

Montana Commission on Community Service
October 19, 2009
9:00 am – 11:00 am New Commissioner Orientation
11:15 am – 5:30 pm Commission Meeting
State Capitol – Hearing Room 152
Draft Minutes

Agenda	Notes	Action Item
<p>9:00 am</p> <p>Welcome & Introductions <i>Jan Lombardi</i></p>	<p>Attendees:</p> <p>Commissioners: Chris Kolstad, <i>Chair</i> Kim Miske, <i>Vice Chair</i> Johnel Barcus, Karin Olsen Billings, Doug Braun, James Corson, Jackie Girard, Bob Harris, John Ilgenfritz, Keith Kelly, Laura Pflum, Sheila Rice, Scott Smith and Chas Van Genderen Absent: Jack Chambers and James Steele</p> <p>Staff: Jan Lombardi, <i>Director</i> Kathy Bean, Lorri Ward Brown, Tony Dean, Andee Dunick, Mikelle Joki, Danielle Shyne</p> <p>Guests: Bonnie Buckingham (Literacy Support Corps/WORD), Marcia Brown (National Center for Appropriate Technology), Amy Busch (Corporation for National and Community Service), Eric Cardella (Montana Campus Compact), Brook Clark (Literacy Support Corps/WORD), Elaine Dahl (Montana Legal Services Association), Laura d’Esterre (Campus Corps), Anna Green (Governor’s Office), Kari Halvorson (Campus Corps), Holly Hill (National Center for Appropriate Technology), Breanna Kahle (Montana Conservation Corps), Kathryn Karp (Montana Conservation Corps), Patti Keebler (Governor’s Office), Jono McKinney (Montana Conservation Corps), Jeanne Moon</p>	

	(Literacy Support Corps/WORD), Chrissy Orangio (Campus Corps), Will Racicot (Montana Conservation Corps) Connie Roope (Jobs for Montana Graduates Foundation), Sarah Sadowski (Jobs for Montana Graduates Foundation), Tracy Scott (Montana Campus Compact), Bob Springer (Office for Civic Engagement), Josh Vanek (Montana Campus Compact), Andrea Vernon (Office for Civic Engagement)	
9:15 am Governor and First Lady's Math and Science Initiative <i>Anna Green</i>	<ul style="list-style-type: none"> • Anna explained that the Math and Science Initiative seeks to spark an interest in science and math and to build a ready workforce. She provided Montana state highway maps and educational trading cards. Support of the Math and Science Initiative is a Commission priority. 	
9:30 am Montana Community Service Jeopardy Game <i>Andee Dunick</i>	<ul style="list-style-type: none"> • Commissioners were asked questions as an orientation to national and community service and their responsibilities on the Montana Commission on Community Service. • Answers to all Jeopardy questions were found within information packets provided to Commissioners. 	

<p>10:30 am</p> <p>Boards and Commissions and Governor Schweitzer's Priorities <i>Patti Keebler</i></p>	<ul style="list-style-type: none"> • Patti explained the expectations of being a Governor appointee. She also spoke to the Governor's priorities: <ul style="list-style-type: none"> ▪ The Economy---Living Within our Means ▪ Reducing Energy Consumption---20x10 Initiative ▪ Education -- Math and Science Initiative ▪ Energy Technology and development ▪ Supporting the "Last and the Least" 	
<p>10:45 am</p> <p>Meet our AmeriCorps State Programs</p> <p><i>Energy Corps, Holly Hill</i></p> <p><i>Literacy Support Corps, Jeanne Moon</i></p>	<ul style="list-style-type: none"> • Holly Hill provided a presentation on Energy Corps. • Jeanne Moon provided a presentation on the Literacy Support Corps. 	
<p>11:15 am</p> <p>Call Meeting to Order</p> <p>Welcome and</p>	<ul style="list-style-type: none"> • Meeting called to Order by Vice Chair Kelly • Welcome to new Commissioners 	

<p>1:00 pm</p> <p>Executive Director Report</p> <p><i>Jan Lombardi (Office Update, Outreach Campaigns, Serve America Act, AmeriCorps State Service Plan)</i></p>	<ul style="list-style-type: none"> • Meeting called to order by Chair Kolstad. • Jan gave an office update that included an overview of the recent audits that have happened in the office, update on Montana Making \$ense extension and an overview of new internal processes. In response to the Governor’s call to action, the office has developed a new website and two outreach campaigns that bring together AmeriCorps, Citizen Corps, resources from government and non-government organizations, business and citizens to create Fire Ready Montana and Winter Ready Montana. She gave a brief overview of the Serve America Act. Jan informed the Commission that the office is working on its AmeriCorps State Service Plan. Jan encouraged commissioners to continue their dialog with the office. • Jim Corson asked staff to provide a history of the Office of Inspector General Audit on AmeriCorps to update Commissioners. • Jim Corson asked for clarification of attendance at Corporation for National Service sponsored financial training that all state programs will be receiving a stipend to attend. 	
<p>1:30 pm</p> <p>Meet our AmeriCorps Programs</p> <p><i>Campus Corps, Eric Cardella Justice for Montanans, Elaine Dahl</i></p>	<ul style="list-style-type: none"> • Eric Cardella provided a presentation on Campus Corps and had members share their service experience with Commissioners. • Elaine Dahl gave a presentation on Justice for Montanans. 	

2:00 pm

Office of
Community
Service Staff
Reports

*Andee Dunick
(Website Youth
Service
Institute,
Training Update)*

- Andee Dunick gave a report on Youth Service Institute, a training update and a presentation on the new Serve Montana website. <http://serve.mt.gov/>
- Jim Corson asked that "volunteer in Montana" be added to internet keyword searches that link to the Serve Montana website.

*Tony Dean
(Risk-based
Monitor, ARRA,
OCS Financial
Overview,
Program
Update)*

- Tony Dean reported on the Risk-based Monitor and American Recovery and Reinvestment Act. He also gave an [office financial overview](#) and program updates.
- Jim Corson asked Tony to clarify [planning grant](#) funding.
- Jan Lombardi stated that no more than 4 planning grants would be awarded for 2010.

*Kathy Bean
(open Doors
Update, Service
Scholarship)*

- Kathy Bean gave an update on [disability inclusion](#) and [community service scholarships](#).

*Danielle Shyne
(Office Manual,
Citizen Corps)*

- Danielle Shyne reported on the [Citizen Corps program](#) and her position duties which include building an office manual.

<p><i>Update)</i></p> <p><i>Mikelle Joki (Citizen Corps Special Needs Update)</i></p> <p><i>Lorri Brown (Are you Ready?-Map Your Neighborhood)</i></p>	<ul style="list-style-type: none"> • Mikelle Joki provided a Citizen Corps Special Needs update. • Lorri Brown gave a presentation on Map Your Neighborhood (MYN) training that the office provides. • Laura Pflum suggested Lorri provide trainings at college campuses. 	<p>Lorri will contact Laura regarding MYN trainings</p>
<p>3:15 pm</p> <p>Meet Our AmeriCorps State Programs</p> <p><i>Montana Conservation Corps, Jono McKinney</i></p>	<ul style="list-style-type: none"> • Jono McKinney gave a presentation on Montana Conservation Corps and had members share their service experience with Commissioners. (File is too big for internet uploading please call 406.444.9077 to request a copy- mostly photos) 	

<p><i>Young Adult Service Corps, Sarah Sadowski</i></p>	<ul style="list-style-type: none"> • Sarah Sadowski gave a presentation on Young Adult Service Corps. 	
<p>3:45 pm</p> <p>2010 Strategy</p> <p><i>Jan Lombardi (Meetings, Technology, Efficient and Effective)</i></p> <p><i>Kathy Bean (Progress Report Recommendation)</i></p>	<ul style="list-style-type: none"> • Chair Kolstad stated that the 2010 Strategy would be discussed with Vice Chair Miske and office staff at a later date and a report would be provided to Commissioners. • Kathy Bean provided a document on recommendations for progress report policy. • Commissioners suggested that information requiring a vote be provided before the day of the vote. • After much discussion, Sheila Rice moved to adopt the policy as recommend by staff and Bob Harris seconded. • Further discussion continued on adopting policy on an interim basis. • Sheila Rice withdrew her previous motion and made a new motion to adopt policy recommended by staff on an interim basis to be revisited in 3 months. Motion was seconded by Jim Corson. • Laura Pflum asked that programs provide their input on policy recommendation to Commissioners. • Chair Kolstad called for a vote on the motion. 	<p>Provide Report at next meeting in February 2010</p> <p>Staff will provide materials in advance of a vote</p> <p>Motion to adopt policy carried unanimously</p>

<p>2010 – 2011 AmeriCorps Funding Opportunities <i>Danielle Shyne</i> <i>Tony Dean</i></p>	<ul style="list-style-type: none"> • Danielle and Tony discussed the request for proposal process for 2010-2011 AmeriCorps Funding. No changes were made to the amendment for Montana Commission special considerations. • Chair Kolstad asked for Commissioners to volunteer to serve on a work group that will review 2010–2011 grant applications. • Bob Harris, John Ilgenfritz, Laura Pflum, Karin Olsen Billings and Kim Miske volunteered to serve on the Grant Review Work Group. • Jan clarified that the Workgroup will be asked to review applications for new, continuation and planning grants. • Tony recommended and Commission agreed that someone outside the Commission, having experience with federal grant funding, also serve on the Grant Review Work Group. 	<p>Staff will seek a qualified individual</p>
<p>5:00 pm Public Comment</p>	<ul style="list-style-type: none"> • Chair Kolstad asked for public comment. • No public comment was made. 	
<p>5:30 pm Adjourn</p>	<ul style="list-style-type: none"> • John Ilgenfritz made a motion to adjourn the meeting and Bob Harris seconded. 	<p>Motion carried, meeting adjourned</p>