



# 2017 WISCAP Fall Quarterly Meeting

## Agenda

Heidel House Resort and Spa  
 643 Illinois Avenue  
 Green Lake, WI 54941

<b>Tuesday, October 31, 2017</b>			
<i>Time</i>	<i>Program Type</i>	<i>Program Title</i>	<i>Room</i>
11:00 a.m.-4:30 p.m.	Board of Directors	WISCAP Strategic Planning (lunch provided)	Dartford B
1:30 to 4:30 p.m.	Training	Cultural Competence	Dartford A
2:00 to 2:30 p.m.	Break	Snacks and Coffee Provided	Dartford Foyer
<b>Wednesday, November 1, 2017</b>			
8:00 a.m.	Continental Breakfast Available		Dartford Foyer
8:30 a.m. to 11:30 p.m.	Meeting	Board of Directors Meeting	Dartford B
8:30 a.m. to 11:30 a.m.	Roundtable	Financial Management	Dartford C
8:30 a.m. to 11:30 a.m.	Roundtable	Case Management	Dartford D
11:45 a.m. to 1:15 p.m.	Luncheon and Presentation from Stan Gruszynski		Daycholah
1:30 p.m. to 4:30 p.m.	Meeting	Board of Directors Meeting Continued	Dartford B
1:30 p.m. to 4:30 p.m.	Roundtable	Job and Business Development	Dartford C
1:30 p.m. to 4:30 p.m.	Roundtable	Housing	Dartford D
1:30 p.m. to 3:30 p.m.	Training	CSBG IS Survey Training & ROMA Next Gen. Prep	Dartford A
<b>Thursday, November 2, 2017</b>			
8:00 a.m.	Continental Breakfast Available for Training Plated breakfast served for Board		Sandstone Foyer
8:30 to 11:30 a.m.	Meeting	Board of Directors Business Meeting	Sandstone C
8:30 to 11:30 a.m.	Training	Improving Communication in the Workplace	Sandstone A

**Register & Pay Online at:**  
[wiscapquarterly.eventbrite.com](http://wiscapquarterly.eventbrite.com)  
 \*Credit Card  
 Processing Fees  
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# 2017 WISCAP Fall Quarterly Meeting

## Training Descriptions

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### Training Descriptions

#### **Cultural Competence**

October 31, 2017

1:30 to 4:30 p.m.

Trainer: Will Hutter, Associate Dean of the Marriage and Family Therapy Program, Edgewood College

In this training you will learn how to increase your cultural awareness and improve your inter-cultural communication. You will identify your own stereotypes, biases and prejudices and how to confront them. This will increase your (and your agency's) accountability to the goal of making cultural humility an ongoing process.

#### **CSBG IS Survey and ROMA Next Generation Prep**

November 1, 2017

1:30 to 3:30 p.m.

Trainer: Katie Castern, Bureau of Working Families Contract Manager, Department of Children & Families

This session will cover two important topics. First, it will serve as a refresher to get agencies ready to do their annual data reporting (the IS Survey) at the end of the calendar year. Second, this session will offer an overview of what steps agencies should be taking to be ready to follow ROMA Next Generation data reporting during 2018.

#### **Improving Communication in the Workplace**

November 2, 2017

8:30 to 11:30 a.m.

Trainer: Laura Smythe, CEO, Communication Connection

Communication is often trickier than we think. When we are tired, stressed, or faced with somebody who views the world very differently than we do, we don't always communicate in a way that makes it easy for the person listening to us to understand what we mean and what is most important to us. Also, when we are listening we don't always hear the message the speaker intended to send. We will explore barriers to effective communication and talk about tips for both preventing and overcoming those barriers.

## Roundtable Descriptions

### **Financial Management**

November 1, 2017

8:30 to 11:30 a.m.

Facilitator: Laura Brown, Chief Financial Officer, Racine Kenosha Community Action Agency

Roundtable participants will discuss the various aspects of building organizational capacity through internal controls, automation and identifying gaps and inefficiencies in administration. Participants will also discuss the impact of the upcoming accounting pronouncements Presentation of Not for Profit Financial Statements (ASU 2016-14 Topic 958), Leases (ASU 2016-02 Topic 842) and Revenue Recognition (ASU 2014-09 Topic 606).

### **Case Management**

November 1, 2017

8:30 to 11:30 a.m.

Facilitator: Debbie Bushman, Housing Director, NEWCAP

The roundtable will focus on “The HUB” collaboration between agencies in the City of Oshkosh that share data and use a coaching style of case management. The HUB uses an enhanced matrix created by HUD and Trauma Informed Care: What next?: This presentation will start to explain how to take what we have learned in our Trauma Informed Care training and use it at our agencies. How do we get our agencies to use the Trauma Informed Care approach? We will also discuss/share the ideas from the last roundtable to see where we want to go from here.

### **Job and Business Development**

November 1, 2017

1:30 to 4:30 p.m.

Facilitator: Kathy Doyle, Business Development Director, ADVOCAP

Roundtable participants will update the group on current programs that they are working on. Discussion will occur on future grant opportunities for the WISCAP agencies as a group. We will also be discussing the current status of the Rural Loan Funds that Western Dairyland has to administer and assistance they may need in completing the grant. Also being planned is a presentation to the group on crowd funding for businesses.

### **Housing**

November 1, 2017

1:30 to 4:30 p.m.

Facilitator: Wil Gehl, Executive Director, Foundation for Rural Housing

The housing roundtable will offer an opportunity to hear updates from Theola Carter from the Division of Energy, Housing and Community Resources. Professor Brian Ohm will give a presentation on comprehensive housing planning at the local level. Professor Ohm holds a joint appointment with UW Extension where he is the state planning law specialist and UW-Madison’s Department of Planning and Landscape Architecture. There will be time to share updates and discuss participant’s housing activities within their agency and region.



# 2017 WISCAP Fall Quarterly Meeting

## Registration Form

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643 Illinois Avenue  
Green Lake, WI 54941

Please submit this form by emailing it to [kberens@wiscap.org](mailto:kberens@wiscap.org) or by mail. Please mail check and form (if applicable) to the WISCAP office at:

1310 Mendota Street, Suite 107, Madison, WI 53714.

**Registration fee is \$50 per person. Please submit a separate registration form for each participant.**

Agency: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Dietary Restrictions: \_\_\_\_\_

**Please mark the sessions you will be attending.** Breakfast will be served at 8:00 a.m. on November 1st & 2nd

### Tuesday, October 31st

**11:00 a.m. to 4:30 p.m.**

WISCAP Strategic Planning  
(Board of Directors)

**1:30 to 4:30 p.m.**

Training  
*Cultural Competencies*

### Wednesday, November 1st

**8:30 to 4:30 p.m.**

Board of Directors Meeting

**8:30 to 11:30 a.m.**

Financial Management R/T  
 Case Management R/T

**11:45 a.m. to 1:15 p.m.**

Luncheon & Plenary Speaker

**1:30 to 4:30 p.m.**

Job & Business Development R/T  
 Housing R/T  
 CSBG IS Survey Training

### Thursday, November 2nd

**8:30 to 11:30 a.m.**

Board of Directors Meeting

Training

*Improving Communication in  
the Workplace*

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