

*Lakes and Pines CAC, Inc.*  
*Annual Report*  
*2012—2013*

*“New Directions”*



*Mission:*

*To build prosperous communities by serving local families and individuals in their pursuit of self-reliance.*

*48 Years Partnering to End Poverty*  
*Serving: Aitkin, Carlton, Chisago, Isanti, Kanabec, Mille Lacs & Pine Counties*

1700 Maple Avenue East Mora, MN 55051 (320) 679-1800 (800) 832-6082 fax: (320) 679-4139 [www.lakesandpines.org](http://www.lakesandpines.org)  
An Equal Opportunity Employer/Contractor

## *New Directions*

Not unlike most years, this past year Lakes and Pines was taken into a number of new directions. All too often Agencies are taken into directions not of their own free will and/or not of their choosing. This past year was a mixed bag in terms of directions, some of which were chosen for Lakes and Pines and others which were chosen by Lakes and Pines. Regardless of the origin of the change, each “new” direction can be said to have had a profound impact on communities and individuals in need.

It was important this year, as always, that changes and new directions honor and build on the past rather than be undertaken simply to escape the past. The success that Lakes and Pines has had in the past in serving the communities and individuals in the seven county service area has allowed us to be in a position to take some great risks in reaching out and trying new things.

This past year Lakes and Pines tackled two huge “elephants in the room” from as many Community Assessments that can ever be recalled. Those two new directions for the Agency were transportation, delivered through a car donation program, and health care addressed through our initial involvement in the Affordable Health Care Act and MNsure. Both of these areas for a long time seemed too monumental for Lakes and Pines to take on. One by choice and one by circumstance, this past year Lakes and Pines dipped more than a toe in the water in addressing both areas.

Other new directions this past year were taken in the areas of advanced technology, flood relief, housing and new kinds of community partnerships. All of this was done under a new plan, which rather than create a blueprint, provided a framework outlining the Agency’s strengths and possible challenges, tied new initiatives to our mission and analyzed risk vs. reward.

The Agency’s new measure of *Capacity for Strategic Response* puts into place, rather than a plan which is shelved at the first “crisis,” a strategy that allows the Agency to take on the new and unknown in a way of knowing what we can do and where our limitations might be.

Once again the remarkable success of this past year will build “equity” into the challenges we will be facing in the future.

*Board Chair & Executive Director*

## *Board of Directors Officers*



*Elizabeth Dodge  
Chairperson*



*Wayne Boettcher  
First Vice Chair*



*Gene Anderson  
Second Vice Chair*



*Scott TenNapel  
Treasurer*



*Lilly Turner  
Secretary*

*A big Thank You to Lisa Timm at Expressions Portrait Design for providing Board Member photographs.*

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# *Lakes and Pines Board of Directors*

*Donald Niemi, Aitkin County Commissioner*  
*Gary Peterson, Carlton County Commissioner*  
*Mike Robinson, Chisago County Commissioner\*\*†*  
*Greg Anderson, Isanti County Commissioner*  
*Gene Anderson, Kanabec County Commissioner\*\**  
*Genny Reynolds, Mille Lacs County Commissioner*  
*Mitch Pangerl, Pine County Commissioner*

*Lilly Turner, Aitkin County Area Served\*\**  
*Pauline Strand, Carlton County Area Served*  
*Joy Erickson, Chisago County Area Served\*\*†*  
*Ronald Duke, Isanti County Area Served*  
*Liane Heupel, Kanabec County Area Served\*\*†*  
*Carla Bruggeman, Mille Lacs County Area Served*  
*Roberta Folkestad, Pine County Area Served*

*Mary Oja, Carlton County Council on Aging*  
*Elizabeth Dodge, Area Social Services Directors\*\*†*  
*Steven Walbridge, Area Lion's Clubs*  
*Kathy Krenik-Minkler, Area Public Health Directors †*  
*Wayne Boettcher, Farmers Union Groups\*\*†*  
*Scott TenNapel, Mental Health Services\*\**  
*Wendy Walburg, Head Start Policy Council\**

- \*\* Executive/Personnel Committee Member
- † Planning and Evaluation Committee
- \* Labor Negotiation Representative



*Dedication*  
*In Memory Of:*

*Duane Droge ("Butch")*  
*Lakes and Pines Board of Directors*  
*The voice for Mille Lacs County Low-Income Residents*  
*1997 - 2013*



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## 2013 Award Recipients

<i>Volunteer of the Year:</i>	<i>Kari Moe</i>
<i>Allies in Action:</i>	<i>Twin Cities United Way</i>
<i>Spirit of Community:</i>	<i>Allstar Childcare Center</i>
<i>Roger E. Corbin (Staff):</i>	<i>Dixie Danielson</i>

## Head Start Policy Council Representatives

The Head Start Policy Council provides parents and other community representatives with the authority and opportunity to participate in decision-making concerning program design and implementation. Parents are elected by their local parent groups to represent their “socialization site or center site” on Policy Council. Policy Council has many responsibilities including, but not limited to:

- Evaluate the Head Start Program and make recommendations for improvement;
- Develop and approve budget proposals;
- Develop and approve grant proposals;
- Provide input on state legislation affecting Head Start;
- Bring comments/concerns from their parent group to Policy Council;
- Report back to their parent group the happenings in the Program; and
- Participate in sub-committees of the Policy Council.

It is important for the Policy Council Representative to attend parent meetings to give a report to the group. They are an important connection for families in their area. If the representative is not able to attend the Policy Council meeting, he/she contacts their alternate for representation at the table.

### 2013 Representatives:

<i>Brad Aufenthic</i>	<i>Jill Batién</i>	<i>Kimberly Berglund</i>
<i>Kari Brasch</i>	<i>Anne Carnes</i>	<i>Tammy Ostlund</i>
<i>Jennifer Ramlet</i>	<i>Tonya Simcox</i>	<i>Chris Theodore</i>
<i>Wendy Walburg</i>	<i>Crystal Warren</i>	<i>Sandra Wilkening</i>

# *Family Homelessness Prevention and Assistance Program (FHPAP) Committee*

*The Family Homelessness Prevention & Assistance Program has an Advisory Committee that meets monthly to determine the current trends and needs of the area in regards to housing and homelessness. The Committee consists of staff from each County Health & Human Service Department, Domestic Violence, Veteran's Service, Mental Health and Chemical Health service providers, area landlords and housing providers from the entire seven county area.*

## *2013 Representatives*

<i>David Anderson</i>	<i>Jane Arnold</i>	<i>Rene Baker</i>	<i>Patty Beech</i>	<i>Melinda Blood</i>
<i>Brittany Campion</i>	<i>Amy Carter</i>	<i>Kate Bitney</i>	<i>Pam Douglas</i>	<i>Kate Ericson</i>
<i>Vicki Farden</i>	<i>Marilyn Fromm</i>	<i>Cheryl Gray</i>	<i>Scott Grother</i>	<i>Lisa Hamilton</i>
<i>Mike Harper</i>	<i>Deanna Hemmesch</i>	<i>Rose Dunn</i>	<i>Sherry Janousek</i>	<i>Jennifer Kalis</i>
<i>Karrie Kolb</i>	<i>Elizabeth Kuoppala</i>	<i>Scarlet LaValle</i>	<i>Shirley Lewison</i>	<i>Lisa Lilja</i>
<i>Jon Livingston</i>	<i>AG Lynch</i>	<i>Chassidy Lobdell</i>	<i>Michelle Morgan</i>	<i>Judy Pearson</i>
<i>Paul Pedersen</i>	<i>Kala Roberts</i>	<i>Connie Saaristo</i>	<i>Jen Sathre</i>	<i>Lezlie Sauter</i>
<i>Lowell Sedlacek</i>	<i>Dianne Stone</i>	<i>Linda Swanson</i>	<i>Theresa Swanson</i>	<i>Kristian Theisz</i>
<i>Mary Ann Westlund</i>	<i>Roseann Wiltsey</i>	<i>Marcie Yarger</i>	<i>Monica Zachau</i>	



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# *Legislative Membership*

## *Lakes and Pines Seven-County Service Area*

*Lakes and Pines appreciates the partnership of Legislators in working toward prosperity for all East Central Minnesota residents.*

### ***US Senate***

*Amy Klobuchar (DFL)*

*Al Franken (DFL)*

### ***US Congress***

*District 8: Rick Nolan (DFL)*

### ***Governor***

*Mark Dayton (DFL)*

### ***Lieutenant Governor***

*Yvonne Prettner Solon (DFL)*

### ***State Representatives***

*District 10B: Joe Radinovich (DFL)*

*District 11A: Mike Sundin (DFL)*

*District 11B: Tim Faust (DFL)*

*District 15A: Sondra Erickson (R)*

*District 32A: Brian Johnson (R)*

*District 32B: Bob Barrett (R)*

*District 39A: Bob Dettmer (R)*

### ***State Senators***

*District 10: Carrie Ruud (R)*

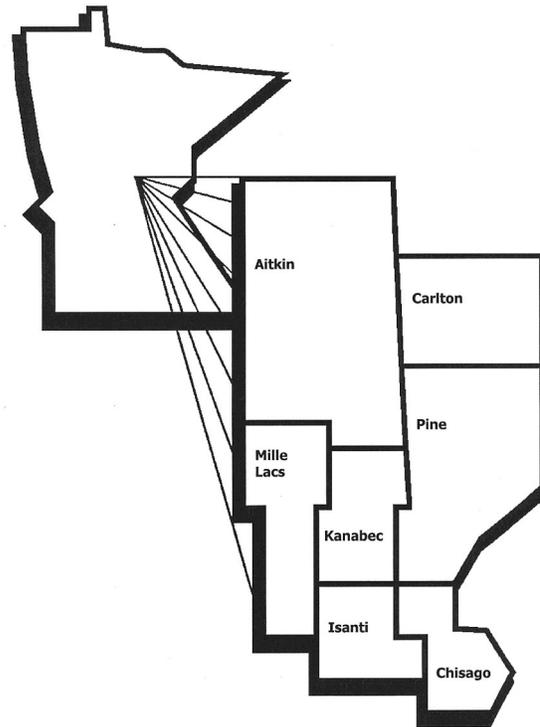
*District 11: Tony Lourey (DFL)*

*District 15: David Brown (R)*

*District 31: Michelle Benson (R)*

*District 32: Sean Nienow (R)*

*District 39: Karin Housley (R)*



# *Early Childhood & Family Development Department*

*Becky Hanson, Department Director*

The Early Childhood and Family Development Department's purpose is to comprehensively serve families and young children in a holistic manner with an emphasis on parent involvement and child development.

During the 2012-2013 Program Year, the Head Start Program participated in the Minnesota Parent Aware rating system. Parent Aware is a rating tool (from 1 to 4 stars) for selecting high quality child care and early education in Minnesota. There are many indicators of quality used to decide each site's rating, and by 2015 all of Minnesota will have the opportunity to participate in this voluntary rating scale. In January 2013, the Lakes and Pines Head Start program applied for and obtained the rating of 4 stars, the highest quality, for the entire program, including the licensed child care centers and family child care providers we partner with.

With this rating come advantages for our Program and partnering child care sites. The sites are now able to promote their business as being a "4 star rated" program through marketing materials, which can have a positive effect on their enrollment. Another advantage is that they will be eligible to accept State Early Childhood Scholarships, which have been recently funded by the Minnesota Legislature. By being "4 star rated" through Head Start, two partnering child care sites in Pine County (Tabitha Zimmer, Family Child Care Provider and Pine Children's Early Learning Center) received a donation of preschool child computer stations and early learning software by IBM. This donation was a great addition to the existing quality learning environment in each site.

In February 2012, the Lakes and Pines Building Blocks for Success Program, funded by the Twin Cities United Way, was in full swing recruiting child care providers to partner with for this school readiness program. One of the contacts made included Billi Jo Peterson, licensed Family Child Care Provider in Isanti, MN. Billi Jo stated that she was thinking about closing the doors to her "Care a Lot Home Daycare," after being in operation since 2007, due to lack of enrollment. The economy hit her child care hard, as it did many. During this time, parents of preschool children opted for less expensive child care, utilizing family, friend, and neighbor care. The Building Blocks for Success staff encouraged Billi Jo to work with Lakes and Pines and join the partnership.

Billi Jo accepted the proposal and jumped on board. By partnering with Lakes and Pines' Building Blocks for Success Program, she began advertising her business and identifying her child care as offering a school readiness program. This effort paid off. The number of children enrolled in her child care increased, and her child care families enrolled their children in the Building Blocks for Success Program.

Bill Jo says she has gained many things since partnering with Lakes and Pines such as; encouragement, support, and resources from Lakes and Pines' staff, training opportunities, institution of a research-based curriculum, publicity, increased enrollment, and additional financial resources to grow her business.

Working in partnership with Billi Jo not only has increased the quality of education the children are receiving, but has maintained a very viable option for working parents to receive care and education for their children so they can maintain employment.

Preparing children for school is one of the major goals of the Head Start Program. The Lakes and Pines Head Start Program tracks and monitors school readiness goals, with the assistance of parents and community members, on an ongoing basis throughout the year. Focus areas for improvement are identified, based on results of the data, and improvement plans are developed in order to continuously improve services for children and families. The assessment, Teaching Strategies Gold, is used to track school readiness goals for children ages three to five and assesses children's skill development for their age. For the 2012-2013 Program Year, results of the data show children are making significant progress towards becoming school-ready. In each goal area (Physical Health, Social-Emotional Development, Approaches to Learning, Literacy, and Language) scores improved throughout the year anywhere from 9% to 23%. At the end of the year, the percent of children proficient in the goal areas for their age ranged from 82% to 99%. For a complete report on the achievement of school readiness goals by Head Start children, please visit [www.lakesandpines.org](http://www.lakesandpines.org).

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# *Early Childhood & Family Development Department*

*Becky Hanson, Department Director*

In 2012, the Head Start Program embarked in a Health Literacy Initiative, which involved staff training on health literacy, teaching methods to use with parents, and instructions on how to use the resource book given to all participating families, “What To Do When Your Child Gets Sick” written by Gloria Mayer R.N. and Ann Kuklierus, R.N. The education includes encouraging parents to take an active role in their child’s health by using the book to inform themselves of common things to look for when their child is ill and when it is necessary to seek additional medical care. It also lists several safety tips for parents to follow to keep their child safe and healthy.

During the program year 2012-2013, 64 families were involved in this project and six staff (five infant/toddler home visitors and one preschool home visitor) were trained. The staff provided the families with health literacy education and gave them each the “What to Do When Your Child Gets Sick” book. The families completed a pre and post survey to determine the effectiveness of the education that was provided and the use of their new book. Sixty-three pre and post surveys were completed. Although the results are still being tabulated, several home visitors stated that the families were using their book to look up certain symptoms that their child was experiencing and found it helpful for them to take appropriate action to help their child get better.

The Program is embarking upon the second year of the Health Literacy Project in 2013-2014 by training additional staff and reaching 64 new families. The Program plans to reach most if not all of the families served over the next few years and assist parents in becoming strong advocates for their child’s health needs.

During the 2012-2013 Program Year, the Department operated a number of programs. The Head Start Program has many options serving a variety of ages of children to meet families’ needs. The options available are Home-Based for children ages three to five, Home-Based for children ages birth to three, Center-Based for children ages three to five, Family Child Care for children ages three to five, Homeless Services for children ages birth to five, and Informal Child Care for children ages three to five. The Department also operates two programs in Chisago and Isanti counties funded by the Greater Twin Cities United Way, Building Blocks for Success Program for children ages three to five and Bright Beginnings for children ages birth to three.

For more information about Head Start’s activities and accomplishments, please view the Lakes and Pines’ Head Start Annual Report at [www.lakesandpines.org](http://www.lakesandpines.org). You may also request a copy by contacting Becky Hanson at (320) 679-1800, ext. 138.



Excited children at Pine Children’s Early Learning Center with the donated IBM computer.

From left to right: Anders, Ava, Katey, and Kinsey

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# *Energy-Housing Department*

*Richard Fuchs, Department Director*

The Energy-Housing Department's purpose is to further the Agency Mission by providing programs such as Energy Assistance, Weatherization and Housing Rehabilitation. The Energy Assistance Program reduces a family's anxiety about keeping warm in the winter or worrying about going without heat or electricity. The program is able to accomplish this by paying a portion of their heating bills and by having crisis funds available when emergencies related to heat or electric service occur. Once basic needs are met, the household is able to focus on other goals. Weatherization services reduce a household's energy needs and the associated bills, making them more affordable and allows budgeting of available resources. The Energy-Housing Department's rehabilitation services helps preserve low-income housing for future generations. Many homeowners cannot afford to make needed repairs to key systems in their home, which negatively impacts the quality of life, as well as allowing the home to fall into a state of disrepair. The immediate effect is a better functioning, safe home for the current resident. Most programs in the Energy-Housing Department focus on basic needs. Meeting these needs removes sources of stress and worry, and allows the family members to focus on other hurdles to self-sufficiency.

This year the Energy-Housing Department was able to help a family with two small children realize their dream when they purchased a home in Milaca. It was not perfect; it needed a new roof, windows and some foundation work, but it was theirs. The plan was to try to save funds so they could gradually fix these issues. They called Lakes and Pines after hearing about the Small Cities Development Program in Princeton and Milaca and found out that they were eligible. When the rehabilitation specialist did a home assessment, they found lead-based paint hazards. The available deferred loan corrected these problem areas and was even able to re-side the house. The result is a safe, healthy home for this family to raise their children in.



Above: Before Work done

Left: After Rehabilitation

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# Energy-Housing Department

*Richard Fuchs, Department Director*

The Energy-Housing Department was able to make great progress with many families this year. Clients are moved to achieve self-sufficiency through efforts that encourage them to take action on their own behalf. Thus, whenever possible, clients are asked to contact their energy vendors to keep lines of communication open, call contractors to arrange property inspections and to obtain bids. They are also given additional resources to call which will improve their situations.

## Programs:

Energy Assistance Program

Reach Out for Warmth

Caring Members

Small Cities Development Programs:

Braham Community Center

Princeton-Milaca

Braham-Grasston

Weatherization

Conservation Improvement Program

Iron Range Resource Rehabilitation

Minnesota Housing Finance Agency Programs:

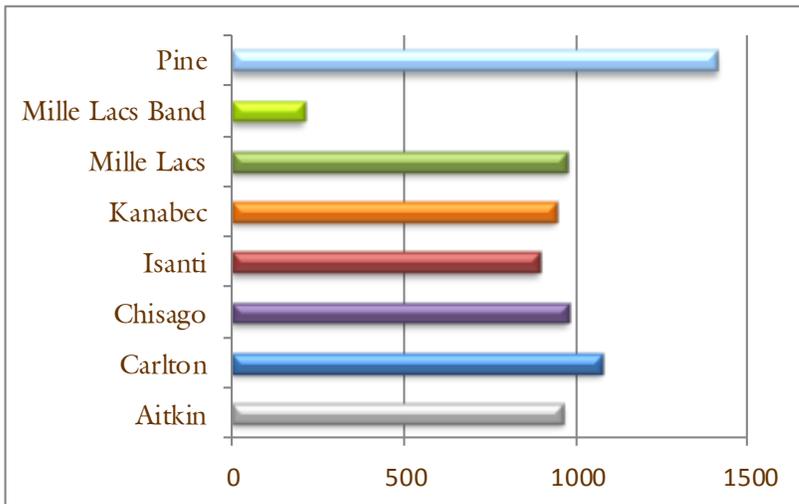
Quick Start Disaster Recovery

Rental Rehabilitation Deferred Loan

Emergency & Accessibility Rehab Loan

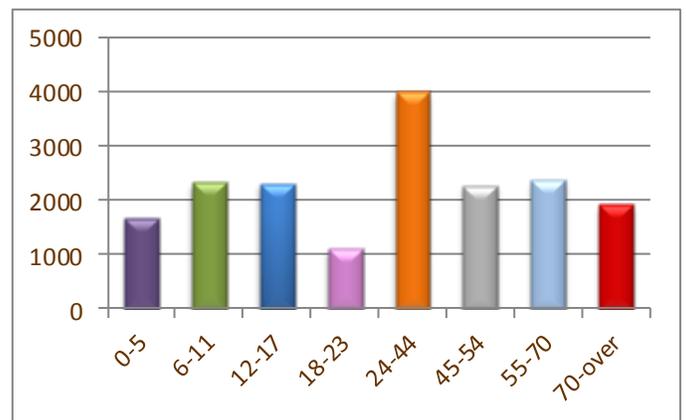
## Energy Assistance Program Households

### *Number of Households Served by County*



*18% of individuals served by the Energy Assistance Program were disabled.*

### *Energy Assistance Recipients by age*



*2,293 Households were served with crisis funding during the last program year.*

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## *Community Services Department*

*Lezlie Sauter, Department Director/Agency Planner*

The purpose of the Community Services Department is to be the catch-all for programs that do not fit into the Energy-Housing and Early Childhood and Family Development Departments and also further the goals outlined in Lakes and Pines' Community Action Plan. The Community Action Plan is based on the needs defined through the Community Needs Assessment, which is conducted typically every three years and surveys clients and community members. Overall, the Community Services Department does just what the names says, serves the community to meet its needs, specifically low-income residents that are struggling and want to become financially resilient.

The Community Services Department's primary focus is to provide resources, referrals and case management/supportive services to people that are struggling to make ends meet. The secondary focus remains to provide financial assistance, as necessary, to stabilize struggling individuals and families. Through this focus, the Community Services Department has been implementing additional programming that helps provide outreach, education and case management, rather than direct financial assistance.

This past year, the Community Services Department made steps towards addressing youth homelessness. The Youth Host Home Program was piloted in Carlton and Pine counties; first with informational meetings to define what homelessness looks like in rural Minnesota and how difficult it is to locate homeless youth in rural Minnesota. The informational sessions also held discussions about the goals of the Youth Host Home Program, matching at-risk youth with hosts so the youth can finish school in a safe environment. The Youth Host Home Program sounds similar to the foster care program, but hosts do not receive reimbursement through the state to take in the youth. The youth generally only have one barrier to finishing their education, and it is their housing. The Youth Host Home Program provides training to hosts so that they are prepared to take in the youth, and the youth ultimately decides if the hosts are a good fit. The Community Services Department recognizes that the Youth Host Home Program is not the only solution to address rural youth homelessness, so additional funding was sought to not only expand the Youth Host Home Program, but also to devote more time to outreach and building community awareness around youth homelessness and starting a transitional housing program specifically for youth.

Lakes and Pines continued to provide free income tax preparations this past year in three locations: Mora, Pine City and Milaca. This year 665 tax payers were assisted by 20 dedicated volunteers, bringing over \$1 million returned to the area in the form of refunds. The sites offered a few different services this year, one being debit cards which refunds could be deposited to if the client did not have a bank account; and the volunteers were trained to offer FAFSA (Free Application for Federal Student Aid) assistance for families with college-bound members.

The Community Services Department fully initiated the Vehicle Donation Program with funding through the Otto Bremer Foundation. In the past year, five (5) vehicles have been donated to households, including the one (1) shown in the picture here.



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# Community Services Department

*Lezlie Sauter, Department Director/Agency Planner*

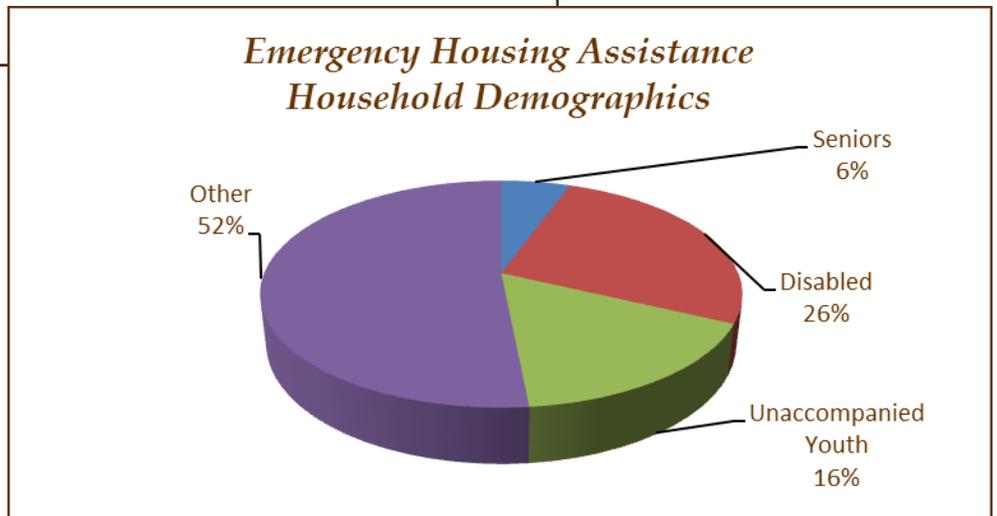
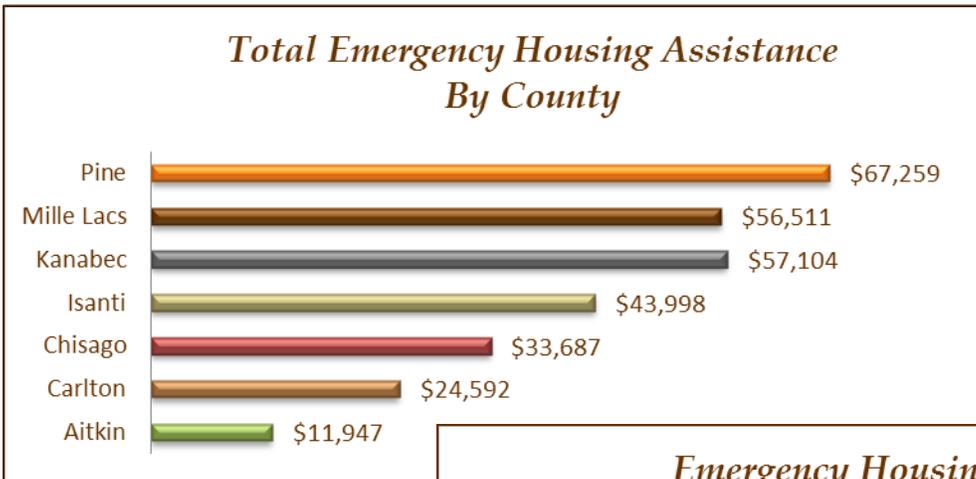
The Community Services Department started two new programs to help clients apply for the Supplemental Nutrition Assistance Program (SNAP), formerly known as Food Support/Stamps, and the subsidized medical insurance programs. Outreach and application assistance has been conducted to clients seeking housing assistance and approximately 7,000 households were screened and/or assisted with SNAP eligibility/applications.

The Community Services Department continues to make progress at building prosperous communities by helping local families and individuals obtain the knowledge and resources they need to be financially resilient, so they maintain their housing, are able to put food on the table and get to work.

## Programs:

Family Homelessness Prevention and Assistance  
 Emergency Solutions Grant: Shelter & Rehousing  
 Transitional Housing for Ex-Offenders  
 Social Security Outreach & Advocacy  
 SNAP Outreach & Application Assistance

MN Community Application Agent  
 Volunteer Income Tax Assistance  
 Family Assets & Independence in Minnesota  
 Financial Literacy  
 Transportation—Vehicle Donation Program



44% of the individuals served by the Community Services Department over the last year were under the age of 18.

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## *Administration Department*

*Robert Benes, Executive Director*

The Executive Director's office, governed by the Board of Directors, provides management of Agency business operations, overall leadership and direction through planning and evaluation to assure that all Agency activities are consistent with the Lakes and Pines Mission. The Administration Department provides legal authority, supervises Agency contracts, enacts Agency policies, assures fiscal controls, integrity and viability, as well as fair, consistent and efficient personnel management.

Over the past year in addition to delivery of the traditional cornerstone programs, Lakes and Pines was engaged in a process to evaluate the Agency strengths and challenges, measure its capacities and strategically look at how and/or if the Agency can respond to future challenges of mitigating the effects of poverty in East Central Minnesota. As a part of this, Lakes and Pines has been monitoring how the Affordable Health Care Act will affect us, not just as an employer, but the impact on low-income families within the service area. As a part of this, the role of the Agency as well as its relationship to MNsure, has been evaluated.

Other initiatives involving the Agency this year, which fall outside of traditional programming were, flood relief for Carlton, Pine and Aitkin Counties, assistance to Mille Lacs Reservation with delivery of the Low Income Energy Assistance Program, City of Moose Lake flood recovery, City of Kathio Renovation Loan Program, United Way Early Childhood programming, Vehicle Donation Program, and a Youth Host Home Pilot Program for homeless and at-risk youth.

Over the next year, the Board of Directors, Executive Director's office and Administrative Team will be looking closely at how the Agency can best prepare for the future, using a Strategic Response approach to meet the Mission of the Agency and the constantly changing world of Community Action.

## *Human Resources Department*

*Leona Dressel, Department Director*

A snapshot of the Human Resources' activities for Fiscal Year 2012-2013 would include assisting Departments in sustaining a high performing workforce, updating policies and procedures to meet the ever changing employment laws, and moving towards electronic HR documents to increase efficiency for all levels of staff.

In addition to the on-line Agency documents of policies and procedures, summary plan descriptions, and management forms from employee orientation packages to performance reviews, the HR Department also streamlined its tracking of safety trainings, required background checks, and other applicable data tracking.

Most of the benefit packages are completed on-line, along with the I-9, New Hire Report, EEOC-1 Report, Vets 100, Work Comp/OSHA, UI, Affirmative Action, and other required reporting.

The Department continues to assist Directors and supervisors in a number of employment related issues.

Just over 120 staff members assisted the Agency in working towards its mission.

This Department also participated in the *Organizational Performance Standards for Community Action*; a project to develop performance measures for Community Action Agency programs, including ways of measuring organizational capacity and setting standards.

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## *Technology Department*

*Kelly Manley, Department Director*

The Technology Department is responsible for maintaining, updating and directing the Agency's technology and information management systems. Due to fiscal controls, this Department provides data entry and processing of accounts payable, payroll, and personnel information, as well as data collection and specialized report creation. The Technology Department provides Agency-wide training and assistance for all aspects of computer automation, electronic communications and internet services.

The Technology Department strives to provide the greatest service at the lowest cost to the Agency. With the successful switch last year to *Google Apps for Nonprofits* for several core services such as email, the Agency intranet, and remote location file storage, the Agency has increased its' capabilities without increasing cost to budgets. This year the focus has been on developing software internally to increase efficiency in common daily tasks and improving the software we manage already to better serve the mission of the Agency.

## *Fiscal Department*

*Amanda Wall, Fiscal Controller*

The Fiscal Department is comprised of three staff members; the Fiscal Controller and two Accounting Technicians. As a team this year we have successfully completed an Agency-wide audit, a worker's compensation audit, an IRS desk audit and a retirement plan audit; assisted in several grant monitoring visits; conducted an Agency-wide biennial fixed asset review; and revised the Cost Allocation Plan.

The Fiscal Department maintains an accurate account of all financial transactions for the Agency. Financial information is processed timely and appropriately to grants. Reports are provided to the Board of Directors, Agency departments, community partners, and program funding sources. A primary objective of this department is to assure management and funding sources that fiscal operations are conducted consistent with laws, regulations and policies; that resources are safeguarded against waste, loss and misuse; and reliable data is fairly disclosed in reports. As a department, we continue to assess accounting duties performed in relation to both cost effectiveness and internal controls.

### Administrative Team:

Back Row: Becky Hanson,  
Lezlie Sauter, Amanda Wall,  
Leona Dressel, Denise Stewart

Front Row: Kelly Manley,  
Robert Benes, Rich Fuchs

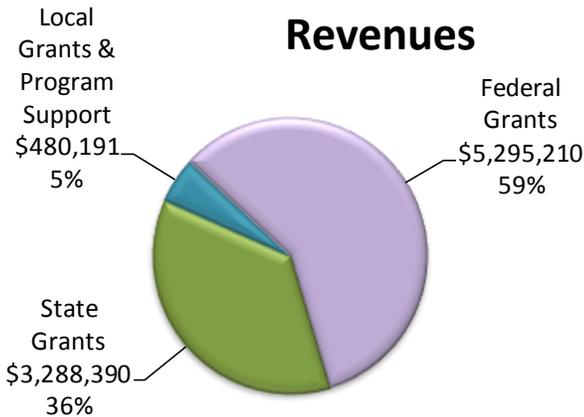


Photo taken and provided by  
Tonya Burk.

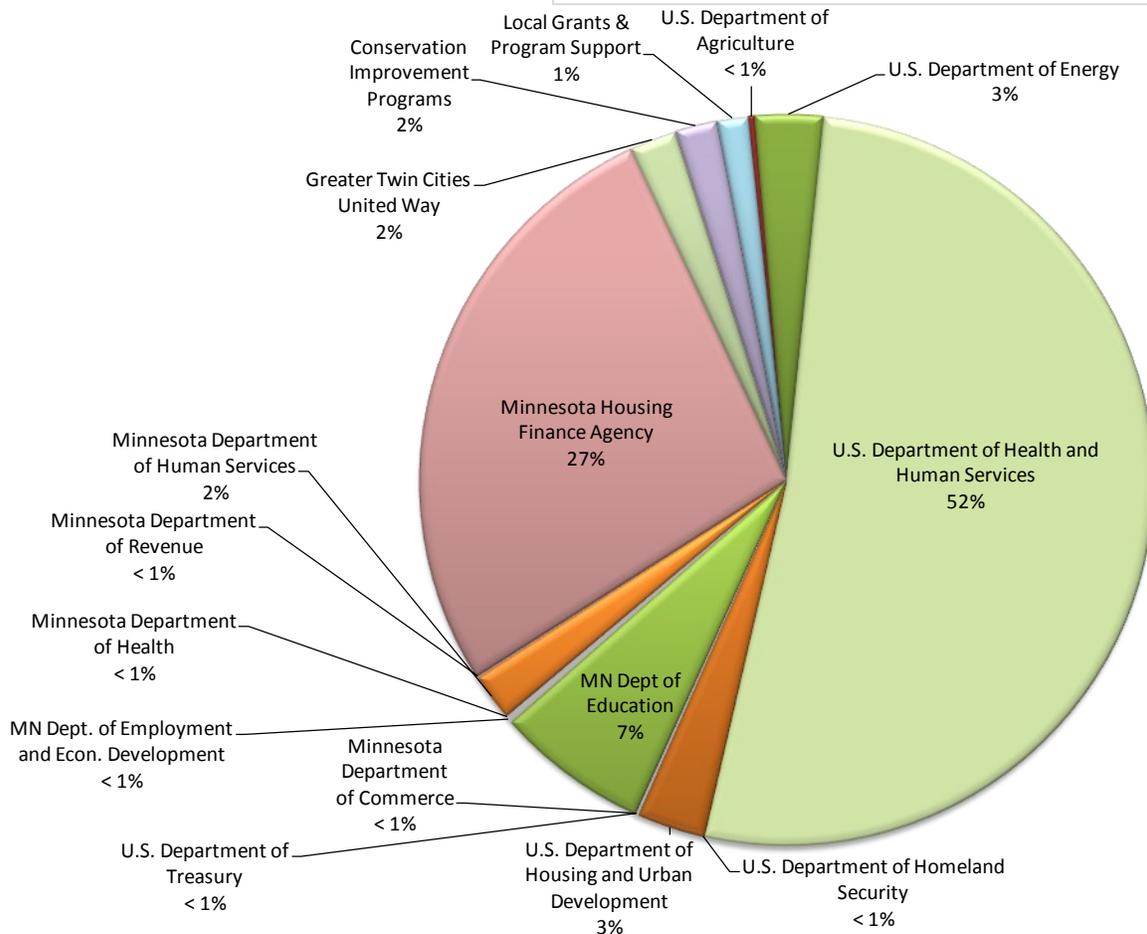
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# Financial Statement

Lakes and Pines Community Action Council, Inc. is audited each fiscal year by independent Certified Public Accountants. The audit is conducted in accordance with U.S. Generally Accepted Auditing Standards (GAAP). The summarized data that appears on pages 14 and 15 were compiled using the preliminary financial statements for the fiscal year ending September 30, 2013. The final compilation and audit for these figures will be in December 2013. The audited financial statements for the Agency are available for public inspection on the Agency's website.



Sources of Revenue	
U.S. Department of Agriculture	\$ 26,046
U.S. Department of Energy	\$ 272,119
U.S. Department of Health and Human Services	\$ 4,712,090
U.S. Department of Homeland Security	\$ 274
U.S. Department of Housing and Urban Development	\$ 274,281
U.S. Department of Treasury	\$ 10,400
Minnesota Department of Commerce	\$ 1,368
Minnesota Department of Education	\$ 612,455
MN Dept. of Employment and Econ. Development	\$ 25,148
Minnesota Department of Health	\$ 3,746
Minnesota Department of Human Services	\$ 189,885
Minnesota Department of Revenue	\$ 5,500
Minnesota Housing Finance Agency	\$ 2,450,288
Greater Twin Cities United Way	\$ 187,190
Conservation Improvement Programs	\$ 168,661
Local Grants & Program Support	\$ 124,340
<b>Total Sources of Revenue</b>	<b>\$ 9,063,791</b>



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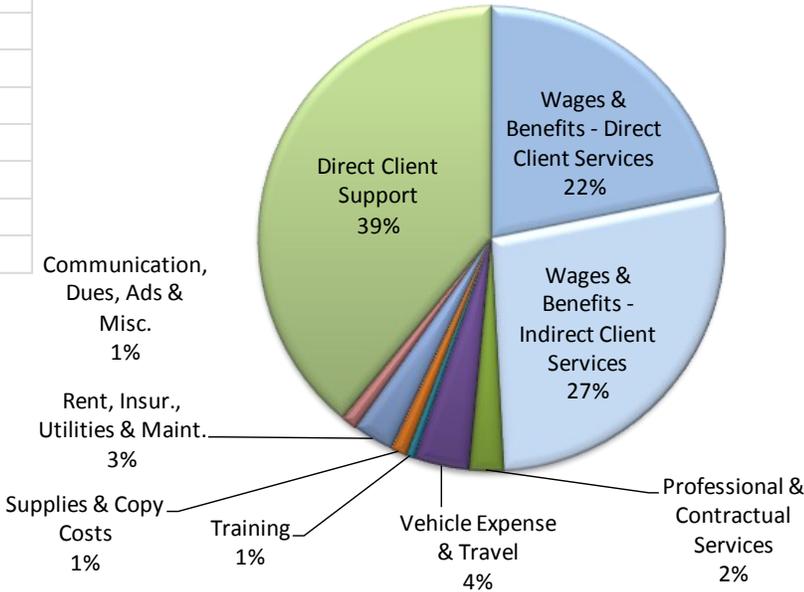
<b>Funding Agencies &amp; Programs</b>	
U.S. Department of Agriculture	<i>Child Care Food Program</i>
U.S. Department of Energy	<i>DOE ARRA</i> <i>DOE Weatherization</i>
U.S. Department of Health and Human Services	<i>Federal Head Start</i> <i>Energy Assistance Programs</i> <i>Community Services Block Grant</i>
U.S. Department of Homeland Security	<i>Emergency Food &amp; Shelter Program</i>
U.S. Dept. of Housing and Urban Development	<i>Emergency Solutions Grants</i> <i>Transitional Housing Program</i>
U.S. Department of Treasury	<i>Volunteer Income Tax Assistance</i>
Minnesota Department of Commerce	<i>Minnesota Weatherization Program</i> <i>Propane Program</i>
Minnesota Department of Education	<i>State Head Start</i>
MN Dept. of Employment and Econ. Development	<i>Small Cities Development Programs</i>
Minnesota Department of Health	<i>Lead Hazard Grant</i>

Minnesota Department of Human Services	<i>Emergency Services Program</i> <i>Emergency Shelter Grant</i> <i>MN Community Action Grant</i> <i>Social Security Disability Income Outreach</i> <i>Supplemental Nutrition Assistance Program</i> <i>Transitional Housing Program</i>
Minnesota Department of Revenue	<i>Tax Assistance Grant</i>
Minnesota Housing Finance Agency	<i>MHFA Rehab. Loan Programs</i> <i>Family Homeless Prevention</i>
Local Grants & Program Support	<i>Rural Poverty Fund, Hunger Free MN, FAFSA, Greater Twin Cities United Way, Otto Bremer, Conservation Improvement Program, etc.</i>

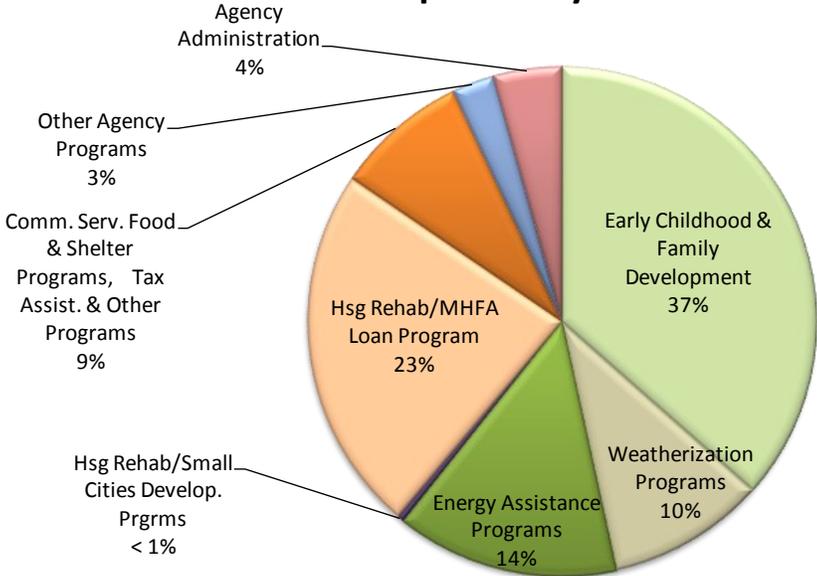
<b>Expenses by Category</b>	
Wages & Benefits - Direct Client Services	\$ 1,977,816
Wages & Benefits - Indirect Client Services	\$ 2,476,723
Professional & Contractual Services	\$ 214,942
Vehicle Expense & Travel	\$ 347,593
Training	\$ 56,348
Supplies & Copy Costs	\$ 100,434
Rent, Insur., Utilities & Maint.	\$ 257,818
Communication, Dues, Ads & Misc.	\$ 98,089
Direct Client Support	\$ 3,534,028
<b>Total Expenses by Category</b>	<b>\$ 9,063,791</b>

<b>Expenses by Function</b>	
Early Childhood & Family Development	\$ 3,310,461
Weatherization Programs	\$ 909,757
Energy Assistance Programs	\$ 1,284,816
Hsg Rehab/Small Cities Develop. Prgms	\$ 37,470
Hsg Rehab/MHFA Loan Program	\$ 2,115,312
Comm. Serv. Food & Shelter Programs, Tax Assist. & Other Programs	\$ 768,595
Other Agency Programs	\$ 243,426
Agency Administration	\$ 393,954
<b>Total Expenses by Function</b>	<b>\$ 9,063,791</b>

### Expenses by Category



### Expenses by Function



## *Four-Thousand Words about 2013*



Lakes and Pines' dedicated staff enjoy a day together.



Above: Lakes and Pines co-hosted an event with *A Minnesota Without Poverty*, bringing legislators and community leaders together to address poverty in Minnesota.



Above: Board Members and Legislators meet with Lakes and Pines staff to learn more about the opportunities provided for low-income families in their jurisdiction.

Lakes and Pines is grateful to all of our volunteers. At the right; Adam, Sam and Logan help with some clean up efforts at the Central Office facility in Mora.



*Partnering to End Poverty*