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SERVE WISCONSIN

Wisconsin National & Community Service Board Meeting December 10, 2020, 10:00 AM – 12:00 PM

<i>Present:</i>	Christine Beatty (chair), Theresa Clark, Laura Doolin, Anthony Hallman, Latoya Holiday, Paula Horning, Leah Lechleiter-Luke, Benjamin Lehner, Leah Moore, Margaret (Jane) Moore, Ben Olsen, Donald Placidi, Yolanda Shelton-Morris, Patricia Takamine
<i>Not Present:</i>	Angela Ahlgrim (vice-chair), Kate Jaeger, Ibrahim Jalloh, Amy McDowell, Susan Schwartz
<i>Staff Present:</i>	Jeanne Duffy, Ruhamah Bauman, Tracey Brent, Kyle Clower, Robin Lee, Alexis Matthews, Steven Yule
<i>Program Staff and Guests Present:</i>	Connie Bettin – PASS, Brian Blahnik – MCHS AmeriCorps, Kevin Curley - College Possible, Bonnie Erickson – PASS, Simone Fevola – MCHS AmeriCorps, Amy Fink – ECLIPSE, Steve Frodl – NCCAP, Christina Garcia – MCHS AmeriCorps, Joli Guenther – WAHRS, Suzanne Hoppe – Renewal Unlimited, Kara Ignasiak – Farm to School, Shelly Kaiser - MCHS AmeriCorps, Anna Korb – Easterseals Wisconsin, Wendy Krueger – BeWell Fox Valley, Megan Meinen – PASS, Meagan Pichler – MCHS AmeriCorps Amanda Ross – BeWell Fox Valley, Patrick Schrank – MCC, Deb Ward - WisCorps

Call to Order

The meeting was called to order at 10:04 a.m. by Christine Beatty

Introductions

Christine Beatty asked the WNCSSB board members introduce themselves. Christine noted that this would be the first meeting for Leah Moore, who filled the board position previously held by Michael Hinman. She also noted that James Langdon had taken a new position outside of the Department of Administration and that a new designee from DOA will need to be appointed.

Public Comment

Connie Bettin from Dane County Human Services – Partners for After School Success

Connie announced she has a new role at Dane County Health. Megan Meinen will be replacing Connie. Connie, thank the board, as she has loved working for and with AmeriCorps closely.

Megan Meinen from Dane County Human Services – Partners for After School Success

Megan introduced herself and stated she is looking forward to working with Serve Wisconsin and AmeriCorps.

Minutes

ACTION ITEM – Paula Horning made a motion to approve the October 15, 2020 WNCSSB meeting minutes. Second by Leah Luke. The motion was unanimously approved



Committee Reports:

Executive Committee

No report

Public Policy & Outreach Committee

No report

Program Evaluation & Development Committee

Tony Hallman indicated that the PE&D Committee met on December 1 to make recommendations on program applications for the competitive AmeriCorps program application process.

Conflict of Interest Forms - Alexis Matthews

Alexis Matthews went over the submission of the conflict of interest forms. It was noted from the forms that Latoya Holiday indicated a conflict for DPI Farm to School as an employee of DPI and that Pat Takamine indicated a conflict regarding College Possible Milwaukee, with a family member serving with them as an AmeriCorps member. Both indicated that they would abstain from voting on these two programs, respectively.

Overview of Competitive AmeriCorps Program Application Process – Alexis Matthews

Alexis Matthews provided an overview of the competitive AmeriCorps program application process, explaining that the timeline largely mirrored the one used last year, with the RFP released this year on October 5 and applications being due on November 9. There were 21 applications submitted, 12 of which were continuation applications and 9 were new and recompetete applications, with the new program application being Marshfield Clinic's rural intermediary program. Alexis and Steven Yule then did staff review of the applications and Robin Lee and Margie Kriel did the fiscal and budget reviews.

Alexis then provided details on the peer review process this year, which was conducted virtually. She highlighted a few issues that occurred during the peer review groups, including one reviewer submitting scoring sheets but not attending the session and its impact on lowering the scoring average for WisCorps, although they still passed peer review based on the other two scores. Another issue she previewed is that one new application did not receive an average score of 80 to pass peer review, which was the Marshfield Clinic Rural Intermediary Program. Because staff felt the application would be strong enough for submission to AmeriCorps, particularly with the ability to make improvements before the deadline, their application was placed into the quality control review process referenced in the RFP and will be discussed further later in the meeting.

2021-2022 AmeriCorps Competitive Fixed Amount Applications

Anthony Hallman began the discussion of the competitive fixed applications by going through each program individually to check if board members had questions on the applications of the following three programs for continuation applications and new/recompetete applications.

Continuation Applications – Recommendations

1 – College Possible – FT Fixed

New/Recompetete Applications – Recommendations

2 – Teach For America – FT Fixed

3 – Wisconsin Primary Health Care Association – FT Fixed

ACTION ITEM – Anthony Hallman made a motion to approve the Competitive Fixed-Amount applications for submission to AmeriCorps/CNCS for competitive funding consideration for the 2021-2022 program year. Second by Jane Moore. The motion was approved, with Pat Takamine abstaining from the vote on College Possible Milwaukee.



2021-2022 AmeriCorps Competitive Cost-Reimbursement Applications

Anthony Hallman began the discussion of the competitive cost-reimbursement applications by going through each program individually to check if board members had questions on the applications of the following seventeen programs for continuation applications and new/recompete applications.

Continuation Cost-Reimbursement Applications – Recommendations

- 4 – Boys & Girls Clubs of Greater Milwaukee – Academic & Career Planning
- 5 – Boys & Girls Clubs of Greater Milwaukee – ClubCorps
- 6 – Easter Seals Wisconsin
- 7 – Marshfield Clinic Health System – Volunteer Wisconsin
- 8 – North Central Community Action Program
- 9 – Public Allies Milwaukee
- 10 – Renewal Unlimited
- 11 – United Way Dane County – Achievement Connections
- 12 – United Way Dane County – Schools of Hope
- 13 – Western Dairyland EOC
- 14 – WI Department of Public Instruction – Farm to School

New/Recompete Cost-Reimbursement Applications – Recommendations

- 15 – Dane County PASS
- 16 – Milwaukee Christian Center
- 17 – United Way Fox Cities
- 18 – University of Wisconsin: Eau Claire – Blugold Beginnings
- 19 – University of Wisconsin: Eau Claire – ECLIPSE
- 20 – WisCorps, Inc.

Alexis Matthews noted that the WisCorps budget for their application is \$40 higher than what initially approved by the PE&D committee due to a minor issue in the submitted budget, as the updated request is \$654,638 instead of \$654,598.

ACTION ITEM – Anthony Hallman made a motion to approve the Competitive Cost-Reimbursement applications for submission to AmeriCorps/CNCS for competitive funding consideration for the 2021-2022 program year. Second by Jane Moore. The motion was approved, with Latoya Holiday abstained from approval of DPI Farm to School.

New/Recompete Cost-Reimbursement Applications – Quality Control

21 – Marshfield Clinic Health System – Rural Intermediary Program

Alexis Matthews described the quality control process for the Marshfield Clinic Health System – Rural Intermediary Program's initial application. She explained that Steven Yule had been their primary reviewer as the first staff member to review the application and provide feedback clarifications. Alexis continued that because she was the staff member during the peer review process, the decision was made to have Jeanne be the staff person to conduct the quality control review.

Jeanne then gave an overview of the program application, including its strengths and weaknesses. She explained that staff have encouraged Marshfield Clinic to apply as a rural intermediary, which would allow them to place members at multiple sites under multiple performance measure objectives and not require separate narrowly focused programs for Afterschool and Volunteer Wisconsin. She described that an advantage of this is that we often get requests for members to serve at a community health center to do educational health outreach or from rural organizations and non-profits interested in single members. She explained that placing members in these situations could help address the health disparity in rural Wisconsin and help fill some of the gaps in the rural health care system while also helping to build the future workforce in rural health care.



Jeanne explained that they would like to focus on capacity building in these rural health settings. The primary reason she thought it might not have passed peer review is because capacity building is a more nebulous objective to measure and that within the application, the concept of it and what exactly the members would be doing was not strongly defined. She continued that they had substantial research into capacity building, but that at times there was a disconnect between it and their examples of member service and that if the application had been reorganized in a clear fashion that told a better narrative, the application would have passed peer review, as two of the three scores were 80 and 79, with the required average at 80 points.

Jeanne then reminded the board that a similar quality control process was approved for the Racine Zoo AmeriCorps Project during its initial application year when they did not pass peer review, but staff had confidence that they would be able to run a quality program. They were then approved via the quality control process and during their first year they won a national award for environmental and conservation education.

Brian Blahnik from Marshfield Clinic Health System (MCHS) then described their decision to apply as a rural intermediary and that how over the last 21 years they have had organizations approach them looking for ways to address various health issues, such as mental health or food insecurity. He continued that these needs could be even higher following the COVID-19 pandemic to address public health needs and the struggles that nonprofits have been experiencing while trying to serve communities. He also provided a clarification that if they receive the grant for the rural intermediary that MCHS will sunset their Volunteer Wisconsin program and bring them under the umbrella of this larger program.

ACTION ITEM – Anthony Hallman made a motion to approve the Marshfield Clinic Health System – Rural Intermediary Program application for submission to AmeriCorps/CNCS for competitive funding consideration for the 2021-2022 program year. Second by Jane Moore. The motion was unanimously approved.

Ranking of New/Recompete Applications

Alexis Matthews provided an overview of the ranking of the new/recompete applications, which is required to be provided to AmeriCorps with the final submission for the applications, indicating that board members received a spreadsheet with the rankings created by staff the previous week. She described that to create these rankings, staff aggregate their peer review scores with data on enrollment rates, retention, if they were able to exit their members in time, their performance measurements, and timely reporting for their quarterly progress and fiscal reporting over the past three years. She continued that for this year, with so many programs unable to meet performance measures due to COVID-19 impact, that staff took this into consideration when making the rankings. She explained that this factor was why rankings would not purely represent the data tables, with these programs continuing to provide service even though their score for performance measures would have been a zero. She continued that the final four programs on the list had not yet accumulated three years of overall performance data and that staff evaluations were used for their placements.

ACTION ITEM – Anthony Hallman made a motion to approve the ranking of New/Recompete applications for submission to AmeriCorps/CNCS. Second by Paula Horning. The motion was unanimously approved.

Request for additional 2020-2021 Formula funds

Applicant: Marshfield Clinic Recovery Corps

Steven provided an overview of the budget request by Marshfield Clinic Recovery Corps for \$45,178 in Formula funds for the 2020-21 AmeriCorps program year, with a memo on the request in the packets sent to board members. The primary reason for the request is because of community need and they had candidates able to serve. The funding would provide for living allowances for two halftime AmeriCorps slots, as well as funding for host site match replacement, increases to living allowances, and health insurance cost increases.

ACTION ITEM – Anthony Hallman made a motion to approve the request by Marshfield Clinic Recovery Corps for \$45,178. Second by Leah Luke. The motion was unanimously approved.



2020 Year in Review

Jeanne Duffy gave an overview of how AmeriCorps members responded to COVID-19, the impacts of the service performed by the 2019-2020 AmeriCorps members, and the events, initiatives, trainings, and public relations efforts led by Serve Wisconsin during 2020. Details from this overview and additional information was provided in the *Highlights from 2020* document distributed to the board members.

Public Records Training

Jeanne Duffy provided a reminder to board members to complete the online public records training. She also explained that for those that may have had difficulty accessing the training, that they will first need to create their account and that the training will then take 24 to 48 hours before it will be available

State Service Plan Update

Jeanne Duffy gave brief overview of the status of accomplishing the goals on the state service plan. She highlighted the efforts to have colleges match the education award, describing that Serve Wisconsin paused this effort during the pandemic and in light of the financial issues these schools are facing. She explained that while we stopped moving on this goal at a state level, AmeriCorps did not stop moving on it at the federal level and that they have launched a new initiative to increase the number of "Ameri-Schools." She continued that we will hopefully be resuming this effort at the state level in 2021.

Volunteer Generation Funds, VISTA & A-DRT Update

Ruhamah Bauman provided updates on multiple initiatives that she is leading, starting with background on the VGF project and insights she gained working with Wisconsin VOAD (Voluntary Organizations Active in Disaster) during the COVID-19 pandemic. She described that especially during the initial phases of responding to the pandemic it was difficult to get information to local communities and that a gap that was noticed was the lack of local VOADs throughout the state. She explained that supporting local VOADs across the six Wisconsin Emergency Management regions became the goal of the VGF application and that the hope is that at least three regions will have active regional VOADs within the first year to support volunteers responding to disasters throughout the state. She continued that the application deadline for interested organizations for funding to help support creating these regional VOADs is on Monday, December 14.

Ruhamah then provided an update on the VISTA initiative to address poverty and racial disparities in Wisconsin. She explained that the Girl Scouts, GLITC, and Public Allies Milwaukee will be the hosts for the three initial VISTA members for the project, providing assistance through the populations their organizations serve and helping to target additional organizations that will be able to host VISTA members in the second year of the project.

Ruhamah then provided an update on the AmeriCorps Disaster Response Team (A-DRT) that was launched this fall. The initial meeting was held in November and they will be holding monthly meetings to participate in trainings and to develop a response cohort. The goal is that they will be able to respond to disasters following the pandemic here in Wisconsin, as well as potentially in neighboring states if they have a FEMA mission assignment and need additional assistance.

Updates:

Program Director Association

Brian Blahnik from Marshfield Clinic delivered an update from the Program Directors Association about some of the challenges they have faced since the spread of COVID-19 earlier this year and some areas of success they have experienced, while also thanking Serve Wisconsin for their flexibility and support this year. He described some of the difficulties that many programs experienced in meeting performance measures this year, particularly with the closures of schools or other host site locations for parts of this year and AmeriCorps members having to



quarantine for extended periods due to potential exposures at service sites or in the community. He continued that while many programs have not been meeting these goals, they have been successful in supporting communities across the state in many ways through the service that AmeriCorps members have provided that are not able to be reflected in those specific performance measures.

AmeriCorps Regional Office

Ben Olsen began his update describing how at the regional level they just finished their first annual strategic plan for the region for the coming year, which had four major focus areas. One is putting significant focus on improving customer service and tools to support technical assistance to grantees, which have been historically managed by either state offices or the ASN headquarters. Another element is developing a sustainable outreach plan to develop new projects, as they want to continue expanding national service. They are particularly focusing on outreach to organizations run by and serving communities of color, as addressing racial equity inequities is a big priority for the agency, and they are excited to be partnering with Serve Wisconsin on some of these efforts. The third focus area is strengthening team capacity, particularly important since they are relatively new as a collaborative team, with one key aspect being offering new training for portfolio managers and setting clear expectations for performance. The final element is developing a communications plan for the region to improve communications with external stakeholders, as they primarily focused during the initial year on developing and building relationships with grantees and national service partners across the region. They hope to expand their external reach to engage other key stakeholders and elected leaders to strengthen ties in states across the region and communicate on an ongoing basis to elevate the impact of national service.

Ben Olsen then reminded the board about the Foster Grandparents grant competition that is currently occurring in Wisconsin in almost every county not otherwise currently covered by a project. He asked for any additional help that board members can provide in getting the word out about the grant competition and the impact that it has by engaging lower income older adults in volunteering by having them provide tutoring, mentorship, and other supports for students.

Commission Members

Christine Beatty gave an update on the States for Service group through America's Service Commissions (ASC), thanking those that participated in their "Thank You" campaign for support of the CORPS Act, as Wisconsin was one of the top five states in terms of participation on this campaign. She informed the board that she will continue to send out information on their efforts to promote AmeriCorps on a federal basis to commission members and other advocates.

Latoya Holiday expressed her appreciation for the great work done by the staff at Serve Wisconsin and with all of the AmeriCorps programs throughout the state. She also expressed wanting to speak on behalf of the Department of Public Instruction and on behalf of the State Superintendent at how important the service being done by AmeriCorps programs has been in helping fill in critical gaps during the current pandemic. Many of the individuals they are reaching were underserved before the spread of COVID-19 and many are facing even worse conditions now. She also expressed thanks for commission staff and programs for their focus on racial justice and social issues, helping to elevate the needs of communities across Wisconsin.

Serve WI Staff

Tracey Brent informed the board that staff is continuing to implement the new digital monitoring system, including a generally successful transition to using DocuSign and SharePoint. She thanked the programs for adapting to this change along with all of the other changes to their operations going on now due to COVID-19.

Steven Yule informed the board that members with Easterseals Wisconsin and WisCorps had their education awards put on hold but that it has been resolved.



Kyle Clower informed board members that Serve Wisconsin had applied for and received a matching grant from Causality to create a new Serve Wisconsin logo, as the current logo incorporates the former version of the AmeriCorps logo that was replaced during the national rebranding launch in September. Kyle also asked board members to please send any stories they see locally about national service, AmeriCorps, AmeriCorps Seniors, and volunteerism to him to be able to share on social media. He also informed board members that all of the full interviews with the Governor's Service Awards honorees were now available on the website and our social media accounts. He continued that a major project over the next few months would be the creation of the 2019-20 annual report, with the service data shared today being used to help create the report.

Proposed 2021 Meeting Dates

Jeanne Duffy gave an overview of the potential meeting schedule for the WNCBSB and PE&D meetings for 2021.

- *WNCBSB – Thursday, March 4, 10 AM*
- *PE&D – Monday, May 3 (ASC Annual Conference is May 4-7) 10 AM*
- *WNCBSB -Thursday, May 13 (Formula Applications due to CNCS June 7, 2021) 10 AM*
- *Thursday, June 24 – tentative date for the Governor's Service Awards*
- *WNCBSB – Thursday, October 7, 10 AM*
- *PE&D-- Tuesday, December 7, 10 AM*
- *WNCBSB – Thursday, December 16, 10 AM*

WNCBSB Executive Committee Meeting, if necessary

Christine Beatty stated that there will not be a need to hold an executive committee meeting due to high board member attendance and having quorum throughout the meeting.

Adjourn

ACTION – Anthony Hallman made a motion to adjourn the WNCBSB meeting at 12:00 pm. Second by Christine Beatty. The motion was unanimously approved.

