



BOARD OF DIRECTORS MEETING

6:00 PM Thursday, February 9, 2023

Virtual via MS Teams

MEETING MINUTES

PRESENT

Connie Anderson, Andy Buck, Ken Bates, Donna Blend, S Joyann Repp, Danielle Viau, Darlene Bilstad, Don Nussbaum, Gary Will, Jay Myrechuck, Joe Gonyo, Paulette Feld, Shanah Zastera, Sadie Vander Velde, Shawn Ross, Mike Will

ABSENT/EXCUSED, Ashley Lamers, Bob Johnson, Jim Chatterton, Gayle Demler, Ken Bates, Mary Fleischman, Deb Neet, Christina Fowler

STAFF

Tanya Marcoe, Tony Beregszazi, Diane Radue-Branson, Kathy Doyle, Jason Vander Velden, Kelly Mauer, Tanya Biermann, Pam Ziegler

CALL TO ORDER

The meeting was called to order at 6:00 PM by President, Connie Anderson. A quorum of 16/24 was present.

AGENDA

Tanya Marcoe requested to add the Review & Approval of the Executive Committee actions of February 9, 2023 to the agenda.

A motion was made by Darlene Bilstad with a second by Donna Blend to approve the agenda with addition as presented. Motion carried.

MINUTES APPROVAL

A motion was made by Donna Blend with a second by Paulette Feld to approve the December 1, 2022 meeting minutes as presented.

REVIEW OF APPROVAL OF ACTIONS BY COMMITTEES

Tanya Marcoe presented the following Actions by Committees to the group for discussion:

- Finance & Personnel Meeting: January 12, 2023
- RSVP Advisory Committee Meeting: February 1, 2023
- Executive Committee Meeting: February 9, 2023

Additional clarification was requested regarding the Risk Assessment Report included in the Finance & Personnel Committee Meetings documents of January 12, 2023 regarding the COVID vaccine mandate for employees. Tanya Marcoe explained that the mandate in question is a requirement of the Department of Health and Human Services, which provides funding to ADVOCAP. The mandate is not an ADVOCAP requirement but because ADVOCAP receives funding from the Department of Health and Human Services ADVOCAP must abide by the mandate that all employees must be vaccinated or apply for an exemption and be approved.

Tanya went on to review discussion and action from the Executive Committee Meeting. The Executive Committee reviewed and approved a minor change to ADVOCAP's Succession Plan. Tanya explained to the Board that Ashley Lamers, who is currently a Board Member representing a business interest in Winnebago County has announced that she intends to step down from the Board due to an extremely busy schedule. Tanya also informed the Board that the Executive Committee had approved Connie Anderson be a voting member of the Head Start Policy Council and approved the creation of a Head Start Planning Commission to address the issue of finding a better location for the Head Start Program and fundraising opportunities.

A motion was made by Donna Blend with a second by Shawn Ross to approve Actions by Committees as presented. Motion carried.

BOARD TRAINING: PURPOSE: WHY ARE YOU HERE?

Board members viewed a board training video provided by CAPLAW with a focus on purpose. The video discussed the key attributes of successful board members. The video discussed the purpose of serving on a community action agency board and how each board member's individual skills and experiences compliment the board as a whole. Members were asked to reflect on ways they could fulfill their fiduciary duties and how they could be most effective while carrying out ADVOCAP's mission. After the video, several Board members shared stories of what led them to want to serve on ADVOCAP's Board of Directors and what is most important to them.

WEATHORIZATION PROGRAM PRESENTATION

Jason VanderVelden, Director of ADVOCAP's Weatherization Department, provided an overview of the services provided by his department. The group reviewed the purpose of each type of home energy conservation services the department provides including the Weatherization Assistance Program, the HE+ Furnace Program, and the most recent service, the HE+ Water Conservation Program. Jason explained how eligible households access the services and the benefit they provide both in cost savings and the improved health and safety quality of those living in the home. Jason also briefly explained the homeowner assistance services provided, i.e. Down Payment Assistance, Foreclosure Prevention, and Homeowner Rehabilitation.

OTHER BUSINESS / ANNOUNCEMENTS

Tanya Marcoe reminded the group of the upcoming Strategic Planning Meeting scheduled for March 1st at the FVTC Riverside Campus in Oshkosh. Tanya explained that this is the first time ADVOCAP has planned such an extensive Strategic Planning session in which Board members and Staff will be included in the process. The Strategic Planning Team at Fox Valley Technical College will be assisting the Management Team and Board to identify agency strengths and weaknesses, determine purpose and goals, and develop a plan to reach the goals while managing and assessing progress as the agency moves forward as a whole.

Upcoming meetings are as follows:

- Strategic Planning Session, March 1st, 5:00PM-8:00PM at the Fox Valley Technical College Riverside Campus in Oshkosh
- Committee Meetings, March 9th, in Fond du Lac
- Board and Executive Committee Meetings, April 20th, in Oshkosh

ADJOURNMENT

A motion was made by Paulette Feld with a second by Darlene Bilstad to adjourn the meeting at 7:08 PM. Motion carried.

Minutes By: Tanya Biermann