

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

### Meeting Minutes

**Tuesday, December 6, 2022**

Committee Chairman Tony Hallman called the meeting to order at 10:06am, December 6, 2022, in-person and via Zoom.

#### Committee Members Present

Tony Hallman, Committee Chair, and Adam Riley in-person; Paula Horning, Jane Moore, and Pat Takamine via Zoom

#### Other Board Members Present

Leah Moore, Karen Pritchard, Yolanda Shelton-Morris, and Jana Steinmetz in-person; Christine Beatty, Theresa Clark, and David Moldavsky via Zoom

#### Staff Present

Jeanne Duffy, Elyse Chay, Kyle Clower, Amy Fink, Olivia Rasmussen, and Steven Yule

#### Organization/Applicant Representation

Boys & Girls Clubs of Greater Milwaukee; Easter Seals Wisconsin (via Zoom); Marquette University (via Zoom); Renewal Unlimited, Inc.; United Way of Dane County – Achievement Connections; Western Dairyland Economic Opportunity Council; Wisconsin Association for Runaway Services; College Possible; Dane County Human Services; Milwaukee Christian Center; Milwaukee Public Library Foundation; Public Allies, Inc.; Racine Zoological Society; United Way of Dane County – Schools of Hope; Marshfield Clinic – Community Corps; Marshfield Clinic – Recovery Corps; Sixteenth Street Community Health Centers; United Way Fox Cities; Wisconsin Association for Free & Charitable Clinics

#### **Introductions**

Board members introduced themselves.

#### **Approval of May 17, 2022 Meeting Minutes**

Pat Takamine made a motion to approve the May 17, 2022 meeting minutes. Seconded by Adam Riley. Motion passed unanimously.

#### **Conflict of Interest Forms**

It was confirmed that all Board members present completed and submitted conflict of interest forms.

#### **Overview of Competitive Funding – including Peer Review Scores and Past Performance Scoring**

Steven Yule provided a brief summary of the Competitive process, review of Notifications of Intent to Apply, applications submitted (as noted on the meeting agenda), peer review scores, performance scoring, and the United Way of Dane County Achievement Connections “over the years” document.

Committee members noted they would like to address the “over the years” document separate from the UWDC Achievement Connections 5-minutes presentation.

#### **2023-2024 AmeriCorps Competitive Cost-Reimbursement Applications**

##### Recompete and Continuation Cost-Reimbursement Applications - Recommendations

Applicants gave presentations according to the order on the meeting agenda. Committee/Board members discussed the UWDC Achievement Connections “over the years” document and will address separately during vote on moving recommendations to full Board.

Paula Horning made a motion to forward to the full Board for consideration: the Cost-Reimbursement applications numbered 1 through 4 and 6 through 14 on the meeting agenda. Seconded by Yolanda Shelton-Morris. Motion passed unanimously.

Adam Riley made a motion to waive the 80% threshold requirement for performance scoring for this time only for Competitive applications being considered. Seconded by Pat Takamine. Motion passed unanimously.

Paula Horning made a motion that the Committee recommend #5 on the meeting agenda – United Way of Dane County – Achievement Connections – to the full board and require the program to do quarterly reporting for the 2023-2024 program year and Serve Wisconsin staff are to share the quarterly reporting with Committee members. Seconded by Pat Takamine. Motion passed unanimously.

The meeting was recessed for lunch at 12:20pm; Committee/Board member Adam Riley left the meeting during the recess.

Recess ended and the meeting was called back to order at 12:51pm.

### **2023-2024 Public Health AmeriCorps Continuation Applications – Recommendations**

Public Health AmeriCorps applicants gave presentations according to the order on the meeting agenda.

Yolanda Shelton-Morris made a motion to forward the Public Health AmeriCorps Cost-Reimbursement applications (numbered 15 through 19 on the meeting agenda) to the full Board for consideration. Seconded by Pat Takamine. Motion passed unanimously.

### **Ranking of New/Recompete Applications**

Paula Horning made a motion to approve the ranking of Competitive applications 1 through 7 as noted at the bottom of the 2023-2024 New and Recompete Applications page of the performance scoring spreadsheet. Seconded by Yolanda Shelton-Morris. Motion passed unanimously.

### **Adjourn**

Pat Takamine made a motion to adjourn the meeting. Seconded by Jane Moore. Motion passed unanimously. The meeting was adjourned at 1:23pm.