

COMMISSION MEETING AND ANNUAL WORKSHOP

January 14, 2015

RIVERSIDE HOTEL, 2900 W. CHINDEN BLVD., BOISE, ID 83714

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ATTENDANCE: Clint Blackwood, Char Kremer, Georgia Demick, Bill Langer, Henry Henschied, Doug Brown, Patricia Eriksen, Kara Brascia, Randy'L Teton, Tina Naillon, Emily Baker

GUESTS & STAFF: Renee Bade, Heather Luff, April Durrant, Sue Simmons

ABSENT: Mike Jensen, Kristen Tracy, Lynn Muehlfeit, Carrie Reese, Jackie Wright, Pam McGarry

The meeting was called to order at 9:00 am Patricia Eriksen acting Chair, provided welcoming and opening introductions.

MINUTES:

Clint Blackwood moved to approve the minutes as corrected and Emily Baker seconded the motion.

CHAIRMAN'S REPORT: Mike Jensen was out sick, Patricia Eriksen provided a brief overview primarily of the following:

The executive council approved the following changes to the Executive Order:

1. Remove Public Safety and Homeland Security & replace with Disaster Preparedness
2. Item 3, iii recommend change 'local government' to 'county or city government'
3. Item 4, a remove 'of'
4. Item 4 b, change 'any' to 'an'
5. Item 7, Renee will obtain a clarification. – may need to change the bylaws. The term 'shall' should be 'may' result in removal from the commission.

VISTA/SENIOR CORPS UPDATE: April Durrant – See Reported Notes below

"CNCS HQ Update:

Budget: The Consolidated and Further Continuing Appropriations Act of 2015 provides \$1.054 billion for the Corporation for National and Community Service and its programs, a \$5 million increase over last year. The budget invests in CNCS programs that engage millions of Americans in building community solutions to our most pressing challenges. It funds AmeriCorps, Senior Corps, the Social Innovation Fund, and other programs at current levels, bolsters the critical role of Governor-appointed State Service Commissions, and supports our focus on impact, accountability, and evidence.

VOLUNTEERING IN AMERICA REPORT

Idaho has risen to number two in the nation for volunteerism. We ROCK!

CNCS/Other Announcements:

Operation AmeriCorps

OperationAmeriCorps@cns.gov

- *Application Due Date: January 13, 2015 (Notice of Intent to Apply Due Date: December 29, 2014)*

What makes this competition different from other AmeriCorps Competitions?

- **Single application for multiple AmeriCorps programs:** *For the first time, applicants may request AmeriCorps State and National, AmeriCorps NCCC, and/or AmeriCorps VISTA resources in a single application.*
- **Focuses on transformational impact:** *Successful applicants will propose how AmeriCorps members will be an essential part of the solution to achieve a dramatic and measurable improvement in the given locality in a two-year period.*
- **Two-step application process:** *For the first step, applicants will submit a concept paper (maximum length: 10 pages) that describes their project. Then applicants selected for step two will receive technical assistance and be asked to submit a full application."*

Additional Discussion:

- Gearing up for MLK Day –Jan. 21, 2015
- Mayor's Day plans are in progress – May 7, 2015
- This year is the VISTA 50th Anniversary, Feb. 25th, the conference will facilitate AmeriCorp, and the CNCS Chief of Staff will be the opening speaker for the conference.

CNCS Idaho State Office Update:

The Idaho State office has developed 6 new VISTA projects in the past year and should be meeting our MSY levels this year, which is amazing!

Char mentioned the Nez Pierce tribe would like to apply for Operation AmeriCorp.

Randy'L mentioned that she works with the Fort Hall Council and she interacts with all business matters.

The tribal council is finding a need for more public relations, Randy'L sits on the 5 tribe leaders committee and can notify the tribal council members of upcoming events. The Nez Pierce has a new public relations person as well, Randy'L will provide the committee with the name.

IDAHO DEPARTMENT OF LABOR UPDATE: Sue Simmons,

1. The labor market- the employment rate keeps dropping
2. The IDOL keeps hearing that Idaho does not have a skilled workforce, hopefully that will increase the wages in Idaho
3. The struggle is not service jobs, we need to bring back our educated individuals
4. The Governor has recommended a 3% state wage increase

5. The Governor has recommended a \$5 million grant for the Department of Labor to provide training & education. Certificate programs, similar to Western States Program. A flyer will go out discussing the program
6. The Department of labor is looking at organizational changes

Discussed a mentor program, Georgia stated that they have one that works in Oakley.

ADMINISTRATOR'S REPORT: Renee Bade – See Administrator's Report

Introduced new staff, brief conference overview, discussed CNCS compliance audit, recent & upcoming visits, Buyback funds, MLK Day, Commissioner Shout Out

- **Introduction of New Staff**
- Serve Idaho Conference will take place February 24-25
 - o Count of the number of commissioners attending
 - o Either have to be presenting or willing to assist as volunteer with conference to justify travel
 - o Register online on Serve Idaho website ASAP
 - o Coordinate travel (if needed) with Trisha
- **Daniel's Report – CNCS Compliance**
 - o Highlights:
 - Staff has assumed respective roles quickly
 - Collaboration between Commission and State CNCS office
 - Strong support from IDOL
 - Up-to-date policies & procedures in line for sub-grantees
 - Use of My Service Log
 - Solid fiscal management in place
 - BCC having large impact in Eastern Idaho
 - o Compliance Findings
 - State Service Plan – must have section addressing activities to increase participants ages 55 and over in national service activities
 - Develop a written policy of how the Commission staff will monitor its grantees' systems to verify performance data collection and data accuracy.
 - Need a youth & local government commissioner
 - 3 separate incidents with errors in background checks
- **Recent/Upcoming Visits**
 - o Meeting with Senator Crapo's local office & Mayor Bieter's office
 - o BSU Volunteer Fair
 - o Idaho Women Lawyers Association
 - o Adams, Valley & Idaho County Collaborative meeting presentation on January 21
 - o Create Common Good
 - o BSU Literacy Center
- **Buy-Back of funds**
 - o \$297,309 of remaining funds from previous formula funding and from remaining funds from Idaho Department of Health & Welfare Grant
 - Have to buy the Ed awards

- Will be able to completely fund one of our grants with these remaining funds
 - Can carry over additional formula funds for 2016-17 funding
- **MLK Day Events**
 - Organized in Pocatello, Boise, Moscow – Vets Serving Vets drive for Veterans
- **Commissioner Shout Out**
 - Kristen Tracy & April Durrant & Doug Brown – help with interviews
 - Doug Brown – re-writing background check policy
 - Jackie Wright – conference organization
 - Henry Henscheid – leading peer review committee - Pam, Pat, Georgia, Kristen for work on PR committee
 - Kara Brascia – connection with BSU marketing department
 - Kara, Char, Randy'L, Doug, Emily for working with BSU marketing department
 - Pat for her work on the conference committee – donations & Crapo's office welcome

Additional Discussion:

- Clint may qualify as the local government commissioner
- Emily Baker suggested Emily Walton as a commissioner, under Higher Ed

Due to the buyback we will have funds to bring on a new program discussion.

FINANCIAL REPORT: Renee Bade – See Financial Report, November actuals

Discussion:

PDAT Funds – Discontinued & returning funds to CNCS

Disability Funds – Discontinued & returning funds to CNCS, now CNCS will provide the funds for reasonable accommodation requests.

Administrative Funds – Match is on track, but looking for additional match.

PROGRAM REPORT: Heather – Thank you to the Peer Review committee

Blackfoot – Daniel from CNCS was impressed with the program. Retention rates is good. Members were unclear of what AmeriCorp is.

PCEI – No update

SCA – Their match from the Forest Service is in question, requires further discussion.

IDOL Vets serving Vets – Daniel was impressed with the program, a few minor issues with background checks, currently being resolved.

ISU – Going competitive for their funding

PEER REVIEW:

Henry provided an overview of the Peer Review

4 ½ grants were reviewed.

- The Peer Review committee recommended the following funding levels

- PCEI \$137,260, 10 members
 - Henry Henscheid motioned to approve, Clint Blackwood seconded the motion. Vote: All in favor, no opposed
- SCA \$128,100, 20 half time members
 - Clint Blackwood motioned to approve, Emily Baker seconded the motion. Vote: All in favor, no opposed
- IDOL Vets Serving Vets \$137,300, 8 full time 5 half time members
 - Clint Blackwood motioned to approve, Randy'L Teton seconded the motion. Vote: All in favor, no opposed
- ISU \$239,719, 40.5 members
 - Funding either formula or competitive grant process is still being considered. Strong support to push to the competitive. Peer Review Committee feels ISU has a good chance to be awarded competitively with revisions.
 - Clint Blackwood motioned to approve, Randy'L Teton seconded the motion. Vote: All in favor, no opposed
- Surplus with buyback - procedure to apply - not a separate NOFO, desire to use for the highest most expensive program (NOT ISU) recommend applying to PCEI.
- Blackfoot Community Center – is not funded directly through this commission. They are from a separate granting pool.
- Teleconference Peer Review members –
 - April felt the teleconference was fine and liked the linked option.
 - Georgia appreciated have the ability to conference call, but would have preferred to be in attendance. She likes the flexibility.
 - The community reviewers should be local.
 - An abstract summary (program description) of the grants should be provided on the agenda for each program, as part of the process when brought before the commission before voting.

SERVE IDAHO CONFERENCE: Pat provided an overview of the conference.

Will have 20 different sessions,

Key Note speakers:

- Senator Crapo is provided a DVD
- Patrick Gray & Justin Seestruck
- Ben Quintana
- Asim Mishura
- Closing is a surprise speaker

Currently have 42 registrations, need 130 total.

Randy'L will send an invite to students (9)

How many Commissioners are planning to attend?

Emily, Doug, Char, Kara, April, Tina, Bill, Randy'L, Georgia, Clint, Henry

Trisha will send out the flyer to all the commissioners & coordinate a press release with Bob Fick at the Dept. of Labor.

Need commissioner to volunteer for the following duties:

- Room monitors
- Registration desks
- Celebration of Service Dinner
- Helping with the Service Projects

Status on a number of items with only a month away.

- Mike provided a printer, Valley Office, for the Programs
- Presentations speakers are chosen and notified
- Closing is finalized
- Service Projects are finalized: Ronald McDonald House cards, Greenbelt cleanup, Pre-K Literacy bags, Toiletries for the Women & Children's Alliance shelter (need to specify toiletries are to be given to needy families).
- Agenda is in progress
- Registration is in progress
- Hashtag has been selected #IServIdaho & #Volunteer
- Volunteer Training Panel members are being selected.
- Items for bags
 - Your Health Idaho – Chapstick (Emily Baker)
 - Idaho Central Credit Union – Pens (Tina Naillon)
 - Toiletries for AmeriCorp members
 - Your Health Idaho – May opt in for a table.
 - Idea for next year - \$500 grant (Char)
- Vendors: as of today we only have 2 (Idaho Food Bank & State Farm) need 10.
- Commissioner travel arrangements
- Need Volunteer Training Panel questions

WORKING LUNCH: Team building exercise - Two Truths & a Lie

COMMISSIONER TRAINING – IS AMERICORPS RIGHT FOR YOUR ORGANIZATION? Char gave a PowerPoint Presentation. The presentation will be distributed via email.

PARTNERSHIP BRAINSTORMING SESSION – BY REGION:

North Idaho – St. Vincent De Paul, Clearwater Economic Development Council, Consumer Credit Counseling service, Ed Award Program (consortium of colleges to engage students), Idaho Department of Corrections, The 2 tribes in North Idaho (Coeur'de Alene & Nez Pierce)

Southwest Idaho – USGBC, Department of Juvenile Corrections, Espiranza, Catholic Charities, VA, Idaho Youth Ranch, FACES, Nampa Family Justice Center, Mountain States, Idaho office of Refugees.

Magic Valley – South Central community action partnership, community probation & parole, veteran services, mini cassia entrepreneurial program, interagency transportation group,

Eastern Idaho – Shoshone Bannock, Shoshoni Paiute, WICAP, SCISCA, Bingham memorial, Soda Springs hospital, (hospitals in general) St. Vincent's, Idaho Youth Ranch, Women's prison, VA, Juvenile probation program, Soda Springs economic development council, Pocatello greenbelt, libraries

Char recommended calling town hall meetings when doing site visits to solicit partnerships and get the Serve Idaho name out. Invite local press.

COMMISSIONER TRAINING – SENIOR CORPS: Georgia Dimick presenting. AmeriCorps Hearts & Apples handed out.

Senior Companion Program – over 55 year old and older, stipend. Who go into other senior homes and help those seniors remain in their homes (they do not clean, book keep, or cook) some transportation is required. 4 hours of training a month, must give recognitions.

Foster Grandparents – over 55 year old and older, stipend. Who go into schools, head starts, 1st, 2nd, & 3rd to help with reading, math, science, history, when they go into the schools, they work with the principals and teachers to make sure it's a good fit. One on one with children. They are not there to make copies.

RSVP (Retired Senior Volunteer Program) – who are in food banks, hospitals, they help to provide the volunteers for programs. Partnered to provide short rides with veterans. Senior Centers.

STATE SERVICE PLAN: Renee Bade – See Attachment (Outline put together by Justine Murray)

Mike Jensen is tasked to assemble an ad hoc committee to come up with a plan that is narrowed and deliverable.

- Keep small, 3 to 4 people to create the plan with measurable based on committees, who report back to the commission.
- Deadlines, to be written and complete by October workshop

- State Service Plan Ad Hoc Committee (20 hours a month during the busy months Aug, Sept.
 - Ad Hoc State Service Plan Committee will talk to the standing committees about their visions for how they see their committee goals/vision tying into the state service plan.
- Measurable goals
- Send Mike Jensen an email if you are interested in volunteering
- Email facilitator suggestions to Renee Bade

COMMITTEE REPORTS next steps:

MARKETING – Doug Brown, discussed the committee meetings and how the committee determined the target audience would be the following 4 categories. Kara set up a meeting with the BSU marketing professor, who is assigning his students with marketing the following Serve Idaho / AmeriCorps targets.

Target: Liaisons

1. Baby Boomers – Doug Brown
2. College Students – Char Kremer & Kara Brascia
3. Junior & High School Students – Emily Baker
4. American Indians / Tribal – Randy'L Teton

The BSU Marketing students are putting together up to 16 different marketing plans and they will present these plans to the marketing committee. Doug will put out a request for volunteers for presentation review.

The Commission may want to expend money to cover travel for committee members for the February 23, 2015 meeting.

Bill Langer motioned to give Renee Bade authority, in conjunction with the marketing committee, to utilize money to be allocated for travel. Char Kremer seconded the motion. Vote: All in favor, no opposition.

MEMBERSHIP – Bill Langer, at the October meeting four members were tasked with mentoring the new members. One applicant for commissioner applied who works for the state of Idaho, who is cannot be considered a local representative. The Executive Order is being reviewed for change regarding required commissioners (change is also discussed above in the Chairman's Report). Renee is checking with CNCS regarding the change. The new applicant is on hold until further discussion.

Renee will also find out if Clint can hold 2 slots.

DISASTER COMMITTEE – Clint Blackwood only committee member in attendance.

Clint is working with VOAD (Voluntary Organizations Active in Disaster) a consortium group of volunteers and other organizations who are specifically responsive within the disaster community.

OTHER BUSINESS:

- Char brought up that we are missing opportunities to meet with legislature since we are all here.
- Bill, does the Department of Labor want the commissioners to meet with legislature as a formal part of the commission meeting? Renee will check.
- Renee suggested that we recognize our legislature at our Celebration of Service dinner.

AJOURN – Safe Travels to everyone

Patricia Eriksen motioned to adjourn at 4:03

Personal Note: Email the AmeriCorp glossary to Randy'L