

Wisconsin National and Community Service Board

Board Meeting Minutes

June 4, 2015

Present: Anthony Hallman, Christine Beatty, Lisa Delmore, Scott Jones, James Langdon, Kathleen Groat, Angie Ahlgrim, Paula Horning, Kate Jaeger, Robert Griffith, Jane Moore, India McCause, Dan Buttery, Scott Fromader

Not Present Amy McDowell, Michael Hinman

Staff present: Tom Devine, Amy Porter, Jessica Kessler, Casey Sweeney, Steven Yule

Program Staff Present: Cally Ehle, Easter Seals Wisconsin; Dominique Bradley, Dept. of Agriculture, Trade & Consumer Protection (DATCP) - Farm to School; Brian Blahnik, Marshfield Clinic Research Foundation; John Babbitt, Wisconsin Association for Homeless & Runaway Services; Steven Frodl, NCCAP AmeriCorps Team – Greater Wausau Area; Karen Dischler, United Way of Dane County Schools of Hope AmeriCorps Project; Leah Hullinger, Boys & Girls Clubs of Barron County – MAPP; Rob Schreiber, Joseph Ellwanger, Project Return; David Lee, Gina Wilson, and Stephanie Jung, Feeding Wisconsin & Second Harvest.

Next meeting: October 15, 2015

Call to Order

The meeting was called to order at 11:05 a.m. by Board Chair Kathy Groat.

Introductions

The Commission members and Serve Wisconsin staff introduced themselves.

Public Comment

Leah Hullinger of Boys & Girls Clubs of Barron County – MAPP addressed the board, thanking Serve Wisconsin Program Officers for their support and work to help Wisconsin's AmeriCorps programs in gaining a large amount of competitive funding.

Meeting Minutes

Tony Hallman moved to approve the March 19, 2015 WNCSB meeting minutes. Second by Angie Ahlgrim. Unanimously approved. Kathy Groat abstained because she was not present at the March 19th meeting.

Christine Beatty moved to approve the Executive Committee meeting minutes from May 14, 2015. Second by Tony Hallman. The board unanimously approved the May 14, 2015 Executive Committee meeting minutes.

Review of 2015 Tentative Board Meeting Dates

*October 16, 2015 - Retreat Amy Porter noted that the October Retreat may begin on October 15th to accommodate the 2015-2016 Opening Ceremony which is tentatively planned for October 16th.

*December 17, 2015 – Applications for Competitive Funding

Board Chair and Vice Chair Elections

Tony Hallman moved to nominate Lisa Delmore to be WNCSB Chair. Second by Angie Ahlgrim. Unanimously approved. Tony Hallman moved to nominate Paula Horning to be WNCSB Vice Chair. Second by Angie Ahlgrim. Unanimously approved.

2015-2016 Formula Funding – Committee Recommendation

Tony Hallman moved to approve the PE&D Committee's 2015-2016 Formula Funding Recommendation outlined as follows with the exception of the dollar amount for Wisconsin Department of Agriculture, Trade and Consumer Protection, which is to be adjusted once Serve Wisconsin Program Officers determines the exact amount of MSY appropriate for DATCP.

1. Wisconsin Department of Public Instruction to be funded for **\$274,600** and **20 MSY**.
2. Boys and Girls Clubs of Barron County to be funded for **\$205,950** and **15 MSY**.
3. Marshfield Clinic – Volunteer Wisconsin to be funded for **\$617,850** and **45 MSY**.
4. Third-year competitive continuation programs be funded at the following amounts:
 - a. Easter Seals Wisconsin at **\$265,640** and **20.42 MSY**.
 - b. United Way of Dane County – Schools of Hope at **\$356,980** and **26 MSY**.
 - c. Wisconsin Department of Agriculture, Trade and Consumer Protection at **\$205,950** and **15 MSY** (TBD).
 - d. Western Dairyland at **\$137,300** and **10 MSY**.
5. Unexpended Formula dollars to be used to fund the following programs' operational costs and member education awards:
 - a. Mount Mary University at **\$152,040** and **30 MSY**.
 - b. North Central Community Action Program at **\$402,578** and **22.46 MSY**.

Background was provided regarding the unique situation Serve Wisconsin was in this year to allocate all AmeriCorps Formula funds. This situation arose because of Serve Wisconsin's great success in the Competitive Funding process. Discussion regarding improving number and quality of applications as well as detailed discussion introducing the option of having planning grants for new programs occurred.

Motion to approve the PE&D Committee's 2015-2016 Formula Funding Recommendation was seconded by Jane Moore. Unanimously approved.

PE&D Committee Recommendation: Allow Staff the Option of Offering Planning Grants in Annual RFP

Steven Yule provided the rationale for allowing Serve Wisconsin staff to include the option of applying for planning grants in the Annual RFP. Tony Hallman motioned to allow staff the option of offering planning grants in the Annual RFP. Second by Paula Horning. Motion passed unanimously.

WI National & Community Service Board Grievance Process

Steven Yule presented to the board the newly drafted Grievance Process for the WNCBSB. This process has been created to ensure compliance with CNCS regulations. Wisconsin Department of Administration Legal staff was consulted during this process and it was determined that the WNCBSB has the ability to approve its own Grievance Process to comply with the federal regulations. Christine Beatty motioned to approve the WNCBSB Grievance Process. Second by Jim Langdon. Motion passed unanimously.

State Service Plan

Tom Devine discussed the second meeting of the State Service Plan Committee held on June 3, 2015. He mentioned that while the State Service Plan is not a strategic plan, it is something we will be held accountable for. The current draft plan aligns with the Commission support grant. Tony Hallman offered that the new plan incorporates capacity building, volunteerism, senior inclusion, and focused rural outreach. Members of the State Service Plan Committee include: Tony Hallman, Paula Horning, Christine Beatty, Angie Ahlgrim, and Lisa Delmore. The approximate timeline for the development of the 2015-2018 State Service Plan is as follows:

July 1 – any final revisions to State Service Plan, additions to public comment outreach and public comment survey due from Committee members.

July 6 – Serve WI staff releases draft plan to the public through survey & collects comments.

August 7 – Survey closes.

August 8-21 – Staff reviews and summarizes survey comments, then sends to committee

September – depending on the feedback received, a final committee meeting

October 1 – Final plan due & sent to Board

October 15 – Board votes at retreat

October 19 – Plan given to DOA for their approval

Update from Wisconsin AmeriCorps Program Directors Association

The WAPDA did not have an update for this meeting.

Formula Funded Planning Grants – Recommendations

Due to the large amount of funds to be allocated, Serve Wisconsin solicited applications for Planning Grants. Two applications were received, one from *Project Return* and one from *Second Harvest Food Bank of Southern Wisconsin*. Each project had the opportunity to present to the board regarding their proposal. Being that this is the first time Planning Grants have been offered, many questions were raised regarding how it will work and what the expectations are.

Jane Moore made a motion to approve Planning Grant funding of \$49,835 for *Second Harvest Food Bank of Southern Wisconsin*. Second by Angie Ahlgrim. Motion passed unanimously.

Further discussion was held regarding the Planning Grant recommendation for *Project Return*. Tony Hallman made a motion to approve Planning Grant funding of \$56,134 for *Project Return* with the stipulation that this approval is only valid so long as this program resolves an existing compliance issue. Second by Lisa Delmore. Motion passed unanimously.

Update from Commission Members

Each board member expressed their gratitude and thanks for the support and leadership Kathy has provided the board during her tenure as Chair. Congratulations were extended to both Lisa and Paula for their new leadership roles. Lisa and Paula expressed their gratitude and appreciation for the vote of confidence in their newly appointed roles. Scott Jones encouraged all present to visit the Department of Public Instruction's (DPI) Facebook and Twitter pages to access resources and important updates. Also, DPI is working to revamp their website. India McCause provided an update regarding the recent staff changes in the State Office and that interviews would begin shortly to refill the now vacant positions. Don Buttery expressed his interest in participating on the WNCSB more regularly, and shared that Department of Veterans Affairs has a new website. No other board members had updates.

Staff Updates

Tom Devine shared a recent letter produced by America's Service Commissions encouraging the continued education of elected officials and Congress regarding the good work AmeriCorps is doing. He also thanked the board for their continued support and staff for their hard work. Devine shared that Serve Wisconsin will be hosting their Program Officer from CNCS in July. He also described the recent work on the new State Service Plan and the timeline for its completion. Steven Yule shared information on his participation in helping to assess a possible new ASC training platform, serving on the ASC Criminal History Work Group, and participating as a mentor in ASC's mentoring program for State Commission staff. Jessica Kessler spoke about the upcoming July Financial and Grants Management Institute (FGMI) training being developed and hosted by Serve Wisconsin. She also shared that the Member Survey results would be provided to the board at the October retreat and meeting. Casey Sweeney shared that the 2015 Mayors Day was a great success and that the participation state wide was excellent. He also shared that the 2014-2015 Reflection Pieces would be completed shortly and posted on Serve Wisconsin's website. Amy Porter shared information regarding the number of serving members in Serve Wisconsin's portfolio since 2011 at the request of Tony Hallman. She also provided an update on the progress of the new InterCorps Council, with applications being due on 6/25/15.

Adjourn

Angie Ahlgrim made a motion to adjourn the meeting at 2:20pm. Second by Christine Beatty. Motion passed unanimously.