



ADVOCACY & OPERATIONS COMMITTEE MEETING

5:45 PM Thursday June 16, 2016

Oshkosh ADVOCAP Office

2929 Harrison St.

Oshkosh, WI

MEETING MINUTES

PRESENT: Connie Anderson, Darlene Bilstad, Joni Denecke, Larry Lautenschlager, Paul Levandowski, Carol Miller, Mike Norton

**ABSENT/
EXCUSED:** Mary Fleischman, Anne Paradies, Gary Will

STAFF/ Tony Beregszazi, Hillary Gunther, Jason Vander Velden, Lea Possehl

**CALL TO
ORDER:** The meeting was called to order by temporary chair Darlene Bilstad at 5:45 PM.

ROLL CALL: Roll call was taken and a quorum of 7/10 was present.

**AGENDA
APPROVAL:** A motion was made by Larry Lautenschlager with a second by Carol Miller to approve the agenda as presented.

MOTION CARRIED

**MINUTES
APPROVAL:** A motion was made by Mike Norton with a second by Paul Levandowski to approve the March 31, 2016 minutes as presented.

MOTION CARRIED

ELECTION OF OFFICERS:

Mike Norton nominated Gary Will to be the committee Chair.

Mike Norton nominated Anne Paradies to be the committee Vice Chair.

Neither individual was present to accept nomination.

A motion was made by Mike Norton with a second by Carol Miller to appoint Gary will to Chair and Anne Paradies to Vice Chair upon their acceptance of nomination. Darlene Bilstad will continue to chair the meeting in their absence.

MOTION CARRIED

REVIEW & APPROVAL OF DUTIES & RESPONSIBILITIES:

Advocacy & Operations Committee Duties & Responsibilities were reviewed. There were no recommended changes.

A motion was made by Larry Lautenschlager with a second by Mike Norton to approve the Advocacy & Operations Duties & Responsibilities as presented.

MOTION CARRIED

2016 CUSTOMER SATISFACTION RESULTS:

2016 Customer Satisfaction Survey Results were reviewed. The committee had some concerns regarding the limited number of responses received and would like to find a way to get more responses back as well as a wider variety of department information returned.

REVIEW & APPROVAL OF GRANT APPLICATIONS FOR EXISTING PROGRAMS:

A.) Head Start State Grant and Federal Duration Expansion Grant

Tony Beregszazi and Hillary Gunther presented information regarding two Head Start grant opportunities. The State Supplemental Grant enables the Head Start Program to provide services for 15 additional children and is flat-funded for the upcoming year.

The second request is for the Head Start Duration Expansion Grant. Staff explained the purpose of the grant and how it would enable the program to implement full-day and full year programming to 1020 hours, by September of 2017. The grant would provide the funding to implement plans that have been in the works for some time. The Committee was informed that the Head Start Policy Council approved the submission at their last meeting.

A motion was made by Carol Miller with a second by Mike Norton to approve the two Head Start grant applications.

MOTION CARRIED

B.) Weatherization Contract for 2016-2017

Jason Vander Velden described weatherization services, the program's impact on energy conservation, and ADVOCAP's top ranking among state contracted agencies. He requested approval to contract with the State for \$2,402,313.

A motion was made by Carol Miller with a second by Joni Denecke to approve the State contract for Weatherization services.

MOTION CARRIED

OTHER BUSINESS:

Nothing to report

ADJOURNMENT:

A motion was made by Mike Norton with a second by Larry Lautenschlager to adjourn the meeting at 7:05 PM.

MOTION CARRIED

MINUTES BY: Lea Possehl, Executive Administrative Assistant