

BI-COUNTY CAP, INC.

2017 Annual Report

“Community Action: Helping People. Changing Lives.”

BOARD MEMBERS

Scotty Allison, Board Chair

Mary Ann Reitmeir, Vice Chair

Ashley Charwood, Secretary

JoDee Treat, Treasurer

Scott Wilson

Leroy Strand

Sarah Smith

Caleb Newman

BOARD MEMBERS

Rebecca Stone

Margaret Kinder

Tamika-Jo Andy

Reed Olson

Pam St. Pierre

Theresa Eclov

Brittany Vaughan

Glenda Duhamel

THANK YOU!

OUTGOING BOARD MEMBERS

Karen Holle – since January 2010

Sarah Reiners – since January 2011

Tim Sumner – since March 2013

Patrick Lochwood – since July 2016

Connie Norman – since March 2017

Message from the Board Chair

Bi-County Community Action Programs, Inc. continues to provide great service to both Cass and Beltrami Counties. It is a privilege to be part of such a superb team that provides so many essential services to clients in our area.

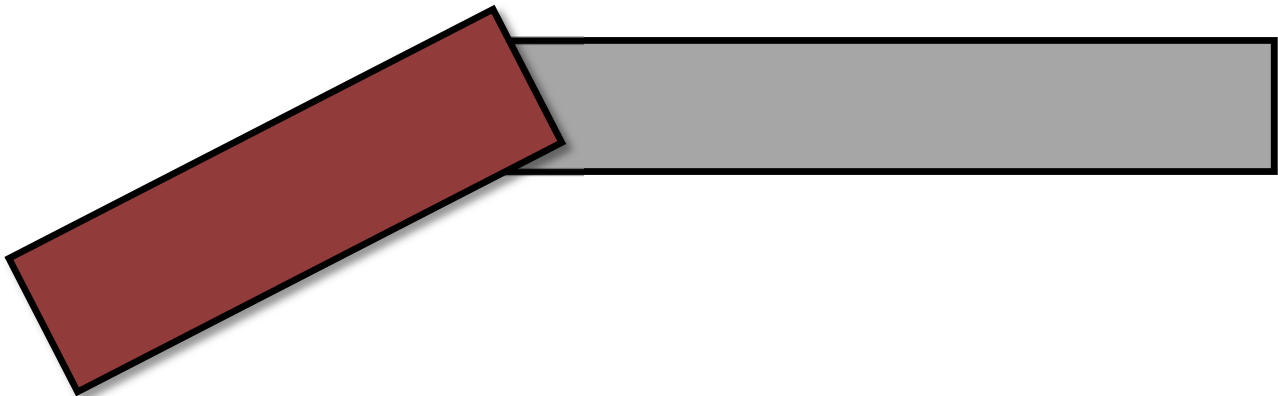
I want to thank all of the BI-CAP staff for their dedication and commitment as they go about their daily tasks of assisting so many families. I trust that you go home at night with the knowledge that you are making a positive difference within our two counties and you are to be thanked for a job well done.

I want to take this opportunity to also thank the members of our Board of Directors. All of you are volunteers and you freely give up your time to provide the necessary oversight of this fine organization. Thank-you for what you do and it is a pleasure serving with each one of you.

The future of BI-CAP is bright. We are focused on our mission of helping low income people obtain self-sufficiency. We have a new Director who the Board is confident will lead BI-CAP into a new era. There will be challenges and in some cases external issues that we cannot control but we have the right team with the right focus to overcome anything that is placed in our path.

Scotty Allison

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.” Nationwide, the Head Start and Early Head Start programs have enrolled more than 33 million children since its beginning in 1965.

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. 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.

The Head Start program received an Extended Duration grant. The funding will extend the program to full days/four days per week at our Bemidji Center serving 80 children. In addition, a new classroom is being remodeled. The new program options will begin September 2017.

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.

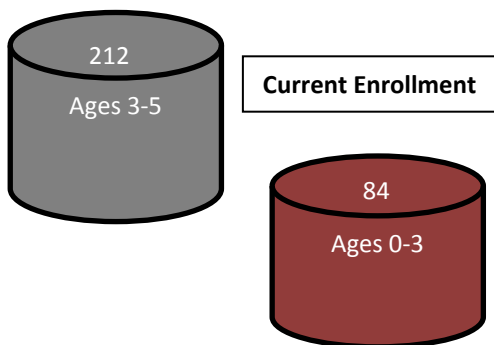
Early Head Start promotes healthy prenatal outcomes, enhances the development of infants and toddlers, and promotes healthy family functioning. Services are designed to meet the unique needs of each community.



HEAD START/EARLY HEAD START RECORDS AND STATISTICS

During the current (2016-2017) BI-CAP Head Start Program Year:

- 253 infants and children completed medical
- 181 infants and children completed dental exams
- 987 percent of infants and 100 percent of children are up-to-date on immunizations
- 23 percent of the Head Start enrollment and 14 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.
- 88 percent of Head Start and 100 percent of Early Head Start classroom teachers have at least an AA degree in Early Childhood Education or related degree. 12% of Head Start Teachers are completing their AA Degree in Early Childhood.
- 21 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 94 percent for Head Start and 94 percent for Early Head Start.
- 65 percent of Head Start parents and 59 percent of Early Head Start parents agree that BI-CAP Head Start is father-friendly.



RACIAL COMPOSITION	HS	EHS
American Indian/Alaska Native	27%	29%
Black/African American	3%	5%
White	51%	59%
Asian	>1%	>1%
Bi-Racial/Multi-Racial	13%	10%
Other/Unspecified	>1%	>1%
ETHNIC COMPOSITION	HS	EHS
Hispanic	3%	5%

NUMBER OF CLASSROOMS	HS	EHS
	16	3
NUMBER OF CENTERS		
Bemidji – 1	6	3
Blackduck – 1	2	Home-base
Kelliher – 1	1	
Walker – 1	2	
Remer – 1	1	
Pine River-Backus – 1	3	Home-base
Pillager – 1	1	



PAID STAFF	74	
Teachers, Teacher Assistants and Home Visitors—Teacher/Teacher Assistant Floater	45	
Nutrition and Health Coordinators and Classroom Coordinators	8	
Family Support	8	
Cooks	5	
Janitorial/Maintenance	2	
Education and ERSEA Managers	5	
Head Start / Early Head Start Director	1	
VOLUNTEERS (2016-17 Data)	HS	EHS
	233	85
VOLUNTEER HOURS (2016-17 Data)	57,013	

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. Early Head Start and Head Start use TS GOLD Online to track the development of three and four year old children.



CLASSROOM ASSESSMENTS

The Classroom Assessment Scoring System (CLASS[®]) is an observation instrument that assesses the quality of teacher-child interactions in center-based preschool and toddler classrooms. CLASS[®] includes domains or categories of teacher-child interactions that support children's learning and development. There are three domains for preschool: Emotional Support, Classroom Organization, and Instructional Support, and two domains for toddlers: Emotional & Behavioral Support and Engaged Support for Learning. Within each domain are dimensions which capture more specific details about teachers' interactions with children. CLASS provides a snapshot of observational information that will indicate areas of strength as well as professional development needs, for intentional and effective teaching practices.

Home Based Staff are supported with the implementation of Home Visit Rating Scale (HOVRS). Similar to CLASS, HOVRS is a relationship-based tool that supports effective home visiting practices. HOVRS also measures parent and child engagement during the home visit, and will provide information for areas of strength for the family coach, or areas where more professional development is needed.





Since 1989 YouthBuild has been a comprehensive work training program with five components: Education, Construction, Leadership Development, Case Management support, and Placement 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 29 hours/week and earn minimum wage while participating in all components of the 6 month minimum program.

In partnership with Cass Lake Bena ALC, YouthBuild has an onsite teacher to instruct participants in core classes and soft skills 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 experience, 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. Along with completing components to assure job readiness, YouthBuild participants are encouraged and receive assistance attaining their driving permit or license.

BI-CAP YouthBuild strives to build a new single family house every year. Construction is a method by which the YouthBuilders can give back to their communities and the experience also teaches them valuable work readiness skills, such as: safety on the job site, team work, the importance of being on-time, working for different supervisors and communication, developing leadership skills, the proper handling and care of someone else's equipment and tools, and how to plan a project. Once finished, YouthBuild homes are sold to a low income buyer and a new single family home will be started. Several BI-CAP transitional homes are also maintained by the YouthBuild Program.

Service Learning and Community Volunteering are also built into the program. YouthBuild volunteers connect during the year with Habitat for Humanity ReStore, Adult Day Services, the Community Food Shelf, The Salvation Army Red Kettle Campaign, Adopt a Highway and Park Service Department clean-up. Students also learn the meaning of giving back to the community and job responsibility through gardening and plant sales, Fourth of July Parade, Beltrami County Fair Booth, and Foster Placement duffle bags. 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. Policy members also display leadership by helping to better the attendance of those that are struggling and encourage them to strive for perfect attendance awards.

YouthBuild guest speakers cover community resources and community outreach programs that our low income students can utilize. These include, but are not limited to: Evergreen YFS, Txt4life, Support Within Reach, Children/teen Check-up, Head Start, Legal service, Taking Shape, Housing Programs, Energy Assistance, NW Indian OIC and many others. The student activity/interaction helps them access these services to assure suitable living standards in our community. YouthBuild participants tour Bemidji State University, Northwest Technical College and Bemidji Local Carpenter's Union for career possibilities.





Participants are also able to gain nationally recognized certifications in: NCCER (National Center for Construction Education and Research), MEC Renovator (Lead Safety), CPR/1st Aid/AED and CNA (Certified Nursing Assistant), as well as other certifications. As participants approach the end of the program year, their accomplishments are compiled on an online portfolio they can access from anywhere.

Knowledgeable YouthBuild staff use the resources of the program and partner with other essential BI-CAP agency departments and local community partners, Evergreen Youth and Family Services, Rural MN CEP, Boys and Girls Club, Beltrami County Probation, and Beltrami Health and Human Services agency in a collaborative effort. YouthBuild promotes these services as stepping stones to break through barriers on the path to self-sufficiency.

In 2016-2017:

(36 – Participants)

24 – Students are on target to graduate with a High School Diploma/GED/Adult Diploma

34 – Students finished NCCER (National Center for Construction Education and Research) training.

26 – Students completed CPR/1st Aid/AED training.

9 – Students obtained MEC Renovators certificate (Lead Safety for Renovation, Repair, and Painting).

The project for these YouthBuild participants has been the construction of the house on 1207 Bemidji Avenue. It is a three bed/two bath home to be sold to a low-income member of the community.

SUCCESS STORY

Before YouthBuild I was involved with 4-H in the agricultural program. I was excited to join YouthBuild to get involved and learn construction skills and finish my diploma while getting paid. During the program I earned my high school diploma, NCCER certification, CPR/1st Aid/AED certificate, and MEC Renovator certificate. The staff have given me the opportunity for extra leadership and work experience by making me an Intern. I feel this has helped me grow as a person and helped me learn work skills beyond the classroom. After the program, I may take some time to work and earn some money while I consider joining the Navy in hopes to get into mechanics.

-Matthew Lagaard

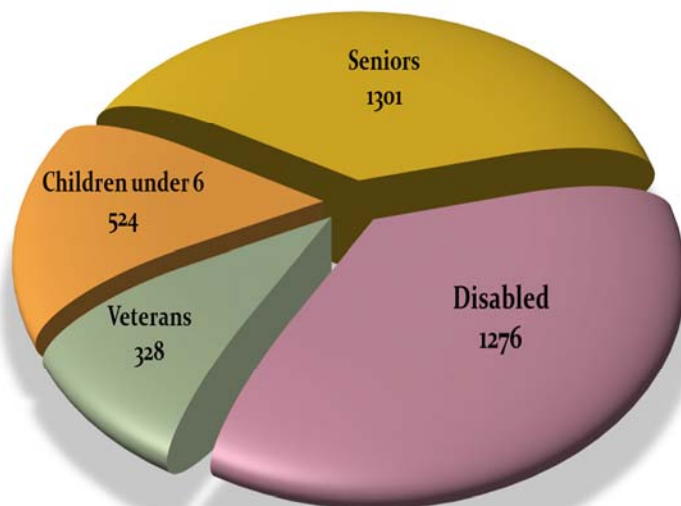


ENERGY ASSISTANCE PROGRAM (EAP)

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

- ◆ Energy Assistance Primary Heat payments of \$2,387,498 served 3,096 households with an average benefit of \$771.
- ◆ 701 households received \$285,302 in Crisis funds to assist with energy emergencies.
- ◆ 122 households were assisted with furnace repairs/replacements (ERR) for a total of \$70,827.

Target Population Households served in FFY 2017



Cold Weather Rule Expo



CLIENT SUCCESS STORY:

While working with a household applying for Energy Assistance, staff learned that his car broke down and he had lost his job due to lack of transportation. His previous employer was not supplying income proof that was needed to complete his application. Energy Assistance staff collaborated with County Social Services to acquire the necessary verification. This household had moved into his garage because his electric service was disconnected and wood stove unsafe to operate in his home.

The household was approved for assistance and had electric service restored. He was also eligible for a new wood stove through the ERR program and was able to return to his home.



Tiny Tots Expo Event

Energy Assistance Program staff attended a number of community events representing BI-CAP, Inc. This outreach upheld our mission of sharing program information to help low-income people in Beltrami and Cass County achieve self-sufficiency.

Letters received from Energy Assistance Approved Households:

Dear Bi-County CAP,

"Thank you so much for getting our furnace fixed so quickly! We weren't sure how we could have gotten it fixed without your help."

"Thank you for your generous grant of money for energy assistance. It is deeply appreciated."

" I can't begin to tell you how grateful we are for your help and kindness during our time of need. It's not easy to ask for help . Thank you so much, I only hope we can pay it forward."

Proactive Energy Self Sufficiency Plan—Efficiency Matters

The Efficiency Matters Class was approved by the MN Department of Commerce for the third year. The FFY 2017 plan consists of two classes aimed at proactively helping households reduce energy need and enhancing energy security. This year the plan includes the addition of offering classes in Cass County as well as Beltrami County. Target population group is EAP eligible households with children under six.

Classes will take place in June. EAP staff are excited to see one of last year's participants introduce the class and share her personal success story.



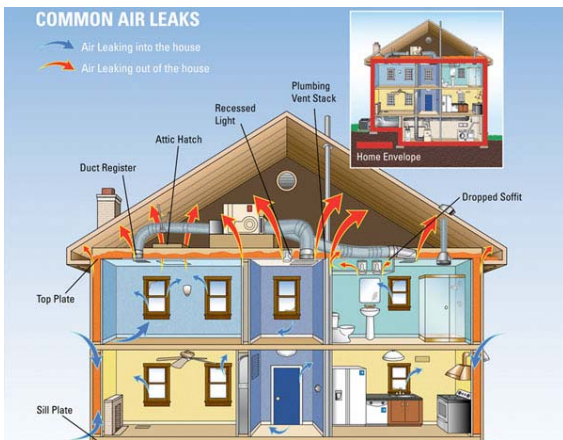


SUPPORTIVE HOUSING

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.

A challenge the Supportive Housing department has faced is implementing the mandated ‘Coordinated Entry’ system. Coordinated Entry is how all people experiencing homelessness will enter the system to be served in the entire State of Minnesota and the nation. The Coordinated Entry system is broken out by Continuum of Care regions. The idea is for a client to enter the system and only have to provide their information and tell their ‘story’ one time and it can be shared by other agencies within the Continuum. The system includes an assessment tool called a ‘SPDAT’ that measures acuity or seriousness of their situation. The client will be put on a prioritization list within their region and will be picked off the list according to what housing options may be available and what their score is on the assessment. The system is designed to serve the right clients with the right level of services at the right time. It is intended to assure those that need the services the most are served rather than just being at the right place at the right time. BI-CAP is working with the Central Continuum of Care and Northwest Continuum of Care to implement the system in Cass and Beltrami Counties.

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



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 \$256,179.00, in DOE funds, for the contract period 7/1/16 through 6/30/17. The Weatherization Team has completed 25 units for the program year and expended 100% of our funding allocation.



EAP WX CARRY OVER & EAP WX

BI-CAP was awarded \$338,460.00, in EAP WX Carry Over funds, for the contract period 7/1/16 through 6/30/17. Program objectives are to improve energy efficiency, consumption, and health and safety issues in their home. Standalone furnace repairs and replacements are eligible measures utilizing EAP WX funds. The Weatherization Team has completed 28 units, and repaired 5 furnaces as standalones. We also have 2 units that have been audited, but are on hold until new funding is received for PY 17. These funds will be weatherized with the new program year EAP WX Carry Over allocation.

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 2016, and a listing of some of the items that may be considered by the various CIP Programs.

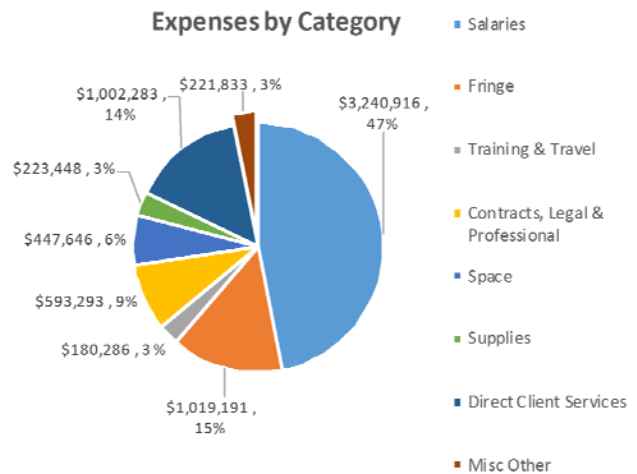
While BI-CAP does not administer the CIP Program for Crow Wing Power and Minnesota Power, BI-CAP does make direct referrals for their CIP services.

CIP PROGRAMS	Otter Tail	MN Power	Lake Country	Beltrami Electric	Clearwater Polk Electric
Total CIP \$ Expended in 2015	\$15,581.00	\$0.00	\$0.00	\$26,895.75	\$0.00
# of households served in calendar Yr 2016	21	0	0	36	0
Grant Award for 2017	\$16,000.00	Pre-approval	Pre-approval	\$27,114.15	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

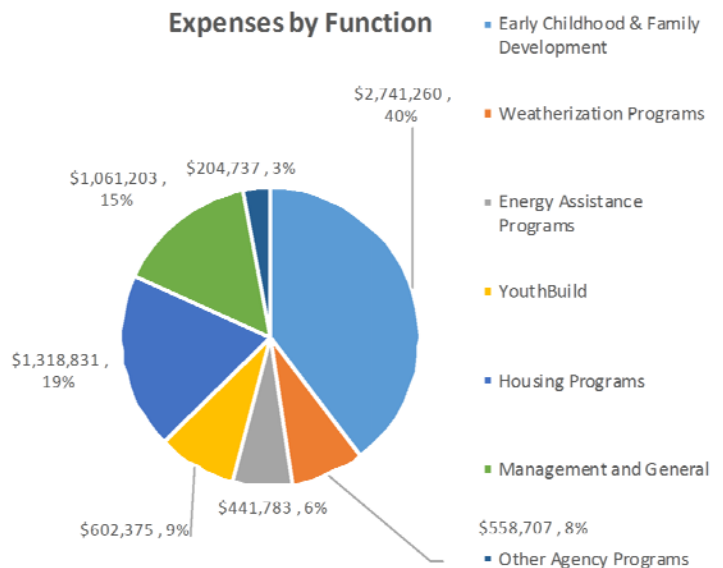


Funding Agencies & Programs	
U.S. Department of Agriculture	Minnesota Department of Commerce
Child Care Food Program	MN Weatherization Program
U.S. Department of Energy	Propane Program
DOE Weatherization	Minnesota Department of Education
U.S. Department of Health and Human Services	State Head Start
Federal 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	\$ 3,240,916
Fringe	\$ 1,019,191
Training & Travel	\$ 180,286
Contracts, Legal & Professional	\$ 593,293
Space	\$ 447,646
Supplies	\$ 223,448
Direct Client Services	\$ 1,002,283
Misc Other	\$ 221,833
Total Expenses by Category	\$ 6,928,896



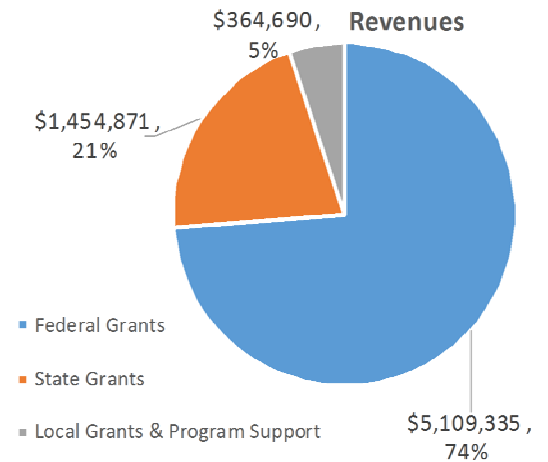
Expenses by Function	
Early Childhood & Family Development	\$ 2,741,260
Weatherization Programs	\$ 558,707
Energy Assistance Programs	\$ 441,783
YouthBuild	\$ 602,375
Housing Programs	\$ 1,318,831
Management and General	\$ 1,061,203
Other Agency Programs	\$ 204,737
Total Expenses by Function	\$ 6,928,896



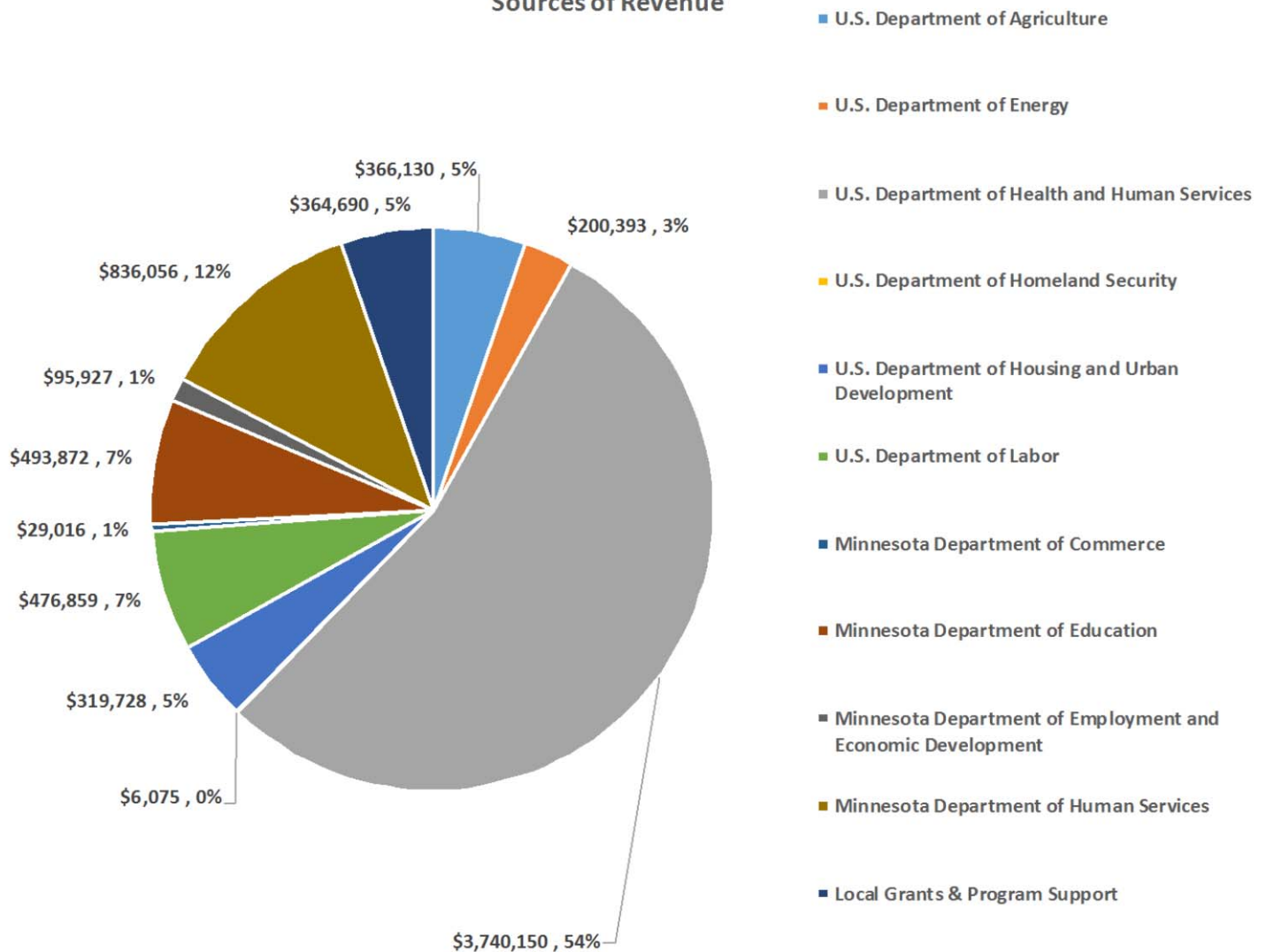
FINANCIAL STATEMENT

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.

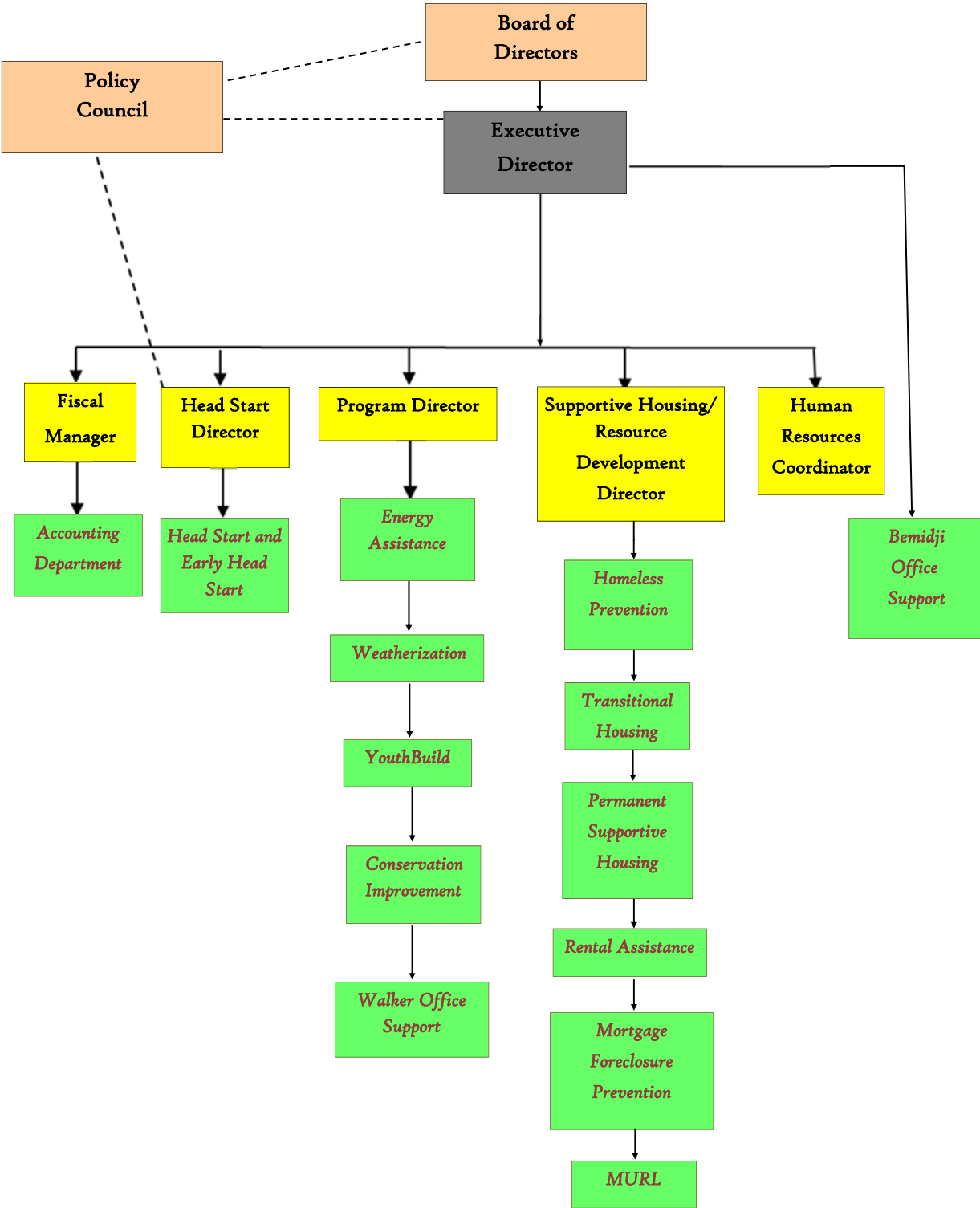
Sources of Revenue	
U.S. Department of Agriculture	\$ 366,130
U.S. Department of Energy	\$ 200,393
U.S. Department of Health and Human Services	\$ 3,740,150
U.S. Department of Homeland Security	\$ 6,075
U.S. Department of Housing and Urban Development	\$ 319,728
U.S. Department of Labor	\$ 476,859
Minnesota Department of Commerce	\$ 29,016
Minnesota Department of Education	\$ 493,872
Minnesota Department of Employment and Economic	\$ 95,927
Minnesota Department of Human Services	\$ 836,056
Local Grants & Program Support	\$ 364,690
Total Sources of Revenue	\$ 6,928,896



Sources of Revenue



BI-CAP ORGANIZATIONAL CHART



YEARS OF SERVICE

STAFF – OVER 30 YEARS OF SERVICE

Linda L.—Program Director	38+ years
Pam E.—Office Mgr/Executive Assistant	36+ years
Keith B.—Family Support Manager	31+ years
Dixie W.—Teacher Assistant II	31+ years

STAFF – 25 TO 30 YEARS OF SERVICE

Peg M.—Program Support Coordinator	25+ years
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STAFF – 20 TO 24 YEARS OF SERVICE

Hyacinth S.—Supportive Housing/ Resource Development Director	24+ years
Paula H.—Administrative Assistant	22+ years
Luanne S.—Teacher	20+ years

STAFF – 15 TO 19 YEARS OF SERVICE

Britta S.—Family & Classroom Support Coordinator/TA	18+ years
Mary D.—Teacher	18 years
Jennifer N.—Supportive Housing Specialist	18 years
Jill K.—Teacher	17+ years
Becky A.—Energy Assistance Specialist	17+ years
Rita H.— Classroom Coordinator	17+ years
Betsy S.—YouthBuild Records Technician	17+ years
Clare B.—Cook	16+ years
Beth S.—Health Support Manager	16 years
Kenny B.—YouthBuild Construction Trainer/Job Readiness Specialist	15+ years

STAFF – 10 TO 14 YEARS OF SERVICE

Laina H.—Teacher	14+ years
Debbie J.—Energy Assistance Lead Specialist	14+ years
Cathy S.—Supportive Housing Records Technician	14+ years
Tracey C.— Classroom Coordinator	13+ years
Jody B.—Teacher	13+ years
Jennifer A.— Classroom Coordinator	12+ years
Caryn J.—Teacher	12 years
Dawn G.—Family & Classroom Support Coordinator/TA	11+ years
Linda B.—Family Support Coordinator	11+ years
Sandy W.—Supportive Housing Specialist	11 years
Anna H.—Teacher	10+ years
Barb M.—Executive Director	10+ years
Kirk K.—Supportive Housing Specialist	10 years
Jeff F.—Housing Energy Auditor	10 years

STAFF – 5 TO 9 YEARS OF SERVICE

Chris M.—YouthBuild Manager	9+ years
Jacqui C.—Teacher	9+ years
Jerry R.—Facilities Maintenance I	9+ years
Danette H.—Energy Assistance Specialist	7+ years
Alicia J.—Health Coordinator	7+ years
Lauri C.—Family Support Coordinator	7+ years
Heather P.—Teacher	7+ years
Jak K.—Facilities Maintenance II	6+ years
Deb B.—Supportive Housing Specialist	6+ years
Heidi H.—Teacher	6+ years
Megan E.—Teacher	6+ years
Rina N.—Teacher	5+ years
Dawn P. —Supportive Housing Specialist	5 years

THANK
YOU!

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

