

Planning & Program Development Committee Meeting

7:00 PM – Thursday, August 21, 2025

ADVOCAP Fond du Lac Office – Meeting Room 219

19 W 1st Street | Fond du Lac, WI 54935

Present:

Connie Anderson, Edie Crews, Paulette Feld, Amber Lyn Gilbertson, Donna Blend (7:40pm)

Absent/Excused:

Bob Johnson, Jeff Lutz, Mary Fleischman, Shaddai Carmona

Staff:

Tanya Marcoe, Tony Beregszazi, Deb Shepro, CJ Bruden, Lisa Severson

Call to Order:

The meeting was called to order at 7:00pm by Vice-Chair Paulette Feld. A quorum of 4/8 was present.

Review and Approval of Agenda:

A motion was made by Connie Anderson, with a second by Edie Crews, to approve the agenda as presented. Motion carried.

Review and Approval of April 24, 2025, Committee Meeting Minutes:

A motion was made by Connie Anderson, with a second by Amber Lyn Gilbertson, to approve April 24, 2025, meeting minutes as presented. Motion carried.

Election of Committee Chairperson and Vice-Chairperson:

A motion was made by Connie Anderson, with a second by Amber Lyn Gilbertson, to nominate Donna Blend for Chairperson of the PPD Committee. Motion carried

A motion was made by Connie Anderson, with a second by Amber Gilbertson, to nominate Paulette Feld for Vice-Chairperson of the PPD Committee. Motion carried.

Update on 2025 Annual Plan:

Tanya Marcoe presented to the committee on ADVOCAP's progress on the 2025 Annual Plan. This included an overview and update on the 5 areas of interest: Increase Community Collaboration and Investment, Develop and Expand Programs Based on Needs Assessment, Educate and Advocate Regarding Foundational Community Action Principles, Invest in Staff, and Evaluate Existing Programs and Establish What to Stop, Start, Continue, and Modify.

Review and Approval of 2025 Community Needs Assessment:

Deb Shepro presented an overview of the 44 page Community Needs Assessment. The report

shows that the needs vary from individual to individual. Our most prevalent survey respondents were single moms. Many of the households surveyed were focused on short-term survival, which contributed to poverty and debt cycles, and 1 in 3 of the families live below the ALICE Threshold. Many households reported that childcare, health, disability, transportation, mental health, legal help, and food costs as the primary challenges or barriers that they face.

A motion was made by Connie Anderson, with a second by Amber Lyn Gilbertson, to approve the 2025 Community Needs Assessment Draft as presented. Motion carried.

Other Business/Announcements/Reports:

- a) Board and Executive Committee Meeting, September 25, 2025, at J.P. Coughlin Center, 625 E. County Rd. Y, Oshkosh, WI
- b) Committee Meeting, October 23rd, 2025, at Berlin ADVOCAP office, 237 Broadway
- c) Board and Executive Committee Meeting, November 20, 2025, at the ADVOCAP Fond du Lac office, 19 W. 1st Street

Adjournment:

A motion was made by Connie Anderson, with a second by Donna Blend, to adjourn the meeting at 8:37pm. Motion carried.