



Executive Committee Meeting Minutes

Oct 11, 2017 4:00 PM MST

Ore-Ida Boy Scout Offices

8901 W Franklin Rd. | Boise ID 83709

Attendees: Charlette Kremer, Jesse Maldonado, Colleen Schowalter, Henry Henscheid, Mike Jensen, Kimber Russell-Simmons, April Durrant, Camille McCashland, Renee Bade, Heather Uhi, Kirstin Mann, Jade Rodgers

- Welcome, *Chair Charlette Kremer*
- Call to order 4:04 PM
- Approval of Executive Committee Meeting Minutes from Previous Meeting (7/18/17)
 - Motion to approve as read: Mike Jensen
 - Second: Jesse Maldonado
 - Approved
- Review Commission Meeting Agenda
 - Motion to approve as read: Colleen Schowalter
 - Second: Mike Jensen
 - Approved
- Financials Update, *Renee Bade*
 - Commission Support Grant
 - Runs from Jan – Dec 2017
 - Total Spent: \$135,608.48
 - Total Remaining: \$114,391.52
 - Training and Technical Assistance
 - Runs from Jul 2017-Dec 2018
 - Total Spent: \$19,973.50
 - Total Remaining: \$109,075.50
 - Match Update
 - Total 2015-2017 Match: \$639,570.06
 - Total 2017 to date: \$147,485.17
 - Jade is working with Accounting to rectify incorrectly claimed match items in 2015.
 - We will be collecting 1 more quarters of PSA's (\$10,000), the Idaho State Broadcaster's Association PSA's (\$175,000), as well as youth license plate for state fiscal year 2017 (\$35,000)
 - Only required to have \$750,000 in a 3-year, which we will surpass.
 - Volunteer Generation Fund
 - Applied for \$100,000 in funding to sub grant out to nonprofits to assist with volunteer manager training in June.
 - Notified in late August we did not receive funding.
 - Will review successful applications for 2017 in hopes of reapplying in 2018 if funds are available.
 - FY18 Budget
 - Operating on a continuing resolution currently



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- Standing Committee Updates
 - Marketing, *Chair Kimber Russell-Simmons (reported by Colleen Schowalter)*
 - We are continuing to leverage other institutions to create a comprehensive corporate volunteer program. The organizations that we have been able to reach have lacked in recording processes and therefore do not have the empirical data needed to support a program going forward. We will leverage the best practices from the organizations that we have spoken with.
 - However, as we move forward I will attempt to provide an initial rollout program that will mirror a pilot program at my primary place of employment. I will bring back test applications and sections of the proposed program to committee meetings to attain feedback.
 - I am optimistic to have a significant portion completed by the conclusion of 2017. As for the brochures, not much progress has been made. The committee needs to hold a conference call within the next 5 weeks to regain clarity and focus as we progress.
 - Mike mentioned talking to Allstate, and recommended Kimber touch base with him to get more information.
 - Membership, *Chair Henry Henscheid*
 - The Serve Idaho membership committee continues to make progress on its 2017 goals.
 - The Commissioner's Orientation presentation was completed in April 2017 and is currently installed on the server Idaho website.
 - The headshots for new Commissioners and other members was completed in July of 2017. These photographs are utilized on the website and other appropriate settings where the Commissioners presents key element have a presentation or event.
 - Cody Roell, Youth Commissioner, was accepted for appointment by the Governor's Office. He attended the July 2017 meeting.
 - Amy Little, Idaho Nonprofit Center, Ex-officio Commissioner was introduced at the July 2017 meeting.
 - Two Idaho State Legislators have been proposed for membership on the Commission. John Rusche & Wendy Horman have been/will be contacted or potential interest in the Commission.
 - Commissioner Replacement Plan- ongoing.
 - Commissioner Interview procedure – ongoing
 - Commissioner Mentorship Program Development- much insight may be gained from the current mentorship activities coordinated through Kara Brascia.
 - Char will put out notice on AmeriCorps Alumni Association Facebook, Jesse knows sheriff daughter, Heather knows a Linda (use to coordinate alternative Spring Break in Pocatello).
 - April recommended the Director of “Big Momma’s House”, Char recommended putting her on an adhoc committee first.



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- Program, Chair Mike Jensen
 - Overview of 2018-2019 Grant Applicants
 - Nine groups of letter of intents to apply have been submitted
 - SCA, PCEI, Kuna School District, Idaho Healthcare for Children and Families, LCSC, Boise State University Service Learning, University of Idaho 4H extension, Idaho Department of Parks & Recreation, Teach for America
 - Have 5 new applicants due in large part to the Bidders Workshops
 - \$1.8 million currently being requested in funding
 - All nine applicants have submitted the letter of intent to apply and have completed the mandatory TTA call
 - We anticipate a high level of application being returned given the higher caliber of organizations applying – have experience writing Federal grant applications
 - Potential re-design risk assessment. Mike said Program Committee will determine if just commission can approve changes or if by-laws will need to be approved.
 - April asked if any intent to apply had anything to do with Opioid use. Mike confirmed they did not. Renee stated that they have reached out to a few organizations, but they do not have the capacity.
 - Review of the Timeline for Grant Application Review Process
 - Friday October 20 – Peer review committee conference call
 - November 1 – applications are due to Serve Idaho
 - November 3 – applications distributed to peer review committee
 - December 6 – grant review committee meeting
 - December 7 – commission confirmation of funding
 - December 11 – notice of re-write sent to applicants
 - December 22 – final re-writes due to Serve Idaho
 - By October 6 community reviewer applications due
 - Who would like to serve on the grant review process for the commission:
 - Camille McCashland, Kristen Tracy, Colleen Schowalter
 - If you want to serve as a reviewer let Heather know
 - Few community people that have sent in applications, however we can always use more. If you know of a person who might want to serve on the grant application review committee, please let Heather know. Currently have a few of individuals that are interested. They will be notified by October 13 if they have been selected.
 - Time for October 20 grant review committee meeting will be sent shortly.
- Ad Hoc Committee Updates
 - Serve Idaho Conference, Chair Judy Bittick (reported by Colleen Schowalter)
 - Date & Location: March 14 and 15, BSU Jordan Ballroom A-D and Storage Room.
 - Theme: Giving Back Unites: Fostering Diversity and Inclusion



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- Audience General: Nonprofit/Public Leaders/Volunteer Coordinators; Those looking to foster diverse organizational cultures
- Purpose: Provide nonprofit/public leaders with information to foster diversity and inclusion in their organization.
- We will be partnering with the Idaho Nonprofit Center, and we are excited to incorporate their Boise Regional Forum into the conference.
- Timeline for 2018 Conference has been developed:
 - RFP Opens: September 11th
 - RFP Closes: October 30th
 - Review Committee Begins: November 1st
 - Review Committee Ends: November 15th
 - Selection and Notification of Speakers: November 20th
 - Finalized agenda: Jan 3rd
- We are still accepting Request for Proposals for speakers until the end of the month. Please reach out to individuals you think would be a good fit for the topic and audience!
 - We have reached out to and through the following networks: SWIDOVs, Idaho Nonprofit Center, Boise Chamber of Commerce, Boise State Service Learning, Boise State Masters of Public Administration students and faculty, Idaho Department of Labor newsletters and bulletins
- Committee recommended 75-minute sessions might be beneficial for conference topic. It will be about 15 sessions total.
- AmeriCorps Day agenda is still up in the air at this point. Member appreciation will take place at the end of the conference day.
 - We are collecting statewide survey responses for session ideas the members would like to see.
- AmeriCorps Day subcommittee had our first meeting, September 21st.
- Idaho's Brightest Stars, *Chair Dirk Marsden (reported by Colleen Schowalter)*
 - Date: January 17, 2018, ceremony at 6 pm (4-7 pm run time)
 - Location: Boise State University, Simplot Ballroom
 - Nominations (28 total)
 - Individual: 8
 - Individual 55+: 11
 - Student: 3
 - Teacher: 2
 - Veteran: 2
 - Business: 2
 - Nonprofit: 0
 - We really need your help! Please send the information on to people you know in your area!



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- We do have the ability to extend the nomination deadline from Oct. 20th to Oct 27th. We usually get an influx right before the deadline as well.
- Review committee will begin on Nov 6th and will end Nov 20th.
- Roles Filled
 - Lt. Governor will present awards
 - Photographer
 - Emcee – Rachel Garceau (FOX)
 - Hope to have the rest of the roles finalized by the end of October
- Looking for Sponsorships still
 - Thanks to Idaho Power and Bade Brothers Building for donating! You are generous and we appreciate you.
 - Mike has a contact with Cannon (Wayde Esplin) for printing donation
- Met with Greg Wilson from Lt. Governor. A panel with narrow down to top 3, then additional panel to choose winner including community.
- Eldon Hurst at Lithia Ford to sponsor (mike Jensen will follow up) to pay for food from BSU.
- By-Laws, *Chair Kristen Tracy*
 - No updates to the by-laws at this time.
- Disaster, *Chair Don Heuer (reported by Colleen Schowalter)*
 - Even though we live in Idaho, we have numerous active faults in the area. Idaho sits at the center of a seismic belt in the intermountain West that runs from NW Montana to Southern Nevada and contains thousands of faults in the Earth's crust.
 - One recent large earthquake that occurred was down in Mexico in mid-September that was a 7.1 Magnitude that killed 370 people, 6,000 injured, and collapsed more than 40 buildings in the Greater Mexico City area.
 - Every household should have an emergency pack containing bottled water and canned goods just in case a big earthquake should strike.
 - If an Earthquake occurs, one should seek shelter, preferably under a sturdy piece of furniture such as a table. To announce an Earthquake you would say Earthquake three times and immediately seek shelter.
 - Earthquake Drill practice.

Adjourned at 4:55 PM

- Motion to adjourn: Colleen Schowalter
- Second: Henry Henscheid