

Serve Wisconsin – Program Evaluation and Development Committee Meeting

Meeting Minutes

Thursday, June 5, 2014

Committee Chairman Tony Hallman called the meeting to order at 10:12 a.m., June 5, 2014, at Department of Military Affairs, 2400 Wright Street, Madison, WI.

Committee Members Present

Tony Hallman, Committee Chair; Lisa Delmore; Kathy Groat; Paula Horning; Amy McDowell; Jane Moore. Michael Hinman arrived for Agenda Item 6.

Committee Member Not Present

Scott Fromader – Excused Absence

Staff Present

Tom Devine, Jessica Kewin, Amy Porter, Steven Yule

Approval of March 5, 2014 Meeting Minutes

Kathy Groat made a motion to approve the March 5, 2014 meeting minutes. Seconded by Amy McDowell. Motion passed unanimously.

Additional RFP for New Formula Funding Programs

Jessica Kewin provided an update on the additional Formula RFP process. Four applications were received by the June 2, 2014 deadline.

Policy Options – Reallocation of Unfilled AmeriCorps Member Slots and Related Grant Funds

As follow-up from the March 26, 2014 Board meeting, staff recommended the following four-step process as policy for identifying unused AmeriCorps member slots and possibly reallocating such slots to other programs:

1. Confirm that program will not use slots that Serve Wisconsin has identified for possible reallocation
2. Identify eligible program(s) for receiving slots within transferable Prime (e.g. Formula FT Fixed)
3. Offer slots to identified program(s) and require viable plan be submitted by any program wanting to request available slots/funds
4. Of programs that present viable plan: If only one other program is interested, offer all slots to that program; if more than one program is interested, divide slots as equally as possible or use other method to allocate (e.g. if four slots available and one program only wants one slot, give one slot to that program, offer remaining slots to other program(s)); a program presenting a more compelling community need could also be given priority.

Kathy Groat made a motion to recommend to the full Board that the above four-step process be approved as policy, with the Committee taking responsibility for monitoring how this policy is implemented by staff. Seconded by Lisa Delmore. Motion passed unanimously.

RFP Policy for Competitive Applicants: Exception to 80% Minimum Performance Scoring for New Programs in First Three Years of Funding & Consistency with Formula Policy

The Formula funding policy regarding applying an 80% performance scoring minimum includes an exception for the first three years of funding for a new-not previously funded project. When adding the 80% performance score minimum to the Competitive process was discussed and approved during March 2014 Committee and Board meetings, the three-year exception for new-not previously funded projects was not discussed.

Jane Moore made a motion to add the following to the 80% performance scoring minimum criteria as applied to Competitive applicants:

An exception to the 80% minimum shall apply to applicants proposing a new and not previously funded AmeriCorps project, and shall apply for the first three years the new-not previously funded project is funded. The exception for such new projects shall not preclude use of other criteria to determine appropriateness of funding such new projects.

Seconded by Amy McDowell. Motion passed unanimously.

2014-2015 Formula Funding Recommendations

Applications considered for Formula funding were: Boys & Girls Clubs of Barron County; Marshfield Clinic Research Foundation – AmeriCorps Afterschool; Marshfield Clinic Research Foundation – Coalition; Milwaukee Christian Center; Mount Mary University (EAP); North Central Community Action Program; UW Eau Claire – ECLIPSE.

Amy McDowell made a motion to forward for consideration by the full Board the following Formula funding scenario from Page 4 of the staff recommendation document, including final amount of funding and number of MSYs being recommended for Boys & Girls Clubs of Barron County:

Legal Applicant	Actual Funding 2013-2014	Requested Funding 2014-2015	Recommended Funding	Requested MSYs	Recommended MSYs, up to	Requested & Recommended Cost Per MSY
University of Eau Claire – ECLIPSE	\$86,944	\$88,863	\$88,863	9.52	9.52	\$9,334
Marshfield Clinic – Coalition (Full-Time Fixed-Amount)	\$260,000	\$390,000	\$390,000	30.00	30.00	\$13,000
Marshfield Clinic – Afterschool (Full-Time Fixed-Amount)	\$260,000	\$390,000	\$390,000	30.00	30.00	\$13,000
North Central Community Action Program	\$235,584	\$259,000	\$259,000	20.21	20.21	\$12,815
Milwaukee Christian Center	\$169,650	\$172,835	\$172,835	13.00	13.00	\$13,295
Mount Mary University (EAP)	\$19,200	\$25,600	\$25,600	32.00	32.00	\$800
Boys & Girls Clubs of Barron County	N/A (new)	\$264,946	\$165,588	20.00	12.50	\$13,247

Totals	\$1,031,378	\$1,591,244	\$1,491,886	147.23	147.23	
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Motion seconded by Jane Moore. Motion passed unanimously.

Recognition of Board Members for Serving on the Board

The Committee discussed and took no action on this item. Michael Hinman provided an example of an official proclamation issued by the Office of the Governor.

Adjourn

Amy McDowell made a motion to adjourn the meeting. Seconded by Kathy Groat. Motion passed unanimously. Meeting adjourned at 11:55 a.m.