

Bi-County CAP, Inc.

YouthBuild



YouthBuild House



Head Start



“Community Action: Helping People. Changing Lives.”

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Annual Report 2015



Message from the BI-CAP Board Chair

I am happy to write this letter for the 2014 Bi-County Community Action Programs Annual Report. I'm sure you will see just how very proud we are of all the accomplishments that happened last year. Our commitment to the mission of BI-CAP is strong as we help low income people obtain self-sufficiency.

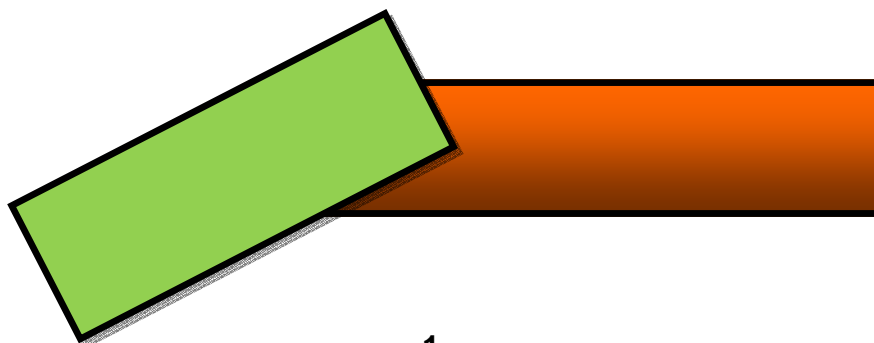
You will find each of our departments have submitted their program highlights. It's hard to believe just how many lives have been touched under the umbrella of BI-CAP which includes Head Start, YouthBuild, Energy Assistance, Supportive Housing and Weatherization. Our dedicated employees in each of these areas have produced some solid results which is reflected in the program highlights.

2014 was a tough year for BI-CAP. Not only did we have to face tight budgets with both federally and state funded programs, but also had to deal with the un-expected loss of two of our employees, (Tina Sweatt-YouthBuild) and (Tim Johnson-Head Start). Their memories will always be with us and we cherish their accomplishments and energy that they brought to us.

We tried to make this year's report easier to read. I hope we have accomplished that goal and provided you with a better understanding about just how important BI-CAP is to the less fortunate in both Cass and Beltrami Counties.

Steve Newby

Board Chair





BI-CAP HEAD START AND EARLY HEAD START

BI-CAP HEAD START MISSION STATEMENT: “BI-CAP Head Start is committed to offering diverse groups of children and families individualized opportunities to continue their growth and development through comprehensive services such as health, education and community connections.”

HEAD START

Head Start is a child development program that promotes school readiness and provides comprehensive health, nutritional and social services to eligible three, four and five year old preschoolers and their families. Nationwide, the program has enrolled more than 25 million children since its beginning in 1965.

Head Start programs apply for state and federal grant funding to provide services to income-qualified children and families. The program focus is on helping preschoolers develop the early reading and math skills they need to be successful in school.

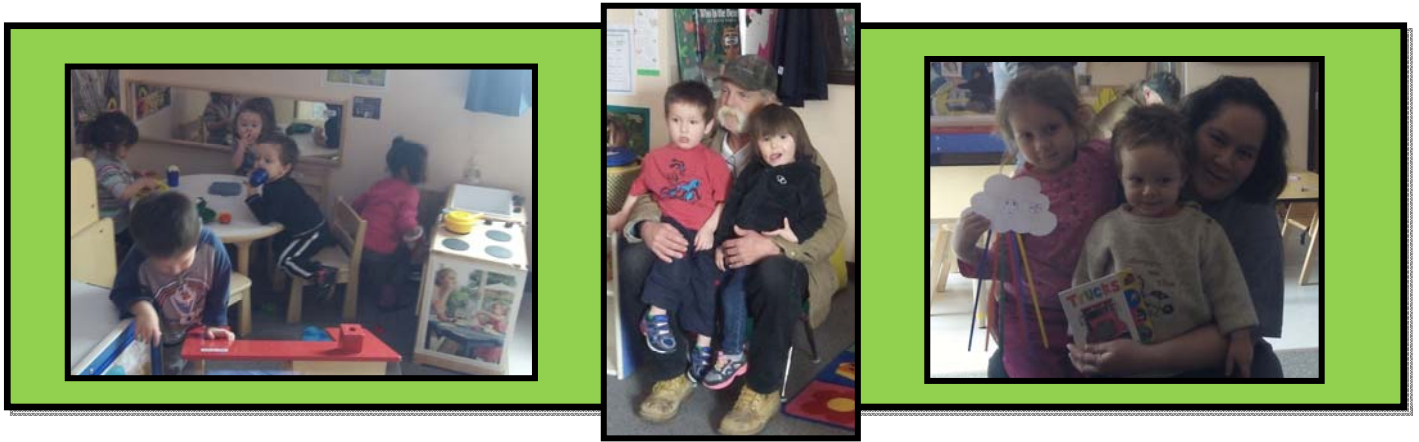
BI-CAP Head Start programs promote school readiness by enhancing the social and cognitive development of children. Programs encourage parents to be involved in their children's learning and help them in working toward their educational, literacy and employment goals. Head Start stresses the importance of parent involvement in all areas of the program.

EARLY HEAD START

The Early Head Start program was created in 1994 for children from birth to three years old and pregnant women. The idea for Early Head Start came out of scientific evidence that shows a child's first three years of life are very important to healthy development. Relationships formed with adults during these years set the course for all future development.

Early Head Start promotes healthy prenatal outcomes, enhances the development of infants and toddlers, and promotes healthy family functioning. Services are designed to meet the unique needs of each community.

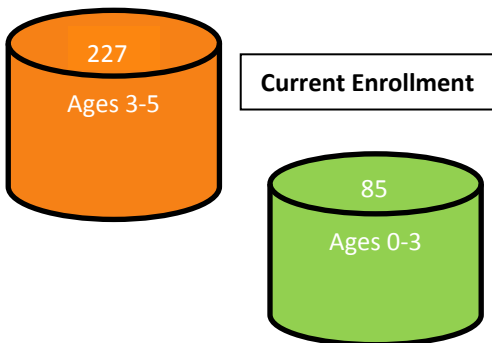




HEAD START/EARLY HEAD START RECORDS AND STATISTICS

During the current (2014-2015) BI-CAP Head Start Program Year:

- 337 infants and children completed medical and dental exams
- 87 percent of infants and 98 percent of children are up-to-date on immunizations
- 23 percent of the Head Start enrollment and 10 percent of the Early Head Start enrollment consists of children with disabilities, including health, visual, and hearing impairments, social-emotional disturbance, speech and language impairments, orthopedic handicaps and learning disabilities.
- 100 percent of Head Start and Early Head Start classroom teachers have at least an AA degree, and 70 percent have an AA degree in Early Childhood Education.
- 22 percent of Head Start program staff members are parents of current or former Head Start children.
- Overall parent satisfaction with program options is rated at 96 percent for Head Start and 100% for Early Head Start.
- 97 percent of Head Start parents and 100 percent of Early Head Start parents agree that BI-CAP Head Start is father-friendly.



RACIAL COMPOSITION	HS	EHS
American Indian/Alaska Native	28%	19%
Black/African American	2%	1%
White	58%	58%
Asian	1%	0%
Bi-Racial/Multi-Racial	10%	22%
Other/Unspecified	1%	0%
ETHNIC COMPOSITION	HS	EHS
Hispanic	4%	1%

NUMBER OF CLASSROOMS	HS	EHS
	17	3
NUMBER OF CENTERS		
Bemidji – 1	7	3
Blackduck – 1	2	Home-base
Kelliher – 1	1	
Walker – 1	2	
Remer – 1	1	
Backus – 1	3	Home-base
Pillager – 1	1	



PAID STAFF	69	
Teachers, Teacher Assistants and Home Visitors—Teacher/Teacher Assistant Floater	38	
Nutrition and Health Coordinators and Education Assistants	6	
Family Support	13	
Cooks	5	
Janitorial/Maintenance	2	
Managers	3	
ERSEA Director	1	
Head Start / Early Head Start Director	1	
VOLUNTEERS (2013-14 Data)	HS 337	EHS 296
VOLUNTEER HOURS (2013-14 Data)	40,044	

HEAD START AND EARLY HEAD START PROGRAM SERVICES

- Early Childhood Development and Health
- Family and Community Partnerships

EARLY CHILDHOOD DEVELOPMENT AND HEALTH

The objective of Child Health and Development Services is to ensure that all child health and developmental concerns (including social-emotional and mental health concerns) are identified, and children and families are linked to an ongoing source of continuous, accessible care to meet their basic health needs.

The objective of Education and Early Childhood Development is to provide all children with a safe, nurturing, engaging, enjoyable, and secure learning environment, in order to help them gain the awareness, skills, and confidence necessary to succeed in their present environment, and to deal with later responsibilities in school and in life. Each child is treated as an individual in a program that values diversity. The many experiences provided by the program support children's growth and development, and include the physical, social, emotional, and cognitive development of each child.

FAMILY AND COMMUNITY PARTNERSHIPS

The objective of Family Partnerships is to support parents as they identify their own strengths, meet their own goals, support the development of their children, and advocate for community support. Staff and parents work together to build trusting relationships that allow them to share with and learn from each other.

Head Start serves families in their own communities with the help of many other community agencies and groups. The objective of Community Partnerships is to ensure that the Head Start program collaborates with partners in the community to provide the highest level of services to children and families.

SCHOOL READINESS

Head Start continues to make progress toward aligning BI-CAP's School Readiness Goals within the Head Start Framework, the Parent and Family Engagement Framework, and the bi-county wide local school districts' school readiness goals. This year our School Readiness Goals expanded to include children 0-5. Please see our Head Start Annual Report published on our website.

BI-CAP works diligently to enhance its use of child assessments to develop individual learning goals and to implement curriculum and activities that allow children to reach their full potential. Head Start uses TS GOLD Online to track the development of three and four year old children. Early Head Start has implemented the use of OUNCE Online, to track child development for children, zero to three.



CLASSROOM ASSESSMENTS

CLASS (Classroom Assessment Scoring System) supports classroom staff development by providing a snapshot assessment that will indicate the area needing increased student development through intentional and effective teaching practices. CLASS is based on interactions between teachers and students in classrooms through the use of learning materials. Home Based Staff are supported with the implementation of Home Visit Observation Rating Scale (HORVS). Similar to CLASS, HORVS is a relationship based tool that supports effective home visiting practices. HORVS also measures parent and child engagement during the home visit, and will provide information for areas we are doing well in, or areas needing improvement.

YOUTHBUILD

YouthBuild is a comprehensive development program with five components: Education, Construction, Leadership Development, Personal Support, and Graduate Services. Orientation for entry into the program is announced yearly to the community. Low income qualifying young adults ages 16-24 who have dropped out of traditional high school are eligible for consideration into the YouthBuild Program. YouthBuilders average approximately 20 hours/week and earn minimum wage while participating in all components of the yearlong program.



In partnership with Cass Lake Bena ALC, YouthBuild has an onsite teacher to instruct participants in core classes while they work toward a Diploma. Special education students with an IEP are met with once a week for help and to assess progress. Additionally, an Adult Basic Education teacher is available to older participants, with fewer school credits, who may be better suited earning their GED or Adult Diploma. While employment in the YouthBuild program enhances their work history, in the classroom, participants perform skill assessments, explore career and post-secondary options, write a resume, and learn other life skills such as, budgeting, cooking, cleaning, vehicle maintenance, gardening, preserving food, nutrition, and other skills.

Construction is a method by which the YouthBuilders can give back to their communities. It's also the vehicle the program uses for job readiness. BI-CAP YouthBuild strives to build a new single family house every year. Construction provides the participants the opportunity to learn about: safety on the job site, team work, the importance of being on-time, working for different supervisors, developing leadership skills, the proper handling and care of someone else's equipment and tools, and how to plan a project. Construction on one YouthBuild home was recently finished. This home will be sold (to a low income buyer), in partnership with the Red Lake Band of Ojibwe, and a new single family home will be started. All BI-CAP transitional homes are also maintained by YouthBuilders.

Service Learning and Community Volunteering are also built into the program. YouthBuilders volunteer during the Christmas season by ringing bells to earn money for the Salvation Army and continue to maintain a two mile stretch of road for the Adopt-a-Highway program. Leadership Development opportunities are woven throughout all of the components in YouthBuild. The "Policy Committee" is a council of participants elected by the group to address and vote on issues within the group and discuss activities such as fundraising and field trips. A "Leader of the month" is chosen from the group to help instill leadership qualities in each individual as they learn to lead their group and take on added responsibility.

Participants are also able to gain nationally recognized certifications in: NCCER (National Center for Construction Education and Research), MEC Renovator (Lead Safety), and CNA (Certified Nursing Assistant), as well as other certifications. As participants approach the end of the program year their accomplishments are compiled for reference on an online portfolio and in PowerPoint presentation form.

Knowledgeable YouthBuild staff use the resources of the program and partner with other essential BI-CAP agency departments and local community partners in a collaborative effort. YouthBuild promotes these services as stepping stones to break through barriers on the path to self-sufficiency.



In 2014/2015:

- 10 – Students are on target to graduate from high school.
- 1 – Student is enrolled to obtain the Adult Diploma.
- 9 – Students finished NCCER (National Center for Construction Education and Research)
- 3 – Students are in the process of obtaining a CNA Certificate.
- 13 – Students obtained MEC Renovators certificate (Lead Safety for Renovation, Repair, and Painting).



SUCCESS STORY

My name is Corina Dudley and I'm a single mother of one. I joined YouthBuild in August of 2014 with the goals of earning my high school diploma and obtaining a vocational certificate. Another personal goal was to get the skills I needed to become self-supporting. I had many barriers making it hard for me to reach my goals, including transportation, child care, and as a result of my background, I was struggling to find a better home for my daughter and me.

Since I joined YouthBuild I have come a long way and couldn't have done it without their support. Over the course of this year I earned my High School Diploma, National Center for Construction Education and Research (NCCER) certification, Renovators (Lead Safety) certification, and a certificate for CNA prep. With the help of staff, the use of their vehicle, and money I earned through work and graduation, I was able to get my driver's license and buy my own vehicle. YouthBuild, Transitional Housing, and Head Start also worked together to help me move into a better home and enroll my daughter into the Early Head Start program.

As a result of my leadership qualities and determination, as well as my good attendance, YouthBuild staff recently promoted me to an Intern position to help with office work, run errands, and assist YouthBuilders in reaching their goals. My long term goal is to begin fall semester at BSU to complete general courses and possibly major in Social Work and find a job to get me through school. The BI-CAP YouthBuild program has changed my life for the better and I couldn't be more thankful to them for making it easier and helping me reach my goals.



ENERGY ASSISTANCE PROGRAM (EAP)

The Energy Assistance Program (EAP) provides financial assistance to eligible households by paying a portion of their home heating costs. Payments are made directly to the household's energy vendors. In addition, the program offers emergency assistance for utility disconnection, fuel delivery, educates consumers to use home heating energy efficiently and safely, and provides emergency heating system repair or replacement for homeowners.

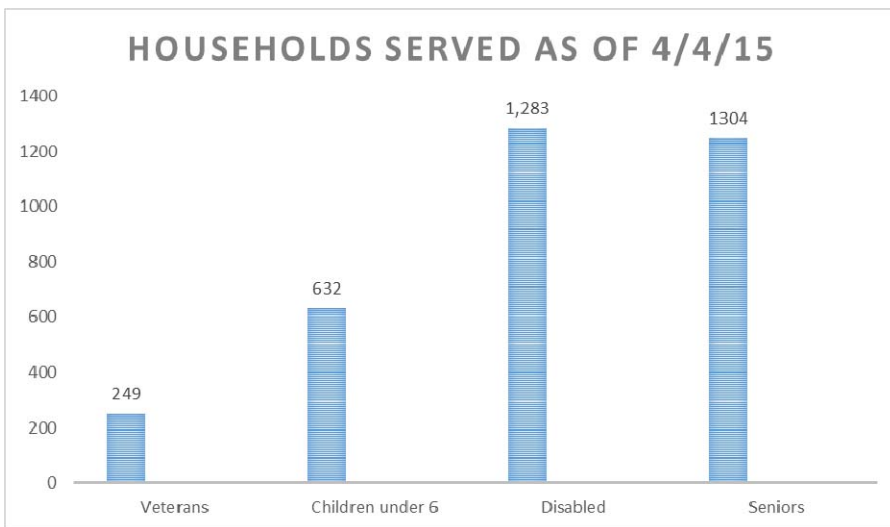
- ◆ \$2,553,295 Energy Assistance Primary Heat payments to 3,378 households with an average benefit of \$756.00.
- ◆ 909 Households received Crisis funds to assist with energy emergencies.
- ◆ 202 Households were assisted with furnace repairs/replacements.



Bemidji State University Event



Suicide Prevention Event



“As a recent recipient of energy assistance, I wish to express my deeply felt gratitude for the “helping hand” you and BI-CAP extended to me during my energy crisis this winter. I lost my job last July, and have been working and working at low-paying jobs just to keep afloat financially. I was hit with bank fees, car repairs, threat of foreclosure, disconnects, etc. when the energy bills began to soar in November. For awhile, the Food Shelf alleviated some of the burden, helping with provisions, but by February, I was sinking without any relief in sight.

Your timely aid has kept the lights on, the water running, and hope burning as I sought a way out of this ever-tightening trap of poverty. BI-CAP has a mission of “eliminating poverty in Beltrami and Cass County” and your aid has been instrumental in my surviving long enough to find meaningful, good-paying work. I am moving forward now with a new job, and the promise of economic success.

Thank you, and may God bless you and all the others who work at BI-CAP”.



SUPPORTIVE HOUSING

BI-CAP's Supportive Housing Program consists of over 15 different programs utilizing a variety of funding sources including HUD, MN Housing and DHS. Services include homeless prevention, transitional housing, rental assistance, and permanent supportive housing, as well as homeownership and mortgage foreclosure prevention counseling and mitigation. Supportive Housing services range from one-time assistance to on-going case management and rental subsidies. BI-CAP places emphasis on homeless prevention, which is a more effective and efficient resolution to stabilizing households. When prevention is not possible, BI-CAP utilizes the "housing first" strategy of rapidly re-housing participants to mitigate crisis situations and then provides support services to assist participants as they work on housing stability and self-sufficiency goals.

Conifer Estates, a 20 unit Supportive Housing development in Bemidji, for which BI-CAP is the primary service provider, launched a community garden project. BI-CAP Partnered with the local Bemidji office of Minnesota Extension and the NW Regional Sustainable Development Partnership to spearhead and fund the project. The garden is located on the Conifer Estates grounds and features raised beds. Special instruction was given on how to successfully plant and care for the garden and Conifer tenants planted and tended the garden. The name of the garden is 'Bangan Gitigaan' (Peaceful Garden) and was blessed in a special ceremony by Mike Smith, a Medicine Man from Leech Lake. Conifer also held an additional blessing with the tenants and their children that featured a live performance of a traditional Apache song for gardens. The families harvested their bounty of tomatoes, beans, peas, cauliflower and broccoli. The project came full circle when the Extension Office came onsite and taught a cooking class. Participants made a meal from scratch and while it was cooking received information on how to reduce sodium, sugar and fat from the foods we eat. Conifer staff and tenants are looking forward to having another successful gardening year.



'Bangan Gitigaan' (Peaceful Garden)

SUPPORTIVE HOUSING (Continued)

Prevention	Emergency Shelter	Transitional Housing	Rental Assistance	Supportive Services	Supportive Housing	Home Ownership	Mortgage Foreclosure Assistance
FHPAP Cass and Beltrami Families and Individuals EFGS (FEMA) Cass & Beltrami	Provide housing location services to Village of Hope Resident Families	MN OEO Cass and Beltrami Families Conifer Estates Beltrami Families	RAP Cass & Beltrami Rent Burdened Families LTH Cass & Beltrami Families & Individuals	FHPAP Cass & Beltrami Families/and Individuals DHS – LTH Services Grant Cass & Beltrami Families & Individuals	HUD PSH Beltrami & Cass Families and Individuals Conifer Estates Beltrami Families & Individuals ESG-RR Cass & Beltrami HUD Rapid Rehousing Cass Families and Individuals	MURL Contract for Deed	FHPAP Foreclosure Prevention Counseling Cass & Beltrami FPAP Foreclosure Prevention Counseling Cass & Beltrami

FHPAP—Family Homeless Prevention and Assistance Program
MN OEO—Minnesota Office of Economic Opportunity
HUD—Housing Urban and Rural Development
LTH—Long Term Homeless Rental Assistance Program
MURL—Minnesota Urban and Rural Homesteading Program
FPAP—Foreclosure Prevention Assistance Program
ESG-RR—Emergency Solutions Grant Rapid Rehousing
EFGS—Emergency Food and Shelter Grant; FEMA-Federal Emergency Management Agency

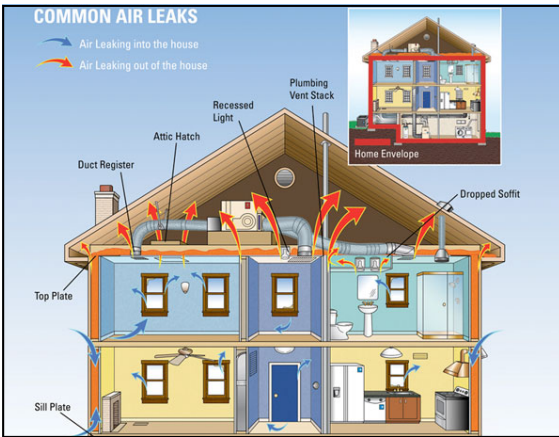
RAP—Rental Assistance Program
DHS—Department of Human Services
PSH—Permanent Supportive Housing



Supportive Housing Success Story

BI-CAP collaborates with a host of agencies to ultimately produce positive outcomes for clients. Deposit funds that allow people to actually get into housing are extremely important in the overall strategy to get someone housed. BI-CAP was able to assist JP, a veteran of the United States Marine Core, with vital deposit dollars that allowed him to access subsidized housing. JP suffers from PTSD, epilepsy and other injuries and disabilities. JP was living in a tent and trying to keep warm in November by using foam insulation and shoveling snow around the tent. He spent everything he had on a small generator and heater which wasn't working well enough to keep him warm. JP came to the attention of local law enforcement when he had a seizure and was outside in the cold.

BI-CAP and AccessNorth, a program that serves those with disabilities, worked together to assist JP to secure subsidized housing. BI-CAP worked with the landlord to ensure JP was located in a quiet unit that would be conducive to alleviating symptoms of his disabilities. BI-CAP also linked JP with the agency's Energy Assistance Program. Other local sources assisted with furniture and household needs. Access-North is assisting JP in pursuing his disabilities claim through Social Security and a Veterans officer is investigating if he is eligible for a pension. JP loves his new home and wants to become an advocate for others who have disabilities and are homeless.



DEPARTMENT OF ENERGY (DOE) WEATHERIZATION

BI-CAP's Weatherization Department works with clients to improve upon the energy efficiency, consumption, and health and safety of their home. High energy consumption homeowners who apply for and meet the eligibility criteria for Energy Assistance are eligible for the DOE program. Priority for services is given to eligible households that contain elderly or handicapped individuals, and single head of households with children.

Agency Energy Auditors perform pre-and post-inspections on homes with the use of blower doors. This test checks the air tightness of the home, allowing the energy auditor and contractor to identify air leaks, central air quality, and to prevent over tightness. All measures performed must be determined to ensure cost effectiveness utilizing the Weatherization Assistant Software.

Depending upon the results of the energy audit, which is completed by BI-CAP Weatherization Auditors, a household may be eligible for any or all of the following energy saving measures: air sealing, upgrading furnace efficiency, insulation for the homes shell, health and safety measures, and most generally in mobile homes, door and/or window replacement (and then only in certain situations).

BI-CAP was awarded \$321,085.00, in DOE funds, for the contract period 7/1/14 through 6/30/15. To date, we have completed 9 units and 10 jobs are out to our pool of contractors for completion. We have 13 units that have had the preliminary audit conducted and modeling in the Weatherization Assistance (WA) Program almost completed. These units will then be scheduled out to our pool of contractors for completion.



EAP WX CARRY OVER & EAP WX

During the time period 7/1/13 through 1/15/15, BI-CAP expended \$153,781.00 in EAP WX Carry Over Funds on standalone furnace repairs/replacements, energy conservation, and health and safety repairs for 25 households.

For the program year 7/1/14 through 9/30/15, \$157,294.00 in EAP WX Funds are available for services. Four households were served with EAP/WX Carryover funding during this time period as other weatherization services funds were available to meet the needs of our clients. We anticipate serving 17 additional households, utilizing all of our EAP WX Funds, by 9/30/15.

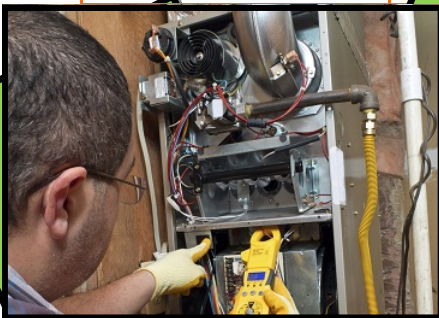


CONSERVATION IMPROVEMENT PROGRAMS (CIP)

BI-CAP has the ability to determine eligibility and complete CIP work for Otter Tail Power, Clearwater Polk Electric, Lake Country Power and Beltrami Electric. All of the CIP Programs help income qualified customers save money on their energy bills and BI-CAP Energy Auditors perform electrical consumption analysis of the homes being served with CIP Funds. The chart, below, provides information on the number of households served, funds expended in 2014, and a listing of some of the items that may be considered by the various CIP Programs.

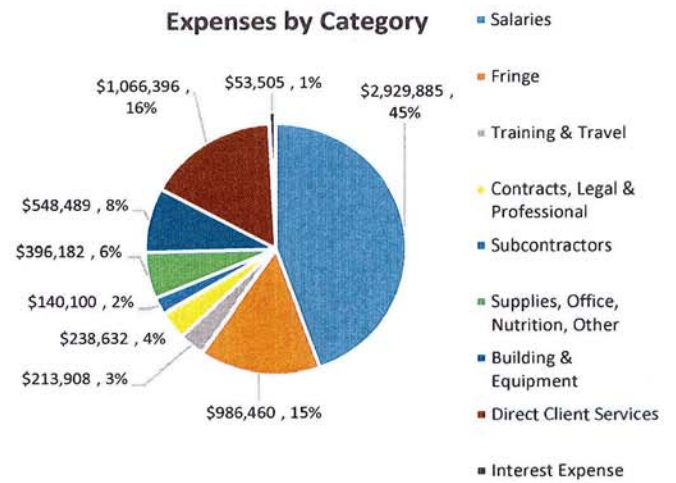
While BI-CAP does not administer the CIP Program for Crow Wing Power and Minnesota Power, BI-CAP does make direct referrals for their CIP services.

CIP PROGRAMS	Otter Tail	MN Power	Lake Country	Beltrami Electric	Clearwater Polk Electric
Total CIP \$ Expended in 2014	\$24,818.80	\$0.00	\$0.00	\$26,923.45	\$0.00
# of households served in calendar Yr 2014	17	0	0	27	0
Grant Award for 2015	\$26,000.00	Pre-approval	Pre-approval	\$29,622.59	Pre-approval
ITEMS THAT MAY BE CONSIDERED:					
Compact fluorescent bulbs	X	X	X	X	X
Aerators	X	X		X	X
Refrigerator replacement	X	X	X	X	X
Freezer replacement	X	X	X		
Water heater replacement	X	X	X		
Window air conditioner replacement			X		
Washing machine replacement			X		
Attic and wall insulation	X			X	X
Air sealing	X				
Engine block heaters	X				
Shower heads	X	X		X	X

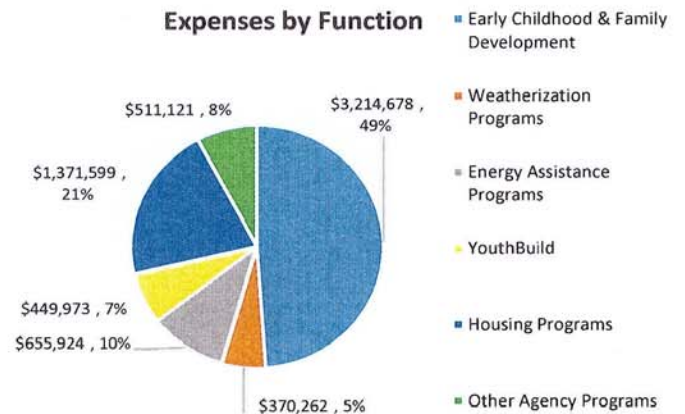


Funding Agencies & Programs	
U.S. Department of Agriculture	Minnesota Department of Commerce
Child Care Food Program	MN Weatherization Program
U.S. Department of Energy	Propane Program
DOE Weatherization	Minnesota Department of Education
U.S. Department of Health and Human Services	State Head Start
Federal Head Start	Minnesota Department of Employment and Economic Development
Energy Assistance Programs	State YouthBuild
Community Services Block Grant	Minnesota Department of Human Services
U.S. Department of Homeland Security	MN Community Action Grant
Emergency Food & Shelter Program	Supplemental Nutrition Assistance Program
U.S. Department of Housing and Urban Development	Transitional Housing Programs
Emergency Solutions Grant	Minnesota Housing Finance Agency
Supportive Housing Grants	Rental Assistance Program
Transitional Housing Grants	Long Term Housing Program
U.S. Department of Labor	Local Grants & Program Support
Federal YouthBuild	

Expenses by Category	
Salaries	\$ 2,929,885
Fringe	\$ 986,460
Training & Travel	\$ 213,908
Contracts, Legal & Professional	\$ 238,632
Subcontractors	\$ 140,100
Supplies, Office, Nutrition, Other	\$ 396,182
Building & Equipment	\$ 548,489
Direct Client Services	\$ 1,066,396
Interest Expense	\$ 53,505
Total Expenses by Category	\$ 6,573,557

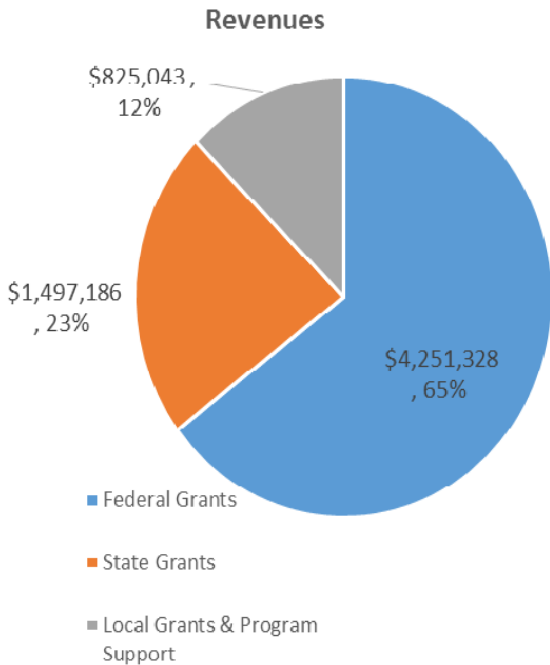


Expenses by Function	
Early Childhood & Family Development	\$ 3,214,678
Weatherization Programs	\$ 370,262
Energy Assistance Programs	\$ 655,924
YouthBuild	\$ 449,973
Housing Programs	\$ 1,371,599
Other Agency Programs	\$ 511,121
Total Expenses by Function	\$ 6,573,557

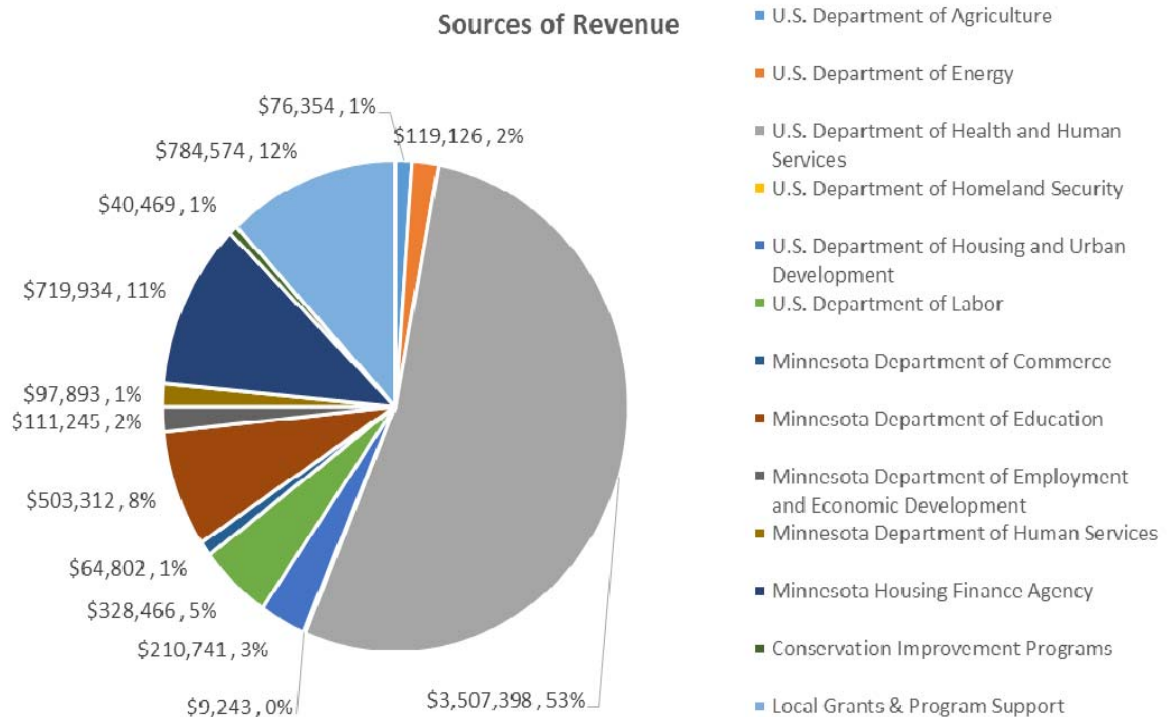


FINANCIAL STATEMENT

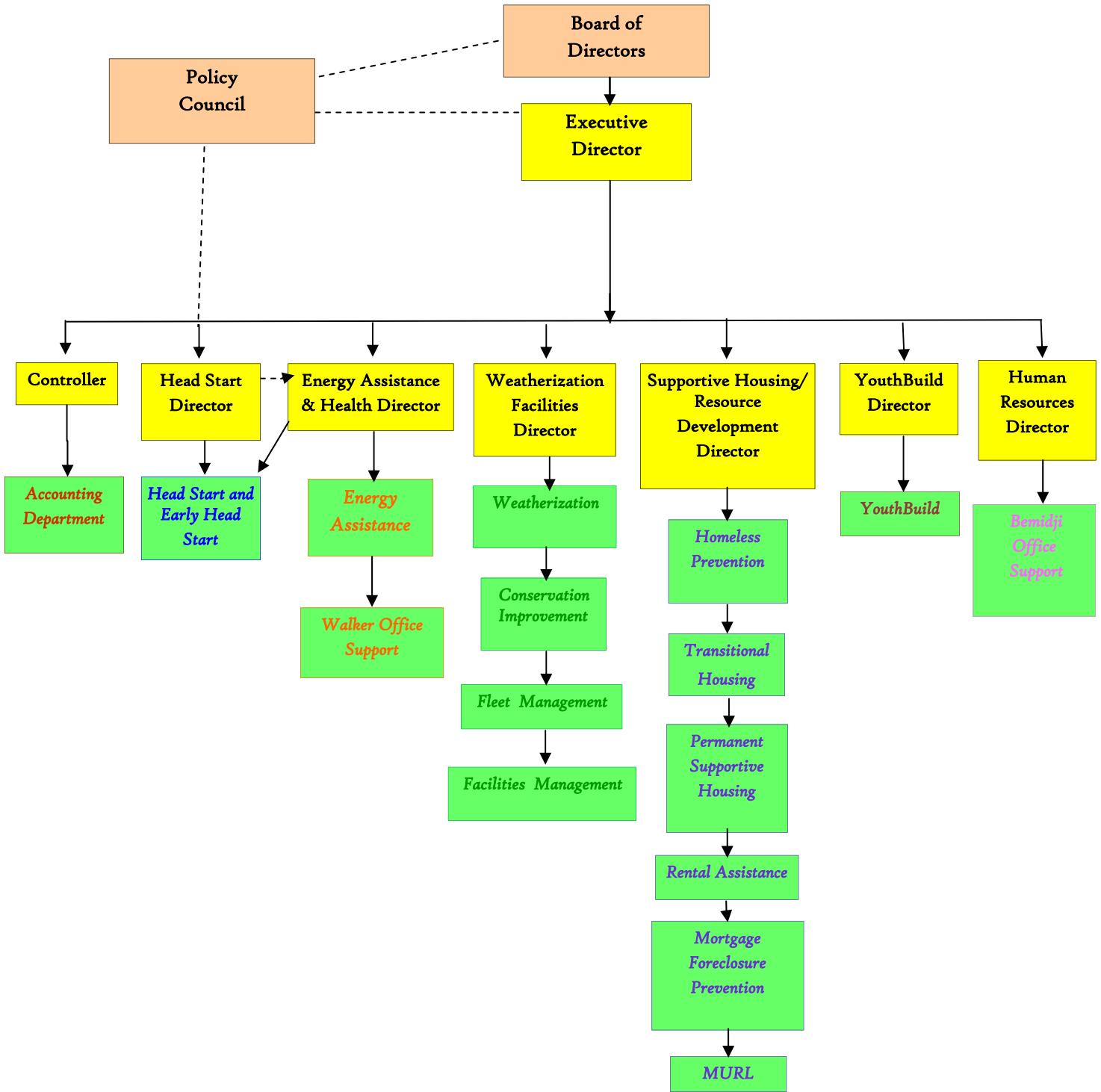
Bi-County Community Action Programs, Inc. is audited each fiscal year by independent Certified Public Accountants. The audit is conducted in accordance with U.S. Generally Accepted Auditing Principles (GAAP). The summarized data that appears on these pages are from the audit.



Sources of Revenue	
U.S. Department of Agriculture	\$ 76,354
U.S. Department of Energy	\$ 119,126
U.S. Department of Health and Human Services	\$ 3,507,398
U.S. Department of Homeland Security	\$ 9,243
U.S. Department of Housing and Urban Development	\$ 210,741
U.S. Department of Labor	\$ 328,466
Minnesota Department of Commerce	\$ 64,802
Minnesota Department of Education	\$ 503,312
Minnesota Department of Employment and Economic Development	\$ 111,245
Minnesota Department of Human Services	\$ 97,893
Minnesota Housing Finance Agency	\$ 719,934
Conservation Improvement Programs	\$ 40,469
Local Grants & Program Support	\$ 784,574
Total Sources of Revenue	\$ 6,573,557



BI-CAP ORGANIZATIONAL CHART





YEARS OF SERVICE

STAFF – OVER 30 YEARS OF SERVICE

Terry L.—Family & Classroom Support Coordinator	39 years
Linda L.—Energy Assistance & Health Director	36 years
Pam E.—Office Mgr/Executive Assistant	34 years

STAFF – 25 TO 29 YEARS OF SERVICE

Keith B.—Family Support Manager	29 years
Dixie W.—Teacher Assistant II	29 years

STAFF – 20 TO 24 YEARS OF SERVICE

Peg M.—Education Support Manager	23 years
Hyacinth S.—Supportive Housing/ Resource Development Director	22 years
Paula H.—Family & Classroom Support Coordinator	20 years
Darlene S.—Teacher	20 years

STAFF – 15 TO 19 YEARS OF SERVICE

Kay M.—Account Technician III	19 years
Luanne S.—Teacher	18 years
Britta S.—Family & Classroom Support Coordinator	16 years
Mary D.—Teacher	16 years
Sandy H.—Health Coordinator	16 years
Jennifer N.—Supportive Housing Specialist	16 years
Becky A.—Energy Assistance Specialist	15 years
Rita H.—Family & Classroom Support Coordinator	15 years
Jill K.—Teacher	15 years
Lisa M.—Family & Classroom Support Coordinator Floater	15 years
Betsy S.—YouthBuild Records Technician	15 years

STAFF – 10 TO 14 YEARS OF SERVICE

Clare B.—Cook	14 years
Beth S.—Health Coordinator	14 years
Kenny B.—YouthBuild Construction Trainer/Job Readiness Specialist	13 years
Laina H.—Teacher	12 years
Debbie J.—Energy Assistance Lead Specialist	12 years

STAFF – 10 TO 14 YEARS OF SERVICE (Cont.)

Cathy S.—Supportive Housing Records Technician	11 years
Jody B.—Teacher	11 years
Tracey C.—Family & Classroom Support Coordinator	11 years
Lauri C.—Family & Classroom Support Coordinator	11 years
Jennifer A.—Family & Classroom Support Coordinator	10 years
Caryn J.—Teacher	10 years
Jennifer W.—Teacher Assistant II	10 years

STAFF – 5 TO 9 YEARS OF SERVICE

Linda B.—Family & Classroom Support Coordinator	9 years
Dawn G.—Family & Classroom Support Coordinator	9 years
Sandy W.—Supportive Housing Specialist	9 years
Lisa R.—Nutrition Coordinator	9 years
Barb M.—Supportive Housing Specialist	8 years
Anna H.—Teacher	8 years
Kirk K.—Supportive Housing Specialist	8 years
Jeff F.—Housing Energy Auditor	8 years
Barb M.—Head Start Director	8 years
Chris M.—YouthBuild Program Specialist	7 years
Jacqui C.—Teacher	7 years
Tracy K.—Teacher	7 years
Sami F.—Teacher	7 years
Jerry R.—Facilities Maintenance I	7 years
Deb A.—Executive Director	7 years
Darla J.—Energy Assistance Specialist	6 years
Nancy C.—Cook	6 years
Harry E.—Weatherization Facilities Director	5 years
Justine G.—Teacher	5 years
Danette H.—Energy Assistance Specialist	5 years
Alicia J.—Health Coordinator	5 years
Heather P.—Teacher	5 years



Vision Statement:

To Eliminate Poverty in Beltrami and Cass Counties

Mission Statement:

"BI-CAP helps low income people obtain self-sufficiency"

BI-COUNTY COMMUNITY ACTION PROGRAMS, INC.

Beltrami County Office

6603 Bemidji Avenue N

P.O. Box 579

Bemidji, MN 56619

Phone: 218-751-4631

1-800-332-7161

Cass County Office

8245 Industrial Park Rd NW

P.O. Box 995

Walker, MN 56484

Phone: 218-547-3438

1-800-332-7135

**Additional BI-CAP Offices and
Head Start/Early Head Start Centers are located in:**

Bemidji • Blackduck • Kelliher • Walker • Backus • Remer • Pillager

Website: bicap.org

