



# ANNUAL REPORT 2022

HANCOCK ♦ HARDIN  
HHWP  
COMMUNITY ACTION  
COMMISSION  
EST. 1965

WYANDOT ♦ PUTNAM  
HELPING PEOPLE HELP THEMSELVES

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*The mission of the Hancock Hardin Wyandot Putnam Community Action Commission (HHWP CAC) is to reduce the conditions of poverty by providing comprehensive services to improve lives.*

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# MESSAGE FROM THE PRESIDENT/CEO

On behalf of the Hancock-Hardin-Wyandot-Putnam Community Action Commission Board of Directors, we are pleased to present the 2022 Annual Report. In 2022, we finally began to see the beginning of the end of the COVID-19 pandemic. While the effects of the pandemic continued to linger, HHWP CAC began to return to a semblance of normalcy. Staff returned to the office. Programs that had gone to remote service began to see customers in person again. We strongly believe that to be most effective in delivering on our mission, there is no substitute for in-person interaction. All program areas saw an uptick in number of customers served and number of services provided. This is unequivocally a result of the efforts of our staff who live up to our values of advocacy, professionalism, and partnership every day.



Joshua Anderson,  
CEO

The Community Action Network continued to prove its effectiveness in the delivery of programming to reduce poverty and improve lives. Of note, HHWP CAC, along with the rest of the Ohio Network of Community Action Agencies, continued to successfully administer a large allocation of Federal Emergency Rental Assistance (ERA) Funding. While there was substantial funding to assist community members, the funding to hire staff and cover other costs related to this program was very limited by the grant. Our ability to successfully manage the program was largely dependent upon our financial strength and ingenuity. Funding from the Community Services Block Grant (CSBG) proved quintessential to allowing us to administer ERA. Without CSBG, our effectiveness would have been severely diminished.

## Looking Ahead to 2023

As the additional one-time funding from COVID-era assistance programming comes to an end, we will likely see a modest decrease in our annual budgets. Because of our fiscally conservative approach in ramping up, this should not cause any hardships. There are major opportunities to expand our efforts in self-sufficiency programming, housing, and transportation in 2023. We have a strong strategic plan that focusses on executing on these opportunities. In addition, our Home Weatherization Assistance Program (HWAP) will be receiving a large influx of funding in mid-2023. This will allow us to weatherize more homes than ever before, and result in the permanent reduction of energy expenses for households that are served. The reauthorization of CSBG remains of critical importance. While the risk of cuts to federal domestic discretionary funding will be something we need to navigate, our programming continues to have a strong level of bipartisan support in Congress. We look forward to all of these opportunities in 2023.

In closing, we wish to thank all HHWP CAC staff, partner agencies, and all community stakeholders who help us to meet our mission to reduce the conditions of poverty by providing comprehensive services that improve lives.



*Left photo:* In January, our OhioHealth Mothers' Milk Bank Site was opened at our WIC office in Findlay. Donated milk is kept frozen and ultimately distributed to babies throughout North America in need.

*Right photo:* Children within our Head Start program returned to the classrooms to experience the benefits of face-to-face learning.

# PROGRAMS

The HHWP Community Action Commission (HHWP CAC) is a private, nonprofit organization serving residents of Hancock, Hardin, Wyandot, and Putnam counties. The mission of HHWP CAC is to reduce the conditions of poverty by providing comprehensive services to improve lives.

## **Current services:**

**Case Management:** Caseworkers assist clients by helping to develop a plan so participants may become stable, live within their means, manage debt, reduce financial stress, and reach goals.

**Emergency Services and HEAP:** Provides financial assistance for utilities, rental, prescriptions and makes referrals.

**Transportation Services:** HATS provides daily transportation services to the general public of Hancock County utilizing a fare system. HATS contracts with other agencies to provide limited trips at no cost to their designated customers. **Wyandot Rides** is similar and services Wyandot County.

**Head Start/Child Development:** Comprehensive kindergarten readiness program for preschool children ages 3-5 in a classroom setting with participation by the parents as a vital part of the program.

**Homeless Crisis Response Program:** Provides financial assistance and services to either help those who are experiencing homelessness to be quickly re-housed and stabilized or to prevent individuals and families from becoming homeless.

**Housing Development:** Creation of affordable housing through a variety of methods, including housing rehabilitation services, construction or purchase of single-family homes, and construction of lower-rent apartments. Specific projects vary by county each year.

**Mobility Management:** Identifies transportation resources and educates the public about transit options in Wyandot & Hancock County.

**Weatherization:** Provides home weatherization services including insulation, air leakage prevention, heating system repair or replacement, and consumer education on ways to reduce energy use. (We also serve Allen County with this program.)

**Women, Infants, and Children:** Provides nutrition education and supplemental food benefits that can be redeemed at participating stores or pharmacies for healthy food choices. Promotes breastfeeding and provides education and support. Open to pregnant women, breastfeeding mothers, and children up to age five in Hancock, Hardin, and Putnam counties. Guardians may also apply.

***Need more information?*** Call (419) 423-3755 or 1-800-423-4304. A presentation about CAC activities can be scheduled for groups. Volunteers and donations are appreciated. See us on Facebook at <https://www.facebook.com/hhwpcac> or on our website at [www.hhwpcac.org](http://www.hhwpcac.org).

# WOMEN, INFANTS, AND CHILDREN (WIC)

WIC is a health and nutrition program that provides nutrition education, breastfeeding support, and referrals to other health and human service agencies. WIC also provides nutritious foods that promote good health for pregnant & postpartum women, infants, and children up to age 5. Guardians are also welcome to apply for WIC on behalf of children up to age five.

## Participation Statistics



- Our WIC program served 2,929 women, infants, and children in 2022.
- The average monthly caseload was 1,711.
- Families redeemed \$13,170 of produce coupons with area farmers
- Breastfeeding peer helpers completed 2,000 hours of contact with participants.



HHWP CAC's health and well-being programming builds stronger communities.

*Eligible participants receive a WIC Nutrition Card to buy healthy foods at local WIC-approved stores.*



*Left photo:* Our Director of WIC attended a photo session in Bluffton to promote Breastfeeding Awareness Month (BAM). HHP WIC hosted a similar event at Riverside Park in Findlay where 25 mothers and infants attended.

*Middle photo:* Brandy is breastfeeding to bond with her baby, provide nutrition, and prevent allergies. She receives support from Peer Helpers at WIC.

*Right photo:* WIC received \$845 from an Ohio Lactation Consultants Association (OLCA) grant in order to organize community baby showers in Hancock, Hardin, and Putnam Counties in 2022. WIC held 3 drive-thru baby showers in 2022. 55 women received gifts and talk with various community resources. Some won raffle prizes like highchairs, lactation massagers, or other fun baby supplies!

# HANCOCK AREA TRANSPORTATION SERVICE

440 Scott Avenue  
Findlay, Ohio 45840  
419-423-7261

As a Section 5311 rural public transportation system, Hancock Area Transportation Service (HATS) provides low-cost, demand response, public transportation to anyone within Hancock County for any purpose. There are no service eligibility requirements for passengers. HHWP CAC is the designated grantee for HATS and is responsible for general oversight, while HATS handles the day-to-day operations of the program. HATS is funded in part by the Federal Transit Administration, Ohio Department of Transportation, the United Way of Hancock County, contracts, local contributions, fares, and community donations.

- HATS served 1,702 public transportation consumers and provided 63,890 trips in 2022.
- HATS vehicles traveled 452,864 service miles in 2022.
- 13,454 rides were provided for medical appointments, 18,545 rides for education, and 25,023 rides were for employment in 2022.

HATS operates Monday through Friday, 7:15 a.m. to 9:30 p.m. Office hours are 8:00 a.m. to 4:30 p.m., Monday through Friday

Veterans ride free everyday anywhere in Hancock County thanks to a partnership with Hancock County Veterans' Services.



*Left photo:* HATS driver Steve Rothlisberger loads deliveries. Our drivers dropped off food, provided by the West Ohio Food Bank, to the homes of local senior citizens and veterans.

*Right photo:* Findlay Mayor Christina Muryn exits a HATS vehicle after a ride on “Ohio Loves Transit Day”.

# WYANDOT RIDE SERVICE

## Wyandot Ride Service

- Wyandot Rides served 512 public transportation consumers and provided 6,812 trips in 2022.
- Our fleet consists of 36 vehicles. Thirty are wheelchair accessible.
- Wyandot Rides vehicles traveled 262,546 service miles.
- 2,100 rides were provided for medical appointments, 567 for education, and 2,454 for employment in 2022.

Wyandot Rides transports Monday through Friday, 7:15 a.m. to 5:00 p.m. Office hours are 8:00 a.m. to 4:30 p.m., Monday through Friday. Call 419-731-0019 for ride information.

HATS and Wyandot Rides observe all HHWP CAC holidays. Upcoming holidays are posted in each vehicle and a list is available upon request.

HATS and Wyandot Rides offer first come-first served same day service, and trips can be booked in advance as well. Call for rates or to discuss trips and elderly or disabled discounts.

## Mobility Management

Our Mobility Management program serves residents of both Hancock County and Wyandot County with a customer-centered approach to solving transportation issues. A Mobility Manager provides information and referral for individuals seeking help finding transportation to work, medical appointments, and more. To gain input on our coordinated transportation plan, 5 focus groups were held involving 22 participants. Those sharing their expertise came from low-income households, were senior citizens, or people with disabilities. In 2022, 58 people with complex transportation needs were directly assisted with referrals or services from the Mobility Manager. HHWP CAC also coordinates with other agencies, transportation providers, community leaders and interested citizens to creatively address community transportation needs.



*Photo:* Our fleet consists of 36 vehicles – 30 of which are wheelchair accessible. Our staff takes pride in keeping all of the vehicles safe and clean.

# COMMUNITY SERVICES DEPARTMENT

## Emergency Services and HEAP

- 51 local homes had water bills paid with CSBG funds totaling \$9,458.82
- With CARES funds of \$992.75, another 5 customers retained water service in 2022.
- Our staff helped 15 customers pay for emergency prescriptions with \$1,011.58 of CSBG funds.
- An additional 12 residents received prescription assistance with \$2,226.84 of United Way of Putnam County funding.
- To help our neighbors stay warm, we served 440 clients with emergency utility needs and furnace repair through the HEAP Winter Crisis program. A total of \$166,140.65 in assistance was provided.
- The HEAP Summer Crisis program had 715 customers receiving cooling assistance totaling \$122,985.28. We also provided 259 new air conditioners, 356 fans, and 3 central air repairs for low-income senior citizens and individuals with health conditions that required cooling.

**Community Action changes lives, embodies the spirit of hope, improves communities and makes America a better place to live. We care about the entire community and we are dedicated to helping people help themselves and each other.**

## Emergency Rental/Housing Assistance

HHWP CAC received funding from a variety of sources – including OHFA, CRF, and CARES funding - to help address housing in 2022.

The agency provided \$3,531,129.62 in payments to help 1,250 households in Hancock, Hardin, Wyandot, and Putnam Counties to avoid eviction or foreclosure.



*In addition to serving clients with our own programs, Community Services staff members like Balinda (left), Deb (middle), and Heidi (right), also provided 3,864 referrals to other local agencies. These referrals help connect households in need to food, clothing, and mental health services.*



# HOME WEATHERIZATION AND HOUSING

Households with incomes at or below 200 percent of the federal poverty guidelines, participating in the Home Weatherization Assistance Program (HWAP), receive a home inspection to identify services necessary to improve the home's energy efficiency. Our Weatherization department provides services including insulation, air leakage prevention, and heating system repair or replacement. We also provide consumer education on ways to reduce energy use.

- A total of 101 homes received weatherization services in 2022.
- We installed 50 LED bulbs and provided 2 new refrigerators
- 50 furnaces were replaced.

The HWAP program has restructured to increase production - exceeding established goals.



*Left photo:* Members of our weatherization crew cut plywood to seal air gaps before blowing attic insulation for a low-income homeowner.

*Middle photo:* To help improve home energy efficiency, a HWAP Installer insulates an attic.

*Right photo:* An affordable, stable place to live can be hard to find – in particular for people who need fully accessible homes. HHWP CAC manages this rental home in Wyandot County.

## HOUSING DEVELOPMENT

HHWP CAC manages 8 apartment units of subsidized rental housing for low-income, disabled residents in Findlay.

In Wyandot County, HHWP CAC also serves as the property manager for several homes. The Wyandot County Board of Developmental Disabilities recruits eligible individuals/families to reside in these homes. We have four houses in Upper Sandusky and one in Carey. During 2022, we provided affordable housing to 6 adults and one additional family that includes a child with disabilities.

# HEAD START CHILD DEVELOPMENT

Head Start is a comprehensive early childhood program for children ages 3-5. Head Start focuses on the entire well-being of the child to include educational, health, nutrition, family, mental health and disabilities support. In addition to a professional staff using research based curriculum, our staff is able to support families and link them to resources in the communities we serve.

## In 2022:

- 363 children were served by HHWP CAC's Head Start preschool program – including 48 children with diagnosed disabilities
- 418 medical and 346 dental screenings were completed.
- 408 children had current immunizations.
- A total of 298 families were served – including 186 families that were employed either full or part-time in 2022.
- 15,170 breakfasts, 21,055 lunches, and 6,100 snacks were served to Head Start students in 2022.
- Alongside our family support staff, 214 families established partnership goals in areas like parenting, mental health, continuing education, housing, job training, and more.



Our approach is based on a simple reality: children live in families and a child's future outcomes are directly linked to parent stability.



*Left photo:* Parents and grandparents are encouraged to be involved and volunteer in the Head Start classroom.

*Middle photo:* Dr. Brown - a dentist with Health Partners of Western Ohio - provided dental exams, cleanings, and fluoride for children in the Head Start program.

*Right photo:* Healthy breakfasts, snacks, and lunches are provided at Head Start.

# FINANCIALS

## Statement of Financial Position

<b>ASSETS</b>	<b><u>December 31, 2020</u></b>	<b><u>December 31, 2021</u></b>	<b><u>Change</u></b>
Cash	1,064,733	796,614	(268,119)
Restricted Cash	1,271,876	1,364,270	92,394
Accounts and Grants Receivable	1,352,363	1,862,209	509,846
Inventory	31,308	36,870	5,562
Prepaid Expenses	79,707	109,838	30,131
Deferred Housing Loans Receivable	738,439	738,439	0
Property and equipment (net)	3,753,549	3,503,700	(249,849)
<b>TOTAL ASSETS</b>	<b><u>\$8,291,975</u></b>	<b><u>\$8,411,940</u></b>	<b><u>\$119,965</u></b>
<b>LIABILITIES AND NET ASSETS</b>			
Accounts payable	\$782,269	1,186,715	404,446
Accrued expenses	292,021	316,995	24,974
Deferred Revenue	688,921	504,576	(184,345)
Note payable	976,946	959,413	(17,533)
Forgivable loans payable	698,039	676,135	(21,904)
<b>TOTAL LIABILITIES</b>	<b><u>\$3,438,196</u></b>	<b><u>\$3,643,834</u></b>	<b><u>\$205,638</u></b>
<b>NET ASSETS</b>			
Without Donor Restrictions	3,090,044	2,946,454	(143,590)
With Donor Restrictions	<u>1,763,735</u>	<u>1,821,652</u>	<u>57,917</u>
<b>TOTAL NET ASSETS</b>	<b><u>\$4,853,779</u></b>	<b><u>\$4,768,106</u></b>	<b><u>(\$85,673)</u></b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b><u>\$8,291,975</u></b> <b>audited</b>	<b><u>\$8,411,940</u></b> <b>unaudited</b>	<b><u>\$119,965</u></b>

## Statement of Functional Expenses

	<b><u>Program Activities</u></b>	<b><u>Management &amp; General</u></b>	<b><u>Total</u></b>
Personnel	5,475,413	478,722	5,954,135
Travel/Training	162,829	17,251	180,080
Supplies/Materials	1,083,553	32,977	1,116,530
Consultants/Contracts	580,316	62,694	643,010
Sub-grants	274,998	0	274,998
Depreciation	363,061	8,817	371,878
Occupancy	192,815	12,265	205,080
Utilities/Telephone/Internet	227,543	4,948	232,491
Insurance	137,637	16,492	154,129
Repairs and Maintenance	103,956	1,299	105,255
Publications/Advertising/Printing	39,573	2,805	42,378
Direct Assistance	5,462,042	0	5,462,042
Transportation	295,518	2	295,520
In-kind Expense	8,077	0	8,077
Other	(55,132)	84,047	28,915
<b>TOTAL EXPENSES</b>	<b><u>\$14,352,199</u></b> <b>unaudited</b>	<b><u>\$722,319</u></b> <b>unaudited</b>	<b><u>\$15,074,518</u></b>

# ABOUT HHWP CAC

## Agency Leadership Team



**Joshua Anderson**  
President/CEO



**Brandy Lanagan, MBA**  
Chief Financial Officer



**Erin Rodabaugh Gallegos,**  
**MAP, CVA**  
Director of Development & PR



**Britta Niese**  
Human Resources Administrator



**Armand Getz**  
Director of Energy and Facilities



**Breanna Krummrey, RD, LD, CLC**  
Director of Health Services



**Bailey Gearing**  
Head Start Child Development Director



**Jamie Baker**  
Director of Transportation



**Christina Sowders**  
Community Services Director



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## OFFICERS:

**Brent Bradley**, Chairperson  
**Aaron Stuber**, Vice Chair  
**Mark DePue**, Secretary/Treasurer

## BOARD OF DIRECTORS:

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**Brent Bradley**  
Private sector

**Commissioner Tim Bechtol**  
Public sector

**Tara Griffith**  
Private sector

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**Jodi Tudor**  
Public sector

**Kathy Kelley**  
Low-income sector

**Commissioner Fred Rush**  
Public sector

**Jessica Aldrich**  
Private sector

### Wyandot County Representatives

**Anne Denman**  
Low-income sector

**Jason Fagan**  
Public sector  
**Steve Baker**  
Private sector

### Putnam County Representatives

**Mark DePue**  
Private sector  
**Aaron Stuber**  
Low-income sector

**Jodi Warnecke**  
Public sector