

**Serve Wisconsin – Program Evaluation and Development Committee Meeting**  
Meeting Minutes

**Tuesday, June 25, 2013**

Committee Chairman Robert Guenther called the meeting to order at 10:08 a.m., June 25, 2013, at The Pyle Center, 702 Langdon Street, Madison, WI.

Committee Members Present

Bob Guenther, Committee Chair; Kathy Groat; Tony Hallman; Amy McDowell

Other Board Members Present

Lisa Delmore

Staff Present

Tom Devine, Jessica Kewin, Cheryl Leménager, Gloria Nikolas, Steven Yule

Program Representation

CAP Services, Boys & Girls Clubs of Greater Milwaukee, Indianhead Community Action Agency, Marshfield Clinic Research Foundation, Milwaukee Teacher Education Center, North Central Community Action Program, Operation Fresh Start, Renewal Unlimited, United Way of Dane County – Mobilizing Skilled Volunteers, UW-Eau Claire, WI Association for Homeless & Runaway Services, WI Dept. of Public Instruction

**Approval of January 8, 2013, Meeting Minutes**

Tony Hallman made a motion to approve the January 8, 2013, meeting minutes. Seconded by Amy McDowell. Motion passed unanimously.

**2013-2014 Formula Funding Recommendations**

Applications considered for Formula funding were: Boys & Girls Clubs of Greater Milwaukee; CAP Services, Inc.; Indianhead Community Action Agency; Marshfield Clinic Research Foundation – AmeriCorps Afterschool; Marshfield Clinic Research Foundation – Statewide; Milwaukee Christian Center; Milwaukee Metropolitan Sewerage District; Milwaukee Teacher Education Center (EAP); North Central Community Action Program; Operation Fresh Start, Inc.; Renewal Unlimited, Inc.; United Way of Dane County - Mobilizing Skilled Volunteers; UW Eau Claire - ECLIPSE; WI Association for Homeless & Runaway Services; WI Dept. of Public Instruction; WI Emergency Management.

The Committee Chair allowed the following program representatives to make statements to the Committee: Greg Markle, Operation Fresh Start; Elisabeth Marx, United Way of Dane County – Mobilizing Skilled Volunteers; Caroline Loyas, Indianhead Community Action Agency; and Nicole Harrison, CAP Services, Inc.

Kathy Groat made a motion to forward for consideration by the full Board the following Formula funding scenario from Page 5 of the staff recommendation document:

Legal Applicant	Actual Funding 2012-2013	Requested Funding 2013-2014	Recommended Funding	Requested MSYs	Recommended MSYs, up to	Requested & Recommended Cost Per MSY
<b>WI Association for Homeless &amp; Runaway Services</b>	\$277,336	\$385,400	\$266,000	33.50	23.12	\$11,504
<b>UW Eau Claire - ECLIPSE</b>	\$86,944	\$88,916	\$86,944	9.52	9.31	\$9,340
<b>Marshfield Clinic - Statewide</b>	\$260,000	\$455,000	\$260,000	35.00	20.00	\$13,000

<b>Milwaukee Teacher Education Center – EAP</b>	\$116,000	\$160,000	\$116,000	200.00	145.00	\$800
<b>Milwaukee Christian Center</b>	\$169,650	\$172,900	\$169,650	13.00	12.76	\$13,300
<b>Boys &amp; Girls Clubs of Greater Milwaukee – SPARK/ Environmental</b>	\$266,000	\$395,276	\$266,000	29.72	20.00	\$13,300
<b>North Central Community Action Program</b>	\$235,584	\$281,533	\$235,584	21.71	18.17	\$12,968
<b>Marshfield Clinic – AmeriCorps Afterschool – Full-Time Fixed Amount</b>	\$312,000	\$325,000	\$260,000	25.00	20.00	\$13,000
<b>Renewal Unlimited</b>	\$185,879	\$185,549	\$185,549	14.00	14.00	\$13,254
<b>WI Dept. of Public Instruction</b>	\$267,000	\$309,345	\$249,604	26.17	21.12	\$11,821

Motion seconded by Tony Hallman. Motion passed unanimously.

### 2013-2014 Supplemental Formula Plan Recommendations

At 11:25 am, the Committee recessed for 15 minutes to allow time for Steven Yule to complete calculations to determine the total amount and percentage by which the amounts in the Recommended Funding column plus the Supplemental Funding column for existing 2012-2013 programs in the chart on Page 7 of the staff recommendation exceed the amount of funding the programs were awarded for the 2012-2013 program year.

Tony Hallman made a motion to forward for consideration by the full Board the following supplemental Formula funding scenario from Page 7 of the staff recommendation document:

<b>Legal Applicant</b>	<b>Requested Funding</b>	<b>Recommended Funding</b>	<b>Supplemental Funding</b>	<b>Requested MSYs</b>	<b>Recommended MSYs</b>	<b>Supplemental MSYs</b>
<b>1. WI Dept. of Public Instruction</b>	\$309,345	\$249,604	\$16,396	26.17	21.12	1.39
<b>2. WI Emergency Management</b>	\$130,543	\$0	\$130,543	10.00	0.00	10.00
<b>3. WI Association for Homeless &amp; Runaway Services</b>	\$385,400	\$266,000	\$119,400	33.50	23.12	10.38
<b>4. UW - Eau Claire – ECLIPSE</b>	\$88,916	\$86,944	\$1,972	9.52	9.31	0.21
<b>5. Marshfield Clinic – Statewide – Full-Time Fixed Amount</b>	\$455,000	\$260,000	\$104,000	35.00	20.00	8.00
<b>6. Milwaukee Teacher Education Center – EAP</b>	\$160,000	\$116,000	\$44,000	200.00	145.00	55.00
<b>7. Milwaukee Christian Center</b>	\$172,900	\$169,650	\$3,250	13.00	12.76	0.24
<b>8. Boys &amp; Girls Clubs of Greater Milwaukee – SPARK/ Environmental</b>	\$395,276	\$266,000	\$129,276	29.72	20.00	9.72

9. North Central Community Action Program	\$281,533	\$235,584	\$45,949	21.71	18.17	3.54
10. Marshfield Clinic – AmeriCorps Afterschool – Full-Time Fixed Amount	\$325,000	\$260,000	\$65,000	25.00	20.00	5.00
11. Marshfield Clinic - Statewide – Full-Time Fixed Amount	\$455,000	\$260,000	\$91,000	35.00	20.00	7.00
12. WI Dept. of Public Instruction	\$309,345	\$249,604	\$43,345	26.17	21.12	3.66
13. United Way of Dane County – Mobilizing Skilled Volunteers	\$360,054	\$0	\$360,054	28.00	0.00	28.00
14. Indianhead Community Action Agency	\$183,055	\$0	\$152,600	15.00	0.00	12.50

Motion seconded by Kathy Groat. Motion passed unanimously.

**Formula Funding Policy – Discussion regarding any changes Board may like to make for the 2014-2015 RFP process**

The Committee considered the staff recommendation to set a minimum performance score for programs being considered for Formula funding.

Kathy Groat made a motion to approve the following:

***Set a minimum performance score of 80% of total points possible. Reaching the 80% minimum shall be inclusive of rounding to two places after the decimal point; therefore, a performance scoring percentage of 79.50% or above shall be considered to have met the 80% or above requirement.***

***An application for a program that has a performance score of less than 80% of total points possible shall not be eligible for Formula funding. 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.***

***The 80% performance scoring minimum shall also apply to the use of the 2nd and 3rd level Formula review criteria when used to break a tie for the Number 1 ranking position for Competitive funding. An applicant tying for the Number 1 ranking position that did not meet the 80% performance scoring minimum shall not be given the Number 1 ranking position ahead of the other applicant tied for the Number 1 ranking position if the other applicant does meet the 80% performance scoring minimum.***

Motion seconded by Amy McDowell. Motion passed unanimously.

**Adjourn**

Kathy Groat made a motion to adjourn the meeting. Seconded by Tony Hallman. Motion passed unanimously. Meeting adjourned at 12:30 pm.