108--IMELDA MARIN DE JUAREZ	122234140005927	9,857.41
	7/16/2025	P01105--ANGELICA MAGANA MARES	122234140005926	6,072.88
	7/16/2025	P01096--LAURA A RODRIGUEZ	122234140005925	4,484.01
	7/16/2025	P01091--BIVIANA MANRIQUEZ	122234140005924	10,151.51
	7/16/2025	P01054--IRMA VERONICA OSEGUERA	122234140005923	5,260.64
	7/16/2025	P01050--LILIA YAZMIN JUAREZ	122234140005922	6,907.07
	7/16/2025	P01024--MACARMEN LUCATERO	122234140005921	1,374.70
	7/16/2025	P01013--MARIA DE JESUS REYNA	122234140005920	3,866.53
	7/16/2025	P00931--CARMEN MORALES DIAZ	122234140005919	5,025.25
	7/16/2025	P00805--ELVA BORUNDA FLORES	122234140005918	9,151.03

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	7/16/2025	P00735--LAURA A GUTIERREZ	122234140005917	8,795.24
	7/16/2025	P00699--BLANCA EVELIA RUIZ DE SOLORIO	122234140005916	9,664.19
	7/16/2025	P00661--SOCORRO A MENDOZA	122234140005915	3,688.10
	7/16/2025	P00608--ISABEL GARCIA	122234140005914	1,797.68
	7/16/2025	P00489--ESPERANZA B TOBAR	122234140005913	1,907.12
	7/16/2025	P00446--OLGA ZAMAGO	122234140005912	1,632.51
	7/16/2025	P00435--PATRICIA MUNOZ VASQUEZ	122234140005911	12,259.15
	7/16/2025	P00349--YOLANDA JUAREZ	122234140005910	4,980.92
	7/16/2025	P00329--MARIA GUADALUPE LOPEZ CORZA	122234140005909	9,632.48
	7/16/2025	P00251--EVANGELINA CERVANTES DE RAMOS	122234140005908	2,784.96
	7/16/2025	P00163--LETICIA G HERNANDEZ	122234140005907	8,847.27
	7/16/2025	P00114--MARTHA ANGELICA SOLORIO DE ARCEO	122234140005906	4,947.90
	7/16/2025	P00076--LILIA HORTENCIA OSEGUERA	122234140005905	4,943.14
	7/16/2025	P00021--ANA ROSA M SANCHEZ	122234140005904	8,552.04
	7/16/2025	P00019--TERESA CAROLINA OROPEZA	122234140005903	6,103.74
	7/16/2025	P01229--MARIA PICOS DE GARCIA	Voided - 303052	-2,824.51
	7/16/2025	V04163--HORTENCIA G. GONZALEZ	304158	2,631.21
	7/18/2025	V04059--JAZMIN BUCHANAN	304192	609.95
	7/21/2025	V04607--JACQUELINE COTERO	304195	1,160.52
	7/21/2025	V04732--ANGELICA CECELIA ZUNIGA	304193	1,358.18
	7/21/2025	V03330--VANESSA SOBERON	304194	1,942.94
	7/22/2025	V04735--ERMA TALAMANTES	304225	2,707.72
	7/22/2025	V00251--COUNTY OF KERN GENERAL SERVICES, 3RD FLOOR	304219	363.12
	7/22/2025	V02967--MORE THAN ONE DIMENSION, INC.	304253	1,800.00
	7/22/2025	V02673--FIRST 5 MADERA COUNTY	304231	1,223.14
	7/22/2025	V02227--CITY OF ARVIN	304211	671.95
	7/22/2025	V00365--FAIRFAX SCHOOL DISTRICT	304226	3,303.00
	7/22/2025	V03003--FIRST CONGREGATIONAL CHURCH BAKERSFIELD	304232	5,004.92
	7/22/2025	V04491--National CACFP Sponsors Association	304254	796.00
	7/22/2025	V01817--CALIFORNIA AVENUE SENIOR HOUSING	304204	2,244.00
	7/22/2025	V00370--FEDEX	304227	42.78
	7/22/2025	V00157--CALIFORNIA DEPARTMENT OF SOCIAL SERVICES	304205	484.00
	7/22/2025	V00854--SAFeway INC VONS DIVISION	304278	160.65
	7/22/2025	V00801--PRODUCERS DAIRY FOODS INC	304275	41.19
	7/22/2025	V04696--BAKERSFIELD ROOFING, INC.	304201	11,700.00
	7/22/2025	V04731--KIRAN BEDI	304246	4,500.00
	7/22/2025	V04729--JUAN CARLOS HERNANDEZ	304237	2,700.00
	7/22/2025	V00320--EAST NILES COMMUNITY SERVICES DIST	304224	132.66
	7/22/2025	V03288--OASIS AIR AND SOLAR	304256	950.00
	7/22/2025	V00320--EAST NILES COMMUNITY SERVICES DIST	304223	2,201.18
	7/22/2025	V01012--UNITED RENTALS INC	304297	204.70
	7/22/2025	V00787--PG&E	304272	32,412.55
	7/22/2025	V00374--FERGUSON ENTERPRISES INC #1350	304230	29.76
	7/22/2025	V03172--OFFICE1 LEASING	304270	71.63
	7/22/2025	V02978--SPECTRUM/CHARTER COMMUNICATIONS	304289	156.25
	7/22/2025	V00914--SOUTHERN CALIFORNIA EDISON	304281	1,387.36
	7/22/2025	V03172--OFFICE1 LEASING	304269	321.58
	7/22/2025	V03172--OFFICE1 LEASING	304268	260.22
	7/22/2025	V03172--OFFICE1 LEASING	304267	219.67
	7/22/2025	V00207--CINTAS CORPORATION #668	304210	331.28
	7/22/2025	V03172--OFFICE1 LEASING	304266	188.11
	7/22/2025	V03172--OFFICE1 LEASING	304265	188.11
	7/22/2025	V03172--OFFICE1 LEASING	304264	188.11
	7/22/2025	V03172--OFFICE1 LEASING	304263	187.68
	7/22/2025	V03172--OFFICE1 LEASING	304262	139.54
	7/22/2025	V03172--OFFICE1 LEASING	304261	138.58
	7/22/2025	V03172--OFFICE1 LEASING	304260	137.94
	7/22/2025	V03172--OFFICE1 LEASING	304259	1,849.52
	7/22/2025	V03172--OFFICE1 LEASING	304258	614.77
	7/22/2025	V00788--PHILADELPHIA INSURANCE COMPANIES	304273	2,946.00
	7/22/2025	V00520--JORDAN KAUFMAN KCTTC	304236	142.64
	7/22/2025	V00683--MCWILLIAMS & WALDEN INC	304250	2,123.93
	7/22/2025	V00374--FERGUSON ENTERPRISES INC #1350	304229	125.12
	7/22/2025	V00114--BERKSHIRE HATHAWAY HOMESTATE CO	304203	291,142.05
	7/22/2025	V00926--STANDARD PLUMBING SUPPLY COMPANY, INC	304290	337.38
	7/22/2025	V00374--FERGUSON ENTERPRISES INC #1350	304228	17.15
	7/22/2025	V03172--OFFICE1 LEASING	304257	3,798.91

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	7/22/2025	V00169--CALIFORNIA WATER SERVICE	304206	227.86
	7/22/2025	V00295--DEPARTMENT OF MOTOR VEHICLES	304221	27.00
	7/22/2025	V00252--COUNTY OF KERN PUBLIC WORKS	304220	82.05
	7/22/2025	V00027--ADVANCE DATA COMMUNICATIONS INCORPORATED	304197	7,740.89
	7/22/2025	V04575--LOWE'S COMPANIES, INC.	304248	2,293.26
	7/22/2025	V00458--HOME DEPOT COMMERCIAL CREDIT	304234	4,040.58
	7/22/2025	V00592--LAKESHORE EQUIPMENT COMPANY	304247	607.15
	7/22/2025	V03213--FRESHPOINT CENTRAL CALIFORNIA, INC	122234140006236	996.00
	7/22/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140006235	182.07
	7/22/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140006234	47.03
	7/22/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140006233	1,375.11
	7/22/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140006232	1,250.93
	7/22/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140006231	591.72
	7/22/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140006230	8,557.24
	7/22/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140006229	75.90
	7/22/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140006228	61.80
	7/22/2025	V00770--PAPER CONNECTION INC	122234140006227	1,299.75
	7/22/2025	V01072--YABITO CORPORATION	122234140006226	1,548.00
	7/22/2025	V00808--PROTEUS INC	122234140006225	500.00
	7/22/2025	V00747--OLLIE SHANKLE TRUSTEE (LESSOR)	122234140006224	10,225.00
	7/22/2025	V00718--M-R PROPERTIES	122234140006223	7,291.00
	7/22/2025	V04640--NEEDLES FOR THE FUTURE	122234140006222	444.57
	7/22/2025	V04593--ORCHARD ALLIANCE - WAYSIDE CHAPEL	122234140006221	21,097.00
	7/22/2025	V04591--STAR 2 HOLDING LLC	122234140006220	1,123.20
	7/22/2025	V04143--NEORIA FAMILY REVOCABLE TRUST, PARAMPAL SINGH	122234140006219	6,335.00
	7/22/2025	V03295--RANCHO DE STINE LLC	122234140006218	14,175.00
	7/22/2025	V03278--LODI MUSLIM MOSQUE	122234140006217	5,000.00
	7/22/2025	V03247--BKAT, INC	122234140006216	11,247.60
	7/22/2025	V03159--JOHN REY	122234140006215	1,875.00
	7/22/2025	V03155--MH 3101 MALL VIEW ROAD, LLC	122234140006214	6,000.00
	7/22/2025	V03071--COUNTY OF KERN - MORTGAGE PAYMENT ONLY	122234140006213	44,367.81
	7/22/2025	V03007--JANET Y YU	122234140006212	700.00
	7/22/2025	V03006--GRACE COMMUNITY CHURCH	122234140006211	5,690.37
	7/22/2025	V02796--MARK AND HELENE MCELVEA	122234140006210	4,000.00
	7/22/2025	V02653--EAST HILLS ROADWAY ASSOCIATION	122234140006209	514.73
	7/22/2025	V02263--DIVERSIFIED PROJECT SERVICES INTL., INC.	122234140006208	9,555.00
	7/22/2025	V02261--DIOCESE OF FRESNO EDUCATION CORPORATION	122234140006207	3,532.50
	7/22/2025	V02150--5905 NILES ST LLC	122234140006206	4,351.04
	7/22/2025	V01087--ZREP LLC	122234140006205	3,950.17
	7/22/2025	V00127--BOOT BARN	122234140006204	200.00
	7/22/2025	V00127--BOOT BARN	122234140006203	180.23
	7/22/2025	V00127--BOOT BARN	122234140006202	155.87
	7/22/2025	V00127--BOOT BARN	122234140006201	136.38
	7/22/2025	V00127--BOOT BARN	122234140006200	165.61
	7/22/2025	V00979--THE MARCOM GROUP, INC.	122234140006199	95.00
	7/22/2025	V00979--THE MARCOM GROUP, INC.	122234140006198	95.00
	7/22/2025	V01064--WIPFLI LLP	122234140006197	806.40
	7/22/2025	V00704--MISSION LINEN SUPPLY	122234140006196	742.25
	7/22/2025	V00704--MISSION LINEN SUPPLY	122234140006195	256.81
	7/22/2025	V00704--MISSION LINEN SUPPLY	122234140006194	55.68
	7/22/2025	V01064--WIPFLI LLP	122234140006193	1,120.00
	7/22/2025	V00905--SMART & FINAL	122234140006192	354.49
	7/22/2025	V00179--CAZADOR CONSULTING GROUP, INC	122234140006191	1,276.00
	7/22/2025	V00937--STINSON STATIONERS	122234140006190	391.55
	7/22/2025	V00937--STINSON STATIONERS	122234140006189	1,116.96
	7/22/2025	V00937--STINSON STATIONERS	122234140006188	1,340.58
	7/22/2025	V00937--STINSON STATIONERS	122234140006187	1,591.18
	7/22/2025	V01040--VILLATORO POWER WASHING	122234140006186	650.00
	7/22/2025	V00402--FRONTIER COMMUNICATIONS HOLDINGS LLC	122234140006185	103.33
	7/22/2025	V00257--CREATIVE FINANCIAL STAFFING LLC	122234140006184	4,967.51
	7/22/2025	V00286--DELL TECHNOLOGIES, INC.	122234140006183	249.77
	7/22/2025	V00029--ADVANCED DATA STORAGE, INC	122234140006182	36.61
	7/22/2025	V00312--DONAHUE TRUCK CENTERS	122234140006181	1,275.33
	7/22/2025	V00961--TEL TEC SECURITY SYSTEMS INC	122234140006180	1,556.24
	7/22/2025	V00231--COMMUNITY ACTION PARTNERSHIP OF KERN FOUNDATION	122234140006179	137.00
	7/22/2025	V00321--ECOLAB FOOD SAFETY SPECIALTIES	122234140006178	179.40
	7/22/2025	V03328--Hometown Plumbing	122234140006177	195.00

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Bank	Date	Vendor	Document no.	Amount
	7/22/2025	V00997--TRAFFIC MANAGEMENT, INC.	122234140006176	181.35
	7/22/2025	V00883--SEIU LOCAL 521	122234140006175	13,586.85
	7/22/2025	V03082--IDEAL SPECIALTIES INC	122234140006174	36,143.70
	7/22/2025	V00402--FRONTIER COMMUNICATIONS HOLDINGS LLC	122234140006173	964.63
	7/22/2025	V03174--OFFICE IMAGING, INC	122234140006172	315.34
	7/22/2025	V03245--TIMOTHY SEXTON	122234140006171	2,180.00
	7/22/2025	V00127--BOOT BARN	122234140006170	116.91
	7/22/2025	V00127--BOOT BARN	122234140006169	180.23
	7/22/2025	V00127--BOOT BARN	122234140006168	185.10
	7/22/2025	V00127--BOOT BARN	122234140006167	199.71
	7/22/2025	V02330--JEREMY T TOBIAS	122234140006166	75.00
	7/22/2025	V00402--FRONTIER COMMUNICATIONS HOLDINGS LLC	122234140006165	888.93
	7/22/2025	V00874--SAVE MART SUPERMARKETS	122234140006164	157.58
	7/22/2025	V02965--MICHAEL K BROWN LANDSCAPE & MAINTENANCE CO INC	122234140006163	733.07
	7/22/2025	V03328--Hometown Plumbing	122234140006162	195.00
	7/22/2025	V03186--BLUETRITON BRANDS INC	122234140006161	3.67
	7/22/2025	V03186--BLUETRITON BRANDS INC	122234140006160	194.99
	7/22/2025	V03186--BLUETRITON BRANDS INC	122234140006159	375.93
	7/22/2025	V01044--W W GRAINGER INC	122234140006158	546.26
	7/22/2025	V03060--JAB COMMUNICATION INC.	122234140006157	10,857.52
	7/22/2025	V03328--Hometown Plumbing	122234140006156	135.00
	7/22/2025	V03095--AMERITAS LIFE INSURANCE CORP.	122234140006155	37,084.94
	7/22/2025	V03095--AMERITAS LIFE INSURANCE CORP.	122234140006154	5,044.79
	7/22/2025	V00938--STOCKTON COMMUNITY KITCHEN	122234140006153	27,881.36
	7/22/2025	V00384--FIVE9 INC	122234140006152	5,998.88
	7/22/2025	V00384--FIVE9 INC	122234140006151	3,440.94
	7/22/2025	V03423--Jessica Reyes Gonzalez	122234140006150	109.90
	7/22/2025	V03681--JERRY MEADE	122234140006149	50.40
	7/22/2025	V03437--LETISHA BROOKS	122234140006148	42.00
	7/22/2025	V04572--ERICA FRIAS	122234140006147	135.10
	7/22/2025	V03376--ANGELICA PALMA	122234140006146	7.00
	7/22/2025	V03328--Hometown Plumbing	122234140006145	135.00
	7/22/2025	V00128--BRADY INDUSTRIES	122234140006144	4,055.55
	7/22/2025	V03186--BLUETRITON BRANDS INC	122234140006143	9.73
	7/22/2025	V03191--VAL-PRO, INC	122234140006142	467.20
	7/22/2025	V03191--VAL-PRO, INC	122234140006141	292.30
	7/22/2025	V02965--MICHAEL K BROWN LANDSCAPE & MAINTENANCE CO INC	122234140006140	351.88
	7/22/2025	V04715--ASSOCIATED FILIPINO ORGANIZATIONS OF SAN JOAQUIN COUNTY	122234140006139	12,188.00
	7/22/2025	V00060--AN ICON COMPANY, LLC - PRINTDIRTCHAP	122234140006138	711.39
	7/22/2025	V04715--ASSOCIATED FILIPINO ORGANIZATIONS OF SAN JOAQUIN COUNTY	122234140006137	666.98
	7/22/2025	V03186--BLUETRITON BRANDS INC	122234140006136	459.02
	7/22/2025	V03239--AMAROK, LLC	122234140006135	1,745.00
	7/22/2025	V00260--CROWN EQUIPMENT CORPORATION	122234140006134	401.17
	7/22/2025	V00224--CLASSIC CHARTER INC	122234140006133	2,019.00
	7/22/2025	V00182--CDW LLC	122234140006132	7,659.18
	7/22/2025	V00146--CA ASSOCIATION OF FOOD BANKS	122234140006131	3,219.30
	7/22/2025	V00024--ADP, LLC.	122234140006130	24,418.51
	7/22/2025	V04180--DIESEL DIRECT LLC	122234140006129	2,178.76
	7/22/2025	V04180--DIESEL DIRECT LLC	122234140006128	4.50
	7/22/2025	V04180--DIESEL DIRECT LLC	122234140006127	4.04
	7/22/2025	V04180--DIESEL DIRECT LLC	122234140006126	2.30
	7/22/2025	V03057--CSG-NAM, LLC	122234140006125	1,265.90
	7/22/2025	V02965--MICHAEL K BROWN LANDSCAPE & MAINTENANCE CO INC	122234140006124	674.22
	7/22/2025	V03186--BLUETRITON BRANDS INC	122234140006123	54.11
	7/22/2025	V03186--BLUETRITON BRANDS INC	122234140006122	72.64
	7/22/2025	V03186--BLUETRITON BRANDS INC	122234140006121	239.11
	7/22/2025	V00796--POWER MACHINERY CENTER	122234140006120	103.67
	7/22/2025	V03986--YOLANDA GONZALES	122234140006119	642.00
	7/22/2025	V03392--Unum Insurance Company	122234140006118	31,960.15
	7/22/2025	V00049--AMAZON CAPITAL SERVICES, INC	122234140006117	23,809.94
	7/22/2025	V00928--STAPLES CONTRACT & COMMERCIAL, INC	122234140006116	996.40
	7/22/2025	V03186--BLUETRITON BRANDS INC	122234140006115	558.53
	7/22/2025	V02965--MICHAEL K BROWN LANDSCAPE & MAINTENANCE CO INC	122234140006114	302.87
	7/22/2025	V02965--MICHAEL K BROWN LANDSCAPE & MAINTENANCE CO INC	122234140006113	1,500.00
	7/22/2025	V03188--ACCO ENGINEERED SYSTEMS, INC.	122234140006112	25,069.00
	7/23/2025	V04544--ELAN	45809	63,989.95
	7/23/2025	V03361--ELIZABETH ARZEO SAABEDRA	304364	2,262.27

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	7/23/2025	V03813--MATTHEW JACOBS	304363	215.00
	7/23/2025	P02224--ROCIO JOSEFINA HERNANDEZ	304349	12,975.66
	7/23/2025	P01544--MARIA B CRUZ DE PULIDO	304336	11,845.66
	7/23/2025	P01870--MARCELA G NUNEZ DE GUTIERREZ	304334	9,484.02
	7/23/2025	P00485--MARIA P COSIO	304344	8,597.01
	7/23/2025	P00582--JUANA H PIMENTEL	304326	6,846.42
	7/23/2025	P02626--YULISA OROZCO LEMUS	304362	5,553.86
	7/23/2025	P02854--FERNANDO MARQUEZ ROMERO	304319	4,730.22
	7/23/2025	P01865--DINA BEATRIZ GONZALEZ	304315	3,883.44
	7/23/2025	P00161--ALICIA GARCIA DE LEYVA	304301	3,849.00
	7/23/2025	P01775--CECILIA GAYTAN DE ZARATE	304310	3,670.05
	7/23/2025	P02869--DINA GONZALEZ	304316	2,770.86
	7/23/2025	P02831--CINDY G CORONA	304311	2,658.26
	7/23/2025	P02833--MANUEL VILLAGOMEZ	304333	2,345.30
	7/23/2025	P02887--LAURA IVETH ESQUIVEL	304328	2,339.20
	7/23/2025	P01884--BLANCA NELLY VERA	304307	1,851.36
	7/23/2025	P02772--ROSA ELENA BUSTOS	304351	1,849.14
	7/23/2025	P02900--FABIOLA LEDEZMA DE NAVARRO	304318	1,785.88
	7/23/2025	P02895--MARIA D LEPE DE CURIEL	304337	1,773.34
	7/23/2025	P02523--MARCELINA PERALTA	304335	1,607.21
	7/23/2025	P02861--GUADALUPE LARA GONZALEZ	304323	1,077.17
	7/23/2025	P02865--JENNIFER REYES	304325	979.90
	7/23/2025	P00325--YOLANDA SALDANA MORENO	304361	924.44
	7/23/2025	P02745--FLOR JAZMIN ZACARIAS	304320	884.54
	7/23/2025	P02925--SANTOS MIRIAM CRUZ	304356	703.92
	7/23/2025	P02100--SOCORRO LARA DE GOVEA	304358	630.22
	7/23/2025	P02880--DIANA OCHOA	304314	548.34
	7/23/2025	P00002--NORA ELIA JAIME	304346	533.32
	7/23/2025	P02298--SIDRONIA G VALDEZ	304357	320.00
	7/23/2025	V03387--JAZMYN REDICK	122234140006493	94.50
	7/23/2025	P02926--ELIA AYALA	122234140006492	364.44
	7/23/2025	P02922--ROSAURA MARTINEZ GARCIA	122234140006491	860.11
	7/23/2025	P02919--ANA KAREN VALENCIA TRUJILLO	122234140006490	1,455.12
	7/23/2025	P02915--SANDRA VEGA HERNANDEZ	122234140006489	1,983.39
	7/23/2025	P02913--ANA MARIA RODRIGUEZ	122234140006488	4,809.40
	7/23/2025	P02912--ELENA GONZALEZ	122234140006487	1,645.08
	7/23/2025	P02911--KIDZ R US CHILDCARE	122234140006486	1,104.33
	7/23/2025	P02909--MAYRA ALEJANDR GONZALEZ GOMEZ	122234140006485	597.62
	7/23/2025	P02906--ANA LILIA SANTILLAN VALENCIA	122234140006484	1,249.67
	7/23/2025	P02905--ALICIA MORENO CISNEROS	122234140006483	1,738.30
	7/23/2025	P02901--MARIA D REYES-SOTO	122234140006482	3,883.34
	7/23/2025	P02899--ANGELICA MORENO ESPINO	122234140006481	1,738.30
	7/23/2025	P02898--JASMIN HERRERA	122234140006480	1,187.92
	7/23/2025	P02896--MARTA CORONA DE TORRES	122234140006479	5,527.67
	7/23/2025	P02893--GABRIELA OLIVA LOPEZ	122234140006478	4,775.45
	7/23/2025	P02888--FANY J PEREZ DE RAMIREZ	122234140006477	946.82
	7/23/2025	P02879--MAYRA A. RAMIREZ	122234140006476	988.32
	7/23/2025	P02874--DELMA CERVANTES CORTES	122234140006475	1,590.50
	7/23/2025	P02872--STEPHANIE GARIBAY ZARAGOZA	122234140006474	2,745.50
	7/23/2025	P02871--MIRIAM ELIZABETH JAIME	122234140006473	6,580.35
	7/23/2025	P02870--ANA MARIA MARTINEZ	122234140006472	1,284.89
	7/23/2025	P02868--JOANNA CORTEZ	122234140006471	946.82
	7/23/2025	P02866--BIBIANA LIZETTE HUERTA ARIAS	122234140006470	1,718.06
	7/23/2025	P02864--REINA SANTIAGO PEREZ	122234140006469	1,240.94
	7/23/2025	P02863--LAURA ANDRADE	122234140006468	327.44
	7/23/2025	P02857--IRMA VILLA DE OLIVARES	122234140006467	4,548.77
	7/23/2025	P02853--BERTHA LILIA RUELAS DEL TORO	122234140006466	1,685.95
	7/23/2025	P02847--ELSA LARREYNAGA BATRES	122234140006465	6,557.59
	7/23/2025	P02843--ESMERALDA OSEGUERA HERRERA	122234140006464	178.95
	7/23/2025	P02838--MALVINA RAMIREZ LOPEZ	122234140006463	3,011.26
	7/23/2025	P02835--LORENA QUINTERO	122234140006462	2,877.25
	7/23/2025	P02826--SILVIA LEMUS DE OROSCO	122234140006461	1,077.17
	7/23/2025	P02824--ODILIA ELIZABETH VALENCIA	122234140006460	1,633.85
	7/23/2025	P02823--DANIELA ALVAREZ	122234140006459	4,827.30
	7/23/2025	P02821--DANIEL MORENO	122234140006458	606.38
	7/23/2025	P02808--MARIELA SANCHEZ	122234140006457	997.18
	7/23/2025	P02803--JAQUELINE MATORINO MONARREZ	122234140006456	3,388.65

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	7/23/2025	P02799--ARACELI CASTRO BARRAZA	122234140006455	1,119.29
	7/23/2025	P02788--SILVIA MAGALLON DE REYES	122234140006454	4,294.56
	7/23/2025	P02786--MARISOL PEREZ	122234140006453	1,921.88
	7/23/2025	P02783--CELENY SANCHEZ	122234140006452	2,613.49
	7/23/2025	P02780--MARISSA LOPEZ LOPEZ	122234140006451	4,752.02
	7/23/2025	P02776--BRENDA BENAVIDEZ	122234140006450	2,702.92
	7/23/2025	P02775--NORA E LEMUS	122234140006449	4,892.64
	7/23/2025	P02769--BEATRIZ BUENO	122234140006448	1,832.62
	7/23/2025	P02767--LUCERO L IBARRA	122234140006447	3,283.14
	7/23/2025	P02766--MIREYA GUZMAN CRISTOBAL	122234140006446	3,503.47
	7/23/2025	P02759--VIANEY VILLANUEVA MAGALLON	122234140006445	1,216.99
	7/23/2025	P02755--LORRAINE DIAZ	122234140006444	1,854.19
	7/23/2025	P02753--MAYRA ALEJANDRA RIOS	122234140006443	3,582.76
	7/23/2025	P02750--ROSA HILDA NAVARRO	122234140006442	3,883.34
	7/23/2025	P02744--CAROLINA HERNANDEZ DE SOLORIO	122234140006441	1,675.70
	7/23/2025	P02740A--LUCEROS DAYCARE	122234140006440	846.61
	7/23/2025	P02739--CELESTINA ANDREA CONTRERAS	122234140006439	565.96
	7/23/2025	P02733--ANA M HERNANDEZ DE RIOS	122234140006438	6,201.20
	7/23/2025	P02725--BAUDELINA SANTOS PACHECO	122234140006437	7,007.45
	7/23/2025	P02721--OLGA LIRA DE GALLARDO	122234140006436	2,741.25
	7/23/2025	P02716--ESPERANZA RESENDEZ	122234140006435	1,880.88
	7/23/2025	P02707--MAGDALENA GUERRERO DE PARRA	122234140006434	4,216.08
	7/23/2025	P02704--JANETH G SARABIA	122234140006433	10,511.76
	7/23/2025	P02701--LOURDES DE MOYA DE CAMILO	122234140006432	1,310.76
	7/23/2025	P02679--ROSELIA MADERA CALDERA	122234140006431	1,638.55
	7/23/2025	P02667--MARIA ANGELA DIAZ	122234140006430	4,819.98
	7/23/2025	P02666--LUCERO MILLAN GARCIA	122234140006429	2,640.04
	7/23/2025	P02665--LETICIA GARIBAY DE CEJA	122234140006428	1,006.18
	7/23/2025	P02663--DIANE LOMELI	122234140006427	2,519.50
	7/23/2025	P02661--MARIA TERESA HEREDIA	122234140006426	912.36
	7/23/2025	P02650--MA BELEN RODRIGUEZ BRAVO	122234140006425	4,586.49
	7/23/2025	P02648--ISABEL MARTINEZ-LOMELI	122234140006424	2,211.69
	7/23/2025	P02645--JANET IBARRA	122234140006423	3,470.68
	7/23/2025	P02644--YAJAIRA GUZMAN	122234140006422	846.28
	7/23/2025	P02638--MARIA HAYDEE CRUZ DE SEGOVIA	122234140006421	9,363.20
	7/23/2025	P02637--DEANNA RAMIREZ	122234140006420	1,786.38
	7/23/2025	P02636--YAZMIN ARACELI NAVARRO HERRERA	122234140006419	3,579.34
	7/23/2025	P02634--EVA DILMA VARGAS	122234140006418	5,280.08
	7/23/2025	P02623--SCHYIENELL JONES	122234140006417	1,655.80
	7/23/2025	P02615--NINFA E. RODRIGUEZ	122234140006416	3,427.04
	7/23/2025	P02610--SULMA REYNOSO	122234140006415	2,937.97
	7/23/2025	P02609--ROSAURA IBARRA OROZCO	122234140006414	5,938.96
	7/23/2025	P02603--SILVIA DAVALOS DE ANGUIANO	122234140006413	3,690.02
	7/23/2025	P02592--ELDA KARINA IBARRA	122234140006412	9,917.56
	7/23/2025	P02589--BEATRIZ GONZALEZ DUENAS	122234140006411	1,382.18
	7/23/2025	P02584--NORMA PULIDO CRUZ	122234140006410	3,522.24
	7/23/2025	P02581--MARIA ELENA ESCOBAR	122234140006409	1,826.58
	7/23/2025	P02578--MARIA NANCY CRUZ	122234140006408	1,676.76
	7/23/2025	P02575--MARIA A VARGAS	122234140006407	509.42
	7/23/2025	P02567--LORENA PEREZ MELGOZA	122234140006406	7,648.79
	7/23/2025	P02561--JACINTA GLORIA CRUZ	122234140006405	3,711.72
	7/23/2025	P02554--YESICA SANCHEZ ARRIAGA	122234140006404	11,148.35
	7/23/2025	P02551--ANGELICA VALIENTE DE BARRAGAN	122234140006403	4,142.30
	7/23/2025	P02549--MARIA REINA OROZCO MORA	122234140006402	5,198.73
	7/23/2025	P02547--CLAUDIA GARCIA	122234140006401	3,084.73
	7/23/2025	P02544--ANABEL A MARTINEZ	122234140006400	1,243.90
	7/23/2025	P02543--MARISOL PEREZ	122234140006399	1,103.06
	7/23/2025	P02537--MIRIAM GOMEZ ZARATE	122234140006398	2,435.88
	7/23/2025	P02535--JESSICA MICHELLE ANDRADE	122234140006397	4,891.32
	7/23/2025	P02526--MARTINA RANGEL	122234140006396	4,913.62
	7/23/2025	P02516A--EVANY MURILLO	122234140006395	909.94
	7/23/2025	P02515--SUNSHINE BILINGUAL DAYCARE	122234140006394	6,657.15
	7/23/2025	P02513--ESMERALDA Y GONZALES	122234140006393	1,690.31
	7/23/2025	P02511A--GLAFIRA E CAMACHO DE TRUJILLO	122234140006392	4,432.00
	7/23/2025	P02510A--NUBIA IVETTE ACEVES RODRIGUEZ	122234140006391	1,750.12
	7/23/2025	P02507--LETICIA HERNANDEZ	122234140006390	1,793.43
	7/23/2025	P02504--VIRGINIA RUELAS DE LEYVA	122234140006389	4,539.94

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	7/23/2025	P02489--VANESSA NICOLE MEJIA	122234140006388	2,693.84
	7/23/2025	P02486--ROSALINDA VARGAS MATA	122234140006387	2,121.37
	7/23/2025	P02481--Maricela Munoz Sanchez	122234140006386	1,717.98
	7/23/2025	P02467--Karla Elizabeth Huling	122234140006385	3,352.76
	7/23/2025	P02464--Gladys Isela Rodriguez	122234140006384	4,067.42
	7/23/2025	P02463--Yadira Rebolledo	122234140006383	3,497.12
	7/23/2025	P02455--LUCIA MENDOZA OCHOA	122234140006382	3,535.09
	7/23/2025	P02454--INOCENCIA SALAS ROJAS	122234140006381	3,491.88
	7/23/2025	P02448--JANET RODRIGUEZ	122234140006380	3,921.97
	7/23/2025	P02443--MONICA VEGA	122234140006379	5,234.30
	7/23/2025	P02435--JANET GARCIA-ALAPIZCO	122234140006378	4,571.40
	7/23/2025	P02430--ALMA AYDE GOMEZ ALVAREZ	122234140006377	2,587.70
	7/23/2025	P02424--DALILA J CAVAZOS	122234140006376	7,757.44
	7/23/2025	P02418--BERTHA ALICIA GOMEZ	122234140006375	4,512.58
	7/23/2025	P02415--TERESA DE LA LUZ SALAZAR MARTINEZ	122234140006374	9,068.76
	7/23/2025	P02411--MAYRA ELENA GONZALEZ MORALES	122234140006373	5,347.04
	7/23/2025	P02403--JANETH REYNOSA CASILLAS	122234140006372	914.90
	7/23/2025	P02397--ELVIRA GAMBOA	122234140006371	892.11
	7/23/2025	P02393--ADRIANA CEJA GONZALEZ	122234140006370	5,221.99
	7/23/2025	P02387--MARIA G SANCHEZ ESCALERA	122234140006369	1,744.12
	7/23/2025	P02386--GREGORIA GALLEGOS	122234140006368	7,292.23
	7/23/2025	P02385--TEODORA GIRON MORALES	122234140006367	1,010.14
	7/23/2025	P02375--MARTHA ESTHELA SANCHEZ	122234140006366	7,626.14
	7/23/2025	P02374--SUNSHINE CENTER	122234140006365	1,024.91
	7/23/2025	P02368--CARMEN SANTOS PACHECO	122234140006364	6,699.40
	7/23/2025	P02367--BEATRIZ ADRIANA CARRILLO HERNANDEZ	122234140006363	1,829.09
	7/23/2025	P02342--SANDRA PEREZ	122234140006362	5,309.83
	7/23/2025	P02334--SILVIA E ZUNIGA	122234140006361	11,188.46
	7/23/2025	P02333--MITZI G CHAVEZ MAGALLON	122234140006360	4,374.98
	7/23/2025	P02331--PAULA LARA VALDOVINOS	122234140006359	5,126.71
	7/23/2025	P02329--JULISSA MARIE ARAGON	122234140006358	3,583.88
	7/23/2025	P02328--YADIRA CARDONA FAMILY CHILD CARE	122234140006357	1,689.00
	7/23/2025	P02327--REYNA TORRES DE CASTRO	122234140006356	5,380.50
	7/23/2025	P02325--ANDREA FRANCISCA SANTOS MENDOZA	122234140006355	9,122.56
	7/23/2025	P02324--Luz Maria Ramirez	122234140006354	893.03
	7/23/2025	P02320--LILIANA REYES GONZALEZ	122234140006353	1,746.56
	7/23/2025	P02314--KENDAHL ROSE ROWE	122234140006352	8,210.45
	7/23/2025	P02313--MARIA GUADALUPE BARAJAS DE GARCIA	122234140006351	1,880.88
	7/23/2025	P02296--DOLORES SANCHEZ LOPEZ	122234140006350	390.00
	7/23/2025	P02295--EDUVIJES SUAREZ	122234140006349	2,726.37
	7/23/2025	P02287--SILVIA BAHENA OCAMPO	122234140006348	1,684.90
	7/23/2025	P02284--ANDREA GUADALUPE DIAZ	122234140006347	1,824.72
	7/23/2025	P02280--NORMA MENDOZA	122234140006346	9,771.83
	7/23/2025	P02278--HAYDEE ESTEBAN	122234140006345	1,627.78
	7/23/2025	P02277--MARIBEL RAMIREZ ROSAS FAMILY CHILD CARE	122234140006344	12,625.01
	7/23/2025	P02271--Guadalupe Carrizoza De Castillo	122234140006343	11,288.48
	7/23/2025	P02267--MARTHA SALGADO	122234140006342	12,504.32
	7/23/2025	P02263--MARISOL GONZALEZ	122234140006341	4,284.92
	7/23/2025	P02240--MARIA SANTOS DE LOPEZ	122234140006340	8,699.12
	7/23/2025	P02238--MATILDE VILLAFAN DE MARAVILLA	122234140006339	2,600.72
	7/23/2025	P02236--ROSEMARY ZAVALA	122234140006338	7,265.20
	7/23/2025	P02232--DEYSI ISELA ESQUIVEL	122234140006337	2,477.70
	7/23/2025	P02222--MARIA GARCIA	122234140006336	6,415.99
	7/23/2025	P02217--MARIA LUISA CASAS	122234140006335	8,052.13
	7/23/2025	P02214--CECILIA ATAI PEREZ	122234140006334	4,024.47
	7/23/2025	P02210--ANA HERMELINDA SANTOS PACHECO	122234140006333	4,955.03
	7/23/2025	P02208--CELFIDA SANTOS DE RUIZ	122234140006332	3,593.42
	7/23/2025	P02206--CECILIA ALONSO DE RODRIGUEZ	122234140006331	4,535.75
	7/23/2025	P02201--BERTHA GOMEZ NUNEZ	122234140006330	13,164.20
	7/23/2025	P02195--LINDA'S CHILD CARE PROVIDER INC	122234140006329	10,065.13
	7/23/2025	P02190--ESPERANZA TORRES	122234140006328	892.56
	7/23/2025	P02176--MA DEL CARMEN GOMEZ GRANADOS	122234140006327	9,589.95
	7/23/2025	P02174--NORMA M. ZARAZUA	122234140006326	3,869.25
	7/23/2025	P02173--BERTHA CONTRERAS	122234140006325	1,006.18
	7/23/2025	P02161--SANDRA MARTINEZ VARELA	122234140006324	1,825.71
	7/23/2025	P02158--CASA DE ADORACION TULARE	122234140006323	11,503.32
	7/23/2025	P02146--RAQUEL SANCHEZ	122234140006322	2,329.20

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	7/23/2025	P02138--JACOBA C DE ANDRACA	122234140006321	11,513.50
	7/23/2025	P02125--AUDELIA RIOS	122234140006320	9,768.36
	7/23/2025	P02092--CATALINA RIVERA DE ESPINOZA	122234140006319	5,689.77
	7/23/2025	P02088--MARIA Z RODRIGUEZ DE OCHOA	122234140006318	4,012.64
	7/23/2025	P02083--MARIA PAZ	122234140006317	6,165.16
	7/23/2025	P02080--MARIA F MARTINEZ	122234140006316	4,637.61
	7/23/2025	P02032--MARIA F AGUILAR DE SANDOVAL	122234140006315	5,079.73
	7/23/2025	P01999--BERENICE IBARRA	122234140006314	1,218.64
	7/23/2025	P01972--RUBICELA ALCANTAR DE TORRES	122234140006313	1,614.54
	7/23/2025	P01963--ELVIRA OCHOA GOMEZ	122234140006312	5,538.47
	7/23/2025	P01943--GLORIA MORENO DE HERNANDEZ	122234140006311	1,829.09
	7/23/2025	P01941--JUANA RAMOS MUNOZ	122234140006310	1,607.56
	7/23/2025	P01919--MARIA FRANCISCA MENA	122234140006309	9,418.42
	7/23/2025	P01906--SOFIA ALVAREZ DE GONZALEZ	122234140006308	5,204.00
	7/23/2025	P01901--XOCHITL QUIROZ DE ALCALA	122234140006307	1,284.73
	7/23/2025	P01889--MARIA SANDRA L DE ESTRADA	122234140006306	1,789.08
	7/23/2025	P01853--MARIA C ZEPEDA DE NUNEZ	122234140006305	2,963.42
	7/23/2025	P01850--RUTH CARINA PAREDES	122234140006304	3,424.78
	7/23/2025	P01837--ISABEL C MEDINA DE GARCIA	122234140006303	1,759.94
	7/23/2025	P01806--MARIA E SANCHEZ DE GOMEZ	122234140006302	7,647.23
	7/23/2025	P01802--SAIDY LORENA MAYEN	122234140006301	6,615.94
	7/23/2025	P01793--MARIA GUADALUPE BELTRAN SALCIDO	122234140006300	1,763.16
	7/23/2025	P01789--MARIA G AYALA	122234140006299	5,602.64
	7/23/2025	P01765--VERONICA ALVAREZ	122234140006298	3,541.13
	7/23/2025	P01759--MARIBEL MEDINA VARGAS	122234140006297	2,672.22
	7/23/2025	P01755--BEATRIZ JACQUEZ NUNEZ	122234140006296	1,849.94
	7/23/2025	P01735--MARGARITA PADILLA BARAJAS	122234140006295	7,974.61
	7/23/2025	P01724--HEIDY ESMERALDA SANDOVAL	122234140006294	3,683.15
	7/23/2025	P01685--SILVIA PRECIADO	122234140006293	1,685.95
	7/23/2025	P01666--PATRICIA SANCHEZ	122234140006292	221.64
	7/23/2025	P01654--HILDA ARACELI ARAMBULA MORENO	122234140006291	812.69
	7/23/2025	P01570--MARIA SOCORRO GOMEZ CABRERA	122234140006290	1,464.96
	7/23/2025	P01561--ANA M. DAVILA	122234140006289	4,922.01
	7/23/2025	P01556--YNEZ ATHENA CHAVEZ-ANDRADE	122234140006288	7,526.60
	7/23/2025	P01555--NORMA PATRICIA AVILA MOLINA	122234140006287	1,680.14
	7/23/2025	P01522--ALIDA MERCADO DE GARNICA	122234140006286	1,853.54
	7/23/2025	P01518--ROMELIA MORENO DE ESPINOZA	122234140006285	4,874.45
	7/23/2025	P01508--ROCELIA OROZCO LEMUS	122234140006284	2,319.45
	7/23/2025	P01482--ROSA ANGELA ORTIZ	122234140006283	7,321.08
	7/23/2025	P01465--ESMERALDA ALCANTARA	122234140006282	2,499.74
	7/23/2025	P01431--CLAUDIA ZARAGOZA DE RODRIGUEZ	122234140006281	13,302.04
	7/23/2025	P01414--MARIA SALOME IBARRA	122234140006280	340.56
	7/23/2025	P01382--LUZ MARIA VILLAGOMEZ	122234140006279	13,197.10
	7/23/2025	P01377--MARIA GUADALUPE NAVARRO DE ORTIZ	122234140006278	3,502.76
	7/23/2025	P01373--ELOISA LEMUS	122234140006277	2,806.17
	7/23/2025	P01353--CARMEN BELTRAN	122234140006276	9,364.16
	7/23/2025	P01307--MELANEA FIERROS HIDALGO	122234140006275	4,257.62
	7/23/2025	P01304--MARIA GUADALUPE JAYME	122234140006274	3,883.17
	7/23/2025	P01288--DOLORES PALACIOS DE GUZMAN	122234140006273	12,363.52
	7/23/2025	P01280--SILVIA MEJIA	122234140006272	10,777.83
	7/23/2025	P01266--MARIA CARRILLO DE GUTIERREZ	122234140006271	5,372.78
	7/23/2025	P01208--MARIA M ANGULO	122234140006270	6,069.26
	7/23/2025	P01177--SARA ESTELA POSADA	122234140006269	10,832.17
	7/23/2025	P01171--ARACELI EMMA GUERRERO DE MENDEZ	122234140006268	2,983.09
	7/23/2025	P01122--MARIA DEL SOCORRO CARMONA	122234140006267	853.61
	7/23/2025	P01106--HILDA BARAJAS JUAREZ	122234140006266	1,976.64
	7/23/2025	P01075--ROSALBA GONZALEZ	122234140006265	5,327.58
	7/23/2025	P01027--MA L MONROY DE SEVILLA	122234140006264	1,793.43
	7/23/2025	P01000--CLAUDIA ANDREA MUNOZ	122234140006263	4,539.28
	7/23/2025	P00966--ELIDIA O RANGEL	122234140006262	5,671.81
	7/23/2025	P00903--PATRICIA HERNANDEZ	122234140006261	11,240.93
	7/23/2025	P00852--ELISA GONZALES	122234140006260	4,701.16
	7/23/2025	P00837--AGUSTINA MORENO	122234140006259	1,885.10
	7/23/2025	P00832--YOLANDA CORTES DE MENDOZA	122234140006258	320.00
	7/23/2025	P00818--MARICELA CORTEZ	122234140006257	4,929.98
	7/23/2025	P00810--MAGDA F. SALDIVAR	122234140006256	4,465.42
	7/23/2025	P00808--MERCEDES RODRIGUEZ	122234140006255	933.47

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	7/23/2025	P00803--DELIA IRENE ARAUJO DOMINGUEZ	122234140006254	4,242.67
	7/23/2025	P00780--MAYRA FLORES	122234140006253	646.39
	7/23/2025	P00773--ROSALINDA G. OCHOA	122234140006252	5,439.40
	7/23/2025	P00760--MARYPAZ ALVARADO PEREZ	122234140006251	1,297.70
	7/23/2025	P00718--JUANA CORTEZ DE PEREZ	122234140006250	7,582.29
	7/23/2025	P00716--ELIZABETH MARTINEZ	122234140006249	892.11
	7/23/2025	P00682--Bertha Moreno	122234140006248	9,785.98
	7/23/2025	P00593--RITA GARCIA	122234140006247	10,353.28
	7/23/2025	P00524--IRMA GUTIERREZ	122234140006246	1,974.73
	7/23/2025	P00523--BEATRIZ TELLEZ DE TORRES	122234140006245	3,510.44
	7/23/2025	P00468--GABRIELA GARCIA DE RODRIGUEZ	122234140006244	10,806.69
	7/23/2025	P00435--PATRICIA MUNOZ VASQUEZ	122234140006243	1,139.72
	7/23/2025	P00425--JUDITH ADRIANA PAREDES DE QUEZADA	122234140006242	1,712.50
	7/23/2025	P00402--YOLANDA MUNOZ	122234140006241	12,555.80
	7/23/2025	P00399--REMEDIOS MORENO ZAVALA	122234140006240	469.39
	7/23/2025	P00043--MARIA TERESA ALANIS	122234140006239	3,445.85
	7/23/2025	P00014--LILIA ISORDIA DE RANGEL	122234140006238	4,338.29
	7/23/2025	P00003--CATALINA CASTRO AYALA	122234140006237	11,082.59
	7/23/2025	V03387--JAZMYN REDICK	Voided - 301476	-94.50
	7/29/2025	V04743--MICHELLE MARIA PENA	304405	1,164.87
	7/29/2025	V04577--INTERSTATE 2010-1 LLC	304393	4,500.00
	7/29/2025	V01795--ATA PROPERTIES, LLC	304367	1,290.00
	7/29/2025	P02036--VIRGINIA FERREIRA	122234140006615	9,706.41
	7/29/2025	P02351--ALMA DELIA WENCES	122234140006614	2,488.06
	7/29/2025	P02542A--LA ESTACION CHILDCARE LLC	122234140006613	910.20
	7/29/2025	P02611--ALAPIZCO FCC AKA EDU-CARE FAMILY CHILD CARE INC	122234140006612	7,031.24
	7/29/2025	P02765--MARIA DEL CARMEN GUTIERREZ BRITO	122234140006611	685.90
	7/29/2025	P02889--KIDS RAINBOW INC	122234140006610	1,852.46
	7/29/2025	P01033--BLANCA ESTELA JIMENEZ	122234140006609	1,575.96
	7/29/2025	P02572--ESTHER NAVARRO	122234140006608	5,112.80
	7/29/2025	P02237--IRMA SANDOVAL ROBLES	122234140006607	6,050.48
	7/29/2025	V03213--FRESHPOINT CENTRAL CALIFORNIA, INC	122234140006606	575.20
	7/29/2025	V03213--FRESHPOINT CENTRAL CALIFORNIA, INC	122234140006605	575.20
	7/29/2025	V04737--INSTRUMENTL, INC.	122234140006604	8,091.00
	7/29/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140006603	1,522.46
	7/29/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140006602	1,086.93
	7/29/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140006601	12,962.41
	7/29/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140006600	1,596.23
	7/29/2025	V00951--SYSCO FOOD SERVICES OF VENTURA INC	122234140006599	1,281.28
	7/29/2025	V00770--PAPER CONNECTION INC	122234140006598	9,805.84
	7/29/2025	V03295--RANCHO DE STINE LLC	122234140006597	6,258.52
	7/29/2025	V03174--OFFICE IMAGING, INC	122234140006596	129.64
	7/29/2025	V03174--OFFICE IMAGING, INC	122234140006595	156.22
	7/29/2025	V03174--OFFICE IMAGING, INC	122234140006594	126.11
	7/29/2025	V03174--OFFICE IMAGING, INC	122234140006593	99.82
	7/29/2025	V03174--OFFICE IMAGING, INC	122234140006592	103.80
	7/29/2025	V03174--OFFICE IMAGING, INC	122234140006591	109.94
	7/29/2025	V03174--OFFICE IMAGING, INC	122234140006590	111.57
	7/29/2025	V00286--DELL TECHNOLOGIES, INC.	122234140006589	156.22
	7/29/2025	V03174--OFFICE IMAGING, INC	122234140006588	23.00
	7/29/2025	V03174--OFFICE IMAGING, INC	122234140006587	23.00
	7/29/2025	V01044--W W GRAINGER INC	122234140006586	616.90
	7/29/2025	V00697--MICROSOFT CORPORATION	122234140006585	132.00
	7/29/2025	V00961--TEL TEC SECURITY SYSTEMS INC	122234140006584	256.23
	7/29/2025	V04139--CUSTOMIZED CUSTODIAL - CCS ACQUISITION LLC	122234140006583	57.72
	7/29/2025	V04139--CUSTOMIZED CUSTODIAL - CCS ACQUISITION LLC	122234140006582	116.14
	7/29/2025	V04139--CUSTOMIZED CUSTODIAL - CCS ACQUISITION LLC	122234140006581	118.34
	7/29/2025	V04139--CUSTOMIZED CUSTODIAL - CCS ACQUISITION LLC	122234140006580	156.63
	7/29/2025	V04139--CUSTOMIZED CUSTODIAL - CCS ACQUISITION LLC	122234140006579	2,350.48
	7/29/2025	V00022--ADOBE INC	122234140006578	1,141.92
	7/29/2025	V00022--ADOBE INC	122234140006577	380.64
	7/29/2025	V03047--LEO BLANCO / LEO'S MOBILE CAR WASH & DETAIL	122234140006576	180.00
	7/29/2025	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140006575	140.00
	7/29/2025	V04738--CRISTAL JIMENEZ	122234140006574	158.20
	7/29/2025	V03606--ELIZABETH WILLIAMS	122234140006573	105.00
	7/29/2025	V03416--PAULA DAOUTIS	122234140006572	98.70
	7/29/2025	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140006571	286.00

Company name: Community Action Partnership of Kern (CAPK)

Report name: Check register

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Bank	Date	Vendor	Document no.	Amount
	7/29/2025	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140006570	155.00
	7/29/2025	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140006569	129.00
	7/29/2025	V03205--CLARK PEST CONTROL OF STOCKTON, INC	122234140006568	64.00
	7/29/2025	V00704--MISSION LINEN SUPPLY	122234140006567	1,394.63
	7/29/2025	V00704--MISSION LINEN SUPPLY	122234140006566	55.68
	7/29/2025	V00697--MICROSOFT CORPORATION	122234140006565	228.00
	7/29/2025	V00179--CAZADOR CONSULTING GROUP, INC	122234140006564	1,276.00
	7/29/2025	V03047--LEO BLANCO / LEO'S MOBILE CAR WASH & DETAIL	122234140006563	330.00
	7/29/2025	V03047--LEO BLANCO / LEO'S MOBILE CAR WASH & DETAIL	122234140006562	550.00
	7/29/2025	V03047--LEO BLANCO / LEO'S MOBILE CAR WASH & DETAIL	122234140006561	120.00
	7/29/2025	V00584--KLEIN DE NATALE GOLDNER COOPER ROSENLIB & KIMBALL	122234140006560	6,545.25
	7/29/2025	V03174--OFFICE IMAGING, INC	122234140006559	45.03
	7/29/2025	V00257--CREATIVE FINANCIAL STAFFING LLC	122234140006558	4,183.65
	7/29/2025	V00384--FIVE9 INC	122234140006557	6,230.75
	7/29/2025	V00312--DONAHUE TRUCK CENTERS	122234140006556	142.59
	7/29/2025	V00697--MICROSOFT CORPORATION	122234140006555	3,018.75
	7/29/2025	V03191--VAL-PRO, INC	122234140006554	792.00
	7/29/2025	V00697--MICROSOFT CORPORATION	122234140006553	9.00
	7/29/2025	V02965--MICHAEL K BROWN LANDSCAPE & MAINTENANCE CO INC	122234140006552	13,075.00
	7/29/2025	V00368--FATIMA ECHEVERRIA	122234140006551	403.20
	7/29/2025	V03065--PIUSER STONE AND TILE, INC.	122234140006550	13,719.50
	7/29/2025	V03173--TRUTECHTOOLS LTD	122234140006549	1,619.92
	7/29/2025	V00874--SAVE MART SUPERMARKETS	122234140006548	152.17
	7/29/2025	V02965--MICHAEL K BROWN LANDSCAPE & MAINTENANCE CO INC	122234140006547	1,950.00
	7/29/2025	V00937--STINSON STATIONERS	122234140006546	158.11
	7/29/2025	V00585--KNIGHT'S SITE SERVICES INC	122234140006545	4,250.70
	7/29/2025	V03047--LEO BLANCO / LEO'S MOBILE CAR WASH & DETAIL	122234140006544	60.00
	7/29/2025	V00697--MICROSOFT CORPORATION	122234140006543	57.60
	7/29/2025	V00961--TEL TEC SECURITY SYSTEMS INC	122234140006542	225.00
	7/29/2025	V04060--HELEN VILLARINO-WRIGHT	122234140006541	51.80
	7/29/2025	V00937--STINSON STATIONERS	122234140006540	127.01
	7/29/2025	V00937--STINSON STATIONERS	122234140006539	59.73
	7/29/2025	V00937--STINSON STATIONERS	122234140006538	48.97
	7/29/2025	V00937--STINSON STATIONERS	122234140006537	31.05
	7/29/2025	V00937--STINSON STATIONERS	122234140006536	279.23
	7/29/2025	V03191--VAL-PRO, INC	122234140006535	394.50
	7/29/2025	V00937--STINSON STATIONERS	122234140006534	14.03
	7/29/2025	V00937--STINSON STATIONERS	122234140006533	80.14
	7/29/2025	V00029--ADVANCED DATA STORAGE, INC	122234140006532	158.40
	7/29/2025	V00883--SEIU LOCAL 521	122234140006531	13,718.71
	7/29/2025	V03174--OFFICE IMAGING, INC	122234140006530	21.26
	7/29/2025	V00445--HD SUPPLY FACILITIES MAINTENANCE LTD	122234140006529	35.07
	7/29/2025	V00697--MICROSOFT CORPORATION	122234140006528	228.00
	7/29/2025	V03174--OFFICE IMAGING, INC	122234140006527	23.00
	7/29/2025	V00060--AN ICON COMPANY, LLC - PRINTDIRTCHPEAP	122234140006526	5,376.72
	7/29/2025	V00134--BRONCO ELECTRIC INC	122234140006525	280.00
	7/29/2025	V00961--TEL TEC SECURITY SYSTEMS INC	122234140006524	225.00
	7/29/2025	V00961--TEL TEC SECURITY SYSTEMS INC	122234140006523	129.90
	7/29/2025	V03174--OFFICE IMAGING, INC	122234140006522	43.21
	7/29/2025	V00794--PLC SYSTEM SERVICES LLC	122234140006521	865.35
	7/29/2025	V03328--Hometown Plumbing	122234140006520	135.00
	7/29/2025	V03174--OFFICE IMAGING, INC	122234140006519	104.61
	7/29/2025	V03191--VAL-PRO, INC	122234140006518	613.15
	7/29/2025	V03191--VAL-PRO, INC	122234140006517	10.60
	7/29/2025	V00697--MICROSOFT CORPORATION	122234140006516	96.00
	7/29/2025	V00928--STAPLES CONTRACT & COMMERCIAL, INC	122234140006515	2,796.09
	7/29/2025	V00697--MICROSOFT CORPORATION	122234140006514	56.00
	7/29/2025	V03692--JOSEPH AGUILAR	122234140006513	70.00
	7/29/2025	V04180--DIESEL DIRECT LLC	122234140006512	2,160.80
	7/29/2025	V03174--OFFICE IMAGING, INC	122234140006511	422.73
	7/29/2025	V03084--SUNRISE GARDENING SERVICE, LLC	122234140006510	7,080.00
	7/29/2025	V01032--VERIZON WIRELESS	122234140006509	2,938.96
	7/29/2025	V00683--MCWILLIAMS & WALDEN INC	122234140006508	1,007.06
	7/29/2025	V03064--CUSTOM L & A CONSTRUCTION INC	122234140006507	70,000.00
	7/29/2025	V03648--GREGORIA BENAVIDES	122234140006506	33.60
	7/29/2025	V00004--4IMPRINT INC AKA NELSON MARKETING	122234140006505	830.29
	7/29/2025	V00049--AMAZON CAPITAL SERVICES, INC	122234140006504	15,935.85

Company name: Community Action Partnership of Kern (CAPK)

Report name: Check register

Created on: 9/8/2025

Bank	Date	Vendor	Document no.	Amount
	7/29/2025	V00224--CLASSIC CHARTER INC	122234140006503	2,069.00
	7/29/2025	V04180--DIESEL DIRECT LLC	122234140006502	2,295.24
	7/29/2025	V00260--CROWN EQUIPMENT CORPORATION	122234140006501	377.26
	7/29/2025	V03986--YOLANDA GONZALES	122234140006500	605.00
	7/29/2025	V00979--THE MARCOM GROUP, INC.	122234140006499	450.00
	7/29/2025	V00812--QUADIENT FINANCE USA INC	122234140006498	4,000.00
	7/29/2025	V00286--DELL TECHNOLOGIES, INC.	122234140006497	403.47
	7/29/2025	V00134--BRONCO ELECTRIC INC	122234140006496	211.49
	7/29/2025	V00146--CA ASSOCIATION OF FOOD BANKS	122234140006495	895.00
	7/29/2025	V00134--BRONCO ELECTRIC INC	122234140006494	1,489.15
	7/30/2025	V04544--ELAN	45839	43,767.67
	7/30/2025	V00198--CHEVRON AND TEXACO BUSINESS CARD SERVICES	122234140006616	3,099.20
<b>Total for CBB - Operating Acct</b>				<b>5,907,755.65</b>



## MEMORANDUM

To: Board of Directors

From: Pritika Ram, Chief of Business Development Officer

Date: September 24, 2025

Subject: *Agenda Item IV(d)*: Foundation Transition from Brown Act Governance to Private Nonprofit Governance with Summary of Proposed Amendments to Foundation Bylaws - **Info Item**

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### Overview

In May 2025, staff presented an informational item to the Foundation Board of Directors explaining the rationale for transitioning from an open meeting governance board model that is voluntarily governed by the Brown Act, to a private nonprofit governance model centered on fundraising and philanthropic growth.

As a follow-up, on September 23, 2025, staff presented the proposed changes to the Foundation Board as an informational item. At that time, legal counsel also provided a redlined version of the Bylaws, removing Brown Act references and confirming that the Foundation is not legally required to comply with it.

To ensure alignment between both governing bodies, staff is now sharing this same information with the CAPK Board. However, formal action to adopt the amendments rests with the Foundation Board. The proposed revisions update language on Director qualifications, selection, tenure, and responsibilities to reflect current best practices for nonprofit boards.

### Summary of Key Bylaw Amendments

1. Removal of Brown Act References
  - All references to the Brown Act have been removed.
  - Future meetings will follow nonprofit governance standards under California law.
2. Director Selection Process (Section 4.3)
  - Directors will be appointed by the Foundation Board, rather than elected by the sole member.
  - A formal application and review process has been established, including:
    - Board Application
    - Conflict of Interest Form
    - Roles and Responsibilities Agreement
  - A Selection Ad Hoc Committee will review applications and conduct interviews.
3. Director Tenure and Reappointment (Section 4.4)
  - Directors will serve three-year terms.
  - Directors in good standing may be reappointed without reapplying.
4. Director Responsibilities and Removal (Section 4.7)
  - Language has been added to reference the Board Member Roles and Responsibilities Agreement.
  - Directors may be removed for failure to meet expectations in attendance, engagement, fundraising, or adherence to Foundation values.

**Next Steps:**

The Foundation Board of Directors will be asked to adopt the amended Bylaws at the next scheduled meeting on November 18, 2025. If approved, future meetings and operations will follow private nonprofit governance standards effective January 1, 2026.

Following adoption, staff will also initiate a collaborative process to assess current Board composition and performance. This will include:

- Convening a Selection Ad Hoc Committee
- Reviewing Director participation and fundraising contributions
- Identifying gaps in sector representation and strategic networks
- Developing a timeline and strategy for Board development

Our goal is to build a dynamic, well-connected Foundation Board of Directors that reflects our evolving mission and positions CAPK for long-term success.

***Attachment:***

*CAPK Foundation Bylaws – Redline Version*

**BYLAWS  
OF COMMUNITY ACTION PARTNERSHIP OF KERN FOUNDATION,  
A CALIFORNIA NONPROFIT PUBLIC BENEFIT CORPORATION**

**ARTICLE I.  
LOCATION OF OFFICES**

The name of this corporation is Community Action Partnership of Kern Foundation. It is a California nonprofit public benefit corporation with principal offices at **1300 18th Street, Ste 200, Bakersfield, California.**

**ARTICLE II.  
PURPOSE**

This corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the California Nonprofit Public Benefit Corporation Law for public and charitable purposes. The specific purposes of this corporation are to exclusively benefit Community Action Partnership of Kern (“CAPK”), an organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code, by conducting fundraising activities and developing and managing an endowment that supports CAPK, and to engage in any other lawful activities permitted under the California Nonprofit Public Benefit Corporation Law. The recital of these purposes as contained in this paragraph is intended to be exclusive of any and all other purposes, this corporation being formed for those public and charitable purposes only.

~~For so long as this corporation is deemed to be subject to the provisions of California Government Code (“CGC”) § 54950 et seq. (the “Brown Act”), each provision herein shall be interpreted in a manner consistent with the Brown Act.~~

“Director” means a member of the Board of Directors of the Foundation.

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“Member” means the sole member of the Foundation, Community Action Partnership of Kern (CAPK).

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**ARTICLE III.  
MEMBERSHIP**

**3.1. Members.**

The sole member of this corporation shall be CAPK. CAPK shall have all powers of voting at member meetings in CAPK.

**3.2. Removal of Members.**

The purpose of the corporation is to support CAPK and therefore CAPK may not be removed as a member of this corporation.

**3.3. Place of Meetings.**

Notwithstanding anything to the contrary in these Bylaws, any meeting whether regular, special, or adjourned of the sole member of this corporation may be held at any place within or without the State of California that has been designated by the Board of Directors (“Board”) as the place of meetings, ~~so long as such designation is consistent with CGC §§54954.~~

### 3.4. Annual Meeting.

The annual meeting of the sole member shall be held at the principal office of the corporation on March 24 of each year, if not a legal holiday and if a legal holiday, then on the next succeeding business day not a legal holiday. At the ~~regular~~ annual meeting, the ~~sole m~~sole member shall consider reports of the affairs of the corporation and transact other business as may properly be brought before the meeting, including but not limited to the election of Directors of the corporation to serve for the ensuing year and until their successors are elected and qualified. The Directors may designate a different time, date, or location, in which case notice must be given in the manner specified for regular meetings. ~~Notwithstanding the foregoing, notice of such annual meeting shall be provided as required in CGC §§ 54954 and 54954.2(a).~~

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### 3.5. Regular Meetings.

The Directors may designate ~~other~~ regular meetings of the ~~sole m~~Member. Notice of such regular meetings of the sole member shall be given in accordance with Section 3.7 of these Bylaws. ~~– a different time, date, or location, in which case notice must be given in the manner required by CGC §§ 54954 and 54954.2(a) for regular meetings.~~

### 3.6. Special Meetings.

Special meetings of the ~~sole~~ ~~sole m~~member may be called at any time by order of ~~any of the following:~~ the President, the Secretary, the ~~sole M~~member, or two (2) ~~or~~ directors of the ~~B~~board, ~~and at all times consistent with the Brown Act.~~ Notice of such special meetings of the sole member shall be given in accordance with Section 3.7 of these Bylaws.

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### 3.7. Notice of ~~Special~~ Meetings.

~~Written notice of special meetings of the sole member shall be given as required by CGC §§ 54954.3(a) and 54956. Notice of the time and place of meetings – annual, regular, or special – shall be given to each director by one of the following methods: (a) by personal delivery of written notice; (b) by first-class mail, postage prepaid; (c) by telephone, either directly to the director or to a person at the director’s office who would reasonably be expected to communicate that notice promptly to the director; (d) by telegram or facsimile, charges prepaid; or (e) by electronic transmission by the corporation. All such notices shall be given or sent to the director’s address, telephone number, or e-mail as shown on the records of the corporation.~~

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~~Notices sent by first-class mail shall be deposited in the United States mail at least four (4) days before the time set for the meeting. Notices given by personal delivery, telephone, telegraph, facsimile, or~~

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electronic transmission shall be delivered, telephoned, given to the telegraph company, faxed, or e-mailed at least forty-eight (48) hours before the time set for the meeting.

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The notice shall state the time of the meeting, and the place if the place is other than the principal office of the corporation. It need not specify the purpose of the meeting.

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### 3.8. Quorum.

At all meetings of the sole member, the sole member shall constitute one hundred percent (100%) of the voting authority of the membership, necessary for the transaction of business.

### 3.9. Adjournments.

Any business that might be done at a regular meeting of the sole member may be done at a special or at an adjourned meeting, ~~consistent with CGC §§ 54955 and 54956.~~

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### 3.10. Voting Rights.

The sole member is the only person who shall be entitled to vote ~~at~~ any member meeting and shall exercise such rights through one of the following individuals, who shall be present at such member meeting, CAPK's then-acting: (i) Chief Executive Officer, (ii) Board Chair or (iii) executive director.

### 3.11. Proxies.

Proxies are not allowed.

## ARTICLE IV. DIRECTORS

### 4.1. Powers.

Subject to limitations of the Articles, ~~and~~ these Bylaws, and the pertinent restrictions of the California Corporations Code, ~~and the Brown Act~~, all the activities and affairs of the corporation shall be exercised by or under the direction of the Board ~~of Directors~~. Without prejudice to these general powers, but subject to the same limitations, it is hereby expressly declared that the Board shall have the following powers in addition to the other powers enumerated in these Bylaws:

(a) to select and remove all the officers, agents, and employees of the corporation, prescribe duties for them as may not be inconsistent with law, with the Articles of Incorporation, or with these Bylaws, fix the terms of their offices and their compensation and in their discretion require from them security for faithful service.

(b) to make disbursements from the funds and properties of the corporation as are required to fulfill the purposes of this corporation as are more fully set out in the Articles of Incorporation thereof and generally to conduct, manage and control the activities and affairs of the corporation and to make such rules and regulations therefor not inconsistent with law, with the Articles of Incorporation or with these Bylaws, as they may deem best;

(c) to adopt, make and use a corporate seal and to alter the form of such seal from time to time as they may deem best.

(d) to borrow money and incur indebtedness for the purposes of the corporation and to cause to be executed and delivered therefor, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations, or other evidence of debt and securities; therefore, and,

(e) to the extent permitted by the exempt status of the organization, to carry on a business at a profit and apply any profit that results from the business activity to any activity in which it may legally engage.

#### 4.2. Number of Directors.

The authorized number of Directors of the corporation shall be not less than 7 and not more than 21, with the exact number to be determined from time to time by the Directors until changed by an amendment of the Articles of Incorporation or by an amendment to these Bylaws. The number may be changed by the vote or written assent of a majority of the Directors then in office.

#### 4.3. Selection ~~and~~ Tenure of Office.

Directors shall be elected at each annual meeting of the sole member. Each Director shall serve until the next annual meeting and until a successor has been elected and qualified. If an annual meeting is not held, or the Directors are not elected at an annual meeting, the Directors may be elected at any special meeting of the sole member held for that purpose.

SUGGESTED NEW: Directors shall be appointed by the CAPK Foundation Board of Directors to serve a term of three (3) years. Eligible applicants must meet the qualifications set forth in the CAPK Foundation Board Member Roles and Responsibilities.

Applications may be submitted by individuals seeking consideration or by referral from a current Director. Recruitment will remain open on a rolling basis until the Board reaches a total of twenty-one (21) Directors. Once this number is met, applications will only be accepted to fill vacancies.

Applications shall include the following:

CAPK Foundation Board of Directors Application

CAPK Foundation Conflict of Interest Form

CAPK Foundation Board Member Roles and Responsibilities Agreement

The Foundation Selection Ad Hoc Committee, composed of Directors and appointed by CAPK Foundation staff and approved by the Board Chair, shall review all submissions.

Qualified applicants shall be invited to an interview conducted by the Foundation Selection Ad Hoc Committee and CAPK Foundation staff. Following the interviews, the Committee will present their top candidates to the Board of Directors for consideration. Appointed Directors shall meet with the CAPK Foundation team to confirm their appointment and shall receive a Board Member Welcome Packet.

#### 4.4 Tenure of Office

Directors shall serve for a term of three (3) years. Upon the expiration of a term, CAPK Foundation staff shall review the Director's attendance, participation, fundraising contributions, and other relevant performance factors, as outlined in these Bylaws and the Board Member Roles and Responsibilities Agreement, to determine eligibility for reappointment.

Directors in good standing, defined as meeting or exceeding expectations in attendance, engagement, and fundraising, may be reappointed for an additional three (3) year term without undergoing the formal selection process. A Director may also choose not to seek reappointment at the end of their term. The Board Chair and CAPK Foundation staff may consult with the Director to assess mutual interest in continued service.

#### 4.4. Qualifications.

Each Director must be an individual over the age of eighteen (18) who has experience on a nonprofit board and/or who has experience in fundraising, developing, and maintaining a charitable endowment, and all directors must believe, without reservation, in the purposes of the organization. Every Director is required to contribute a specified amount annually during their tenure on the Board as a personal financial commitment.

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SUGGESTED NEW: Each Director must be an individual over the age of eighteen (18) who demonstrates a strong commitment to the mission of the organization and possesses relevant experience in nonprofit governance and/or fundraising. Directors should have a proven ability to contribute to the development and sustainability of charitable endowments and fundraising initiatives.

Directors are expected to actively participate in fundraising efforts, including donor cultivation, solicitation, and stewardship. This includes leveraging personal and professional networks to support the Foundation's financial goals.

Every Director is required to make an annual personal financial contribution in an amount specified by the Board and to support the Foundation's fundraising campaigns and events. Directors must also be willing to serve as ambassadors for the Foundation in the community and uphold the values and integrity of the organization.

#### 4.5. Vacancies.

Subject to the provisions of Corp. Code § 5226, any Director may resign effective on giving written notice to the Board Chair, the President, or the Secretary of the Board, unless the notice specifies a later time for the effectiveness of the resignation.

If the resignation is to take effect at some future time, a successor may be selected before that time, to take office when the resignation becomes effective.

Vacancies in the Board shall be filled in the same manner as the Director or Directors whose office is vacant was selected, provided, however, that vacancies may also be filled by election by a majority of the remaining Directors, although less than a quorum, or by a sole remaining Director. Each Director so elected shall hold office until the expiration of the term of the replaced Director and until a successor has been named and qualified.

A vacancy or vacancies in the Board shall be deemed to exist in case of the death, resignation, or removal of any Director, or if the authorized number of Directors be increased. However, if a vacancy occurs because the authorized number of Directors has been increased, then such vacancy shall only be filled by the sole member.

The Board may declare vacant the office of a Director who has been declared of unsound mind by a final order of court, or convicted of a felony, or been found by a final order or judgment of any court to have breached any duty arising under the California Nonprofit Public Benefit Corporation Law. [Corp. Code, §§ 5230 et seq.].

No reduction in the authorized number of Directors shall have the effect of removing any Director prior to the expiration of the Director's term of office.

#### 4.6. Board Chair.

The Board Chair, shall, if present, preside at all meetings of the Board ~~of Directors~~, and exercise and perform other powers and duties as may be from time to time assigned to him or her by the Board ~~of Directors~~ or prescribed by the Bylaws. The Board Chair shall not be an officer, unless the corporation does not have a President, then the Board Chair shall also have the powers otherwise given to the President until a President is appointed.

#### 4.7. Removal of Directors.

A Director may be removed from office if any of the following has been found to have occurred:

- (a) Unexcused absences from three (3) consecutive regularly scheduled ~~B~~board meetings.
- (b) Unexcused absences from five (5) regularly scheduled ~~B~~board meetings in any consecutive twelve (12) month period.
- (c) a conflict of interest is found to exist between the Director and the corporation.
- (d) the Director is found to have engaged in activities that are directly contrary to the interests of the corporation;

~~(d)(e)~~ A Director may also be removed if they fail to uphold the commitments outlined in the CAPK Foundation Board Member Roles and Responsibilities Agreement, including but not limited to attendance, engagement, fundraising participation, and adherence to the Foundation's values.

~~(e)(f)~~ the Director is found to be engaged in the misrepresentation of the corporation and its policies to outside third parties, either willfully, or on a repeated basis.

~~(f)(g)~~ A majority of Directors who meet the qualifications set forth in Section 4.4 determine that the Director has not continued to meet these qualifications. This includes, without limitation, the Director's refusal to make the personal commitment described in Section 4.4.

Before any removal occurs, the Director will be advised of the allegation and the basis for the allegation and will be given an opportunity to present any contrary evidence or explanation he or she may have to the Board. Removal must be by a majority vote of all the Directors. As to (a) and (b) above, any combination of excused or unexcused absences may be grounds for removal; however, the Board will consider the nature of absences when making a determination or consideration of removal.

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#### 4.8. Place of Meetings.

Notwithstanding anything to the contrary provided in these Bylaws, any meeting (whether regular, special, or adjourned) of the Board ~~of Directors~~ of the corporation may be held at any place within or without the State of California that has been designated for that purpose by resolution of the Board ~~of Directors~~, ~~so long as such designation is consistent with CGC § 54954.~~

#### 4.9. Annual Meeting and Regular Meetings.

The ~~c~~Corporation's annual meeting shall be held immediately after the adjournment of each annual meeting of the sole member ~~but shall be noticed consistent with the requirements of California Government Code §§ 54954 and 54954.2(a) for regular meetings, to occur after such meeting.~~ The Board ~~of Directors shall~~ ~~by resolution~~, establish a schedule of regular meetings to occur between Annual Meetings ~~by resolution~~, ~~but notice thereof shall still be provided according to CGC §§ 54954 and 54954.2(a).~~ Notice of either meeting – annual or regular – shall be noticed in accordance with Section 4.11 of these Bylaws.

#### 4.10. Special Meetings.

Special meetings of the Board ~~of Directors~~ may be called at any time by order of the Board Chair, the President, the Secretary, or of two (2) or more of the Directors. Notice of any such meeting shall be noticed in accordance with Section 4.11 of these Bylaws.

#### 4.11. Notice of Special Meetings.

##### 4.11. Notice of Meetings.

~~Written notice of special meetings of the Board of Directors shall be given as required by CGC §§ 54954.3(a) and 54956.~~

Notice of the time and place of meetings – annual, regular, or special – shall be given to each Director by one of the following methods: (a) by personal delivery of written notice; (b) by first-class mail, postage prepaid; (c) by telephone, either directly to the Director or to a person at the director's office who would reasonably be expected to communicate that notice promptly to the Director; (d) by telegram or facsimile, charges prepaid; or (e) by electronic transmission by the corporation. All such notices shall be given or sent to the Director's address, telephone number, or e-mail as shown on the records of the corporation.

Notices sent by first-class mail shall be deposited in the United States mail at least four (4) days before the time set for the meeting. Notices given by personal delivery, telephone, telegraph, facsimile, or electronic transmission shall be delivered, telephoned, given to the telegraph company, faxed, or e-mailed at least forty-eight (48) hours before the time set for the meeting.

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~~The notice shall state the time of the meeting, and the place if the place is other than the principal office of the corporation. It need not specify the purpose of the meeting.~~

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#### **4.12. Quorum.**

Except as otherwise provided in these Bylaws, a majority of the authorized number of Directors shall constitute a quorum. If a majority of the authorized number of Directors cannot be obtained, due to a vacancy or vacancies on the ~~Board of Directors~~, a majority of the Directors in the office shall constitute a quorum. Notwithstanding the foregoing, such a majority of Directors in office shall constitute either one third of the authorized number of Directors or at least two Directors, whichever is larger. A majority of the Directors present, whether or not a quorum is present, may adjourn any meeting to another time and place. Except as the Articles of Incorporation, these Bylaws, and the California Nonprofit Public Benefit Corporation Law ~~and the Brown Act~~ may provide, the act or decision done or made by a majority of the Directors present at a meeting duly held at which a quorum is present shall be the act of the ~~Board of Directors~~.

#### **4.13. Participation in Meetings by Conference Telephone.**

Members of the Board may participate in a meeting through use of conference telephone, electronic video screen communications, or other communications equipment, as long as all members participating in the meeting can communicate with all of the other members concurrently, each member is provided the means of participating in all matters before the ~~B~~board, including the capacity to propose, or to interpose an objection, to a specific action to be taken, and the corporation adopts and implements some means of verifying that the person communicating by telephone, electronic video screen, or other communications equipment is a ~~D~~irector entitled to participate in the ~~B~~board meeting, and that all statements, questions, actions, or votes were made by that ~~D~~irector and not by another person not permitted to participate as a Director. ~~Meetings held by such electronic means shall be conducted consistent with CGC § 54953.~~

#### **4.14. Adjournment.**

A majority of the Directors present, whether or not a quorum is present, may adjourn any Directors' meeting to another time and place. Notice of the time and place of holding an adjourned meeting need not be given to absent Directors if the time and place be fixed at the meeting adjourned, except as provided in the next sentence. If the meeting is adjourned for more than 24 hours, notice of any adjourn to another time or place shall be given prior to the time of the adjourned meeting to the Directors who were not present at the time of the adjournment.

#### **4.15. Rights of Inspection.**

Every Director shall have the absolute right at any reasonable time to inspect and copy all books, records, and documents of every kind, and to inspect the physical properties of the corporation of which the person is a Director, for a purpose reasonably related to the person's interest as a Director.

**4.16. Official Board Committees.** Committees of the Board may be appointed by resolution passed by a majority of the whole Board. Committees shall be composed of two or more members of the Board, and shall have the powers of the Board as may be expressly delegated to it by resolution of the

Board ~~of Directors~~, except with respect to:

- (i) the approval of any action for which the California Nonprofit Public Benefit Corporation Law also requires members' approval (must be approved by the Board as a whole).
- (ii) the filling of vacancies on the Board or on any committee.
- (iii) the fixing of compensation of the Directors for serving on the Board or on any committee.
- (iv) the amendment or repeal of Bylaws or the adoption of new Bylaws.
- (v) the amendment or repeal of any resolution of the Board which by its express terms is not so amendable or able to repeal.
- (vi) the appointment of other committees of the Board or the members thereof.
- (vii) the expenditure of corporate funds to support a nominee for Director after there are more people nominated for Director than can be elected; or
- (viii) the approval of any self-dealing transaction, as these transactions are defined in Corp. Code, § 5233.

Any committee may be designated an Executive Committee or by another name as the Board shall specify. The Board shall have the power to prescribe the manner in which proceedings of any committee shall be conducted. In the absence of a prescription, the committee shall have the power to prescribe the manner in which its proceedings shall be conducted. Unless the Board or the committee shall otherwise provide, the regular and special meetings and other actions of any committee shall be governed by the provision of this Article applicable to meetings and actions of the Board. Minutes shall be kept of each meeting of each committee.

#### **4.17. Fees and Compensation.**

Directors (as such) shall not receive compensation for their services as Directors. Directors may receive a reasonable allowance for personal services actually rendered pursuant to resolution passed by a majority vote at a regular or special meeting of the sole member; reimbursement for expenses as may be fixed or determined by the Board. Not more than 49% of the Directors may serve the organization in some other capacity for which compensation is paid.

### **ARTICLE V. OFFICERS**

#### **5.1. Officers.**

The officers of the corporation shall be a President, ~~a~~ Secretary, and a Treasurer. The corporation may also have at the discretion of the Board ~~of Directors~~, one or more Vice Presidents, one or more

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Assistant Secretaries, and other officers as may be appointed in accordance with the provisions of Section\_

~~5.3 of this Article.~~ One person may hold two or more offices, except that neither the Secretary nor the Treasurer may serve concurrently as the President. Due to initial budgetary constraints and the need for qualified officers, **the Directors shall select CAPK employees to act as officers of this corporation.**

### 5.2. Election.

The officers of the corporation, except such officers as may be appointed in accordance with the provisions of Section 5.3 or Section 5.5 of this Article, shall be chosen annually by, and shall serve at the pleasure of, the Board ~~of Directors~~, subject to the rights, if any, of an officer under any contract of employment. Each officer shall hold his or her office until he or she resigns, is removed, or becomes otherwise disqualified to serve, or until his or her successor is elected and qualified.

### 5.3. Subordinate Officers.

The Board ~~of Directors~~ may appoint, and may empower the President to appoint, other officers as the business of the corporation may require, each of whom shall hold office for a period, have the authority, and perform the duties as are provided in the Bylaws or as the Board ~~of Directors~~ may from time to time determine.

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#### **5.4. Removal and Resignation.**

Any officer may be removed, either with or without cause, by a majority of the Directors at the time in office, at any regular or special meeting of the Board, or except in case of an officer chosen by the Board ~~of Directors~~, by any officer on whom the power of removal may be conferred by the Board ~~of Directors~~.

Any officer may resign at any time, without prejudice to the rights, if any, of the corporation under any contract to which the officer is a party, by giving written notice to the Board ~~of Directors~~, to the President, or to the Secretary of the corporation. The resignation shall take effect at the date of the receipt of the notice or at any later time specified in the notice; and, unless otherwise specified in the notice, the acceptance of the resignation shall not be necessary to make it effective.

#### **5.5. Vacancies.**

A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled in the manner prescribed in the Bylaws for regular election or appointment to the office, provided that the vacancies shall be filled as they occur and not on an annual basis.

#### **5.6. Inability to Act.**

In the case of absence or inability to act of any officer of the corporation and of any person herein authorized to act in his or her place, the Board ~~of Directors~~ may from time to time delegate the powers or duties of the officer to any other officer, or any ~~D~~irector or other person whom the Board may select.

#### **5.7. President.**

Subject to supervisory powers, if any, as may be given by the Board ~~of Directors~~ to the Board Chair, on a temporary basis, the President shall be the Chief Executive Officer of the corporation and shall, subject to the control of the Board ~~of Directors~~, have general supervision, direction, and control of the activities and Officers of the corporation. In the absence of the Board Chair, the President shall preside at all meetings of the Board ~~of Directors~~. The President shall have the general powers and duties of management usually vested in the office of a President of a corporation and shall have other powers and duties as may be prescribed by the Board ~~of Directors~~ or the Bylaws.

#### **5.8. Vice President.**

In the absence or disability of the President, the Vice Presidents, in order of their rank as fixed by the Board ~~of Directors~~, or if not ranked, the Vice President designated by the Board ~~of Directors~~, shall perform all the duties of the President, and when so acting shall have all the powers of, and be subject to all the restrictions on, the President. The Vice Presidents shall have other powers and perform other duties as from time to time may be prescribed for them respectively by the Board ~~of Directors~~ or the Bylaws.

### **5.9. Secretary.**

The Secretary shall keep, or cause to be kept, a book of minutes at the principal office or other place as the Board ~~of Directors~~ may order, of all meetings of the sole member, and the Board and its committees, with the time and place of holding, whether regular or special, and if special, how authorized, the notice of the meeting given, the names of those present at the meetings, and the proceedings. The Secretary shall keep, or cause to be kept, at the principal office in the State of California, the original and a copy of the corporation's Articles and Bylaws, as amended to date.

The Secretary shall give, or cause to be given, notice of all meetings of the Board and any committees of the Board required by these Bylaws or by law to be given, shall keep the seal of the corporation in safe custody, and shall have other powers and perform other duties as prescribed by the Board.

The Secretary shall keep or cause to be kept at the principal office of the corporation, a membership register, or a duplicated membership register, showing the names of the sole members and their addresses.

The Secretary shall also keep, or cause to be kept, a book of minutes at the principal office or other place as the Board may order, of all meetings of the sole member, with the time and place of holding, whether regular or special, and if special, how authorized, the notice of the meeting, the names of those present at meetings, and the proceedings. The Secretary shall give, or cause to be given, notice of all meetings of the sole member required by these Bylaws.

### **5.10. Treasurer.**

The Treasurer shall be the financial officer of the corporation and shall keep and maintain, or cause to be kept and maintained, adequate and correct accounts of the properties and business transactions of the corporation. The books of account shall at all reasonable times be open to inspection by any Director.

The Treasurer shall deposit all monies and other valuables in the name and to the credit of the corporation with such depositories as may be designated by the Board ~~of Directors~~. The Treasurer shall disburse the funds of the corporation as may be ordered by the Board ~~of Directors~~, shall render to the President and the Directors, whenever they request it, an account of all of his or her transactions and of the financial condition of the corporation, and shall have other powers and perform other duties as may be prescribed by the Board ~~of Directors~~.

### **5.11. Assistant Treasurer.**

At the request of the Treasurer, or in his or her absence or disability, the Assistant Treasurer shall perform all the duties of the Treasurer, and when so acting, shall have all the powers of, and be subject to all the restrictions on, the Treasurer.

### **5.12. Salaries.**

The salaries of the Officers shall be fixed from time to time by the Board ~~of Directors~~ and no Officer shall be prevented from receiving the salary by reason of the fact that the Officer is also a Director of the corporation.

**ARTICLE VI.  
CONFLICT OF INTEREST POLICY**

**6.1. Purpose.**

The purpose of the conflict-of-interest policy is to protect this corporation's interest when it is contemplating entering a transaction or arrangement that might benefit the private interest of an officer or director of the corporation or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

**6.2. Definitions.**

(a) **Interested Person:** Any Director, principal officer, or member of a committee with governing Board-delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

(b) **Financial Interest:** A person has a financial interest if the person has, directly, or indirectly, through business, investment, or family:

- (i) An ownership or investment interest in any entity with which the corporation, or its sole member, has a transaction or arrangement.
- (ii) A compensation arrangement with the corporation or its sole member, or with any entity or individual with which the corporation or its sole member, has a transaction or arrangement; or
- (iii) A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the corporation, or its sole member, is negotiating a transaction or arrangement.

For the purposes of determining "financial interest," the term "Compensation" includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

Further, A financial interest is not necessarily a conflict of interest. A person who has a financial interest may have a conflict of interest only if the Board or a committee decides that a conflict of interest exists.

**6.3. Procedures.**

(a) **Duty to Disclose:** In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the Directors and members of the committee with Board delegated powers considering the proposed transaction or arrangement.

**(b) Determining Whether a Conflict of Interest Exists:** After disclosure of financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the Bboard or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining Bboard or committee members shall decide if a conflict of interest exists.

**(c) Procedures for Addressing the Conflict of Interest:**

- (i) An interested person may make a presentation at the Bboard or committee meeting, but after the presentation, the interested person must leave the meeting during the discussion or, and the vote on, the transaction or arrangement involving the possible conflict of interest.
- (ii) The chairperson of the Bboard or committee will, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- (iii) After exercising due diligence, the Bboard or committee will determine whether the corporation can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
- (iv) If a more advantageous transaction or arrangement is not reasonably possible under the circumstances not producing a conflict of interest, the Bboard or committee will determine by a majority vote of the disinterested Directors whether the transaction or arrangement is in the corporation's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination, the Bboard shall make its decision as to whether to enter into the transaction or arrangement.

**(d) Violations of the Conflicts of Interest Policy:**

- (i) If the Bboard or committee has reasonable cause to believe a person has failed to disclose an actual or possible conflict of interest, it shall inform the person of the basis for such belief and afford the person an opportunity to explain the alleged failure to disclose.

If, after hearing the person's response and after making further investigation as warranted by the circumstances, the Bboard or committee determines the person has failed to disclose an actual or possible conflict of interest, it will take appropriate disciplinary and corrective action.

**6.4. Records of Proceedings.**

The minutes of the governing Bboard and all committees with Bboard-delegated powers shall contain:

- (a) The names of the persons who disclosed or otherwise were found to have a financial

interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing Board's or committee's decision as to whether a conflict of interest, in fact, existed.

(b) The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

#### **6.5. Compensation.**

(a) A voting member of the governing Board who receives compensation, directly or indirectly, from the corporation for services is precluded from voting on matters pertaining to that member's compensation.

(b) A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the corporation for services is precluded from voting on matters pertaining to that member's compensation.

(c) No voting member of the governing Board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the corporation, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

#### **6.6. Annual Statements.**

Each Director, principal officer, and member of a committee with governing Board delegated powers shall annually sign a statement which affirms such a person:

- (a) Has received a copy of the conflict-of-interest policy.
- (b) Has read and understands the policy.
- (c) Has agreed to comply with the policy; and
- (d) Understands the corporation is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more tax-exempt purposes.

#### **6.7. Periodic Reviews**

To ensure the corporation operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews will be conducted. The periodic reviews will, at a minimum, include the following subjects:

- (a) Whether compensation arrangements and benefits are reasonable, based on competent survey information, and the result of arm's length bargaining; and
- (b) Whether partnerships, joint ventures, and arrangements with management organizations conform to the corporation's written policies, are properly recorded, reflect reasonable

investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

#### **6.8. Use of Outside Experts**

When conducting the periodic reviews as provided for in Section 6.7 of Article 6, the corporation may, but need not, use outside advisors. If outside experts are used, their use does not relieve the governing Board of its responsibility for ensuring periodic reviews are conducted.

### **ARTICLE VII. OTHER PROVISIONS**

#### **7.1. Principal Offices**

The principal office for the transaction of the activities and affairs of the corporation (“principal office”) is located at 1300 18th Street, Bakersfield, CA 93301. The Board of Directors (also referenced herein as the “board”) may change the principal office from one location to another. Any change of location of the principal office shall be noted by the secretary on these Bylaws opposite this Section, or this Section may be amended to state the new location. The Board may at any time establish branch or subordinate offices at any place or places where the corporation is qualified to conduct its activities.

#### **7.2. Endorsement of Documents; Contracts.**

Subject to the provisions of applicable law, any note, mortgage, evidence of indebtedness, contract, conveyance, or other instrument in writing, and any assignment or endorsement thereof, executed or entered into between this corporation and any other person, when signed by any one of the Board Chair, the President or any Vice President, and any one of the Secretary, any Assistant Secretary, the Treasurer or any Assistant Treasurer of this corporation shall be valid and binding on this corporation in the absence of actual knowledge on the part of the other person that the signing Officers had no authority to execute the same.

The Board of Directors, except as otherwise provided in these Bylaws, may authorize any officer or officers, agent, or agents, to enter into any contract or execute any instrument in the name of and on behalf of the corporation. This authority may be general or confined to specific instances. Unless so authorized by the Board of Directors, and except as provided in this Section, no officer, agent, or employee shall have any power or authority to bind the corporation by any contract or agreement, or to pledge its credit, or to render it liable for any purpose or to any amount.

#### **7.3. Representation of Shares of Other Corporations.**

The President, or any other officer or officers authorized by the Board or the President, are each authorized to vote, represent, and exercise on behalf of the corporation all rights incident to any and all shares of any other corporation or corporations standing in the name of the corporation. The authority herein granted may be exercised either by any officer in person or by any other person authorized to do so in proxy or power of attorney duly executed by the officer.

#### **7.4. Construction and Definitions.**

Unless the context otherwise requires, the general provisions, rules of construction, and definitions contained in the General Provisions of the California Nonprofit Corporation Law [Corp. Code, §§ 5000 et seq.] and in the California Nonprofit Public Benefit Corporation Law [Corp. Code, §§ 5110 et seq.] shall govern the construction of these Bylaws.

#### **7.5. Amendments.**

These Bylaws may be amended by repeal and new and additional Bylaws may be made from time to time by an affirmative vote of the sole member at a duly noticed meeting. Subject to right of the sole member to amend or repeal, these Bylaws (other than a Bylaw or amendment of the Bylaws changing the authorized number of Directors) may be amended or repealed by the Board in the exercise of the power granted to the Board in these Bylaws.

#### **7.6. Record of Amendments.**

Whenever an amendment or new Bylaw is adopted, it shall be copied into the Book of Minutes with the original Bylaws, in the appropriate place. If any Bylaw is repealed, the fact of repeal with the date of the meeting at which the repeal was enacted or written assent was filed shall be stated in the Book.

### **ARTICLE VIII. INDEMNIFICATION OF AGENTS OF THE CORPORATION**

#### **8.1. Definitions.**

For purposes of this Section, “agent” means any person who is or was a Director, Officer, employee, or other agent of this corporation, or is or was serving at the request of this corporation as a Director, Officer, employee, or agent of another foreign or domestic corporation, partnership, joint venture, trust, or other enterprise, or was a Director, Officer, employee, or agent of a foreign or domestic corporation that was a predecessor corporation of this corporation or of another enterprise at the request of the predecessor corporation; “proceeding” means any threatened, pending, or completed action or proceeding, whether civil, criminal, administrative, or investigative; and “expenses” includes, without limitation, attorney’s fees and any expenses of establishing a right to indemnification under Section 8.4 or 8.5(c) of this Article.

#### **8.2. Indemnification in Actions by Third Parties.**

This corporation shall have the power to indemnify any person who was or is a party, or is threatened to be made a party to any proceeding (other than an action by or in the right of this corporation to procure judgment in its favor, an action brought under Corp. Code, § 5233, or an action brought by the Attorney General or a person granted relator status by the Attorney General for any breach of duty relating to assets held in charitable trust) by reason of the fact that the person is or was an agent of this corporation,

against expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred in connection with the proceeding if the person acted in good faith and in a manner the person reasonably believed to be in the best interests of the corporation and, in the case of a criminal proceeding, had no reasonable cause to believe the conduct was unlawful. The termination of any proceeding by judgment, order, settlement, conviction or on a plea of nolo contendere or its equivalent shall not, of itself, create a presumption that the person did not act in good faith and in a manner which the person reasonably believed to be in the best interests of this corporation or that the person had reasonable cause to believe that the person's conduct was unlawful.

### **8.3. Indemnification in Actions by or in the Right of the Corporation.**

This corporation shall have the power to indemnify any person who was or is a party, or is threatened to be made a party, to any threatened, pending or completed action by or in the right of this corporation or brought under Corp. Code, § 5233, or an action brought by the Attorney General or a person granted relator status by the Attorney General for breach of duty relating to assets held in charitable trust, to procure a judgment in its favor by reason of the fact that the person is or was an agent of this corporation, against expenses actually and reasonably incurred by the person in connection with the defense or settlement of the action if the person acted in good faith, in a manner the person believed to be in the best interests of this corporation and with the care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances. No indemnification shall be made under this Section 8.3:

(a) In respect of any claim, issue or matter as to which the person shall have been adjudged to be liable to this corporation in the performance of the person's duty to this corporation, unless and only to the extent that the court in which the proceeding is or was pending shall determine on application that, in view of all the circumstances of the case, the person is fairly and reasonably entitled to indemnity for the expenses which the court shall determine.

(b) Of amounts paid in settling or otherwise disposing of a threatened or pending action, with or without court approval; or

(c) Of expenses incurred in defending a threatened or pending action which is settled or otherwise disposed of without court approval unless it is settled with the approval of the Attorney General.

### **8.4. Indemnification Against Expenses.**

To the extent that an agent of this corporation has been successful on the merits in defense of any proceeding referred to in Section 8.2 or 8.3 of this Article in defense of any claim, issue, or matter therein, the agent shall be indemnified against expenses actually and reasonably incurred by the agent in connection therewith.

### **8.5. Required Indemnification.**

Except as provided in Section 8.4 of this Article, indemnification under this Article shall be made by this corporation only if authorized in the specific case, on a determination that indemnification of the

agent is proper in the circumstances because the agent has met the applicable standard of conduct set forth in Section 8.2 or 8.3, by:

(a) a majority vote of a quorum consisting of Directors who are not parties to the proceeding.

(b) approval of the sole member (Corp. Code, § 5034), with the persons to be indemnified not being entitled to vote thereon; or

(c) the court in which the proceeding is or was pending, on application made by this corporation or the agent, attorney, or other person rendering services in connection with the defense, whether or not the application by the agent, attorney, or other person is opposed by this corporation.

#### **8.6. Advance of Expenses.**

Expenses incurred in defending any proceeding may be advanced by this corporation prior to the final disposition of the proceeding on receipt of an undertaking by or on behalf of the agent to repay the amount unless it shall be determined ultimately that the agent is entitled to be indemnified as authorized in this Article.

#### **8.7. Other Indemnification.**

No provision made by the corporation to indemnify its or its subsidiary's Directors or Officers for the defense of any proceeding, whether contained in the Articles, Bylaws, a resolution of the sole member or Directors, an agreement or otherwise, shall be valid unless consistent with this Article. Nothing contained in this Article shall affect any right to indemnification to which persons other than the Directors and Officers may be entitled by contract or otherwise.

#### **8.8. Forms of Indemnification Not Permitted.**

No indemnification or advance shall be made under this Article, except as provided in Sections 8.4 or 8.5(c) in any circumstances where it appears that:

(a) it would be inconsistent with a provision of the Articles of Incorporation, these Bylaws, a resolution of the members or an agreement in effect at the time of the accrual of the alleged cause of action asserted in the proceeding in which the expenses were incurred or other amounts were paid, which prohibits or otherwise limits indemnification; or

(b) it would be inconsistent with any condition expressly imposed by a court in approving a settlement.

#### **8.9. Insurance.**

The corporation shall have the power to purchase and maintain insurance on behalf of any agent of the corporation against any liability asserted against or incurred by the agent in the capacity or arising out of the agent's status as an agent whether or not the corporation would have the power to indemnify the agent against the liability under the provisions of this Article; provided, however, that this corporation

shall have no power to purchase and maintain insurance to indemnify any agent of the corporation for a violation of Corp. Code, § 5233.

#### **8.10. Nonapplicability to Fiduciaries of Employee Benefit Plans.**

This Article does not apply to any proceeding against any trustee, investment manager, or other fiduciary of an employee benefit plan in that person's capacity as a trustee, investment manager, or fiduciary, even though the person may also be an agent of the corporation as defined in Section 8.1 of this Article. The corporation shall have power to indemnify the trustee, investment manager, or other fiduciary to the extent permitted by Corp. Code, § 207(f).

### **ARTICLE IX. RECEIPT, INVESTMENT, AND DISBURSEMENT OF FUNDS**

**9.1.** The corporation shall receive all monies, other properties, or both monies and properties, transferred to it for the purposes for which the corporation was formed (as shown by the Articles of Incorporation). However, nothing contained herein shall require the Board of Directors to accept or receive any money or property of any kind if it shall determine in its discretion that receipt of the money or property is contrary to the expressed purposes of the corporation as shown by the Articles.

**9.2.** The corporation shall hold, manage, and disburse any funds or properties received by it from any source in a manner that is consistent with the expressed purposes of this corporation.

**9.3.** No disbursement of corporation money or property shall be made until it is first approved by the President of the corporation or by the Treasurer or by the Directors. However, the Directors shall have the authority to appropriate specific sums to fulfill the objects and purposes for which the corporation was formed and to direct the officers of the corporation from time to time to make disbursements to implement the appropriations.

~~9.4.~~ All checks, drafts, demands for money and notes of the corporation, and all written contracts of the corporation shall be signed by the officer or officers, agent, or agents, as the Board of Directors 9.4. may from time to time by resolution designate.

### **ARTICLE X. CORPORATE RECORDS AND REPORTS**

#### **10.1. Records.**

The corporation shall maintain adequate and correct accounts, books and records of its business and properties. All these books, records, and accounts shall be kept at the corporation's principal place of business in California, as fixed by the Board of Directors from time to time.

#### **10.2. Inspection of Books and Records.**

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The membership register or duplicate membership register, the books of account, and minutes and proceedings of the sole member and the Board, and of executive committees of the Directors of this corporation shall be open to inspection on the written demand of any member at any reasonable time, for a specifically stated purpose reasonably related to his or her interests as a member, and shall be exhibited at any time when required by the demand of any member meeting.

Every Director shall have the absolute right at any reasonable time to inspect all books, records, documents of every kind, and the physical properties of the corporation, and also of its subsidiary organizations, if any.

### **10.3. Certification and Inspection of Bylaws.**

The original or a copy of these Bylaws, as amended or otherwise altered to date, certified by the Secretary, shall be open to inspection by the sole member and Directors of the corporation at all reasonable times during office hours.

## **ARTICLE XI DISSOLUTION**

On dissolution of this corporation, the Board ~~of Directors~~ shall cause the corporation's assets to be distributed the sole member, CAPK, if it exists. If it no longer exists, the Board ~~of Directors~~ shall cause the assets to be distributed to another corporation with purposes similar to those identified in the Articles of Incorporation, and Article 2 of these Bylaws.



## MEMORANDUM

To: Board of Directors

*Lisa Gonzales*

From: Lisa Gonzales, Program Governance Coordinator

Date: September 24, 2025

Subject: *Agenda Item VI(a)*: September Policy Council Report – **Action Item**

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The Policy Council met on August 26, 2025 at which time a quorum was established.

The 2026-2027 Head Start Program Goals and Objectives were presented to the Policy Council. This document provides a snapshot of the program's goal progress over the 2024-2025 program year as well as outlining steps the program will take to guide efforts to achieve all goals by the end of the current five-year grant cycle. The document was reviewed thoroughly with the Council and in its entirety with discussion ensuing with a primary focus on partnering with families on the importance of home language. Upon conclusion of much meaningful discussion, the Policy Council unanimously approved the 2026-2027 Head Start Program Goals and Objectives with revision.

Additionally, the current vacancies on the Policy Council Bylaws Committee as well as that of the Policy Council Representative to the CAPK Board of Directors were discussed with members in detail. The role and responsibilities associated with each of the positions were shared and followed with the request for anyone interested in serving in either capacity, to which there was none.

The Policy Council will meet on September 22, 2025. The meeting was rescheduled to be held a day earlier than previously planned. This change was made to support the CAPK Food Bank's Feed the Need event on September 23, 2025; thus, potentially providing Council members with the opportunity to attend or volunteer at this event should their schedule allow.

**Recommendation:**

The Policy Council requests Board approval of the September Policy Council Report and the meeting minutes from June 24, 2025 as well as the Executive Committee meeting minutes from July 16, 2025.

**Attachment:**

Policy Council Meeting Minutes from June 24, 2025

Policy Council Executive Committee Meeting Minutes from July 16, 2025

**COMMUNITY ACTION PARTNERSHIP OF KERN**  
**POLICY COUNCIL MEETING MINUTES**  
June 24, 2025  
CAPK Administrative Office  
1300 18<sup>th</sup> Street, Bakersfield, CA 93301

**1. Call to Order**

The meeting was called to order at 5:33 p.m.

a. Roll call was taken, and a quorum was established.

Policy Council Members Present: Alejandra Verduzco, Christopher Cuzul, Fatima Echeverria, Henrietta Castro, Gabriela Rangel, Kaylonie Howard, Liliana Juarez, Maria Worthy, Michelle Jara-Rangel, Paula De La Riva, Rene Mayhorn Williams, Ruby Cruz

Policy Council Members Absent: Ashley Trent, Dominique Bassi, Ian Anderson, Jennifer Wilson, Margarita Vargas

**2. Public Comments**

*The public may address the Policy Council on items not included on the agenda at this time. However, the Policy Council will take no action other than that of referring the item(s) to staff for study and analysis. Speakers are limited to three minutes. If more than one person wishes to address the same topic, the total group time for the topic will be 10 minutes. Please state your name before making your presentation.*

None

**3. Committee Verbal Reports**

a. **Budget & Finance Committee – Gabriela Rangel**

The Budget & Finance Committee met on June 17, 2025 and reviewed budget to actual reports Head Start and Early Head Start grants. The reports reflected the period from March 1, 2025 through April 30, 2025. It was stated that the expenditure percentages may appear to be high, however that is because the budget totals indicated on the Head Start and Early Head Start reports reflect only ½ of the program’s notice of award. The second half had not been dispersed at the time these reports were prepared. The budget to actual reports to be shared at the next meeting will reflect the full grant amount as the second half has since been received. Inkind totals were presented as were the Parent Activities and Parent Local Travel and Childcare Reimbursement reports. The 2025-2026 proposed Budget Revision was also shared with the committee as an informational item and will be presented to the entire Council as an action item. The next Budget & Finance Committee meeting will take place on Tuesday, August 19, 2025 at 5:30 p.m.

b. **Bylaws Committee – Henrietta Castro**

The Bylaws Committee met on June 3, 2025 at 5:30 p.m. and continued its review of the Policy Council Bylaws. Articles four through seven were reviewed and discussed with some edits suggested from the committee. These articles included, Policy Council membership, voting rights, standing committee composition, potential opportunities for members to attend conferences and more. The committee’s next meeting will be held on August 5, 2025 at which time the balance of the document will be reviewed.

c. **Planning Committee – Christopher Cuzul**

The Planning Committee met on June 10, 2025. The Division Program Activity Report was shared for the month of May with Head Start reporting 100% enrollment and Early Head Start reporting 99% enrollment. The Central Kitchen prepared a total of 53,744 meals and there were 74,088 meals delivered during the month of April. The program goal shared for this month was Health and Safety. The objective is to expand tools and resources necessary to ensure a standard of practice focused on protecting child safety, preventing, and identifying child abuse with a timeline for completion before June 2026. The School Readiness Goals which were previously approved by the Policy Council will be presented to the Board of Directors for approval later this month. Committee members were also informed of the 2025-2026 Head Start Budget Revision, which primarily identified savings in personnel costs due to a cost sharing allocation with the San Joaquin County Office of Education. The results of the Program Self-Evaluations for the 2024-

2025 fiscal year were also presented. The next Planning Committee meeting will take place at 5:30 p.m. on August 12, 2025.

d. **School Readiness Committee – Kaylonie Howard**

The School Readiness Committee met on June 12, 2025. Home Base supervisors, Bobbi Camacho and Denise Cooper presented information about the home base program option which included family engagement, resources, and support services provided by educators during their weekly home visits with families. The supervisors also shared strategies for effective transitions and socialization opportunities for children and for families. Their presentation concluded with parent testimonials; School Readiness Committee Chair, Jennifer Wilson also shared her personal experience with the home base program option. It was noted that this was the final meeting of the 2024-2025 Policy Council term.

4. **New Business**

**\*ACTION**

a. **2025-2026 Head Start Budget Revision – Rosa Guerrero, Administrative Analyst**

In presenting the 2025-2026 Head Start Budget Revision, Rosa shared that savings have been identified in personnel costs which is primarily due to a cost sharing allocation with the San Joaquin County Office of Education, along with savings in rent because of a vacancy at one of our sites, and in nutrition services due to an adjustment to actuals. Because of these identified savings we are reallocating these costs to other categories such as fringe benefits, supplies, contractual, and other. Rosa stated that this is mainly due to actual expenditures in these categories as well as to a projected increase in costs. Because of certain economic indicators and factors, the program projects that items which are now being purchased will increase in cost. In continuing, she shared that the savings identified stems from a grant award received by the San Joaquin County Office of Education (SJCOE.) Receipt of this grant allows the program to reallocate existing personnel funds to the SJCOE grant. Included with this cost allocation methodology, there is a change to the cost per child which will result in an increase for Head Start children (ages 3-5 years) and approximately 2 million dollars will be moved from Early Head Start to Head Start. Rosa clarified that during the Planning Committee meeting it was stated that the parent services category was for costs related to supplies provided to parents. However, the parent services category are actually costs as related to Policy Council (PC) as well as PC Committee meetings such as shirts, food, and other costs that supplement meetings. An opportunity for questions was provided to which there were none. With that, it was requested that the Policy Council approve the submission of the 2025-2026 Head Start Budget Revision. Christopher Cuzul made a motion; seconded by Maria Worthy. Motion carried unanimously.

5. **Consent Agenda**

**\*ACTION**

*The Consent Agenda consists of items that are considered routine and non-controversial. These items are approved in one motion unless a member of the Council or the public requests the removal of a particular item. If comment or discussion is requested, the item will be removed from the Consent Agenda and will be considered in the order listed.*

- a. Policy Council Meeting Minutes – May 27, 2025
- b. Policy Council Budget & Finance Committee Meeting Minutes – May 20, 2025
- c. Policy Council Bylaws Committee Meeting Minutes – June 3, 2025
- d. Policy Council Planning Committee Meeting Minutes – June 10, 2025
- e. Head Start Budget to Actual Report, March 1, 2025, through April 30, 2025
- f. Early Head Start Budget to Actual Report, March 1, 2025, through April 30, 2025
- g. Head Start and Early Head Start Kern Non-Federal and In-Kind Report, March 1, 2025, through April 30, 2025
- h. Early Head Start Childcare Partnerships Non-Federal Share and In-Kind Report, March 1, 2025 through April 30, 2025
- i. Parent Travel & Childcare through April 30, 2025
- j. Parent Activities through April 30, 2025
- k. Head Start Program Review & Evaluation Report – May 2025
- l. 2024-2025 Program Self-Evaluations (CSPP, CMAP, CCTR, CMIG)
- m. Backpack Connection Series: How to Give Clear Directions (English/Spanish)

- n. Pyramid Model Leadership Newsletter – June 2025
- o. Bakersfield City Pool Schedule
- p. Bakersfield City Spray Park Hours
- q. Red, White & Boom Fireworks Show – June 28, 2025, Barker Park, Wasco, CA
- r. Independence Day Celebration – July 3, 2025, Rails to Trails, Taft, CA
- s. Family Law Facilitator – July 3, 2025; Kern County Child Support Services (English/Spanish)
- t. Family Law Facilitator Self-Help Center Summer Workshops – July 18, 2025; Kern County Superior Court – Basement Overflow Room
- u. Annual Back 2 School Backpack Giveaway, Job & Health Fair – California City
- v. Summer Safety Tips – U.S. Fire Administration (English/Spanish)
- w. Heat and Health Guidance – U.S. Centers for Disease Control and Prevention
- x. Fireworks Safety – U.S. Consumer Product Safety Commission
- y. Concerts in the Park – June 4 through August 20, 2025, Victory Park, Stockton, CA
- z. Free Admission at the Haggin Museum – 1<sup>st</sup> Saturday of the month, Stockton, CA
- aa. Movies in the Park – Bakersfield, CA
- bb. Concerts at the Marketplace – Bakersfield, CA
- cc. Head Start Recruitment Flyer (English/Spanish)
- dd. Early Head Start San Joaquin Flyer (English/Spanish)
- ee. Home Visiting Program Flyer (English/Spanish)
- ff. Budget & Finance Committee Meeting Dates
- gg. Bylaws Committee Meeting Dates
- hh. Planning Committee Meeting Dates
- ii. Policy Council Meeting Dates

An inquiry was made regarding the approval of the meeting agenda. It was noted that approval of the agenda is not a standing item. It was added that for this meeting because there were not any presentations, new business was moved to be heard earlier on the agenda. A motion was made by Fatima Echeverria and seconded by Paula De La Riva to approve consent agenda items (a) through (ii). Motion carried unanimously.

## **6. Standing Reports**

### **a. Program Governance – Lisa Gonzales, Program Governance Coordinator**

Lisa thanked everyone for their attendance. She apologized for failing last month to introduce new Policy Council member, Liliana Juarez. Lisa shared that Liliana’s membership is a result of the Spring Regional Parent Committee meetings held; she added that Liliana is a parent at our San Diego site.

Lisa reminded members that there will not be any meetings in July, no Policy Council meetings, no committee meetings. She encouraged members to take that time to relax, enjoy the summer, spend time with family and friends, take a vacation and just appreciate the time.

In September there will be a Recruitment and Selection Plan meeting. The date is September 25, 2025 for the first meeting and October 16, 2025 for the second. Lisa shared that this committee looks at the current recruitment and selection plan including the eligibility criteria for children to enroll in our program. All of this is reviewed, as the committee is tasked with ensuring that the point system is adequate and meets the needs of the community and the program. It is also an opportunity to brainstorm and ask questions. The committee is comprised of staff, community representatives and parents. Lisa shared that she would email members the flyer which has the email for Enrollment and Attendance Manager, Carol Hendricks so that those wishing to attend can RSVP to her.

Information and dates of several firework events taking place throughout the county were shared with members. Additionally shared was information about heat stroke, heat exhaustion as well as water safety. The importance of wearing a Coast Guard approved life vest was shared and it was stressed that it doesn’t take large bodies of water for accidents to occur, and it is always important to be mindful when children are playing in or around water.

Lisa shared that with the start of the new program year just days away, this also means it is time for pre-service training for staff. She shared that she will be speaking with site supervisors and family service workers about parent meetings, and the governance process. With that being said, Lisa stated that she will be emailing Council members for their input as to how they might feel more engaged at their parent meetings, as well as what their thoughts are as to how we might increase parent attendance/participation. She encouraged members to also speak to other parents at their center to obtain their feedback as well. Lisa stated that she would be sharing their responses with staff, adding that it is important that we (staff) hear from our parents what they think would help so that we are seeing things through their lens, their perspective.

In closing Lisa stated it was Jerry's birthday, and she thanked him for spending it with the Council.

b. **Community Representative – Ian Anderson, Kern Adult Literacy Council and Paula De La Riva, First 5 Kern**

Paula shared that First 5 as a funding agency provides swim lessons through Bakersfield City Recreation. The program is, Make a Splash and provides swim lessons for children 0-5 years of age. Parents can sign their children up at any of the Bakersfield City pool sites.

c. **Board of Directors – Michelle Jara-Rangel, CAPK Board of Directors Representative**

Michelle stated the Board of Directors met on May 28, 2025. The consent agenda was approved with no items removed. There were three action items presented to the Board under new business. These items were fiscal year 2024-2025 CDE Program Self Evaluation for State Contracts, calendar year 2026-2027 Community Action Plan and Community Needs Assessment as well as the financial reports through February 2025 with all items approved.

The CalVet's Assistance Foundation Report, Advisory Board Report and the Chief Executive Officer report were not presented due to time constraints.

The Board went into closed session at 12:49 p.m. with one item to discuss. This item was related to Personnel Exemption, Public Employee Discipline, Dismissal and Release, Section 54957. During closed session staff provided information to the Board for review and direction. The Board authorized staff to move forward as recommended and to bring forward future actions items to the Board as needed. The Board reconvened to open session at 1:17 p.m.

The next scheduled Board of Directors meeting is Wednesday, June 25, 2025.

d. **Head Start/State Child Development – Yolanda Gonzales, Head Start/State Child Development Director**

Jerry Meade, Assistant Director of Program, provided this report on behalf of Yolanda Gonzales who, as he noted, is attending a California Head Start Association Board meeting in Sacramento.

Jerry shared that technically, next Tuesday (July 1, 2025) marks the beginning of the next school year bringing us to the 2025-2026 school year for our full year programs. He added that in August, the balance of our Head Start programs (part year services) will be returning during the second week. This also means the program will be looking at and discussing its 2026-2027 budget year. Jerry added that the work begins now with obtaining approvals for revisions. Upon the Council's return after break, talk will be about the program's next funding period which is the 2026-2027 fiscal year, and the Policy Council will be collaborating with staff to approve the grant action for submission prior to the end of the current 2024-2025 Policy Council term. Jerry also shared that speaking in terms of leases, he has been making presentations and renewing leases into the 2030s already!

In continuing the report, Jerry stated that a lot of work happens during the summer. The program is in the midst of reviewing and evaluating policies, procedures, any changes or revisions per regulation changes or any new guidance coming from the Office of Head Start or the state of California.

In sharing information about pre-service for staff, Jerry stated that this is an opportunity to bring staff together and to provide training on the most important areas for us to focus on in this new school year which begins July 1, 2025. Pre-service activities for full year staff are on July 11, 2025 and on August 4, 2025 for our part year staff. He shared that it is a monumental feat to bring close to 600 people together into training environments to make sure we are ready and prepared for the new school year. He added that fortunately because we have

both part year and full year programs, we are able to conduct training for half of our staff at a time so it's not as arduous.

Also happening during the summer we have the opportunity to really evaluate and look at what we want the 2026-2027 school year to look like. We have to plan that far in advance when we're looking at making any changes or revisions or looking at facilities. Jerry stated that the program did receive notice 2-years ago from North of the River Parks and Rec stating that they would not be renewing our lease for our Willow facility in Oildale. For the past 2-years the program has been working hard at trying to secure a location to support the children and families in that area. It was stated that the program has been able to determine where it can expand to allow for those two additional classrooms and to continue to provide services to those families. Renovations, preparations and licensing requirements are all being wrapped up to ensure that when services resume in August, our (Willow) families won't have an interruption in services.

Jerry touched on the additional new revenue as presented in the 2025-2026 Budget Revision shared earlier in the evening. He shared that we are now serving pre-K children in San Joaquin as well as Kern. As a result of this new revenue the program will receive from the San Joaquin County of Education it did free up funds in our grant to be able to repurpose. This is very helpful for us to be able to ensure that we are able to sustain and retain our qualified staff and to move the program forward. The budget revision that the Council approved is very helpful to the program so that we can make those allocation changes and move forward accordingly. The program has four additional facilities in San Joaquin County that they are working on, and as soon as those are licensed, they will be fully operational with an additional 153 pre-K children served in San Joaquin County. Jerry shared that he would keep the Council posted on this transition. He added that it technically does not affect this Policy Council because our Head Start grantee in San Joaquin has their own Policy Council; we are a subcontractor. Their program isn't under the grant that Policy Council reviews. However, this information is shared because it is still part of the Head Start family. In addition it was also noted that the California State Preschool Program (CSPP) is also under the San Joaquin County Office of Education; we are a subcontractor for both grants. We are a partner with SJCOE and are still able to use our systems, our processes, everything we do here. However, now we have two Policy Councils that are governing our programs, so that is new for us, and we are excited to see how that all works.

Jerry spoke about the new fiscal year for the federal government which will go into effect on October 1, 2025. He added that at this point Head Start is still in that budget, and we as a program are thrilled. We are excited to be fully supported by Congress and by the President of the United States. Their comments about Head Start continuing have been very favorable, and we are hopeful that we might even see a slight increase to funding. Jerry also shared that advocacy efforts continue and as previously shared, the Council may be asked to get involved in some of those efforts; he will keep the Council posted. Jerry stated that at this point in time, we are very blessed to have the continued support considering Head Start is celebrating 60 years this year, which is fantastic!

In concluding the report, Jerry expressed appreciation to the Policy Council and wished them a very restful, safe and cool July break next month. As he thanked members for their time, he added that he looks forward to seeing everyone in August.

Members thanked Jerry and expressed birthday wishes. Additionally, there was an inquiry to the new location in Oildale for those families who were attending our Willow center. Jerry shared that two brand new classes along with some additional space was created at our Angela Martinez Center. Jerry stated they were north of the river; they will now be south of the river, adding that you can actually see the facility across the river and the Angela Martinez site was therefore convenient for those families. Jerry added that the staff that previously occupied this area of the building have since moved into our 18<sup>th</sup> Street location so that space was renovated to be two additional pre-K classrooms to support this transition.

## **7. Policy Council Chairperson Report**

Ruby wished members a great and safe 4<sup>th</sup> of July.

## **8. Policy Council Member Comments**

Members had an opportunity to share a comment if they would like.

Fatima Echeverria requested that her absence as noted on the Bylaws Committee attendance document be changed to excused as she was attending another CAPK event. Lisa stated that she would make that change.

Henrietta Castro stated that her daughter is aging out of Early Head Start and also that this meeting will be her last meeting as she is finishing up the hiring process and will be working as an Attendance Technician with the Head Start program. She shared that this next chapter for both her and her daughter is a little scary, but she is excited.

Maria Worthy shared that her son also completed the program and will be transitioning to kindergarten. She wanted to say that she is very happy to have had this program; she's happy for CAPK Head Start because if this program weren't around, her son would not be able to attend. Maria shared that she felt the teachers at her center (Alicante) "were a godsend" to her as her child has some challenges, but the staff was so patient and great. The teachers handled the challenges with grace for which she is very thankful.

Gabriela shared that her little boy has also completed the program and is transitioning to kindergarten. She shared that she appreciates the encouragement that she has found for her and her son from the CAPK family. She is grateful for the patience that has been shown to her son. Being a first time mom, she knows her son is growing but she is growing with him too. Gabriela shared that she has learned a lot, and she feels a lot more confident within herself thanks to CAPK. Gabriela thanked everyone for being a part of that.

## **9. Adjournment**

The next Policy Council meeting will be held on August 26, 2025 at 5:30 p.m. in the Board Room. The meeting was adjourned at 6:05 p.m.

**COMMUNITY ACTION PARTNERSHIP OF KERN  
POLICY COUNCIL EXECUTIVE COMMITTEE SPECIAL CALL MEETING MINUTES  
July 16, 2025  
Meeting ID: 295 389 117 451 1**

**1. Call to Order**

Policy Council Chairperson, Ruby Cruz called the meeting to order at 10:01 a.m.

a. Roll call was taken, and a quorum was established.

Policy Council Executive Committee Members Present: Ruby Cruz, Christopher Cuzul, Gabriela Rangel, Jennifer Wilson

Policy Council Executive Committee Members Absent: Dominique Bassi

**2. Public Comments**

*The public wishing to address the full Policy Council Executive Committee may do so at this time. Policy Council Executive members may respond briefly to statements made or questions posed. However, the Policy Council Executive Committee will take no action other than referring the item(s) to staff for study and analysis. Speakers are limited to three minutes each. If more than one person wishes to address the same topic, the total group time for the topic will be 10 minutes. Please state your name before making your presentation. Thank you.*

None

**3. New Business**

**\*ACTION**

a. **2024-2025 Head Start and Early Head Start Kern Carryover Request – Rosa Guerrero, Administrative Analyst**

Rosa Guerrero, Administrative Analyst presented the 2024-2025 Head Start and Early Head Start carryover request to the Executive Committee. It was shared that should this request be approved, it will allow for the transfer of the balance of unobligated funds from the previous fiscal year which ended on February 28, 2025 to be carried over to the current 2025-2026 fiscal year which runs March 1, 2025 through February 28, 2026. It was noted that there was a budget revision submitted to and approved by the Policy Council in February to support facility projects and minor renovations for our San Joaquin County program. This carryover request would support the completion of unfinished activities. Jennifer Wilson made a motion to approve; Christopher Cuzul seconded the motion. Motion carried unanimously.

**4. Policy Council Member Comments**

Members were given an opportunity to share comments; they shared various activities and places they will be visiting over the summer with their children.

**5. Next Scheduled Meeting**

The next scheduled Policy Council meeting will take place on August 26, 2025 at 5:30 p.m.

**6. Adjournment**

The meeting was adjourned at 10:06 a.m.