

Wisconsin National and Community Service Board

Board Meeting Minutes

June 7, 2018

Present: Angela Ahlgrim, Sarah Brady (Board Appointment Pending), Pamela Charles, Lisa Delmore, Steven Janke, Paula Horning, Anthony Hallman, Scott Jones, James Langdon, Jane Moore

Not Present: Christine Beatty, Robert Griffith, Michael Hinman, Kate Jaeger, Amy McDowell, Susan Schwartz

Staff Present: Jeanne Duffy, Alexis Matthews, Casey Sweeney, Steven Yule

Program Staff Present: John Babbitt, WI Association for Homeless and Runaway Services; Connie Bettin, Dane County Human Services; Brian Blahnik, Marshfield Clinic AmeriCorps Programs; Karen Dischler, United Way Dane County – Schools of Hope; Bonnie Erickson, Dane County Human Services; Anna Korb, Easter Seals Wisconsin; Amanda Ross, United Way Fox Cities; Kysa Stocking, WI Primary Health Care Association; Aszya Summers, Racine Zoological Society

Next Meeting: October 11, 2018, in Milwaukee, WI - exact location TBD

Call to Order

The meeting was called to order at 10:03 am by Board Chair Paula Horning.

Introductions

The commission members and Serve Wisconsin staff introduced themselves.

Public Comment

No public comment.

Meeting Minutes

Anthony Hallman made a motion to approve the April 5, 2018, WNCSB meeting minutes. Second by Lisa Delmore. Unanimously approved.

Board Member Conflict of Interest Forms

Conflict of Interest forms were completed by Board members, except for those Board members who had already completed their forms for the May 31, 2018, Program Evaluation & Development Committee meeting.

2018-2019 Formula Funding – Committee Recommendations

Board meeting documents included the Formula Funding Process – 2018-2019 document for consideration by the Board, including considerations from 45 CFR §2522.475. Anthony Hallman provided a summary of results from the May 31, 2018, Program Evaluation & Development (PE & D) Committee meeting, then guided Board members' review of the individual application recommendations for each of the following applications that the PE & D Committee recommended for funding to the full Board:

1. Marquette University – 1st Year Planning Grant
2. Racine Zoological Society – 1st Year Planning Grant
3. University of Wisconsin – Whitewater – 2nd Year Planning Grant
4. United Way Fox Cities – Program Grant – Quality Control Review
5. Western Dairyland Economic Opportunity Council – Program Grant – Second Year Formula Continuation
6. WisCorps, Inc. – Program Grant
7. College Possible – Program Grant – Expansion Beyond Fixed Amount Grant

Brief summaries of proposed activities were provided by applicant representatives, if present, or by Serve Wisconsin staff. Casey Sweeney stated that United Way Fox Cities has requested a reduction in funding amount and number of AmeriCorps members as a result of their host site RFP process; they are revising their request to \$164,252, 11 MSYs, 8 full-time and 6 half-time slots.

It was noted that the PE & D Committee did not make any additional funding recommendations to the full Board due to the various possible funding scenarios that were dependent on the results for the two Competitive applications that were pending on the Corporation for National & Community Service (CNCS) wait list.

Anthony Hallman made a motion to approve for funding the three planning grants and four program grants listed above, with the funding amount, number of MSYs, and number of slots for United Way Fox Cities revised to \$164,252, 11 MSYs, 8 full-time and 6 half-time slots. Second by Jane Moore. Unanimously approved.

James Langdon made a motion to approve for funding the University of Wisconsin – Eau Claire – Blugold Beginnings and WI Dept. of Public Instruction applications for funding at the amounts specified on Page 1 of the Staff Recommendations document. Second by Angela Ahlgrim. Passed unanimously, with Scott Jones not voting due to conflict of interest with the WI Dept. of Public Instruction application.

Anthony Hallman made a motion to approve for funding the North Central Community Action Program, United Way of Dane County – Schools of Hope, and WI Primary Health Care Association applications for funding at the amounts specified on Page 3 of the Staff Recommendations document. Second by Jane Moore. Passed unanimously.

Jane Moore made a motion to approve for funding the Teach for America application for funding at the amounts specified on Page 4 of the Staff Recommendations document. Second by Lisa Delmore. Passed unanimously.

Formula Funding Policies – Reconsideration of Policy Approved During April 5, 2018 Board Meeting

Anthony Hallman opened discussion on reconsideration of the policy approved during the April 5, 2018, Board meeting regarding allowing issuance of separate Formula AmeriCorps program grant and/or Formula Planning grant RFPs. During its May 31, 2018 meeting, the PE & Committee unanimously approved recommending to the full Board that the policy be approved as follows:

Allow staff to issue separate, Formula AmeriCorps program grant and/or Formula Planning grant RFPs for any funding year for which the additional RFPs could be used to maximize use of Formula funding available to Serve Wisconsin.

James Landon made the motion to allow the Executive Director to approve issuance of a separate, Formula AmeriCorps Program grant and/or Formula Planning grant RFPs for any funding year for which the additional RFPs could be used to maximize use of Formula Funding available to Serve Wisconsin when the Chair determines the Board and/or Executive Committee is not available to act. Second by Jane Moore. Unanimously approved.

Formula Funding Policies – Availability of Formula Continuation Funding

Anthony Hallman opened discussion on the PE & D Committee's unanimously approved recommendation to the full Board that the Board's previously approved Formula Continuation funding policy be revised to remove the portion of the policy that restricts eligibility to current Formula funded grantees that do not meet the 20 member threshold for Competitive funding, and allow consideration of Formula Continuation funding for all Formula funded grantees that meet the other criteria of the previously approved policy.

Anthony Hallman made a motion to approve revising the Formula Continuation funding policy to remove the portion of the policy that restricts eligibility to current Formula funded grantees that do not meet the 20 member threshold for Competitive funding, and allow consideration of Formula Continuation funding for all Formula funded grantees that meet the other criteria of the previously approved policy. Second by Angela Ahlgrim. Unanimously approved.

Formula Funding Policies – Moving Formula Program Applications to Planning Grants

Anthony Hallman opened discussion on the PE & D Committee's unanimously approved recommendation to the full Board that staff be allowed to recommend Formula AmeriCorps program applications as Planning Grant applications if staff determines that the organization needs more time to prepare to operate a successful AmeriCorps program.

Anthony Hallman made a motion to allow staff to recommend Formula AmeriCorps program applications as Planning Grant applications according to the approved language that will be included in

the new Staff Recommendation to Become Planning Grant section of the AmeriCorps Formula RFP. Second by Jane Moore. Unanimously approved.

Wisconsin Public Records Laws – Mandatory Annual Training for Board Members

Chris Green, WI Department of Administration, Chief Legal Counsel, presented the Board's annual public records training. He noted that public records requests should be forwarded to the DOA public records inbox. Board members should keep records of any Board business they conduct outside of Board meetings or send these records to a Serve Wisconsin staff member for retention. Personal notes do not need to be kept.

*** Lunch from 11:58 am until 12:29 pm ***

Memorandum of Agreement between Illinois & Wisconsin

Jeanne Duffy provided background information on the Memorandum of Agreement that the Illinois State Commission Executive Director has asked Serve Wisconsin to sign. Board members had questions about the agreement, including whether the agreement is necessary and whether the agreement allows too much of members' time or too many of a program's members to do service in the other state.

Due to unanswered questions and Board members wanting more information, Paula Horning made a motion to table this agenda item for the October 2018 Board meeting. Second by Anthony Hallman. Unanimously approved.

Board Chair and Vice Chair Elections

Anthony Hallman nominated Christine Beatty for Vice Chair on condition of her application for reappointment being approved by the Governor's Office.

Anthony Hallman made a motion to close nominations and vote for approval of Christine Beatty as Vice Chair. Second by Jane Moore. Unanimously approved.

Jane Moore nominated Paula Horning for Chair on condition of her application for reappointment being approved by the Governor's Office. Second by James Langdon. Unanimously approved.

Anthony Hallman made a motion to close nominations and vote for approval of Paula Horning as Chair. Second by Jane Moore. James Langdon conducted the vote; unanimously approved, with Paula Horning abstaining.

State Service Plan Committee Update

Jeanne Duffy provided an update on activities of the Board's State Service Plan Committee. The Committee has held one in-person meeting and one meeting via telephone. A SurveyMonkey survey has been created to request input toward the new State Service Plan. A link for the survey will be distributed via various distribution lists and through various networks; the link will be shared with Board

members so that they may share it with their networks, as appropriate. The survey will be open June 15-30, 2018.

Update from Program Directors Association

Brian Blahnik, Connie Bettin, and Karen Dischler presented information about the status of AmeriCorps member recruitment and the need for more community awareness of AmeriCorps. Appreciation was expressed for Serve Wisconsin's efforts in attending school recruitment fairs. Kysa Stocking asked Board members to reach out to their organizations with regard to becoming Employers of National Service.

Update from CNCS State Office

CNCS Wisconsin State Office Director Sarah Brady provided several updates. The CNCS Grants and Member Management (GMM) major technology update is on hold and under review by the new CNCS Chief Information Officer. Mike Cys is the new CNCS Director of External Affairs. In her testimony before a Congressional committee in April, CNCS CEO Barbara Stewart talked about her vision for CNCS. Sarah recommended viewing the video of CEO Stewart's testimony, for those interested. Regarding CNCS Improper Payments Elimination and Reduction Improvement Act (IPERIA) reviews, 90% of findings are the result of National Service Criminal History Check (NSCHC) processes not being done properly. In discussing the new CNCS Transformation and Sustainability Plan, Sarah noted that State Commissions and AmeriCorps programs are stakeholders in the planning process and their input is requested.

Updates from Commission Members

Lisa Delmore announced that this meeting is the last Board meeting she will be attending, as she is resigning from her position on the Board. Lisa was presented with a certificate of appreciation from Governor Walker for her five years of service on the Board.

Paula Horning reported that she has reached out to some organizations about possibly becoming Employers of National Service.

Anthony Hallman requested that the topic of Governor's Service Awards be placed on the agenda for the Board's October meeting; he added that he would like input from AmeriCorps programs included in the discussion.

Updates from Staff Members

Jeanne Duffy discussed results of surveying AmeriCorps alumni who served in Wisconsin 2014-2017; a survey results document was included in the Board packet for this meeting. 447 responses were received. 57% of the respondents who got a job after serving attribute their AmeriCorps experience in helping them get a job. 78% responded that the service they provided was very beneficial or extremely beneficial. 71% responded that the professional and work-related trainings, education and/or experiences were very beneficial or extremely beneficial. Jeanne noted that many alumni who were not happy with their service attributed their negative experience to their site supervisor, who is often

different from the program director; this has led staff to discuss site supervisor training for the 2018-2019 program year.

Alexis Matthew reported that former Serve Wisconsin Program Officer Amy Porter has been hired as a consultant to be the first point of contact for individuals interested in serving as an AmeriCorps member or learning more about AmeriCorps programs in Wisconsin. Alexis reported that the Opening Ceremony will be held the first or second week of October; Board members will be sent an email with more details about the Opening when they are available. Alexis also shared information about viewings of the Stand Up Step Up marketing elements: Of the currently serving 2017-2018 members that were surveyed, over 20% stated they saw the Stand Up Step Up advertisements; of those that saw the ads, over 70% saw them via the online ads. This is significant because although these surveyed individuals were already members, it showed that the Stand Up Step Up advertisements were effective in reaching the target audience.

Steven Yule reported that Serve Wisconsin is still awaiting final 2017 IPERIA results from CNCS; Round 1 of 2018 reviews are at final documentation submission status, awaiting further contact from CNCS; Round 2 of 2018 reviews is to begin soon. The most recent quarterly report on the employee/member assistance program services being provided through Serve Wisconsin for participating AmeriCorps programs shows an annualized utilization rate of 3.6%; the EAP provider notes that the national average for EAP utilization is typically between 3%–5%. Steven noted that CNCS recently approved a new 1,200 hour slot size for AmeriCorps, which is designed to be a full-time position for a fall-spring academic year; two 2018-2019 programs have opted into using some 1,200 hours slots: North Central Community Action Program and United Way of Dane County – Achievement Connections. Steven expressed appreciation for Daria Rydzak’s working with Serve Wisconsin.

Casey Sweeney noted that Serve Wisconsin saw its first transition from planning grant to program grant with the United Way Fox Cities Formula program funding that the Board approved today. He noted that the summits attended by Serve Wisconsin staff have resulted in some planning grant applications. He expressed his thanks for the support he received during the RFP processes.

Future Meetings

The next meeting will be on October 11, 2018, and will occur at a location in Milwaukee yet to be determined. There is no additional information about the December 13, 2018, meeting.

Adjourn

Anthony Hallman made a motion to adjourn the meeting at 2:47 pm. Second by Angela Ahlgrim. Unanimously approved.