

**ADVOCACY & OPERATIONS COMMITTEE MEETING**

6:00 PM Thursday, June 8, 2023

Fond du Lac Office – Room 219

**MEETING MINUTES**

**PRESENT**

Gary Will, Raina Lyman, Danielle Viau, Don Nussbaum, Connie Anderson, Darlene Bilstad

**ABSENT/EXCUSED**

Christina Sippel-Fowler, Mary Fleischman

**STAFF**

Tanya Marcoe, Tony Beregszazi, Deb Shepro, Kathy Doyle, Pam Ziegler, Jason VanderVelden

**CALL TO ORDER**

The meeting was called to order at 6:04 PM by Chair Gary Will. A quorum of 6/8 was present.

**REVIEW AND APPROVAL OF AGENDA**

Tony Beregszazi requested the addition of the ADVOCAP Head Start 2023-2024 Transportation Waiver Request to be added to the agenda. It was decided to add the Wavier to the section of Applications of Funds for existing Programs and Services as item letter G.

*A motion was made by Don Nussbaum with a second by Danielle Viau to approve the agenda with the addition of the ADVOCAP Head Start 2023-2024 Transportation Waiver Request. Motion carried.*

**REVIEW AND APPROVAL OF MARCH 9, 2023, MINUTES**

*A motion was made by Connie Anderson with a second by Darlene Bilstad to approve the November 10, 2022, meeting minutes as presented. Raina abstained from the vote. Motion carried.*

**ELECTION OF OFFICERS**

Tanya Marcoe informed the Committee that they needed to nominate a committee member to be the Chairperson for the Finance and Personnel Committee and a member to be the Vice Chairperson for the Advocacy and Operations Committee.

Don Nussbaum nominated Gary Will to be the Chairperson for the Advocacy and Operations Committee.

*A motion was made by Don Nussbaum with a second by Darlene to approve Gary Will as the Chairperson. Gary abstained from the vote. Motion carried.*

Connie Anderson nominated Danielle Viau to be the Vice Chairperson for the Advocacy and Operations Committee.

*A motion was made by Connie Anderson with a second by Darlene Bilstad to approve Danielle Viau as the Vice Chairperson. Danielle abstained from the vote. Motion Carried.*

### **REVIEW AND APPROVAL OF DUTIES AND RESPONSIBILITIES**

Tanya Marcoe presented to the committee the duties and responsibilities of the Advocacy and Operations Committee. She informed the committee that no changes have been made to the duties and responsibilities.

*A motion was made by Danielle Viau with a second by Gary Will to approve the duties and responsibilities as presented. Motion carried.*

### **REVIEW AND APPROVAL OF APPLICATIONS OF FUNDS FOR EXISTING PROGRAMS AND SERVICES**

#### **a) Business and Workforce Development: United Way Oshkosh, Quest**

Deb Shepro presented to the Committee that ADVOCAP is seeking authorization to apply to the Oshkosh Area United Way for \$25,000 to support the Skills Enhancement Program and \$25,000 to support the Adult Education Program.

Deb is also seeking authorization to accept a grant from Wisconsin Community Action Program Association for the WISCAP QUEST Childcare Workforce Program in the amount of \$603,636 to support the Childcare incubator program that ADVOCAP is starting up. The money will support staff, office supplies, incubator supplies to equip each room, space costs, and program support costs such as training and licensing.

*A motion was made by Connie Anderson with a second by Danielle Viau to approve applying to the Oshkosh Area United Way grant and accepting the funds from the QUEST grant as presented. Motion Carried.*

#### **b) Food & Nutrition: United Way Oshkosh, Meals on Wheels**

Deb Shepro presented to the Committee that ADVOCAP is seeking authorization to apply to the Oshkosh Area United Way for \$25,000 to help support the home delivered meal program for seniors.

Deb presented to the Committee that Meals on Wheels America-Social Connections has invited ADVOCAP to apply for the Social Connection Grant to support Senior Nutrition and Senior Friends. ADVOCAP is seeking approval to apply for \$10,000.

Deb also presented to the Committee that ADVOCAP is seeking authorization to apply for a \$25,000 grant from Meals on Wheels America-Unmet Needs to support ADVOCAP's Liquid Supplement Program.

*A motion was made by Connie Anderson with a second by Darlene Bilstad to approve applying to Oshkosh Area United Way, Meals on Wheels America-Social Connections, and Meals on Wheels America-Unmet Needs as presented. Motion carried.*

#### **c) Homeless Prevention: United Way Oshkosh, HAP, TBRA**

Deb Shepro presented to the Committee that ADVOCAP is seeking authorization to apply to Oshkosh Area United Way for \$80,000 to support the Bridges Program. The money will be used for direct assistance to participants' landlords, utility companies, car repairs, and other one-time gap expenses.

Deb also presented to the committee that ADVOCAP is seeking authorization to apply to Wisconsin Balance of State Continuum of Care/DEHCR for \$75,000 to support ADVOCAP's Housing Assistance Program. The money will be used for housing costs and supportive services related to obtaining or maintaining permanent housing.

Deb also informed the committee that ADVOCAP applied to the Wisconsin Department of Administration for the Department of Energy, Housing and Community Resources grant on May 19, 2023, in the amount of \$617,720. This funding will be used for ADVOCAPs Tenant Based Rental Assistance Program which helps low-income families with paying rent for up to 24 months.

*A motion was made by Don Nussbaum with a second by Connie Anderson to approve applying to Oshkosh Area United Way, Wisconsin Balance of State Continuum of Care/DEHCR, and Wisconsin Department of Administration – Department of Energy, Housing and Community Resource as presented. Motion carried.*

**d) Head Start: Child Care Counts, Basic Needs Giving Partnership**

Deb Shepro presented to the Committee that ADVOCAP is seeking authorization to apply for the Basic Needs Giving Partnership grant for \$30,000. These funds will help support general operating expenses for ADVOCAPs Head Start Program.

Deb also informed the Committee that ADVOCAP had applied for the State of Wisconsin Division of Early Care and Education – Child Care Counts: Stabilization Payment program. This program offers monthly payments to any childcare center. ADVOCAP applied for this monthly grant in April 2023, and we received \$15,870 for increasing access to high-quality care and \$18,475 for workforce recruitment and retention. ADVOCAP expects that in May 2023 we will see a similar payment amount.

*A motion was made by Connie Anderson with a second by Danielle Viau to approve applying to the Basic Needs Giving Partnership, and the Child Care Counts grant as presented. Motion carried.*

**e) Weatherization: Contract Review**

Jason VanderVelden presented to the Committee an overview of what the weatherization department is doing, and their budget for 2024. Weatherization's allocated funds total is \$3,486,881. These funds are used for administration, baseload operations, financial Audit, health and safety, liability insurance, operations, program support, and technical and training assistance.

**f) Emergency Assistance: National Exchange Bank Foundation**

Tony Beregszazi presented to the Committee that ADVOCAP is seeking authorization to apply to the National Exchange Bank Foundation for \$50,000 to meet emergency/crisis needs for low-income families, and \$50,000 to help support the Head Start program for a total of \$100,000.

*A motion was made by Darlene Bilstad with a second by Connie Anderson to approve applying to the National Exchange Bank Foundation as presented. Motion carried.*

**g) ADVOCAP Head Start 2023-2024 Transportation Waiver Request**

Tony Beregszazi presented to the Committee a request to approve ADVOCAP's Head Start 2023-2024 Transportation Waiver Request. The waiver allows for families to work with the school districts directly to receive transportation services if needed.

*A motion was made by Connie Anderson with a second by Don Nussbaum to approve applying for the Transportation Waiver as presented. Motion carried.*



**OTHER BUSINESS / ANNOUNCEMENTS/ REPORTS**

Tony Beregszazi informed the Committee of the upcoming Volunteer Banquet being held on June 28, 2023.

**Upcoming meetings are as follows:**

- a) Board meeting, July 13, 2023, in Prairie View
- b) Committee meetings, August 10, 2023, at the JP Coughlin Center in Oshkosh

**ADJOURNMENT**

*A motion was made by Gary Will with a second by Connie Anderson to adjourn the meeting at 7:14 PM. Motion carried.*

Minutes By: Pam Ziegler