



PLANNING & PROGRAM DEVELOPMENT COMMITTEE MEETING

7:00 P.M. Thursday, June 16, 2016

Oshkosh ADVOCAP Office

2929 Harrison St.

Oshkosh, WI

MEETING MINUTES

PRESENT: Connie Anderson, Donna Blend, Tom Dornbrook, Paulette Feld, Joe Gonyo, Ann Marshall, Joyann Repp, John Schneider

**ABSENT/
EXCUSED:** Chris Kniep

STAFF/GUEST: Tony Beregszazi, Michael Bonertz, Lea Possehl

CALL TO ORDER: The meeting was called to order by Vice Chair Joe Gonyo at 7:00 p.m.

ROLL CALL: Roll call was taken and a quorum of 8/9 was present.

**AGENDA
APPROVAL:** A motion was made by Ann Marshall with a second by Donna Blend to approve the agenda as presented.

MOTION CARRIED

**MINUTES
APPROVAL:** A motion was made by Ann Marshall with a second by Tom Dornbrook to accept the March 31, 2016 minutes.

MOTION CARRIED

ELECTION OF OFFICERS:

Tom Dornbrook nominated Donna Blend to be the committee Chair.
Tom Dornbrook nominated Joe Gonyo to be the committee Vice Chair.

Both individuals were present and accepted nomination.

A motion was made by Tom Dornbrook with a second by Ann Marshall to appoint Donna Blend to Chair and Joe Gonyo to Vice Chair.
Donna Blend would chair remainder of meeting.

MOTION CARRIED

REVIEW & APPROVAL OF DUTIES & RESPONSIBILITIES:

Planning & Program Development Committee Duties & Responsibilities were reviewed. There were no recommended changes.

A motion was made by Joe Gonyo with a second by Ann Marshall to approve the Planning & Program Development Duties & Responsibilities as presented.

MOTION CARRIED

COMMUNITY NEEDS ASSESSMENT:

A.) OVERVIEW OF POVERTY IN ADVOCAP SERVICE AREA

Samantha Mueller, Grant Writer, provided a power point presentation featuring statistics related to poverty in our 3 county service area.

B.) RESULTS OF SURVEY OF STAFF

Mike Bonertz discussed the staff results of the Needs Assessment survey. He stated that the survey will be distributed in the near future to both individuals that we serve as well as low income individuals that we do not currently serve.

DISCUSSION AND APPROVAL OF SURVEY DOCUMENT:

Mike Bonertz presented the 2016 Needs Assessment Survey. A few edits were suggested which will be made by Lea Possehl prior to mailing.

OTHER BUSINESS/ANNOUNCEMENTS/REPORTS:

Nothing to report.

AJOURNMENT: A motion was made by Paulette Feld with a second by Joyann Repp to adjourn the meeting at 8:30 PM

MINUTES BY: Lea Possehl, Executive Administrative Assistant