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SERVE WISCONSIN!

Meeting Minutes Wisconsin National and Community Service Board October 17, 2013

Held at the Chula Vista, 2501 River Road, Wisconsin Dells

1. Meeting called to order by Chair Mark Mueller at 9:10 a.m.

2. Introductions

Board members present: Lisa Delmore, Robert Griffith, Kathy Groat, Bob Guenther, Tony Hallman, Paula Horning, Scott Jones, Angela Kringle, Jim Langdon, Sondra LeGrand, Jane Moore, Mark Mueller, Michael Hinman, Scott Fromader and Domingo Leguizamon. Introductions included Mark Mueller's State Service Plan vision and Commission Member introductions include sharing what they can do to support Mr. Mueller's vision for program years 2014-2015. The Commission members were asked to respond to the following questions: What does Serve Wisconsin Do? If you are a Commission member--why did you volunteer to serve? If you are-- Staff why do you work for Serve Wisconsin? What is the best thing you bring to Serve Wisconsin?

Board Members not present: Marguita Fox, Amy McDowell and Linda Sunde.

WNCSB Staff Present: Tom Devine, Jessica Kewin, Cheryl Leménager, Gloria Nikolas and Steven Yule.

Guest Speaker: Tom Branen

3. AmeriCorps Fundamentals

Jessica Kewin gave an overview of AmeriCorps Fundamentals for the benefit of the new Commission members and as a refresher for senior members. Included in the fundamentals was information on the 20th anniversary of AmeriCorps and the fact that over 775,000 individuals have given over 1 billion hours of service through AmeriCorps. Jessica explained the funding process to include competitive, formula and supplemental funding. Other topics covered included program design/funding types, member benefits, promoting volunteerism in Wisconsin and the role of Commission members. The Commission members were asked "how staff could help them meet the mission of Serve Wisconsin?" and "what information would they find useful, and how they would like to become involved?"

4. Program Evaluation and Development Committee (PE & D)

Chair Mark Mueller asked for volunteers to serve on the PE & D Committee, and the following people expressed interest: Scott Fromader, Kathy Groat, Jane Moore, Lisa Delmore, Domingo



Leguizamon and Michael Hinman. The next meeting of the PE & D Committee is tentatively set for December 12, 2013, with a projected 36 applicants for AmeriCorps funds.

5. **OLD BUSINESS:**

2013 Meeting Dates

Wednesday December 18, 2013

6. **NEW BUSINESS:**

Tom Devine, Executive Director, requested permission to submit the State Commission Support Grant to the Corporation--due Friday, November 15, 2013. A motion to approve was made by Tony Hallman. Second, Kathy Groat. Motion passed unanimously.

7. **Round Table Discussions**

Round table discussions were broken down into the following categories: **Volunteerism**—with Tony Hallman facilitating and Jessica Kewin recording; **Marketing/Branding** with Kathy Groat facilitating and Gloria Nikolas recording; **AmeriCorps program oversight and evaluation** with Bob Guenther facilitating and Steven Yule recording; and **Communication** with Mark Mueller facilitating and Cheryl Lemenager recording. Each table reported out--staff will compile the information collected from the round tables and submit to the Commission members in a separate document.

8. **Tom Branen Executive Director America's Service Commission (ASC)**

Tom updated the Commission on the composition of the ASC Board and gave highlights of activities.

9. **State Service Plan, Collective Impact, and State Service Commission Support Grant**

Tom Devine addressed the State Service Plan indicating several items in the Plan are no longer applicable to Serve Wisconsin because of loss of revenue. Included in those items were the Governor's Service Awards, creating a volunteer and/or volunteer manager or the month award with Volunteer Wisconsin, and supporting the Presidential Volunteer Service Awards. An ad hoc committee of Commission members from Madison is charged with making amendments to the State Plan and presenting to the Executive Committee. The ad hoc committee consists of: Scott Fromader, Domingo Leguizamon, Mark Mueller, Jim Langdon and Ross Behrend. The Executive Committee will review changes via a conference call by November and pass their recommendation onto the full Commission for the December 18, 2013 meeting.

Motion made by Kathy Groat to revisit the State Plan and establish amendments as needed.

Second, Tony Hallman. Motion passed unanimously.

10. **AmeriCorps Notice of Funding Opportunity (NOFO) and Application Instructions**

Jessica Kewin informed the Commission members that there were 36 Notices of Intent to Apply for the 2014-2015 AmeriCorps Grants. The Commission members were invited to visit the Serve Wisconsin Website at www.servewisconsin.wi.gov--AmeriCorps Funding--to access the RFP and application instructions if they wanted more detailed information. She explained there were substantial changes made to the CNCS NOFO to include evidence-based and evidence-informed data requirements.

Steven Yule informed the Commission members that when staff recommendations for funding of programs are sent to the Program Evaluation and Development (PD&E) Committee they will also be sent to the entire Board.

11. **Adjourn**

Motion to adjourn made by Kathy Groat, second Scott Fromader. Motion passed unanimously.