

PLANNING & PROGRAM DEVELOPMENT COMMITTEE MEETING

7:00 PM Thursday, August 15, 2024

JP Coughlin Center

625 E. County Road Y, Oshkosh

MEETING MINUTES

PRESENT

Connie Anderson, Paulette Feld, Donna Blend, Sr. Edie Crews, Jeff Lutz, Amber Lyn Gilbertson

ABSENT / EXCUSED

Bob Johnson, Mary Fleishman

STAFF

Tanya Marcoe, Tony Beregszazi, Joe Lougher, Brian Jacobson, Deb Shepro, April Mullins-Datko, Justin McArthur, Jason VanderVelden, Becky Heldt

CALL TO ORDER

The meeting was called to order at 7:07 PM by Chair Donna Blend. A quorum of 6/7 was present.

REVIEW AND APPROVAL OF AGENDA

A motion was made by Jeff Lutz with a second by Connie Anderson to approve the agenda as presented. Motion carried.

REVIEW AND APPROVAL OF JUNE 20, 2024, MEETING MINUTES

Correction- Tonya Hitz was moved to ADVOCAP's Advocacy and Operations Committee starting in June 2024 and she was marked as absent from the Planning and Program Development Committee in June. The correction was made, and her name was taken off the PPD Committee meeting minutes for June.

A motion was made by Jeff Lutz with a second by Connie Anderson to approve the meeting minutes of June 20, 2024, with the correction. Motion carried.

UPDATE/REPORTS

- a) Progress Report on Annual Plan- Tanya Marcoe provided the Committee with an updated report of ADVOCAP's Annual Plan. She informed them that there is an upcoming training for Head Start Staff the week of August 19, with more training to come, and that a revised budget was submitted to the Finance and Personnel Committee on June 20, 2024.

NEW GRANT OPPORTUNITIES

- a) Affordable Housing: WI Housing and Economic Development Authority (WHEDA) Grant- Justin McArthur presented to the Committee an opportunity to apply for and submit an application to Wisconsin Housing and Economic Development Authority Housing Grant Program, WHEDA Foundation in the amount of \$50,000. The money will be used to replace the old wood siding on the property located at 820 E. Nevada St. in Oshkosh, WI.

A motion was made by Amber Lyn Gilbertson with a second by Jeff Lutz to approve applying to the WHEDA Foundation for \$50,000 as presented. Motion carried.

- b) Weatherization: Wisconsin Home Energy Assistance Program--process Energy Assistance applications for Green Lake County- Justin McArthur presented to the Committee a motion to accept the contract to administer the Wisconsin Home Energy Assistance Program in Green Lake County. He explained that Green Lake County DHHS who administered the program previously has relinquished the service for the upcoming program year, beginning Oct. 1, 2024. The State of WI DOA-DEHCR proposed that ADVOCAP Inc. assume Green Lake County's previous WHEAP responsibilities and a corresponding contract allocation. We estimate serving 150-250 households, and an estimated allocation of \$17,000.

A motion was made by Amber Lyn Gilbertson with a second by Paulette Feld to approve accepting the contract to administer the Wisconsin Home Energy Assistance program for Green Lake County beginning October 1, 2024, as presented. Motion carried.

OTHER BUSINESS/ANNOUNCEMENTS

Tanya Marcoe informed the Committee that Chad Dull will be presenting at the September 5th Board Meeting on Poverty Informed Practices.

- a) Board meeting, September 5, 2024, at the ADVOCAP Office, 19 W. 1st. St., Fond du Lac, held in the First Floor Activity Room
- b) Committee meetings, October 17, 2024, at the JP Coughlin Center, 625 E. County Rd. Y, Oshkosh, held in Room B

ADJOURNMENT

A motion was made by Connie Anderson with a second by Lutz to adjourn the meeting at 7:53pm. Motion carried.

Minutes By: Pam Ziegler