



Tri-Valley Opportunity Council, Inc.
Board of Directors Meeting
January 13, 2026

The Tri-Valley Opportunity Council, Inc. Board of Directors meeting was called to order at 6:00 p.m. at the Eagles Club in Crookston, MN.

The Board members present were J. Bachmeier, S. Peterson, J. Duckstads, S. Vonesh, G. Willhite, P. Reese, T. Anderson, K. Shaugobay, K. Hassel, D. Mack, T. Malm, N. Myers, L. Hall, C. Spisak

The staff members present were M. Hedden, M. Hams, and A. Aubol.

A quorum was established with 14 voting members present.

G. Willhite moved to approve the Consent Agenda, which included the current agenda, December 09, 2025, meeting minutes, status report, financial report, and the United Way of Crookston Grant Request in the amount of \$3,000.00 from April 2026 through March of 2027. The funds will be used for the purpose of the grant dollars to assist in the Foster Grandparent transportation reimbursement via milage reimbursement or THE Bus costs to and from sites or in-service training. The dollars also will help supplement the cost of background checks for potential volunteers. Seconded by P. Reese. Motion carried.

Treasurer J. Duckstad reported the fiscal documents had been reviewed and were in order.

S. Peterson moved to approve the Executive Committee Report that included the keeping the ESST policy as it was prior to the revisions, stating "ESST may be used by hourly employees in quarter hour (.25) increments." Approved on 12/17/2025. Seconded by J. Duckstad. Motion carried.

M. Hedden presented the Chief Executive Officer report.

- The Attorney General for 5 states has lifted the funding freeze at this time.
- Tri-Valley has been sending out training information on how to respond if ICE arrives at any of our locations.
- M. Hedden is focusing on sending out positive information going on within Tri-Valley.
- MinnCAP and other Community Action Organizations are trying to prioritize their efforts for their clients.
- 2026 MinnCAP Legislative agenda goals:
 - Strengthen legislative relationships and awareness.
 - Advance strategic bonding proposals.
 - Promote Transparency and accountability.
 - Support the ongoing 2025 legislative agenda.
 - Prioritize high impact policy bills that benefit people with low incomes.

- There is no new information about on-site compliance checks.

N. Myers moved to accept the Chief Executive Officer report. Seconded by K. Hassel. Motion carried.

S. Vonesh provided highlights from the January 06, 2026 Regional Head Start / Early Head Start Policy Council meeting. Highlights include:

- J. Tangen went over the Budget In Place, Credit Card Statements, in Kind and Program Data Report.
- 5 new staff have been hired within the Regional Head Start/Early Head Start Program since our last meeting.
- The Office of Head Start Grant request that included, Budget, Training & Technical Assistance Plan and Budget, Funded Enrollment/Program Design, Org Chart, and List of Contracts.
- J. Tangen presented the Program Planning that includes the Program Goals, and School Readiness Goals.
- J. Tangen reviewed the Policies and Processes.

T. Anderson moved to approve the Head Start, Child and Family Programs Report. Seconded by S. Peterson. Motion Carried.

M. Hedden requested Board approval to apply for the Office of Head Start within the Administration for Children and Families Grant Request in the amount of \$3,716,876.00 for a one-year duration. The funds will be used for Head Start, Early Head Start and TTA Services. (Norman County, Crookston, East Grand Forks, and Owatonna)

- Budget
- Training & Technical Assistance Plan and Budget
- Funded Enrollment / Program Design
- Organizational Chart
- List of Contracts
- Program Goals

J. Duckstad moved to approve the Grant Request, Budget, Training & Technical Assistance Plan and Budget, Funded Enrollment / Program Design, Organizational Chart, List of Contracts, and Program Goals. Seconded, by T. Malm. Motion carried.

Board approval was requested to apply for the Minnesota Department of Health Grant Request in the amount of \$40,000.00 from April 01, 2026, through July 30, 2027. The funds will be used for the purpose of funding to continue to raise awareness and connect individuals, families and caregivers to resources associated with Alzheimer's and other related dementias. S. Vonesh moved to approve. Seconded by K. Hassel. Motion carried.

D. Mack moved to approve the HUD Domestic Violence (TH RRH Bonus) Grant Request in the amount of \$120,000.00 from June 01, 2026, though May 31, 2027. The funds will be used to assist families and individuals experiencing and fleeing domestic violence to prevent homelessness or end homelessness. Seconded by K. Hassel. Motion Carried

K. Shaugobay moved to approve the HUD Domestic Violence (TH RRH NEW Project Renewal) Grant Request in the amount of \$131,000.00 from December 01, 2026, through November 30, 2027. The funds will be used to assist families and individuals experiencing and fleeing domestic violence to prevent homelessness or end homelessness. Seconded by L. Hall. Motion carried.

Board approval was requested to apply for the HUD Permanent Supportive Housing Grant Request in the amount of \$133,000.00 from December 01, 2026, through November 30, 2027. The funds will be used for rental assistance and support services for 11 clients for one year. N. Myers moved to approve. Seconded by T. Anderson. Motion carried.

D. Mack moved to approve the HUD Rural (RRH TH FY 25) Grant Request in the amount of \$200,000.00 from October 01, 2026, through September 30, 2027. The funds will be used for rental assistance and support services for 6 clients for one year in Marshall and Norman Counties. Seconded by S. Peterson. Motion carried.

Board approval was requested to apply for the United Way – Reach Out for Warmth Grant Request in the amount of \$7,500.00 from March 2026 through March 2027. The funds will be used to assist with energy costs to prevent disconnection and reconnect services for households that are slightly over income this year and have used the service in the past or have used all of their energy grant and crisis funds already for the year and are facing disconnect. K. Hassel moved to approve. Seconded by S. Peterson. Motion carried.

The Board of Directors was asked to accept the resignation of S. Kjono from the Board of Directors, with regrets. Motion by J. Duckstad to approve, second by S. Peterson. Motion carried.

M. Hedden reviewed the Emergency Succession Plan, which is in place for contingencies due to the disability, death, or departure of the Chief Executive Officer. In the unlikely event of an untimely vacancy, the Emergency Succession Plan facilitates the transition to both interim and long-term leadership. There were no changes to the plan. P. Reese moved to approve. Seconded S. Vonesh. Motion carried.

M. Hedden reviewed to Family Homeless Prevention and Assistance Program (FHPAP) Monitoring and Financial Reconciliation Letter.

The next meeting of the Board of Directors will be February 10, 2026, 6:30 p.m.

J. Duckstad moved to adjourn the meeting. Seconded by K. Hassel. Motion carried. Adjourned at 6:40 p.m.

Respectfully submitted,

Shawna Peterson
Secretary of the Board

SP: AMA