

**FRESNO ECONOMIC OPPORTUNITIES COMMISSION  
FOSTER GRANDPARENT PROGRAM (FGP) COMMUNITY ADVISORY GROUP (CAG)  
Friday, September 30, 2022  
1805 E. California Ave. Fresno CA 93706  
10:00 – 11:00 a.m.**

**Agenda**

	<u>Presenter</u>	<u>Action</u>	<u>Page</u>
<b>I. CALL TO ORDER</b>	Raquel Padia		
<b>II. ROLL CALL</b>	Raquel Padia		2
<b>III. APPROVAL OF MINUTES</b> April 30, 2022 Meeting Minutes	Leah Struck	Approve	3
<b>IV. APPROVAL OF BYLAWS</b>	Leah Struck	Approve	5
<b>V. PROGRAM UPDATES</b>	Leah Struck	Information	8
<b>VI. PROGRAM ANNOUNCEMENTS</b>	Leah Struck	Discussion	10
<ul style="list-style-type: none"> <li>• ArtHop Bake Sale Fundraiser – October 6, 2022</li> <li>• FGP Recognition Banquet – December 20, 2022</li> </ul>			
<b>VII. OTHER BUSINESS</b> The next meeting is scheduled on April 28, 2023.			
<b>VIII. PUBLIC COMMENTS</b> (This portion of the meeting is reserved for persons wishing to address the Advisory Group on items within jurisdiction but not on the agenda. Comments are limited to three minutes).			
<b>IX. ADJOURNMENT</b>			

**FRESNO EOC FOSTER GRANDPARENT PROGRAM  
COMMUNITY ADVISORY GROUP (CAG)  
VIA ZOOM  
Friday, APRIL 29, 2022**

**MINUTES**

**I. CALL TO ORDER**

Leah Struck called the meeting to order at 10:10 a.m.

**II. ROLL CALL**

Roll was called.

Committee Members (Zoom):

Margarita Cortez  
Julia Fowler  
Betty Brown  
Commissioner Bruce McAlister

Staff (Zoom):

Leah Struck  
Raquel Padia  
Luciana Lopez

Absent:

Yvonne Hernandez  
Amaris Castillo  
Tashon Smallwood  
Olga Ramirez

**III. APPROVAL OF MINUTES**

April 29, 2022 FGP Community Advisory Group Meeting Minutes

**Motion by:** Fowler **Second by:** Cortez

**Ayes:** Fowler, Cortez, Brown, McAlister

**Nays:** None

**IV. CAG ROSTER INTRODUCTIONS**

Introduction of new member Bruce McAlister Fresno EOC Board Commissioner. McAlister shared his background and relationship with Fresno EOC.

**V. GOALS OF CAG**

To gather input from station staff like Head Start.

Community participation for input on community trends and senior community needs.

Fundraising.

Ideas on retention and recognition of FGP volunteers.

Data sharing for grant reporting and applications.

## **VI. PROGRAM UPDATES**

- A.** FGP currently maintains 55 volunteers and two staff for FGP and one staff for Next 50 computer training. We are actively recruiting for volunteers
- B.** The Foster Grandparent volunteer stipend has officially been raised to \$3.15 an hour as of April 1, 2022. That is an increase of \$.15 cents.
- C.** We received the Next 50 initiative grant for \$100,000 to provide computer training classes for seniors. This is open to Foster Grandparents and to the public. The classes are being held here at LCC for a small group as a pilot class. The next quarter starting July 2022 we will be holding classes at the Fowler Senior Center and we are contacting the Kerman Senior Center to provide classes as well as another class at LCC.
- D.** The program was awarded the American Rescue Plan Senior Demonstration Program grant application that had been applied for. This will be \$375,000 over two years to expand into Madera, the eastern foothill community Auberry, Huron, and Cantua Creek.
- E.** An opportunity to apply for an augmentation to this current funding through American Rescue Plan funding became available. The purpose would be to address student learning loss due to COVID. The proposal is to add 10 Volunteer Service Years which would be approximately eight volunteers. FGP applied for \$65,000 and it was awarded. The proposal is to expand further into Madera County. We have contacted Madera Head Start director; she is interested but not accepting volunteers yet. We will continue to do outreach to other programs.
- F.** Another grant opportunity has opened through the American Rescue Plan funding Senior Demonstration Program. FGP will be applying with the proposal to expand even further into Madera County and contact the tribal communities and outreach to the Hmong community for recruitment of volunteer grandparents. If awarded this would start July 1, 2022.
- G.** Grandparent Day Luncheon was held September 10, 2021 at Fresno EOC Neilson Conference Center. This was the first in person gathering since the shutdown. The event was well attended with 50% of volunteers in attendance.
- H.** November 2021 a turkey luncheon was held at the Fresno EOC Nielsen Center with a turkey and trimmings meal from Fresno EOC Café catering. A food distribution specifically for the FGP volunteers was also conducted. Each of the FGP volunteers in attendance received a frozen turkey along with other bags of food items.

- I. December 2021 the annual Recognition Banquet was held at Pardini's Banquet Center. FGP volunteers were honored for their years of service with certificates, pins, and a gift. Those who have served for 20 years or over received a special award and recognition.
- J. "Story time with Grandma" video was recorded to use in classrooms and posted to YouTube. One of the Grandma was able to read two stories and was recorded by Fresno EOC communications staff member.
- K. Project Linus, a nonprofit that gathers handmade blankets from the community to distribute to children in need, contacted the FGP Program. FGP was able to assist with the distribution of 150 blankets to children in Head Start, WIC mothers, and youth in the Central Valley Against Human Trafficking Program.
- L. The Kiwanis Club of Fresno County donated \$1000 for FGP to purchase books for children in the program and use for grandparent volunteers to read to the children on Zoom. Working through the Scholastic book club system, 461 books were purchased. This provided three books to every one of the 140 students at Franklin, plus some books to keep in the FGP library for our other Grandparent volunteers that will be reading stories to their classes at other Head Starts.

**VII. REVIEW OF PROPOSED BYLAWS**

The draft of the FGP BYLAWS were sent to Fresno EOC CAG members via email in April 2022 meeting packet. A brief review of the bylaws was covered. Explanation of fundraising efforts organizing recycling with Fresno LCC recycling program to create an accounts. Brown explained the goal of fundraising was for a chartered bus to the coast. CAG members were not ready to vote on adopting the bylaws. Approval of bylaws moved to next CAG meeting.

Next CAG meeting will be September 30, 2022 at 10:00 a.m.

**VIII. PUBLIC COMMENT**

Marcia Logan, one of the Foster Grandparents, expressed her appreciation of the program and the things it accomplishes

**IX. ADJOURNMENT**

Meeting was adjourned at 10:55 a.m.

Respectfully submitted,  
Leah Struck



**FRESNO EOC FOSTER GRANDPARENT PROGRAM  
COMMUNITY ADVISORY GROUP (CAG) BY-LAWS**

**ARTICLE I. NAME**

The name of the Board will be known as the “Foster Grandparent Program Community Advisory Board,” hereinafter referred to as the Community Advisory Group (CAG).

**ARTICLE II. PURPOSE**

Section 1: The Community Advisory Board shall review and make recommendations regarding the Foster Grandparent Program to Fresno EOC Board of Commissioners. The review includes discussions of volunteer demographics, reported volunteer incidents, etc. which will be documented in Board meeting minutes.

Section 2: The Community Advisory Board shall serve as a liaison between the Foster Grandparent Program and other businesses and agencies.

Section 3: The Community Advisory Board shall assist in the development and enhancement of the Foster Grandparent Program’s public image.

Section 4: The Community Advisory Board shall recommend a strategy for continued funding of the Foster Grandparent Program.

Section 5: The Community Advisory Board shall recruit and maintain a board membership to ensure the best service to the Foster Grandparent Program.

**ARTICLE IV. MEMBERSHIP**

Section 1: The membership of the Community Advisory Group shall include members of the business community, public agencies, Foster Grandparent Program volunteers and residents of the community-at-large that are concerned with youth. These members may include:

- a. Fresno EOC Agency Commissioner(s)
- b. SeniorCorps members and Fresno EOC Foster Grandparent Program Volunteers.
- c. Public agencies providing services in: Education, Health, Social Services, Human Services, Outreach and Gerontology.
- d. Seniors from the community-at-large and/or from the Foster Grandparent Program.
- e. Other individuals or organization representatives who possess skills, interests and/or resources which will aid the Community Advisory Group in fulfilling its purpose.
- f. The Community Advisory Group shall give equal opportunity for membership, board participation without regard to race, religion, color, creed or national origin, sex, age, disabilities or sexual preferences to all persons otherwise qualified.

Section 2: There shall be a minimum of eight members on the Community Advisory Board.

Section 3: Each member shall be fingerprinted as mandated by funding source.

Section 4: All members serving on the Community Advisory Group shall be confirmed by Fresno EOC Board of Commissioners.

Section 5: If a member or their alternate is unable to attend two (2) or more regularly scheduled meetings with in a calendar year, then their seat on the Community Advisory Group will be reviewed for replacement.

Section 6: Any member may choose to designate an alternate to attend and vote at Community Advisory Board meetings on their behalf. Alternate designees shall be subject to the same membership and clearance specifications as required of a primary member.

Section 7: The Foster Grandparent Program Coordinator and staff shall serve as ex officio member of the Community Advisory Group.

## ARTICLE V. MEETINGS

Section 1: The Community Advisory Group shall meet twice a year and as needed. The first of these meetings shall be the annual meeting. The time and place of any meeting shall be determined by the Program Coordinator. By agreement of the membership via e-mail, the meeting may be held by teleconference. Additional emergency meetings will be determined by the needs of the program.

ARTICLE VI. ATTENDANCE AND TERMINATION OF MEMBERSHIP

Members who miss two consecutive meetings shall be contacted by the Community Advisory Group to determine if there is a need to replace the member. If so, the Foster Grandparent Program Coordinator shall arrange for the replacement of the Committee member. Members who may find it necessary to resign their position shall notify Fresno EOC Foster Grandparent Program Coordinator of their intention at least thirty days prior to the next scheduled meeting.

ARTICLE VII. ALTERNATES

Each member shall designate an alternate to serve in his/her absence.

ARTICLE VIII. MEMBERS AND TERM OF OFFICE

Section 1: Members shall be elected during the last meeting of each calendar year. Members will be elected by a simple majority vote.

Section 2: Each elected member shall serve for a period of one year and may be re-elected following a one-year lapse between terms.

Section 3: Community Advisory Group vacancies shall be filled by nominations from the floor and a majority vote at the next scheduled meeting. Voting: A quorum will consist of a simple majority of appointed members, present at the meeting. A minimum of one active appointed FGP Volunteer must be present during a quorum. During the absence of a quorum, informational items will be discussed without a vote.

ARTICLE VII: DUTIES & RESPONSIBILITIES OF THE COMMITTEE

Section 1: Foster Grandparent Coordinator shall secure community participation in local project operation by establishing a Community Advisory Group or a similar organizational structure with a membership that includes people:

- a. Knowledgeable of human and social needs of the community;
- b. Competent in the field of community service, volunteerism and children's issues;
- c. Capable of helping the sponsor meet its administrative and program responsibilities including fund-raising, publicity and programming for impact;
- d. With interest in and knowledge of the capability of older adults; and
- e. Of a diverse composition that reflects the demographics of the service area.

Section 2: Fundraising, Community Partnership & Volunteer Development.  
The committee shall be responsible for the development of an annual fundraising, community partnership, and marketing strategy.

ARTICLE X. DUTIES & RESPONSIBILITIES OF THE MEMBERS

The members of the Community Advisory Group shall include the Program Coordinator, Volunteer Specialist, and Program Assistant (Intern).

Section 1: Program Coordinator

The Program Coordinator shall designate the date, time and place of all meetings and affairs of the Community Advisory Group, at which he/she shall preside. He/she shall also be authorized to appoint subcommittees to undertake special tasks.

Section 2: Volunteer Specialist

The Volunteer Specialist at the request of the Program Coordinator or in the event of the Program Coordinator absence shall perform any and all duties of the Program Coordinator.

Section 3: Program Assistant (Intern)

The Program Assistant shall be responsible for insuring the recording and maintenance of the minutes and records of the Community Advisory Group, which shall include a current membership listing. The Program Assistant insures that all notices are distributed to all members.





**FOSTER GRANDPARENT PROGRAM COMMUNITY ADVISORY GROUP MEETING**

<b>Date:</b> September 30, 2022	<b>Program:</b> Foster Grandparent Program
<b>Agenda Item #:</b> V	<b>Coordinator:</b> Leah Struck
<b>Subject:</b> Program Updates	<b>Officer:</b> Michelle L. Tutunjian

**Background**

The information presented in the Program Updates is intended to keep the Community Advisory Group appraised of program activity for Foster Grandparent Program.



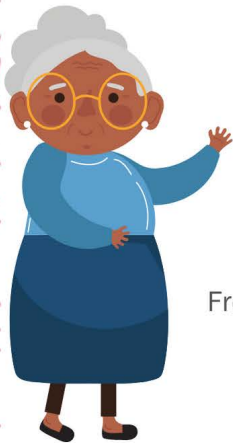
**FOSTER GRANDPARENT PROGRAM (FGP)  
PROGRAM UPDATES  
May 1, 2022 – September 30, 2022**

1. FGP currently has 45 active Senior Corps volunteers serving the community.
2. With carryover funding and new funding awarded from the Senior Demonstration Program, hired a second Volunteer Specialist and a Program Assistant. FGP now has five staff with one dedicated staff for Next 50 computer classes.
3. Senator Anna Caballero honored each FGP volunteers that completed the original Tech Training in June 2022 with a Certificate of Recognition. She had learned about the program from the news coverage of the April 2021 graduation. In September 2022, the Senator honored all of the FGP volunteers for Grandparents Day with certificates to recognize the sharing of their selves, love and wisdom with the children and youth in the community who need them the most.
4. Orientations and enrollment: Two orientations were held and 12 new grandparent volunteers were enrolled. Six interviews with interested persons in the Madera area were conducted.
5. Placements: The MOU created with Madera County Superintendent of Schools Early Childhood Learning Centers has made nine classrooms available in Madera and one in Chowchilla. An existing volunteer and a new grandpa living in Madera were placed there and an existing grandma placed in Chowchilla. Many grandparents went back to their original placements. Newly enrolled volunteers began at Dakota Circle Head Start and Reading and Beyond preschool. Two will be starting Boys and Girls Clubs.
6. MOUs: An agreement with Big Sandy Rancheria and Pine Ridge Elementary, along with the existing Foothill Elementary school will be available when volunteers are recruited from the foothill Auberry area. A new MOU was created with Reading and Beyond program with two sites in Fresno.

7. Generations Serving Together program: Awarded \$25,000 from Encore.org to begin a program to create a co-generational model of service. Encore and AmeriCorps Seniors teamed up to present this grant opportunity. FGP was one of eight recipients in the country.
8. Senior Demonstration Program: The funding for \$375,000 for two years began July 1, 2022 to provide for the expansion of the Foster Grandparent Program model. Madera, San Joaquin, Cantua Creek, Kerman, Auberry area and tribal communities in the foothills, and other areas we have not had a presence in before have been and will be contacted to gain volunteers sites and grandparent volunteers.
9. Next 50/Senior Planet Tech Training: Five classes of Seniors learning computer basics have been completed. The first graduation of the Fresno class of six people was held in June. This quarter, four classes in Kerman, Fowler, Fresno completed with 40 graduates. Classes in Kerman, Fresno and Fowler will begin again in mid-October. This Next50 funding ends in December.
10. Plant Sale fundraiser: The fundraiser was held during ArtHop at Fresno EOC Plaza in July and raised \$1,100. Plants were donated by grandparent volunteers and staff. A donation from a local florist/plant shop was added for a chance for a name to be drawn to receive a plant with a pot and hanger. Proceeds from the donations will help support a charter bus trip to the coast in the spring.
11. Eligible FGP volunteers and Next 50 / Senior Planet students received grocery gift cards from CSBG CARES funding. Fifty-nine clients each received a \$250 gift card to address food insecurity. The recipients were very appreciative and stated how much of a difference the grocery card will make for their budget.



# GRANDMAS' GOODIES



## BAKE SALE



Fundraiser for the Foster Grandparent Program  
ArtHop October 6, 2022 at 5:00-8:00 PM  
Fresno EOC Courtyard, 1900 Mariposa St, Fresno, CA 93721



SAVE THE DATE

**FOSTER GRANDPARENT PROGRAM**  
**2022 RECOGNITION BANQUET**



Fresno EOC  
Foster  
Grandparent  
Program



AmeriCorps  
Seniors



**TUESDAY, DECEMBER 20TH**

**9:30 AM - 12:30 PM**

PARDINI'S CATERING & BANQUET

2257 W SHAW AVE, FRESNO, CA 93711