



Commission Meeting Minutes

October 10, 2019

Montana State Capitol, Room 152

1pm-2:45pm

AGENDA	DIALOGUE	ACTION ITEMS
I. Chairman Myhre called the meeting to order at 1:00 p.m.		
a. Roll Call	<p><u>Commission Members Present:</u> Chairman Myhre, Vice Chair Harbage, Eric Strauss, Amy Unsworth, Karen Moses, Karin Olsen-Billings, Kevin Sylvester Rachel Juel, Donovan Hawk Jim Larson, Andrea Surratt, Tara Ferriter-Smith</p> <p><u>Commission Members on phone:</u> Heather Margolis, Jackie Girard, Pam Carbonari</p> <p><u>Commission Members Excused:</u> N/A</p> <p><u>Guests and Staff Present:</u> Adam Hein, Montana Conservation Corps, Mēghan F. Scott, Justice for Montanans, Joe Naiman-Sessions and Seth Shteir, Montana State Parks AmeriCorps, OCS-Director Dan Ritter, Sarah Sadowski, Sheree Isola, Lisa Dorrington, Jaime Gabrielli</p>	
b. Opening Activity/Group Photo	Everyone introduced themselves and answered, “What activities do you have planned for fall or are you trying to finish before winter?” Photo of present commissioners and Director Ritter on Capitol stairs.	
c. Approval of June 13, 2019 Minutes	Commissioner Sylvester moved to approve the minutes, Commissioner Juel seconded. The motion was approved by acclamation.	June 13, 2019 Minutes approved
d. Announcements	Director Dan Ritter discussed progression of CNCS Transformation and Sustainability Plan . Regional administrators and portfolio managers, one of whom will be assigned to MT, compose structure of eight regional offices. He reported OCS staff met Ken Goodson, new Regional Administrator, while attending CNCS annual symposium in Virginia last month. There will be more updates as this transformation occurs. Then gave update on FY2020 application process, House passed a CR to extend federal funding through November 21, to	

	avoid another government shutdown. Senate approved the CR on September 26, which will now go to the President’s desk. This will allow the Senate additional time to finish the appropriations bills. Labor HHS Committee approved \$55 million more than 2019. CNCS will be funded at 2019 level. Not expecting any cuts moving forward. Labor H lacking bipartisan support. Director Ritter will continue to provide updates.	
e. Commissioner Reports and Updates – Volunteer engagements	None reported	
f. Commission Appointments & ex-officio	Director Ritter: One vacancy, working with Governor’s office to fill. Hope to have Public Representative position filled by December. Ex-officio Commissioner Jackie Girard, current member transitioning out of position, said she does not know how transition will move forward, but at some point, Senior Portfolio Manager will be new ex-officio member on commission.	
II. CNCS Montana Update	Commissioner Girard, CNCS Montana CEO gave VISTA update, currently four projects recruiting 45 members for Jan./Feb. program start-up. MT VISTA programs now being managed out of Denver regional office. Transition will be taking place throughout Oct. and this will be Jackie’s last Commission meeting. Commissioner Girard thanked everyone. Director Ritter thanked Commissioner Girard on behalf of OCS for her years of service and partnership.	
III. Governor’s Office of Community Service Updates		
a. ServeMontana, Director Ritter & Jaime Gabrielli		
i. Governor and First Lady Youth Leadership Council	Jaime Gabrielli – OCS, Youth Leadership Council application period closed, received 32 applications. Next step is narrowing pool to around 20 and notifying members. Orientation will be 11/22/19 at the Capitol with YLC members in attendance. Commissioner Girard suggested PRC as partner for YLC members, John Schlepp Program Director.	
ii. Youth Serve Montana Scholarship	Youth Serve MT Scholarship is open 10/15/19-1/31/20 for applications. Created through a partnership with Reach Higher Montana and Montana Campus Compact, 100 MT Seniors with 100 hours of volunteer service in the past year will be awarded \$1,000 to attend a MTCC institution next fall. OCS outreach to all MT high school counselors and principals. Awarded at the end of March 2020.	

<p>iii. Montana Student Volunteer Award</p>	<p>“Volunteer of the Game” award has been renamed “Montana Student Volunteer Award.” Each MTCC school was asked to nominate one student demonstrating commitment to volunteer service. Each nominee is then awarded a certificate by Governor Bullock and their college president. MSVA winners will be honored at home game/event occurring this fall-January. Commissioner Larson said it is amazing to be part of these award events; he has had the opportunity to talk to the winners and see what the students have accomplished.</p>	
<p>iv. Chair Myhre excused as Chair</p>		<p>Replaced by Vice Chair Harbage</p>
<p>b. AmeriCorps- Sarah Sadowski</p>		
<p>i. Grants update</p>	<p>Since June, we have submitted the Formula application and received the formula award \$771,646 and the full supplemental funding request, \$383,400. The Supplemental award provided BSWSC with six additional Member Service Years (MSY); MTCC three MSY, and CIAC with two additional MSY. In August, OCS held Program Directors Convening at Montana Wild. Provided CNCS updates and professional development. 9/1 marks beginning of programming year for five of eight AmeriCorps State programs, others start 1/1, namely the environmental stewardship programs. OCS staff trained program staff and members at end of service events for 100 Fold Studio and Energy Corps. OCS staff attended JFM orientation and presented the brief history of national service, and attended MTCC team leaders orientation remotely.</p> <p>Competitive grants opened in Sept. Letters of Intent are due today, 10.10. Commission Support Grant and Commission Investment Funds were submitted to CNCS earlier this week. Both grants are now on the calendar year with clarification and award anticipated by Dec. OCS staff Jaime and Lisa will attend America’s Service Commission’s (ASC) Program Startup Boot Camp in Austin, TX Oct 15-18. OCS hosting ASC staff and team November 5-7 for the ASC Commission Accelerator, which is formal and informal technical assistance. Competitive grants are due Nov 1, 2019, and binders to be assembled 11.8 for reviewers, then the in-person Competitive grant review work group is scheduled for 11.19 in Helena. Director Ritter gave shout out to Sarah Sadowski for finding one-year supplemental funding after loss of competitive funding and thinking outside the box to support AmeriCorps State programs. Five of six competitive funded programs will be applying as</p>	

		recompetes, we are hoping to not go through this process again but have faith that Sarah will be able to assist these worthy programs with finding funding.	
ii.	ASN Symposium Overview	Sept 17-20, Director Ritter, Sarah Sadowski, Sheree Isola and Lisa Dorrington attended the AmeriCorps State & National Symposium, in DC. Sponsored by CNCS, the ASN Symposium is a required annual event for state commission and National Direct staff. Staff attended ASC award ceremony. OCS was a sponsor of the ceremony. AmeriCorps 25 th Anniversary emphasis of ASN Symposium, Chester Spellman, Director of AmeriCorps has been invited to speak at the ServeMontana Symposium in March.	
iii.	Abby M. Zent Service Recognition	Survey Monkey open for nominations. All national service alumni eligible. One winner under age 55 and one over 55 will be honored. Looking to transfer this recognition beyond OCS for sustainability a team of family and friends is working on that and may reach out to Kiwanis as possible future home.	
iv.	ServeMontana Symposium	Dates March 4, 5, 6, 2020. Theme: Service in Montana – Your Path to the Greater Good. “Be the Greater Good” CNCS booklets printed and handed out. Commissioners are encouraged to disseminate in communities.	
c.	Financial report – Sheree Isola		
i.	Fund balance	Everyone was provided a copy of financial report. No questions. Both funding current and funding forward – supplemental in funding forward. Some categories may look low but will be replenished as we open them back up.	
ii.	Honorarium, value as match	Commissioners who are not state employees are eligible for a \$50 honorarium for attending Commission meetings. The honorarium and travel can be donated in full or in part via the form, in-kind donations are accounted for as grant match.	
iii.	In-kind form completion	Please complete the in-kind form to either receive or donate allowable travel reimbursement or the honorarium. A W9 needs to be completed and on file as well.	
	IV. New Business – Vice Chair Harbage		
a.	Competitive Grant Review Work Group formation – <i>action item</i>	Sarah Sadowski of OCS explained grant applications are due Nov 1 and between 11/8-11/19, each working group member will receive a binder and each applicant is individually scored. Then on Nov 19, the Grant Review Workgroup will convene and conduct consensus scoring with all applicants present. Opportunity to ask applicants questions. After the grant review, each applicant is ranked and provided feedback to strengthen their application before OCS submits all to CNCS for funding determination. She asked for five	Commissioner Sylvester, Vice Chair Harbage and Commissioner Margolis

	commissioners to join working group. Instructions and criteria will be provided in advance. Vice Chair Harbage commented this is a supportive, friendly process and good opportunity to learn more about what the programs do.	volunteered. Commissioner Juel, Commissioner Ferriter-Smith, and Commissioner Olsen-Billings tentative.
V. Public Comment		
a. Seth Shteir –Program Coordinator, Montana State Parks AmeriCorps	Thanked Commission and OCS for work we do and keeping AmeriCorps members on the ground doing the important work they are doing.	
b. Sarah Sadowski, Commissioner Olsen-Billings on Commissioner Girard	Sarah Sadowski of OCS commented Jackie represents a “legacy of service” and we will continue to engage her in service opportunities. Commissioner Olsen-Billings stated it has always been apparent service is her passion and she appreciate how she has always supported new members on the Commission, including her. “She is one of those assets you don’t want to lose. You really need a ‘Jackie’.”	
c. Director Ritter’s Closing Comments	Director Ritter thanked new commissioners for stepping up and accepting the appointment from Governor Bullock and invited members to stop in OCS office anytime. Invitation to all Commissioners to come to the ServeMontana Symposium- March 4-6, 2020.	
VI. Adjourn	Meeting adjourned at 2:45 p.m. Next meeting is scheduled for December 12, 2019 at 1pm	

Governor’s Office of Community Service

PO Box 200801

Helena, MT 59620

Phone: 406-444-9077

Fax: 406-444-4418

Email: serve@mt.gov

Website: <http://serve.mt.gov>

Commissioner Contact Information posted at www.serve.mt.gov