

ADVOCACY & OPERATIONS COMMITTEE MEETING

6:00 PM Thursday, April 18, 2024
ADVOCAP Office- Conference Room
2929 Harrison St. | Oshkosh, WI 54901

MEETING MINUTES

PRESENT

Gary Will, Connie Anderson, Danielle Viau, Don Nussbaum

ABSENT/EXCUSED

Mary Fleischman, Raina Lyman

STAFF

Tanya Marcoe, Tony Beregszazi, Pam Ziegler, Kathy Doyle, Joe Lougher, April Mullins-Datko, Jason VanderVelden

CALL TO ORDER

The meeting was called to order at 6:01 PM by Chair Gary Will. A quorum of 4/5 was present.

REVIEW AND APPROVAL OF AGENDA

Tanya Marcoe requested the addition of item 5f) rental assistance, 5d) add the Head Start State Supplement Grant to the Cost-of-Living Adjustment, and item 5g) Business Development Skills Enhancement.

A motion was made by Connie Anderson with a second by Don Nussbaum to approve the agenda with the addition of item 5f) rental assistance, 5d) Head Start State Supplement Grant and Cost of Living Adjustment, and item 5g) Business Development Skills Enhancement. Motion carried.

REVIEW AND APPROVAL OF FEBRUARY 15, 2024, COMMITTEE MEETING MINUTES

A motion was made by Danielle Viau with a second by Connie Anderson to approve the February 15, 2024, meeting minutes as presented. Motion carried.

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

- a) Business and Workforce Development- SBA-PRIME Grant: Kathy Doyle presented to the Committee ADVOCAP's Business Development Funding Request for PRIME funds from the Small Business Administration. She informed the Committee that the funding will support the Business Development Program by providing training, business marketing, financial plan development, etc. ADVOCAP would like authorization to apply for PRIME funds from the Small Business Administration.

A motion was made by Connie Anderson with a second by Don Nussbaum to approve applying for PRIME funds from the Small Business Administration as presented. Motion carried.

- b) Weatherization Department- DEHCR Weatherization Contract: Jason VanderVelden informed the Committee that ADVOCAP has been allocated \$3,627,557 for the next program year beginning on July

1, 2024. This funding will support the Weatherization Program. ADVOCAP would like authorization to submit a budget and application to continue our weatherization program.

A motion was made by Gary Will with a second by Don Nussbaum to approve submitting a budget and application to receive the allocated \$3,627,557 as presented. Motion carried.

- c) Weatherization Department- HOME Rehab Contract: Jason VanderVelden presented ADVOCAP's HOME HHR Contract funding request in the amount of \$150,000 to the Committee. Jason explained that this funding would be used for home acquisition and home rehabilitation for qualified individuals. ADVOCAP will provide a 0%, deferred loan to the homeowner in the form of a mortgage for the total amount of work that is done. There is no payment due on the mortgage until the time the home is sold, and after 15 years from the date of the mortgage, the loan will be forgiven.

A motion was made by Don Nussbaum with a second by Connie Anderson to approve applying for the HOME HHR Contract funding request in the amount of \$150,000 as presented. Motion carried.

- d) Head Start- Cost of Living Adjustment and the State Supplement Grant: April Mullins-Datko presented to the Committee a State Supplement grant and Cost of Living Adjustment (COLA) grant to be approved by the Committee. For the Head Start Supplement Grant ADVOCAP has been allocated \$107,828 which will provide support to the Head Start Program and improve the overall quality of the Head Start program and its staff. For the COLA Grant ADVOCAP anticipates a funding amount of \$72,470 which is used for staff wages and benefits.

A motion was made by Connie Anderson with a second by Danielle Viau to approve applying for the Head Start State Supplement Grant and the Cost-of-Living Adjustment grant as presented. Motion carried.

- e) Agency-Wide- National Exchange Bank and Trust Foundation: Tony Beregszazi informed the Committee that ADVOCAP would like their approval to apply to the National Exchange Bank and Trust Foundation in the amount of \$100,000 to be used for client emergency assistance, some funds will go to the RSVP program to pay our volunteer drivers, and other needs within the agency.

A motion was made by Gary Will with a second by Danielle Viau to approve applying to the National Exchange Bank and trust foundation for \$100,000 as presented. Motion carried.

- f) Homeless Prevention- Department of Energy, Housing and Community Resources Tenant Based Rental Assistance (TBRA) Program: Tony Beregszazi presented to the Committee and overview of TBRA which is a subsidy program that helps households secure safe and stable housing by providing financial assistance such as rent payment and security deposits to eligible households. ADVOCAP would like the Committees approval to apply for \$800,000 for the 2-year grant cycle.

A motion was made by Connie Anderson with a second by Danielle Viau to approve applying to the Department of Energy, Housing and Community Resources- TBRA grant as presented. Motion carried.

- g) Business Development- Wisconsin Department of Children and Families for the Skills Enhancement program: Kathy Doyle presented to the Committee an overview of ADVOCAPs Skills Enhancement program which helps low-wage individuals increase their wages by providing them with funds to go back to school, to get them the training that they need so that they can earn more money and work towards self-sufficiency. ADVOCAP would like authorization to apply for this state allocated grant.



A motion was made by Gary Will with a second by Don Nussbaum to approve applying to the Department of Children and Families for the Skills Enhancement Program as presented. Motion carried.

CHOOSE REPRESENTATIVE FOR THE NOMINATIONS COMMITTEE

Tanya Marcoe informed the Committee that we need a representative to be on the Nominations Committee. Connie nominated Don with Gary as an alternate if needed, and the Committee agreed.

OTHER BUSINESS / ANNOUNCEMENTS/ REPORTS

Tanya Marcoe informed the Committee that our Annual Meeting will look different this year due to no Board meeting, and there will be client and staff testimonials, and a promotional video telling ADVOCAP's story.

Tanya also informed the Committee that ADVOCAP and other CAP Agencies who participated in Covid relief programs are being awarded the Governor's Award at WISCAPs 2024 Annual Conference.

Tanya let the Committee know that there are two open Board seats for Winnebago County representatives, one Board seat for Green Lake County, and that Sr. Joyann has resigned from the Board.

Upcoming meetings are as follows:

- a) Board Meeting, Thursday May 2, 2024, 6:00 PM at Fond du Lac ADVOCAP Office.
- b) Annual Meeting, Thursday May 16, 2024, 5:00 PM at Heidel House, Green Lake.
- c) Committee Meetings, Thursday June 20, 2024, at the Fond du Lac Office.

ADJOURNMENT

A motion was made by Gary Will with a second by Don Nussbaum to adjourn the meeting at 6:55 PM. Motion carried.

Minutes By: Pam Ziegler